



WEST (OUTER) AREA COMMITTEE

**Meeting to be held in Anne Hickinson Room, 2nd Floor, Pudsey Town Hall, Robin Lane,
Pudsey, LS28 7BL on
Friday, 12th April, 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

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**West North West Area Leader: Jane
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A G E N D A

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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>	

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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>DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS</p> <p>To disclose or draw attention to any disclosable pecuniary inyerests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 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 - 18 JANUARY 2013</p> <p>To confirm as a correct record the minutes of the meeting held on 18 January 2103</p>	1 - 4
8			<p>MINUTES OF AREA CHAIR'S MEETING</p> <p>To note the latest minutes of the Area Chair's meeting.</p>	5 - 10

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9			<p>CHILDREN'S SERVICES UPDATE</p> <p>To receive and consider the attached report of the Director of Children's Services</p>	11 - 38
10			<p>BUSINESS MANAGEMENT PROJECT</p> <p>To receive and consider the attached report of the Assistant Chief Executive (Customer Access and Performance)</p>	39 - 64
11			<p>WEST NORTH WEST HOMES LEEDS INVOLVEMENT IN AREA COMMITTEES</p> <p>To receive and consider the attached report of the Chief Executive, West North West Homes</p>	65 - 70
12			<p>PARKS AND COUNTRYSIDE ANNUAL REPORT</p> <p>To receive and consider the attached report of the Chief Officer, Parks and Countryside</p>	71 - 88
13			<p>AREA LEAD ROLE</p> <p>To receive and consider the attached report of the Assistant Chief Executive (Customer Access and Performance)</p>	89 - 96
14			<p>CONSULTATION ON FURTHER PROPOSALS FOR PRIMARY SCHOOL PROVISION</p> <p>To receive and consider the attached report of the Director of Children's Services</p>	97 - 102
15			<p>COMMUNITY SAFETY REPORT</p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods</p>	103 - 112
16			<p>WELLBEING MONITORING REPORT</p> <p>To receive and consider the attached report of the Assistant Chief Executive (Customer Access and Performance)</p>	113 - 128

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17			<p>AREA UPDATE REPORT</p> <p>To receive and consider the attached report of the Assistant Chief Executive (Customer Access and Performance)</p>	129 - 142
18			<p>AREA COMMITTEE DATES, TIMES AND VENUES 2013/14</p> <p>To receive and consider the attached report of the Chief Officer (Central and Democratic Services)</p>	143 - 148
19			<p>DATE AND TIME OF NEXT MEETING</p> <p>Friday, 17 May 2013 at 1.00 p.m.</p> <p>MAP OF TODAY'S VENUE</p> <p>Pudsey Town Hall, Robin Lane, Pudsey, LS28 7BL</p>	

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WEST (OUTER) AREA COMMITTEE

FRIDAY, 18TH JANUARY, 2013

PRESENT: Councillor D Blackburn in the Chair

Councillors A Blackburn, M Coulson,
J Hardy, J Jarosz, R Lewis, J Marjoram and
R Wood

45 Late Items

The Chair admitted the following late item to the Agenda:

- Welfare Reform Impact on Council Tenants

46 Declaration of Interests

There were no declarations of interest.

47 Apologies for Absence

Apologies for absence were submitted on behalf of Councillor A Carter.

48 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.

Kevin Bruce of West North West Homes addressed the meeting. He informed Members of a recent report to Executive Board outlining options for the future of the ALMO to either merge the ALMOs into a single organisation or revert to direct council management. A two month consultation period would commence from 28 January 2013 and there would be drop in sessions for Elected Members. Members highlighted the need for Area Committee involvement and local implications and requested an update at the March meeting.

49 Minutes - 14 December 2012

RESOLVED – That the minutes of the meeting held on 14 December 2012 be conformed as a correct record.

(a) Matters arising from the Minutes

Draft minutes to be approved at the meeting
to be held on Friday, 22nd March, 2013

Further to reports of missed sweeping rounds, this had been discussed at the Environmental Sub Group. There had been no pattern to the missed rounds and these had occurred due to a variety of reasons mainly involving staff absence.

It was reported that the 'Making the Grade' project would be holding an event on 22 March at Pudsey Council Chamber which would involve holding a mock trial. Members were invited along to the event which would be held prior to the next meeting of the Area Committee.

50 HLN Development Worker

The report of the Assistant Chief Executive (Customer Access and Performance) provided the Area Committee with an update on the work of the Community Development Worker (Swinnow and Heights & Gambles) run by the Healthy Living Network.

The Chair welcomed Carol Clarkson, Community Development Worker to the meeting for this item.

Further issues highlighted in relation to the report included the following:

- Work had previously focussed solely in Swinnow but had now been expanded to include Gambles and the Heights.
- There had been difficulty finding suitable and accessible venues in Gambles and the Heights.
- Work was being carried out to establish the kind of activities people would be interested in.
- It was agreed for Carol Clarkson to meet with Farnley and Wortley Ward Members to discuss options in further detail.
- Skills exchange with Armley Juniors.
- Work in Swinnow – links with Swinnow Primary, events carried out, community clean up day, volunteer produced newsletter.

Further discussion focussed on the use of Community Centres and other venues that could be of use.

RESOLVED – That the report be noted.

51 Wellbeing Monitoring Report

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

Harpreet Singh, Area Management Officer presented the report.

Members were informed of the remaining balance for wellbeing revenue spending and that there would be a review on capital expenditure since 2004. There would be workshop meetings and it was reported that there may be some funds available from underpending.

RESOLVED – That the report be noted.

52 Area Update Report

The report of the Assistant Chief Executive (Customer Access and Performance) 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 Management Officer presented the report.

The following issues were highlighted:

- Farsley Town and District Centre Scheme – Works were due to be completed by the end of February 2013.
- CCTV at Farfield Avenue – this was due to be completed by the end of January 2013.
- Farsley and Pudsey Lights – both these were successful well attended events.
- Seniors Network Support in Calverley – funding was available for a scheme to be run with Leeds Libraries and Adults Social Care. There would be further consultation and a briefing was offered to Members.

RESOLVED – That the report be noted.

53 Wellbeing Commissioning 2013/14 and Update Report

The report of the Assistant Chief Executive (Customer Access & Performance) provided information on processes adopted by other Area Committees for commissioning Wellbeing projects. The report also asked the Committee to consider Wellbeing priorities for 2013/14.

Harpreet Singh, Area Management Officer presented the report.

Issues highlighted included the following:

- The process used for commissioning Wellbeing projects in the North West Area Committees.
- Consultation regarding the commissioning process.
- Identifying different themes and priorities for wellbeing funds.
- Proposed workshops and consultation with Members.

RESOLVED – That the report be noted.

54 Welfare Reform Impact on Council Tenants

Draft minutes to be approved at the meeting
to be held on Friday, 22nd March, 2013

The joint report of the Chief Officer (Revenues and Benefits) informed the Area Committee on Welfare Reform changes that impact on council tenants and are due to be implemented in April 2013. It also summarised work that was currently being undertaken to prepare tenants for those changes and for future changes that will impact later in the year.

Jane Maxwell, West North West Area Leader presented the report.

The following issues were highlighted:

- Changes to social sector size criteria, reduction in Council Tax Support and changes to the Social Fund.
- The ALMOs, BITMO and Housing Associations would be speaking to tenants affected by the reform proposals.
- Changes to discretionary housing payments – Leeds would be getting additional funding from Government to accommodate challenges around social size criteria and benefit caps.
- Consultation – a further report would be brought to the Area Committee and there would be roadshows at one stop centres.
- Impact on employers as benefit changes may affect the number of hours people want to work.
- Providing support for training and job opportunities.
- Private sector tenants – work would be carried out through voluntary sector partners to provide guidance and support.

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

- Housing exchange schemes and financial incentives.
- Limited supply of housing and cost of letting vacant properties.
- Concern that people will face eviction due to financial reasons and children being housed in high rise blocks.
- Potential pressure on ALMO budgets due to increased turnover of housing.

RESOLVED – That the report be noted.

55 Date and Time of Next Meeting

Friday, 22 March 2013 at 1.00 p.m.

Agenda Item 8

**Area Chairs Forum
Wednesday 9th January 2013
Committee Room 4, Civic Hall**

Attendance:

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

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

Minutes: S. Warbis

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

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

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

Shaun Kelly

Steve Carey

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

4.0 Area Review – Executive Board Paper and Implementation Planning

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

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

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

5.0 Wellbeing Budgets

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

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

**Dean
Marshall**

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

6.0 Any Other Business

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

7.0 Date of Next Meeting

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

Report of Director of Children’s Services

Report to Outer West area committee

Date: February 2013

Subject: Children’s Services area committee update report

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

1. Children’s Services directorate provides six-monthly area committee reports, in February/March and September. These reports inform members on local outcomes for children and young people, and support the involvement of area committees in improving these outcomes by providing an update on the work of the Children’s Services Directorate and of the Leeds Children’s Trust. The progress made against local and national agendas is also highlighted. Emphasis in this report is given to the ongoing development of targeted and early intervention services.
2. The report provides a summary of performance at area committee level with a broader summary of city level performance, and builds on previous reports with additional local context and tracking of local indicators. The majority of education results are presented in this report, including tables of headline results for all Leeds schools and links to additional information.
3. 78 (5.6 per cent) of the children looked after population come from the Outer West area committee, six fewer than in June 2012. The level of NEET (4.0 per cent) is significantly below the citywide level of 6.0 per cent. Primary school attendance area was 96 per cent, above the city average for December. Secondary school attendance was also marginally lower than the autumn 2011 figure, but was the same as the city average for December. Both the percentage of primary schools, and secondary schools, rated good or better in the Outer West area have risen since the last report.

Recommendations

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

1.0 Background information

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

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

2.0 Key developments in Children's Services

Child Friendly Leeds

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

New ways of working

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

2.6 Restorative practice is underpinned by values of empathy, respect, honesty, acceptance, responsibility, and mutual accountability, and it provides a common approach and language across agencies, creating consistency across services. Its main goals are:

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

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

Partnership with schools

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

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

National Citizen Service 2013-14

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

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

2.11 Young people in the most deprived lower super output areas will be targeted, although the programme will be inclusive. The programme offers a structured delivery model, including residentials, to engage young people, build their confidence, improve teamwork and develop other skills to enable them to work together successfully. A more detailed report will be submitted to area committees

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

- 2.12 The cost of the programme to a young person is £50 per place. Area committees are asked to provide financial support for those young people who are unable to cover the costs themselves, to ensure that no young person will be prevented from participating through hardship.

Continuous improvement

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

3.0 Development of locality, targeted, and early support services

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

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

3.12 The youth offending service (YOS) can evidence a substantial reduction in the use of custody, and Leeds has continued to receive a national profile because of its participation in the custody payment by results pathfinder. The YOS continues to provide restorative services that have enabled victims of youth crime to achieve closure and reduce the risk of repeat victimisation.

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

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

Local issues

3.14 As part of the city deal innovations fund, clusters have been given additional budget, based on a formula measuring the numbers of young people aged 16 and 17 who are currently defined as NEET. The funding had to be targeted to those young people deemed the most vulnerable and hard to reach - those the furthest away from engaging in education and employment and training.

3.15 Each cluster was able to submit a proposal based on how they would provide additional services and support to help those young people move into education, employment and training. Work was undertaken to assess the needs of these young people, where there might be gaps in services available to them and what young people's views were about the kinds of services they wanted.

3.16 The most commonly articulated theme was the impact of low-mood and low level depression on confidence and self-esteem, which impacted directly on young people's ability to actively seek opportunities in education or employment. The gap between child and adult mental health services also presented a barrier to these young people being able to easily access the support they needed. The nature of those problems makes it difficult for these young people to actively seek help and there was little by way of specialist services that offer active outreach.

3.17 Pudsey, Armley, Bramley, and Farnley clusters collaborated and pooled their resources to commission a bespoke service to try and meet the needs of these young people through a targeted, emotional health and well-being counselling service. The Pudsey cluster also used some of the budget to support the development of social and transferable skills and confidence building approaches delivered through community action and a charity challenge.

4.0 Performance update

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

Outer West area committee commentary

- 4.4 The Outer West area committee has 9.2 per cent of the city's 0-19 population, which represents 15,737 children and young people. There are 21 primary schools, four secondary schools, and four children's centres located within the area committee boundary.

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

- 4.5 5.6 per cent (78) of the children looked after population comes from the Outer West area committee. This figure is six lower than the June 2012 figure and reflects the decline in the numbers of children looked after across the city. 5.7 per cent (16) of all children and young people entering care between April and December 2012 come from the Outer West area.
- 4.6 6.2 per cent of CAFs initiated across the city come from the Outer West area committee. 1,765 requests for service, of which 572 met the threshold for being treated as a referral to the Children's Social Work Service, are from the area. The number of children and young people currently subject to a child protection plan is 67, nine lower than the June 2012 figure.

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

- 4.7 The number of NEET young people in the Outer West area committee at the end of December was 92, two lower than the June figure. The level of NEET in December was 4.0 per cent, significantly below the citywide level of 6.0 per cent. Future

reports will compare data with a corresponding period from 12 months ago. The total number of NEET for the West North West area in December 2011 was 449.

- 4.8 Primary school attendance in the Outer West area committee was 96.0 per cent, above the city average, but marginally lower than the autumn 2011 figure. Secondary school attendance was also marginally lower than the autumn 2011 figure, but was the same as the December city average. 111 (7.0 per cent of the city cohort - the third lowest of all area committees) of children were persistently absent (missing at least 15 per cent of school) from primary schools in the area, and 274 (8.7 per cent) children and young people were persistently absent from secondary schools.

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

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

Local Ofsted inspections

- 4.10 There have been no inspections of children's centres since the last report.
- 4.11 Both the percentage of primary schools, and secondary schools, rated good or better in the Outer West area have risen since the last report, with two primaries (Calverley Parkside and Pudsey Lowtown), and one secondary (Priesthorpe) improving their ratings to good from satisfactory. The percentage of secondary schools rated good or better is 14 points above the city average, and the percentage of primary schools rated good or better has improved by nine points, and is now only five points behind the city average. There are no children's homes located in the Outer West area.

City commentary

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

Children and young people are safe from harm

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

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

- 4.15 *Obsession:* during the course of the last academic year, Leeds' schools made substantial improvements in attendance rates. Attendance in Leeds primary schools improved by 1.1 percentage points in 2011-12 and Leeds is now ranked in the top quartile of local authorities. There was also a good 1.4 percentage point improvement in secondary attendance. Whilst the gap is narrowing, secondary attendance remains lower in Leeds than nationally, with unauthorised absence being an ongoing challenge.
- 4.16 *Obsession:* with 16 to 19 year olds who are NEET, the gap to national performance is closing, down to 0.9 percentage points at the last point when comparative data were available. Youth contract funding will be used to enable access for 16 and 17 year olds who are NEET, to provide support such as a key worker; mentoring from business or peer mentoring; a work placement or volunteering opportunity; or support with employability and interview skills.
- 4.17 The trend of improving outcomes at the foundation stage continued in 2012, with a five-percentage point increase in the proportion of children achieving a good level of development. Leeds is now in the second quartile of local authorities for this indicator, but continues to have a large gap between the bottom 20 per cent of children and the rest of the cohort.
- 4.18 Changes in statutory assessment arrangements at the end of key stage two make comparison with previous years difficult. With this caveat in mind, there has been a four-percentage point improvement in the proportion of children achieving a level four or better in the combined English and maths indicator. However, Leeds is two percentage points below national. Pupil progress between key stages one and two is good, with Leeds' performance against this measure being in the top quartile for English and in the second quartile for maths.
- 4.19 The 2012 results at key stage four were affected by the decision to change GCSE grade boundaries for the summer round of examination entries. Whilst there was a slight improvement, with 55 per cent of young people achieving 5+ A*-C GCSE including English and maths, this was a smaller than expected increase. Partnership improvement activity continues however, with school-based lead professionals supporting teaching and learning networks.
- 4.20 No further data are available since the last report for level three qualifications at 19.
- 4.21 There has been a 12.9 per cent increase in apprenticeship starts from the same period last year, compared to a 1.5 per cent decrease nationally. Success rates by 16 to 18 year olds in Leeds for completing apprenticeships continue to be above national success rates. Innovative new projects such as the apprenticeship training agency¹, and an apprenticeship hub, are being developed.
- 4.22 Projections for 2012-13 show an increase in children and families accessing short breaks. A new, targeted short breaks service began in April 2012, delivered by a partnership of providers led by the northeast specialist inclusive learning centre.

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

Children and young people choose healthy lifestyles

- 4.23 There is no update to either the teenage conception data, or the free school meal uptake data, presented in the last area committee report.
- 4.24 Although rates of childhood obesity have plateaued, they remain too high, with nearly one in five children in year six (age 11) obese. Data are not available at area committee level. The DfE's National Childhood Measurement Programme states that children from the most deprived backgrounds have higher levels of obesity. However, a recent LMU report found that those children in 'middle-affluent' areas are more likely to be very overweight than those in very poor or very wealthy areas.

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

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

Ofsted inspections

- 4.27 Ofsted changed their schools inspection framework in September 2012, removing the 'satisfactory' rating and replacing it with 'requires improvement'. Despite this change, the percentages of both primary and secondary schools in Leeds rated as good or better by Ofsted have improved since the previous area committee report. Primary schools are at 76 per cent (a rise of seven percentage points); secondary schools are at 61 per cent (a rise of three percentage points).
- 4.28 There are eleven directly managed local authority children's homes providing residential places for children looked after. These receive annual full inspections and six-month interim inspections. 45 per cent of the council's children's homes are currently rated good or better (based on full inspections) by Ofsted, which is unchanged from the previous report. One home is now rated as 'outstanding' after its most recent inspection, rising from its previous rating of 'good'.
- 4.29 There have been no inspections of children's centres since the last report. 81 per cent remain rated good or better by Ofsted.

5.0 Corporate considerations

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

6.0 Consultation and engagement

- 6.1 This report is going to area committee meetings that involve a wide range of partners and stakeholders. Consultation and engagement is integral to the work of

Children's Services and the Children's Trust, as evidenced in Child Friendly City work

7.0 Equality and diversity/cohesion and integration

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

8.0 Council policies and city priorities

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

9.0 Resources and value for money

9.1 There are no resource implications in this report.

10.0 Legal implications, access to information, and call in

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

11.0 Risk management

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

12.0 Conclusions

12.1 Not applicable, as this report is information based.

13.0 Recommendations

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

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

13.3 Area committees are asked to consider providing financial support to young people wanting to access the National Citizen Service programme who cannot self-fund.

14.0 Background documents²

14.1 There are no background documents to accompany this report.

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

Appendix one: performance data for Outer West area committee

Area Committee: Outer West								
Spring 2013 Children's Services performance update								
Measure	Leeds	Outer W	Current data period	Highest	Average	Lowest		
1. Number of children and young people 0-19	171,127	15,737	Jan 2012	23,910	17,113	11,581		
2. Percentage of children and young people	n/a	9.2%	Jan 2012	14.0%	10.0%	6.8%		
3. Number of primary schools	218	21	Current	28	22	15		
4. Number of secondary schools	36	4	Current	6	4	2		
4a. Number of through schools	2	0	Current	2	0	0		
5. Number of children's centres	58	4	Current	11	6	3		
Commentary The Outer West area committee has 9.2% of the city's 0-19 population, which represents 15,737 children and young people. There are 21 primary schools, four secondary schools, and four children's centres located within the area committee boundary.								
Keeping children safe from harm	Leeds	Outer W			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
6. Number of children looked after	1,395	78	84		31 Dec 2012	384	134	18
7. Number of children entering care	281	16	5	(Cumulative)	Apr-Dec 2012	71	28	6
8. Number of children subject to a child protection plan	956	67	76		31 Dec 2012	188	93	13
9. Number of CAFs initiated	648	40	16	(Cumulative)	Apr-Dec 2012	128	63	22
10. Number of requests for service	24,862	1,765	676	(Cumulative)	Apr-Dec 2012	5,254	2,305	816
11. Number of requests for service leading to a referral	8,281	572	193	(Cumulative)	Apr-Dec 2012	1,937	786	217
12. Number of LCC-employed foster carers	550	29	n/a	(New data item)	31 Dec 2012	81	48	21

12a.	Number of family placement foster carers	104	5	n/a	(New data item)	31 Dec 2012	16	11	5
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Commentary
5.6% (78) of the children looked after population comes from the Outer West area. This figure is six lower than the June 2012 figure and reflects the decline in the numbers of children looked after across the city. 5.7% (16) of all children and young people entering care between April and December 2012 come from the Outer West area.

6.2% of CAFs initiated across the city come from the Outer West area. 1,765 requests for service, of which 572 met the threshold for being treated as a referral to the Children's Social Work Service, are from the area. The number of children and young people currently subject to a child protection plan is 67, nine lower than the June 2012 figure.

Do well in learning and have the skills for life	Leeds	Outer W			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
13.	Primary school attendance levels	95.8%	96.0%	96.2%	2011-12 HT 1-5	97.0%	95.8%	94.6%
14.	Secondary school attendance levels	93.7%	93.7%	93.9%	2011-12 HT 1-5	94.7%	93.4%	90.8%
15.	Number of pupils persistently absent at primary	1,589	111	164	2011-12 HT 1-5	377	159	52
16.	Number of pupils persistently absent at secondary	3,142	274	310	2011-12 HT 1-5	598	314	194
17.	Number of NEET ⁱ	1,374	92	94	31 Dec 2012	270	117	44
17a.	Percentage of NEET ⁱ	6.0%	4.0%	4.1%	31 Dec 2012	8.6%	4.9%	1.8%
18.	Number of 'not knows'	2,056	199	n/a	(New data item) 31 Dec 2012	461	246	109
18a.	Percentage of 'not knows'	10.9%	8.7%	n/a	(New data item) 31 Dec 2012	17.3%	10.3%	7.0%
19.	Foundation Stage good level of development	62.8%	63.2%	n/a	(Annual data item) 2011-12 AY	76.7%	63.0%	49.6%
20.	Key Stage 2 level 4+ English and maths	77.3%	79.2%	n/a	(Annual data item) 2011-12 AY	87.6%	77.3%	67.5%
21.	5+ A*-C GCSE inc English and maths	54.3%	60.6%	n/a	(Annual data item) 2011-12 AY	66.0%	52.4%	36.8%

Commentary
Primary school attendance in the Outer West area was 96.0%, marginally lower than the autumn 2011 figure but above the city average. Secondary school attendance was also marginally lower than the autumn 2011 figure, but was the same as the city average. 111 (7.0% of the city cohort - the third lowest of all area committees) of children were persistently absent (missing at least 15% of school) from primary schools in the area, and 274 (8.7%) children and young people were

persistently absent from secondary schools in the area.

The number of NEET young people in the Outer West area at the end of December was 92, two lower than the June figure. The level of NEET was 4.0%, significantly below the citywide level of 6.0%. Future reports will compare data with a corresponding period from 12 months ago. The total number of NEET for the West North West area in December 2011 was 449.

Choose healthy lifestyles	Leeds	Outer W			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
22. Teenage pregnancy ⁱⁱ	1,145	101	n/a	(No new data)	Jun 09-Jun 10	233	115	43
Commentary There are no new data since the last report.								
Voice and influence	Leeds	Outer W			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
23. 10 - 17 year olds committing an offence	507	38	79	(Not comparable)	Apr-Sept 2012	126	45.9	13
Ofsted inspections	Leeds	Outer W			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
24. Percentage of primary schools good or better	76%	71%	62%	æ	31 Dec 2012	93%	75%	64%
25. Percentage of secondary schools good or better	61%	75%	50%	æ	31 Dec 2012	100%	59%	25%
26. Percentage of children's centres good or better ⁱⁱⁱ	81%	100%	100%		31 July 2012	100%	88%	60%
27. Percentage of children's homes good or better	45%				31 Dec 2012	100%	42%	0%
Ofsted judgement - Outer West	Current period: 31 Dec 2012				Previous period: 31 July 2012			
	Outstanding	Good	Satisfactory	Inadequate	Outstanding	Good	Satisfactory	Inadequate
28. Primary schools	3	12	6	0	3	10	8	0
29. Secondary schools	0	3	1	0	0	2	2	0
30. SILCs (citywide)								

31. Pupil referral units (citywide)								
32. Children's centres	0	1	0	0	0	1	0	0
33. Children's homes								
<p>Commentary Both the percentage of primary schools, and secondary schools, rated good or better in the Outer West area have risen since the last report, with two primaries, and one secondary improving their ratings to good from satisfactory. The percentage of secondary schools rated good or better is 14 points above the city average, and the percentage of primary schools rated good or better has improved by nine points, and is now only five points behind the city average. There are no children's homes located in the Outer West area.</p>								
Secondary schools	Current period		Previous period		Direction of travel			
	Ofsted	Attendance	Ofsted	Attendance	Ofsted	Attendance		
Crawshaw School	2	93.1%	2	93.7%				
Priesthorpe School	2	93.9%	3	94.3%	æ			
Pudsey Grangefield School	2	94.3%	2	94.3%				
The Farnley Academy	3	92.5%	3	93.4%				
<p>Key: AY - academic year FY - financial year HT - half term ... data below five (suppressed for confidentiality)</p> <p>Ofsted grades: 1 = Outstanding, 2 = Good, 3 = Satisfactory/Requires Improvement, 4 = Inadequate</p> <p>ⁱ The citywide figure reports 'adjusted NEET' (see data definitions), the area committee figures do not take account of 'adjusted NEET'</p> <p>ⁱⁱ No new data available since the last report</p> <p>ⁱⁱⁱ No further children's centres inspections have been undertaken since the last report</p>								

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

Area	Area committee	Primary school	Foundation Stage good level of development (per cent)	Per cent level 4+ English and maths	Per cent expected progress English	Per cent expected progress maths
-	-	Leeds	62.8	76.7	91.9	88.8
-	-	National	64	79	89	87
WNW	Inner North West	Beecroft Primary School	64.5	96.9	100.0	96.8
WNW	Inner North West	Blenheim Primary School	78.3	76.9	100.0	100.0
WNW	Inner North West	Brudenell Primary School	76.7	51.6	86.7	78.6
WNW	Inner North West	Burley St. Matthias C of E Primary School	46.7	65.5	82.1	80.8
WNW	Inner North West	Cookridge Primary School	68.9	72.7	93.3	96.6
WNW	Inner North West	Hawksworth Wood Primary School	69	89.7	100.0	96.4
WNW	Inner North West	Holy Name Catholic Primary School	66.7	77.4	89.7	82.8
WNW	Inner North West	Ireland Wood Primary School	44.2	58.1	85.7	77.8
WNW	Inner North West	Iveson Primary School	57.7	66.7	73.1	53.8
WNW	Inner North West	Kirkstall St Stephens C of E Primary School	73.3	71.4	88.9	81.5
WNW	Inner North West	Kirkstall Valley Primary School	80	79.3	92.6	85.2
WNW	Inner North West	Little London Primary School	59.3	81.3	92.3	100.0
WNW	Inner North West	Quarry Mount Primary School	57.1	82.4	86.7	85.7
WNW	Inner North West	Rosebank Primary School	53.3	54.2	83.3	77.8
WNW	Inner North West	Sacred Heart Catholic Primary School	67.9	81.8	100.0	94.4
WNW	Inner North West	Shire Oak CE (VC) Primary School	65.5	63.0	88.0	79.2
WNW	Inner North West	Spring Bank Primary School	56.7	88.9	80.8	88.5
WNW	Inner North West	St Chad's C of E Primary School	66.7	80.0	86.7	86.2
WNW	Inner North West	Weetwood Primary School	90	86.2	96.4	89.3
WNW	Inner West	Armley Primary School	57.1	83.3	90.9	100.0
WNW	Inner West	Bramley Primary School	56.3	71.4	85.2	85.2
WNW	Inner West	Bramley St. Peter's C of E Primary School	55.3	60.0	89.5	78.9
WNW	Inner West	Castleton Primary School	55.2	95.5	100.0	100.0
WNW	Inner West	Christ Church Upper Armley C of E Primary School	89.7	63.2	88.2	82.4
WNW	Inner West	Christ the King Catholic Primary School	62.1	70.4	96.3	81.5
WNW	Inner West	Hollybush Primary School	44.1	71.0	100.0	96.7
WNW	Inner West	Holy Family Catholic Primary School	67.7	94.4	100.0	100.0
WNW	Inner West	Raynville Primary School	48.3	58.5	90.6	80.8

Area	Area committee	Primary school	Foundation Stage good level of development (per cent)	Per cent level 4+ English and maths	Per cent expected progress English	Per cent expected progress maths
-	-	Leeds	62.8	76.7	91.9	88.8
-	-	National	64	79	89	87
WNW	Inner West	St Bartholomew's C of E Primary School	39.1	92.7	92.5	91.2
WNW	Inner West	Stanningley Primary School	46.7	82.8	96.6	89.7
WNW	Inner West	Summerfield Primary School	44.4	64.5	90.0	80.0
WNW	Inner West	Valley View Community Primary School	51.8	68.8	93.8	87.5
WNW	Inner West	Whingate Primary School	59.3	68.0	87.8	81.3
WNW	Inner West	Whitecote Primary School	54.4	68.2	90.7	74.4
WNW	Outer North West	Adel Primary School	83.3	93.3	100.0	96.0
WNW	Outer North West	Adel St John the Baptist C of E Primary School	93.3	85.7	88.5	96.2
WNW	Outer North West	Bramhope Primary School	100	94.7	93.9	96.6
WNW	Outer North West	Broadgate Primary School	41.4	78.6	100.0	92.9
WNW	Outer North West	Guiseley Infant School	81.1	n/a	n/a	n/a
WNW	Outer North West	Hawksworth C of E Primary School	93.8	100.0	100.0	100.0
WNW	Outer North West	Holy Trinity C of E Primary School	80	77.6	83.3	97.8
WNW	Outer North West	Horsforth Featherbank Primary School	66.7	n/a	n/a	n/a
WNW	Outer North West	Horsforth Newlathes Junior School	n/a	95.7	87.0	97.7
WNW	Outer North West	Horsforth Newlathes Primary	81.7	95.7	87.0	97.7
WNW	Outer North West	Horsforth St Margaret's C of E Primary School	77	87.3	96.3	98.1
WNW	Outer North West	Horsforth West End Primary School	87.1	96.0	96.0	95.7
WNW	Outer North West	Otley All Saints' C of E Primary School	76.7	90.0	100.0	100.0
WNW	Outer North West	Otley Ashfield Primary School	45.2	72.7	95.5	95.5
WNW	Outer North West	Otley The Whartons Primary School	60	87.1	86.2	93.1
WNW	Outer North West	Pool C of E Primary School	89.7	69.2	80.8	72.0
WNW	Outer North West	Queensway Primary School	56.7	68.0	96.0	84.0
WNW	Outer North West	Rawdon Littlemoor Primary School	66	86.0	97.7	88.4
WNW	Outer North West	Rawdon St Peters C of E Primary School	76.1	82.2	90.9	86.4
WNW	Outer North West	Rufford Park Primary School	68.4	77.4	90.3	77.4
WNW	Outer North West	SS Peter and Paul Catholic Yeadon	73.3	89.7	100.0	96.4
WNW	Outer North West	St Joseph's Catholic Primary School Otley	83.3	62.1	82.1	67.9
WNW	Outer North West	St Mary's Catholic Primary School	80	96.7	100.0	100.0
WNW	Outer North West	St Oswald's Church of England Junior School	n/a	65.1	91.9	87.1

Area	Area committee	Primary school	Foundation Stage good level of development (per cent)	Per cent level 4+ English and maths	Per cent expected progress English	Per cent expected progress maths
-	-	Leeds	62.8	76.7	91.9	88.8
-	-	National	64	79	89	87
WNW	Outer North West	Tranmere Park Primary School	87.2	100.0	100.0	100.0
WNW	Outer North West	Westbrook Lane Primary School	73.3	96.6	96.3	96.3
WNW	Outer North West	Westgate Primary School	73.3	83.3	85.7	88.5
WNW	Outer North West	Yeadon Westfield Infant School	81.4	n/a	n/a	n/a
WNW	Outer North West	Yeadon Westfield Junior School	n/a	90.0	94.8	87.3
WNW	Outer West	Calverley C of E Primary School	71.1	94.6	100.0	97.1
WNW	Outer West	Calverley Parkside Primary School	93.1	100.0	96.4	100.0
WNW	Outer West	Cobden Primary School	55.2	83.3	100.0	100.0
WNW	Outer West	Farsley Farfield Primary School	64.9	82.0	91.8	93.6
WNW	Outer West	Farsley Springbank Junior School	n/a	77.2	94.2	96.1
WNW	Outer West	Farsley Westroyd Infant School	78.3	n/a	n/a	n/a
WNW	Outer West	Five Lanes Primary School	67.2	80.7	91.1	92.6
WNW	Outer West	Greenhill Primary School	56.5	70.4	92.3	92.3
WNW	Outer West	Lawns Park Primary School	69	86.7	100.0	89.7
WNW	Outer West	Lower Wortley Primary School	51.1	85.0	97.4	100.0
WNW	Outer West	Park Spring Primary School	60	75.9	92.6	88.0
WNW	Outer West	Pudsey Bolton Royd Primary School	55.2	78.3	87.9	89.7
WNW	Outer West	Pudsey Greenside Primary School	91.1	84.4	97.8	90.5
WNW	Outer West	Pudsey Lowtown Primary School	70	73.3	100.0	89.7
WNW	Outer West	Pudsey Primrose Hill Primary School	66	88.9	97.7	88.1
WNW	Outer West	Pudsey Southroyd Primary School	66.1	71.7	89.1	86.4
WNW	Outer West	Pudsey Tyersal Primary School	53.6	56.5	87.0	78.3
WNW	Outer West	Pudsey Waterloo Primary School	32.3	50.0	90.0	64.1
WNW	Outer West	Ryecroft Primary School	58.1	68.8	100.0	81.3
WNW	Outer West	St Joseph's Catholic Primary School Pudsey	73.3	79.3	96.6	80.8
WNW	Outer West	Swinnow Primary School	40.6	84.8	93.9	100.0

Appendix three: individual school Key Stage 4 results 2012

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

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

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

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

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

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Spring 2013 Children's Services performance update by area committee

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Inner West	Data definitions

Please refer to the data definitions worksheet for an explanation of how each indicator is calculated by area committee

Version number:	V0.3
Date produced:	Jan-13
Created by:	Children's Performance Service
Contact details:	chs.performance.and.intelligence@leeds.gov.uk
Status:	Draft
Filepath:	http://teams.leeds.gov.uk/services/CSPI/Area%20committee%20reports%20%20Spring%202013/Area%20committee%20Spring%202013%20performance%20data%20V0.3.xls
Protective marking:	Not protectively marked

Area Committee: Outer West

Spring 2013 Children's Services performance update

Measure	Leeds	Outer W	Current data period	Highest	Average	Lowest
1. Number of children and young people 0-19	171,127	15,737	Jan 2012	23,910	17,113	11,581
2. Percentage of children and young people	n/a	9.2%	Jan 2012	14.0%	10.0%	6.8%
3. Number of primary schools	218	21	Current	28	22	15
4. Number of secondary schools	36	4	Current	6	4	2
4a. Number of through schools	2	0	Current	2	0	0
5. Number of children's centres	58	4	Current	11	6	3

Commentary

The Outer West area committee has 9.2% of the city's 0-19 population, which represents 15,737 children and young people. There are 21 primary schools, four secondary schools, and four children's centres located within the area committee boundary.

Keeping children safe from harm	Leeds	Outer W			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
6. Number of children looked after	1,395	78	84		31 Dec 2012	384	134	18
7. Number of children entering care	281	16	5	(Cumulative)	Apr-Dec 2012	71	28	6
8. Number of children subject to a child protection plan	956	67	76		31 Dec 2012	188	93	13
9. Number of CAFs initiated	648	40	16	(Cumulative)	Apr-Dec 2012	128	63	22
10. Number of requests for service	24,862	1,765	676	(Cumulative)	Apr-Dec 2012	5,254	2,305	816
11. Number of requests for service leading to a referral	8,281	572	193	(Cumulative)	Apr-Dec 2012	1,937	786	217
12. Number of LCC-employed foster carers	550	29	n/a	(New data item)	31 Dec 2012	81	48	21
12a Number of family placement foster carers	104	5	n/a	(New data item)	31 Dec 2012	16	11	5

Commentary

5.6% (78) of the children looked after population comes from the Outer West area. This figure is six lower than the June 2012 figure and reflects the decline in the numbers of children looked after across the city. 5.7% (16) of all children and young people entering care between April and December 2012 come from the Outer West area.

6.2% of CAFs initiated across the city come from the Outer West area. 1,765 requests for service, of which 572 met the threshold for being treated as a referral to the Children's Social Work Service, are from the area. The number of children and young people currently subject to a child protection plan is 67, nine lower than the June 2012 figure.

Do well in learning and have the skills for life	Leeds	Outer W			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
13. Primary school attendance levels	95.8%	96.0%	96.2%		2011-12 HT 1-5	97.0%	95.8%	94.6%
14. Secondary school attendance levels	93.7%	93.7%	93.9%		2011-12 HT 1-5	94.7%	93.4%	90.8%
15. Number of pupils persistently absent at primary	1,589	111	164		2011-12 HT 1-5	377	159	52
16. Number of pupils persistently absent at secondary	3,142	274	310		2011-12 HT 1-5	598	314	194
17. Number of NEET ⁱ	1,374	92	94		31 Dec 2012	270	117	44
17a Percentage of NEET ⁱ	6.0%	4.0%	4.1%		31 Dec 2012	8.6%	4.9%	1.8%
18. Number of 'not knows'	2,056	199	n/a	(New data item)	31 Dec 2012	461	246	109
18a Percentage of 'not knows'	10.9%	8.7%	n/a	(New data item)	31 Dec 2012	17.3%	10.3%	7.0%
19. Foundation Stage good level of development	62.8%	63.2%	n/a	(Annual data item)	2011-12 AY	76.7%	63.0%	49.6%
20. Key Stage 2 level 4+ English and maths	77.3%	79.2%	n/a	(Annual data item)	2011-12 AY	87.6%	77.3%	67.5%
21. 5+ A*-C GCSE inc English and maths	54.3%	60.6%	n/a	(Annual data item)	2011-12 AY	66.0%	52.4%	36.8%
<p>Commentary</p> <p>Primary school attendance in the Outer West area was 96.0%, marginally lower than the autumn 2011 figure but above the city average. Secondary school attendance was also marginally lower than the autumn 2011 figure, but was the same as the city average. 111 (7.0% of the city cohort - the third lowest of all area committees) of children were persistently absent (missing at least 15% of school) from primary schools in the area, and 274 (8.7%) children and young people were persistently absent from secondary schools in the area.</p> <p>The number of NEET young people in the Outer West area at the end of December was 92, two lower than the June figure. The level of NEET was 4.0%, significantly below the citywide level of 6.0%. Future reports will compare data with a corresponding period from 12 months ago. The total number of NEET for the West North West area in December 2011 was 449.</p>								
Choose healthy lifestyles	Leeds	Outer W			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
22. Teenage pregnancy ⁱⁱ	1,145	101	n/a	(No new data)	Jun 09-Jun 10	233	115	43
<p>Commentary</p> <p>There are no new data since the last report.</p>								
Voice and influence	Leeds	Outer W			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
23. 10 - 17 year olds committing an offence	507	38	79	(Not comparable)	Apr-Sept 2012	126	45.9	13

Ofsted inspections	Leeds	Outer W			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
24. Percentage of primary schools good or better	76%	71%	62%	↔	31 Dec 2012	93%	75%	64%
25. Percentage of secondary schools good or better	61%	75%	50%	↔	31 Dec 2012	100%	59%	25%
26. Percentage of children's centres good or better ⁱⁱⁱ	81%	100%	100%		31 July 2012	100%	88%	60%
27. Percentage of children's homes good or better	45%				31 Dec 2012	67%	25%	0%
Ofsted judgement - Outer West	Current period: 31 Dec 2012				Previous period: 31 July 2012			
	Outstanding	Good	Satisfactory	Inadequate	Outstanding	Good	Satisfactory	Inadequate
28. Primary schools	3	12	6	0	3	10	8	0
29. Secondary schools	0	3	1	0	0	2	2	0
30. SILCs (citywide)								
31. Pupil referral units (citywide)								
32. Children's centres	0	1	0	0	0	1	0	0
33. Children's homes								
Commentary Both the percentage of primary schools, and secondary schools, rated good or better in the Outer West area have risen since the last report, with two primaries, and one secondary improving their ratings to good from satisfactory. The percentage of secondary schools rated good or better is 14 points above the city average, and the percentage of primary schools rated good or better has improved by nine points, and is now only five points behind the city average. There are no children's homes located in the Outer West area.								
Secondary schools	Current period		Previous period		Direction of travel			
	Ofsted	Attendance	Ofsted	Attendance	Ofsted	Attendance		
Crawshaw School	2	93.1%	2	93.7%				
Priesthorpe School	2	93.9%	3	94.3%	↔			
Pudsey Grangefield School	2	94.3%	2	94.3%				
The Farnley Academy	3	92.5%	3	93.4%				

Key: AY - academic year FY - financial year HT - half term ... data below five (suppressed for confidentiality)

Ofsted grades: 1 = Outstanding, 2 = Good, 3 = Satisfactory/Requires Improvement, 4 = Inadequate

ⁱ The citywide figure reports 'adjusted NEET' (see data definitions), the area committee figures do not take account of 'adjusted NEET'

ⁱⁱ No new data available since the last report

ⁱⁱⁱ No further children's centres inspections have been undertaken since the last report

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

Report to Outer West Area Committee

Date: 22nd March 2013

Subject: Business Management Project Update

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 provides the Area Committee with an update on progress so far, on the 'Business Management Project' run by Leeds Ahead.

Recommendations

1. Members are asked to:
 - Note the contents of the presentation by Leeds Ahead.
 - Note the attached update report from Leeds Ahead, for 'Business Management Project' at appendix 1.

1 Purpose of this report

- 1.1 The purpose of this report is to update members on the progress made by the Business Management Project run by Leeds Ahead.

2 Background information

- 2.1 Leeds Ahead set out an innovative local business engagement approach to support business growth and deliver private sector resources and investment to identified priorities within the Outer West Leeds.
- 2.2 The business management project, funded through Leeds Ahead provides regular signposting to up to 300 businesses and has an active involvement in the business forums in the Outer West.
- 2.3 The project provided a practical mechanism to "integrate" local businesses into local delivery and enable them to invest back into and improve their local areas.
- 2.4 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 Main issues

- 3.1 A Local Business Engagement Team was formed to conduct business outreach and facilitate the practical involvement of businesses in different initiatives.
- 3.2 This approach was considered highly efficient as one single business outreach function served a multitude of different purposes and leverages value on several fronts.
- 3.3 The project aimed to deliver advice and signposting to help businesses to survive and grow. It also aimed to promote the different ways in which businesses could themselves support the wider area and enable their immediate practical involvement in those initiatives.
- 3.4 The project aimed to leverage substantial private sector match funds. These are aligned with initiatives such as the 'Make the Grade' private sector-funded education business partnerships.
- 3.5 One of the main objectives of the project for 2012, was to launch a 'Make the Grade' programme in one school. Crawshaw School under the leadership of Joanne Russ was very excited to be the first school in Outer West to join the programme. The school are very excited at being part of a project that has been so successful in other parts of the city.
- 3.6 As part of the delivery of this initiative Leeds Ahead were to source external partners to work with the school over a three year period. These external partners commit to contributing 3k per year and the school 5k per year.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 Ward Members are consulted on projects and initiatives within their ward which link to the Area Support Team work programme and locality priorities. This is undertaken via regular ongoing “Two Way Feedback” meetings, held with Area Support Team, and 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.

5.0 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.

6.0 Recommendations

6.1 The Outer West Area Committee members are invited to:

- i. Note the contents of the presentation by Leeds Ahead.
- ii. Note the attached update report from Leeds Ahead, for the Business Management Project at appendix 1

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.

Executive Summary

This document reports on the achievements of year 1 of the OWL local business engagement project which is a pilot programme within Leeds. It provides information on how objectives were achieved, highlights successes and challenges and identifies the potential for future development.

Aims and Objectives

The purpose of the OWL project was to build on previous Town Centre Management work by broadening engagement with local businesses across outer West Leeds by extending the territory and areas of focus of the previous work. Introducing the wider capabilities of the Leeds Ahead team, the project was designed to support local businesses in their growth, and stimulate their investment into local education, skills, environment and community.

A menu of activity was created under five thematic headings with business engagement fronted by the former Town Centre Manager, Nigel Conder.

Enterprise

The purpose here was to help businesses become more sustainable by signposting relevant support. The signposting service has reached over 500 businesses regularly through a series of dedicated newsletters. The reward card scheme which was successful under the Town Centre Manager scheme was also continued for part of the year.

Education and young people

Local businesses have a direct interest in the skills developed by young people within their area and in partnering with schools to raise awareness of what employers are looking for. This part of the project has been particularly successful and yielded very high levels of both return and innovation.

The creation of a Make the Grade education business partnership in Crawshaw School was identified as an early priority within the OWL project and has been led by Leeds Ahead's education team. We have significantly raised business awareness of the need for more active and sustained involvement in local schools. Make the Grade programme has helped the school to form more committed relationships with a much larger group of businesses. To date, 825 hours volunteering hours have been committed or donated by volunteers this academic year. 400 pupils have already been supported and the financial value of the support that will be provided this year is in excess of £55,000. In addition, businesses have contributed an additional £12,000 in cash towards the costs of running the partnership this year with a further £5,000 invested by the school. This partnership will continue for a minimum two further years which means that the investment leveraged through this part of the project will exceed £200,000.

Skills and employment

We have promoted the need to improve and invest in skills primarily by raising awareness of the Leeds City Region 5-3-1 pledge. We secured 77 pledges from Outer West Leeds businesses to improve the skills of their own staff, mentor new start-up businesses, take on an apprentice, offer a work placement or get involved in a local school partnership.

Transforming the environment

The intention here was to make local environmental groups aware of the scope for business volunteering and to make effective links between businesses that have staff time to donate and projects that need volunteering input. 352 hours were donated to green space projects across the area with 44 staff engaged from three different businesses.

Strengthening community

The purpose of this part of the menu was to help businesses understand that they can bring their expertise to help community groups and lend support in other ways.

Activity under this theme was dependent on participation of Community First panels. Although applications were made to Community First panels, no funds or projects were forthcoming and so only limited signposting support could be provided under this theme. Various businesses offered to mentor community groups or share facilities which were shared with Community First.

Achievements Against OWL Targets	
Target	Outcome
Support for up to 500 businesses	512
Engage 25 businesses in delivery of education activities	29 businesses engaged; 825 hours volunteering time delivered or to be delivered this year
Secure 40 pledges from business	77 Pledges received
Bring 30 volunteer days from business	44 Days delivered
To support 5 initiatives & leverage £10,000 of support	£65,000 cash and/or in-kind evidenced investment leveraged in year 1
Investment already committed over next 2 years irrespective of funding	£150,000

The pilot project has made a promising start in bringing together local businesses around a place-based agenda. In certain areas, notably education, it has been very successful and the work done this year will ultimately yield a return on investment of at least 10:1 through the

Crawshaw partnership alone. The potential for consolidating and developing the progress in this area is clear, for instance by extending the education business partnership activities to more secondary schools and/or introducing activity into primary schools.

Business support for SMEs is more important than ever and expert resource must continue to be dedicated to this if businesses are to survive what now appear to be many years of difficult trading conditions.

The project has proved popular with businesses because it has made local engagement easier and more accessible. Larger local businesses have enjoyed the opportunity to work with smaller businesses and both have benefited from increased connections with businesses based in the city centre.

There is potential to extend the business network further and introduce events to encourage local trading and greater take-up of activity.

In areas where less progress has been made over the last 12 months, more dedicated project time and resource will need to be earmarked, for instance to the community agenda, to ensure that groups can fully benefit from the support that local businesses can provide.

The pilot project funding paid for 60 days of frontline business engagement which were provided by the former Town Centre Manager. Additional days spent by the wider Leeds Ahead team have significantly exceeded this figure and introduced considerable extra investment into the area.

Purpose of This Report

The report will review achievements against the targets set out at the beginning of the contract. It will detail how each area of work was approached, highlight results and demonstrate the rationale for the project and why it is still needed.

2.0 Project Background

The project was designed to extend previous Town Centre Management work to leverage greater value for Outer West Leeds by:

- extending activity to all businesses in Outer West Leeds(Farsley, Farnley, Wortley, Pudsey & Calverley) rather than focusing solely on Pudsey town centre retailers;
- providing advice and signposting to initiatives that would be of value to businesses, particularly smaller businesses, to help them to survive and grow;
- providing a practical mechanism to “integrate” local businesses into local delivery and enable them to invest back into and improve their local areas in a wide variety of ways eg by supporting local schools.

Our initial proposal detailed the menu of support and opportunities and outcomes proposed.

It was agreed that the Leeds Ahead team would be fronted by Nigel Conder, who was already known to area management and local councillors, having previously acted as Town Centre Manager in the area for 3 years and having some business contacts as result. Nigel has been supported by Leeds Ahead's wider team who have facilitated the practical involvement of the businesses identified through Nigel's outreach and introduced additional city centre-based businesses to the area.

This approach was thought to be efficient because one business outreach function could leverage value for the businesses and wider area on several fronts. Not only does it deliver advice and signposting to help businesses survive and grow, it also promotes the different ways in which businesses could themselves support the wider area and enables their immediate practical involvement in those initiatives.

Precisely what was promoted and facilitated through the outreach role was to be tailored to meet local needs to ensure that the "menu" remained responsive to new initiatives and priorities as they arise.

This approach differed from the previous Town Centre Manager role funded by Leeds City Council because it required working across a broader geography, broader strategic issues (such as business growth, education and community). It also introduced for the first time the involvement of the wider Leeds Ahead team and the broader leverage of engagement and funds that their involvement would bring to the area.

3.0 Project Methodology

In order to determine how the project would be delivered and understand local priorities, Nigel had regular meetings with different local councillors to discuss what was needed by local businesses and other groups. Councillors at all times had a prominent and influential role in steering how Nigel spent his time. By way of example, Councillor David Blackburn raised a concern about manufacturing. From this discussion Nigel linked in with LCC business enterprise team who were developing a way of supporting manufacturing companies and in particular the textile industry. Councillor Coulson and Councillor Wood both introduced Nigel to businesses they thought would be excellent advocates for this scheme. From these meetings Nigel was able to discuss support from businesses such as Gaunts.

Nigel started off by developing a business engagement strategy. He made contact with local banks and established relationships with managers who deal with small businesses. Information on business support available was provided by Anne Salisbury of Leeds Ahead, who runs access to the Goldman Sachs 10,000 Small Businesses scheme.

Nigel kept abreast of any sources of information or new support on offer by subscribing to information services, meetings with Leeds City Council Economic Development team and through regular support from Anne Salisbury.

In order to try and reach as many businesses and organisations as possible it was agreed that a monthly newsletter would be introduced from September 2012. The

newsletter template, which is in electronic format, was designed by other team members at Leeds Ahead. The newsletter contains local business news, links to funding and business support and the latest activities under the OWL project, including upcoming events at Crawshaw School.

The strategy also involved face-to-face meetings with businesses in Outer West Leeds. Nigel was able to draw on business contacts from his Town Centre Management project but as these focused largely on retail and were in the Pudsey area, further work was required to build the business base.

He was firstly able to tap into Leeds Ahead's own business information in order to target businesses. He supplemented this with additional business information that he found available through free on-line directories. He cold-called businesses and went to networking events and generally got out and about in the Outer West Leeds area. He has spent a not inconsiderable amount of time understanding the needs of local businesses in terms of support and what issues many of these businesses are facing.

Making contact across Outer West Leeds with businesses was time-consuming so Nigel looked at developing other approaches. For instance, he has instigated a relationship with commercial retail parks and the landlord or management companies who look after these sites. This would enable connection with more businesses in a less time-intensive way. This approach also benefits the landlord or management company in that it adds to their business offering to their clients, enhancing their profile to show a more or increased consideration for their tenants. This element of the strategy has only just commenced and the first event for tenants will not take place during this funding period.

4.0 Enterprise

4.1 Signposting to business support networks

Through the experience of meeting new businesses and engaging with them on a face-to-face basis, there is a clear need for a dedicated focus on business support that can provide up-to-date information quickly and effectively without requiring businesses to search and waste valuable time.

Nigel has collated the details of over 512 businesses and they are provided with business support information by means of a monthly newsletter. A list of the businesses appears at Appendix 1. So far, five newsletters have been sent out to these 500+ businesses and the statistics make for interesting reading.

The newsletters were designed in a way that makes it possible to identify how many businesses have opened it and any business support links that they have clicked on. These statistics are shown below:

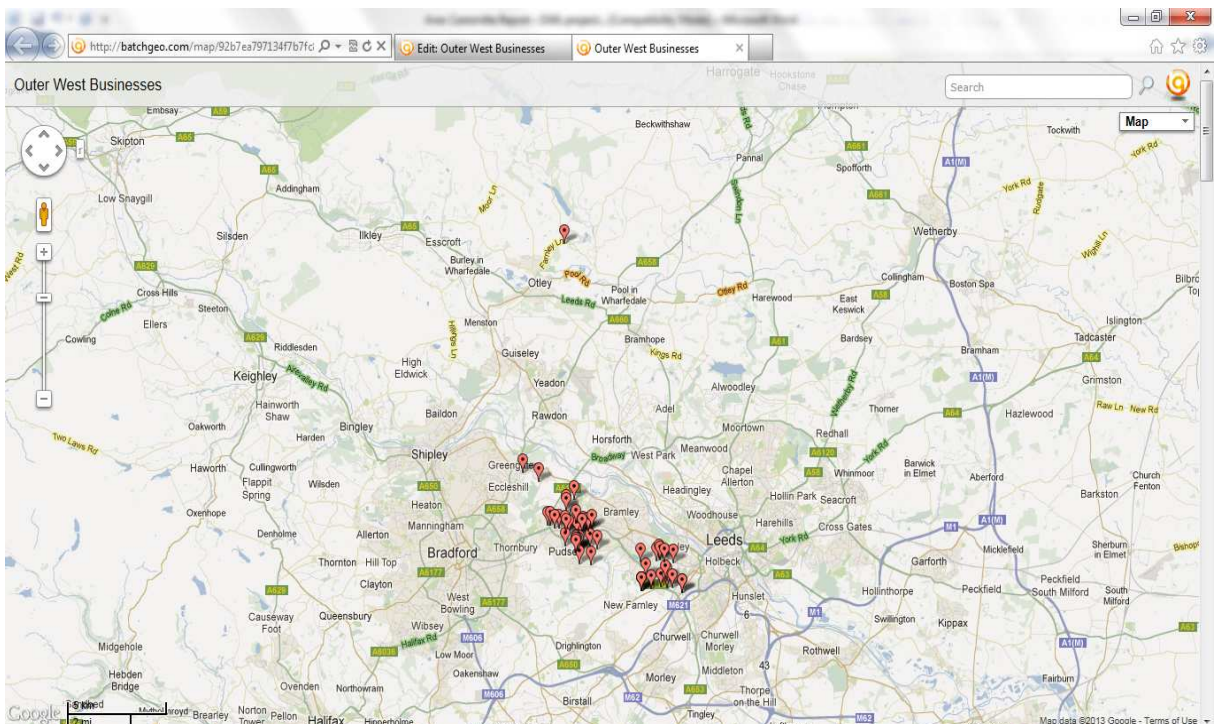
Of the 500 emails regularly sent to businesses

Statistics / results of News Letter email				
September	71% Opened			
October	66% Opened			
November	69% Opened			
December	31% Opened			
January	44% Opened			
1% Have opted out				
43% On average have clicked on links to business support / funding				

On average across the five months of newsletters the number of businesses who have clicked on the links that relate to business support has been 43%. This is highly illuminating because it means that one quarter of the businesses that were mailed the newsletter every month took the trouble to follow links through to the business support options that were profiled. This is a high figure.

A key area for future development will lie in networking businesses more effectively together to encourage local trading, which has been very successful for one local law firm.

Map of Businesses Involved in Signposting Service



During the course of his visiting and engaging with businesses Nigel has promoted the Goldman Sachs 10,000 Small Businesses Growth Programme. This is a fully-funded business management programme that helps businesses to improve their performance and catalyse growth. The programme is offered by Goldman Sachs and administered by Leeds Ahead and the programme itself is delivered by Leeds University Business School.

Whilst a number of businesses have shown an interest only one has applied for the scheme to date, citing lack of time to undertake the application process as the main reason. This programme has been very successful in delivering jobs growth and so any future extension to the OWL project should consider how we can increase the uptake from Outer West businesses and whether some 1:1 support could be provided through this project to help particularly promising businesses with the application process. Outer West businesses, such as Adept Engineering Ltd and Hopkins Catering Equipment Ltd, who have both previously been on the programme could host an event to explain the scheme.

4.2 Networking events / Business forums

Pudsey Business forum has continued to have a very low turnout although Nigel has linked into the much better attended Farsley forum which runs every other month. Nigel has updated businesses on new initiatives and business support. Nigel has also attended regular networking events held by Business Desk, banking and legal networking events and Yorkshire-wide events such as Venturefest.

4.3 Reward card scheme

This scheme had been running within Town Centre Management for the last three years and was continued during the first part of this year. The scheme operates where an individual will use their reward card to collect a stamp from a participating retailer when they spend money with that particular store. The aim of the scheme was to encourage shoppers to shop at different stores within the town; therefore they could only collect one stamp from each retailer. Once they had collected six stamps they were then eligible to enter the once-monthly draw to win £50 of shop local vouchers to spend at any participating store.

Following dwindling numbers of participants each month it was agreed that the scheme would cease at the end of December 2012. Whilst the scheme has been successful, it does depend on shop-keepers promoting the scheme which they have not consistently done. This has resulted in a decline in entrants.

Over the three years it has been running local residents have received **£1800** in Pudsey shopping vouchers which have been spent at local stores who participate in the scheme. This money has stayed in the local economy and has benefitted local retailers. The costs involved in setting up the initial scheme including designing and printing of the card and vouchers was **£450**. The legalities were undertaken pro bono by solicitors Eversheds through their relationship with Leeds Ahead.

The shopping vouchers were effectively funded out of the Well-Being budget. It is therefore more interesting to look at the statistics around entrants to measure the local spend that the voucher scheme has encouraged.

Whilst there is no minimum amount to secure a stamp on the card, six separate purchases are required each time a card is submitted. The total number of entrants in 2010-11 was 1131. In 2011-2012, the figure was 762 and in 2012-13 (until discontinued), there were 230 entrants. Multiplying each entrant by six provides a figure for the potential total spend.

Historical figures Reward Card Spend

2010 - 2011	No. Cards	@ £1	@ £5	@ £10
	X 6			
2010 -2011	1131	£6,786.00	£33,930.00	£67,860.00
2011 - 2012	762	£3,906.00	£19,530.00	£39,060.00
2012 - 2013	230	£1,380.00	£6,900.00	£13,800.00
Possible spend over last three years		£12,072.00	£60,360.00	£120,720.00

Whilst these figures are based on different assumptions and it is not known what the total spend on the cards was, it is likely that customers spent considerably more than £1 per visit and so the scheme would appear to have succeeded in encouraging local shopping, providing a very respectable return on the council's initial investment of £2250 and the time and effort involved in running the scheme.

5.0 Education and young people

5.1 Create a new Make the Grade education business partnership

The education business partnership established at Crawshaw School has been a big success. The businesses, school, head and staff have all been fully committed to the partnership which has helped the programme to get off to an excellent start.

Make the Grade brings together 4 lead businesses from different sectors to form a close partnership to work with a secondary school over a minimum 3 year period, with the option of extending activity into their partner primary schools. In the case of Crawshaw School the lead businesses are:

Zenith – Vehicle leasing business based in Calverley
 Pudsey Law – legal services firm based in Pudsey
 Asda – retailer based at Owlcotes Pudsey
 Baker Tilly – accountants based in the city centre

The Leeds Ahead team facilitate all the activities to ensure quality of experience, impact and continuity and the activities selected within the programme reflect the priorities of the school. An Appendix showing the activities that have been delivered or are planned for delivery in the academic year 2012-13 is attached at Appendix 2.

The total number of hours that have been spent or committed by businesses to Crawshaw School this academic year will be a minimum of 825 hours. This includes time spent by a large number of smaller businesses who were drafted in to support the lead businesses, many from the locality. Applying a DFE recommended figure of £60

per hour this provides a value to volunteer time leveraged in the initial year of around £50,000.

A list of businesses that have been involved to date appears at Appendix 3.

We have included some photographs of activities undertaken overleaf.

In addition to the activities at Crawshaw, a Christmas Book Collection was organised and provided a free book, donated by businesses, to every pupil in Year 5 in each of Crawshaw's feeder primary schools.

Crawshaw's first Market Place Event (Careers Fair)

It was really good because the stalls were the jobs you would want to do - you could ask loads of questions.
Yr 9 pupil



I thought it was very useful and interesting, as it gave us an insight into what qualifications we need and how we need to act as people to get good jobs.
Yr 9 pupil



The school, businesses and Leeds Ahead (Sally Wright and Sophie Nesworthy) hold regular steering group meetings to track progress and discuss new ideas. The school and businesses are delighted with the quality and range of activities offered and rate Leeds Ahead’s facilitation highly.

Two innovative projects involving the lead businesses are profiled below:

5.2 Pudsey Law – Mock Legal Trial

This event will involve a mock trial hosted within the old court rooms in Pudsey Town Hall. This event will be held on 22nd March from 9am till 11am. The activity will familiarise pupils with careers in law and introduce them to legal processes and the rule of law. Councillor Coulson has been appointed the judge in the case

5.3 Asda and R&R Ice-Cream - Ice Cream Challenge

The retail giant ASDA has been working since December 2012 with three schools involved in Make the Grade (Ralph Thoresby, Cockburn and Crawshaw), setting pupils in each school the challenge to come up with an idea for a new flavour of ice cream. The Ice Cream Challenge is designed to help students understand the processes required to bring a concept idea to market. Each school team presented their idea to senior Asda and R&R Ice Cream staff at an event held at Asda House in central Leeds in January. Prior to that, each team had been through a process of product design and testing within each of their schools. The best flavour from each school was then entered into the competition and went before the panel.

Three year 9 pupils from Crawshaw School won their school heat and then had the opportunity to present pitch their concept to the Chairman of R&R Ice Cream along with the winning teams from the two others schools. The Crawshaw team was declared overall winner and enjoyed significant coverage in the Yorkshire Evening Post.

They have now been invited to the R&R Ice Cream factory to see what is involved in bringing their flavour into actual production.

Crawshaw Ice Cream Challenge



The winning flavour created by Crawshaw School pupils was “Orange Fusion” which is a combination of chocolate ice cream, chunks of real orange and shortbread biscuit.

6.0 Skills and employment

6.1 Promote Leeds City Region 5-3-1 pledges

The target here was to secure 40 pledges to support the 5-3-1 campaign as part of the Leeds LEP. We have managed to secure commitments from 45 different businesses which collectively made 77 separate pledges. A list of businesses that made pledges is attached at Appendix 4.

The 5-3-1 initiative has been developed by the Leeds City Region local enterprise partnership (LEP). The basis for the scheme is to boost investment in skills within Leeds. The aim of the campaign overall was to attract 1,000 pledges from across the city region. Outer West Leeds has thus been a significant contributor to this campaign.

The campaign aims to encourage businesses to invest in skills, boost links with education providers, offer work placements to the unemployed, provide apprenticeships and mentor budding entrepreneurs. Businesses interested in supporting education have been connected to Crawshaw School.

	Pledges
Invest more in upskilling staff	40
Mentor a budding Entrepreneur	8
Build links with education	20
Placements to unemployed people	7
Offer an apprenticeship	2
Total	77

6.2 Promote apprenticeships and work trials

Nigel has provided signposting support to three local businesses that have showed an interest in employing apprentices. Grants of £1500 are available to SMEs that take on an apprentice. Businesses that have shown an interest are;

Datong
Apex roofing
Engineering GM

All businesses who get involved in any such schemes or activities are recognised in the monthly newsletter.

The number of businesses making 5-3-1 pledges to take on an apprentice was low. Now that the Leeds Apprentice offer has been launched, more must be done to promote this across the area. Employing apprentices through the new ATA which will reduce the burden on SME's very considerably. Erol Erturan, at Adept Engineering Ltd based in Outer West Leeds, is a Leeds City Region apprenticeship ambassador. We could consider inviting him to lead an event around the benefits of employing apprentices.

7.0 Transforming the environment

7.1 Local greenspace projects

Several businesses have undertaken projects at local parks by helping clear litter and leaves from the ground.

Getting stuck in

Businesses from Direct Line help out at Upper Moor Pudsey



There have been four days worked so far and the businesses involved have been

Direct Line
Baker Tilly
Britvic

Areas that have been worked in area;

26th October Farnley Park 6 volunteers
18th September Upper Moor Pudsey 18 volunteers
30th August Rodley Park 7 volunteers
25th September Rodley Park 5 volunteers

Total hours worked 352
Number of staff engaged 44.

The in-kind value of this support valued at @ £10 per hour is £3520.

8.0 Strengthening community

8.1 Bringing businesses to support community first panels

Part of the project's purpose was to develop relationships with local community groups and provide them with support from businesses. Nigel developed contacts with Pudsey Wellbeing Centre and the local Community First Panel and has attended local Residents' Forums.

There has been low interest amongst businesses to date and greater focus will be required in this area. Scoping needs and making effective links with community groups can take some time and linking them up with appropriate businesses requires patience and skill. There is a particular opportunity around the Community First work and in promoting eg the Endowment match Challenge to raise funds for local projects which are then matched by the Cabinet Office.

A number of businesses offered in-kind support and the use of their facilities such as meeting room space for any local groups or businesses. These offers of support were included in the newsletter and communicated to any groups Nigel met.

Companies who have offered space include:

Pudsey Legal
Direct Line
Zenith
Gaunts
Engineering GM
Datong
Quay Plastics
Pudsey medical centre

9.0 Onward strategy

The last twelve months have trialled a new approach to engaging with businesses which has successfully played in the strengths and resources of the wider Leeds Ahead team.

Some activity initiated this year will continue for a further two years. For instance, the lead businesses and Crawshaw School have each entered into a three-year commitment in respect of their Make the Grade partnership.

In other respects, the project has laid valuable groundwork which should now be developed further in order to generate full value. These areas include:

- Further development of business engagement strategy
- Increasing the number of businesses within the network
- Reviewing the local menu and adding new initiatives
- Improving the business support offer
- Proactive outreach around 10,000 Small Businesses programme and the new LCC-led Regional Growth Fund grants schemes
- Proactive promotion of apprenticeships and the ATA
- Stimulating more interest from business in local community and cultural activity
- Building on the Crawshaw School success by introducing business engagement to other schools across the area

Much remains to be done and the project will lose momentum if there is no continuation. This would undoubtedly cause disappointment to the many businesses that are helping to deliver a 10:1 return on the council's own investment. For instance, one local SME has engaged every one of its 13 staff in education projects at Crawshaw School.

Lessons learned over the first twelve months will inform the development of our approach over the next twelve months. These can be summarised as follows:

1. It is not easy to secure resources from businesses in the current climate. Approaches to business must be intelligent and skilful and demonstrate a thorough understanding of business challenges and opportunities, as well as the benefits of getting involved. The success at Crawshaw School shows that this is possible.
2. There is no shortage of partners that have information or support of potential value to business; the challenge lies in how it is targeted and communicated. The purpose of the OWL project is to take on this task and present it to local businesses in a way that is easy for them to access. In order to achieve this, we need to demonstrate a proactive approach and constantly update our own intelligence on relevant support and partner initiatives.
3. In order to streamline our approach to businesses, we need strategies that involve targeting specific groups of businesses about programmes or support on the basis of relevance to them. We could also make more use of local advocates to connect with other businesses.
4. Overall, the project would benefit from a greater connection with Economic Development within Leeds City Council and we will need to track emerging agendas within the Local Enterprise Partnership.

10.0 Legal and Resource Implications

There are no legal implications relating to this report.

11.0 Conclusions

This project was a pilot project and was ambitious in its intent. This year's project will result in a 10:1 return on councillors' investment, having regard to investments committed that will be made outside of the funding period. Some elements of the project delivery have been more immediately successful than others but the project overall has delivered far more than it set out to achieve and has, we feel, more than proved its rationale. The approach is highly innovative and has attracted national and government attention.

The interest shown by small businesses in the business support information indicates that there is both an appetite and a need to provide this service.

Businesses have responded superbly to the call to action around the education and skills agendas. Given the high levels of return, this area should certainly be considered for further development. As youth unemployment is such a serious issue across the city, the city's new apprenticeship offer should be the subject of more active engagement with businesses.

Finally, whilst environment projects have seen some success, some work remains to be done around the community agenda. VCS organisations have lost a lot of funding

of late and many would benefit from businesses supporting their work in some way. Making effective links does take time however.

12.0 Recommendations

The project has made a very good start, leveraged substantial investment from the private sector and introduced a broad range of support. The model has the potential for wider application across the city, where it could complement locality working and provide a vehicle through which to champion Civic Enterprise.

There is a need to maintain momentum and Leeds Ahead are ready to explore the second stage of development of this initiative. We recommend the continuation of the project into 2013-14 potentially around the following areas subject to area committee priorities:

1. Extension of employer engagement to other schools, including the creation of another full Make the Grade partnership if business funds can be secured. Well-Being funding could act as a catalyst to this.
2. Continued support to the existing Make the Grade programme at Crawshaw School.
3. Development of business engagement strategies to reach more businesses more intelligently and leverage more support from them.
4. Develop closer links with community groups to be able to communicate their needs to possible lenders of support.
5. Further development of the business network and encouragement of local trading
6. Continuation of the newsletter as a means of communication.
7. A local event, such as a business support event in the area which could be done with Leeds Chamber and local business advocates such as Adept Engineering and Hopkins Catering.
8. Developing the business support offer to ensure quality and relevant signposting

The recommendation is that members note this initial report and consider at a later date a further extension.

13.0 Members are asked to note and comment upon this report where necessary.

14.0 No background papers were used in compiling this report.

APPENDIX 1

Crawshaw School Activities (Academic Year 2012/13)

Activity	Dates and times	Business(es) Supporting	Notes
Careers Event (x2) COMPLETE	Wednesday 7 th November 2012 (AM and PM) 9am – 3pm with lunch	Asda Pudsey, Baker Tilly, Direct Line, Feature Media, Gaunts, Leeds United Foundation, Police Inner West, Pudsey Legal, Shepherd Construction and Engineering, The AA and Zenith	Target year group: Year 9 (200 pupils). We invite 1-4 volunteers from each business to take part. We invite all businesses to invite suppliers and clients to attend the Careers Events.
Asda Ice Cream Challenge IN PROGRESS	Challenge started on 7 th December 2012.	Asda (Asda House)	Target group: Year 9 (16 students). The winning team from Crawshaw will be invited to present against two other Make the Grade Schools in Leeds (Cockburn and Ralph Thoresby) to win a chance of getting their ice cream produced.
Interview Skills and Practice COMPLETE	Wednesday 27 th February 2013 Approx. 12pm – 3pm	Asda (Asda House), Baker Tilly, Kayes Solicitors and Zenith.	Target year group: Year 12 (54+ pupils) Location TBC. We invite 1-4 volunteers from each business to take part.
Interview Skills and Practice	Wednesday 6 th March 2013 Approx. 12pm – 3pm	Asda (Asda House), Baker Tilly, Kayes Solicitors and Zenith.	Target year group: Year 12 (54+ pupils) Location TBC. We invite 1-4 volunteers from each business to take part.
Workplace Visit and Functional Workshop COMPLETE	24 th January 2013 start and TBC	Zenith	Target year group: Year 10 BTEC Business students (TBC 20 pupils*).
Workplace Visit and Functional Workshop	8 th March 2013 and 22 nd March 2013	Pudsey Legal	Target year group: Year 10/11 BTEC students (TBC 20 pupils*). Class targeting still to be decided
Workplace Visit and Functional Workshop	w/c 22 nd April 2013 and w/c 29 th April 2013	Baker Tilly	Target year group: Year 10 (aged 14-15, 15 students*) – Class targeting still to be decided (Business Studies or PSHCE)
Workplace Visit and Functional Workshop	Dates TBC	Asda (TBC)	Target year group: Year 10/11 BTEC students (20 pupils*).

Programme Overview as at 15th January 2013 for Year 1 of Make the Grade programme

* These are linked activities and as such the same students will attend the Workplace Visit (off site) and the Functional Workshop (on site at school).



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Appendix 2

Businesses Supporting Crawshaw School Make the Grade Partnership

Pudsey Legal
Zenith
Eversheds
ASDA Group Limited
Baker Tilly
Gaunts Ltd
Feature Media
West Yorkshire Police - Inner
West
Leeds United Foundation
Direct Line
MG Engineering
Shepherd Construction Ltd
AA
Arup Partners Ltd
Red
ATR Group
Britvic
Cloud 9
Colas
SMP
R&R Ice Cream
Hachette
Communis
Logistik
Premier Farnell
Eversheds
Mill Asset Management Group
Harper Collins
Grant Thornton

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5-3-1 Pledges

Business Names	Pudsey	Date	Invest More in People	Mentor a budding entrepreneur
Red Pudsey	Pudsey	03/05/12	*	
DN Estates	Pudsey	03/05/12	*	*
Bentley Butchers	Pudsey	03/05/12	*	
Big Bathroom Shop	Pudsey	03/05/12	*	
Chic Boutique	Pudsey	03/05/12	*	
Vac Shack	Pudsey	03/05/12	*	
Pudsey Pharmacy	Pudsey	03/05/12	*	*
Mr. Sandwich	Pudsey	03/05/12	*	
Card Box	Pudsey	03/05/12	*	*
Jewellers	Pudsey	03/05/12	*	
Chris Gill Optician	Pudsey	05/09/12	*	
Flowers Market	Pudsey	05/09/12	*	
Church Lane Pharmacy	Pudsey	05/09/12	*	*
The lady cares	Pudsey	05/09/12	*	
Schofield Insurance Brokers Ltd	Horsforth	22/6/2012	*	
Yeadon Westfield Junior School	Yeadon	22/6/2012		
Sharps Fabric Printers Ltd	Yeadon	22/6/2012	*	
Danish Design Pet Products Ltd	Yeadon	22/6/2012	*	
CMM Ltd	Pudsey	08/02/12	*	
ID Maintenance Ltd	Pudsey	08/02/12	*	
Tweed House Veterinary Surgery	Pudsey	08/02/12	*	
Sterling Locks Ltd	Pudsey	08/02/12		
FCC (Leeds) Ltd	Horsforth	10/09/12	*	
Apex Roofing & Joinery Ltd	Horsforth	10/09/12	*	*
Rarter Ltd	Yeadon	10/09/12	*	
Heli-Jet Aviation	Yeadon	10/09/12	*	
Box of Cards	Farsley	01/08/12	*	*
Geo Cars	Pudsey	01/08/12	*	
Pudsey Carpet Centre	Pudsey	06/09/12		*
Express Shoe Repair	Pudsey	06/09/12	*	
Lady Grande	Pudsey	06/09/12	*	
Sharps Pet World	Pudsey	06/09/12	*	
Pudsey fisheries	Pudsey	14/9/2012	*	
Wetherby Whaler	Pudsey	14/9/2012	*	
Sunny Bank Mills	Farsley	18/9/2012	*	
Gaunts	Farsley	18/9/2012	*	
Cubik Solutions Ltd	Wortley	21/10/2012	*	*
Microtek Services Ltd	Wortley	21/10/2012	*	
Hollinbay Consultancy Services Ltd	Wortley	21/10/2012		
Linetime Ltd	Wortley	21/10/2012	*	
Pancredit Systems Ltd	Farsley	21/10/2012	*	
Guiseley Engineering Co. Ltd	Guiseley	11/12/12	*	
Descon Ltd	Guiseley	11/12/12		
Rigton Insurance Services Ltd	Horsforth	11/12/12	*	
Premier Telecom	Horsforth	11/12/12	*	

Build links with education placements to unemployed people to offer an apprenticeship

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Report of West North West Homes

Report to Outer West Area Committee

Date: 22nd March 2013

Subject: West North West homes Leeds involvement in Area Committees

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<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. WNWhL provides a range of housing management services in the West and North West of Leeds. The Outer West Area Committee area is coterminous with the 'Outer West' housing management area comprising 5200 properties in the Farsley, Calverley, Pudsey, Wortley and Farnley Wards. Tenancy and Estate Management services are delivered locally from Wortley Area Office at 36 Heights Drive, Wortley, LS12 3SU
2. Support services such as rent accounting, lettings and property repairs are delivered through a centralised structure, however, all customer enquiries can be made locally at the Wortley Area Office and at the Pudsey One Stop Centre; or via the Council Contact Centre.
3. This report seeks to advise the Area Committee of activities undertaken by WNWhL which impact on local communities and areas where opportunities exist to work collaboratively to improve conditions for local people.
4. This is the fourth of two bi-annual reports, agreed by Area Committee, to provide an update of activities and services undertaken by WNWhL.

Recommendations

Members of the Outer West Area Committee are invited to note the content of this report; WNWhL will provide a six monthly update report.

1. Purpose of this report

- 1.1. To outline the purpose of West North West homes Leeds (WNWhL) involvement in Area Committees, and to explore ways of making involvement as meaningful and productive as possible

2. Background information

- 2.1. An introductory report was submitted to the Outer West Area Committee in June 2011, outlining areas of mutual interest and opportunities to promote collaborative working for the benefit of communities in Outer West Leeds. The report recommended that WNWhL should provide further reports on a twice yearly basis.
- 2.2. This report focuses on examples of joint working, and activities which promote community involvement and well being.

3. Main issues

3.1. Environmental Management

3.2. Partnership Working – Locality Arrangements

Joint working has continued during 2012/13 between West North West homes Leeds (WNWhL) and Leeds City Councils, Outer North West, Locality Team. The main focus of delivering joint work is to improve environmental conditions in the Outer West area. We have recently undertaken joint work at Upper Wortley Road, Wortley and Dawson's Corner, Farsley.

3.3. Estate Grading

In line with WNWhL published service standards, the Neighbourhood Management Officer arranges regular estate inspections which take place on a monthly basis for each area; and quarterly estate gradings. Estate gradings are promoted on WNWhL website and welcomes the opportunity for customers, partners, Ward Members and other representatives to attend the inspections and gradings. Our next gradings are listed below:

Date	Estate	Meeting Point	Time
3.6.13	Whincover	Shops on Whincover Drive	10.00am
10.6.13	Fawcett	Entr. to estate on Lower Wortley Road	10.00am
17.6.13	Low Moorside	Community Centre next to Co-op	10.00am
24.6.13	Cobdens	Cobden School	10.00am
28.6.13	Nutting Groves & Bawn Approach	Entr. To Nutting Grove estate	10.00am
2.4.13	Bawns estate	Hill Top Community Centre	10.00am
9.4.13	Butterbowl estate	Library – Whincover Drive	10.00am
16.4.13	Tong estate	Shop on Tong Approach	10.00am
23.4.13	Stonecliffe estate	Church on Stonebridge Lane	10.00am
10.4.13	Heights estate	36 Heights Drive	10.00am
17.4.13	Greenthorpes	Jct. Greenthorpe Road & Heights Drive	10.00am
24.4.13	Gambles	Foyer Gamble Hill Croft	10.00am

4.6.13	Roker estate	Jct. Kent Road & Roker Lane	10.00am
13.6.13	Acres Hall & Chaucers	1 Scott Street	10.00am
26.6.13	Harleys & Highburys	6 Harley Drive	10.00am
4.7.13	Claremonts & Crimbles	Claremont Community Centre	10.00am
9.7.13	Fartown & Littlemoores	1 Littlemoor Crescent	10.00am
17.4.13	St Lawrence & Toft House Close	1 Heath Grove	9.30am
1.5.13	Highfields, Westdales & Mt Tabor Street	Entr. Mt Tabor Street	9.30am
13.5.13	Marsden Court	Marsden Court, community room	11.00am
16.5.13	Brookleigh	Brookleigh community room	2.30pm
21.5.13	Farsley estate	Farfield Avenue shops	9.20am
24.5.13	Dawson Corner	Dawson Corner community room	11.00am

3.4. The table below provides details of grading scores.

	Target	December 2011	December 2012
Excellent	40%	22%	34%
Good	50%	34%	46%
Acceptable	10%	44%	20%
Poor	0%	0%	0%

The positive work undertaken by the Neighbourhood Management Officers and the Neighbourhood Caretakers has seen a marked improvement in estate grading scores from December 2011 to December 2012.

We are focusing and targeting resources toward estates that require improvement, which currently have a grading score of less than excellent or good. A number of action days are planned during 2013 to drive these improvements.

3.5. Multi Storey Flats

There is an ongoing city wide review of multi storey flats. We undertake annual consultation with residents living in multi storey flats in order to gauge satisfaction levels. Recent consultation undertaken with residents has highlighted concerns in relation to; cleaning, blocked chutes, outstanding repairs and anti social behaviour. The cleaning service is provided by LCC Property Maintenance and Cleaning Services. We work closely with the cleaning provider to maintain good cleaning standards in our multi storey and low rise flats. There are 10 multi storey blocks in Outer West. Our Neighbourhood Caretaking Team visit all 10 blocks daily and in some cases twice daily, where there are high numbers of anti social behaviour and significant issues with blocked chutes. The Caretaker role is pivotal in delivering a quality service in our multi storey flats, they undertake a daily health and safety patrol, including fire safety checks, collection of bulky waste items, spot cleaning,

gather intelligence in respect of anti social behaviour and clearing of blocked chutes. The current number of Caretakers in Outer West is 9, the resource required to undertake daily checks in the multi storey flats in order to maintain high standards is 5, leaving 4 Caretakers to undertake estate based work.

4. Multi Agency Work

4.1. We have delivered 3 local action days since the last report, in the following areas; The Heights East & The Heights West, Wortley, Upper Wortley Road, Wortley, Claremonts & Crimbles, Pudsey, which focused on the Claremont and Crimbles embankment. A further day is planned for the Farfield estate in Farsley, which will take place the first week in March 2013. As previously mentioned areas that currently have a grading status of less than excellent or good will be targeted for improvement.

4.2. The noticeable outcome of these action days has been improved environmental conditions, local residents have provided positive feedback about improved conditions. We have seen an increase in estate gradings, 2 of the above areas have seen an improvement increasing from an acceptable to a good score.

4.3. Area Panels

Bids approved during 2012/13 are:

- Additional security measures Minster flats, Farsley
- Additional security measures New Street Grove, Pudsey
- Joint funding with Area Management CCTV Farfield Avenue, Farsley
- Installation of metal fencing Heights Drive, Wortley
- Installation of metal fencing Tong estate, Wortley
- Safety barrier, Gamble estate, Wortley

4.4. Community Engagement

4.5. Social Housing Equality Framework (SHEF)

4.6. WNWhL has a successful track record in community engagement. We have recently undertaken an external peer challenge assessment with the aim to achieve the "Excellence" level of SHEF. The assessment was led by the Local Government Association who are responsible for making the award. The basis for the peer challenge was a framework where WNWhL equality and diversity performance was benchmarked against the following five areas:

- Knowing your customers
- Leadership, partnership and organisational commitment
- Customer Engagement
- Responsive services, access and customer care
- A skilled and committed workforce

4.7. We are delighted to report that an Excellent standard has been awarded following the assessment.

4.8. We have an established Tenant Scrutiny Executive, a method of involving customers which offers us independent challenge and suggests proposals for change to the way we deliver our services. This has been done in consultation with customers. They are currently looking into Property Security and are reporting to the WNWhL Board with recommendations in January 2013.

5. Corporate Considerations

5.1. Consultation and Engagement

The joint work and development of shared services between WNWhL and the Outer West Area Committee, provides an efficient and cost effective way of working, to drive improvement and efficiency, within the Outer West area.

5.2. Equality and Diversity / Cohesion and Integration

There are no specific equality considerations arising from this report. The services and functions described in this report are consistent with the Council's and WNWhL's approach to Equality Diversity and Cohesion.

5.3. Council Policies and City Priorities

The content of this report is consistent with the WNWhL strategic objectives, and the strategic aims of the Council encompassed by the Vision for Leeds; Leeds Children & Young Person Plan; Strategic Health & Wellbeing Plan.

5.4. Resources and Value for Money

No additional resources are needed to deliver the approach outlined in this report which will be delivered within existing resources.

5.5. Legal Implications, Access to Information and Call In

There are no legal implications arising from this report.

5.6. Risk Management

There are no risk implications arising from this report.

6. Conclusions

6.1. It is concluded that there are clear benefits and opportunities for WNWhL working closely with Area Committees as outlined in this report. Developing this approach provides the opportunity to further develop services and join up working to the benefit of residents, which ensures that all agencies in the area target resources in a joined up and effective way.

7. Recommendations

7.1. Members are invited to note this report, and it is recommended that WNWhL provide a further six monthly update to Area Committee of progress with areas of mutual interest in the March/April cycle of meetings

8. Background documents

8.1. None.

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Report of The Chief Officer of Parks and Countryside

Report to West Outer Area Committee

Date: 22nd March 2013

Subject: Annual Report – for the Parks and Countryside Service

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. The report provides an area profile of key assets, information on park usage and a customer based perspective of the quality of the assets and services provided.
2. It highlights the current progress towards Leeds Quality Park (LQP) status for community parks in the area. It provides the costs of achieving and retaining LQP status in community parks up to the year 2020.
3. The report details capital improvements in community parks, sport pitches and fixed play in the area for the last 12 months and planned improvements to be delivered in the next 12 months.
4. It gives a detailed breakdown of events and volunteering in the area.
5. It gives an overview of the Streetscene Grounds Maintenance contract considering performance for grass cutting in 2012. It sets out the specification and how this is developing alongside suggesting increased engagement in performance monitoring.

Recommendations

6. The Area Committee is requested to note the content of the report and to communicate priorities for investment in community parks, playing pitches and fixed play facilities in light of the issues raised.

1 Purpose of this report

- 1.1 This report seeks to further develop the relationship between the Parks and Countryside service and the West Outer Area Committee, as agreed at Executive Board.
- 1.2 It provides an overview of the service and sets out some of the challenges faced along with key performance management initiatives. In addition it seeks to provide a positive way forward for delivering the extended role of the Area Committee.
- 1.3 In particular it sets out at an area level progress made in attaining Leeds Quality Park standard. It also sets out investment needs to attain LQP standards and to retain them.

2 Background information

Service Description

- 2.1 Leeds City Council has one of the largest fully inclusive local authority Parks and Countryside services, managing almost 4,000 hectares of parks and green space. This includes 7 major parks, 62 community parks and 95 recreation grounds and 391 local green spaces, which include 144 playgrounds and 500 sports facilities ranging from skateboard parks to golf courses, and which play host to 600 events annually. The service also manages a nursery which produces over 4 million bedding plants each year, 97 allotment sites, over 800km of Public Right of Way (PROW), and 156 nature conservation sites, as well as 22 cemeteries and three crematoria.
- 2.2 The 2009 Parks and Countryside residents survey showed that the service attracts almost 68 million visits each year from Leeds' residents alone, and that approximately 96% of these are regular park users. These range from anybody using a park for informal recreation (e.g. walking, observing nature) to people who take part in formal activities (e.g. football clubs, conservation volunteers or to attend events). The user surveys also evidenced that 10m visits are made to our green space by Young People (12-19) compared to 3.6m by Children (5-11).

Description of Priority Advisory Function

- 2.3 The priority advisory function for Area Committees relates to community parks provision that have a wide range of facilities, including general recreation, sports pitches, play and formal and informal horticultural facilities.
- 2.4 Where developments are less significant or only impact on one site then ward members and community groups will be informed and consulted using established procedures. It is important to note that good levels of engagement with ward members exist and this function seeks to enhance this engagement.

3 Main issues

Area Profile of the Service

- 3.1 The following table summarises community green space assets managed by Parks and Countryside in the West Outer Area Committee:

Asset	Quantity
Community parks	10
Playing Pitches:	
Cricket	7
Football	27
Rugby League	4
Rugby Union	1
Bowling greens	9
Playgrounds	15
Multi-use games areas	2
Skate parks	2

Community Parks

- 3.2 The service undertook a residents survey using the Citizen's Panel methodology during the summer of 2012. Whilst this has provided some city wide data, more work is required to provide sufficient data at an area committee level. Options to undertake additional surveys during 2013 are currently being examined to provide an updated dataset for usage and satisfaction.
- 3.3 Analysis from the 2009 residents survey was carried out relevant to the 10 community parks in the area which are;

Site Name	Annual Number of Visits	Total Annual Visits to West Outer Community Parks is 7m approx.
Brookfield Rec Ground	2,515	
Calverley Park	1,267,553	
Farnley Hall Park	1,426,855	
Hainsworth Park	207,180	
New Farnley Park	60,355	
New Wortley Rec Ground	350,717	
Pudsey Park	2,426,679	
Tyersal Park	90,533	
Western Flatts Park	616,898	
Westroyd Park	561,863	

- 3.4 The residents survey provides significant insight into the users of community parks, demographics of users, how they get there and what they do. A detailed insight of each community park is given in appendix 1. The key analysis points are;
- Approximately 68% of visitors are adults with 32% children or young people.
 - There are a wide range of reasons for visiting but nearly all visitors at some point go for relaxation, exercise or play.

- Nearly 70% of visitors travel to the park on foot of which 66% take less than 10 minutes to travel there.
- Of the 28% who visit by car 58% take less than 10 minutes to get there.
- 35% of visitors go to community parks either every day or on most days, whilst 71% go at least once a week.

3.5 Parks and Countryside provide annual pitch hire for sports teams in the area. The table below shows the number of teams with current bookings playing on pitches in the area; *(note this excludes clubs who have a long term lease in place)*

Age Group	No of Teams
Open Age	20
Juniors	14

Volunteering in the Parks and Countryside Service

3.6 The Service continues to focus on increasing the number of volunteers and groups working in the area. There has been a significant increase in the value of activities which take place particularly in the area of corporate volunteering. Our emphasis for the next 12 months will be to :

- Seek to increase corporate volunteering working in partnership with Leeds Ahead.
- Continue to improve involvement with the many “in bloom” groups in Leeds.
- It is an ambition to have a volunteer group for every community park where there is a site based gardener.

3.7 It is estimated that volunteers across all groups contribute nearly 900 days of voluntary work in the West Outer area over a 12 month period. The tables below give details of works undertaken in West Outer since November 2011 and the active groups in the area Committee;

Table 1 - Work undertaken by volunteers working with the Rangers;

Site	Organisation	Task	No. of Vol Days
Post Hill Woods, Pudsey	Friends of Post Hill	Planting Tansy	0.6
	Leeds Parks Volunteers	Bench installation x 3 and woodland management	2.4
		Woodland Management - tree thinning	0.8
Pudsey Park	Pudsey Park Volunteers	Painting the visitor centre	2.4
	Youth Probation Service	Cut back, litter pick, footpath scrape	7.4
Upper Moor, Pudsey	Youth Probation Service	Step Creation	11.4
		Step Creation and Bench Preparation	5.7
Total			30.7

Table 2 - Corporate volunteer actions;

Site	Organisation	Task	No. of Vol Days
Upper Moor, Pudsey	Baker Tilley	Step Creation	12.9
Total			12.9

Table 3 - Summary of the groups who are active in the West Outer area :

Group Name	Number of Volunteers	Estimated Volunteer Days
Friends of Post Hill	15	32
Friends of Pudsey Park	15	60
Friends of Woodhall Lake	10	24
Leeds Parks Volunteers	4	78
Leeds Voluntary Footpath Rangers	6	130
Leeds Wildlife Volunteers	12	216
Total	62	540

Table 4 - Existing in bloom groups within the West Outer area;

In Bloom Group	Number of Volunteers	Award Won (Yorkshire in Bloom)	Estimated Volunteer Days
Calverley	15	Urban Community – Gold	280
New Farnley	5		120
Pudsey	12	Large Town - Silver	240
Total			640

Events

- 3.8 The bookings and licensing team has introduced improvements to the application process for events that occur on parks. They are providing greater assistance in helping community groups organise events with particular emphasise on ensuring legal and safety requirements are met but do not deter groups and organisations from organising activities. The table below shows a list of events held in the outer West area in 2012:

Site Name	Month	Event	Total
Calverley Park (Victoria Park)	April	Airienteers	1
	May	Airienteers	1
	June	Diamond Jubilee Childrens Day	1
		Jubilee Event	1
		Summer Bands	1
	July	Calverley Parkside Summer Fair	1
		Summer Bands	2
	August	Cricket tournament	1
		Summer Bands	1
Farnley Hall Park	June	Summer Bands	1
	July	Community Day - WY Police	1
		Summer Bands	1
Houghside	May	Stanningley Albion Fundraiser	1
New Farnley Recreation Ground	July	Summer Bands	1
	August	Summer Bands	1

Site Name	Month	Event	Total
New Wortley Recreation Ground	June	Summer Bands	1
	July	Summer Bands	1
Post Hill Woods, Pudsey	May	Pudsey Pacers	1
Pudsey Park	June	Pudsey Jubilee Party	1
		Summer Bands	2
	July	Pudsey Pacers 10k Run	1
		Summer Bands	3
	August	Dragonfly TV Filming	1
		Summer Bands	3
	September	Summer Bands	1
October	Home Tweet Home	1	
Queens Park, Pudsey	May	Pudsey Carnival (19th - 23rd Funfair)	1
	July	Pudsey Jr's Football Gala	1
Swinnow Moor (Swinnow Lane)	June	Animal Welfare Charity Event	1
Western Flatts Cliff Park	June	Summer Bands	1
	August	Summer Bands	1
Westroyd Park	June	Summer Bands	1
	July	Summer Bands	1
	August	Summer Bands	1
Woodhall Lake	November	Weekly Forest Sessions	1
	December	Weekly Forest Sessions	1
Total			42

Community Parks – Leeds Quality Park Status

3.9 The Parks and Green Space Strategy was approved at Executive Board in February 2009 and sets out the vision and priorities to 2020. One of the key proposals contained in the strategy is the aspiration for all community parks to meet the Green Flag standard for field based assessment by 2020. The Green Flag Award Scheme represents the national standard for parks and green spaces. It has been developed around eight key criteria as follows;

- **A welcoming place** - how to create a sense that people are positively welcomed in the park
- **Healthy, safe & secure** - how best to ensure that the park is a safe & healthy environment for all users
- **Clean & well maintained** - what people can expect in terms of cleanliness, facilities & maintenance
- **Sustainability** - how a park can be managed in environmentally sensitive ways
- **Conservation & heritage** - the value of conservation & care of historical heritage
- **Community involvement** - ways of encouraging community participation and acknowledging the community's role in a park's success

- **Marketing** - methods of promoting a park successfully
- **Management** - how to reflect all of the above in a coherent & accessible management plan or strategy and ensure it is implemented.

3.10 The Parks and Countryside service reports annual performance against two local indicators based upon the Green Flag Award scheme;

- *The percentage of Parks and Countryside sites assessed that meet the Green Flag standard.*
- *The percentage of Parks and Countryside community parks which meet the Green Flag standard.* Performance against these indicators is illustrated in section 3.32.

3.11 The indicator includes an assessment of each community park which has particular relevance to Area Committee engagement. The scheme is known as the Leeds Quality Park (LQP) standard. The following table provides a summary of these assessments for the West Outer Area Committee.

Site	Year Assessed	Welcoming Place	Healthy, Safe, Secure	Clean, Well Maintained	Sustainability	Conservation / Heritage	Community Involvement	Marketing	Meets Standard?
Brookfield Rec Ground	2010								Yes
Calverley Park	2010								Yes
Farnley Hall Park	2012								Yes
Hainsworth Park	2012								No
New Farnley Park	2011								Yes
New Wortley Rec Ground	2012								No
Pudsey Park	2010								Yes
Tyersal Park	2011								No
Western Flatts Park	2012								Yes
Westroyd Park	2012								Yes

Key:

Meets Leeds Quality Park Standard on average for this key criteria	
Below Leeds Quality Park Standard on average for this key criteria	

3.12 From this table, there are 7 parks identified that meet the Leeds Quality Park Standard in the area, with 3 not reaching the standard. This is an increase of 1 (New Farnley Park) since the previous Committee report.

3.13 The residents survey in 2009 enables an assessment of visitor numbers and satisfaction rating (scored out of 10) for a number of criteria for each park, set out in the following table:

Site	Design and Appearance	Cleanliness and Maintenance	Ease to Get Around	Range of Facilities	Horticultural Maintenance	Nature Conservation	Facilities for Families	Sports Facilities	Overall Impression
Calverley Park	9.1	8.6	9.2	7.1	9.4	8.0	7.8	8.0	8.5
Farnley Hall Park	7.9	7.8	8.7	5.5	8.1	7.7	6.7	6.2	7.5
Hainsworth Park	6.9	7.3	8.7	5.5	6.5	5.8	6.9	6.0	7.1
New Farnley Park	7.6	7.2	8.0	5.2	7.6	6.4	6.5	6.0	7.2
New Wortley Rec Ground	7.3	6.6	8.5	5.4	7.8	7.1	4.9	6.1	6.6
Pudsey Park	8.7	8.2	8.9	7.0	9.0	8.3	7.7	6.2	8.3
Tyersal Park	5.6	7.6	8.8	5.2	6.8	6.8	5.2	5.2	6.4
Western Flatts Park	7.1	7.3	8.2	5.6	8.1	7.2	4.7	6.6	7.0
Westroyd Park	8.7	7.7	9.0	7.0	8.4	8.0	7.5	7.3	8.7

Note – Brookfield Recreation Ground had insufficient responses to be able to accurately produce satisfaction data

Key:

Generally meets LQP expectations	7.0 - 10	
Generally below LQP expectations	0.0 – 6.9	

This table broadly correlates with the professional audit undertaken for the Leeds Quality Parks assessment set out in paragraph 3.11. In particular scores and visitor numbers are higher for the parks that meet the LQP standard. There are however issues identified with the range of facilities offered in many of the parks and sports facilities.

Playing Pitches

- 3.14 The residents survey in 2009 allowed respondents to rate sport facilities in parks. The results are shown in the table below;

Rating of Sports facilities	2009 (West Outer)	2006 (West Outer)
Fair to very good	80.3%	73.8%
Poor or very poor	19.7%	26.2%

The results show an increase in rating of the sports facilities from the 2006 survey. This data is related to the table set out in paragraph 3.13.

Fixed Play

- 3.15 The residents survey in 2009 allowed respondents to rate facilities for children and their parents. The results are shown in the table below;

Rating facilities for children	2009 (West Outer)	2006 (West Outer)
Fair to very good	81.7%	77.1%
Poor or very poor	18.3%	22.9%

Results show an increase in those who rated facilities as fair or above.

3.16 Improvements to community parks during 2012 are as follows:

- Farnley Hall Park – Resurfacing of car park at main entrance.

3.17 The following table provides a perspective on the minimum level of investment required to achieve the LQP standard for the five remaining parks. It also includes the level of reinvestment required across all the community parks in order to sustain the LQP pass up to 2020;

Site Name	Cost to Achieve (excluding fixed play)	Reinvestment (excluding fixed play)
Hainsworth Park	£5,000	
New Wortley Rec Ground	£156,812	
Tyersal Park	£124,500	
Total to achieve LQP	£286,312	
Average annual reinvestment		£31,659
Total reinvestment to 2020		£253,275
Overall Total Investment to 2020		£539,587

3.18 Reinvestment levels are estimated according to the expected lifespan of equipment and infrastructure as set out below;

Description	Timescale for Recurring Investment
Signage and interpretation	5 years
Fixed play (including MUGA's/skate parks)	10 years
Bins and benches	15 years
Paths and infrastructure	25 years
Landscaping	25 years

3.19 Planned improvements for the next 12 months are;

- Queens Park – New MUGA and playground refurbishment (£289k).
- New Wortley Recreation Ground – Improvements to park infrastructure, removal of bowling green and horticultural works (£60k).
- Western Flatts Park – MUGA fencing (£10k).
- Farnley Hall Park – Lawns Lane entrance, general improvements – work ongoing.
- Post Hill – Wildlife pond creation

3.20 In terms of fixed play, work has been undertaken to set out refurbishment requirements over a 10 year rolling programme in support of the outcomes of the Fixed Play Strategy. The average cost of a new playground is currently about £120k; Multi-use games areas and skateparks are slightly cheaper on average at about £90k

each. The table below shows the capital investment required on an ongoing basis to fund the area committees existing fixed play sites;

Fixed Play Type	No.	Total Replacement Cost £'s	Required Average Annual Spend £'s
Play Areas	15	1,800,000	180,000
Multi Use games Areas	2	180,000	18,000
Skate Parks	2	180,000	18,000
Totals		2,160,000	216,000

Area Committee funding for additional on site gardeners

- 3.21 West Outer Area Committee provide additional funding for gardeners to increase site based presence at parks in the area. For 2012-13 this funding totalled £23,534 for site based presence at Tyersal Park and New Farnley Park.
- 3.22 Since the introduction of site based gardeners, analysis shows that complaints to both Ward Councillors and the Parks and Countryside Service have declined on sites with increased daily presence. In addition, the service has observed an increase in the number of residents using parks and open spaces which is backed up by the residents survey data.
- 3.23 The site based gardeners increase working relationships with users, local residents and community groups. These site based staff further increase users satisfaction and support the aspiration to increase volunteer groups working within parks.

Streetscene Grounds Maintenance

- 3.24 Following a procurement exercise the streetscene grounds maintenance contract was awarded to Continental Landscapes Ltd (CLL) with effect from 1st January 2012. This contract covers sites that are located alongside the highway network or amongst residential streets managed by the council's Arms Length Management Organisations (ALMOs and BITMO). The specification requires the contractor to undertake litter removal from sites they maintain at each visit supporting the council's wider efforts to maintain clean streets. The table below shows the asset breakdown of contract items for the West Outer area committee:

Asset Type	Annual Visits	Unit	Measure
Amenity Grass	13	M ²	697,649
Premium Grass	26	M ²	45,361
Rough Grass	3	M ²	58,129
Sight Line	3	M	1,455
Rough Linear	3	M	4,588
Primary Network Class I	6	M ²	16,969
Primary Network Class II	3	M ²	117,959
Shrub Beds	2	M ²	8,141
Hedges	3	M	1,661
Rose Beds	2	M ²	44
Total			951,956

3.25 Despite 2012 being one of the wettest summers ever recorded the contractor has completed grass cutting operations as required by the contract specification. During June the specification was revised to increase the mowing frequency on grass plots adjacent to sheltered housing and this has proven to be very successful in addressing issues of grass length and overspill of cuttings in these areas. Regular monitoring of the contractors work is undertaken with a target sample size of 10%. Analysis of city wide performance for the 2012 mowing season shows that the contractor achieved an average failure rate of less than 1%.

3.26 The Safer and Stronger Communities Scrutiny Board Working Group examined the contract during the summer and produced a number of recommendations that are currently being considered or have already been introduced. These include:

- Increasing frequencies to 16 grass cuts and 6 shrub/rose visits.
- That any proposed removal of shrub/rose beds are consulted on with ward members and parish/town councils prior to removal.
- That options to increase 'joined up working' with locality management are explored.
- To examine options to increase efficiencies by better utilisation of contractor resources during the winter.
- That parish and town councils are encouraged to engage in contract performance management.
- That an improved communications strategy is developed.
- That area committees are provided with performance information relevant to the area.
- That contract management efficiencies are sought alongside increased consistency of approach.
- Establishing funding to address problem sites until ownership can be established.

3.27 From 1st September 2012 management of the contract passed to Parks and Countryside and work has commenced to restructure the contract team to achieve increased coordination and efficiency from grounds maintenance and weed spraying contracts. It is proposed that officers attending the area committee environment sub groups will provide regular updates on performance and any proposed changes to the contract.

3.28 As a result of the ALMO review currently underway, arrangements regarding the provision of ALMO elements of the contract may change.

Coordinated Working with Environmental Services

3.29 The Parks & Countryside Service move to the Environments & Neighbourhoods Directorate has given opportunities to improve collaborative working. In particular improvements in horticultural land management, cleansing and more efficient use of resources in regard to;

- Co-ordination of weed spraying activities with the grounds maintenance contract with a consistent approach to monitoring.

- Traffic Management arrangements co-ordinated to minimise costs and disruption of the highway.
- Litter collection in the vicinity of community parks, and as part of normal operations site based gardeners undertake an initial litter pick of the park which is being expanded to include some areas outside the curtilage of the park. Conversely, street cleansing staff now assist with emptying litter bins in parks on a weekend when parks staff are not always present.
- Work is underway to map all maintainable ginnels and establish work requirements to draw up an annual co-ordinated work schedule. Work is already co-ordinated to undertake weed-spraying where the locality team have already cut back vegetation, and removed detritus from the surface of the path.
- Locality Managers have led on consultation and worked with Parks and Countryside on developing proposals around dog control orders in Leeds.
- The Parks and Countryside service has a number of welfare facilities and yard space available in most community parks distributed throughout the city which has provided an opportunity for the locality based teams to use these facilities for staff welfare provision and as operational bases.

3.30 Specific coordinated working relevant to the West Outer Area Committee has occurred at;

- **Calverley Park** – A joint education day was held over the summer where dog fouling enforcement staff joined with Parks & Countryside Parks watch staff, PCSO's to engage with the public. Calverley Parkside Primary School children were also involved. Posters designed by the children were attached to lamp posts in and around the park. Leaflets were handed out to dog walkers.

Parks & Countryside Key Performance Indicators

3.31 The following table highlights key performance indicators relevant to the service;

PI Code	Description	2010/11 Actual	2011/12 Actual	2012/13 Target	2013/14 Target
LKI-GFI / CP-PC50 / EM38	The percentage of parks and countryside sites assessed internally that meet the Green Flag criteria	23% (Target 23%)	26.2% (Target 26.2%)	29.4%	32.6%
LKI-PCP 22	Overall user satisfaction with Parks and Countryside (from the user survey)	N/A	N/A	7/10	N/A
New	The percentage of parks and countryside community parks which meet LQP status	33.9%	38.7% Target (40%)	47.5%	55%

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 Close liaison with community and ward members is already in existence, utilising a variety of mechanisms, for example through residents' surveys, multi-agency meetings and community forums. In addition volunteers, Friends of groups and local residents are regularly consulted on local projects with input on design and physical implementation of a wide range of site improvements.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 This report does not have an impact on equality and diversity. Further information is available on analysis of the residents survey 2009 specifically regarding equality issues on request.

4.3 Council Policies and City Priorities

4.3.1 The contents of this report set out how the Executive Board requirements can be met by taking a more proactive approach to involve and engage Area Committees in matters relating to community parks.

4.3.2 The information within the report contributes significantly to the sustainable economy and culture city priority plan.

4.4 Resources and Value for Money

4.4.1 The central government's Comprehensive Spending Review has had significant impact on local government budgets and it is anticipated that the budget allocation for Parks and Countryside will continue to be very challenging.

4.4.2 The service undertakes to sustain and develop the services provided to the public and has traditionally used a number of sources of financial support to achieve developments. These include grants from bodies such as Green Leeds Ltd, Sustrans, Natural England, National Lottery funding and developer contributions via section 106 (S106) funds.

4.5 Legal Implications, Access to Information and Call In

4.5.1 This report has no legal implications and is not subject to call in. There is no information which is confidential or exempt.

4.6 Risk Management

4.6.1 There are no significant risk management issues contained within the report, its conclusions and recommendations.

5 Conclusions

5.1 Community green space contributes in many ways to the delivery of the Corporate Priority Plan. They provide places for relaxation, escape, exercise and recreation. They bring communities together and make a positive contribution to the local

economy, education, improve public health and well-being, and generally make a better place to live, work and visit.

- 5.2 Improvements to community parks, fixed play and playing pitches remain a priority, and there already has been investment made to deliver improvements along with further schemes identified. Issues are being addressed through the Parks and Green Space Strategy along with implementation of the Fixed Play Strategy and Playing Pitch Strategy.
- 5.3 Community engagement remains a key activity for the service with regular correspondence, attendance at meetings and briefings, along with more localised consultation where required. As described at 3.2 options to undertake additional surveys during 2013 are currently being examined to provide an updated dataset for usage and satisfaction.
- 5.4 A programme of activities is planned for which updates and reports can be provided to the Area Committee to help inform, consult and influence community green space management.

6 Recommendations

- 6.1 The Area Committee is requested to note the content of the report and to communicate priorities for investment in community parks, playing pitches and fixed play facilities in light of the issues raised.

7 Background documents

- 7.1 Area Committee Roles, Outer West Area Committee, 4th July 2011.
- 7.2 Annual Report for Parks and Countryside Service in West Outer Area Committee, Outer West Area Committee, 14th October 2011.
- 7.3 Parks and Greenspace Strategy, Executive Board, February 2009.
- 7.4 Fixed Play Strategy, Executive Board, September 2002.

Appendix 1: Detailed Residents Survey Information

1.1 Total Number of Annual Visits

	Community Parks	Other P&C Sites	Total
West Outer	7,011,149	1,812,302	8,823,451

1.2 Reasons for Visiting – respondents select their five main reasons (The 24 choices have been grouped in this table)

Reason	Calverley Park	Farnley Hall Park	Hainsworth Park	New Farnley Park	New Wortley Rec Ground	Pudsey Park	Tyersal Park	Western Flatts Park	Westroyd Park	West Outer Total %
Exercise	98	68	78	60	100	63	60	86	83	74
Play	76	42	89	20	93	68	40	46	25	60
Dog walking	24	52	11	40	27	14	60	32	42	27
Enjoy the surroundings	42	49	22	40	33	70	60	41	54	55
Family outings	28	26	44	20	67	53	20	27	13	39
Relaxation	100	100	89	100	87	91	100	78	100	95
See Wildlife	2	32	11	0	13	37	40	11	33	26
Sport related	40	12	11	40	67	7	0	24	38	19
Other	20	0	22	20	0	14	0	14	17	12
Events	12	5	0	0	7	12	0	8	4	9

1.3 Age Profile of Visitors

Site	Age 20 – 39	Age 40 – 59	Age 60+
Calverley Park	39%	39%	22%
Farnley Hall Park	22%	47%	31%
Hainsworth Park	38%	62%	0%
New Farnley Park	20%	40%	40%
New Wortley Rec Ground	50%	22%	28%
Pudsey Park	37%	28%	35%
Tyersal Park	50%	25%	25%
Western Flatts Park	27%	43%	30%

Site	Age 20 – 39	Age 40 – 59	Age 60+
Westroyd Park	35%	26%	39%
West Outer Total	33.9%	34.4%	31.7%

How visitors get to the parks and how long it takes to get there

1.4 Visitors on Foot – Journey Time

Site	% of visitors on foot	Less than 10 mins	10–20 mins	20-30 mins	30+ mins
Calverley Park	92%	83%	15%	2%	0%
Farnley Hall Park	32%	50%	45%	5%	0%
Hainsworth Park	100%	89%	11%	0%	0%
New Farnley Park	60%	67%	33%	0%	0%
New Wortley Rec Ground	94%	86%	13%	0%	0%
Pudsey Park	63%	50%	37%	10%	3%
Tyersal Park	100%	80%	20%	0%	0%
Western Flatts Park	82%	68%	32%	0%	0%
Westroyd Park	79%	89%	10%	0%	0%
West Outer Total	67%	66%	28%	5%	1%

1.5 Visitors by Car - Journey Time

Site	% of visitors by car	Less than 10 mins	10–20 mins	20-30 mins
Calverley Park	4%	100%	0%	0%
Farnley Hall Park	68%	56%	38%	7%
Hainsworth Park	0%	~	~	~
New Farnley Park	40%	50%	50%	0%
New Wortley Rec Ground	0%	~	~	~
Pudsey Park	29%	58%	38%	4%
Tyersal Park	100%	~	~	~
Western Flatts Park	12%	75%	0%	25%
Westroyd Park	17%	50%	50%	0%
West Outer Total	28%	58%	37%	5%

1.6 How long do visitors stay. (Detailed information on each community park is available on request).

Time	Summer Stay		Winter Stay	
	Weekend	Weekday	Weekend	Weekday
Less than 30 Minutes	11%	20%	23%	30%
30 minutes to 1 hour	44%	48%	44%	44%
1 to 2 hours	32%	22%	22%	12%
2 to 4 hours	7%	5%	4%	1%
4 or more hours	2%	0%	1%	0%
Do not visit	3%	4%	7%	13%

1.7 How often do visitors go. (Detailed information on each community park is available on request).

	Summer	Winter
Every Day	11%	9%
Most Days	24%	14%
Once or Twice a week	36%	27%
Once every two weeks	20%	16%
Once a month	9%	24%
Seldom or never	0%	10%

1.8 Information taken from comments made in the survey.

Site	General satisfaction comments	What would make you stay longer or encourage more use	Any other comments
Calverley Park	Enjoy the brass bands. Majority of comments positive on the quality of maintenance and park overall.	Dog control/less dog fouling. Better play equipment for younger children. Toilets. Small café facility.	Additional comments include continued concern over dogs roaming free.
Farnley Hall Park	Lots of positive comments on new play area.	Toilets. Café facility. Increased number of benches.	Some horse riders commented on good bridal path. Car park in poor condition.

Site	General satisfaction comments	What would make you stay longer or encourage more use	Any other comments
Hainsworth Park	~	More benches/picnic tables.	Additional bins as when busy they fill up too quickly.
New Wortley Rec Ground	Damage, litter and graffiti to play area is a major concern. Dog fouling.	Better quality play area. Some people will not use at times due to anti-social behaviour.	~
Pudsey Park	Many positive comments regarding maintenance and facilities within the park. Only negative comments are on the quality of toilets.	Improved catering facility. More events.	Increased publicity about what's going on. Some visitors concerned about older children in the park causing trouble.
Tyersal Park	Improved play area required and less vandalism.	Improve the tennis courts.	Something for the older children.
Western Flatts Park	Some pathways need resurfacing. More facilities within the park.	The major point raised is the play area improving along with its location.	Rose garden often locked during day. More activities/events needed.
Westroyd Park	Dog fouling a concern of many. Improved drainage and path infrastructure.	Less broken glass from anti-social behaviour. Dog fouling reduced.	Some community events in the park would be good.

Report of Assistant Chief Executive Customer Access and Performance

Report to Outer West Area Committee

Date: 22 March 2013

Subject: Development of Area Lead Role

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

Summary of main issues

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

Recommendations

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

1 Purpose of this report

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

2 Background information

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

3 Main issues

Defining the Area Lead Role

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

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

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

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

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

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

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

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

Training and Support

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

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

Other relevant issues

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

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

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

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

4 Corporate Considerations

4.1 Consultation and Engagement

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

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

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

4.2 Equality and Diversity / Cohesion and Integration

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

4.3 Council Policies and City Priorities

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

4.4 Resources and value for money

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

4.5 Legal Implications, Access to Information and Call In

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

4.6 Risk Management

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

5 Conclusions

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

6 Recommendations

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

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

7 Background documents¹

- 7.1 None

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

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Report of the Director of Children’s Services

Report to West (Outer) Area Committee

Date: Friday 22 March 2013

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

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

Summary of main issues

1. This report presents the Area Committee with an update on the work being undertaken across the city to ensure the authority meets its statutory duty to ensure sufficiency of school places in the context of an increasing birth rate. This includes formal consultation on six proposals, for which members comments are sought, and an update on four proposals consulted upon in September and October 2012.

Recommendations

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

1 Purpose of this report

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

2 Background information

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

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

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

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

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

3 Main issues

3.1 Consultation on proposals.

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

3.2 Update on previous proposals

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

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

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

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

4 Corporate Considerations

4.1 Consultation and Engagement

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

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

4.2 Equality and Diversity / Cohesion and Integration

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

4.3 Council Policies and City Priorities

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

4.4 Resources and Value for Money

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

4.5 Legal Implications, Access to Information and Call In

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

4.6 Risk Management

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

5 Conclusions

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

6 Recommendations

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

7 Background documents¹

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

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

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Report author: Gill Hunter
 Inspector Mark Adams WYP
 Tel: 0113 3367868

Report of the Director of Environment and Neighbourhoods

Report to West (Outer) Area Committee

Date: 22nd March 2013

Subject: Community safety Report

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Calverley & Farsley, Farnley & Wortley, Pudsey Wards	<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 discusses recent crime statistics for Outer West Leeds;
2. Acquisitive crime; Burglary remains a priority for the North West Division and Safer Leeds partnership with additional resource allocated to reduce burglary across the city.
3. Partnership Action Days;
4. Targeting partnership actions to tackle concerns around anti-social behaviour in Outer West Leeds.

2. Recommendations

2.1 The Area Committee is asked to:

- note the report and offer comment

3. Purpose of this report

- 3.1** This report provides the opportunity for Inspector Marc Adams and Gill Hunter to provide the Outer West Area Committee with information on crime trends,

partnership initiatives and future joint projects between Leeds City Council and West Yorkshire Police in Outer West.

4. Background information

4.1 The North West Divisional Community Safety Partnership is responsible for delivering actions to reduce crime and disorder in the West area. It is made up of representatives from key statutory agencies.

5. Main issues

5.1 Community Safety is one of the priority areas for the Area Committee. Regular reports are received from Community Safety and West Yorkshire Police on key

5.4 Burglary

Burglary remains a priority for the North West Division and Safer Leeds partnership with additional resource allocated to reduce burglary across the city. Over the last few weeks there has been a slight spike in burglaries in the Pudsey area, however there has also been a number of arrests.

During the last few months there have been a number of targeted operations including operation Optimal, targeted door knocking and leaflet drops, crime prevention events at the Owlcotes centre where free timer switches and light bulbs along with literature and advice regarding sneak in burglaries, Euro profile locks, theft from motor vehicles were also promoted.

5.6 Neighbourhood Police Team Performance Outer West

The tables below show the crime types from week commencing 7th January – 11th February for Calverley/ Farsley, Farnley/Wortley and Pudsey wards and compares these figures with the previous 6 weeks.

Figure 1: Priority Crime in the Pudsey NPT area over the last six week period compared with the previous six week period.

Occurrence Type	w/c 07/01/13	w/c 14/01/13	w/c 21/01/13	w/c 28/01/13	w/c 04/02/13	w/c 11/02/13	Current Total	Previous Total	Change +/-
ARSON				1	2		3	3	0
ASSAULT	8	9	7	5	6	9	44	56	-12
BURGLARY DWELLING	13	13	4	13	20	9	72	92	-20
BURGLARY OTHER	8	3	7	10	10	7	45	42	3
CRIMINAL DAMAGE - BUILDING NON DWELLING	1		1	2		4	8	17	-9
CRIMINAL DAMAGE - DWELLING	5	3	3	1	4	4	20	33	-13
CRIMINAL DAMAGE - MOTOR VEHICLE	9	4	5	6	1	5	30	28	2
CRIMINAL DAMAGE - NON SPECIFIC	2		2	3	5	2	14	13	1
ROBBERY		1		1	1		3	4	-1
SERIOUS VIOLENT CRIME	1						1	5	-4
THEFT FROM PERSON			2		1		3	3	0
THEFT FROM VEHICLE	8	8	13	11	4	8	52	51	1
THEFT NON SPECIFIC	12	10	3	14	4	2	45	42	3
THEFT OF PEDAL CYCLE					2		2	0	2
TOMV/TWOC	3	6	3	5	2	3	22	17	5
Total	70	57	50	72	62	53	364	406	-42

*Previous 6 weeks 26/11/12 – 06/01/13

In the last six weeks we have seen a reduction overall of 42 offences in total. Particularly pleasing are the reductions in Burglary Dwelling, Criminal Damage(to dwelling), and assault(reductions of 20, 13 and 12 respectively. Operation Optimal and increased visibility during the evenings in Pudsey Town centre have helped to achieve these positive results. The increases shown are only very small in comparison with the largest increase being 5 in relation to theft of motor vehicle.

Figure 2: Priority Crime in the Calverley and Farsley ward (Ward 8) over the last six week period compared with the previous six week period.

Occurrence Type - Ward 8	w/c 07/01/13	w/c 14/01/13	w/c 21/01/13	w/c 28/01/13	w/c 04/02/13	w/c 11/02/13	Current Total	Previous Total	Change +/-
ASSAULT	2	3	4	1	3	3	16	9	7
BURGLARY DWELLING	9			3	7	3	22	24	-2
BURGLARY OTHER	3		3	5	7	2	20	12	8
CRIMINAL DAMAGE - BUILDING NON DWELLING	1		1			2	4	6	-2
CRIMINAL DAMAGE - DWELLING		1	1	1	2	1	6	5	1
CRIMINAL DAMAGE - MOTOR VEHICLE	2				1	2	5	6	-1
CRIMINAL DAMAGE - NON SPECIFIC	1		1	1	4	1	8	3	5
ROBBERY		1					1	0	1
THEFT FROM PERSON							0	1	-1
THEFT FROM VEHICLE	1	3	4	3	2	5	18	24	-6
THEFT NON SPECIFIC	7	6	1	8	1		23	20	3
THEFT OF PEDAL CYCLE					1		1	0	1
TOMV/TWOC	1	3		1	1	2	8	4	4
Total	27	17	15	23	29	21	132	114	18

*Previous 6 weeks 26/11/12 – 06/01/13

Although we have seen an overall increase in priority crime in ward 8 in the last 6 weeks we have seen a significant reduction in Theft from Motor vehicles from 24 to 18 offences and there has been a marked reduction since this time last year.

Figure 3: Priority Crime in the Farnley and Wortley ward (Ward 12) over the last six week period compared with the previous six week period.

Occurrence Type - Ward 12	w/c 07/01/13	w/c 14/01/13	w/c 21/01/13	w/c 28/01/13	w/c 04/02/13	w/c 11/02/13	Current Total	Previous Total	Change +/-
ARSON				1	2		3	0	3
ASSAULT	1	3	1	1	2	4	12	29	-17
BURGLARY DWELLING	2	10	2	5	3	1	23	20	3
BURGLARY OTHER	2	3	2	3	1	4	15	12	3
CRIMINAL DAMAGE - BUILDING NON DWELLING				2		1	3	7	-4
CRIMINAL DAMAGE - DWELLING	2	1	2		1	2	8	21	-13
CRIMINAL DAMAGE - MOTOR VEHICLE	1	3	5	3		2	14	13	1
CRIMINAL DAMAGE - NON SPECIFIC	1			1			2	6	-4
ROBBERY				1			1	4	-3
SERIOUS VIOLENT CRIME	1						1	1	0
THEFT FROM PERSON			1				1	0	1
THEFT FROM VEHICLE	2	4	7	4			17	14	3
THEFT NON SPECIFIC	3	2	1	1	3	1	11	17	-6
THEFT OF PEDAL CYCLE					1		1	0	1
TOMV/TWOC	1	1	3	4	1		10	9	1
Total	16	27	24	26	14	15	122	153	-31

*Previous 6 weeks 26/11/12 – 06/01/13

Ward 12 has seen an extremely pleasing reduction in overall recorded offences by 31. Violent crime has reduced significantly with 17 fewer assaults reported in the last six weeks.

Despite there being a slight increase in burglary dwellings, we are continuing to drive down incidents of burglary. It is anticipated that the launch of our Spring Burglary Initiative this week will help us, and our partners ensure that we do not see a further increase in the coming weeks.

Figure 4: Priority Crime in the Pudsey ward (Ward 28) over the last six week period compared with the previous six week period

	w/c 07/01/13	w/c 14/01/13	w/c 21/01/13	w/c 28/01/13	w/c 04/02/13	w/c 11/02/13	Current Total	Previous Total	Change +/-
Occurrence Type - Ward 28									
ARSON							0	3	-3
ASSAULT	5	3	2	3	1	2	16	18	-2
BURGLARY DWELLING	2	3	2	5	10	5	27	48	-21
BURGLARY OTHER	3		2	2	2	1	10	18	-8
CRIMINAL DAMAGE - BUILDING NON DWELLING						1	1	4	-3
CRIMINAL DAMAGE - DWELLING	3	1			1	1	6	7	-1
CRIMINAL DAMAGE - MOTOR VEHICLE	6	1		3		1	11	9	2
CRIMINAL DAMAGE - NON SPECIFIC			1	1	1	1	4	4	0
ROBBERY					1		1	0	1
SERIOUS VIOLENT CRIME							0	4	-4
THEFT FROM PERSON			1		1		2	2	0
THEFT FROM VEHICLE	5	1	2	4	2	3	17	13	4
THEFT NON SPECIFIC	2	2	1	5		1	11	5	6
TOMV/TWOC	1	2				1	4	4	0
Total	27	13	11	23	19	17	110	139	-29

*Previous 6 weeks 26/11/12 – 06/01/13

Ward 28 has seen an overall reduction in recorded offences of 29. The most significant of these reductions being in Burglary Dwelling with a total of 21 fewer offences. This reduction shows the significant impact that Operation Optimal has had in the Pudsey area.

6.0 Anti- Social Behaviour (ASB)

The table below shows ASB calls over the last six weeks compared with the previous period week commencing 7th January – 11th February

Ward	w/c 07/01/13	w/c 14/01/13	w/c 21/01/13	w/c 28/01/13	w/c 04/02/13	w/c 11/02/13	Current Total	Previous Total	Change +/-
Farnley & Wortley	12	32	20	17	9	16	106	82	24
Calverley & Farsley	11	20	10	7	5	6	59	45	14
Pudsey	7	12	12	5	14	9	59	53	6
Total	30	64	42	29	28	31	224	180	44

Anti social behaviour is recorded in many different ways. Parking disputes, people playing loud music, kids playing football and a noisy pet are all recorded as anti social behaviour. The main factor that has affected the figures in this period is snow! Every call to the police regarding children or adults throwing snowballs is recorded as anti social behaviour. I fully expect this figure to reduce during the next period. The police treat anti social behaviour very seriously, every call to the police has a follow up call and a vulnerability assessment is carried out by the Neighbourhood Policing Hub and problem plans are initiated if necessary.

6.1 Calverley/ Farsley Ward

There were 28 ASB related calls; the majority continued to be around the Farfield's, the Cotefields and Town Street in Farsley.

Following complaints of Antisocial Behaviour around Thornfield Avenue in Farsley a problem solving occurrence has been opened. A site visit also took place with the Alley gating Coordinator Brent Brady to see if it would be possible to close a ginnel leading onto Thornfield Avenue. This is a Right of Way and as such would be very difficult to close, however the Police and Leeds Anti Social Behaviour unit are working closely to resolve the ASB problems, and an action day is planned for March 2013.

The CCTV camera has been installed on Farfield Avenue and we are currently waiting for BT to connect the line so that the camera can be operational.

6.2 Farnley and Wortley Ward

In Farnley there were 28 ASB related calls; the majority occurred in the first three weeks of the current period. Youth related was the most recorded ASB type, particularly youths throwing snowballs. There were 26 ASB related calls. There was a cluster around the Gamble Hills and around the Greenthorpes. The majority were youth related and calls reported youths throwing snowballs, shining laser lights into passing vehicles, youths drinking and climbing and jumping onto a vehicle. The group of 10 young people have been identified and are been issues with Acceptable Behaviour contacts ABC's, youth services and the youth Offending team will look to see where they can look at any early interventions.

6.3 Pudsey Ward

From Church Lane to Lowtown there were 11 ASB related incidents.

Alcohol related and youth related were the most recorded ASB types. The calls reported, fighting and an assault at Barcode, men in drink and being abusive in the Golden Dragon and fighting in Bojangles. This is a reduction in previous ASB calls. The Outer West tasking partnership are looking to focus an Environmental Action day on the Swinnow area on 22nd April 2013. Partners will also support the day with crime prevention advice in preparation of the lighter nights campaign.

6.4 Diversionary work

The youth service are working with the Neighbourhood Police Team and partners in relation to targeted work and engagement with young people identified as causing ASB in the Outer West Area and where relevant the staff at Leeds Anti Social Behaviour Team with the police have issued Acceptable Behaviour Contracts (ABC's).

6.5 Speed Indicator Devise Sessions (SID)

A number of speed awareness events took place during December. Below are the results from Community Speedwatch Initiative.

Mon 3rd Dec - Hall Lane Farnley - 28 Letters Sent

Thurs 6th Dec -Henconner Lane, 33 Motorists Logged Speeding/Letters sent

Thurs 6th Dec - Hall Lane, Farnley - 14 Motorists Logged Speeding/Letters sent
Thurs 6th Dec - Tyersal Road/Arkwright Street - 3 Motorists Logged Speeding .
Letters sent

The Community Safety Partnership is working with the schools clusters in a parking awareness initiative. Once the banners are in place the PCSO's will be working with schools to promote road safety and responsible parking.

6.6 Spring Campaign

The Police have been working with West North West Homes to target ALMO and Social Landlords including the ALMO to take tenancy enforcement against tenants and their households if charged with a acquisitive crime. This will be a joint letter issued at the point of charge, followed up with a visit from the social landlord with a revenant partner agency.

6.7 Stop And Search Initiatives

This week see the launch of the Spring Burglary Initiative, which introduces fresh measures to tackle offenders and is aimed to drive the message home that burglary will not be tolerated in North West Leeds.

Operation Optimal is here to stay. Operation Optimal uses a recognised methodology that has been proven to contribute significantly to reductions in Burglary Dwelling. This methodology aims to focus resources in the right areas at the right time stopping burglars in their tracks and leading to marked reductions in offences. This is proven to have worked in North West Leeds thus far, with the division as a whole seeing a reduction of burglary offences since Operation Optimal was launched.

There have been 2 partnership stop and search initiative during February 2013 at Leeds/Bradford boarder at Phoenix Park in Thornbury. The focus has been on travelling criminals and metal thefts.

Numerous static road checks sites have been set up to disrupt travelling criminals. Numerous arrests have been made for offences ranging from disqualified driving to conspiracy to burgle. These checks will continue in order to disrupt and deter offenders.

The off road motorcycles have been relocated and are now based at Pudsey Police Station. I will ensure that this valuable resource is deployed in the most effective manner to combat ASB and nuisance.

Community Engagement & Reassurance

The Neighbourhood Police Team continue to support local forums and meetings to engage with communities and to inform them of their work, providing crime prevention advice and to feedback on the local priorities for local neighbourhoods. The merging of meeting is beneficial to partners as it is more effective in terms of resources.

8.0 Corporate Considerations

8.1. 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.

8.2 Equality and Diversity / Cohesion and Integration

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.

8.3 Council Policies and City Priorities

Effectively tackling crime and anti social behaviour is a strategic priority in the Safer Leeds Plan 2011-2015.

8.4 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 Leeds, and Positive Activities for Young People. Further opportunities for partnership funding will be explored through the coming year.

8.5 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.

8.6 Risk Management

Risk implications and mitigation are considered for each project.

9 Conclusions

9.1 The report outlines the work and progress of the North West Divisional Community Safety Partnership and multi-agency partner tasking, and projects supported through the Area Committee's Well-Being budget. These are projects which assist in supporting the work programme of the Area Management Team.

10. Recommendations

10.1 Members of the Inner West Area Committee are requested to:

- Note the contents of the report and offer comments

11. Background documents

11.1 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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Report of Deputy Chief Executive

Report to Outer West Area Committee

Date: 12th April 2013

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. The purpose of this report is to update the Outer West Area Committee on:
 - The Wellbeing Revenue Budget available for allocation in 2013/14.
 - The projects for consideration and approval from the Wellbeing Revenue Budget allocation for 2013/14

Recommendations

2. The Area Committee is asked to:
 - i. Consider decommissioning a project previously funded by the Area Committee in 2011.
 - ii. Note the new revenue wellbeing allocation for the financial year 2013/14
 - iii. Consider the projects listed in **Section 3.6** for approval from the Wellbeing Revenue Budget allocation for 2013/14.
 - iv. If approved consider the projects listed in **Section 3.7** for approval from the Wellbeing Small Grants allocation.

1 Purpose of this report

1.1 This report seeks to update Members on:

- The Wellbeing Revenue Budget available for allocation in 2013/14.
- The projects for consideration and approval from Wellbeing Revenue Budget allocation for 2013/14.

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.

2.2 The Outer West Area Committee seeks to ensure that Wellbeing funding is allocated in a fair and transparent way and that recipients are able to commence delivery of their projects as early as possible in the financial year. To facilitate this process, a commissioning process was considered for the financial year 2013/14.

2.3 Two workshops were held to formalise this process. At the first workshop held on 19 February the Area Committee was asked to consider themes and priorities for 2013-14 Well-being commissioning. Members were given a presentation and an analysis of the Outer West profiling data based on employment, health, education and crime. Members were also informed on how they had spent their 2012/13 Wellbeing budget based on the following themes:

- Environment
- Community Development & Engagement
- Children & Young People
- Health & Wellbeing
- Community Safety
- Economy & Jobs

2.4 Once the annual Wellbeing budgets were set by Executive Board and ratified by Full Council, the Area Committee were invited to a second workshop on 15 March to agree which projects they would like to be considered for the year ahead.

2.5 Once the projects have been agreed by the area Committee meeting of 12 April 2013, these projects will be monitored and assessed by the Area Committee throughout the year to ensure they are fully meeting their defined objectives.

3 Main issues

- 3.1 Table 1 provides a list of projects funded by the Outer West Area Committee for financial year 2012/13.

Table 1: Revenue Projects funded in 2012/13

Project Name	Organisation	Total
Summer Bands	LCC Leeds International Concert Season	£3,000.00
Site Based Gardener	LCC Parks & Countrysides	£23,534.00
I Love West Leeds	I Love West Leeds Ltd	£10,000.00
Swinnow & Heights Worker	Healthy Living Network	£19,922.00
In Bloom Summer Planting	Pudsey / Calverley / Farsley in Bloom	£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 Yorkshire Police	£1,500.00
Business Management Project	Leeds Ahead	£22,000.00
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	£1,640.00
Cow Close Community Corner	Armley Juniors	£4,893.00

The Business Management Project was incorrectly reported at the previous Area Committee. The Area Committee approved 22k to this project on 22 March 2012. The information has now been updated.

- 3.2 There has been no skip requests received since the last Area Committee and there is £242 remaining in the skips budget for 2012/13.
- 3.3 The Red Lane Railings project, approved in 2011/12 did not go ahead due to feedback received from local residents following consultation. The amount approved by the Area Committee at its meeting on 14 October 2011 was £1,500. The Area Committee is asked to consider the decommissioning of this project.

Wellbeing Revenue 2013/14

- 3.4 Area Committees have received the same allocation to their Wellbeing Revenue Budgets for 2013/14 as given in 2012/13. This gives the Outer West Area Committee an allocation of £154,240. Taking into account project underspends from 2012/13 so far, the total fund available for new projects in 2013/14 is 154,899.

2013/14 Revenue Projects For Consideration

- 3.5 As the 2012/2013 financial year comes to an end, Area Support Team have been requesting monitoring information from project sponsors. There may be some projects that will not have spent their complete allocation. Area Support Team are also in the process of reviewing Capital Projects that have not spent their complete

allocation since 2004. Further information will be provided at the Area Committee meeting in May.

- 3.6 The Wellbeing commissioning round for 2013/14 received applications for revenue funding totalling £229,170. (For a full list of these projects, please see Appendix 1. The list includes projects that were agreed in principle at the December 2012 Area Committee). These applications have been assessed against the funding criteria for the Outer West Area Wellbeing Fund. Members have reviewed the applications in detail and have agreed that the 20 projects listed in Table 2 below, valued at a total of £158,208 should go forward for consideration by the Area Committee on 12 April 2013.

Table 2: Revenue Projects for Consideration

Project	Applicant	Amount Requested	Amount to be considered
Pudsey in Bloom	Pudsey in Bloom	£4,000	£3,500
Floral displays for Farsley Town Centre	Parks & Countryside	£3,000	£2,500
Calverley in Bloom	Parks & Countryside	£3,000	£2,500
Site-based Gardener for Tyersal Park and New Farnley Park	Parks & Countryside	£23,770	£12,000
Summer Bands	Leeds Int'l concert season	£3,000	£3,000
Farsley Festival	Farsley Xmas Lights	£2,500	£2,500
Pudsey Carnival	Pudsey Carnival Committee	£2,000	£2,000
Pudsey Festival Lights	Leeds Lights / Events	£8,000	£8,000
Farsley Festival Lights	Leeds Lights / Events	£5,000	£5,000
Cow Close Community Corner	Armley Juniors	£19,572	£19,572
Small Grant and Skips Fund	WNW Area Support	£10,600	£10,600
Consultation & Engagement	WNW Area Support	£1,500	£1,500
Breeze Friday Night Project	LCC Breeze Team	£9,729	£9,729
Summer Leadership Sports Activities	LCC Sports Development	£3,724	£3,724
Community Devel't Worker - Swinnow / Heights / Gambles	Healthy Living Network	£19,567	£17,000
CCTV Maintenance and Monitoring	Leeds Watch	£30,000	£30,000
Multi-Agency Action day	LCC Community Safety	£1,000	£1,000
Off Road Bikes	West Yorkshire Police	£2,012	£2,683
Welfare Reform Projects	WNW Area Support Team	£15,000	£7,000
Business Engagement	Projects in development		£14,400
Total Value of Applications Recommended for Consideration			£158,208

- 3.7 In addition to the projects listed above, three projects listed in Table 3 were received for approval as small grants. The Area Committee is asked to consider these projects once they have decided whether they would like to fund the small grants & skips budget.' The project information is also included at appendices 2 to 4.

Table 3: Small Grants Projects for Consideration

	Project	Project Applicant	Amount
1	Garden Mower	Calverley St Wilfrid's Cricket Club	£500 (Appendix 2)
2	Running Club	Calverley Running Group	£92.92 (Appendix 3)
3	Flat Roof Repairs	West Leeds Sports & Social Club (WLSSC)	£260 (Appendix 4)
Total Value of Applications Recommended for Consideration			£852.92

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. Consider decommissioning the project previously funded by the Area Committee in 2011 as detailed at 3.3.
- ii. Note the new revenue wellbeing allocation for the financial year 2013/14
- iii. Consider the projects listed in Section 3.6 for approval from the Wellbeing Revenue Budget allocation for 2013/14.
- iv. If approved consider the projects listed in Section 3.7 for approval from the Wellbeing Small Grants allocation.

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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Projects received for 2013/14 wellbeing commissioning

Project	Applicant
Pudsey in Bloom	Pudsey in Bloom
Floral displays for Farsley Town Centre	Parks & Countryside
Calverley in Bloom	Parks & Countryside
Site-based Gardener Tyersal Park and New Farnley Park	Parks & Countryside
BTCV Gardening Towards Employment	TVC & WNWH
Summer Bands	Leeds International concert season
Farsley Festival	Farsley Xmas Lights org
Pudsey Carnival	Pudsey Carnival committee
Pudsey Festival Lights	Leeds Lights / Events
Farsley Festival Lights	Leeds Lights / Events
I Love West Leeds	I Love West Leeds Committee
Accessible Cooking Courses	Get Cooking!
Matters of Art	West North West Homes
Cow Close Community Corner	Armley Juniors
Small Grant and Skips Fund	WNW Area Support
Consultation & Engagement	WNW Area Support
Breeze Friday Night Project	LCC Breeze Team
Sport coaching	LCC Sports Development
Summer Leadership Sports Activities	LCC Sports Development
Youth Service Activities	LCC Youth Service
Community Development Worker	Healthy Living Network
CCTV Maintenance and Monitoring	Leeds Watch
Multi-Agency Action day	LCC Community Safety
Off Road Bikes	West Yorkshire Police
Pudsey NPT Pedal Cycles	West Yorkshire Police
Farsley Broad Street Lighting	LCC Community Safety
WNWHL Financial Inclusion Officer	West North West Homes
Welfare Reform Projects	WNW Area Support Team
Business Engagement	Project in development

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Small Grant - Purchase of Cricket Mower

Area Committee Well-Being Fund

Outer West Area Committee

Project Name: Purchase of Cricket Mower
Amount Applied for: £500.00

Lead Organisation: Calverley St Wilfrid's Cricket Club

Project Summary:

This application is for a contribution towards the purchase of a cricket mower. St Wilfrid's Cricket Club runs two senior and six junior cricket teams, opens the clubhouse for and assists local groups.

Project Delivery

The club is responsible for maintaining a cricket square and outfield based in a public Park. In order to keep the park area and the cricket pitch well maintained for cricket to be played and users to enjoy the park the club needs to purchase a mower.

Evidence of Need/ Fund priority

- Safer and stronger Communities
- Health and Wellbeing
- Children and Families

Outcomes

Club activity encourages cricket to be played by all ages and genders. The club which has a strong social aspect is situated in the Calverley/Farsley Ward. In addition to the village, the purchase of this mower will benefit 200 members.

Ward / Neighbourhood:

- Calverley & Farsley

Project Cost & Financial Breakdown

Total cost of the project – £2,000 +
 Wellbeing Requested – £500

Financial Breakdown

Cost of cricket mower £2,000.00 +

The extra funding of £1,500.00+ is to be obtained from other sources.

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Small Grant - Calverley Running Group

Area Committee Well-Being Fund

Outer West Area Committee

Project Name: Calverley Running Group (Group currently being constituted)
Amount Applied for: £92.92

Lead Organisation: Calverley Running Group

Project Summary:

This application is to fund the purchase of running equipment needed for warm up and warm down activities for a new running group.

Project Delivery

The Calverley Running Group will provide structured running with coaching and lead runs held over 10 weeks initially. There will also be advice on healthy living, technique and goal setting. This will form the basis of a permanent arrangement if it is successful.

Evidence of Need/ Fund priority

- Sustainable Economy and Culture
- Safer and stronger Communities
- Health and Wellbeing
- Children and Families

Outcomes

The aim is to encourage local people to take part in physical activity by taking up running. Membership is open to all, including existing runners, with support for all abilities and those with limited disability (i.e., deafness) as is practical.

Ward / Neighbourhood:

- Calverley & Farsley

Project Cost & Financial Breakdown

Total cost of the project – £92.92

Wellbeing Requested – £92.92

Financial BreakdownCost of the following equipment

8x Hi-Visibility Bib Vest (£6.99 each)	£55.92
Acme Whistle (for warm up activities)	£ 3.45
50x Marker Cones (for warm up activities)	£13.66
2x Skills/Reaction Ball	£13.40
Exercise Bands (for warm down activities)	£ 6.49
Total	£92.92

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Small Grant – Flat Roof Repairs

Area Committee Well-Being Fund

Outer West Area Committee

Project Name: Flat Roof Repairs

Lead Organisation: West Leeds Sports & Social Club (WLSSC)

Project Summary:

WLSSC have applied for a WREN grant to repair their very leaking flat roof incorporating more of a pitch to the roof to improve water dispersal. The leak is so bad it is now threatening the closure of one of rooms and more importantly the changing rooms. The Well-being funding will be used as their Third Party contribution to WREN to secure their grant. WREN have indicated that Council Third Party support is the best form of Third Party funds and it shows that the club is an important part of the local community.

Project Delivery

WLSSC are a small sports & social club situated in a residential area of Wortley. They have been in existence since 1926 and have been on this site since 1958. WLSSC is the home to West Leeds RUFC (two senior teams) who are affiliated to the RFU (and hold a Whole Club Seal of Approval). WLSSC also have four Junior/Mini teams playing/training on Sunday's. WLSSC provide training and changing facilities to three football clubs. In addition they are also we are home to a Zumba Fitness Class, A Pool Team, The local Neighbourhood Watch and a local residents supported Wednesday Quiz Evening.

Evidence of Need/ Fund priority

- Safer and stronger Communities
- Health and Wellbeing
- Children and Families
- Sustainable Economy and Culture

Outcomes

To repair the leaking roof and avoid the closure of one of the rooms.

Ward / Neighbourhood:

- Armley, Farnley & Wortley

Project Cost & Financial Breakdown

Total cost of the project – £520

Wellbeing Requested – £260

Financial Breakdown

Outer West Wellbeing Requested	£260
Inner West Wellbeing Requested	£260
Total	£520

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

Report to Outer West Area Committee

Date: 22nd March 2013

Subject: Area Progress 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 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 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 providing an update on the West North West Homes Leeds Outer West Area Panel minutes.

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 footpath. The works have been well received by councillors and local residents.
- 3.2 As mentioned at the previous Area Committee meetings, a visit with Farsley Councillors to Andrew Square discussed new plans. Discussions took place about resurfacing the grassed area with granite paving stones and York stone cobbles
- 3.3 City Development have provided a highlight report regarding the project to their Programme Board and received the Chief Officer approval for the project. City Development have undertaken a pre-start site meeting with Property Maintenance and the works will commence week commencing 18 March. The project is expected to be completed by the end of the financial year.

Environment Sub Group

- 3.4 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.

CCTV Farfield Avenue / Pudsey Town Centre

- 3.5 The Outer West Area Committee in January 2012 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.
- 3.6 Leeds Watch have informed that the base column and electrics have now been installed. Leeds Watch are awaiting BT to install their fibre kit. Following this the camera will be installed.

Business Management Project

- 3.7 The business management project funded by the Outer West Area Committee hosted a "Mock Legal Trial," within the old court rooms in Pudsey Town Hall. This

event was held on 22 March between 9am till 11am. The activity aimed to familiarise pupils with careers in law and introduce them to legal processes and the rule of law. Councillor Coulson was appointed the judge in the case.

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

- 3.8 Healthy Living Network will be holding a Gardening & Wildlife event at the Swinnow Community Centre on Saturday 4th of May. Families will be invited to the gardening afternoon to spruce up the garden ready for spring. Residents will be invited to assist with planting, digging, painting, making signs and much more. A similar gardening afternoon event will be taking place at the Swinnow Childrens Centre on 10th April to spruce up the early years garden ready for spring.

West North West Homes Area Panel

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

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.

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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**MINUTES
OUTER WEST AREA PANEL MEETING
4pm AT WESTFIELD CHAMBERS
WEDNESDAY 6TH FEBRUARY 2012**

Attendees:

Area Panel Members:	John Aubrey	JA
	David Atkinson (Chair)	DA
	Lydia Appleby	LA
	Corrine Brown	MC
	Brian Falkingham (Vice Chair)	B F
	Paul Tucker	PT

Officers:

Sharon Guy:	Area Performance Manager Wortley/Pudsey	SG
Lorna Bustard:	Community & Inclusion Manager	
Tracey Thorpe:	Minutes	

1.0 Apologies: Councillor R Wood had informed TT that he would not be able to attend this meeting or the next one in April. SM was away on holiday, no other apologies were received. Introductions were made.

1.1 SG confirmed that a letter has been sent out to Kevin Sharp thanking him for all his contributions while he was on the Outer West area panel.

2.0 Minutes of the Previous Meeting held on 5th December 2012 and Matters Arising.

(Item 4.2) JA stated that he would like the lights at the Dawson's Corner Sheltered Scheme being looked into as some of the lights have not been done. BF stated this would mean putting in a new bid, JA to speak to BF on this matter.

BF reported that Fairfield Avenue progress is starting as holes have now appeared in the ground.

Action

3.0 Capital Expenditure.

3.1 Capital Programme.

No update had been submitted by ABCL hopefully there will be one for the next meeting in April.

3.2 External Funding.

This report is only available on a quarterly basis TT is to contact Dawn Appleyard to submit one for April's meeting. Dawn Appleyard is also invited to attend if she wishes to.

TT

4.0 Customer Involvement

4.1 Area Panel Bids.

4.1.2 **AP86 2012 Cow Close Community Corner – Approved subject to funding.**

Armley Juniors Young People's charity propose to take over the running of the old Cow Close Library. The intended usage of the building is for community members to access services including debt management, training and advice, housing support, job search and skills. When the organisation is up and running it will become an incorporated organisation possibly a registered charity.

The total cost of the project will be £26,772.00; the proposed cost to the Area Panel will be £8,000. A lengthy discussion took place around what the project can offer to the area, it was agreed it is a viable scheme. Voting took place and the panel have agreed to part fund £4,000 subject to the availability of monies in April's budget, although it may be June before anything is finalised.

DA raised the question of Asbestos safety why it had not been made safe. SG informed the panel that if asbestos is present it is best left undisturbed, there is no danger or risk until it is disturbed.

4.2 Update on Previous Bids.

SG reported that good progress has been made on all bids. The New Street Grove bid AP47, SG stated at the last meeting that issues on health and safety were raised. An interim measure is to be put in place that recycling is going to be provided.

The CCTV at Fairfield Avenue has started. All other schemes are in works in progress or are awaiting completion dates.

4.3 Community Engagement & Inclusion Update. (LB)

LB gave an explanation of the report to the panel which goes out every month with a summary of the activities of the team.

There are currently no Area Panel evaluations due for reporting in the Outer West area.

There has been one diverse community fund bid from Outer West, from the Rycroft High Rise Residents Association. The aim of the project was to bring residents together from the Rycroft's, Atlanta Street, Claremont's and the Crimble's sheltered scheme together on an excursion to Skipton Christmas market.

The fund continues to be promoted through a variety of mediums including the TRAs, Area Representatives and through the Sheltered Housing Schemes.

If anyone has any new and creative ideas as to how you can involve your community please contact Rukhsana Mahmood the Cohesion & Diversity Officer at WNWHL.

LB stated in order to ensure that we are meeting the needs of our Diverse Communities, twice a year forums are held for each of the Top 6 languages, other than English which is requested by our customers. These are Arabic, Farsi, Kurdish, Polish, Tigrinya and Urdu. The Farsi and Tigrinya forums were held in January. The main themes discussed were issues with repairs, publicity of the forums and customer involvement opportunities. The group was also consulted on the service standards for the community engagement team.

The Tenant Scrutiny Executive has completed their scrutiny of Property Security. This primarily covered fire safety, gas servicing and access to communal buildings. A report on their findings and recommendations was taken to the Board meeting on 24th January 2013. They have made 16 recommendations to improve our service to tenants and leaseholders, these are now being considered by the Board and an action plan for implementing those that are agreed will be developed. LB stated they are awaiting comments back from Paul Elliott.

LB reported on the Social Housing Equality Framework which undertook an external peer challenge assessment with the aim to achieve the "Excellence" level of the SHEF between 2 and 4 October 2012.

WNWHL are delighted to report a positive outcome with the '**Excellence**' standard being awarded.

The Assessment was led by the Local Government Association who will validate and formally recognise the Excellence level

The basis for the peer challenge was a framework where WNWhL equality and diversity performance was benchmarked against the following five areas:

- Knowing your customers
- Leadership, partnership and organisational commitment
- Customer engagement
- Responsive services, access and customer care
- A skilled and committed workforce

Considerable evidence was provided prior to the assessment including a Self-Assessment, Narrative and Case Studies of examples of work with positive outcomes for tenants.

Any internal findings of weakness an action plan will be put forward.

LB reported on the Tenant and Resident Associations and how they play an important role in developing community spirit. LB showed photographs of a photo competition that had been submitted through the face book page. LB stated that through the TRA we are finding adults and children are good at informing us what is and what is not working on the estates. More involvement is taking place with schools in all different areas we are working closely. Dawn Appleyard our funding officer may be able to get some funding for schools and young people to be involved with any new projects.

MC wanted to highlight the latest news of Leeds 13 postcode being reported as one of the top areas for burglary and crime. LB stated that there is a website www.police.uk which will give any updates on crime.

SG stated the overall crime has dropped; different types of crime in Pudsey/Wortley/Swinnow are not as high as in other areas. WNWhL work very closely with West Yorkshire Police.

PT reported that there is now a walk- in surgery at the Café Lux in Pudsey every Friday, where the police are happy to give feedback.

5.0 Local Issues

5.1. Local Performance Framework.

SG went through the statistics; an indication of red on the charts implies we are not meeting targets. Estate grading is still not good, although this has improved in January by excellence. SG is in negotiation with Morrison to see if they can help with any action days in Farsley and Wortley within the next six weeks.

The surveys show that 85.60% customers are satisfied with the overall service; the call centre shows improvement on customers waiting time.

We are on target with complaints that have been responded to within 10 days.

SG would like to see a narrative column on the reports, SG to contact Mary Kerr from ABCL to see if this can be provided.

SG

6.0 Grounds Maintenance Update Report.

The report highlights that grass cutting was completed on the 7th November 2013. This was the last grass cut for the season and an extra cut to what was originally planned due to wet weather over the year.

Continental Landscapes have been delivering against WNWhl performance targets with 99.5% overall performance result (99% target) 92% of assets have been cut right the first time (90% target)

A monthly customer satisfaction surveys only take a snapshot of views from our customers. Out of 367 asked, 83% have been very or quite satisfied by performance, and 14% very or quite dissatisfied. Satisfaction in the winter months is always higher than in the height of the growing season and the overall performance data is improving.

Shrub maintenance is due to be completed by mid-February some delays were experienced due to the weather and ground condition. Training has been offered to Neighbourhood management staff to ensure that all staff is confident with monitoring and that they all understand issues around inaccurate mapping and how to rectify this.

Re-stocking of shrub beds that are in a poor condition and are not always fully stocked potentially are leaving large areas which tend to be invaded by weeds. Consideration needs to be given to whether WNWhl wants to restock some of the shrub beds or if it is more appropriate to remove the remaining shrubs and grass the bed over. Area Panels may want to consider whether there are any of these changes they would like to support and fund as may local Councillors.

PT asked the question why when they are removing shrubs that these cannot be replanted to fill in gaps within boundaries. SG informed everyone that when the shrubs are removed the root is cut off so they cannot transplant them.

SG reported on the Safer and Stronger Communities Scrutiny Board, the report highlighted that during November Leeds City Council Scrutiny board; made 10 recommendations related to the Leeds wide ground maintenance contract.

The most significant recommendation (2) to WNWhl is to explore a move towards an extended shrub maintenance service; and a fortnightly grass cut frequency to achieve a better quality of service.

The response is WNWhl need to make sure that they prioritise the best use of their limited funds in these difficult financial times. WNWhl want to retain flexibility and phasing will be adopted in 2013 which will use climate condition to direct the overall frequency. It is believed that this approach offers the best value for money. The increased frequency of grass cutting on “premium” sites in response to customer concerns raised during 2012 will be retained.

Recommendation 4 ask for a number of departments and continental to review the existing litter picking responsibilities and opportunities for more joined up working.

The response is some consideration is being given for Continental to expand litter collection to cover adjacent hard surface where applicable in co-ordination with street cleansing activities.

Recommendation 10 is to develop a Communication Strategy aimed at promoting public awareness of behaviour that is obstructive to the delivery of a good quality grounds maintenance service (e.g parking on public verges).

The response it is proposed that this takes place ahead of the grass cutting season in 2013.

7.0 Any Other Business

Elaine Rey from Corporate Support attended the meeting to report on the Almo review. The report has gone to the Executive board in early January; there are two options to consider. One is to go back under the direct control of Leeds City Council, two the Almo will be run as one. Letters and questionnaires have all been sent out to customers. Area Panels will continue to operate, Leeds City Council is interested in what the Area Panel's thoughts are for the future i.e. would they like to see any changes. ER stressed to the panel that no final decisions had been made.

JA reported that he would not be happy for the Almos to come back under Leeds City Councils authority.

DA asked the question is it a preferred option to come under Leeds City Council. ER stated that Leeds City Council do not have a preferred option at the moment.

A discussion took place around merging Area Panels with Area Committees, SG mentioned that this could weaken the role of the Area Panels. DA also asked would Leeds City Council still have a obligation in providing good training to members of Area Panels. ER stated that if the Almo's do come back to Leeds City Council then it would be thought any training that is needed will be delivered.

8.0 Date and Time of Next Meeting.

Wednesday 3rd April 2013 4.30pm Westfield Chambers.

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Report author: Gerard Watson
Tel: 0113 39 52194

Report of the Chief Officer (Democratic and Central Services)

Report to: West (Outer) Area Committee

Date: 22nd March 2013

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

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s):		
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. In line with previous practice, Area Committees have agreed their meeting schedule for the forthcoming municipal year at the last ordinary meeting of the current municipal year, in order to enable the agreed schedule to appear within the Council's diary.
2. The purpose of the report is to request Members to give consideration to agreeing the dates and times of their Area Committee meetings for the 2013/2014 municipal year which commences in May 2013, whilst also considering whether any revisions to the current meeting venue arrangements should be explored.

Recommendations

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

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

1 Purpose of this report

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

2 Background information

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

3 Main issues

3.1 Meeting Schedule

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

5th July 2013, 6th September 2013, 11th October 2013, 13th December 2013, 17th January 2014 and 21st March 2014.

Options if moving to Monday

1st July 2013, 2nd September 2013, 7th October 2013, 9th December 2013 (2), 13th January 2014 and 17th March 2014

Options if moving to Wednesday

10th July 2013, 18th September 2013, 16th/30th October 2013, 11th December 2013, 29th January 2013, 12th March 2014

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

3.2 Meeting Days and Times

- 3.2.1 Currently the Committee meets on a Friday at 1.00pm and the above suggested dates largely reflect this pattern.
- 3.2.2 Meeting on set days and times has the advantage of certainty and regularity, which assists people to plan their schedules. The downside might be that it could serve to exclude certain people i.e. members of the public, for instance, who have other regular commitments on that particular day or who might prefer either a morning or afternoon meeting or a meeting immediately after normal work hours.
- 3.2.3 For these reasons, some Area Committees have chosen to vary their meeting days and times, alternating between different weekdays and holding daytime and evening meetings alternately. Others, however, have chosen a regular pattern similar to this Committee's existing arrangements.
- 3.2.4 Together with the 6 ordinary meetings proposed for the Area Committee, in line with the Constitution, paragraph 3.1.1 (above) should also propose a seventh meeting, the main purpose for which is to elect a Chair for the forthcoming municipal year. This meeting is required to take place in the run up to the Annual Council Meeting (specifically, this meeting is required to take place by no later than the last working day before the Annual Council Meeting).
- 3.2.5 Currently, there is some uncertainty around the date on which the 2014 Annual Council Meeting will take place, which is due to the fact that the date for the Local Elections is yet to be confirmed, as it may potentially be linked to the date of the European Elections. With this in mind, it is proposed that the scheduling of the seventh Area Committee meeting in May/June 2014 be revisited, once the date of the Annual Council Meeting has been finalised.

3.3 **Meeting Venues**

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

4 **Corporate Considerations**

4.1 **Consultation and Engagement**

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

4.2 Equality and Diversity / Cohesion and Integration

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

4.3 Council policies and City Priorities

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

4.4 Resources and value for money

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

4.5 Legal Implications, Access to Information and Call In

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

4.6 Risk Management

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

5 Conclusions

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

6 Recommendations

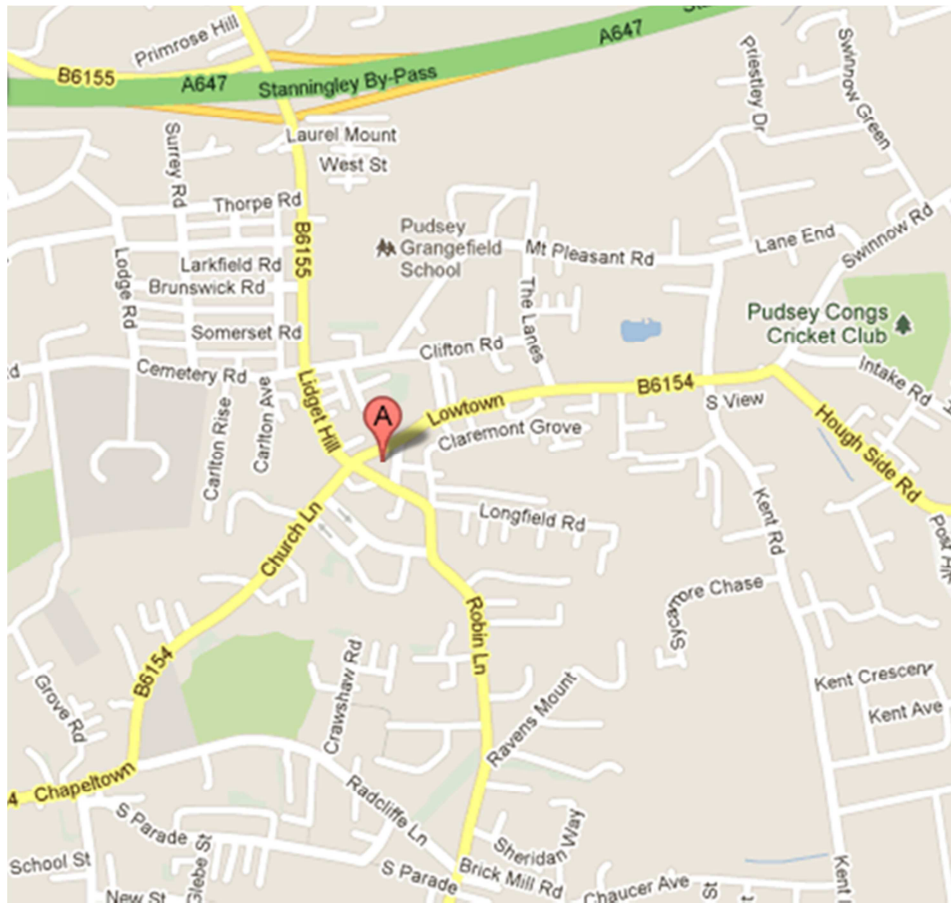
- 6.1 Members are requested to consider the options detailed within the report and to agree the Committee's meeting dates and times for the 2013/14 municipal year, in order that they may be included within the Council's official diary for the same period.
- 6.2 Once the date of the Annual Council Meeting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

7 Background documents¹

- 7.1 None.

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

Pudsey Town Hall, Robin Lane, Pudsey, LS28 7BL



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