



WEST (OUTER) AREA COMMITTEE

Meeting to be held in on
Wednesday, 30th October, 2013 at 1.00 pm

MEMBERSHIP

Councillors

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

Co-optees

Rev Paul Ayers	-	Faith Representative
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A G E N D A

Item No	Ward	Item Not Open		Page No
			<u>PROCEDURAL BUSINESS</u>	
1			CHAIRS OPENING COMMENTS	
2			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 15.2 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 15.2, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting.)</p>	
3			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:</p>	

Item No	Ward	Item Not Open		Page No
4			<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>	
5			<p>DECLARATION OF INTERESTS</p> <p>To declare any personal / prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct.</p>	
6			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
7			<p>OPEN FORUM</p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
8			<p>MINUTES - 18TH SEPTEMBER 2013</p> <p>To confirm as a correct record the minutes of the meeting held on 18th September 2013.</p>	1 - 6
9			<p>MINUTES - AREA CHAIRS FORUM</p> <p>To receive the minutes of the Area Chairs Forum meeting held on 28th June 2013 and 6th September 2013.</p>	7 - 18

Item No	Ward	Item Not Open		Page No
10			<p>COMMUNITY SAFETY REPORT</p> <p>To receive the report of the Director of Neighbourhoods and Housing this report provides the Area Committee with recent crime statistics for Outer West Leeds, and the Safer Leeds Priorities for 2013 – 2014.</p>	19 - 28
11			<p>WEST NORTH WEST HOMES UPDATE REPORT</p> <p>To receive the report of West North West Homes this report provides the Area Committee with information on the Housing Services function, previously undertaken by the 3 ALMO's which transferred back to Leeds City Council (LCC), on the 1st October 2013. This report seeks to advise the Area Committee of activities undertaken, which impact on local communities and areas where opportunities exist to work collaboratively to improve conditions for local people.</p>	29 - 34
12			<p>WELLBEING UPDATE REPORT</p> <p>To receive the report of the Assistant Chief Executive (Citizens and Communities) it provides the West (Outer) Area Committee with an update on the budget position for the Wellbeing Fund for 2013/14.</p>	35 - 52
13			<p>AREA UPDATE REPORT</p> <p>To receive the report of the Assistant Chief Executive (Citizens and Communities) to inform the Area Committee of the progress against the Area Support Team work programme for Outer West Leeds and the local contributions to Council priorities.</p>	53 - 58
14			<p>DATE AND TIME OF NEXT MEETING</p> <p>Date and Time of next meeting to be confirmed.</p>	

Public Document Pack Agenda Item 8

WEST (OUTER) AREA COMMITTEE

WEDNESDAY, 18TH SEPTEMBER, 2013

PRESENT: Councillor J Jarosz in the Chair

Councillors A Blackburn, D Blackburn,
A Carter, M Coulson, J Hardy, J Marjoram
and R Wood

18 Appeals Against Refusal of Inspection of Documents

There were no appeals against the refusal of inspection of documents.

19 Exempt Information - Possible Exclusion of the Press and Public

There were no resolutions to exclude the public.

20 Late Items

There were no late items. However, supplementary information had been sent to the committee members, Prior to the meeting relating to item 13 Community Centres Pricing Policy Update Report (minute 31 refers).

21 Declaration of Interests

No declarations were made.

22 Apologies for Absence

Apologies were received from Councillor R Lewis.

23 Open Forum

Claire Turnbull from the Pudsey Wellbeing Centre attended the meeting to inform the committee of the activities that the centre provided these included:

- One to one counselling
- Art workshops
- Knitting and crochet workshops
- Help with CV writing

In reply to questions from the members Ms Turnbull explained that the centre also offered assistance and information on a number of health issues including:

- Weight management
- Smoking cessation
- Mental health

The centre provided a number of courses from drop in sessions, special events and courses running over a number of weeks.

A timetable of forthcoming events was handed out to members.

Cllr. A Blackburn entered the meeting at 13:08

Draft minutes to be approved at the meeting
to be held on Wednesday, 30th October, 2013

Cllr. J Majoram entered the meeting at 13:10

24 West Outer Area Committee Minutes -10th July 2013

That the minutes of the meeting held on Wednesday 10th July 2013 be approved as a correct record.

25 Matters arising

Minute no. 8 Deputation to West (Outer) Area Committee: Concerns in respect of proposals which relate to the future of Musgrave Court.

The Committee expressed their concern at the report which had been presented to Executive Board on 4th September 2013 by the Deputy Director of Adult Social Care Commission Services. The report had made no mention of the deputation that had been received by the West (Outer) Area Committee meeting on 10th July 2013 at which the Deputy Director had been in attendance, or to the subsequent communication received from the deputation which had been passed to the relevant service by the committee members.

The Chair offered to take this issue forward to ensure that information provided by future deputations to West (Outer) Area Committee is acknowledged and referenced in future reports.

26 Minutes ALMO Area Panel

Members of the Area Committee considered the minutes of the West Outer Area Panel meeting held on 5th June 2013.

The Area Performance Manager was in attendance, and it was requested that thanks be conveyed to the relevant Neighbourhood Management Officer for their hard work on Heights Drive.

RESOLVED – That the minutes be noted.

27 Minutes- Environmental Sub Group

The minutes of the Environmental Services Sub Group were considered by the committee.

A Member informed the committee that they had requested an update report on the black bin roll out for West Outer Area, and requested that an officer for Environmental Enforcement attended each meeting.

During the consideration of this item discussion took place relating to the Area Lead roles for both the Environment and also the Community Safety field, and it was suggested that to have one councillor be Area Lead for both jobs.

RESOLVED –

- That the minutes be noted
- That Councillor Coulson appointed Area Lead for both the Environment and Community Safety fields

- That Councillor A Blackburn liaise with the Chair and Area Support on suitable areas of work that she may contribute to on behalf of the Area Committees.

Councillor Coulson left the meeting at the end of this item, 13:25

28 Minutes - Area Chairs Forum, 3rd May 2013

The Committee considered the Area Chairs Forum minutes of the meeting held on 3rd May 2013.

Members' attention was drawn to Minute No. 4.0 (Neighbourhood Planning) relating to the role of Area Committees and the neighbourhood planning process.

RESOLVED – That the minutes be noted.

29 Children's Services Performance Report

The report of the Director of Children's Services was presented by the Deputy Director, Children's Services. The report provided a six monthly update. The report informed the Area Committee about local outcomes for children and young people and aimed to support the involvement of the Area Committee in improving outcomes by providing an update on the work of the directorate and the Leeds Children's Trust, including local children's cluster arrangements. The progress made against local and national agendas was also highlighted.

The report summarised performance at Area Committee level with a broader acknowledgement of City wide performance. Key issues for Children's Services were highlighted and included Ofsted inspections, basic need and child friendly city.

Committee Members and Officers discussed issues in relation to:

- Children's Homes in the West Outer Area Committee area and the need for good communication and sharing of information in light of recent media broadcasts
- Ofsted inspections and the process where schools are graded as inadequate
- Criteria used for Ofsted inspections
- Increases in NEETs

Members asked for clarification on attendance figures for Farnley Academy highlighted in the report.

Members also asked for future updates to include performance information in relation to Swallow Hill.

RESOLVED – That Members' noted the content of the report.

30 Community Centres Pricing Policy Update Report

The Area Committee considered a report of the West North West Area Leader, presented by the Area Support Officer. The report outlined a revised pricing and lettings policy which the Area Support Team had been requested to amend for Outer West Leeds on behalf of the Area Committee. The proposals were based on feedback received from members and community groups using the centres.

Members' attention was drawn to the current and on-going review being undertaken by Leeds City Council in relation to community centre policies and that any decisions taken by the Area Committee on pricing and letting of community centres would need to be reviewed subject to any future changes, where appropriate.

RESOLVED – Members considered and approved the proposed pricing policy changes.

The Rev. Paul Ayers entered the meeting at 14:00 and stayed for the duration of the meeting.

31 Welfare Reform Report

The Chief Officer, Welfare and Benefits presented his report on Welfare Benefit changes. The report provided an update on the impact of welfare reforms at both a city-wide and ward-level basis and also provided information on arrangements that have been put into place to support the tenants. This included the Discretionary Housing Payments scheme which provided support to tenants affected by the welfare changes, the scheme was on track to spend the full £1.9m budget with the bulk of this spend being allocated to those deemed to be priority cases within the Council's policy.

The Benefit Cap came into effect in Leeds on 12th August 2013 around 350 families would lose some or all of their Housing Benefit which was lower than first thought and reported in the report. All the families affected have been visited to make them aware of the changes.

Preparations were underway for Universal Credit with a focus being on preparing tenants for a digital claims process, developing a Local Support Services Network, tackling high cost lenders and putting in place arrangements for dealing with direct payments of the housing element of Universal Credit to tenants. The report provided information about this programme and sought input from the Area Committee on how the programme of activity could work at a local level. Payday Loans adverts have recently been banned from Council websites.

The Area Committee discussed over occupancy and under occupancy which affected the City as a whole. Concern was raised by Members regarding a campaign which was operating in the area advising people to stay in their property and not pay rent. Clarification was to be sought from Environment

and Housing on the impact this may have, and assurance was given that those who need support would be offered it and that those affected would be informed around October.

The Advice Services Manager was in attendance at the meeting and informed the members of the advice and information that his Team could provide in relation to welfare support. Leaflets were passed to the members, and Area Support offered to get the leaflets sent to locations identified by members.

RESOLVED – That Members considered and noted;

- a) The information about welfare reforms and requested that it be a standard heading for the meeting;
- b) The information about the campaign against high cost lenders;
- c) The work going on in West North West to mitigate the impact of the changes in the local area and of the work being undertaken and offered to engage with Welfare Benefits about those families in West Outer area who might need assistance.

Cllr. Hardy left the room at 14:25 returning at 14:28.

32 Wellbeing Update Report (Capital)

The report of the Assistant Chief Executive (Citizens and Communities) was presented by the Area Support Officer provided the Committee with an update on the budget position for the Wellbeing Fund for 2013/14. The report provided the current position of the Small Grants and skips budgets and those Small Grants and skips applications that had been approved since the last meeting.

The report also provided an update on the Youth Activity Fund and those projects seeking support through this fund.

The report sought approval from the Area Committee on the grant application and commissioning process for the 2014/15 Wellbeing budget and the decommissioning of capital schemes from previous years that had not spent their full allocation.

The Area Committee was asked to consider a proposal from Ahead Partnership in relation to the Business Engagement Project.

Members discussed issues raised in the report including;

- Community First, guidelines were to be circulated to members to clarify Leeds City Council's position with regard to Community First.
- Ahead Partnership proposal
- Closure of previous capital schemes
- Provision of grit bins in all three Wards

Members were asked if they would like Area Support to look at the revenue accounts.

RESOLVED – The Area Committee;

- Noted the current budget position for the Wellbeing Fund for 2013/14
- Noted the current position of the Small Grants and skips and the Small Grants and skips received and approved since the last meeting;
- Noted the current position of the Youth Activity Fund;
- Agreed to decommission the capital projects and noted the new balance of £68,515 in the Capital Wellbeing budget (which includes an allocation from Capital Receipts Incentive Scheme) ;
- Approved the grant application and commissioning process for the 2014/15 Wellbeing budget;
- Further developments with Members and Ahead Partnership on the Business Engagement project. Further information requested and a meeting to be organised; and
- Agreed that Area Support look at the revenue accounts and report back to the next meeting.

Cllr. Marjoram left the meeting at the end of this item, 14:55.

33 Area Update Report

The report of the Assistant Chief Executive (Citizens and Communities) was present by the Area Support Officer. The report informed the Area Committee of the progress made against the Area Support Team work programme for West Outer area and local contributions to Council priorities.

The Members were updated on the following;

- Farsley Town and District Centre Scheme which was now completed
- CCTV for Farfield Avenue and Pudsey Town Centre was now fully operational
- The Community Development role jointly funded by West Outer and North West Inner Area Committees had been advertised. Recruitment to begin at the end of September and the expectation that the successful applicant would be appointed in October 2013.

RESOLVED – Members noted the content of the report.

34 Date and time of next meeting

The next meeting will be held on Wednesday 30th October 2013, 1pm at Pudsey Town Hall.

Attendance:

Councillors: P. Gruen (Chair), A. Khan, S. Hamilton, A. McKenna, A. Gabriel, J. Akhtar, P. Wadsworth, C. Gruen.

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

Minutes: S. Warbis

Attending for specific items: K. Morton, M. Long

Item	Description	Action
1.0	Apologies	
1.1	Cllr Josephine Jarosz, Cllr Gerald Wilkinson	
2.0	Minutes and Matters Arising	
2.1	The minutes of the previous Area Chairs Forum meeting on 3 rd May 2013 were agreed as an accurate record.	
2.2	<u>2.6 of previous minutes – Health</u> It was requested that Cllr Mulherin be invited to the next meeting to look at links into the Areas and approaches to tackle health inequalities.	Sarn Warbis
2.3	<u>5.11 of previous minutes</u> Cllr J. Akhtar reiterated that he would like to be involved in discussions on Youth Services engagement when they commenced, particularly relating to Muslim communities.	Ken Morton
2.4	<u>8.7 – Area Leaders Round Up</u> It was stressed that work needed to be carried out to publicise the work carried out by Area Committees. Credit was not being given for projects funded by Area Committees and it was suggested that a protocol needed to be developed to include publicity in funding agreements. It was also mentioned that the role of Area Committees needed to be made clear to other organisations. Area Leaders need to make sure that local councillors are given credit for the work they are progressing. It was suggested that the name "Area Committee" did not reflect the work that was done and thoughts should be given to renaming / rebranding. It was agreed that officers would develop ideas and bring back to the next meeting.	Kathy Kudelnitzky
3.0	Targeted Youth Work – Area Formula	
3.1	Ken Morton, Head of Service Young People and Skills, attended with 2 papers discussing the timeline for developing the Area Committees leadership of the youth work service and recommendations on the area formula for distributing funding for targeted youth work budgets.	
3.2	A report will be going to the Executive Board meeting on 17th July to discuss recommendations for the distribution of the targeted youth work resource. This will follow reports to the next round of Area Committee meetings. The recommended formula is based on 50% allocated through population data, and 50% allocated based on indices of multiple deprivation. There is a proposal for a 2 year review period to account for any demographic changes.	

- 3.3 A baseline of resources will be provided for each Area Committee covering both targeted and universal provision. Discussions need to take place over how to get the best value from the resources available.
- 3.4 The question was raised as to how the provision would be monitored. It was explained that a quality assurance team would be in place to work with the Area Committees. There would be a similar client / contractor relationship to the one established through the environmental delegation, and key performance indicators would be established.
- 3.5 The movement of indicators in the Children's Plan would show performance at a macro level while there would also be monitoring at a micro level, project by project.
- 3.6 Discussions will need to take place with Area Chairs and appointed Area Lead Members to identify and explain outcomes. A team is being pulled together in Children's Services to support this role. Resourcing, reporting and finance will be arranged at the Area Committee level and structures and processes need to be put in place to allow this.
- 3.7 Processes for restructuring the service have been put in place and negotiations are ongoing with union representatives. It was stressed by Area Chairs that staff with local connections needed to be in place in local areas. It was also stressed that the important thing was to have good quality staff working in this field. This could be a combination of LCC and external staff.
- 3.8 It was also stressed that the review needed to be underpinned by transparency over available budgets and an emphasis on locally made decisions. The aim should be about value for money and meeting local needs.
- 3.9 It was mentioned that city wide assets such as Herd Farm also needed to be connected into localities, and that there should be an awareness of the city wide resource being put into these assets, and how these are being equitably accessed by different areas.
- 3.10 It was pointed out that areas with hotspots of ASB / Crime should be taken account of when resources are being allocated.

4.0 Review of ALMOs and Housing Management Arrangements

- 4.1 Martyn Long, Policy Manager – Corporate Support, attended to discuss the Review of ALMOs and Housing Management Arrangements and to begin discussions around links between Area Committees and local housing management / governance arrangements.
- 4.2 Following extensive consultation the decision had been taken last week at executive board to bring the housing management provision back to Leeds City Council in a city wide arrangement.
- 4.3 Two work streams are being developed to look at governance and tenant involvement / influence. It is being established who needs to be involved in discussions to take this forward. There is a need to make sure that there isn't a dilution of the tenant role and it needs to be established how Area Committees feel that they should be linked in.
- 4.4 It was pointed out that currently there were 10 Area Panels that included elected members, but that these were not currently directly linked to Area Committees. There is also member representation on ALMO boards but these have no formal links to Area Committees.
- 4.5 It was suggested that housing management should be a regular item for Area Committee business. It was also pointed out that Area Committee capacity

needed to be considered, particularly in light of the changes to Area Committee roles being established through the review of area working. There needs to be a channel of influence but a not formal role in managing housing stock.

4.6 It was raised that there was some disquiet amongst current ALMO directors and ALMO staff and that new structures and arrangements need to be put in place quickly.

4.7 It was raised that currently the ALMOs have differing practices and that it needed to be ensured that the merger led to levelling up and not down of standards of provision.

4.8 It was also stressed that there needed to be work to join up area priorities for Area Panels and Area Committees, and that opportunities should be taken for joint commissioning of services and activities to meet the needs of different communities.

4.9 Discussions are taking place between Area Leaders and Environment and Neighbourhoods officers to ensure that approaches to communities and housing are joined up.

5.0 Scrutiny Report – Strengthening the Council’s Relationship with Parish and Town Councils

5.1 Kathy Kudelnitzky tabled the draft response from the Customer Access and Performance directorate to the scrutiny report on Parish and Town Councils for discussion.

5.2 It was pointed out that this only had relevance to those Area Committees that had Parish Councils in their areas.

5.3 There are clear links with some of the recommendations in the report to work streams that had already been established through the review of area working.

5.4 Area Chairs were happy with the draft response that will be taken back to the Safer and Stronger Communities Scrutiny Board.

6.0 Workshop on Area Committee Meetings

6.1 A workshop took place, attended by Area Officers from the Area Support Teams, to discuss the current functioning of Area Committee meetings and to investigate what improvements could be made.

6.2 This followed recommendations within the review of area working which were drawn from discussions with the All Party Members Working Group, Area Chairs, Area Committees and officers.

6.3 Notes from the discussions can be found at appendix 1.

6.4 Feedback and recommendations will be brought back to a future meeting.

7.0 Any Other Business

7.1 Community Centres

7.2 Cllr Gruen informed the meeting that the management of community centres will be moving from the Environment and Neighbourhoods Directorate to Customer Access and Performance.

7.3 This may also involve associated functions moving from other directorates with a view to streamlining the management process for these facilities.

7.4 Area Chairs raised concerns over the progress of the current review of

community centres, particularly relating to the lettings process, and there was a call for transparency over lettings payments and subsidies that were currently in place.

- 7.5 It was also mentioned that there was a need for a central team that could manage this work rather than the current confused position with responsibility spread over several directorates.
- 7.6 West Yorkshire Police
- 7.7 Cllr Gruen Raised the news that the organisation of policing in Leeds would be moving from 3 divisions to 1 division.
- 7.8 James Rogers and the Area Leaders were involved in ongoing discussions with senior police officers regarding this, and would be taking opportunities to discuss colocation opportunities and the future of neighbourhood policing teams.
- 7.9 Initial discussions indicated that the police were committed to making new arrangements continue to work at a community level.
- 7.10 Community Radio
- 7.11 Cllr Akhtar highlighted a Ramadan radio station based in Harehills that covers a 7 mile radius, and encouraged Area Chairs to consider small grant contributions to the project. Cllr Gruen suggested that if the scheme made contact with him he would circulate the request to Area Committees for them to consider through their established grant approval process.

8.0 Date of Next Meeting

- 8.1 Friday 6th September 2013, 14:00 – 16:00, Committee Room 4 - Civic Hall

Area Chairs Forum – 28th June 2013 Workshop notes

Agenda Setting Process

- Scale down the agenda to give more time for discussion
- Members need greater involvement in agenda setting directly
- Better partnership between Area Officers and Chairs in setting agendas
- Restrict city-wide reports. Reject from agendas if not locally focused
- Forward agenda for the ACs good idea, members could input to this. However, departments pay no attention to this and often insist their reports go to ACs – more often than not to meet their needs not the needs of the locality
- Forward plan to avoid congested / light meeting agendas
- Would be good to link the agenda to the AC business plan and monitor progress – quarterly monitoring
- Late items from departments upset the themes of meetings
- Officers to be open about late reports and not protect services
- Work to be done across service areas of the council to help them fully understand the role of ACs in the democratic process – the opportunities this provides to improve services
- Departments should work to the ACs forward plan
- Improve coordination across the city e.g. P&C reporting together with Environmental services
- Give partners their own slots on agendas
- Area Improvement Managers could be linked to each major service area to facilitate relationship

Reports

- Currently reports are too lengthy – more summary of issues and highlighting of local impact. Less paper
- Need clear rules about the length of reports and what should be in summary. No jargon and glossary of terms where necessary. Shorter, sharper, key ideas and options.
- Report template should be much more flexible and less archaic (daft numbering system). Too much on background before getting to nub of issues.
- Plain English, keep the public in mind, more accessible. Meaningful recommendations required that are localised
- Short, to the point and with local impact
- Need to communicate to the rest of LCC the value of ACs and what they can bring if utilised in meaningful way
- Better use of presentations for reports
- Key messages and newsletters about work of ACs is good
- Area Committees sponsoring and annual event/conference?
- Fed up with reports for noting
- Ask services to consider what it is they want from reporting to ACs and from local councillors
- Quality Assurance process required and accountability of chief officers for the quality of reports and meeting deadlines and forward plans , etc.

Operation of Meetings

- Promote meetings to communities / local groups
- Try to get beyond attendance of the “usual suspects”
- Advertise agendas and invite attendance
- Hold meetings in community settings and at appropriate times to promote attendance
- Encourage open sessions
- Rebrand / revamp meetings. Include “community” in the title
- In some outer areas forums are more appropriate for public attendance
- Ensure that feedback from forums is taken to Area Committees
- Public attendance peaks if there is a specific local issue being discussed
- Improve / develop mailing lists to promote meetings and actions taken
- Include celebration of local activities / events / achievements at meetings
- Extraordinary area committee meetings are a good way of analysing a particularly knotty issue and provides for more in depth discussion time.
- Give more time to open forums to encourage local people’s contributions if required but recognise the time limitations of the agenda.
- Area Lead Members to speak on their subjects – with officer support

Shaping decisions

- Need to see the actions taken from the comments made at ACs – what happens?
- The report needs to help discussion e.g. options for members to consider
- Ask what do the officers want from members
- Structure the debate better – how we come to a decision
- Succinctness is really important
- Split out the background information and put in the public arena in some other way
- All comes back to officers across the council needing to better understand the role and purpose of the ACs in the democratic process and the added value local members can bring
- The pace of response and progress of actions within the council is often slow and appears to reflect silo working.
- Area Committee wellbeing funding can become tied up in local issues and we need a route to mainstream these local difficulties through core funds in services.
- Bespoke innovations such as an older people’s week or the ‘Civic Conversation’ approach can bring relevancy to area committees and help local people understand the part that local councillors can play more broadly.
- Ward meetings and neighbourhood forum meetings where they are held tend to pick up and address a lot of local issues and we need to recognise the complimentary roles of ward and area committee meetings and avoid duplication of effort.
- We need to improve promotion of area committees on a range of media including radio and social media.

**Area Chairs Forum
Friday 6th September 2013
Committee Room 4, Civic Hall**

Attendance:

Councillors: P. Gruen (Chair), S. Hamilton, G. Wilkinson, P. Wadsworth, C. Gruen, J. Jarosz.

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

Minutes: S. Warbis

Attending for specific items: S. Wimsett

Item	Description	Action
1.0	Apologies	
1.1	Cllr Asghar Khan, Cllr Andrea McKenna, Cllr Karen Bruce, Cllr Javaid Akhtar, Rory Barke	
2.0	Minutes and Matters Arising	
2.1	The minutes of the previous Area Chairs Forum meeting on 28 th June 2013 were agreed as an accurate record.	
2.2	<u>2.2 of previous minutes - Health</u> Cllr Mulherin and Ian Cameron to attend the next meeting on 11 th October.	
2.3	<u>2.3 of previous minutes – Youth Service Engagement</u> Cllr C. Gruen has been involved in youth consultation. A consultation board is being set up which will attempt to represent youth across the area and not merely established youth groups.	
2.4	A youth council has been set up in Wetherby Town in the North East Outer Area involving Cllr Lamb as the Children’s Area Lead Member.	
2.5	Cllr Hamilton has had discussions regarding the Youth Service delegation in her area.	
2.6	Cllr Wadsworth mentioned that the young people sub group had met and there were good signs that school clusters were coming on board and reporting into the sub group.	
2.7	Concerns were raised over provision for 8-13 year olds following the removal of specific national funding aimed at this group.	
2.8	It was mentioned that appointments would shortly be made in the Youth Services restructuring and that Area Chairs should get in touch with panels to express the needs for their areas.	Area Chairs
3.0	Waste Policies – Engagement with Members	
3.1	This item was removed from the meeting agenda. Confirmation will be sought on how this engagement will take place, either through this meeting or through Environment Area Lead Members.	Sarn Warbis
4.0	Area Committee’s Annual Report to Full Council	
4.1	Anne McMaster brought a draft copy of the Area Committee’s Annual Report to Full Council to the meeting for comment / amendment. The report needs to be finalised by midday on Monday 9 th September to meet deadlines for submission to the Full Council meeting on Wednesday 11 th .	

- 4.2 The report expands on the report that was brought to the Area chairs Forum meeting on 3rd May outlining the achievements of Area Committees in 2012/13 and looking at the challenges ahead. The report aims to highlight good work and best practice and demonstrate the wide ranging use of wellbeing funds and the additionality that is achieved as a result.
- 4.3 It was felt that this was an opportunity to place the work of Area Committees higher up the agenda for full council. Figures show that last year there was a return on investment of £2.50 for every £1 spent through wellbeing funding which was a great achievement.
- 4.4 The report tries to capture action taken against recommendations in the review of area working and also to demonstrate how Area Committee work is addressing the city priorities by using a range of case studies. It does not attempt to capture all of the work that has taken place. The report also covers future challenges.
- 4.5 Comments on the report were invited from Area Chairs and Cllr P Gruen particularly asked if there were any pieces of work that Area Chairs were particularly proud of that had not been included in the case studies submitted so far. It was not possible to include all work carried out and it was pointed out that attempts were being made to include a balanced selection of case studies that reflected good work across all ten Area Committees.
- 4.6 It was pointed out that deadlines were tight to submit the final report for the full council meeting on Wednesday 11th September and that any comments or additions needed to be submitted to Anne McMaster by midday on Monday 9th.

5.0 Report on Area Committee Working Arrangements

- 5.1 Sally Wimsett, Policy and Performance Manager – Citizens and Communities, attended with a report on delivering the area working review recommendations regarding Area Committee working arrangements. This also took into account views gathered during the recent Area Chairs work-shop.
- 5.2 It was pointed out that meetings with the recently appointed Area Lead Members, relevant Executive Board Members, and key service officers had been arranged. The first meeting regarding environment and community safety had taken place this week and had gone well. It was agreed that these would be reported back on at the next Area Chairs Forum meeting.
- 5.3 It has been agreed that there needs to be a long term vision for Area Committees, which includes consideration of moving towards a “community Council” type approach, but there are also some short term fixes that can be applied.
- 5.4 One of the issues is that there is no common understanding of an agreed corporate process for setting Area Committee agendas. It was felt that this needed to be in place and followed up.
- 5.5 Public attendance at meetings and the profile of Area Committees needs to be improved. This is not just about broadcasting what we are doing, but about linking in with local groups and networks to set agendas that are of interest locally.
- 5.6 It was stressed that care needed to be taken to ensure that Area Committees weren’t seen as just another layer of bureaucracy. Emphasis should be placed on the added value that Area committees achieve locally when publicising their work.
- 5.7 It was pointed out that currently Area Committees receive attendance when

Kathy Kudelnitzky

they were allocating funding, but there is a difficulty in encouraging attendance otherwise. Agendas regarding specific local issues could improve this.

- 5.8 It was also mentioned that, although there had been improvement in some recent reports, generally papers received by Area Committees were still too full of "council speak" and were not engaging, or even understandable in some cases, to members of the public. It was recognised that in some cases reports were dealing with abstract concepts which were hard to express simply, but that there should be an attempt to make reports more accessible. There was also common agreement that papers need to be shorter.
- 5.9 It was raised that the name "Area Committee" did not mean anything to the public and that the term itself does not attract attendance. Previous "forums" were better attended and the name should be reconsidered.
- 5.10 It was raised that the name "Community Council" was being considered and Area Chairs were invited to provide any alternative suggestions. It was raised that geographical labelling of Area Committees such as North East Outer, West Inner etc. did not mean anything to the public. Place names would be more easily understood, although it was agreed that this could prove difficult due to the wide boundaries of Area Committees.
- 5.11 It was suggested that dates of meetings should be publicised to local groups and that contact lists should be used more effectively. It was pointed out that this would be made easier if meetings were scheduled more regularly i.e. first Tuesday of alternative months. It was pointed out that there could be problems with this approach regarding member availability due to the range of other scheduled meetings in the council diary, however it was felt that this should be explored. This will be included in the work to address practical issues such as agenda setting, attendance, venues, publicity etc.
- 5.12 It was raised that communities should be aware of where money is coming from for projects in their areas. It was suggested that there should be a common "Area Committee" logo that could be used on leaflets, banners etc. It was pointed out that North East Outer had already used a plaque stating that improvements had been funded by local ward members.
- 5.13 It was suggested that there should be a requirement for funded projects to reference Area Committees when publicising funded work. It was also suggested that there should be a requirement for Area Teams to see proofs of promotional material.
- 5.14 It was suggested that a menu of options for promoting Area Committee work should be available to be used as is appropriate.
- 5.15 It was pointed out that Area Team officers from East North East are meeting with colleagues from the Communications team next week and that these areas will be followed up. It was also raised that generally officers in services needed to make more use of the expertise in the communications team.
- 5.16 The report was welcomed by the Area Chairs Forum.

6.0 Scrutiny Report – Strengthening the Council’s Relationships with Parish and Town Councils

- 6.1 Kathy Kudelnitzky brought a report detailing actions coming out of the scrutiny report on strengthening the council’s relationship with Parish and Town Councils.
- 6.2 Area Chairs were content with work to progress on the agreed actions.

7.0 Any Other Business

7.1 Health

7.2 Jane Maxwell referred to the Inner West Improvement Board meeting that had taken place the previous day. Working relationships are good in the West they are now looking at how the commissioning of local work can be influenced locally.

7.3 The Clinical Commissioning Group (CCG) has £100k to use to improve access to services at an early stage, and are now looking beyond merely addressing health symptoms, and are recognising a need to address the underlying causes such as welfare, debt etc.

7.4 This is linking in with work that other agencies are carrying out and there is a subtle move towards an informal community budget model which may be strengthened in the future.

7.5 Cllr C. Gruen mentioned that where long term objectives are being set it is sometimes difficult to prove outcomes. There are positive signs that shared objectives are leading to cross boundary working, and that there is an understanding now of the external factors that can affect health.

7.6 It was pointed out that the Improvement Board was linked to the Area Committee and that partners would be coming back to the Area Committee shortly for a health themed meeting.

7.7 Welfare Reform

7.8 Sharon Hughes mentioned the work being carried out in the East North East area to address welfare reforms. The group that has been brought together has led to a better understanding of the cross cutting themes involved and has led to more co-ordinated approaches in this area.

7.9 Employment and Skills

7.10 Shaid Mahmood raised the focus that has been put on this theme in the South East area. The Area Committee Employment and Skills group, chaired by Cllr Groves is looking at addressing the breakdown in pathways to success.

7.11 A job shop has recently been opened in the St George's centre and there is also a credit union presence. Part of the success of this has been drawing in central support to enable the local ambitions to be realised.

7.12 Middleton Regeneration Framework

7.13 This links to the Neighbourhood Improvement Board and has enabled work to be carried out in areas that make sense to the community, linking parts of Belle Isle and Middleton. They are creating a master plan for buildings in the area and accelerating local activity.

7.14 NEETS

7.15 Cllr Wilkinson mentioned work that is going on in Outer North East with local businesses following a decision to provide support to all NEETs in the area rather than focusing on one or two apprenticeship opportunities. Local businesses are linking into local high schools and are providing work experience 1 day per week over a period of time, rather than a one off weeks placement, and this is leading to wider gaining of experience and has led to at least one permanent job appointment.

7.16 Area Committee Delegations

7.17 Cllr Wilkinson mentioned that after the successful environmental delegation, and the work being undertaken on the Youth Service delegation, the North East Outer Area Committee would like Planning Enforcement to be considered for the next delegation. Cllr P. Gruen agreed to explore this with officers in the Planning service.

**Cllr P.
Gruen**

7.18 Budgets

7.19 Cllr P. Gruen has asked for finance to report on how much has been spent of the budget that was carried over from last year identified as committed to existing projects.

7.20 Area Committees have been encouraged in the past to consider sharing money between each other where there are balances that can be used in other areas. Cllr P. Gruen also referred to the rules regarding school budgets where it is only permissible for a set percentage of the budget to be carried from one year to the next. Area Chairs were urged to examine their budgets as we approach the halfway point in the financial calendar.

Area Chairs

7.21 Items for the next meeting

- Health – Cllr Mulherin / Ian Cameron
- Targeted Youth Work update – Ken Morton
- Feedback from Area Lead Members meetings – Kathy Kudelnitzky
- Detailed report on added value from well-being spending – Shaid Mahmood

8.0 Date of Next Meeting

8.1 Friday 11th October 2013, 14:00 – 16:00, Committee Room 4 - Civic Hall

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

Report of the Director of Environment and Neighbourhoods

Report to West (Outer) Area Committee

Date: 30th October 2013

Subject: Community safety Report

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

Summary of main issues

1. This report discusses recent crime statistics for Outer West Leeds;
2. The Safer Leeds Priorities for 2013 - 2014
3. Acquisitive crime; Burglary remains a priority for the North West Division and Safer Leeds partnership with additional resource allocated to reduce burglary across the city.
4. Partnership Action Days;

5. Recommendations

- 2.1 The Area Committee is asked to:
 - note the report and offer comment

2. Purpose of this report

- 3.1 This report provides the opportunity for Inspector Marc Adams and Gill Hunter to provide the Outer West Area Committee with information on crime trends, partnership initiatives and future joint projects between

Leeds City Council, West Yorkshire Police and partners. The report offers ward members the opportunity to discuss crime and anti-social behaviour trends across Outer West.

4. Background information

4.1 The North West Divisional Community Safety Partnership is responsible for delivering actions to reduce crime and disorder across West North West Leeds. It is made up of representatives from key statutory and voluntary agencies and now includes the lead member for community safety.

5. Main issues

5.1 Safer Leeds Strategy 2013 -2014

The main priorities for 2013/14 are:

- Continued focus on reducing domestic burglary and acquisitive crime and its impact across Leeds
- Effectively tackle and reduce anti-social behaviour in our communities
- Strengthening the partnership approach to support a reduction in Domestic Abuse
- Reduce re-offending
- Improve our understanding and approach to deal with Child Sexual Exploitation
- Deal with the increased use of legal highs and cannabis in the city.

The Community Safety partnership and the North West Divisional Community Safety Partnership will steer the work to support the priorities through the local partnerships and tasking arrangements across the division.

5.2 Burglary

Burglary remains a priority for the North West Division and Safer Leeds partnership with additional resource allocated to reduce burglary across the city.

The chart below provides an city-wide overview and looks at trend over a 12 month period so that resources can be targeted at peak periods. This is table shows provisional data.

Leeds Domestic Burglary Performance Overview

September 2013

Ward	12 Month Total	12 Month % Change	Last 12 month trend September 2012 to August 2013	3 Month Total	3 Month Change	last 3 months trend
Gipton & Harehills	293	-7.0%		77	13.2%	
Hyde Park & Woodhouse	278	-44.1%		68	74.4%	
Killingbeck & Seacroft	263	-0.8%		76	40.7%	
Beeston & Holbeck	226	10.2%		40	-35.5%	
Kirkstall	221	-18.5%		67	26.4%	
Burmantofts & Richmond Hill	219	-40.7%		44	-8.3%	
Cross Gates & Whinmoor	218	14.7%		46	-23.3%	
Headingley	213	-32.6%		55	129.2%	
Armley	212	-34.8%		51	54.5%	
Farnley & Wortley	195	-6.7%		46	0.0%	
Pudsey	185	16.4%		39	21.9%	
Roundhay	185	-2.1%		35	2.9%	
Temple Newsam	176	2.3%		34	-10.5%	
Bramley & Stanningley	172	-28.6%		28	-9.7%	
Calverley & Farsley	166	-11.7%		33	22.2%	
Weetwood	165	-21.1%		50	233.3%	
Middleton Park	161	-24.8%		23	-20.7%	
Chapel Allerton	158	-27.2%		41	64.0%	
City & Hunslet	152	-16.0%		30	11.1%	
Moortown	135	-22.4%		28	7.7%	
Horsforth	130	6.6%		41	86.4%	
Morley North	114	-18.0%		29	38.1%	
Alwoodley	108	-36.5%		24	4.3%	
Harewood	94	-7.8%		28	16.7%	
Wetherby	87	16.0%		37	54.2%	
Morley South	86	10.3%		15	-6.3%	
Rothwell	83	-17.0%		17	-29.2%	
Adel & Wharfedale	80	-39.8%		17	41.7%	
Guiselley & Rawdon	80	33.3%		36	140.0%	
Garforth & Swillington	77	22.2%		29	123.1%	
Otley & Yeadon	72	10.8%		20	33.3%	
Kippax & Methley	57	-17.4%		18	-21.7%	
Ardsley & Robin Hood	51	-27.1%		11	22.2%	

Produced by Safer Leeds (Leeds City Council)

All information is derived from provisional data before it is finalised and published as National Statistics

5.3 The darker nights action plan for North West Leeds launched on the 9th September focuses on the victim, offender and location. The plan includes operation, optimal, the management of offenders, prison releases through operation Anchor, and a strong emphasis on reinforcing crime prevention messages around the “ it only takes a minute campaign “ and support for victims. The police continue to target and refresh data for the top 10 streets initiative in Outer West.

5.4 Operation Bunkway – this is a district wide initiative that targets criminals travelling into our key areas to commit crime. Utilising plain clothes officers and vehicles, alongside uniformed NPT staff and Roads Policing units with portable ANPR facilities, officers are working into the early hours of the morning to stop identified vehicles, and where appropriate conducting searches of the driver, passengers and the vehicle itself.

5.5 The parameters of operation optimal have now widened to incorporate TFMV offences which are seeing some changes in the numbers of offences being recorded. Work is also on going in relation to identifying vehicles that are left insecure or with valuable items on display. Work continues around robbery, with a dedicated robbery team working within the division.

5.6 Neighbourhood Police Team Performance Outer West

The tables below show the crime types from week commencing 29th June to 9th September.

Figure 1: Priority Crime in the Calverley and Farsley ward (Ward 8)

Crime Type - Ward 8	w/c 29/07/2013	w/c 04/08/2013	w/c 12/08/2013	w/c 19/08/2013	w/c 26/08/2013	w/c 02/09/2013	Current Total	Previous Total	Change +/-
ASSAULT	1	1	1	2	4	1	10	11	-1
BURGLARY DWELLING	1	1	2		1	3	8	22	-14
BURGLARY OTHER	2		3	3	7	3	18	19	-1
CRIMINAL DAMAGE - BUILDING NON DWELLING			1			1	2	4	-2
CRIMINAL DAMAGE - DWELLING	1				1	2	4	4	0
CRIMINAL DAMAGE - MOTOR VEHICLE			1	3		1	5	9	-4
CRIMINAL DAMAGE - NON SPECIFIC		2		1		1	4	4	0
ROBBERY						1	1	3	-2
THEFT FROM PERSON		1		1	1	1	4	2	2
THEFT FROM VEHICLE	4	1	1	5	5	7	23	40	-17
THEFT NON SPECIFIC	4	8	7	5	5		29	20	9
THEFT OF PEDAL CYCLE	1		2	2		1	6	3	3
TOMV/TWOC						2	2	4	-2
Total	14	14	18	22	24	24	116	145	-29

*Previous 6 weeks 17/06/2013 – 28/07/2013

Figure 2: Priority Crime in the Farnley and Wortley ward (Ward 12)

Crime Type - Ward 12	w/c 29/07/2013	w/c 04/08/2013	w/c 12/08/2013	w/c 19/08/2013	w/c 26/08/2013	w/c 02/09/2013	Current Total	Previous Total	Change +/-
ARSON	1				1		2	2	0
ASSAULT		3	3	5	2	8	21	37	-16
BURGLARY DWELLING	4	1	2	1	3	3	14	24	-10
BURGLARY OTHER		5	1	3	3		12	16	-4
CRIMINAL DAMAGE - BUILDING NON DWELLING	1			1	1	1	4	3	1
CRIMINAL DAMAGE - DWELLING	1	4	3	3	1	3	15	12	3
CRIMINAL DAMAGE - MOTOR VEHICLE		2	4	4	5	2	17	14	3
CRIMINAL DAMAGE - NON SPECIFIC	2	1		2			5	6	-1
ROBBERY		1				1	2	1	1
SERIOUS VIOLENT CRIME								2	-2
THEFT FROM PERSON								2	-2
THEFT FROM VEHICLE	2		2	2		3	9	18	-9
THEFT NON SPECIFIC	4	2	5	3		2	16	13	3
THEFT OF PEDAL CYCLE								2	-2
TOMV/TWOC		1	2		1		4	6	-2
Total	16	20	22	24	17	23	121	158	-37

*Previous 6 weeks 17/06/2013 – 28/07/2013

Figure 3: Priority Crime in the Pudsey ward (Ward 28)

Crime Type - Ward 28	w/c 29/07/2013	w/c 04/08/2013	w/c 12/08/2013	w/c 19/08/2013	w/c 26/08/2013	w/c 02/09/2013	Current Total	Previous Total	Change +/-
ARSON						1	1	5	-4
ASSAULT	7	2	5	3	5	2	24	20	4
BURGLARY DWELLING	2	1	1	6	6	3	19	16	3
BURGLARY OTHER		3	3	3		1	10	12	-2
CRIMINAL DAMAGE - BUILDING NON DWELLING					1		1	1	0
CRIMINAL DAMAGE - DWELLING	2						2	8	-6
CRIMINAL DAMAGE - MOTOR VEHICLE	4	2	2	3	3	2	16	13	3
CRIMINAL DAMAGE - NON SPECIFIC	1	1	1			3	6	2	4
ROBBERY	1				1		2	1	1
SERIOUS VIOLENT CRIME					1		1	0	1
THEFT FROM PERSON			2				2	4	-2
THEFT FROM VEHICLE	3		2	2	4	3	14	20	-6
THEFT NON SPECIFIC	5	3	3	6	3	2	22	12	10
THEFT OF PEDAL CYCLE						1	1	2	-1
TOMV/TWOC	2		1			1	4	7	-3
Total	27	12	20	23	24	19	125	123	2

*Previous 6 weeks 17/06/2013 – 28/07/2013

5.7 The main concern regarding crime is burglary dwelling. If these figures are brought down then the NPT staff will be freed up to concentrate on all of the issues that are important to the elected officials such as parking, speeding and ASB. We are still having a particular problem with lower level crime such as

shoplifting and are working with the commercial organisations at the top level to reduce this demand. Theft from motor vehicles continues to be a problem across all ward areas with the continued focus on integrated sat nav systems from VW's and Audi's. We are again working with the large retail outlets such as midpoint and Owlcoats as well as the vehicle manufactures themselves to try and reduce this problem.

6.0 Anti- Social Behaviour (ASB)

The table below shows ASB calls over the last six weeks compared with the previous period week commencing 28th June - 7th Sept 2013

Figure 4: ASB calls over the last six weeks compared with the previous period

Ward	w/c 29/07/2013	w/c 04/08/2013	w/c 12/08/2013	w/c 19/08/2013	w/c 26/08/2013	w/c 02/09/2013	Current Total	Previous Total	Change +/-
Farnley& Wortley	21	16	18	19	24	13	111	112	-1
Pudsey	6	10	16	16	23	14	85	92	-7
Calverley & Farsley	11	11	5	16	17	15	75	68	7
Total	38	37	39	51	64	42	271	272	-1

6.1 Calverley/ Farsley Ward

There has been an increase in call in relation to complaints of anti-social behaviour. These have in the main focussed on the Farfield area in Farsley. A number of multi-agency actions have been put in place to tackle this problem which is focussed on one particular street where there are a number of resident complaints. Actions include increased patrols, gathering names of the young people in the location and dispersing the groups, talking to parents of the younger youths about behaviour and looking at tenancy management. A partnership action day took place on 30th September and most of the residents on the street was contacted and spoken too about issues or concerns. A number of intelligence reports were generated. The action day included staff from the youth service, victim support, environmental services, the fire service, Leeds anti-social behaviour team and West North West Homes. Communities Action and Support against Crime (CASAC) offered target hardening and home security checks and 6 residents have been booked in for door lock upgrades. There will be further actions in this area to deal with ASB issues and other issues raised local residents by the appropriate partner agency.

6.2 Farnley and Wortley Ward

The main area for antisocial behaviour has been around the Cow Close area of Farnley and pockets around Bawn Drive. An action day took place on 4th July with police/partners the main issues where anti-social behaviour, some criminal damage, speeding on Cross Lane and some environmental littering/fly tipping. However some of these issues are still persisting and discussions at the Outer West tasking meeting focussed on the identification of perpetrators, increased patrols, discussions with youth services for targeted work and looking at possible dispersal order for the area. The partnership actions will also focus on any

enforcement action /sanctions that can be taken by the police, Leeds Anti-Social Behaviour Team (LASBT) and Housing, whilst supporting victims. An action day to gather further intelligence and provide reassurance will take place in October with follow up actions from the findings.

6.3 Cottingley Springs

Following the successful partnership community engagement event on 2nd August, the police have set up weekly contact point at Cottingley Springs to enable residents to discuss issues or concerns, and improved relationships between the police and residents of Cottingley Springs. There is now a police contact point that operates on the site from 1300 to 1400 every Wednesday. This is in its infancy and the take up has been slow but we are keen to promote and extend the relationship with the community at the site.

6.4 Pudsey Ward

The Swinnow area has experienced the highest number of Anti-social behaviour calls in the Pudsey area. There were 33 ASB related calls the main cluster was in the Harleys. Youth related was the most reported ASB type (42%), followed by nuisance motorcycle/quad bike (27%). The calls reported youths being abusive and shouting and swearing and throwing stones/bricks at windows of vehicles and dwellings. The police have focused attention on this area which has seen a decrease in calls. There is some funding for Pudsey to work with young people and this area has been discussed with Positive Activities for young people for some targeted work youth.

The Trojan bus with plain clothes officers has also been deployed to Pudsey following complaints of ASB around the bus station and complaints of ASB in this location have reduced and levels of security improved by Leeds Metro.

An action day focussing on environment issues on the Wellstone's in Swinnow took place on 3rd September with support from the Police.

6.5 Child Sexual Exploitation (CSE)

Child Sexual Exploitation (CSE) is a priority within the Safer Leeds Strategy and a force Wide campaign has been launch called "know the signs". Part of the work is been driven forward by both Children's Services and Community Safety. The Safeguarding the CSE /missing coordinator for Children's services has been working with the Area Community Safety Coordinators to develop three local CSE practitioner forum meetings that reflect the three police divisions. This piece of work is a joint collaboration between both services and in order to be effective requires the support from a wide range of partner agencies.

The forums have 3 main aims these being

- To map and share local information, number locations (not individual cases)
- Focus and address training needs, share new materials & good practice.
- Ensure processes and procedures are understood and disseminated and are working effectively.
- Ensure intelligence passed on appropriately. Develop better links between organisations and specialist providers.

The first West North West CSE forum was held in July which firmed up on representation at the forums and the terms of reference. A further meeting in September focused s on raising awareness of CSE and reporting concerns and developing further awareness sessions to front line workers.

6.6 Off Road Bikes

The Off Road bike team have been active over the summer months tackling issues and complaints for nuisance /illegal bike riding across Outer West . They recently appeared on Look North to highlight some of the issues and the work that they are doing on a daily basis to combat the impact that this has on communities.

There have been 75 calls in the Ward over this quarter as opposed to 77 in the same period last year. The calls being as follows:-

26 in Jul 2013 (21 in Jul 2012).

41 in Aug 2013 (32 in Aug 2012).

8 in Sept 2013 (24 In Sept 2012).

The Anti-Social Behaviour leaflets funded by the Area Committee have been a great success not only with the community but also with offenders, as a result of attending at the home addresses of 3 separate offenders who were tenants in LCC Properties, the main occupant has demanded that the nuisance bike or quad is disposed of for fear of them breaching there tenancy agreements.

7.0 Community Engagement & Reassurance.

The Neighbourhood Police Team continues to support local forums and meetings to engage with communities and to inform them of their work, providing crime prevention advice and to feedback on the local priorities for local neighbourhoods. A new contact point has been established at café Lux in Pudsey.

A successful partnership event took place on Cottingley Springs Traveller site on 2nd August focussing on fun and educational activities to further build on positive relationships with the travelling community. A successful dogwatch event took place on 11th August at Farnley park as well as support for the calverley community event in August. .

8.0 Corporate Considerations

8.1. Consultation and Engagement

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

8.2 Equality and Diversity / Cohesion and Integration

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

8.3 Council Policies and City Priorities

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

8.4 Resources and Value for Money

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

8.5 Legal Implications, Access to Information and Call In

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

8.6 Risk Management

Risk implications and mitigation are considered for each project.

9 Conclusions

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

10. Recommendations

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

- Note the contents of the report and offer comments

11. Background documents

11.1 None

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

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Report of West North West Homes

Report to Outer West Area Committee

Date: 30th October 2013

Subject: West North West homes Leeds involvement in Area Committees

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

Summary of main issues

1. The Housing Services function, previously undertaken by the 3 ALMO's transferred back to Leeds City Council (LCC), on the 1st October 2013. The transfer of ALMO staff to LCC under TUPE regulations is planned to take place on the same date.
2. The Housing Advisor Board met for the first time on 5 September 2013. The board is made up of 6 councillors (4 Labour, 1 Conservative, and 1 Liberal Democrat), 3 tenant representatives and 3 independent members. All major decisions about the housing service will go through the board, which will make recommendations to Executive Board.
3. LCC Housing Services will continue to provide a decentralised housing management services in West Leeds. The Outer West Area Committee area is coterminous with the 'Outer West' housing management area comprising 5200 properties in the Farsley, Calverley, Pudsey, Wortley and Farnley Wards. Tenancy and Estate Management services are delivered locally from Wortley Area Office at 36 Heights Drive, Wortley, LS12 3SU
4. This report seeks to advise the Area Committee of activities undertaken, which impact on local communities and areas where opportunities exist to work collaboratively to improve conditions for local people.

Recommendations

Members of the Outer West Area Committee are invited to note the content of this report.

1. Purpose of this report

- 1.1. To outline the purpose of Housing Services involvement in Area Committees, and to explore ways of making involvement as meaningful and productive as possible

2. Background information

2.1. An introductory report was submitted to the Outer West Area Committee in June 2011, outlining areas of mutual interest and opportunities to promote collaborative working for the benefit of communities in Outer West Leeds. The report recommended that further reports would be provided on a twice yearly basis.

2.2. This report focuses on examples of joint working, and activities which promote community involvement and well being.

3. Main issues

3.1. Environmental Management

3.2. Partnership Working – Locality Arrangements

Enhanced Locality Working started in Wortley on the 8th July 2013, focusing on the Bawns, Heights and Gamble estates. This service has been delivered jointly between LCC Locality Team and Outer West, Neighbourhood Caretaking Team. The focus of undertaking joint work is to improve environmental conditions in the Outer West area and deliver joined up services for the residents of Leeds.

Estate Grading

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

Date	Estate	Meeting Point	Time
02.09.13	Whincover	Shops on Whincover Drive	10.00am
09.09.13	Fawcett	Entr. to estate on Lower Wortley Road	10.00am
16.09.13	Low Moorside	Community Centre next to Co-op	10.00am
23.09.13	Cobdens	Cobden School	10.00am
30.09.13	Nutting Groves & Bawn Approach	Entrance to Nutting Grove estate	10.00am
02.10.13	Bawns estate	Hill Top Community Centre	10.00am
09.10.13	Butterbowl estate	Library – Whincover Drive	10.00am
16.10.13	Tong estate	Shop on Tong Approach	10.00am
23.10.13	Stonecliffe estate	Church on Stonebridge Lane	10.00am
10.10.13	Heights estate	36 Heights Drive	10.00am
17.10.13	Greenthorpes	Jct. Greenthorpe Road & Heights Drive	10.00am
24.10.13	Gambles	Foyer Gamble Hill Croft	10.00am
03.09.13	Roker estate	Jct. Kent Road & Roker Lane	10.00am
13.6.13	Acres Hall & Chaucers	1 Scott Street	10.00am
05.09.13	Harleys & Highburys	6 Harley Drive	10.00am
01.10.13	Claremonts & Crimbles	Claremont Community Centre	10.00am
08.10.13	Fartown & Littlemoors	1 Littlemoor Crescent	10.00am

23.10.13	St Lawrence & Toft House Close	1 Heath Grove	9.30am
06.11.13	Highfields, Westdales & Mt Tabor Street	Entr. Mt Tabor Street	9.30am
04.11.13	Marsden Court	Marsden Court, community room	11.00am
14.11.13	Brookleigh	Brookleigh community room	2.30pm
11.11.13	Farsley estate	Farfield Avenue shops	9.20am
08.11.13	Dawson Corner	Dawson Corner community room	11.00am

3.3. The table below provides details of grading scores.

	Target	December 2012	June 2013
Excellent	40%	22%	34%
Good	50%	34%	46%
Acceptable	10%	44%	20%
Poor	0%	0%	0%

The positive work undertaken by the Neighbourhood Management Officers and the Neighbourhood Caretakers has seen a marked improvement in estate grading scores from December 2012 to June 2013.

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

3.4. Multi Storey Flats

There is an on-going city wide review of multi storey flats. We undertake annual consultation with residents living in multi storey flats in order to gauge satisfaction levels. The cleaning service is provided by LCC Property Maintenance and Cleaning Services. We work closely with the cleaning provider to maintain good cleaning standards in our multi storey and low rise flats. The frequency of cleaning landings and stairwells has recently increased from weekly to twice weekly, which has seen a significant improvement in customer satisfaction levels. There are 10 multi storey blocks in Outer West, our Neighbourhood Caretaking Team visit all 10 blocks daily and in some cases twice daily, where there are high numbers of anti-social behaviour and significant issues with blocked chutes.

Multi Agency Work

We have delivered 2 local action days since the last report, in the following areas Farfield Avenue and The Bawns. Areas that have a grading status of less than excellent or good will be targeted for improvement.

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

3.6. Loan Shark Campaign

We continue to raise awareness of the dangers of Loan Sharks in Leeds. We are building on work previously undertaken which led to 2 arrests in the Swinnow area in June 2013. Our work focuses on raising awareness, how to recognise Loan Shark behaviour and how to confidentially report Loan Shark activity, through organising community actions days and supporting local initiatives with partner agencies.

3.7. Area Panels

Bids approved during 2013 are:

- Additional recreational facilities Gamble estate
- Funding Good Garden Competition
- Provision of bin store, Heights Drive
- Provision of barrier Washington Place
- Provision of funding to support local community access services
- Replacement locks, Dawson Corner
- Provide planters and barrier, Rycroft Towers

3.8. Community Engagement

3.9. Tenant Scrutiny Executive will continue work with LCC and further work will be undertaken as part of the Housing Services review to strengthen tenant engagement mechanisms.

4. Corporate Considerations

4.1. Consultation and Engagement

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

4.2. Equality and Diversity / Cohesion and Integration

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

4.3. Council Policies and City Priorities

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

4.4. Resources and Value for Money

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

4.5. Legal Implications, Access to Information and Call In

There are no legal implications arising from this report.

4.6. Risk Management

There are no risk implications arising from this report.

5. Conclusions

5.1. It is concluded that there are clear benefits and opportunities for LCC Housing Services to work closely with Area Committees as outlined in this report.

Developing this approach provides the opportunity to further develop services and joined up working for the benefit of residents, which ensures that all agencies in the area target resources in a joined up and effective way.

6. Recommendations

6.1. Members are invited to note this report.

7. Background documents

7.1. None.

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Report of the Assistant Chief Executive (Citizens & Communities)

Report to West (Outer) Area Committee

Date: 30th October 2013

Subject: Wellbeing Fund Report

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

Summary of main issues

1. This report provides the West (Outer) Area Committee with an update on the budget position for the Wellbeing Fund for 2013/14. The report provides the current position of the Small Grants and skips pots and those Small Grants and skips that have been received or approved since the last meeting.
2. The report also provides an update on the Youth Activity Fund and those projects seeking support through this pot.
3. The report provides a proposal from Ahead Partnership in relation to the Business Engagement Project for consideration.

Recommendations

The West (Outer) Area Committee is asked to:

- Note the current budget position for the Wellbeing Fund for 2013/14 (Appendix 1).
- Note the current position of the Small Grants and skips pots and those Small Grants and skips that have been received / approved since the last meeting (**Table 1** and **Table 2**).
- Consider the Large grant applications received.
- Note the current position of the Youth Activity Fund.
- Note the current position of the Wellbeing Capital Budget
- Consider the proposal to be received from Ahead Partnership.

Purpose of this report

- 1.1 This report provides members with an update on the budget position for the Wellbeing Fund for 2013/14. The report highlights the current position of the Small Grants and skips pots and those Grants and skips that have been received / approved since the last meeting. It also provides an update on the Youth Activity Fund.

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 by Council taking into consideration both population and deprivation of an area.
- 2.2 The West (Outer) 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 In 2013/14, the West (Outer) Area Committee received a sum of £154,240 of Wellbeing revenue. After deducting any existing commitments and taking account of the 2012/13 carry forward position, the Area Committee had £154,899 of funding available for allocation. All of this funding was committed to 20 projects, as listed in **Appendix 1** (paragraph 1.2).
- 2.4 In 2013/14, the West (Outer) Area Committee received a sum of £23,218 Youth Activity Fund. 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.
- 2.5 At the September Area Committee Members were updated on the capital review undertaken by the Area Support Team. Members at the last Area Committee decommissioned 5 projects giving a remaining capital budget of **£58,849**. Members were also informed about **£9,666.28** through the Capital Receipts Incentive Scheme (CRIS) allocation.

3 Main issues

- 3.1 Wellbeing Budget Statement 2013/14
- 3.2 The latest Wellbeing Budget Statement for 2013/14 is included as **Appendix 1** to this report. This sets out the current budget position for Wellbeing projects showing the amount approved by the Area Committee and the value of funds spent to date. The Wellbeing Budget statement also outlines the current budget

position of those projects funded in previous years which still have funding left to spend.

3.3 Wellbeing Budget – Small Grants & Skips

3.4 **Table 1** below outlines those Small Grant applications that have been approved since the last Area Committee meeting. **Table 2** outlines those skips that have been approved since the last meeting. Taking these into account, there is **£5,496** still available for allocation for Small Grants and Skips in the 2013/14 budget. The Area Committee are asked to note the current position of the budget.

Table 1: Small Grant Approvals

Project Name	Organisation /Department	Amount Requested	Amount Approved
Drystone wall repair	Calverley Horticultural Society	£500	£500

Table 2: Skip Approvals

Location	Ward	Number of Skips	Amount Approved
Tyersal Club (05/09/2013)	Pudsey	1	£125
Swinnow Community Centre (20/09/2013)	Pudsey	1	£125
Swinnow Community Centre (28/09/2013)	Pudsey	1	£125

3.5 **Table 3** below outlines Large Grant applications that have been received. Currently there is not sufficient funding available in the General Revenue pot to cover the cost of these projects, however there are sufficient funds in the Small Grants and Skips budget. Should members wish to consider these applications, funding from the Small Grants & Skips budget may be reallocated into the General Revenue pot.

Table 3: Capital Grant Application

Project Name	Organisation /Department	Amount Requested
Farsley Christmas lights and switch-on event	Farsley Christmas Lights Committee	£1,000 (Appendix 2)
Calverley Christmas lights and switch-on event	Calverley Christmas Lights Committee	£1,000 (Appendix 3)
Pudsey Christmas lights switch on event	Pudsey Christmas Lights Committee	£2,000 (Appendix 4)

3.6 Youth Activity Fund

3.7 In 2013/14, the West (Outer) Area Committee received a sum of £23,218 Youth Activity Fund. This fund is to commission sports and cultural activity for young people age 8-17.

3.8 The current balance for the Youth Activities Fund is **£11,968**. The Area Committee are asked to note the current position of the budget.

3.9 Wellbeing Capital Review

3.10 A review of the Area Committee’s capital budget was carried out by the Area Support Team. It was reported at the last meeting that there were a number of projects that were assigned a capital scheme however the projects were paid from the revenue account. The Area Committee decommissioned the projects and released the funding back into the Outer West Capital Well-being pot. In addition members were also informed of £9,666.28 Capital Receipts Incentive Scheme (CRIS) allocation. **Table 4** below outlines a capital project that has been requested by the Outer West Environment Sub Group. Details of this project are provided at Appendix 5.

3.11 The current balance for the Capital budget is **£68,515**. The Area Committee are asked to note the current position of the budget.

Table 4: Capital Grant Application

Project Name	Organisation /Department	Amount Requested
Outer West Grit Bins	Leeds City Council – Highways Services	£2,525.70 (Appendix 5)

3.12 Business Engagement Project

3.13 At its meeting of 12 April the Area Committee had agreed to set aside funding for a business engagement related project and the Area Support Team developed proposals to approach Ahead Partnership. Ahead Partnership have been approached and they have since secured support of a business support broker (engaged through other funds) to perform almost all the functions listed on the proposal across Outer West and Inner West. Ahead Partnership have suggested that funding could be utilised to add value to their existing project and support with an operating budget. A meeting was scheduled with Outer West Area Committee members and Ahead Partnership on 18 October and supplementary information will be provided to the Area Committee meeting.

4 Corporate Considerations

4.1 Consultation and Engagement

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

4.2 Equality and Diversity / Cohesion and Integration

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

4.3 Council policies and City Priorities

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

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

4.4 Resources and value for money

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

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

4.5 Legal Implications, Access to Information and Call In

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

4.6 Risk Management

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

5 Conclusions

5.1 The West (Outer) Area Committee Wellbeing Fund provides an important opportunity to support local organisations and drive forward improvements to services. This report provides members with an update on the Wellbeing programme for 2012-13.

6 Recommendations

- Note the current budget position for the Wellbeing Fund for 2013/14 (Appendix 1).
- Note the current position of the Small Grants and skips pots and those Small Grants and skips that have been received / approved since the last meeting (**Table 1** and **Table 2**).
- Consider the Large grant applications received.
- Note the current position of the Youth Activity Fund.
- Note the current position of the Wellbeing Capital Budget
- Consider the proposal to be received from Ahead Partnership.

7 Background documents¹ - None

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

1.0 Revenue

1.1 Revenue Budget Calculation

The table below describes the revenue budget calculation for the 2013-14 financial year. It shows the amount allocated to the Outer West Area Committee in 2013-14, details of any carry forward from 2012-13 and any existing commitments.

2012/13 OW Revenue Budget		
2013/14 OW Revenue Allocation	£	154,240.00
2012/13 Carry Forward	£	7,815.47
Youth Activities Fund for 2013/14	£	23,218.00
Total	£	185,273.47
Schemes Approved from 2012-13 budget to be spent in 2013-14	£	7,038.90
2013/14 Commitments	£	181,427.00
Remaining to Allocate		-£3,192.43

1.2 Revenue Project Statement

The table below provides a current revenue project statement. Most grants are paid retrospectively so grants shown as unpaid at this point in the year do not necessarily reflect any potential underspend.

Project Name	Lead Organisation	Wards Benefiting	Amount Earmarked	Amount Paid
Youth Activities Fund 2013-14	WNW Area Support Team	All	£ 23,218.00	£ -
Small Grants & Skip Fund	WNW Area Support Team	All	£ 10,600.00	£ 3,724
Consultation & Engagement	WNW Area Support Team	All	£ 1,500.00	£ -
Welfare Reform Projects	WNW Area Support Team	All	£ 7,000.00	£ -
Pudsey Festival Lights	Leeds Lights / Events	P	£ 8,000.00	£ -
Farsley Festival Lights	Leeds Lights / Events	C&F	£ 5,000.00	£ -
Farsley Festival	Farsley Xmas Lights org	C&F	£ 2,500.00	£ 2,500
Pudsey Carnival	Pudsey Carnival Committee	All	£ 2,000.00	£ -
Pudsey in Bloom	Pudsey in Bloom	P	£ 3,500.00	£ -
Farsley in Bloom	23218	C&F	£ 2,500.00	£ -
Calverley in Bloom	Parks & Countryside	C&F	£ 2,500.00	£ -
Site based Gardener	Parks & Countryside	P / F&W	£ 12,000.00	£ -
Summer Bands	Leeds Int'l concert season	All	£ 3,000.00	£ 3,000
Cow Close Community Corner	Armley Juniors	F&W	£ 19,572.00	£ 14,679
Breeze Friday Night Project	LCC Breeze Team	All	£ 9,729.00	£ 3,243
Summer Leadership Sports Activities	LCC Sports Development	All	£ 3,724.00	£ -
Multi-Agency Action day	LCC Community Safety	All	£ 1,000.00	£ -
Off Road Bikes	West Yorkshire Police	All	£ 2,684.00	£ -
CCTV Maintenance and Monitoring	Leeds Watch	All	£ 30,000.00	£ 23,833
CDW - (Healthy Living Network)	Project in development	P / F&W	£ 17,000.00	£ -
Business Engagement	Project in development	All	£ 14,400.00	£ -
		Total	£ 181,427.00	£ 50,979
	Budget for Year		£ 178,234.57	
	Available to Allocate		-£ 3,192.43	

1.3 Youth Activity Fund

The table below lists those Youth Activity projects supported in 2013-14 and provides a current balance of funding remaining to allocate. Most grants are paid retrospectively so grants shown as unpaid do not necessarily reflect any potential underspend.

Project Name	Lead Organisation	Wards Benefiting	Amount Earmarked	Amount Paid
Mini Breeze Session, Swinnow Park	LCC Out of School Activities Team	P	£ 3,750.00	£ -
Mini Breeze Session, Hainsworth Park	LCC Out of School Activities Team	C&F	£ 3,750.00	£ -
Mini Breeze Session, Farnley Park	LCC Out of School Activities Team	F&W	£ 3,750.00	£ -
		Total	£ 11,250.00	£ -
	Budget for Year		£ 23,218.00	
	Available to Allocate		£ 11,968.00	

1.4 Consultation & Engagement Revenue Pot

The section below provides a budget statement for the Consultation & Engagement Revenue Pot. £1,500 was allocated to the Pot in 2013/14 of which £1,500 remains to allocate in 2013/14.

Total	£0.00
Remaining to Allocate	£1,500.00

1.5 Welfare Reform Projects Revenue Pot

The section below provides a budget statement for the Welfare Reform Projects Revenue Pot. £7,000 was allocated to the Pot in 2013/14 of which £7,000 remains to allocate in 2013/14.

Total	£0.00
Remaining to Allocate	£7,000.00

1.6 Pudsey Festival Lights Revenue Pot

The section below provides a budget statement for the Pudsey Festival Lights Revenue Pot. £8,000 was allocated to the Pot in 2013/14 of which £8,000 remains to allocate in 2013/14.

Total	£0.00
Remaining to Allocate	£8,000.00

1.7 Farsley Festival Lights Revenue Pot

This section provides a budget statement for the Farsley Festival Lights Revenue Pot. £5,000 was allocated to the Pot in 2013/14 of which £5,000 remains to allocate in 2013/14.

Total	£0.00
Remaining to Allocate	£5,000.00

1.8 Revenue Projects Live from Previous Years

The table below provides a revenue project statement for grants funded in previous years that are still live.

Project Name	Lead Organisation	Wards Benefiting	Amount Earmarked	Amount Paid
Swinnow & Heights Worker	Healthy Living Network	P / F&W	£ 4,980.50	£ -
Outer West CCTV cameras	Leeds Watch	0	£ 2,058.40	£ -
Total			£ 7,038.90	£ -

2 Capital

This section provides a budget statement for the 2013 capital allocation.

2.1 Capital allocation

Total	£ -
Remaining to Allocate	£ 68,515.00

3 Small Grants

At its April 2013 meeting the Outer West Area Committee agreed to create a £10,600 fund for small grants and skips. The tables below details the small grants and skips approved in 2013-14 and shows the balance available to spend.

Project Name	Lead Organisation	Wards Benefiting	Amount Earmarked	Amount Paid
Purchase of Cricket Mower	Calverley St Winnifrid's Cricket Club	C&F	£ 500.00	£ 500.00
Pudsey Carnival	Pudsey Carnival Committee	All Wards	£ 1,000.00	£ 1,000.00
Flat Roof Repairs	West Leeds Sports and Social Club	F&W	£ 250.00	£ 250.00
Information Leaflet about reporting Nuisance Bike within communities	West Yorkshire Police	All Wards	£ 250.00	£ 250.00
Cottingley Springs Engagement Day	Positive Activities for Young People (PAYP), Leeds Gate, LCC, West Yorkshire Police.	F&W	£ 500.00	£ 500.00
Covert Surveillance Cameras	LCC WNW Locality Team	All Wards	£ 490.00	£ 490.00
Employment, Learning & advice Community Contact Point	IGEN	0	£ -	£ -
Farsley Designated Public Order Signs	Leeds City Council	C&F	£ 360.00	£ -
Community Engagement/Dog Show Event	West Yorkshire Police	All Wards	£ -	£ 250.00
Farnley Academy Storage Container	Wortley Football Club	All wards	£ 500.00	£ -
Drystone wall repair	Calverley Horticultural Society	Calverley	£ 500.00	£ -
Total			£ 4,350.00	£ 3,240.00
Budget			£ 10,600.00	
Available to Allocate			£ 5,496.00	

4 Skips

At its April 2013 meeting the Outer West Area Committee agreed to create a £10,600 fund for small grants and skips. The table below details the skips approved in 2013-14 and shows the balance available to spend.

Skips	Ward Benefiting	No Of Skips	Amount Approved	Paid
Crimbles allotments	Pudsey	1	£ 124.00	£ 124.00
Swinnow Community centre	Pudsey	Helen Broadhead	£ 130.00	£ 130.00
Swinnow Community centre	Pudsey	Cllr Coulson	£ 125.00	£ 125.00
Tyersal Club	Pudsey	Vic Warren	£ 125.00	£ 105.00
Swinnow Community Centre	Pudsey	Helen Broadhead	£ 125.00	£ -
Swinnow Community Centre	Pudsey	Helen Broadhead	£ 125.00	£ -
Total			£ 754.00	£ 484.00
Budget			£ 10,600.00	
Available to Allocate			£ 5,496.00	

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Farsley Festive Lights
Area Committee Well-Being Fund
Outer West Area Committee

Project Name: Farsley Christmas lights and switch-on event
Amount Applied for: £1,000

Lead Organisation: Farsley Christmas Lights Committee

Project Summary:

This application is to part fund the Farsley Christmas Lights Switch on event to be held on 27 November.

Outer West Area Committee funded Farsley Lights Committee £5K at the April Area Committee Meeting. This funding was for both the Farsley & Calverley festive lights switch on events. The Calverley switch on event will be taking place on 4 December. The funding split for the two events is as follows;

Farsley Lights Switch on Event (27 November):	£3,500
Calverley Lights Switch on Event (4 December):	<u>£1,500</u>
Total:	£5,000

The funding will contribute towards the firework display for the event. Following on from the success of last year the Farsley Christmas Lights group in conjunction with Ward Members and Leeds Lights will organise this annual celebration event.

Evidence of need / Funding Priority

- Safer and Stronger Communities

The event is an important event within the Farsley community. The event is enjoyed by the wider community from Pudsey, Bramley and Calverley.

Project Delivery

Farsley Lights Committee will be hiring the services of a specialist Firework Company from Leeds.

Outcomes

- Firework display for the Farsley Festive lights switch on event

Ward / Neighbourhood:

- Calverley & Farsley, Pudsey, and Bramley.

Project Cost & Financial Breakdown

Total cost of the project	- £5,500
Wellbeing Requested	- £1,000
Wellbeing already Funded	- £5,000 (£3,500 allocated to Farsley Lights Switch on)
Funding from other sources	- Funding has also been requested from the Borough of Pudsey Charity

Financial Breakdown of costs for the Wellbeing funding

Funding requested will contribute towards the cost of a professional operator fired aerial display to the value of £1K

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Calverley Festive Lights
Area Committee Well-Being Fund
Outer West Area Committee

Project Name: Calverley Christmas lights and switch-on event
Amount Applied for: £1,000

Lead Organisation: Project 2000

Project Summary:

This application is to part fund the Calverley Christmas Lights Switch on event to be held on 4 December.

Outer West Area Committee funded Farsley Lights Committee £5K at the April Area Committee Meeting. This funding was for both the Farsley & Calverley festive lights switch on events. The Farsley switch on event will be taking place on 27 November. The funding split for the two events is as follows;

Farsley Lights Switch on Event (27 November):	£3,500
Calverley Lights Switch on Event (4 December):	<u>£1,500</u>
Total:	£5,000

The funding will contribute towards the firework display for the event. Following on from the success of last year the Farsley Christmas Lights group in conjunction with Ward Members will organise this annual celebration event.

Evidence of need / Funding Priority

- Safer and Stronger Communities

The event is an important event within the Calverley community. The event is enjoyed by the wider community from Pudsey, Bramley and Farsley.

Project Delivery

Calverley Lights Committee will be hiring the services of a specialist Firework Company from Leeds.

Outcomes

- Firework display for the Calverley Festive lights switch on event

Ward / Neighbourhood:

- Calverley & Farsley, Pudsey, and Bramley.

Project Cost & Financial Breakdown

Total cost of the project	- £3,500
Wellbeing Requested	- £1,000
Wellbeing already Funded	- £5,000 (£1,500 allocated to Calverle Lights Switch on)
Funding from other sources	- Funding has also been requested from the Borough of Pudsey Charity

Financial Breakdown of costs for the Wellbeing funding

Funding requested will contribute towards the cost of a professional operator fired aerial display to the value of £1K

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Pudsey Festive Lights
Area Committee Well-Being Fund
Outer West Area Committee

Project Name: Pudsey Christmas lights and switch-on event
Amount Applied for: £2,000

Lead Organisation: Pudsey Christmas Lights Committee

Project Summary:

This application is to part fund the Pudsey Christmas Lights Switch on event to be held on 22 November.

Outer West Area Committee funded £8K at the April Area Committee Meeting for the Pudsey festive lights switch on event.

The funding will contribute towards the firework display and other event costs. Following on from the success of last year the Pudsey Festive Lights Committee in conjunction with Ward Members and Leeds Lights will organise this annual celebration event.

Evidence of need / Funding Priority

- Safer and Stronger Communities

The event is an important event within the Pudsey community. The event is enjoyed by the wider community from Farsley & Calverley, Farnley & Wortley and Bramley.

Project Delivery

Pudsey Festive Lights Committee in conjunction with Ward Members and Leeds Lights will organise this annual celebration event. The event has been delivered in partnership to utilise local expertise whilst minimising the Events Team costs.

Outcomes

- A festive Lights Celebration involving the local and surrounding communities.

Ward / Neighbourhood:

- Calverley & Farsley, Farnley & Wortley, Pudsey and Bramley.

Project Cost & Financial Breakdown

Total cost of the project	- £10,000
Wellbeing Requested	- £2,000
Wellbeing already Funded	- £8,000

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Outer West Grit Bins
Area Committee Well-Being Fund
Outer West Area Committee

Project Name: OW Grit Bins
Amount Applied for: £2,525.70

Lead Organisation: Leeds City Council – Highways Service

Project Summary:

This project will provide fifteen grit bins with salt. 5 bins are to be located in each ward area as specified and advised by Ward Members in agreement with Highways Services.

The provision of grit bins is in response to requests from local residents and local volunteers and/or members will act as grit bin champions.

Evidence of need / Funding Priority

- Safer and Stronger Communities

Project Delivery

The project will be delivered by Leeds City Council, Highway Services. Highways will deliver a stocked grit bin to the agreed site. This can be located on the highway verge or footway, provided it does not create an obstruction. The local community would then be responsible for purchasing, spreading and replenishing the salt.

For each location a local resident must be nominated 'grit bin champion' who would take responsibility for the management of the bin.

Outcomes

- Provision of fifteen grit bins and salt accessible for road users in areas where gritting is not provided.

Ward / Neighbourhood:

- Pudsey, Farnley & Wortley, Calverley & Farsley.

Project Cost & Financial Breakdown

Total cost of the project	- £2,525.70
Wellbeing Requested	- £2,525.70

Financial Breakdown of costs for the Wellbeing funding

15 x grit bins at £168.38 = £2,525.70

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Report author: Harpreet Singh
Tel: 0113 3367862

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

Report to Outer West Area Committee

Date: 30th October 2013

Subject: Area Update Report

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

Summary of main issues

1. This report informs the Area Committee of progress against the Area Support Team work programme for Outer West Leeds and local contributions to Council priorities.

Recommendations

1. Members are asked to:
 - Note the contents of the report, comment on any matters raised and suggest items for inclusion in future area update reports.

1 Purpose of this report

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

2 Background information

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

3 Main issues

Environment Sub Group

- 3.1 The Outer West Environmental Sub Group continues to meet to monitor the Service Level Agreement and identify relevant environmental issues. Leaf clearing will be the main priority for the remainder of the year and work would be undertaken with Continental Landscapes.

Forum Update

- 3.2 There has been one forum held since the last Area Committee. The Pudsey forum saw an increase in the number of residents attending. Areas for discussion included community safety, recycling, highways and libraries. The Neighbourhood policing team provided an update for the area including the areas crime statistics. A presentation was received by residents regarding recycling and information on alternate bin collections. Highways reported that Leeds City Council would be progressing various 20mph programmes and concentrating these around schools in the first instance. There are two phases of this programme already in operation covering 16 schools and preparing a third phase for delivery which covers a further 25 zones.

Area Leads

- 3.3 The new Area Lead member roles have now met with the appropriate Executive Board member and Council Services. The sessions took place between September and October and included an introduction to the issues within each of the portfolio theme and the opportunity for Area Lead members to raise the local challenges which they would like to explore. Area Lead members will now be meeting with the local service representatives to agree a programme of work for each theme.
- 3.4 It is proposed to use existing sub-group arrangements, and where no local group exists the Area Support Team will work with Council Departments to ensure that Area Lead members have appropriate support arrangements in place locally. It is the intention of Executive Board members to meet with Area Lead members over the year. Area Committee Chairs will agree local arrangements to ensure Area Lead members have the opportunity report back to the Area Committee on key pieces of work.

Community Development Worker

- 3.5 As previously reported, the Outer West Area Committee, agreed to employ a jointly-funded community development worker with the Inner North West Area Committee. The post will work directly with individuals and community groups to provide practical advice to develop their capacity to deliver projects and represent the needs of local communities. This will create a new opportunity for Area Committees to directly respond to the needs of local groups, who may have the aspiration to do more in their community, but require some help and advice to organise their activities and access funding.
- 3.6 The Area Committees have now undertaken a tender process to select a VCFS organisation to deliver the community development project on their behalf and have appointed Better Leeds Communities (BLC) as the VCFS partner to deliver targeted Community Development Work in Inner North West and Outer West. BLC are now in the process of recruiting to the post of Community Development Worker.

Swinnow Community Centre

- 3.7 A group of local volunteers have come together to form a committee at the Swinnow Community Centre and it has been agreed that the Area Support Team will continue to support the Committee in taking over the management of the centre. The group had a grand re-opening on the 5th October which was a free event that saw a great turnout from the local community. Local councillors, MP's and businesses were invited to the event which hosted a free buffet, silent auction and a discussion on planned events for the centre. A number of events are scheduled to raise funds to support the running of the centre.

Welfare Reform Update

- 3.8 Partners have been working collectively to deliver Opportunity Knox events. These are market style events for members of the public. The primary objective being to tackle and raise awareness about illegal money lending, with a further raft of partners from advice services, health services, financial services, employability partners and emergency services in attendance.
- 3.9 Public Health are developing a money management/ budgeting course toolkit to enable practitioners to deliver sessions in community centres across the WNW.
- 3.10 Frontline worker training sessions are being organised in Outer West by Public Health and Trading Standards to raise awareness around illegal money lending, high interest loans and debt prevention.
- 3.11 West North West Homes Leeds (WNWhL) is continuing work through the Illegal Money Lending Team to look at tackle loan sharks and scams. Staff briefings have been undertaken on loan sharks and scams, particularly focusing on the elderly and vulnerable. Further campaigns are planned, including a week of action in October. The last campaign led to the arrest of two people from West Leeds in connection with illegal money lending.

3.12 The WNWhL Financial Inclusion officer has been promoting free school meals, budgeting skills and reducing utility bills to all customers, targeted towards those on a low income. In addition to facilitating two locally based, free financial advice surgeries one of which being an on-going project in Cow Close Community Corner. By the year end, the number of free financial advice surgeries will increase to four in total.

4 Corporate Considerations

4.1 Consultation and Engagement

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

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

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 This section is not applicable to this report.

4.3 Council Policies and City Priorities

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

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

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

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

4.4 Resources and Value for Money

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

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

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

4.5 Legal Implications, Access to Information and Call In

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

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

4.6 Risk Management

4.6.1 There are no significant risks identified in this report.

5.0 Conclusions

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

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

6.0 Recommendations

6.1 The Outer West Area Committee members are invited to:

- i. Note that the contents of the report and to comment on any aspect of the matters raised.

Background documents¹

None

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

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