



NORTH WEST (INNER) AREA COMMITTEE

**Meeting to be held in Woodsley Road Multicultural Community Centre on
Thursday, 27th March, 2014 at 7.00 pm**

MEMBERSHIP

Councillors

M Hamilton	-	Headingley;
J Walker	-	Headingley;
N Walshaw	-	Headingley;
C Towler	-	Hyde Park and Woodhouse;
G Harper	-	Hyde Park and Woodhouse;
J Akhtar	-	Hyde Park and Woodhouse;
B Atha	-	Kirkstall;
J Illingworth	-	Kirkstall;
L Yeadon	-	Kirkstall;
J Bentley	-	Weetwood;
S Bentley	-	Weetwood;
J Chapman	-	Weetwood;

**Agenda compiled by:
Andy Booth
Governance Services Unit
Civic Hall
LEEDS LS1 1UR
Tel: 247 4325**

**West North West Area Leader: Jane
Maxwell
Tel: 336 7858**

A G E N D A

Item No	Ward	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting.)</p>	

Item No	Ward	Item Not Open		Page No
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 within the meaning of Section 100I of the Local Government Act 1972, 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 the recommendation is accepted, to formally pass the following resolution:-</p> <p>RESOLVED – That, in accordance with Regulation 4 of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 or Section 100A(4) of the Local Government Act 1972 as appropriate, the public be excluded from the meeting during consideration of those 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> <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>	
3				

Item No	Ward	Item Not Open		Page No
4			DECLARATIONS OF INTEREST To declare any personal / prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct.	
5			APOLOGIES FOR ABSENCE To receive any apologies for absence.	
6			OPEN FORUM 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.	
7			MINUTES - 13 FEBRUARY 2014 To confirm as a correct record the minutes of the meeting held on 13 February 2014	1 - 6
8			AREA CHAIR'S FORUM MINUTES To note the minutes of the Area Chair's Forum held on 20 January 2014	7 - 10
9			WELLBEING AND YOUTH ACTIVITY FUND ALLOCATION To receive and consider the attached report of the Assistant Chief Executive (Citizens and Communities)	11 - 18
10			HEALTH AND WELLBEING IN INNER NORTH WEST LEEDS To receive and consider the attached report of the Director of Public Health	19 - 28

Item No	Ward	Item Not Open		Page No
11			NEW LOCALITY SERVICES AND DEVELOPMENT OF THE 2014/15 SERVICE LEVEL AGREEMENT AND PERFORMANCE UPDATE To receive and consider the attached report of the Locality Manager (WNW Locality Team)	29 - 42
12			CHILDREN'S SERVICES UPDATE REPORT To receive and consider the attached report of the Director of Children's Services	43 - 52
13			AREA COMMITTEE UPDATE REPORT To receive and consider the attached report of the Assistant Chief Executive (Citizens and Communities)	53 - 58
14			DATES, TIMES AND VENUES OF COMMUNITY COMMITTEE MEETINGS 2014/15 To receive and consider the attached report of the City Solicitor MAP OF TODAY'S VENUE	59 - 64

Item No	Ward	Item Not Open		Page No
			<p><u>Third Party Recording</u></p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</p> <p>Use of Recordings by Third Parties– code of practice</p> <ul style="list-style-type: none"> a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title. b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete. 	

NORTH WEST (INNER) AREA COMMITTEE

THURSDAY, 13TH FEBRUARY, 2014

PRESENT: Councillor J Akhtar in the Chair

Councillors M Hamilton, J Walker,
N Walshaw, C Towler, G Harper, B Atha,
J Illingworth, L Yeadon, J Bentley,
S Bentley and J Chapman

35 Declarations of Interest

There were no declarations of interest.

36 Open Forum

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

- Concern from a member of the Burley Top Community Forum that there was not enough interaction with the Planning Sub Group. It was agreed to distribute minutes and it was reported that representations could be made to the group.
- A local resident reported that he had been contacted by Leeds City Council Officers regarding complaints that he had been using his property and land for storage of building materials and was suspected of trading from residential premises. He had also being informed that this was likely to attract vermin. In response he reported on how he was responsible for having to put bins back in yards that are left strewn across the street and that this was a more likely cause of vermin.
- Concern regarding the loss of playing fields.
- Concern regarding the proposed demolition of the Royal Park School that the community would prefer to see retained for community use.
- Concern regarding litter and rubbish left in greenspaces. This had been reported to the Environmental Locality team but had not been cleared. It was reported that this would be followed up and there would be reported back at the next meeting of the Area Committee.

37 Minutes - 24 October 2013

Matters RESOLVED – That the minutes of the meeting held on 24 October 2013 be confirmed as a correct record.

38 Matters arising from the Minutes

Draft minutes to be approved at the meeting
to be held on Thursday, 27th March, 2014

Concern that there had been no follow up regarding a warning that a local resident had received and it was requested that this be done with the University Police Officer.

Concern regarding letting agency publications aimed at students highlighting the local nightlife. The University had requested that these should not be distributed.

39 Minutes of Area Chairs Forum meetings

RESOLVED – That the minutes of the Area Chair's Forum meetings held on 4 October and 25 November 2013 be noted.

40 Area Update Report

The report of the Assistant Chief Executive (Citizens and Communities) provided members with a summary of sub group and forum business since the September Area Committee. The report also introduced a presentation on the Police Programme of Change and updates on the current position with the former Royal Park School and West Park Centre sites.

Neil Charlesworth, City Development updated the committee on the Royal Park and West Park Centre sites.

It was reported that demolition of the West Park Centre was almost complete and surveys would be carried out on trees for tree protection orders. Marketing activity was likely to start in late summer with a view to disposal of the site later in the year. Members expressed disappointment that the land was to be sold for development and should have been used as greenspace.

In relation to the Royal Park School it was reported that internal demolition would commence on 17 February 2014. This would take approximately 4 weeks and a further 6 weeks for completion. Members of the public expressed great disappointment over the decision to commence with demolition in spite of previous discussion to re-use the building for community use and that an interested group had been able to financially support this. Members broadly supported this view, though it was reported that proof of finance had not been demonstrated when previously requested. A motion was proposed to support the retention of the building and ask that demolition be postponed to allow for clarification on available funds for future community use.

The Area Committee received a presentation from Chief Inspector Fran Norton regarding the Leeds District Programme of Change – New Operating Model. Issues highlighted from the presentation included the following:

- £70million to be saved across West Yorkshire over 3 years.
- Changes to bring policing teams more in line with Area Committees.
- How to deliver services at a local/ward level.

- Continued work from Woodhouse Lane and Weetwood Police Stations.
- Partnership work including with housing and children's services.

RESOLVED –

- (1) That the key messages from sub groups and forums be noted.
- (2) That the presentation on the Police Programme of Change be noted.
- (3) That the update on the former Royal Park and West Park Centre Sites be noted.
- (4) That a letter be sent to the Leader of the Council reiterating support for the retention of the former Royal Park School as a community facility and asks that demolition of the former Royal Park School be halted while inconsistencies with regard to the costs of the refurbishment, received by one of the interested parties, be investigated.

41 Neighbourhood Development Plans - Update and Progress in Inner North West

The report of the Director of City Development highlighted that under the Localism Act 2011, local communities had a 'right' to prepare a neighbourhood plan which could decide where new development took place, what it would look like as well as the delivery of projects that are of local importance.

Ian McKay, City Development presented the report. He gave a brief overview of what the Neighbourhood Development plans entailed. The following was highlighted:

- The plans could be used to deliver projects and ideas for the sustainability of an area with content to be decided by the local community.
- 24 communities across Leeds had expressed an interest with 4 or 5 groups involved in the Inner North West area.
- The neighbourhood plans would primarily be a planning document but there would be opportunities to apply for additional funding.

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

- Neighbourhood Plans would give decision making opportunities to local people.
- In non-parish areas the definition of a neighbourhood would have to be agreed with the Council.
- An offer was made to support anyone interested via the Planning Sub Group.

RESOLVED – That the report be noted.

42 Community Planner Update Report

Draft minutes to be approved at the meeting
to be held on Thursday, 27th March, 2014

The report of the Community Planning Officer gave an update on the Community Planner Work Programme for the past 12 months. The report also introduced those emerging projects and themes which were likely to be central to discussions at the Planning Sub Group over the next twelve months and introduced the proposed work programme for the Community Planner over this period should the Area Committee continue funding the post.

Jenna Riley, Community Planner presented the report.

Further issues highlighted included the following:

- Responses submitted for the Core Strategy and Site Allocation Plan.
- Development of the Far Headingley and Weetwood design statements.
- Support for Neighbourhood Development Plans.

In response to comments and questions, the following was discussed:

- Proposed development for Tesco at Beecroft Street. – It was felt that these proposals, particular entrances to the site, were not acceptable and there needed to be further consultation with Ward Members and the public.
- A request for an update on the BHS site.
- Use of letting boards in the area

RESOLVED – That the report be noted.

43 Annual Report for Parks and Countryside Service

The report of the Chief Officer, Parks and Countryside provided an area profile of key assets and services provided in the North West Inner area. It highlighted the current progress towards Leeds Quality Park (LQP) status for community parks and provided the costs of achieving and retaining LQP status in community parks up to the year 2020. It also detailed capital improvements for community parks, sport pitches and fixed play areas along with a detailed breakdown of events and volunteering in the area.

Joanne Clough, Parks and Countryside presented the report.

Issues highlighted from the report included the following:

- 5 of the 7 parks in the Inner North West Area had passed quality criteria for green flag status.
- Improvements carried out to local parks.
- Community feedback.
- Involvement of community and voluntary groups.

In response to comments and questions, the following was discussed:

- The report does not mention the work undertaken with Friends of the Hollies.
- Concern regarding Beckett's Park and why this park was not up to standard.
- Use of Section 106 funds.
- Condition of the cycle track across Beckett's Park which was often waterlogged and muddy.

RESOLVED – That the report be noted.

44 Wellbeing Fund Update Report

The report of the Assistant Chief Executive (Citizens & Communities) provided the Area Committee with an update on the budget position for the Wellbeing Fund for 2013/14 and the current position of the Small Grants and skips pots and those Small Grants and skips that have been approved since the last meeting.

The report asked Members to consider a request for funding under the Kirkstall Revenue Pot and also provided an update on the Youth Activity Fund and those projects supported through this pot.

Stuart Byrne, Area Project Officer presented the report.

Attention was brought to an application for funding from the Milford Marlins – Introduction to Rugby League project for **£2,450**.

RESOLVED –

- (1) That the current budget position for the Wellbeing Fund for 2013/14 be noted.
- (2) That the request for **£2,450** to be allocated from the Kirkstall Revenue Pot in support of the Introduction to Primary Rugby League project be approved.
- (3) That the current position of the Small Grants and skips pots and those Small Grants and skips that have been approved since the last meeting be noted.
- (4) That the current position of the Youth Activity Fund and those projects supported to date through this be noted.

45 Date and Time of Next Meeting

Thursday, 27 March 2014 at 7.00 p.m. at Woodsley Road Multicultural Community Centre.

This page is intentionally left blank

**Area Chairs Forum
Monday 20 January 2014
Committee Room 1, Civic Hall**

Attendance:

Councillors: J Akhtar, K Bruce, C Gruen, P Gruen (CHAIR), S Hamilton, A Khan, A McKenna, P Wadsworth, G Wilkinson.

Officers: R Barke, S Mahmood, J Maxwell, J Rodgers.

Minutes: J Sharp

Attending for specific items: Phil Crabtree, Bridget Emery, Andy Hodson, James Nundy, Sally Wimsett

Item	Description	Action
1.0	Apologies	
1.1	Cllr Angela Gabriel, Cllr Josephine Jarosz, Kathy Kudelnitzky.	
2.0	Minutes and Matters Arising	
2.1	The minutes of the previous Area Chairs Forum meeting on 25 November 2013 were agreed as an accurate record.	
2.2	<u>2.2 of previous minutes - Highways</u> Cllr P Gruen mentioned conversations with Gary Bartlett, Chief Officer Highways & Transportation. Gary confirmed that he is happy to feedback to the Area Chairs either as a group or individually. Cllr C Gruen said she was meeting with Gary on Friday 24 January 2014.	
2.3	<u>5.3 of previous minutes – A New Approach to Locality Working</u> Cllr S Hamilton asked whether any decisions had been made, re the number of meetings of the 'Community Committees'. Cllr P Gruen said that a final decision would probably not take place until April / May 2014 but the proposal is to have four business meetings and any number of themed minutes.	
3.0	Protocol for Third Party Recording of Committee, Board and Panel Meetings	
3.1	The following papers were available at the meeting: 'Protocol for Third Party Recording of Committees, Board and Panels Meetings' (report to Area Committee Chairs 20 January 2014); Appendix 1.	
3.2	Amendments have recently been agreed to the Local Public Audit and Accountability Bill and the likelihood is that the Secretary of State will publish Regulations that will allow third party recording of committee, board and panel meetings in the very near future. Members were asked to consider the content of the above report and provide observations that they might wish General Purposes Committee to take into account.	
3.3	Cllr S Hamilton expressed some concerns about the public recording and manipulating images. She wondered whether it might be preferable for the council to do the recording and to distribute it. The public will still be allowed to record meetings even if the council does	

its own.

- 3.4 Cllr G Wilkinson expressed concerns about decisions being recorded. Andy explained that we can refuse the recording of any private / sensitive parts of meetings.

- 3.5 Cllr P Gruen asked if the phrase 'member training' could be re-worded in the report.

**Andy
Hodson**

4.0 Domestic Violence

- 4.1 The following papers were available at the meeting: 'Domestic Abuse' briefing note (Area Chairs Forum 20 January 2014); 'Domestic Abuse in Leeds Overview Report' (September 2013); 'Leeds Domestic Violence Strategy and Action Plan 2013-15' (version V9 17/12/2013).
- 4.2 Cllr Gruen introduced this item by explaining that burglary rates had been greatly reduced via similar intensive cross-partnership working.
- 4.3 Bridget summarised the contents of the report. She explained that the Safer Leeds Executive has identified domestic abuse as a key priority for the city and all the major partners in the city have agreed an approach around four key outcomes as a way of tackling this crime. Members' views on the partnership approach were sought.
- 4.4 Cllr J Akhtar said it is important to ensure that NHS / health professionals are culturally sensitive and not to contact social services or raise safe-guarding issues unnecessarily. Bridget was confident that the Safeguarding Hub could address these issues.
- 4.5 Cllr A Khan expressed concerns that East Leeds appears to have the highest percentage of reported domestic violence and enquired what plans were in the place to address this. Bridget said caution was required with some of the stats. There is a correlation between deprivation and domestic violence but only in the sense that more affluent communities are more likely to have the means to find alternatives to reporting to the Police, e.g. having the financial means to find alternative accommodation.
- 4.6 Bridget mentioned that drugs and alcohol services are currently being re-commissioned and domestic violence should be considered during the commissioning process.
- 4.7 Bridget added that a communication plan was required to raise awareness across the city. This would need to be tweaked to appropriately fit different parts of the city.
- 4.8 Cllr P Gruen suggested that a discussion paper went to each of the Area Committees. He also suggested that a list of key contacts is added to the paper.

**Bridget
Emery**

5.0 Community Committees branding / consultation

- 5.1 The following paper was available at the meeting: 'Community committee engagement activities'. Sally also distributed examples of the branding / publicity.

- 5.2 Sally explained that the aim of developing new branding is to indicate both internally and externally that the council is strengthening the way it engages with its residents, not just through area / community committees but across our whole spectrum of citizen engagement.

The branding is designed to create a link between Leeds City Council and local communities by providing an 'umbrella' identity for use on 'community committee' reports and any Citizens@Leeds events, activities or meetings.

To achieve this, the design team created a new identity signalling the new approach whilst clearly associating with the council through the use of the council crest and corporate colours of blue and gold.

The examples shown on the visuals include: flyers and posters (e.g. consultation event); committee report covers; newsletter; signage for the community hubs; social media accounts.

- 5.3 Audience groups to engage with include: citizens and residents; key partners (e.g. clinical groups; clusters; leadership team; Police; NHS; third sector).
- 5.4 Sally said that she also wished to consult with members via: Labour group meeting (10/02/14); other political group meetings; workshops for Area Committees.
- 5.5 Sally intends to present a pilot pack of branded committee papers (tailored to the design principles, which have gone to Exec Board) for comments. These will be tested with (amongst others): various services; Area Support; the six DMTs.
- 5.6 There needs to be a discussion about what will replace the former Area Committee names, e.g. Outer North West, etc.
- 5.7 Cllr P Gruen said it was important that the Area Chairs champion these changes.
- 5.8 There was a general discussion about making sure the local branding (e.g. Citizens @ Armley) does not obscure the one-council approach. There was some concern about confusion from the public differentiating between the council, Area Support and Area Chairs.
- 5.9 Cllr P Gruen suggested issuing press releases after meetings: the meetings should have something important to discuss.
- 5.10 There was a discussion about resources for updating any possible use of social media / websites / twitter accounts / etc. This might require additional resources.

6.0 Older Person's Event Week in Outer East

- 6.1 The following papers were available at the meeting: 'Older Person's Event Week in Outer East' (presentation to Area Chairs 20 Jan 2014); Appendix 1. James presented the above paper, which is a program intended to engage with older residents with an intergenerational aspect.

- 6.2 Cllr McKenna said she will be taking the presentation to the next Health & Wellbeing Lead Members meeting.
- 6.3 Cllr McKenna added that luncheon clubs are being investigated as a way to engage with older residents. 1,400 winter packs are being distributed to vulnerable older people in her ward.

7.0 Community Infrastructure Levy / Neighbourhood Planning

- 7.1 This was not discussed but Phil previously discussed this at the Area Leader's meeting (14 January 2014). Minutes of this are available.

8.0 Any Other Business

- 8.1 James noted that the initial budget proposals include a £200k reduction in the 2014/15 Well-being budget. James noted that a decision has not yet been taken on how this reduction would be applied to individual area committees, but commented that one way would be to simply retain the existing formula to distribute the revised gross budget (e.g. 50% population / 50% deprivation) as opposed to a direct £20k reduction for each area or a proportionate reduction against underspends. Those chairs present felt the formula approach was the fairest way of distributing the revised budget.
- 8.2 Jonathan Sharp has replaced Sarn Warbis as facilitator of future Area Chairs Forums.

9.0 Date of Next Meeting

- 9.1 The next planned meeting was originally 7 March 2014 but has been changed to Friday 28 February, 10am to 12pm, Committee Room 3, Civic Hall.

Report of the Assistant Chief Executive (Citizens & Communities)

Report to North West (Inner) Area Committee

Date: 27th March 2013

Subject: Wellbeing Fund and Youth Activities Fund Allocation Report

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

Summary of main issues

- The purpose of this report is to advise the North West (Inner) Area Committee of:
 - The Wellbeing Budget available for allocation in 2014/15.
 - The Youth Activities Fund budget available for allocation in 2014/15.
 - Those projects for consideration and approval from the Wellbeing Budget allocation for 2014/15.
 - Those projects for consideration and approval from the Youth Activities Fund allocation for 2014/15.

Recommendations

- The Area Committee is asked to:
 - Note the available Wellbeing Budget and Youth Activities Fund for allocation in 2014/15.
 - Consider the projects listed in **Sections 3.2** and **3.3** for approval from the Wellbeing Budget allocation for 2014/15.
 - Consider the projects listed in **Section 3.4** for approval from the Youth Activities Fund allocation for 2014/15.

1 Purpose of this report

- 1.1 The purpose of this report is to advise the Area Committee of:
- The Wellbeing Budget available for allocation in 2014/15.
 - The Youth Activities Fund budget available for allocation in 2014/15.
 - The projects for consideration and approval from Wellbeing Revenue Budget allocation for 2014/15.
 - The projects for consideration and approval from Youth Activities Fund allocation for 2014/15.

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 North West (Inner) 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 round is held which requires organisations to submit proposals for projects. Once the annual Wellbeing budgets are set by Executive Board and ratified by Full Council, the Area Committee meets to agree which projects will be supported in the year ahead. These projects are then monitored and assessed by the Area Committee throughout the year to ensure they are fully meeting their objectives.
- 2.3 The 2014/15 Wellbeing allocation for the North West (Inner) Area Committee has now been approved by Full Council and as such the meeting of the Inner North West Area Committee on 27th March 2014 will consider revenue applications for 2014/15 and provide notification for successful projects to proceed with delivery.
- 2.4 In addition, the North West (Inner) Area Committee receives a sum of Youth Activity Fund funding. This fund is to commission sports and cultural activity for young people age 8-17. This should be allocated with the involvement and participation of children and young people in the decision making process.

3 Main issues

Wellbeing

- 3.1 Area Committees have received a reduced allocation to their Wellbeing Revenue Budgets for 2014/15 compared with that given in 2013/14. This gives the North West (Inner) Area Committee an allocation of **£186,600**. Taking into account project underspends from 2013/14, the total fund available for new projects in 2014/15 is **£193,635**. The details of this calculation are set out in **Table 1** below:

Table 1: Wellbeing Revenue Budget

2013/14 INW Revenue	Amount
INW Revenue Allocation 2014/15	£186,600
Underspend from 2013/14	£976
Underspend from Small Grants Pot	£3,715
Underspend from Skips Pots	£2,025
Underspend from Kirkstall Revenue Pot	£319
Budget Available for Allocation	£193,635

2014/15 Wellbeing Revenue Projects For Consideration

- 3.2 The Wellbeing commissioning round for 2014/15 received 42 applications for revenue funding totalling £383,969. (For a full list of these projects, please see **Appendix 1**). These applications have been assessed against the funding criteria for the North West (Inner) Area Wellbeing Fund. Members have reviewed the applications in detail and have agreed that the 26 projects listed in **Table 2** below, valued at a total of **£189,754** should go forward for consideration by the Area Committee on 27th March 2014. Should all of the following projects be approved, this will leave **£3,881** of Wellbeing revenue funding available for allocation in 2014/15.

Table 2: Revenue Projects for Consideration

	Project	Project Applicant	Amount
1	Small Grants	WNW Area Support Team	£10,000
2	Skips	WNW Area Support Team	£3,000
3	Festive Lights	WNW Area Support Team	£13,005
4	Woodsley Employability Project	Woodsley Road Community Centre	£8,450
5	Kirkstall Festival	Kirkstall Festival Committee	£5,900
6	Hyde Park Unity Day	Hyde Park Unity Day Committee	£5,000
7	Headingley LitFest 2015	Headingley LitFest 2015	£3,500
8	Door to Door Supermarket Shopping	Older Wiser Local Seniors (OWLS)	£2,500
9	Leeds Music Hub	Leeds Music Hub	£5,000
10	Community Development Worker	Area Support Team	£15,873
11	yOUR Neighbourhood	Leeds Met Student's Union	£4,600
12	Off Road Bikes	West Yorkshire Police	£1,135
13	Out of Hours Noise Nuisance Service	LCC Community Safety	£10,000
14	Children's Champion	St Mary's Church, Hawksworth Wood	£5,500
15	Fit Kids	Young Minds	£5,430
16	INW Mini Projects	LCC Youth Services	£8,000
17	Aireborough Summer Activities Scheme	Aireborough Summer Activities Scheme (ASAS)	£5,000
18	Community Planner	LCC Planning	£24,000
19	Leave Leeds Tidy	Leeds University Union	£8,000
20	Additional Enforcement Staff on Woodhouse Moor	LCC Parkswatch – Safer Leeds	£11,879
21	Rosebank Urban Wildlife Oasis	Groundwork Leeds	£3,000
22	Community Engagement	OPAL	£9,000
23	Keep Fit, Keep Healthy, Be Happy	Caring Together	£6,575
24	Healthy Lifestyle Group	Behno (Sisters) Group	£5,907
25	BME Sedentary Occupation Project	LCC Public Health	£5,000
26	Eastern Media & Arts	Eastern Media & Arts	£4,500
Total Value of Applications Recommended for Consideration			£189,754

2014/15 Wellbeing Capital Projects For Consideration

- 3.3 At the September 2013 Area Committee Members were informed about additional capital funding available to spend. £9,100 has been identified through a number of project underspends and £13,510 through the CRIS allocation which gave Members a total of £22,610 to allocate. In November 2013, a further £16,190 was allocated through CRIS. This gives a total of **£38,800** of capital funding available for allocation by the North West (Inner) Area Committee.
- 3.4 Six applications totalling £64,750 were received for Capital projects. These applications have been assessed against the funding criteria for the Capital Wellbeing Fund. The projects listed below in **Table 3** are recommended for approval:

Table 3: Capital Projects for Consideration

	Project	Project Applicant	Amount
1	STEP - Works at Queenswood Drive	STEP – (Supporting The Elderly People)	£8,000
2	Hawksworth Wood Village Hall Improvements	HOPS	£10,000
3	Making Rosebank Friendly Project	Rosebank Millennium Green	£5,000
4	Hindu Temple Community Centre Improvements	Leeds Hindu Charitable Trust	£10,000
5	Dobby Row BMX Track	INW Area Committee	£5,800
Total Value of Applications Recommended for Consideration			£38,800

Youth Activities Fund

- 3.5 In addition to those Wellbeing projects listed above, the projects listed in **Table 4** below are recommended for approval from the Youth Activities Fund. In 2014/15, the North West (Inner) Area Committee has received a sum of £35,768 Youth Activity Fund. Combining this with £3,065 remaining unallocated from 2013/14, there is currently **£38,833** available for allocation.

Table 4: Youth Activities Fund Projects for Consideration

	Project	Project Applicant	Amount
1	Trapeze – Youth Aerial Project	Urban Angels	£2,335
2	Holiday Activities	YMCA – Hawksworth Wood	£2,505
3	Multi Sports Holiday Camp	LCC Sports & Active Lifestyles	£2,688
4	INW Summer Mixtape 2014	Equilateral Media	£2,000
5	Woodhouse Kickboxing	Youth Point @ Cardigan Centre	£1,046
6	Friday Night Project & Junior Youth provision	Leeds YMCA	£4,272
7	Left Bank Skate	Left Bank Leeds	£3,645
Total Value of Applications Recommended for Consideration			£18,491

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 Elected Members have been consulted on local priorities through the Area Business Plan briefing. The commissioning round began with a communication to all Area Committee contacts and a press release.

4.2 Equality and Diversity / Cohesion and Integration

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

4.3 Council policies and City Priorities

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

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

4.4 Resources and value for money

- 4.4.1 Aligning the distribution of Area Committee Wellbeing funding to local priorities will help to ensure that the maximum benefit can be provided.
- 4.4.2 In order to meet the Area Committee's functions (see Council's Constitution Part 3, section 3C), funding is available via Well Being budgets.

4.5 Legal Implications, Access to Information and Call In

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

4.6 Risk Management

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

5 Conclusions

- 5.1 Wellbeing funding provides an important opportunity to support local organisations and drive forward improvements to services. Applications for Wellbeing revenue funding totalling £383,969 have been received in 2014/15. Members have

reviewed these applications and have recommended projects totalling £189,754 be considered for approval.

- 5.2 This report seeks the Area Committee's support for the applications recommended for approval for 2014/15.

6 Recommendations

- 6.1 The Area Committee is asked to:

- Note the available Wellbeing Budget and Youth Activities Fund for allocation in 2014/15.
- Consider the projects listed in **Sections 3.2** and **3.3** for approval from the Wellbeing Budget allocation for 2014/15.
- Consider the projects listed in **Section 3.4** for approval from the Youth Activities Fund allocation for 2014/15.

7 Background documents

- None

Appendix 1

	Project	Organisation
1	Small Grants	WNW Area Support Team
2	Skips	WNW Area Support Team
3	Festive lights	LCC - Leeds Lights
4	Next Steps to Volunteering	Better Leeds Communities
5	Beckett Park & Queenswood Volunteering	Community Matters (Yorkshire)
6	Hawthornthwaite Wood Access to Training	City of Leeds YMCA
7	Woodsley Employability Project	Woodsley Rd Multicultural Community Centre
8	Irish Arts Foundation Community & Learning 2014	Leeds Irish Arts Foundation
9	Kirkstall Festival	Kirkstall Festival Committee
10	Headingley LitFest 2015	Headingley LitFest
11	Door-to-Door Supermarket Shopping	Older Wiser Local Seniors (OWLS)
12	Leeds Music Hub	Leeds Music Hub
13	Community Development Worker	WNW Area Support Team
14	yOUR Neighbourhood	Leeds Met Student's Union
15	Action Café	Oblong
16	LS6-ers	Left Bank Leeds
17	Off Road Bikes	West Yorkshire Police
18	Out of Hours Noise Nuisance	LCC - Community Safety
19	Target Hardening	CASAC
20	Kirkstall Valley Allotment (Reparation)	Leeds Youth Offending Service
21	Raising Aspirations	Open XS Cluster
22	Extra Family Fun	Cardigan Centre

23	Children's Champion	St Mary's Church, Hawksworth Wood
24	Multi Sports Holiday Camp	LCC Sport & Active Lifestyles
25	Fit Kids	Young Minds
26	INW Mini Projects	LCC Youth Service
27	Aireborough Summer Activities	Aireborough Summer Activities Scheme
28	Community Planner	LCC Planning
29	Leave Leeds Tidy	Leave University Students' Union
30	Additional Enforcement Staff on Woodhouse Moor	LCC Parkswatch - Safer Leeds
31	Environmental Services Co-Ordinator	LCC - Locality Team
32	Rosebank Urban Wildlife Oasis	Groundwork Leeds
33	Additional Resources for Student Changeover	LCC - Waste Management
34	Community Engagement	OPAL
35	Keep Fit, Keep Healthy, Be Happy	Caring Together
36	Healthy Lifestyle Group	Behno (Sisters) Group
37	Dosti Volunteering Project	Dosti Support Service
38	Our City Our Health	Life2Live
39	Active After Work Hollybush	BTCV
40	Healthy Living Project focusing on sedentary occupational groups	LCC - Public Health
41	Eastern Media & Arts	Eastern Media & Arts
42	Hyde Park Unity Day	Hyde Park Unity Day

Report of: The Office of the Director of Public Health

Report to: Inner North West Area Committee

Date: 27th March 2014

Subject: Health and Wellbeing in Inner North West Leeds

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 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. There have been radical changes to how health and wellbeing is led and organised in Leeds – these include the establishment of the statutory Health and Wellbeing Board, three new General Practitioner led Clinical Commissioning Groups replacing the Primary Care Trust (NHS Leeds) and the return of Public Health leadership to Local Government.
2. Inner North West Leeds has some health and wellbeing challenges. These can only be addressed by long term, effective partnership working. At a local level, links between Leeds West Clinical Commissioning Group and Leeds City Council WNW Area are developing. This partnership working is crucial to improving the health of people in Inner North West Leeds (see Appendix A).
3. Links have been made between Inner North West Cllrs, GPs from Leeds West Clinical Commissioning Group (LWCCG), with Public Health staff bridging between them. This Area Committee meeting is an opportunity to discuss how we can build on these links, identify common challenges and look at future ways of working.

Recommendations

1. To recognise the changes in health and wellbeing, and the challenges in Inner North West Leeds.
2. To build on developing local relationships and look at new ways of working to tackle long term issues.

1 Purpose of this report

- 1.1 To provide Inner North West Committee Councillors information on the ways health and wellbeing is led and organised in Leeds. This should provide basic background information for discussion about ways of working together at the Area Committee.
- 1.2 To look at opportunities for Councillors in Inner North West Leeds and GPs from Leeds West Clinical Commissioning Group (CCG) to work more closely together with Public Health (PH) to achieve shared objectives (see Appendix A).
- 1.3 This report will look at the following:
 - Changes in way health and wellbeing is led and organised.
 - Leeds West CCG priorities.
 - The key Inner North West challenges.
 - Case study of where Councillors, CCGs and PH have worked together.
 - Next steps and opportunities to work together.

2 Background information

- 2.1 In the past year, there have been a number of fundamental changes in the way health and wellbeing services are led and organised in Leeds. This paper will briefly set out three of the most significant ones - creation of Health and Wellbeing Boards, creation of Clinical Commissioning Groups (CCGs) and closure of Primary Care Trusts (PCTs), and the return of Public Health to Local Government.

2.2 Health and Wellbeing Boards (citywide)

- The Health and Social Care Act 2012 led to the introduction of local Health and Wellbeing Boards. These are for where key leaders from the health and care system work together to improve the health and wellbeing of their local population and reduce health inequalities. Health and wellbeing board members will work together to understand their local community's needs, agree priorities and encourage commissioners to work in a more joined-up way. The Leeds Health and Wellbeing Board formally began operating in April 2013.
- **Leeds Health and Wellbeing Board** is a key part of the ambition in Leeds to be the Best City for health and wellbeing. The Joint Health and Wellbeing Board will oversee how we continue to improve the health and wellbeing of the people of Leeds. The Joint Health and Wellbeing Strategy 2013-2015 is vital to how we will work together to make it all happen. Copies of this strategy were included in Area Committee packs.
- For Leeds to be the best city for health and wellbeing, it means making sure that people can access high quality health and social care services and that Leeds is a Child Friendly city. Economy is vital - a city that creates opportunities for

business, jobs and training. It will be a city made up of sustainable communities and that will be a great place to live. In short, the vision for Leeds is that it will be a healthy and caring city for all ages. It will be a city where people who are the poorest improve their health the fastest.

- The Board is focusing on five outcomes:
People will live longer and have healthier lives.
People will live full, active and independent lives.
People will enjoy the best possible quality of life.
People are involved in decisions made about them.
People will live in healthy and sustainable communities.
- Cllr Lisa Mulherin chairs Leeds Health and Wellbeing Board. The Health and Wellbeing Board is made up of local elected representative, a representative of the local Healthwatch organisation, representatives of each local Clinical Commissioning Group, the local authority Director for Adult Social Services, the local authority Director for Children's Services, and the Director of Public Health for the local authority.
- To find out more about the Joint Health and Wellbeing Board and download a copy of the strategy, please click on the following link:
<http://www.leeds.gov.uk/council/Pages/Best-City-for-Health-and-Wellbeing.aspx>.

2.3 Leeds West Clinical Commissioning Group

- Clinical Commissioning Groups (CCGs) are groups of GPs that, as of April 2013, are responsible for designing and monitoring local health services in England. The CCG's patients and healthcare professionals work in partnership with local communities and local authorities. On their Governing Body, CCGs have, in addition to GPs, a least one registered nurse and a doctor who is a hospital-based specialist. Groups have boundaries that will not normally cross those of local authorities. All GP practices have to belong to a Clinical Commissioning Group. In Leeds there are three CCGs covering the city: NHS Leeds West CCG; NHS Leeds North CCG; and NHS Leeds South and East CCG.

NHS Leeds West Clinical Commissioning Group (CCG) is made up of 38 GP practices in the west and parts of Inner North West and south west Leeds (see map of areas covered by the three CCGs in Leeds - <http://www.leedswestccg.nhs.uk/about-us>). NHS Leeds West CCG is the largest of the three CCGs that covers Leeds. It covers a population of around 350,000 people. From April 2013, it became a statutory organisation responsible for local health budgets and ensuring that the NHS provides high quality healthcare to those living in this area. In addition to this, it will be working with NHS Leeds North and NHS Leeds South and East CCGs to ensure that patients can continue to access NHS services when they need them. This includes hospital services; mental health and learning disability services and emergency and urgent healthcare. To find out more, please look at Leeds West CCG website - www.leedswestccg.nhs.uk.

- **Leeds West CCG Strategic Objectives (2013-16):**
To tackle the biggest health challenges in west Leeds, reducing health inequalities.
To transform care and drive continuous improvement in quality and safety.
To use commissioning resources effectively.
To work with members to meet their obligations and clinical commissioners at practice level to have the best developed workforce we possibly can.
- **Leeds West CCG Priority Health Goals (2013-16):**
Promoting **healthy living** to tackle the wider determinants of health.
Improving the **sexual health** of the population.
Proactive management for people with **long term conditions**.
Improving the **mental health** of the population.
Improving outcomes for those diagnosed with **cancer**.
Improving access to **elective** (pre-arranged, non-emergency care that includes scheduled operations) **care** services.
Commissioning an effective response to **urgent care** needs.
Improving **end of life** care of (all those with a terminal illness or terminal condition that has become advanced, progressive and incurable).

2.4 Public Health

- The evidence shows (Sir Michael Marmot's 2010 report 'Fair Society Healthy Lives,' The Marmot Review) that social, economic and environmental factors all contribute to health. Early years experiences, the amount of control that individuals have over their lives, the quality of their job, the amount of income that they receive, and the quality of their physical and social environment can all impact on mental and physical health and the length of their lives.
- Local government has a long history of working to improve the health, and reduce the inequalities, of local populations. They have the opportunity to influence areas such as housing, transport, and the quality of the local environment. The move of Public Health to local government is a positive development. Local authorities now have the opportunity to more easily tackle health inequalities in coherent and collaborative ways. Joint working is key to addressing health inequalities which are driven by a complex interaction of economic, social, and environmental inequalities.
- On the 1st April 2013 Leeds City Council took on responsibility, from the NHS, for Public Health in Leeds. Public Health is concerned with creating communities where everyone has positive wellbeing and health. It is about improving the health and wellbeing of local populations rather than treating diseases. Around 80 public health employees and approximately 102 contracts covering a range of functions were transferred to Leeds City Council.
- LCC Public Health has a number of Area Based Public Health teams each led by a Senior Public Health Specialist (Consultant in Public Health). The WNW Public Health team works closely with Leeds West CCG and other local partners

to improve the health of the population in West Leeds.

Leeds City Council Public Health functions and commissioning programmes include:

- Health behaviours. Sexual health services; Obesity services; Physical activity (such as Leeds Let's Get Active); Substance misuse (drugs and alcohol); Stop smoking services and interventions.
- Primary care work with Clinical Commissioning Groups to ensure effective, population based health and social care commissioning
- Wider determinants work with housing, transport, employment, poverty and planning
- Child health programmes include: National Child Measurement Programme; Children 5-19 public health programmes.
- Public mental health.

2.5 Health & Wellbeing Challenges

The life expectancy of people in Inner North West Leeds

	ALL	Male	Female
ALL LEEDS	79.91	78.09	81.66
Hyde Park, Burley	75.61	74.6	77.06
Little London	75.86	74.22	78.01
Little Woodhouse and Burley	77.15	77.88	76.54
Burley	78.41	76.55	80.25
Hyde Park, Woodhouse	78.59	76.29	82.19
Headingley Central	78.87	76.66	81.95
Hawthornthwaite Wood	79.18	76.36	82.06
South Headingley	79.44	76.47	83.11
Kirkstall	80.07	78.37	81.55
Tinshill	80.95	78.34	83.6
Far Headingley	81.32	79.02	83.33
Ireland Wood, Lawnswood	83.01	80.31	85.27
West Park and Weetwood	84.09	82.17	85.87

The areas with the highest levels of premature mortality (death before 75) are Hyde Park, Burley and Little London

Little London and Hyde Park, Burley are the priority areas in relation to health and wellbeing needs for area.

Priority Areas Health Improvement and Lifestyle:

2.6 Inner North West Health and Wellbeing Public Health service overview

There are a number of Public Health services in Inner North West Leeds that focus on primary care, health behaviour and wider determinants. The WNW Public Health team work with partners and commission specific programmes to improve the Public Health outcomes of people in Inner North West Leeds. This is shown on the table as development and commissioned work. This summary is only intended to

provide a brief overview of Public Health services to inform the debate at the Area Committee.

Development work		
Primary Care (What kills people now and what makes them ill)	Health Behaviour (Behaviours that are going to kill people and make them ill)	Wider Determinants of Health
GP Clinical Commissioning Group Public Health priorities Healthchecks – Health MOT for over 40s Leeds Lets Change in primary care promoting health behaviour change Self-care promotion for Integrated Health and Social Care teams	Smoking cessation services Alcohol ADS Healthy Lifestyle Service WNW alcohol working plan Leeds Let's Get Active leisure offer and community activities	Citizen Advice Bureau Capacity building re money worries Capacity building re cook and eat Capacity building re walk trainers Alcohol awareness for frontline workers
Commissioned work		
Primary Care (What kills people now and what makes them ill)	Health Behaviour (Behaviours that are going to kill people and make them ill)	Wider Determinants of Health
Patient Engagement Model in Leeds West CCG	Healthy Living Network Leeds deliver Community Health Educators sessions per year (covering alcohol, healthy eating, smoking and physical activity) in deprived neighbourhoods BARCA Leeds - Healthy lifestyle courses at a number of community venues in deprived areas of Leeds	Leeds Debt Forum and loan sharks Support for tenants in private sector re welfare reforms Men's mental health and wellbeing

2.7 Public Health services in Inner North West Leeds

Area Committee	Health Trainer Service	Alcohol brief interventions (ADS) GP surgery	Smoking cessation	CAB OUTREACH / WELFARE RIGHTS SESSIONS
Inner North West	Woodsley Health Centre LS6 1SG Hyde Park	Woodhouse Health centre, LS6	Kirkstall Health Centre (LS5 3DB)	Hyde Park Surgery LS6 1SG
	Craven Road Medical Centre LS6 2RX Woodhouse	New Croft Surgery, LS18 4SE	Meanwood Health Centre (LS6 4JN)	Craven Road LS6 2RX
	Hollybank Surgery LS6 4DJ Headingley	Burley Park Medical Centre		Vesper Road LS5 3QT
				Burley Park Medical Centre LS4 2EL

- Healthchecks – In addition to the above, the NHS Health Check programme aims to help prevent heart disease, stroke, diabetes, kidney disease and certain types of dementia. Everyone between the ages of 40 and 74, who has not already been diagnosed with one of these conditions or have certain risk factors, will be invited (once every five years) to have a check to assess their risk of heart disease, stroke, kidney disease and diabetes and will be given support and advice to help them reduce or manage that risk.
- There is a core WNW Health and Wellbeing Leadership group, which will agree direction and drive forward local partnership delivery of Joint Health and Wellbeing Strategy focusing on outcome areas 1 (longer and healthier lives), 3 (relating to mental health and wellbeing) and 5 (health related aspects of healthy and sustainable communities).
- The Inner North West Area Committee will be represented by Councillor John Illingworth as the Health and Wellbeing Lead. The group will also include Councillor Health and Wellbeing Leads from INW, IW and OW Area Committees, Public Health Consultant WNW, Health and Wellbeing Improvement Manager WNW, Clinical Commissioning Group Public Health Lead GP, Area Leader WNW. It will meet three times a year.

2.8 **Case studies** - Health and wellbeing work in Hyde Park

We recognise that health and wellbeing in Hyde Park for some Black Minority Ethnic (BME) groups is amongst the worst in Inner North West Area. This is to some extent hidden by the large, young student population that lives in the same area. GPs, Public Health and local Cllrs have, therefore, worked together on a targeted approach.

WNW Public Health team have commissioned Trading Standards to work with partners to address 'niche tobacco' in Hyde Park. 'Niche tobacco' products are mostly used by South Asian communities and include Gutkha, Zarda, Nasal snuff, Shisha or Beedi cigarettes. This is new work in Leeds and builds on established work in Bradford. This links to NHS smoking cessation services. This project has been shortlisted for a Local Government Chronicle Award and has had successful outcomes.

WNW Public Health team and WNW Area Support Team organised a workshop for local groups to provide additional support for submitting Wellbeing Fund applications to the INW Area Committee. A number of different groups – Kashmiri Elders, Dosti group, Behno group and Hindu temple - attended. The Behno group, an Asian women's group, has submitted a joint Public Health / INW Area Committee application to increase physical activity. Similarly, another joint bid has been submitted to improve sedentary lifestyles of certain groups in Hyde Park, Burley, such as taxi drivers, shop keepers and takeaway workers. This is an evidence based approach, which has worked elsewhere. This will link to Leeds Let's Get Active and other things available locally.

In addition to this, we have supported Leeds Let's Get Active community projects. These include Woodsley Road girls youth group to deliver physical activity sessions

between April – Sept 2014. A Mother & Daughter physical activity session started in January for 10wks.

Supporting Asian women's Behno group, which focuses on health and wellbeing. This has been a successful, active group. Last year, we established an Expert patients programme course (with Leeds Community Healthcare), which is a 6 session course for disabled people and people with long term health problems who want to learn to manage and improve their health. WNW Public Health team has linked Carers Leeds and Telecare (adaptations to live at home) services to this group.

Employability Event for Hyde Park BME community organised by WNW Public Health team in recognition of the impact unemployment and debt has on mental and physical health. Fifteen partner agencies promoted employment, and volunteering opportunities, alongside Public Health credit and money advice, healthy lifestyle and Niche Tobacco information. This had good outcomes and there is now a jobs and skills outreach service in Hyde Park. This will be supported by LCC Employment and Skills.

Local people in Hyde Park expressed concern about rising fuel costs. There are various schemes available to the public to support households with energy efficiency/winter warmth improvements. This includes Care & Repair's Warm Homes Service and Groundwork's Green Doctor scheme.

There are a number of Public Health commissioned services running in the Hyde Park area through local GP surgeries. These include promotion of preventative NHS services, such as NHS Healthchecks. GPs in Hyde Park, Burley (and rest of Leeds) offer the NHS Health Check programme for everyone between 40 and 74. The NHS Health Check programme aims to help prevent heart disease, stroke, diabetes, kidney disease and certain types of dementia. Woodsley Road Practice has Health Trainer sessions to help people to develop healthier behaviour and lifestyles in their own local communities. They support the community to stop smoking, participate in increased physical activity, eat more healthily and drink sensibly. Smoking cessation sessions are also available weekly. Woodhouse Health Centre has a weekly session with Addiction Dependency Solutions (ADS) to offer shared care in assessing and screening patients for alcohol problems. They offer advice, information and support for pre-dependent drinkers and onward referral for dependent drinkers. Smoking cessation sessions are available weekly. Offers Bodyline on Referral (3 months gym membership) for patients. Craven Road Medical Practice has weekly welfare rights outreach sessions.

Case study – opportunity to work together – Patient Empowerment Model

This proposal is for a new service to develop communities of practice to empower patients and communities to actively self-manage their health issues through peer support and to provide signposting and increase awareness and access about local services and voluntary groups in a managed way. The development supports and is in alignment with key NHS Leeds strategic objectives focusing on priority health goals relating to long term conditions, health promotion and mental health. Member practices highlighted the need for support with signposting and wanted increased knowledge about local services and voluntary groups including those for older

people and more vulnerable patients. It will be open to all practices in Inner North West Leeds.

3 Corporate Considerations

3.1 Consultation and Engagement

The Health and Wellbeing Board has consulted on the Joint Health and Wellbeing Strategy.

Healthwatch represent patients views on the Health and Wellbeing Board.

LWCCG have held a number of community engagement events and has a Patient Reference Group.

3.2 Equality and Diversity / Cohesion and Integration

Work outlined in report complies with The Equality Act 2010, which requires local authorities to comply with the Public Sector Equality Duty.

3.3 Council policies and City Priorities

Health and Wellbeing City Priority Plan has been developed by members of the Health and Wellbeing Board, which includes Councillors, CCGs and Public Health.

3.4 Resources and value for money

The Office of Public Health and funding returned to the council in April 2013. It aims to spend money wisely in line with the rest of the council.

3.5 Legal Implications, Access to Information and Call In

No legal implications.
Not eligible for call in.

3.6 Risk Management

No risks identified.

4 Recommendations

1. To recognise the changes in health and wellbeing, and the significant challenges in Inner North West Leeds.
2. To build on developing local relationships and look at new ways of working to tackle long term issues.

Public Health role for Local government and CCGs		
What kills people now and what makes them ill	Behaviours that are going to kill people and make them ill	Wider determinants of health
Cardiovascular Disease Cancer Excess winter deaths Long-term conditions eg COPD, Diabetes, neurological disorders, Musculoskeletal Disorders Alcohol/drug related disease Mental Health problems	Smoking Alcohol/drug consumption Inactivity Being overweight/obese Sexual Health Lack of awareness of early symptoms Not using screening or preventative services	Educational attainment Income employment decent housing community support networks safe communities language
CCG role Ensure systematic primary care identification and management Ensure access to specialist services based on need Ensure commissioning is informed from health need Targeting resource to areas of greatest need	Ensure systematic approach to behaviour change in primary care Ensure access to specialist services based on need Engage with awareness and early intervention programmes and screening Advocacy and influencing all partners	Signpost to services eg debt and fuel poverty Ensure safeguarding Ensure effective partnership working Community leadership Advocacy and influence
NHS Responsibility		City Council Responsibility

Report of Locality Manager (WNW Locality Team)

Report to North West Leeds (Inner) Area Committee

Date: 27th March 2014

Subject: New Locality Services and Development of the 2014/15 Service Level Agreement and Performance Update

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Headingley Hyde Park & Woodhouse Kirstall Weetwood		
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

This report provides an update on:

1. Proposed changes to the operating model and structure of Environmental Action Service Locality Teams to deliver zonally based services. It outlines the reasons for these proposals and the process for agreeing them. It also describes the process for developing the Service Level Agreements (SLAs) with Area Committees for 2014/15, and,
2. Performance against the Service Level Agreement (SLA) between Inner North West Leeds Area Committee and the West-North West Environmental Locality Team. This report covers the period from 1st July 2013 to 28th February, 2014 – information is attached at Appendix A.

Recommendations

- 1 That North West (Inner) Area Committee:
 - Note and comment on the proposals for a new working model for Locality Team services,

- Agree the approach to consulting on proposals for changes to the Locality Team operating model, the priorities within the SLA for 2014/15 and proposals for future waste management arrangements,
- Note and comment on the performance of the West-North West Locality Team since July 2013,
- Authorise officers to agree a phased and planned withdrawal of the dedicated area committee co-ordination officer with any potential interim well-being fund budgetary implications to be considered by the area committee at a future meeting, and,
- Provide guidance and direction to service delivery as necessary.

2 Purpose of this report

- 3 This report provides an update on proposed changes to the operating model and structure of Environmental Action Service Locality Teams to deliver zonally based services. It outlines the reasons for these changes and the process for agreeing them. It also describes the process for developing the Service Level Agreements with Area Committees for 2014/15

4 Background information

- 4.1 Executive Board approved revisions to the Area Committee Function Schedules to include a new delegated responsibility for Street Cleansing & Environmental Enforcement Services in March 2011. The delegation makes clear the responsibility of Area Committees to negotiate, develop and approve a SLA with the service that achieves, as a minimum, the service standards set by Executive Board. The SLA should determine the principles of deployment of the available resources by:
- the identification of priorities for service delivery annually (both geographical and in terms of types of services delivered)
 - the agreement of the most appropriate approaches to be taken to achieve local environmental cleanliness and quality.
- 4.2 The delegation of environmental services to Area Committee means that service resources, mainly staffing, are now devolved. Resources are organised into three wedge based teams for East North-East, South South-East and West North-West, aligned to new Locality Teams. The SLA sets out the detail of the resources which will be allocated to the Area Committees. The annual SLA for the Inner North West Area Committee which was agreed in June 2013.

5 Main issues

5.1 Background to the changes to the Locality Operating Model

- 5.1.1 Since October 2013 Housing Arms-length Management Organisations (ALMOs) no longer exist. The services delivered are now within Leeds City Council, within the Environment and Housing Directorate. This provides us with an opportunity to move to one service that covers all of the environmental issues that were previously split between the Locality Team and ALMOs. The integration of these services will provide one point of contact for these issues, leading to faster resolution and easier access for residents and the public. In the current economic climate the council's priority is to protect front-line services. A reduction in the duplication of management, and therefore a smaller number of managers in the service will help to deliver this.
- 5.1.2 In addition to former ALMO services there are a number of other environmental services currently managed through Locality Teams which are still delivered on a citywide basis.

Bulky waste collection services and needles and public convenience removal services are currently managed by South and Outer East Locality Team for the whole city; Graffiti removal is managed by West North West Locality Team and the ginnel team is managed by East North East Locality. This leads to inefficiencies in terms of travel and resources, but also means that these services are less able to be influenced and prioritised at a local level.

- 5.1.3 Whilst the service has made good progress over the last two years to initially stabilise and subsequently improve our delivery, there are areas which could be more efficient and effective. The current reliance on lone working all year around means leads to inefficiencies and a lack of flexibility within the service. Staff who work on their own have also fed back that they feel isolated and do not see their supervisor or colleagues often enough.
- 5.1.4 Staff have historically had rigid roles which only enabled them to do one task, e.g. litter picking or driving a particular vehicle. This again means we are not as flexible as we could be, and staff also have little opportunity to develop their skills and progress up through the service. Locality Team staff are often confused about their roles and about what tasks they are (and are not) required to do. Again this leads to a lack of flexibility and can cause conflict between managers and frontline staff.
- 5.1.5 Vehicle usage within the service is considerable, largely due to the size of the Locality Team area and the small number of mobile teams. There is a need to reduce travel time, and therefore fuel usage and wear and tear on vehicles to reduce costs and the impact on the environment.
- 5.1.6 The Locality Teams spend a significant amount on overtime to cover sickness and holidays. The reliance on lone workers and specific job roles compounds this problem as the service cannot easily move resources to cover functions and therefore has to use overtime payments. The imperative to protect frontline jobs also means that we should be using any additional budgets to create or protect permanent jobs, rather than to pay for additional hours.
- 5.1.7 Even though the service has made great strides in bringing together enforcement and cleansing functions so that they complement each other and deliver better outcomes, this relationship could be improved further. Collocating services with partners such as the Police and Housing Leeds, is also a key aim to deliver a more integrated, holistic service.
- 5.1.8 In Inner North West Leeds the area committee has also commissioned for some years now an enhanced service via a dedicated environmental services co-ordination officer, whose role it has been to support service integration on the ground for all environmental services, ensure services are responsive to the unique demands placed on environmental service delivery in inner north west Leeds, provide leadership and co-ordination for specific service challenges such as Change-over and Freshers, and problem solve to ensure residents' concerns are addressed in a timely and efficient manner and positive relationships are maintained with community groups in the area. Further to the recent commissioning workshop for Inner North West Leeds this funding and role is also under review. Locality Team staff are currently liaising with Area Support Team colleagues and ward members to ensure a phased and planned withdrawal of this key additional resource and will report to the next area committee meeting on potential practical and financial implications.
- 5.1.9 Whilst the gully cleansing service has again been stabilised and improved, the delivery of this on a locality basis has been problematic, especially given the level of resources at our disposal (one vehicle per Locality Team) and the close links to Highways Services. A number of factors including the recent high rainfall, no account being made for the kerbside pots and gully cleansing on a number of high speed roads have resulted in slippage in the gully cleansing frequency.

It is therefore proposed to move the gully service back to a citywide service and to further look at whether this service would be better delivered through Highways Services in future which provide a single point of contact and could better align with flood risk management.

5.1.10 Environmental Action Services is therefore reviewing the delivery of our services and structures in order to deal with the challenges above, whilst protecting jobs and pay.

5.2 Proposed Changes to the Operating Model

5.2.1 Environmental Action Services propose to move to a zonally based service delivering all the services described above through a multi-skilled team of people.

5.2.2 The service will be directly responsible for all current aspects of Locality Team street cleansing services (excluding gully cleansing – see 4.1.7 above) as set out in the SLA:

- Manual litter picking
- Litter bin emptying
- Mechanical path & road sweeping
- Flytipping removal
- Graffiti removal
- Needle removal
- Ginnel clearance
- Cleaning of arterial routes
- Cleaning around recycling (e.g. bottle banks) facilities
- Leaf clearing

5.2.3 In addition to these, in future Locality teams will be also be responsible for:

- Scheduled bulky waste collections
- Void garden clearances (responsibility for clearing the interior of void houses will remain with Housing Leeds)
- Maintenance of Housing Leeds land and estates.

5.2.4 The service proposes that West and North West Leeds area is split into seven zones, with a Team Leader managing both the cleansing and enforcement functions in the area. Table 1 below describes possible zones subject to further work and agreement with elected members. Job roles will be broader and multi-skilled enabling the zonal team to flexibly deliver all the services described above within the zone.

Table 1 – Proposed operational zones

Area Committee	Zone	Ward(s)
Inner West	1	Armley, Bramley & Stanningley
Outer West	2	Pudsey, Calverley & Farsley
	3	Farnley & Wortley
Outer North West	4	Horsforth & Guiseley & Rawdon
	5	Otley & Yeadon, Adel & Wharfedale
Inner North West	6	Headingley & Hyde Park/ Woodhouse
	7	Kirkstall & Weetwood

- 5.2.5 It is still proposed that there will still be a commitment to a scheduled level of service for some functions, such as mechanical cleaning, litter-picking and bulky waste collection. However these scheduled services would be part of the zonal teams and therefore more flexible and reactive to the needs of the local Elected Members and residents.
- 5.2.6 Lone-working will be minimised with staff instead working in small teams. This would deliver the same level of scheduled litter-picking service but more quickly and efficiently and, as an added benefit, white bags would be removed at the point of clearance, rather than waiting for a collection crew to arrive.
- 5.2.7 Overtime cover would reduce as the multi-skilled workforce would be required to cover each other, with managers moving resources around the zones and the locality to meet the services' needs. A significant proportion of the current overtime budget would instead be used to fund additional permanent frontline posts. A small overtime budget would be retained to cover some specialist services, e.g. mechanical cleaning.
- 5.2.8 The service is also working with partners, such as the Police and Housing Leeds, to develop proposals for co-location where possible. The sharing of depot facilities in local areas would deliver significant efficiencies in terms of time and fuel usage.
- 5.2.9 Work is still required to fully develop detailed operational arrangements and to agree resource allocations within each zonal team. The Locality Team proposes to use the same process for the development of the Service Level Agreement for 2014/15 to undertake consultation with Elected Members on the detailed aspects of the proposals.

5.3 Developing the Service Level Agreement for 2013/14

- 5.3.1 Service Level Agreements with Area Committees have been in place since June 2011. As part of the process to develop the SLA in 2012/13 we undertook ward level workshops to develop priority areas for improvement. Since then, these areas have not been reviewed and several have now improved to the point where no further action is necessary.
- 5.3.2 In addition the development and agreement of zonal resource allocations work will also be required to support the next phase of fortnightly black bin collections in parts of west and north west Leeds where this has not yet been rolled out. Several areas will not be put onto fortnightly black bin collections and consultation with Elected Members is needed to ensure agreement about both the areas to be excluded and the approach to future collections in those areas.
- 5.3.3 We therefore propose to undertake ward-based workshop sessions in April, May and June to cover three main issues:
- Review SLA priority areas;
 - Consult on proposals for final zones, resources in each zonal area based on an analysis of need; and,
 - Consult on proposals for future waste management arrangements for areas where fortnightly black bin collections will not be implemented.
- 5.3.4 The results of this consultation will then be shared with the area committee's sub-group before sign-off by the Area Committee.

6 Corporate Considerations

6.1 Consultation and Engagement

6.2 Initial consultation on the above has been undertaken with the Inner North West Environmental Sub-group of the Area Committee.

6.3 Equality and Diversity / Cohesion and Integration

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

6.4 Council Policies and City Priorities

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

6.5 Resources and Value for Money

6.5.1 There are no resource implications.

6.6 Legal Implications, Access to Information and Call In

6.6.1 There are no legal implications.

6.6.2 The report contains no information that is deemed exempt or confidential.

6.7 Risk Management

6.7.1 There are no risk management implications within this report.

7 Conclusions

7.1 Whilst good progress has been made to improve delegated services over the last two years, for a number of reasons as outlined, we now propose to change the operating model for Locality Teams. This change will deliver a more flexible, local driven service and build upon the good work so far.

7.2 We need to make sure that any changes are developed in consultation with local Elected Members and therefore recommend that a ward-based workshop approach is taken to do this effectively.

8 Recommendations

8.1 That West North West Leeds (Inner) Area Committee:

- Note and comment on the proposals for a new working model for Locality Team services,
- Agree the approach to consulting on proposals for changes to the Locality Team operating model, the priorities within the SLA for 2014/15 and proposals for future waste management arrangements,

- Note and comment on the performance of the West-North West Locality Team since July 2013,
- Authorise officers to agree a phased and planned withdrawal of the dedicated area committee co-ordination officer with any potential interim well-being fund budgetary implications to be considered by the area committee at a future meeting, and,
- Provide guidance and direction to service delivery as necessary.

9 Background documents¹

7.1 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.

Appendix A

Service Performance Update:

1. Between July, 2013 and February, 2014 there were **2274** requests for service emanating from the Area Committee area. Of these, **566** were for Headingley, **709** for Hyde Park & Woodhouse Ward, **581** for Kirkstall and **418** for Weetwood ward. The largest volumes of service requests across all four wards were for fly tipping, followed by graffiti, litter and overgrown vegetation.
2. In the same period the Locality Team served **103** legal notices across the area - mainly for, over-grown vegetation and bins on streets and domestic waste issues. **9** FPN's were also issued in the same period.
3. Covert CCTV funded by Area Committees will also be in place shortly and used across the wedge area to further support enforcement and prosecutions.

Education and Enforcement:

4. Enforcement work and dog-control work continues to be provided Monday to Friday from 7am to 7pm – evening/ early morning and weekend work is provided by prior arrangement. The majority of enforcement work in Inner North West involves responding to requests to service via the contact centre or increasingly from residents and ward members directly.
5. Key local enforcement priorities have now been identified by ward members, team members and residents. Resources are now being allocated to supporting enhanced enforcement work on these priorities which include:
 - a. Work with the High Schools on littering education,
 - b. Dog fouling awareness and control audits particularly around key parks in all four wards
 - c. Grass verge enforcement policy development,
 - d. Bin-yard cleanliness and control
 - e. Overgrown vegetation,
 - f. Bins on streets,
 - g. Better signs and deterrent to dog-fouling,
 - h. Priority ginnel clean-up and enforcement plan,
 - i. Environmental audits and litter/ dog-fouling patrols,
 - j. Fly-tipping and garden waste
 - k. Littering on in town centre locations
6. It has also worked to raise awareness of problems associated with dog-fouling in across the area and is actively monitoring for dog-fouling.

Cleansing:

7. **Mechanical Path and Road Sweeping-** The reliability of mechanical cleaning services has improved slightly across the last three reported periods (since July 2013), we have completed an average **89%** of scheduled routes in the area committee area. The delivery of manual cleansing as per the schedule has also improved however further work is required to improve our cover and holiday arrangements to better maintain services when staff are absent. In Inner North West we continue to provide daily, weekly, 3 weekly and 12 weekly mechanical sweeping across both wards - work cycles are based on an 8-day week - this enables an extra day of 'spare' capacity to be programmed in which allows the service to recover days lost due to leave, sickness or vehicle breakdown. Between October 2013 and January 2014 path and road sweepers were prioritising leaf clearance hot-spots within their prescribed routes.

8. **Manual Litter Picking** - continues to be undertaken on pre-set routes - there are currently 4 manual litter pickers covering neighbourhoods in Inner north west each day of the week- a number of litter picking routes have been altered and diverted across the area due to member and resident feedback.
9. **Litter Bins** - are currently emptied and the immediate vicinity checked for cleanliness by one of the teams litter-bin crews. We continue to meet the SLA commitment that all bins will be emptied without any over-flowing and that frequencies of visits will be adjusted to ensure this commitment is met. Over the last two years **30** additional litter bins have been installed across the area - further new/ replacement bins will be installed over the next 6 months.
10. **Fly-tipping, Hotspot and Bulky Item Teams** - the service continues to deploy its dedicated fly-tipping crews across 7 days. The crews work largely on reactive basis following requests for service from the contact centre or increasingly from residents and members directly -they also monitor and clean regular hot-spot areas proactively. These crews have been successfully used in a flexible way to meet SLA commitments across Inner North West ,for example, supporting to the leaf-clearance programme across the area, cutting back and removing over-grown vegetation which is an SLA priority.
11. **Gullies** - we continue the service the circa 52,000 gully's across WNW Leeds using 2 dedicated crews over 7 days. The crews work on a ward programme basis in the following order: Pudsey, Armley, Bramley Farnley & Wortley, Bramley & Stanningley, Calverley & Farsely, Guiseley and Rawdon, Otley & Yeadon, Kirkstall, Horsforth, Adel & Wharfedale, Weetwood - they are currently working in Farnley & Wortley and it is anticipated that each ward can take up to six weeks to complete - one of the 7 days is used for member/ referral reactive activity across WNW. Headingley and Hyde Park & Woodhouse gullies are cleansed every two years over the summer break in order to allow access due to parked cars in the student areas. The programmed work is supported by a city-wide wet-spot team which covers known flood/ wet-spot areas and all beanie-blocks. Over the last 6 months we have worked with highways to develop protocols around reporting and mapping collapsed gully's across Outer North West and have identified priorities for capital spend to repair key gullies.
12. **Graffiti Removal** - the team currently manages the city-wide graffiti team – we have 2 crews working 7 days a week across the city - we aim to remove all offensive graffiti within 24 hours of receiving reports. The team are also deployed to proactively remove graffiti in known hot-spot locations.
13. **Bush & Ginnel Team** - a number of referrals for each of the wards have been made for to the bush and ginnel team - these form part of the on-going ginnel cleansing work via ward member and sub-group meeting - the locality team now visits key ginnels for cleansing purposes across Outer north west and work with Parks & Countryside, Grounds Maintenance and the Bush and Ginnel Team to cut-back overgrown vegetation in ginnels.
14. **Needle Team** - we continue to make referrals for needle removals across Inner North West to the city-wide needle team.

Breakdown of Service Performance

Inner North West Leeds - 1st July, 2014 to 28th February 2014

Table 1 - Service Requests

DESCRIPTION	TOTAL	Headingley	Hyde Park & Woodhouse	Kirkstall	Weetwood
A Board	2			2	
Abandoned Caravan/Trailer	1				1
Abandoned Vehicle	7	2	1	2	2
Bin not Returned	65	9	38	8	10
Bulky request	13	4	9		
Cellar Grate	10	6	4		
Commercial Waste Issues	54	23	15	9	7
Damage to Highway	4		1	2	1
Dangerous Tree	1	1			
Dead Animal Removal	40	6	14	7	13
Dog Attacking Animal	1			1	
Dog Fouling	55	3	10	21	21
Dog Fouling Enforcement Signage Request	5			3	2
Domestic Premises Duty of Care Inspect	1	1			
Domestic Waste Issues	252	144	53	41	14
Drainage	37	8	11	11	7
Fly Tip	532	73	186	194	79
Flyers	1	1			
Flyposting	2		1	1	
Flytipping	187	34	76	52	25
Footpath Sweeping	72	9	24	16	23
Ginnel	7	3	1	1	2
Graffiti	195	68	77	34	16
Gully	76	19	12	15	30
Housing - Defect	7	4	1	2	
Housing - Dirty	1		1		
Housing - Vacant	3		1	1	1
Illegal Advertising	12	6		3	3
Illegal Vehicle Crossing	2		1		1
Leafing	67	10	17	11	29
Litter Bin Empty	26	3	13	6	4
Litter Bin Repair	3		2		1
Litter Bin Request	14	1	7	3	3
Litter Complaint	120	21	46	28	25
Litter Problems	17	7	4	5	1

DESCRIPTION	TOTAL	Headingley	Hyde Park & Woodhouse	Kirkstall	Weetwood
Mud etc on Road	4	1	1		2
Nuisance - Accumulation/Deposit	32	6	7	11	8
Nuisance - Other	32	8	5	10	9
Nuisance - Premises	1			1	
Obstruction	19	6	5	4	4
Odour - Other	10		3	5	2
Overgrown Vegetation	87	22	9	26	30
Placard	1		1		
Public Toilets Maintenance and Cleaning	1	1			
Request for Environmental Information	1	1			
Road Sweeping	72	19	19	16	18
Rodents	25	8	9	5	3
Smoke from Bonfire	13	1	2	6	4
Smoke from Chimney	1				1
Street Cleansing Missed	4		4		
Street Cleansing Quality	1		1		
Trading on Highway	1			1	
Vehicles for Sale	3			1	2
Verge or Pavement Parking	3			3	
Waste in Gardens	71	27	17	13	14
Total	2274	566	709	581	418

Table 2 - Legal Notices

LEGAL NOTICES	Total	Headingley	Hyde Park & Woodhouse	Kirkstall	Weetwood
BA59 - Drainage	2	1	1		
EP34_5 - Commercial Waste Issues	3		1	1	1
EP34_5 - Flytipping	1		1		
EP34_5 - Nuisance - Other	1		1		
EP46 - Bin not Returned	25		25		
EP46 - Domestic Waste Issues	30	17	10		3
EP46 - Flyers	1	1			
EP46 - Flytipping	1			1	

LEGAL NOTICES	Total	Headingley	Hyde Park & Woodhouse	Kirkstall	Weetwood
EP4647 - Domestic Waste Issues	1	1			
EP47 - Commercial Waste Issues	3	1	2		
EP47 - Domestic Waste Issues	1	1			
EP47 - Drainage	1				1
EP47 - Flytipping	1		1		
EP47 - Odour - Other	1		1		
EP80 - Nuisance - Accumulation/Deposit	1		1		
EP80 - Smoke from Bonfire	1			1	
EP88 - Litter Problems	1	1			
EP94A - Waste in Gardens	1				1
EPA92A - Fly Tip	1	1			
EPA92A - Flytipping	1		1		
EPA92A - Nuisance - Accumulation/Deposit	2				2
EPA92A - Smoke from Bonfire	1			1	
EPA92A - Waste in Gardens	2		1	1	
HW143 - Obstruction	3	1		2	
HW143 - Overgrown Vegetation	1		1		
HW149 - Mud etc on Road	1		1		
HW149 - Obstruction	1				1
HW154 - Nuisance - Other	1				1
HW154 - Overgrown Vegetation	5	1	2	1	1
LG29 - Housing - Vacant	1	1			
PD4 - Nuisance - Accumulation/Deposit	3	1		2	
PD4 - Waste in Gardens	2	1			1
PH17 - Drainage	2	1	1		
TOTAL	103	30	51	10	12

Table 3 - Fixed Penalty Notices

FPN NOTICES	Total	Headingley	Hyde Park & Woodhouse	Weetwood
FPN100 - Commercial Waste Issues	1		1	
FPN410 - Commercial Waste Issues	2		1	1
FPN900 - Litter Problems	6	6		
TOTAL	9	6	2	1

Prosecutions

Three prosecutions were submitted during this time period all in Hyde Park and Woodhouse. These prosecutions related to commercial waste, flytipping and Dog Control Orders.

Direct Member Service Requests

- Headingley - 24
- Hyde Park & Woodhouse - 2
- Kirkstall - 17
- Weetwood - 84

This page is intentionally left blank



Report author: Peter Storrie
Tel: 22 43956

Report of the Director of Children's Services

Report to Inner North West area committee

Date: 27 March 2014

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):	Headingley, Hyde Park & Woodhouse, Kirkstall, Weetwood	
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for call-in?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number:		
Appendix number:		

Summary of main issues

1. The number of pupils persistently absent from secondary schools in this area reduced by a third, the largest reduction across all area committees.
2. NEET numbers rose by almost a fifth, although the number of not knowns in the area reduced by a quarter. A reduction in not known numbers can adversely affect NEET numbers.
3. Local priorities are to be agreed, if required, with the local lead member for Children's Services.

Recommendations

4. Discuss whether local priorities may be required in addition to the Children's Services obsessions, to be agreed between the local lead member for Children's Services and the area head of targeted services. These priorities may include a focus on a specific element of one of the obsessions.
5. Use the basic need workshops to provide local intelligence for consideration in school place planning, and instruct officers on improved methods of member engagement in school place planning.
6. Promote igen and the Leeds Pathways website to NEET young people/their families.

1 Purpose of this report

- 1.1 This report provides members with a comprehensive set of children's information in an increasingly succinct manner. Common feedback is to build on this with more local context. There are established city priorities in the Children and Young People's Plan (CYPP), especially the obsessions. The purpose of this cycle of reports is to understand if there are any local priorities that should also be regularly highlighted in these reports, for example a focus on a particular aspect of one of the obsessions. For this committee it is recommended that the local lead member for Children's Services works with the area head of targeted services to identify local priorities for the committee's approval.

2 Background information

- 2.1 As part of the ambition for Leeds to become the best city in the UK, we are aiming to become the best city to grow up in - a child friendly city. This ambition will be realised by improving outcomes against the three obsessions, five outcomes, and 12 priorities in the CYPP, which is overseen by the multi-agency Children's Trust Board and implemented locally by the 25 local cluster partnerships of schools and other key local services.

3 Main issues

- 3.1 This section provides an update on performance data, successes, and issues within the area committee. A Children's Services summary is in appendix one.

Local updates

- 3.2 Table one presents a summary of the area committee's performance data, and compares the trend/direction of travel to the city trends. A full set of the area's performance data is in appendix two.

Table one: summary of the area committee's performance data

	December 2013	December 2012	Trend	Comparison to city trend
Children looked after	107 (7.9%)	130 (9.3%)		Larger reduction
Children subject to a child protection plan	90 (12.2%)	110 (11.5%)		Smaller reduction
CAFs initiated	107	67	æ	Larger rise
Primary school attendance	95.2%	95.7%		Larger reduction
Secondary school attendance	94.1%	93.2%	æ	Larger rise
Primary school persistent absence	116	119		Smaller reduction
Secondary school persistent absence	163	244		Larger reduction
NEET young people; unadjusted	110 (6.7%)	92 (5.4%)	æ	Larger rise
Not known young people	137 (8.3%)	186 (10.9%)		Larger reduction
Foundation Stage good level of dev	55.2%	n/a		Higher than city
KS2 level 4+ reading, writing, maths	70.9%	72.0%		Reduction vs city rise
5+ A*-C GCSE inc English and maths	47.7%	47.7%		Static vs city rise
Free school meal uptake - primary	75.5%	84.3%		Larger reduction
Free school meal uptake - secondary	70.5%	52.7%	æ	Rise vs city reduction
10-17 year-olds committing an offence	62	68		Smaller reduction

- 3.3 There was a 33 per cent reduction in the number of pupils persistently absent from secondary schools in this area (equivalent to 81 pupils), the largest reduction across all area committees. Primary school persistent absence also reduced, but by a smaller percentage.
- 3.4 Primary school free school meal uptake reduced by almost nine percentage points. Take-up of free school meals in secondary schools, however, rose by nearly 18 points.
- 3.5 There was a rise of almost 20 per cent in NEET numbers, although there was a reduction in not known numbers (26 per cent), which may explain some of the rise, as greater efforts to contact young people mean that a more accurate picture of NEET status is known across the city.
- 3.6 Support for 18 and 19 year olds who are claiming out of work benefits is available by going to the igen centre on Eastgate or by viewing the Leeds Pathways website¹, as these young people are eligible for support. Promoting these routes through elected members' surgeries or through local networks will help a greater number of young people access advice and support to help improve their ability to access appropriate employment or training.
- 3.7 All area committees have identified a lead member for Children's Services, who will work with the local area head of targeted services to agree a number of local priorities, in addition to/support of the three obsessions. These priorities will shape future area committee reports.

Service updates

- 3.8 Families First is Leeds' approach to the national Troubled Families programme. 'Troubled families' are "characterised by there being no adult in the family working, children not being in school and family members being involved in crime and anti-social behaviour"². The government have set a target for 120,000 families to be 'turned around' during the current Parliament. For each family that is 'turned around' a set amount of money may be claimed under the programme's payments by result (PBR) criteria.
- 3.9 Leeds has 2,180 troubled families, a target set by the Department for Communities and Local Government. Approximately 1,400 families are currently receiving support since the start of the programme, with PBR claimed on 532 families (24 per cent of the cohort). A breakdown of households by cluster and area committee is in appendix three.

Basic need update

- 3.10 Area committees are hosting basic need workshops during early 2014, facilitated by officers from children's services and planning. General principles arising from the workshops will be taken to the Cross Party Basic Need Steering Group for agreement and implementation within the basic need programme. Locality-

¹ www.leedspathways.org.uk

² [The Troubled Families programme, Communities and Local Government](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/11469/2117840.pdf)

(https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/11469/2117840.pdf)

specific queries and suggestions will be captured and actioned by officers. The objectives of the workshops are:

- Supporting members' in-depth understanding of national school place planning policy, local school place planning context, and key challenges to the delivery of sufficient school places.
- Developing an improved approach to ensuring strong join-up between elected members, officers, and local stakeholders.
- Engaging in early discussions with the aim of identifying and delivering the best local solutions.

4 Corporate considerations

4.11 Consultation and engagement

- 4.11.1 This report is for area committee meetings, which 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.

4.12 Equality and diversity/cohesion and integration

- 4.12.1 Equality issues are implicit in the information provided. 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, and the detailed information already provided to clusters is powerful intelligence that can be used to help focus priorities and narrow the gap.

4.13 Council policies and city priorities

- 4.13.1 A significant proportion of the information included in this report relates to the city priorities for children and young people and the outcomes contained in the CYPP. The area committee summary sheets currently being developed build on wider priorities and the Children's Services obsessions, and incorporate locally-agreed priorities.

4.14 Resources and value for money

- 4.14.1 Families First is a payment by results scheme. For every family 'turned around', the local authority can claim additional payments if successful across the full range of indicators.

4.15 Legal implications, access to information and call in

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

4.16 Risk management

- 4.16.1 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.

5 Conclusions

- 5.1 Not applicable, as this report is information based.

6 Recommendations

- 6.1 Discuss whether local priorities may be required in addition to the Children's Services obsessions, to be agreed between the local lead member for Children's Services and the area head of targeted services. These priorities may include a focus on a specific element of one of the obsessions.
- 6.2 Members are recommended to use the basic need workshops to provide local intelligence for consideration in school place planning and to instruct officers on improved methods of member engagement in school place planning.
- 6.3 Promote the use of the igen centre on Eastgate, and the Leeds Pathways website, to NEET young people and their families, so igen are aware which 18 and 19 year olds are claiming out of work benefits and are eligible to receive support, so that young people's routes to employment and training is enhanced.

7 Background documents³

- 7.1 There are no background documents to accompany this report.

³ 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: Children's Services' update

The 'best council and best city' ambition to make Leeds a child friendly city has continued to build momentum in recent months. The Yorkshire Evening Post has launched its support with a series of features, an ongoing commitment to raise the profile of the city's children and young people, and an appeal to businesses to join the campaign. This has coincided with the first Child Friendly Leeds Awards, hosted by City Varieties, sponsored by British Gas, and planned, run and presented entirely by children and young people. Over the coming year, a key focus of this ambition will be achieving a consistent one-council approach so that children and young people are increasingly at the heart of decision-making over issues and developments that affect them.

This growing momentum, however, comes at a time when services are continuing to address significant issues. As with all areas of the council, children's services must address major financial challenges, with approximately £18 million in savings needed during 2014/15. Clear action plans are in place to achieve this. Despite this challenge, through the citywide partnership of the Children's Trust Board and the shared vision outcomes and priorities in the Children and Young People's Plan (CYPP), Leeds is continuing its clear strategy of investing in early intervention and preventative services, working restoratively with families to address their problems at an earlier stage and prevent escalation. The family group conferencing programme is continuing to develop; recent analysis shows that it has already safely and appropriately prevented 55 children and young people in Leeds from needing to be placed in care, with significant financial savings being made as a result.

The service is preparing for an Ofsted inspection, anticipated in spring 2014, which will last for up to four weeks and review a wide range of services that support the most vulnerable children. A number of other authorities have recently been inspected under this new framework and Leeds is actively looking to learn from their experiences to support our preparations. The learning from this inspection will significantly shape the direction of the service over the next period.

Children's services has maintained the relentless focus on the three obsessions in the CYPP, which have seen improvements across each. In addition, there are several other current priority areas of work for the service citywide:

- *Frameworki*, the replacement for the electronic social care recording system has been implemented. The focus is now on managing the transition to the new system and enabling staff to maximise its potential
- The need to provide sufficient school places, given the city's population growth, continues to be a key statutory priority for the local authority and a clear programme is in place to manage this.
- Leeds is at the forefront of a regional drive to increase educational standards and has recently hosted a major education summit with more than 260 national and regional attendees. A particular focus of our work with schools over the coming year will be on supporting pupils at major transition points in their lives by ensuring they are 'ready for learning'.
- Drawing on international best practice, we are exploring how we can maximise the potential of the council's wider work on community and citizen engagement by developing our existing cluster model. This work is in early development, but is key to the next stage of pushing more services out to localities. There will be further details on this work at future area committees.

Appendix two: performance data for Inner North West area committee

Spring 2014 Children's Services performance update

Measure	Leeds	Inner NW	Current data period	Highest	Average	Lowest	
1. Number of children and young people 0-19	173,462	15,004	January 2014	24,510	17,289	11,609	
2. Percentage of children and young people	n/a	8.6%	January 2014	14.1%	10.0%	6.7%	
3. Number of primary schools	218	19	Current	28	22	15	
4a. Number of secondary schools	36	3	Current	6	4	2	
4b. Number of through schools	2	0	Current	2	0	0	
5. Number of children's centres	56	7	Current	9	6	2	

Commentary

The Inner North West area committee has 8.6 per cent of the city's 0-19 population. There are 19 primary schools, three secondary schools, and seven children's centres located within the area committee boundary.

Keeping children safe from harm	Leeds	Inner NW			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
6. Number of children looked after	1,356	107	130		20 Jan 2014	356	123	17
7. Number of children entering care	-	-	31		Apr-Dec 2013	-	-	-
8. Number of children subject to a child protection plan	737	90	110		20 Jan 2014	155	69	13
9. Number of CAFs initiated	867	107	67	↗	Apr-Dec 2013	162	84	30
10. Number of requests for service	-	-	1,804		Apr-Dec 2013	-	-	-
11. Number of requests for service leading to a referral	-	-	578		Apr-Dec 2013	-	-	-

Do well in learning and have the skills for life		Leeds	Inner NW			Current data period	Highest	Average	Lowest
			Current reporting period	Previous reporting period	Direction of travel				
12.	Primary school attendance levels	95.4%	95.2%	95.7%		2012/13 HT 1-5	96.4%	95.4%	94.1%
13.	Secondary school attendance levels	93.7%	94.1%	93.2%	↗	2012/13 HT 1-5	94.7%	93.4%	91.0%
14.	Number of pupils persistently absent at primary	1,532	116	119		2012/13 HT 1-5	373	153	61
15.	Number of pupils persistently absent at secondary	2,748	163	244		2012/13 HT 1-5	438	275	163
16a.	Number of NEET young people (unadjusted)	1,540	110	92	↘	31 Dec 2013	338	143	44
16b.	Percentage of NEET young people (unadjusted)	6.9%	6.7%	5.4%	↘	31 Dec 2013	10.7%	6.3%	3.0%
16c.	Number of NEET young people (adjusted)	1,540	119	-	n/a	31 Dec 2013	350	153	48
16d.	Percentage of NEET young people (adjusted)	6.9%	7.4%	-	n/a	31 Dec 2013	11.3%	6.8%	3.3%
17a.	Number of 'not knows'	1,630	137	186		31 Dec 2013	202	145	60
17b.	Percentage of 'not knows'	7.1%	8.3%	10.9%		31 Dec 2013	8.4%	6.5%	4.2%
18.	Foundation Stage good level of development	51%	55.2%	n/a	(Change of definition)	2012/13 AY	64.7%	51.8%	36.7%
19.	Key Stage 2 level 4+ reading, writing, and maths	74.0%	70.9%	72.0%		2012/13 AY	85.7%	74.2%	65.3%
20.	5+ A*-C GCSE including English and maths	57.3%	47.7%	47.7%		2012/13 AY	70.5%	54.5%	41.5%
Choose healthy lifestyles									
21.	Free school meal uptake - primary schools	73.1%	75.5%	84.3%		2012/13 FY	75.8%	71.9%	66.6%
22.	Free school meal uptake - secondary schools	71.1%	70.5%	52.7%	↗	2012/13 FY	88.2%	71.6%	61.7%
Voice and influence									
23.	10-17 year olds committing an offence	685	62	68		Sep 12-Aug 13	134	55	17

Ofsted inspections	Leeds	Inner NW			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
24. Percentage of primary schools good or better	81%	74%	79%		31 Dec 2013	93%	81%	68%
25. Percentage of secondary schools good or better	61%	67%	33%	æ	31 Dec 2013	75%	60%	25%
26. Percentage of children's centres good or better	79%	60%	60%		31 Dec 2013	100%	86%	57%
27. Percentage of children's homes good or better	100%	100%	50%	æ	31 Dec 2013	100%	100%	100%
Ofsted judgement - Inner North West	Current period: 31 Dec 2013				Previous period: 31 July 2013			
	Outstanding	Good	Req imp	Inadequate	Outstanding	Good	Satisfactory	Inadequate
28. Primary schools	1	13	5	0	1	14	4	0
29. Secondary schools	0	2	1	0	0	1	2	0
30. SILCs (citywide)	-	-	-	-	-	-	-	-
31. Pupil referral units (citywide)	-	-	-	-	-	-	-	-
32. Children's centres	0	3	2	0	0	3	2	0
33. Children's homes	1	1	0	0	1	0	1	0
Secondary schools	Current period		Previous period		Direction of travel			
	Ofsted	Attendance	Ofsted	Attendance	Ofsted	Attendance		
Abbey Grange Church of England Academy	2	95.4%	2	94.9%		æ		
City of Leeds School	3	90.9%	3	91.6%				
Lawnswood School	2	93.8%	3	92.2%	æ	æ		

Key: AY - academic year FY - financial year HT - half term ... data below five (suppressed for confidentiality) - data not available; Frameworki report development required/underway

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

Appendix three: Families First cohort

This table shows families worked with and the percentage against whom PBR has been claimed. Data are by cluster, which have been aligned to area committees. Where a cluster straddles two area committees, the proportion of the population in each cluster is shown.

Cluster	Total households	% claimed PBR	Primary area committee	% of popn in area committee	Secondary area committee	% of popn in area committee
CHESS	40	65	Inner East	72.5	Inner North East	27.5
Inner East	145	63	Inner East	100.0	-	-
NEXT	26	81	Inner North East	100.0	-	-
NETWORKS	20	55	Inner North East	100.0	-	-
ESNW	18	61	Inner North West	51.1	Outer North West	48.9
Inner NW Hub	58	52	Inner North West	100.0	-	-
OPEN XS	20	55	Inner North West	100.0	-	-
Beeston, Cottingley and Middleton	49	65	Inner South	91.9	Outer South	8.1
JESS	81	65	Inner South	100.0	-	-
ACES	36	56	Inner West	54.2	Outer West	45.8
Bramley	54	57	Inner West	100.0	-	-
Brigshaw	8	75	Outer East	100.0	-	-
Garforth	4	100	Outer East	91.3	Outer North East	8.7
Seacroft Manston	112	47	Outer East	52.3	Inner East	47.7
Templenewsam Halton	36	69	Outer East	87.0	Inner East	13.0
Alwoodley	18	78	Outer North East	79.5	Inner North East	20.5
EPOS	6	83	Outer North East	100.0	-	-
Aireborough	23	57	Outer North West	100.0	-	-
Horsforth	10	50	Outer North West	100.0	-	-
Otley/Pool/Bramhope	6	50	Outer North West	100.0	-	-
Ardsley & Tingley	10	80	Outer South	100.0	-	-
Morley	27	52	Outer South	100.0	-	-
Rothwell	21	62	Outer South	100.0	-	-
Farnley	30	63	Outer West	91.2	Inner West	8.8
Pudsey	31	55	Outer West	96.2	Inner West	3.8

Report of the Assistant Chief Executive (Citizens & Communities)

Report to North West (Inner) Area Committee

Date: 27th March 2014

Subject: Area Update Report

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Kirkstall, Headingley, Hyde Park & Woodhouse, Weetwood		
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

This report provides members with a summary of sub group and forum business since the February Area Committee. The report also asks Members to consider and agree on a place-based name for their new community committee.

Recommendations

The North West (Inner) Area Committee is asked to:

- Note and action as appropriate the Key Messages from Sub Groups and Forums.
- Consider and agree on a place-based name for the new community committee.

Purpose of this report

- 1.1 This report provides members with an update on recent Sub Group business and the current position relating to other project activity. This includes introducing a presentation on the Police Programme of Change. It also includes an update on the current position with the former Royal Park School and West Park Centre sites.

3 Background information

- 2.1 An Area Committee update report is submitted at every cycle of Area Committee meetings unless there is no additional business to report from sub groups or any other project activity to report. Partner organisations and Council services will contribute information to the Area Update Report.

4 Main issues

Forum and Sub Group Key Messages

Planning Sub Group

- 3.1 Planning sub group met on 12th February 2014 and the following issues were discussed:
 - An update was given on the LDF Core Strategy, following feedback received from the Planning Inspectorate and the full list of the modifications are now on the LCC website for viewing.
 - Neighbourhood Planning issues were discussed, and updates given about the progress of local group draft plans.
 - JR summarised new guidance which set out plans to introduce new measures to speed up the delivery of homes by cutting down unnecessary planning process and provide more certainty about where sensible development should take place. The aim is to remove delays and burdensome conditions to boost house building and support businesses.
 - The 6 week consultation on the draft Far Headingley, Weetwood and West Park Neighbourhood Design Statement has now ended and the steering group are in the process of reviewing the responses received.
 - Various planning applications were discussed.

Key Messages

- 3.2 There were no key messages from the Planning Sub Group.
- 3.3 The Area Committee is asked to note the discussions of the Planning Sub Group.

Environment Sub Group

- 3.4 Environment Sub Group met on 3rd March 2014 and the following issues were discussed:

- The WNW Environmental Services Locality Team provided an overview of the service and the delegation.
- Since the last sub group there have been 738 requests for service received by the WNW Locality Team.
- Chris Baird gave an update on the work his is undertaking as Environmental Coordinator, a post which is funded through Area Committee.
- Mary Frankland, the Environment Officer from Leeds Met University, a post funded through Area Committee, gave an update on the work she has been undertaking including a successful clear up event at the Rosebank which attracted over 80 volunteers.
- Parks & Countryside gave an update on the Parks & Countryside Annual Report which set out the plans for the forthcoming year for the Inner North West area.

Key Messages

- 3.5 There were no key messages from the Environment Sub Group
- 3.6 The Area Committee are asked to note the discussions of the Environment Sub Group.

Transport Sub Group

- 3.7 The joint Transport Sub Group for North West (Inner) and North West (Outer) Area Committees met on 31st January 2014. The following issues were discussed:
- An update was given on the site allocations work – analysis is currently being progressed and potential new sites investigated, a further update will be provided at the next meeting.
 - A discussion was held about lack of parking at rail stations and the problems this causes for residents, it was suggested that stations could have pay and display parking.
 - Various issues about train services between Leeds and Horsforth and the Harrogate line were raised including possibility of improving timetables to make better use of rolling stock, Northern Rail intend to apply for a franchise extension after the current franchise ends, and improved signalling works have taken place on the Harrogate – Horsforth section of the line.

Key Messages

- 3.8 There were no key messages from the Transport Sub Group.
- 3.9 The Area Committee is asked to note the discussions of the Transport Sub Group.

Children and Young People's Sub Group

3.10 The Children and Young People's Sub Group have met twice since the last Area Committee. The first meeting was on the 12th February 2014 and the following issues were discussed:

- An update on the current status of Youth Activity Fund projects funded in 13/14 was provided and a full report will be provided at the end of the current monitoring period.
- An update was provided on the Youth Panel for the Inner North West, the Panel will support Area Committee with youth engagement and participation as well as support the child friendly agenda. The first meeting was due to be held on the 25th February 2014 and will be held every six weeks.
- A decision was taken to invite applications to the 2014/15 Youth Activities Fund for a period of three weeks.

3.11 The Children and Young People's Sub Group met on 17th March 2014 and the following issues were discussed:

- The applications received in response to the Youth Activities Funding round were discussed; there were 13 projects received from a range of providers and geographical locations in the Inner North West.
- Young people met on Thursday 13th March to discuss the applications and detailed feedback was provided including a list of the projects in order of preference of the young people.
- Taking into account the feedback from young people Members have recommended 7 projects for approval and have asked for further information from 1 project. These projects are detailed in the Wellbeing Fund and Youth Activities Fund Allocation Report.

Key Messages

3.12 Members are asked to note those projects agreed through the Youth Activities Fund as outlined within the Wellbeing Fund and Youth Activities Fund Allocation Report.

Forum Update

3.13 Hyde Park & Woodhouse Forum – There has been one forum held since the last Area Update Report to Area Committee in Hyde Park & Woodhouse on Tuesday 11th February 2014. Areas for discussion included Royal Park School, a discussion on key environmental issues and community safety issues.

Key Messages

3.14 There were no key messages from the Hyde Park & Woodhouse Forum.

Place-based name for the new Community Committee

3.15 Members are asked to consider and agree on a place-based name for their new community committee at their Area Committee meeting, so that the new committees can be formally constituted at the council's AGM on 9 June 2014. Having consulted with the Chair of the Area Committee the following suggestions have been made to stimulate discussion:

- Community Committee for Headingley, Hyde Park, Woodhouse, Kirkstall and Weetwood.
- Headingley, Hyde Park, Woodhouse, Kirkstall and Weetwood Community Committee.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 Elected members have been consulted on the content of this report.

4.2 Equality and Diversity / Cohesion and Integration

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

4.3 Council Policies and City Priorities

4.3.1 The Area Committee Functions and Priority Advisory Functions were approved by the Executive Board in June 2009. This approval was rolled forward to 2010/11 and is also being rolled forward to 2011/12 with amendments to the environmental delegation. The Area Functions are included in the Council's Constitution (Part 3, section 3c).

4.4 Resources and Value for Money

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

4.5 Implications, Access to Information and Call In

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

4.6 Risk Management

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

5 Conclusions

5.1 This report provides members with an update on recent Sub Group and Forum business and other project work undertaken by the Area Support Team.

6 Recommendations

6.1 Members are asked to:

- Note and action as appropriate the Key Messages from Sub Groups and Forums.
- Consider and agree on a place-based name for the new community committee.

7 Background documents

None

Report of the City Solicitor

Report to North West Inner Area Committee

Date: 27 March 2013

Subject: Dates, Times and Venues of Community Committee Meetings 2014/15

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Headingley, Hyde Park & Woodhouse, Krikstall, Weetwood		
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 new Community Committee meetings for the 2014/2015 municipal year which commences in June 2014, whilst also considering whether any revisions to the current meeting and venue arrangements should be explored.
3. Given the principles set out in the report to Executive Board on 18th December 2013 which were agreed for the purposes of consultation, and noting that Executive Board is scheduled to confirm arrangements for the new Community Committees in May, this report seeks to schedule 4 ordinary committee meetings as a minimum for 2014/2015, this being in order to ensure that the dates appear within the Council's diary. Individual Community Committees may add further dates as they consider appropriate and as business needs of the committee require. A meeting in May 2015 to elect a Chair for the next municipal year will also be scheduled with Members' approval, once Group nomination arrangements have been confirmed. Members are also asked to note that the schedule does not set out the community engagement events which are to be a key feature of the new area arrangements, as these will need to be locally determined.
4. In acknowledging that Executive Board is not scheduled to confirm arrangements for the new Community Committees until May, should there be any changes to the

arrangements which impact upon the proposed meeting schedule, then such matters will be brought to the Committee's attention at the earliest opportunity.

5. In addition to confirming the 2014/2015 schedule, the report also seeks to agree an 'Election of Chair' meeting in June 2014 during the limited window available leading up to the Annual Meeting of Council on 9th June 2014, in order to determine the Chair of the Committee for 2014/2015.

Recommendations

6. Members are requested to consider the options detailed within the report and to agree the Committee's meeting schedule for the 2014/15 municipal year, in order that they may be included within the Council diary for the same period.
7. Members are requested to give consideration as to whether they wish to continue with the Committee's current meeting and venue arrangements or whether they would like to request any amendments to such arrangements.
8. Members are requested to consider and agree the proposed date for the meeting in June 2014, which is primarily scheduled to elect a Chair for the 2014/2015 municipal year.

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 2014/2015 municipal year and also to agree a date for the Election of Chair Committee meeting prior to the Annual Council Meeting in June 2014.
- 1.2 In addition, Members are requested to give consideration as to whether they wish to continue with the Committee's current meeting and venue arrangements or whether they would like to request any amendments to such arrangements.

2 Background information

- 2.1 Currently, the Area Committee Procedure Rules 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. In order to appear in the Council diary for 2014/15, the dates and times of the Community Committee meetings need to be approved at the earliest opportunity.

3 Main issues

3.1 Meeting Schedule

- 3.2 The following provisional dates have been agreed in consultation with the Area Leader and their team. As referenced earlier, this report seeks to schedule 4 ordinary committee meetings as a minimum for 2014/2015 in order to ensure that the dates appear within the Council's diary. Individual Community Committees may add further dates as they consider appropriate and as business needs of the committees require. A meeting in May 2015 to elect a Chair for the next municipal year will also be scheduled with Members' approval, once Group nomination arrangements have been confirmed. The proposed schedule is presented for agreement in line with the principles outlined in the report to Executive Board in December 2013, with the acknowledgement that the Executive Board is not scheduled to confirm arrangements for the new 'Community Committees' until May. Should there be any change in the arrangements for Community Committees which affect the proposed schedule of meetings, then such matters will be brought to the Committee's attention at the earliest opportunity.
- 3.4 The proposed meeting schedule for 2014/15 is as follows:-
- Thursday, 10 July 2014 at 7.00 p.m.
 - Thursday, 9 October 2014 at 7.00 p.m.
 - Thursday, 15 January 2015 at 7.00 p.m.
 - Thursday, 12 March 2015 at 7.00 p.m.
 - **The proposed date for the meeting to elect a Chair for the 2014/2015 municipal year is: Thursday, 5 June at 10.00 a.m.**

3.5 Meeting Days, Times and Venues

- 3.5.1 Currently the Committee meets on a Thursday at 7.00 p.m. and the above suggested dates reflect this pattern.
- 3.5.2 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. Therefore, the Committee may wish to give consideration to meeting start times and venue arrangements which would maximise the accessibility of the meetings for the community.

3.6 Corporate Considerations

3.7 Consultation and Engagement

- 3.7.1 In compiling the proposed schedule of meeting dates and times, the current Area Committee Chair, the Area Leader and colleagues within Area Support have been consulted.
- 3.7.2 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 Community Committee meeting schedule and venue arrangements.
- 3.7.3 Consultation upon the revised arrangements for Community Committees continues in order to ensure that such committees are responsive to the needs of the local communities. The proposed arrangements for Community Committees are scheduled to be submitted to Executive Board in May 2014 for approval.

3.8 Equality and Diversity / Cohesion and Integration

- 3.8.1 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 Community Committee meeting arrangements are accessible to all groups within the community.

3.9 Council policies and City Priorities

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

3.10 Resources and value for money

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

3.11 Legal Implications, Access to Information and Call In

- 3.11.1 In line with Executive and Decision Making Procedure Rule 5.1.2, the power to Call In decisions does not extend to decisions taken by Area Committees.

3.12 Risk Management

- 3.12.1 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 2014/15 Council diary.

4 Conclusions

- 4.1 The Area Committee Procedure Rules currently 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 diary for 2014/15, Members are requested to agree the arrangements for the same period at today's meeting. However, it is noted that Executive Board is not scheduled to consider the final proposals regarding Community Committee arrangements until May. Should there be any changes which impact upon the proposed meetings schedule, then such matters would be brought to the Committee's attention at the earliest opportunity.

5 Recommendations

- 5.1 Members are requested to consider the options detailed within the report and to agree the Committee's meeting schedule for the 2014/15 municipal year, in order that they may be included within the Council diary for the same period.
- 5.2 Members are requested to give consideration as to whether they wish to continue with the Committee's current meeting and venue arrangements or whether they would like to request any amendments to such arrangements.
- 5.3 Members are requested to consider and agree the proposed date for the meeting in June 2014 which is primarily scheduled to elect a Chair for the 2014/2015 municipal year.

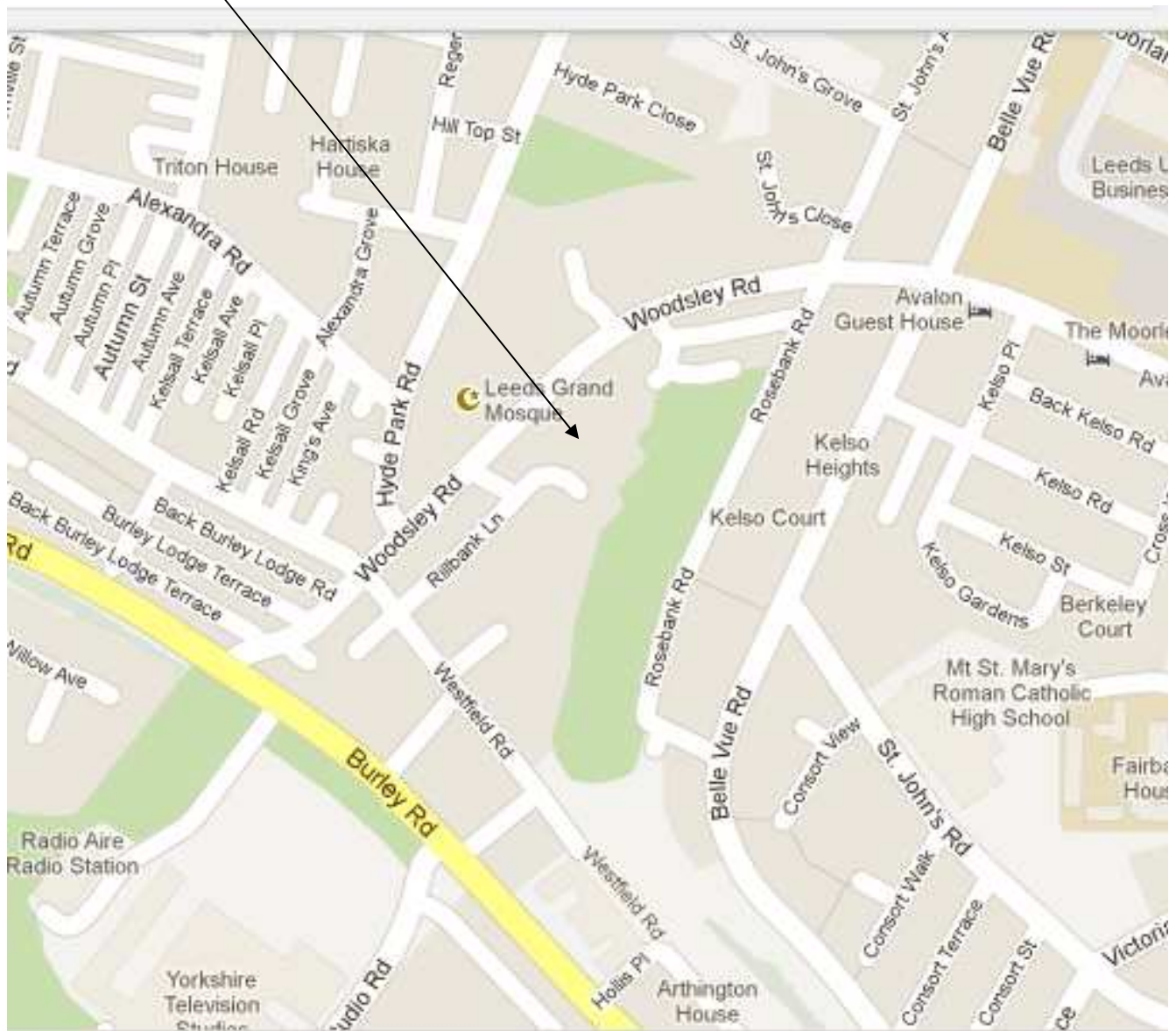
6 Background documents¹

- 6.1 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.

This page is intentionally left blank

Woodsley Road Community Centre
64 Woodsley Road
Leeds
LS3 1DU



This page is intentionally left blank