



NORTH EAST (OUTER) AREA COMMITTEE

**Meeting to be held in Grange Park Sports Club, Wetherby, LS22 5NB on
Monday, 16th September, 2013 at 6.00 pm**

MEMBERSHIP

Councillors

G Wilkinson (Chair) - Wetherby;
A Lamb - Wetherby;
J Procter - Wetherby;

N Buckley - Alwoodley;
P Harrand - Alwoodley;
D Cohen - Alwoodley;

A Castle - Harewood;
R Procter - Harewood;
M Robinson - Harewood;

**Agenda compiled by:
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Civic Hall
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**East North East Area Leader:
Rory Barke
Tel: 33 67627**

A G E N D A

Item No	Ward	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting.)</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:</p> <p>No exempt items or information have been identified on the agenda</p>	

Item No	Ward	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
5			<p>DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS</p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2000 and paragraphs 13-18 of the Members' Code of Conduct. Also to declare any other significant interests which the Member wishes to declare in the public interest, in accordance with paragraphs 19-20 of the Members' Code of Conduct.</p>	
6			<p>OPEN FORUM</p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
7			<p>MINUTES OF THE PREVIOUS MEETING</p> <p>To confirm as a correct record the minutes of the previous meeting held on 8th July 2013</p> <p>(Copy attached)</p>	1 - 12

Item No	Ward	Item Not Open		Page No
8			<p>UPDATE ON WELFARE BENEFIT CHANGES</p> <p>To consider a report by the Chief Officer, Welfare and Benefits which provides an update of the impact of the welfare reforms at both city-wide and ward-level basis and also provides information on arrangements that have been put in place to support tenants.</p> <p>The report also details some of the preparations that are underway for Universal Credit with a focus on locality-based support that can be provided. A key element of the preparations for Universal Credit and a response to the welfare reforms is a programme of work aimed at tackling the issue of payday and high cost lending in the city. The report provides information about this programme and seeks input from the Area Committee on how the programme of activity can work at a locality level.</p> <p>(Report attached)</p>	13 - 58
9	Alwoodley; Harewood; Wetherby		<p>CHILDREN'S SERVICES AREA COMMITTEE UPDATE REPORT</p> <p>To consider a report by the Director of Children's Services which provides an update about local outcomes for children and young people. The report summarises performance at Area Committee level, with a broader acknowledgement of city level performance. Key issues for Children's Services are highlighted, including Ofsted inspection, basic need, and child friendly city.</p> <p>(Report attached)</p>	59 - 72
10	Alwoodley; Harewood; Wetherby		<p>STRENGTHENING LINKS BETWEEN AREA COMMITTEE AND TOWN AND PARISH COUNCILS</p> <p>To consider a report by the Area Leader – East North East Leeds which provides information on the relationship with Town and Parish Councils in the outer north east area in response to the safer and stronger communities scrutiny report.</p> <p>(Report attached)</p>	73 - 80

Item No	Ward	Item Not Open		Page No
11			<p>INVESTING IN YOUNG PEOPLE: UPDATE OF THE FUTURE DIRECTION OF YOUTH SERVICES AND DELEGATED FUNCTIONS FOR AREA COMMITTEES</p> <p>To consider a report by the Director of Children's Services which provides proposals for spending the budget delegated to the Area Committee for universal youth services.</p> <p>(Report attached)</p>	81 - 86
12	Alwoodley; Harewood; Wetherby		<p>WELL-BEING FUND BUDGETS</p> <p>To consider a report by the East North East Area Leader which provides an update on the current position of the revenue Well-being Funding for the Area Committee and sets out applications made for consideration.</p> <p>(Report attached)</p>	87 - 98
13	Alwoodley; Harewood; Wetherby		<p>AREA COMMITTEE BUSINESS PLAN UPDATE</p> <p>To consider a report by the East North East Area Leader which provides an update on the business plan priorities for 2013/14.</p> <p>(Report attached)</p>	99 - 110
14	Alwoodley; Harewood; Wetherby		<p>WETHERBY & HAREWOOD TOWN AND PARISH COUNCIL FORUM</p> <p>To consider a report by the East North East Area Leader which provides the Area Committee with the minutes from the meeting of the Wetherby & Harewood Town and Parish Council Forum held on 11th July 2013.</p> <p>(Minutes attached)</p>	111 - 120

Item No	Ward	Item Not Open		Page No
15			<p>DATE AND TIME OF NEXT MEETING</p> <p>To note that the next meeting will take place on Monday 28th October 2013 at 5.30pm in the Civic Hall, Leeds.</p>	

Agenda Item 7

NORTH EAST (OUTER) AREA COMMITTEE

MONDAY, 8TH JULY, 2013

PRESENT: Councillor G Wilkinson in the Chair

Councillors J Procter, P Harrand, A Castle,
D Cohen and M Robinson

OFFICERS:

Sandie Keene – Director of Adult Social Care
Ken Morton, Children’s Services
Chief Inspector Matt Davison – West Yorkshire Police
Station Commander Ben Bush – West Yorkshire Fire and Rescue Service
Beverley Yearwood – Safer Leeds
John Woolmer – ENE Locality Manager, Environment & Neighbourhoods
Laura Eagle - Environment & Neighbourhoods
Rory Barke – East North East Area Leader
Carole Clark – East North East Area Support Tem
John Grieve – Governance Services

IN ATTENDANCE:

8 Local residents representing the Save Primrose Hill Action Group

1 Late Items

Although there were no formal late items, the Area Committee was in receipt of additional correspondence received in respect of the proposed decommissioning of Primrose Hill Care Home and the latest available minutes from the Area Chairs Forum dated 3rd May 2013.

2 Apologies for Absence

Apologies for absence were received from Councillors: N Buckley, A Lamb and R Procter

3 Declaration of Disclosable Pecuniary and Other Interests

Councillors J Procter and G Wilkinson declared an interest in relation to a Wellbeing Funding application submitted on behalf of Wetherby Town Council the Town Council being the event organisers, Councillor J Procter and Wilkinson being Members on the Town Council (Minute No.13 refers)

4 Open Forum

Better Lives for the people of Leeds-Residential Care for Older People - Members received a presentation from Councillor Tim Baker (Boston Spa Parish Council) on behalf of the Primrose Hill Action Group who expressed concerns at the proposed closure of Primrose Hill Care Home.

Councillor Baker set out the reasons for the opposition to the proposed closure of Primrose Hill Care Home.

The Chair thanked Councillor Baker for his attendance and presentation commenting that the matter would be discussed later on in the meeting.

5 Minutes of the Previous Meeting

RESOLVED – That the minutes of the previous meetings held on 18th March and 14th May 2013 were accepted as a true and correct record

6 Local Authority Appointments to Outside Bodies

The Chief Officer (Democratic and Central Services) submitted a report which outlined the area committee's role in relation to elected member appointments to outside bodies and requested the meeting to determine the appointments to those organisations which fall to the Committee to make in accordance with the submitted schedule.

Appended to the report were copies of the following documents for the information/comment of the meeting:-

- Area Committee Appointments to Outside Bodies Schedule (North East Inner) (Appendix 1 refers)

RESOLVED –

- a) That the contents of the report and appendix be noted.
- b) That approval be given to the following annual appointments for 2013/14:-

Outside Body

Appointee

East North East ALMO
Area Panel

Councillor N Buckley
Councillor G Wilkinson

7 Appointment of Area Lead Members, Cluster Representatives and Corporate Carers

The Assistant Chief Executive (Customers and Communities) submitted a report which requested the Area Committee to make appointments for Area Lead Member roles, Clusters and the Corporate Carers Group for the 2013/14 municipal year.

The report provided background information and commentary on each of the categories to be appointed.

RESOLVED – That appointments be made as follows:

Area Lead Member Roles

- Environment & Community Safety – Councillor G Wilkinson
- Children's Services – Councillor A Lamb
- Employment, Skills and Welfare - Councillor M Robinson
- Health, Wellbeing and Adult Social Care – Councillor N Buckley

Corporate Carers Group

- Councillor A Lamb

Children's Services Cluster Partnership Representative

- Alwoodley - Councillor D Cohen
- EPOSS (Elmet partnership of schools and services) – Councillor A Lamb (Wetherby) – Councillor M Robinson (Harewood)

Environment Sub Group

- Councillor G Wilkinson
- Councillor M Robinson
- Councillor N Buckley

8 Better Lives for People of Leeds: Care Homes and Day Services for Older People

The Director of Adult Social Services submitted a report which outlined the Better Lives Vision, in which a review of the Council owned Care Homes and Day Centres had been completed and proposals developed that revise the current service and model and, if implemented would lead to the decommissioning of one facility within the Outer North East Area Area

The report identified that Primrose Hill was the facility most likely to be decommissioned with residents being transferred to services of their choice already available in the area

Sandie Keen, Director of Adult Social Care, presented the report and responded to Members' comments and queries

Detailed discussion ensued on the contents of the report

In summary, specific reference was made to the following issues:

- Had adequate consultation been undertaken?
- Approximately 1000 surplus beds were available throughout the city but there was a lack of provision in the Wetherby area
- Alternative options for residents of Primrose Hill were not forthcoming
- Wetherby Manor currently had no vacancies
- 22 people were in residence at Primrose Hill
- Should the decision be taken to close Primrose Hill Care Home, it would be decommissioned over a period of time, to allow residents to find alternative options.
- Previous briefing meetings suggested that Wetherby Manor could accommodate Primrose Hill residents but this now appears not to be the case, because there is no availability in the area
- Options around choice in the local area are not possible at this time but residents may wish to explore other options: - such as moving out of the area for example.
- The definition of "The Area" lacks clarity

In drawing the discussion to a conclusion the Chair said that consultation was carried out on the basis that places would be available in Wetherby Manor that appears to be not the case, resulting in a lack of provision in the Wetherby area.

It was the opinion of the Area Committee that the consultation undertaken about the proposed decommissioning of Primrose Hill Care Home is required to be re-visited.

RESOLVED –

- (i) To note the consultation process to implement the recommendations of the Executive Board held on 15th February 2013
- (ii) That the matter be referred back to the Executive Board with a request for the consultation around the proposed decommissioning of Primrose Hill Care Home is re-visited.

9 North East Divisional Community Safety Partnership Annual Report

The North East Divisional Community Safety Partnership submitted a report which provided an overview of the performance of the North East Divisional Community Safety Partnership and Ward based Neighbourhood Policing Teams.

The report also included details of the key initiatives that had been delivered in local communities to reduce crime and disorder covering the period 1st April 2012 to 31st March 2013.

Appended to the report were copies of the following documents for the information/comment of the meeting:-

- Structure chart for the North East Divisional Community Safety Partnership (Appendix A refers)
- Summary of POCA projects funded in the Outer North East area (Appendix B refers)

Beverley Yearwood, East North East Divisional Community Safety Partnership, presented the report and responded to Members' queries and comments.

Inspector Chief Inspector Matt Davies, West Yorkshire Police was also in attendance and provided the meeting with background details.

Detailed discussion ensued on the contents of the report and appendices. Specific reference was made to the increase of overall crime in the Alwoodley Ward and the increase of theft from supermarkets. Chief Inspector Davison explained that the police were currently working with retail outlets on redesign and security issues.

Commenting on the other theft category, Councillor Wilkinson requested some feedback regarding the detection rates for theft.

RESOLVED –

- (i) That the contents of the report be noted
- (ii) To continue to support the Divisional Safety Partnership in prioritising the new Safer Leeds Priorities and tackling burglary dwelling during 2013/14 through partnership work at neighbourhood level

10 West Yorkshire Fire and Rescue Service Annual report

The West Yorkshire and Rescue Service submitted a report which provided information on the emergency response activity in the Outer North East area covering the period 1st April 2012 to 31st March 2013 and the changes to the Local Area Risk Reduction Team (LARRT) within the East Leeds area

Appended to the report were copies of the following documents for the information/comment of the meeting:-

- Home fire safety checks for the Alwoodley, Harewood and Wetherby wards for 2012/13

Ben Bush, Station Commander, Wetherby and Moortown, West Yorkshire Fire and Rescue Service presented the report and responded to Members' queries and comments.

Detailed discussion ensued on the contents of the report and appendices.

In summary, specific reference was made to the following issues:-

- The analysis contained in the appendix which set out the huge reductions in incidents
- Encouraging fire crews to become more involved in risk and reduction by visiting premises commercial and private to offer help and advice which would reduce the risk of fire
- Firefly project, safety marker system used to highlight the location of vulnerable members of the community in their homes to fire fighters in the event of a fire, to date 185 dwellings had this system
- False alarms from schools
- Resources available at the Moortown station

Commenting on the false alarms from schools, Commander Bush said these were not malicious incidents; it was usually a fault with the system

In response to concerns about the impact of past closures of stations Commander Bush reassured the area committee that in emergency situations, additional pumps would be brought from other areas.

Responding to Councillor Cohen's query about the resources available at Moortown Station, Commander Bush said currently there was one pump located at the station.

RESOLVED – That the contents of the report be noted

11 Service Level Agreement - 2012/13 End of Year Performance Report and 2013/14 Approval

The East North East Locality Manager, Environment and Neighbourhoods Directorate submitted a report which provided information relating to the performance of the service in delivering commitments made in the 2012/13 Service Level Agreement. The report also requested Members to consider and approve the SLA for 2013/14.

Appended to the report was a copy of the following document for the information/comment of the meeting:-

- SLA Performance Report 2012/ 13 (Appendix A)
- Draft Service Level Agreement 2013/14 – Delegation of Environmental Services (Appendix B)
- Trial Mobile Cleansing Service – Proposal (Appendix B)
- Menu of Additional Local Services Available (Appendix B)

John Woolmer, East North East Locality Manager, Environment and Neighbourhoods Directorate presented the report and responded to Members' queries and comments.

In summary, specific reference was made to the following issues:-

- 2012/13 SLA – End of year review
- Enforcement – Customer responsive activity
- Street Cleansing – Programmed activity
- Outcomes of activities summarising how the service had performed over the year
- Management of resources, in particular sickness levels across the service.
- Proposals for a trial mobile cleansing service

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

- Clarification around dog fouling – (Statistics to be brought back to the Environmental Sub Group)
- The return of the ALMO's back into Council control which would have a significant impact on the Environmental Service
- No reduction in flytipping
- Clarification around dead animal removal, usually road kill
- Clarification on verminous properties
- In managing resources, Members noted that the team had achieved the required budgetary efficiencies and requested confirmation that the other teams had also achieved their targeted efficiencies.

Commenting on Planning Enforcement issues Councillor J Procter said that it was important that planning enforcement issues be pursued and could this function be delegated to the Area Committee to influence.

Members of the Area Committee were supportive of Councillor Procter's suggestion

RESOLVED-

- (i) That the contents of the report and appendices be noted and welcomed.
- (ii) To note the end of year Performance Report for the Service Level Agreement covering the period 2012/13
- (iii) To approve the Service Level Agreement for the period 2013/14 Municipal year as summarised in sections 39-41 and Appendix B of the submitted report.

- (iv) To approve the contribution of a maximum of £10K towards the establishment of a trial mobile cleansing resource to service the Alwoodley ward and the outer villages not covered by existing street attendants or “lengthsmen”. The contribution and resource to be split:40% Alwoodley, 40% Harewood, 20% Wetherby. The contribution to be made on the basis that should the trial be successful , the service will look to mainstream the activity.
- (v) To formally request that the Planning Enforcement function be delegated to the Area Committee.

12 Investing in Young People: Update of the Future Direction of Youth Services and Delegated Functions for Area Committees

The Director of Children’s Services submitted a report which provided an update on the recommendations agreed at the Executive Board held on 13th March 2013; Investing in Young People: Future Direction for Youth Services in Leeds.

The report informed and updated the Area Committee on its delegated responsibilities for Youth activity funding and included how they should commission, monitor, evaluate local play, arts, sports and cultural activity for young people age 8 – 17 years with the involvement and participation of children and young people throughout the process.

Ken Morton, Department of Children’s Services presented the report and responded to Members’ queries and comments.

Detailed discussion ensued on the contents of the report

In summary, specific reference was made to the following issues:

- Members attention was brought to the funding available for Outer North East Leeds for universal activities for young people.
- More development of the Breeze Card brand.
- Do something different in terms of commissioning out activities.
- Aspiration for a voucher system to fund activities (The voucher going directly to the child)
- Changes to the level of staffing
- More devolvement of the budget
- The basis of the formula for distributing target youth work resource of £2.53m
- Deprivation in the City
- Asset transfer

In passing comment Councillor J Procter suggested that the future direction of Youth Services and the involvement of Area Committees appeared to be the establishment of Service level Agreements (SLA) whereby the Area Committee would have influence over the deployment of staff. Councillor

Procter suggested there was further clarification required around the budget for the service and who has the “overview”?

In responding Mr Morton said it was intended that a report would go to the Executive Board in July 2013 which would supply further details about funding and in particular the formula which would be used to distribute the £2.53m of targeted youth work resource.

Mr Morton said the Area Committee would be able to provide local influence through a baseline SLA:

- Activities currently taking place
- Other priorities
- Better alignment of resources using local knowledge
- Managing resources in a different way
- Discussions on how to take matters forward

RESOLVED –

- (i) That the area committee consider how the activity funding will be delivered in each area, building on the Breeze brand.
- (ii) That the area committee consider linking the universal funding with other possible funding streams
- (iii) That children and young people will be involved throughout the planning, decision making and evaluation of the activity funding, possibly through cluster arrangements.
- (iv) The Chair, (Councillor Wilkinson) and the Area Lead for Children’s (Councillor A Lamb) work with the Executive Member Children’s Services about how to best enable spend on targeted youth work across local areas in Leeds

13 Well-being Fund Budgets

The East North East Area Leader submitted a report which provided an update on the current position of the revenue wellbeing funding and set out details of application seeking wellbeing funding.

Appended to the report were copies of the following documents for the information/comment of the meeting:-

- Outer North East Area Committee Wellbeing Budget 2013-14 (Appendix A refers)
- Wellbeing Budget 2013-14 ward breakdown (Appendix B refers)
- Wellbeing Fund Monitoring Report (Appendix C refers)

Carole Clark, East North East Area Management presented the report and responded to Members’ comments and queries

Draft minutes to be approved at the meeting
to be held on Monday, 16th September, 2013

Detailed discussion ensued on the contents of the report and appendices.

Councillors J Procter and G Wilkinson declared disclosable pecuniary and other interests in relation to a Wellbeing Funding application submitted on behalf of Wetherby Town Council the Town Council being the event organisers

RESOLVED –

- a) That the contents of the report and appendices be noted.
- b) That this Committee notes the spend to date and current balances for the 2013/14 financial year in accordance with the report now submitted
- c) That the following projects be dealt with as follows:-

Organisation	Project	Amount
Northcall Community Centre	Northcall	Application withdrawn by applicant
Alwoodley Parish Council	Alwoodley Festive Lights	AGREED - £3500
Shadwell Parish Council	Shadwell war Memorial renovation	AGREED - £710.50
Leeds City Council	Linton Lane 30mph	AGREED - £4,000
Wetherby Arts Festival	Wetherby Festival 2013	AGREED - £2,000
Wetherby Town Council	Wetherby Annual Events	AGREED - £4,000
Wetherby Community Radio Limited	Barleyfields Radio Project	AGREED - £1,000
Leeds City Council	Site Allocation Communication	Ratify the decision taken via officer delegation which approved - £5181.65
Leeds City Council	Wellbeing Grant Acknowledgement Signs	AGREED - £150
Leeds City Council	Peripatetic Street Cleansing Service	AGREED - £10,000

- d) That the budget allocation for 2013/14 be noted and the sums set aside for small grants, skips and community engagement be approved in accordance with the report now submitted.

14 2011 Census Results

The Assistant Chief Executive (Customer Access and Performance) submitted a report which highlighted some of the main findings from the 2011 Census, which may have implications for the Outer North East area

In particular:

- A higher than average proportion of older people (aged 65+)
- An increasing diversity within the population
- A higher than average proportion of pensioners only households, and of lone pensioner households
- An increase in the number of people reporting a claiming –long-term illness
- A higher than average proportion of people who are providers of unpaid care

RESOLVED – That the contents of the report be noted.

15 Wetherby & Harewood Town and Parish Council Forum

The East North East Area Leader submitted a report which provided an introduction to the minutes of the Wetherby & Harewood Town and Parish Council Forum held on 25th April 2013.

RESOLVED –

- (i) That the minutes be noted.
- (ii) That, where appropriate, to support the Parish Council Forum in resolving any issues raised.

16 Area Chairs Forum Minutes

The Assistant Chief Executive (Planning Policy and Improvement) submitted a report notifying Members that the minutes of the Area Chairs Forum meetings would be brought to Area Committee meetings as a regular agenda item. The report also provided a brief overview of the Area Chairs Forum Meetings

The minutes of the Area Chairs Forum dated 3rd May 2013 were circulated at the commencement of the meeting as supplementary information

RESOLVED –

- (i) That the contents of the report be noted.
- (ii) That the minutes of the Area Chairs Forum held on 1st March and 3rd May 2013 be received and noted.

17 Date and Time of Next Meeting

RESOLVED - To note that the next meeting will take place on Monday 16th September 2013 at 6.00pm at Grange Park Sports Club, Wetherby, LS22 5NB



Report author: S Carey, D
 Roberts, S Hughes
 Tel: 67630

Report of Chief Officer, Welfare and Benefits
Report to Outer North East Area Committee
Date: 16th September 2013
Subject: Update on Welfare Benefit changes

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

Summary of main issues

1. Significant welfare changes were introduced in April 2013 and the impact of these changes has seen more tenants fall into arrears with their rent and their Council Tax. Steps have been taken to mitigate the impact of the changes, including changes to recovery processes, and support is being provided to those tenants who engage with the council about their arrears.
2. The Discretionary Housing Payments scheme, which provides support to tenants affected by the welfare changes, is on track to spend the full £1.9m budget with the bulk of this spend going on those deemed to be priority cases within the Council's policy. Further funding may be available this year from DWP but this is subject to a bidding process and details of the process have yet to be announced.
3. The Local Welfare Support scheme, which has replaced the Social Fund scheme in Leeds, provides goods and services rather than cash to those in need. The spend in the 1st quarter clearly shows that there will be an underspend against this fund and, as a consequence, proposals will be developed and taken to Executive Board for alternative uses of this funding. Proposals will also be developed on potential Local Welfare Support schemes for 2014/15. It is intended to discuss these proposals for the 14/15 scheme with Area Committees ahead of an Executive Board recommendation.
4. The roll out of Universal Credit has started with a further 6 small areas announced as Universal Credit sites. The main roll out of Universal Credit is now not expected until late 2014 or even later. Nevertheless, preparations continue and one of the key

aspects of the preparations relates to tackling high cost lenders in the city. A plan of action has been developed that includes city-wide and locality-based events and the report seeks input from Area Committees for the programme.

5. Section 4 of the report highlights actions taken in the locality in preparation and response to the changes to support residents.

Recommendations

6. The Committee is asked to:
 - 6.1. Note the information about the impact of the welfare reforms;
 - 6.2. Note the information about the campaign against high cost lenders and contribute to options for locality-based events and initiatives to support the campaign;
 - 6.3. Note the work on going in East North East to mitigate the impact of the changes;
 - 6.4. Members are requested to consider the impact on the local area and how further work may be undertaken to support residents through the various changes.

1. Purpose of this report

- 1.1 The report provides an update of the impact of the welfare reforms at both a city-wide and ward-level basis and also provides information on arrangements that have been put in place to support tenants.
- 1.2 The report details some of the preparations that are underway for Universal Credit with a focus on locality-based support that can be provided. A key element of the preparations for Universal Credit and a response to the welfare reforms is a programme of work aimed at tackling the issue of payday and high cost lending in the city. The report provides information about this programme and seeks input from Area Committees on how the programme of activity can work at a locality level.

2 Background information

- 2.1 As part of the Government's programme of welfare reforms, changes to Housing Benefit, Council Tax Benefit and the Social Fund came into effect from April 2013. These changes mean that:
 - Working age social sector tenants deemed to have one or more spare bedrooms see their Housing Benefit reduced;
 - The majority of working age households see their Council Tax Support reduced by 19%; and
 - Funding allocated to the Crisis Loans and Community Care Grants elements of the Social Fund is devolved to local councils.
- 2.2 In recognition of the difficulties these changes may cause for some families, the Government increased funding to local Councils for Discretionary Housing Payments schemes. Funding for Leeds increased from £800k in 12/13 to £1.9m in 13/14.
- 2.3 Further welfare changes came into effect later in the year.
 - Personal Independence Payments (PIP), which replaces Disability Living Allowance, came into effect from June 2013 for new claims only. The main programme of reviewing DLA cases to see whether they will transfer to PIP, starts in October 2015 although DLA claims that are due to be reviewed before then will be considered for PIP earlier;
 - The Benefit Cap comes into effect in Leeds from 12th August 2013 and will see around 424 families lose some or all of their Housing Benefit.
- 2.4 A number of analyses have been carried out on the total impact in Leeds of the programme of welfare changes. Sheffield Hallam University estimates that the changes see a loss of benefit of £232m a year in Leeds, while the LGA's analyses estimates the loss in Leeds at £171m a year.

2.5 The welfare changes come at a time when there is significant concern about the growing use of payday and high interest rate lending which is a growing sector of the unsecured lending market.

High Cost Lenders (HCL)

2.6 According to a recent analysis by Price Waterhouse Coopers and the Local Data Company, statistics show retail store closures have climbed tenfold in one year. However, pound shops, pawnbrokers, charity shops, cheque cashing, payday loan shops and betting shops are bucking the trend and showing considerable growth. The table below shows the ‘risers and fallers’ by business type across the UK’s top 500 town centres during 2012:

Risers	Net Change (%)	Fallers	Net Change (%)
Cheque Cashing/Payday Loans	+20.0	Card & Poster Shops	-23.4
Pound shops	+13.0	Computer Games	-45.0
Pawnbrokers	+13.2	Women’s Clothes Shops	-7.2
Charity shops	+2.7	Recruitment Agencies	-15.1
Betting Shops	+3.3	General Clothing	-8.7
Supermarkets	+3.6	Health Foods & Products	-24.7
Coffee Shops	+3.4	Banks & Financial Institutions	-2.9

Table - Top risers and fallers by business type in 2012 (Source: Local Data Company)

2.7 Work was undertaken in 2012 to try to determine the numbers of money shops in Leeds city centre and in district centres. This is not straightforward because there is no clear planning or industrial classification to distinguish these types of shops. **However, from available sources of information a list was compiled and is attached to this report at Appendix 6**

2.8 The high cost lending market (Home Credit, Pawn Brokers, Money Shops, Payday Lenders, rent-to-buy) was estimated by the OFT to be £7.5 billion in loans to consumers in 2008¹. The equivalent figure for payday loans at that time was £900 million but it is reported that this figure will have more than doubled by 2011. It is further estimated that 5 million people in the UK access high cost credit of which 2 million use payday lenders.

2.9 If this national picture is equated to the Leeds population it means that up to 60,000 people in Leeds may use high interest lenders including approximately 22,500 people who may take out Payday loans. In addition to the social cost, this market represents a potentially huge impact on the Leeds economy. Based on national data, the high cost market in Leeds could be in the region of £90m. If everyone using high cost credit in Leeds had access to affordable sources this could reduce the cost of borrowing by up to £60m in a year to Leeds families. Even a 10% penetration into this market would represent a significant annual gain for Leeds communities and the economy.

¹ OFT, Review of High Cost Credit, June 2010

- 2.10 According to research company Data Monitor, the payday lending market could account for £3.4bn of loans by 2014.
- 2.11 The StepChange debt charity, which provides a national debt counselling service, has said that more than twice as many people who sought help with debts in 2012 had payday loans compared with 2011. It helped 36,413 people last year who had payday loan debts, some 20,000 more than the previous year. They also reported that 42% of their clients under age 25 had payday loans. This is a fourfold increase in just 2 years.
- 2.12 Earlier this year the Office of Fair Trading (OFT) undertook a review of the businesses of the top 50 payday lenders (which together account for around 90% of the payday market by turnover). The review found a number of examples of non-compliance with the industry code of practice including:
- Failing to show the APR interest of their loans;
 - %age APR or calculated examples not prominent enough on their sites;
 - Omitting or downplayed information about the costs and risks to the borrower;
 - Not conducting adequate affordability assessments;
 - Actively promoting rolling over loans for an extended term when borrowers would be better served by a repayment plan;
 - A number of firms were using aggressive debt collection practices.
- 2.13 As a result, the sector will face advertising curbs and be under closer supervision. The government wants to limit the number of adverts shown per hour on TV and ensure that terms and conditions are displayed more prominently.
- 2.14 The OFT also required the companies to take immediate steps to address areas of non-compliance or risk losing their consumer credit licence. After the end of the 12 week deadline set by the OFT, 14 of the companies indicated that they were to withdraw from the payday lending market (1 company failed to respond). In addition the OFT has referred the whole of the industry to the Competition Commission, which has wider powers to deal with some of the issues identified for the protection of consumers.

Financial Conduct Authority (FCA)

- 2.15 The new financial services regulator – FCA - will take over the Financial Services Authority's consumer financial watchdog powers and have powers to cap the cost of payday loans, but not until 2014. The FCA will be granted this key weapon, along with other ways to keep rogue lenders in check. There will however be a 'legal loan sharks' window of opportunity before regulators can limit charges in 2014.

The FCA will also have powers to create rules which will:

- Limit the length of a payday loan
- Impose a limit on the number of times a payday loan is rolled over
- Make a payday loan agreement unenforceable
- Force money or property to be returned to consumers and redress to be given to consumers by a firm

- 2.16 While the regulator will have these powers, it has to assess whether they need to be used. In a recent report (March 2013) from the Department for Business Innovation and Skills (BIS), the Government Minister indicated that whilst: "the Government recognises that a cap might be appropriate at some point in the future" "The Government does not believe that a total cost of credit cap is the best way to address the concerns in the pay day lending market at this time."
- 2.17 In response to these concerns the council is launching a campaign to tackle high cost lenders and information about this campaign is contained in the main issues part of this report.

3 Main issues

- 3.1 Appendix 1 provides data on the impact of the welfare changes as at the end of July 2013. The data is shown at both city-wide and ward level and, where appropriate, at ALMO level. The main issues to note are set out below.

Social sector size criteria (under-occupancy)

- 3.2 The number of tenancies affected has reduced since the start of April but continues to remain high at 7,834 across the city. The reduction in tenancies affected is fairly consistent across the ALMOs and is likely to reflect the intense activity undertaken to ensure that new and existing tenants are aware of the changes and their implications.
- 3.3 However, the level of rent arrears is increasing as a result of under-occupancy. Of the 7173 ALMO tenants that were affected by under-occupancy at the start of April 2013, 1,934 already owed rent – this equates to 27%. At the end of July 2013, 3,821 of the 6,296 tenants affected owed rent – this equates to 60%. It is clear from this that many tenants are struggling to cope with the changes.
- 3.4 In April 2013, Executive Board agreed a revised rent arrears recovery approach that recognises those who can't pay. The approach focuses on maximising income and signposting to support for issues around debt and budgeting for those tenants who engage with ALMOs about their rent arrears. The Committee may also be aware that consideration is being given to reclassifying some properties where the design of the property means that it would be appropriate to treat the properties as having one bedroom less. Around 850 properties are under consideration and approx. 280 are also affected by the under-occupancy rules.
- 3.5 A more detailed review of how tenants are dealing with the under-occupancy changes will be undertaken in the autumn. This will look at tenants who have moved to more affordable accommodation, tenants who are managing to pay the extra rent and tenants who are struggling to cope with the extra costs.

Discretionary Housing Payments (DHP)

- 3.6 The funding for Discretionary Housing Payments has increased to £1.9m for 13/14 to help deal with issues arising from under-occupancy and the Benefit Cap (see 3.18). This is an increase of £900k on the £1m spent on DHPs in 12/13 –

the vast majority of the spend in 12/13 went on private tenancies as a result of changes to Local Housing Allowance rates.

3.7 The policy for the allocation of DHPs was agreed at Executive Board and priorities spend on the following groups:

- Disabled tenants in significantly adapted properties
- Tenants with child access arrangements
- Tenants approaching Pension Credit age
- Foster carers and kinship care
- Pregnant women allocated an additional room for the baby.

3.8 At the end of July 2013, £864k of the £1.9m spend has been committed and, with Benefit Cap coming into effect from 19th August 2013, it is estimated that the full £1.9m allocation will be spent. The breakdown of committed spend to date shows that:

- £572k (66%) has been spent on under-occupancy cases; and
- £292k (34%) has been spent on other cases, mainly private rented sector.

3.9 Following the outcome of a recent judicial review against the under-occupancy changes brought by disabled tenants – which concluded that the under-occupancy changes did not impact on the tenants' human rights – the Government has announced an additional £20m for DHPs. Councils will be able to bid for additional funds from this £20m although the bidding process has yet to be announced.

3.10 Spend against the DHP allocation will continue to be closely monitored and, should the circumstances allow it, the policy will be relaxed to support more applications.

Council Tax Support (CTS) scheme

3.11 Nearly 33,000 households have seen their Council Tax Benefit reduce by 19% as a result of the localisation of Council Tax Support and reduced Government funding. Of these, almost 25,000 previously had their Council Tax met in full by Council Tax Benefit. All Pension Age cases are protected from any reduction and a further 10,000 working age cases have been protected from any reductions under the Council's scheme – these are households where a severe or enhanced disability premium is applicable, where the householder is a lone parent with a child under 5, a carer or a war pensioner or war widow.

3.12 Council Tax collection is down at the end of June 2013 compared to the same point last year by 0.46% which equates to £1.3m less. The overall collection rate is 37.19% with the collection rate for CTS cases at 25.6% and 22.6% for those previously getting full benefit. Following a Central and Resources Scrutiny Board Working Group on recovery approaches, additional reminders have been built into the process and, where appropriate, payment arrangements are accepted where payments are below the level of the weekly or monthly liability. Despite these arrangements, 3,000 CTS cases have been summonsed and liability orders

obtained. This is a legal requirement in order to secure payments directly from DWP benefits.

The Council will need to decide whether to keep the existing scheme or change the scheme for 14/15. Options will be developed for consideration by Executive Board and a public consultation exercise undertaken if changes are proposed.

Local Welfare Support Scheme

- 3.13 Leeds received £2.8m scheme funding for a Local Welfare Support scheme.
- 3.14 A Local Welfare Support Scheme, approved by Executive Board, was put in place with effect from April 2013. The scheme is designed to provide emergency support and to provide help to people and families who need support to remain in the community. Unlike the Social Fund scheme delivered by Jobcentre Plus, the Council's scheme is largely non-cash based. Residents who need help are provided with the goods and services they require. This is in line with most other councils. The approved scheme also agreed to set aside up to £500k to support initiatives which promoted Leeds City Credit Union and increased provision of debt and benefit advice.
- 3.15 As at the end of July 2013, £361k had been spent on providing support to residents and a further £375k allocated to support Leeds City Credit Union and a range of debt and benefit advice initiatives. The scheme has also been adjusted to provide help during the summer to families who would be entitled to Free School Meals during school terms but who are struggling to feed their children during the school holidays.
- 3.16 The adoption of a non-cash based scheme seems to have reduced demand for the scheme and there is likely to be a significant underspend this year. This position is mirrored across West Yorkshire Councils. As the funding for the Local Welfare Support Scheme is not ring-fenced any underspend can be used as the Council sees fit. Options therefore include channelling funding into other initiatives, increasing DHP funding or using the funding to provide a hardship fund for CTS cases. Recommendations will be presented to Executive Board shortly.
- 3.17 Work has now started on developing a scheme for 2014/15 and it is intended to bring a consultation paper to the next round of Area Committees in order to inform proposals to Executive Board later in the year.

Benefit Cap

- 3.18 The Benefit Cap, which limits to £500 a week the amount of benefit a non-working family can receive, was launched nationally from 15th July 2013 with cases in Leeds starting to be capped from 19th August 2013. Around 424 families affected by the Cap and work has been ongoing to ensure that families are prepared for the Cap.
- 3.19 Appendix 2 provides a ward breakdown for the cases affected by the Benefit Cap. The cases most seriously affected have been considered a by a casework team

consisting of Families First, Children's Services, Housing Options, ALMOs and the Benefits Service. In most of these cases a move to cheaper accommodation is not an option because a) there are likely to be difficulties in finding primary school places for families with more than one primary school age child and b) a number of these cases lose all or most of their Housing Benefit making most alternative housing unaffordable. In these cases, Discretionary Housing Payments will be made.

- 3.20 Working with ALMOs and Housing Associations, visits have been made to most families affected. Contact has also been made by Jobcentre Plus to advise tenants about the help they can get with moving into work – families working more than 16hrs (lone parents) or 24hrs (couples) are exempt from the Benefit Cap.
- 3.21 It should be noted that Discretionary Housing Payment funding for the Benefit Cap is expected to be reduced from £75m in 13/14 to £45m nationally in 14/15. With this in mind most families are being asked to contribute up to £50 towards the cost of their rent from their remaining minimum benefit of £500 a week where possible. It remains the intention to ensure that none of the families are faced with eviction and further work will be carried out with families where this a real risk.

Preparations for Universal Credit

- 3.22 Following the Pathfinder phase of Universal Credit in Tameside, the DWP has rolled out Universal Credit to 6 more areas from October 2013. The areas are: Hammersmith, Rugby, Inverness, Harrogate, Bath and Shotton and this constitutes the start of the national roll out. A further announcement is expected in the autumn on future roll outs but it is unlikely that we will see any significant roll out of Universal Credit in Leeds until nearer the end of 2014 or even later.
- 3.23 Preparations are continuing for Universal Credit with the main focus being on preparing tenants for a digital claims process, developing a Local Support Services Framework, tackling high cost lenders and putting in place arrangements for dealing with direct payments of the housing element of Universal Credit to tenants.

a) Preparing for a digital claims process:

DWP remains keen to support a digital process for Universal Credit although the 'digital by default' intention has been softened and replaced by a 'digital where appropriate' approach. Nevertheless, this remains a key element of the preparations for Universal Credit. The emphasis of our reparations is on raising awareness of the need to claim online, supporting residents to become more proficient at online activity, providing facilities to get online and developing support arrangements for those that will struggle to manage an online claim.

The Council's network of OSCs, Libraries and Children's Centres will be important in facilitating and supporting users to get online. There are also other public facing PCs that can be used and the network of public PCs is shown at appendix 3.

As part of the awareness-raising campaign, a special mobile unit operated by Libraries and Information Services and a mobile Union Learn unit will be used across the city to promote online activity, encourage users to get online and promote classes aimed at making people more confident in going online. This will be supported by a poster campaign and information targeted to tenants with the campaign tied in with the launch of an online application process for Housing Benefit and Council Tax Support which could launch in the new year.

b) Developing a Local Support Services Framework

DWP recognises that local councils are essential partners in helping deliver Universal Credit and is looking for local delivery partnerships to be created between Jobcentre Plus District Managers and Local Authorities. These partnerships are intended to provide face to face support for vulnerable residents who may struggle with getting online, struggle with budgeting or need high levels of support to manage a Universal Credit account.

The DWP has now said that full details of the partnership arrangements, funding arrangements and required outcomes will not be provided until autumn 2014 – this will allow local councils to put in place a Local Support Services Framework for 2015/16. This statement, alongside a commitment from DWP to maintain Housing Benefit administration funding throughout 2014/2015, strongly supports the suggestion that Universal Credit will not be rolled out in a significant way during 2014. Nevertheless, work is underway to see how the council and Jobcentre Plus can work together to manage the impacts of the welfare changes.

c) Dealing with direct payments to tenants

Tenants getting Universal Credit will normally also receive the housing benefit element as part of their Universal Credit payment and will be expected to make arrangements to ensure their rent is paid regularly. It is expected that tenants with significant levels of rent arrears will continue to have the housing element paid directly to their landlords – early analysis shows that 1049 ALMO tenants have arrears of 8 weeks or more (in value) and would be expected to have their housing element paid to their landlord.

Leeds has developed a proposition which makes local councils responsible for decision-making around direct payments as part of the planned migration of HB cases to Universal Credit. Under the proposition, the council would check that the tenant is able to manage direct payments. This check would include a check on rent arrears, ownership of an active bank account, awareness of the need to set up payment arrangements and monitoring of initial compliance with the requirement. The proposition, which is at appendix 4, has been issued to DWP and a response is awaited.

High cost lenders campaign

- 3.24 In June 2013, Executive Board approved a campaign to tackle high cost lenders in the city. The key elements of the campaign are:

- Coordinate activity across public, private and the third Sector to deal with high cost lending
- City Wide High Profile campaign
- Local Neighbourhood promotion and education Campaign
- Build Capacity for alternative affordable credit
- Reduce dependency on and use of HCLs
- Provide direct support for those caught up in HCL

3.25 Appendix 5 provides an update on the campaign and welcomes contributions from the Area Committee on locality-based events that would support the campaign.

3.26 A number of city wide initiatives have been providing support to citizens for many years involving a broad network of partner organisations. Some key services include.

Leeds City Credit Union

3.27 A key partner in the battle to tackle high cost lenders is Leeds City Credit Union (LCCU). LCCU is working closely with the Council and other partners to develop support for residents who do not have access to affordable banking services. As part of the Local Welfare Support Scheme adopted by the Council, the Executive Board approved a recommendation that an element of the scheme funding should be used to support, among other things, promotion and development of Leeds City Credit Union services and increased provision of advice and support.

Headrow Money Line

3.28 The Community Development Finance Institution (CDFI) operating as Headrow Money Line, is a sister organisation to LCCU and started lending in November 2012. In the initial months of trading, Headrow Money Line (HML) is taking a deliberately cautious approach to lending in order to embed systems and to protect against risk. HML is providing affordable credit to many of the residents who have been turned down currently for credit union loans. In so doing it will enable these residents to have access to the broader network of support either provided directly through HML or through partner agencies.

3.29 HML offers a source of credit which is significantly lower in cost and therefore much more affordable than payday loan companies, doorstep and similar lenders. CDFI's operating around the country charge interest in the region of 40% to 70%. HML is currently operating at the higher end of this range in order to ensure security of the business and give time to assess the impact of bad debt provision. Although this seems high, it is significantly lower than the typical rate charged by doorstep lenders (300% and above) or of some "payday" lenders (up to 4000% plus).

Leeds Advice Partners

- 3.30 A partnership of advice agencies provide debt and welfare rights advice, along with the Councils own Welfare Rights Unit. This service is becoming increasingly important given the many changes to the benefits system highlighted in this report. The City Council is currently undertaking a review of advice provision with the intention of ensuring a more comprehensive coverage of support in all the areas of the city where there is a need and delivering advice in a more integrated way. The new service is planned to be introduced during 2014.

4 *ENE Welfare Reform Project Team/Locality Actions*

- 4.1 In November 2011 the East North East Area Leadership Team requested that a task and finish project team be established to work in the locality developing and delivering actions to support residents and mitigate the impact of the welfare changes. A project team was established and have been meeting and delivering actions since that time.
- 4.2 The project team has representatives from various departments within the council as well as external partners and the voluntary sector. An action plan (linked to the city wide action plan) has been developed and this forms the focus for action.
- 4.3 During the run up to the implementation of under occupancy in April 2013 the focus of the work of the project team was to ensure that as many front line staff were briefed on the changes as possible within the area. The aim of this was to enable them to work effectively with clients to ensure that they were prepared for the changes and aware of what the impact would be. A total of 173 staff were trained, and an additional 20 staff at Leeds City College attended the briefing sessions.
- 4.4 Since the implementation of the welfare changes there has been a significant increase in the number of clients visiting advice services including the CAB seeking support. This has ranged from advice on sanctions and discretionary housing payments, to debt and arrears advice.

East North East Homes Leeds (ENEHL)

- 4.5 Between October 2012 and March 2013 ENEHL undertook visits to all of their tenants affected by the under occupancy changes. Of the 2644 cases affected by under occupation 96% of these had a successful contact. The same exercise was completed by Housing Associations in the area (Unity, Connect and Leeds Federated). The visits highlighted how the changes would affect the customer and the likely shortfall in rent that tenants would face.
- 4.6 The following options were discussed in detail with the customer:
- Ensuring all eligible benefits are being claimed;
 - Ascertaining income details and prioritising expenditure;
 - Identifying eligibility for DHP and supporting referral;
 - Supporting tenants to register a housing application;
 - Promoting mutual exchange;
 - Supporting tenants to set up a bank account or direct debit;
 - Budgeting and debt advice; and

- Referring vulnerable tenants for specialist support through the Independent Living Teams, Adult Social Care or Children's Services.
- 4.7 Appendix 7 shows the up to date position at the end of July 2013 regarding the outcomes of the under occupation visits by ward.
- 4.8 In addition to the above ENEHL have held a number of mutual exchange swap shops and this has led to an increase in the number of mutual exchanges taking place within the area. The total number of mutual exchanges involving tenants under occupying their homes to move to smaller properties is 50. This includes those who undertook a mutual exchange from July last year in advance of the charge as a result of support/advice visits undertaken.
- 4.9 Work is continuing with the Illegal Money Lending Team to look at tackling loan sharks and scams. Staff briefings have been undertaken on loan sharks and scams, particularly focusing on the elderly and vulnerable. Operation Champions are taking place throughout all ENEHL area offices to highlight the risks of borrowing from loan sharks and promoting more affordable credit through Leeds Credit Union.
- 4.10 ENEHL continue to work closely with Leeds City Credit Union and are funding another money advice and budgeting service position up until the end of this financial year. This will provide additional budgeting to customers in financial difficulty and promote ethical and affordable lending.
- 4.11 Staff roles have been realigned to ensure that dedicated staff are available to support customers affected by under occupation.
- 4.12 The Benefit Cap comes into effect in Leeds 12th August 2013. During July all customers affected by the Benefit Cap have been contacted by the Debt and Benefit Advisors to check benefit entitlement and offer advice and assistance in dealing with the effects of the benefit cap.
- 4.13 Work has commenced in relation to the introduction of Universal Credit. Lead Officers are attending seminars and researching best practice and working with other ALMO's and Local Authorities. The Annual Tenancy Visit is to be revised to begin to capture the additional data needed in preparation of Universal Credit.
- 4.14 The arrears process has been revised to ensure that more support is given to customers who are struggling to pay their rent. This is ensuring that rent collection is being maximised but customers are not facing losing their home if another alternative solution can be agreed. This can be evidenced by looking at the number of letters sent in April compared to how many Notices of Intent to Seek Possession (NISP) have been served. For example at week 2, 175 automatic stage one letters were issued. This increased to 735 at week 3, when the under occupation arrears cases were introduced.
- 4.15 The number of cases progressing to letter two stage at week 5 reduced significantly to 297. At week 13, week commencing 25th June only 81 of these cases had a NISP served. Appendix 8 shows the arrears rate by ward for ENEHL.

- 4.16 It can be clearly seen that the number of cases progressing through the arrears process is reducing and the majority of customers are being supported in making payments or pursuing other options such as downsizing, either via CBL or mutual exchange.

Digital Inclusion

- 4.17 Further work to refresh information on digital access across the area is being completed with a questionnaire having been sent to all groups and contacts across ENE Leeds, this is part of a programme being completed across the City.
- 4.18 Once information is collated, work will be undertaken to look at how promotion can be delivered in the best way, focussing on digital access rather than welfare reform so that areas such as the Outer villages embrace digital access.
- 4.19 Details of events and meetings which can be used to promote digital access are being considered. A range of options for activities to get people online will be offered, tailored to different areas; these will include the use of mobile provision, mentoring and volunteering as well as utilising IT provision already available.
- 4.20 This will link with the on-going work as part of the Get IT together project which is focussing on the inner areas.
- 4.21 ENEHL have also been running digital inclusion and qualification sessions with 47 people attending since June 2013, to date 25 people have achieved City & Guilds Start IT Entry Level 3 Award in online basics. In 2012/13 a total of 93 people completed a digital inclusion course with 57% of those achieving accreditation.

Debt Prevention and High Interest Lenders

- 4.22 PC's, PCSO'S and NPT's are to be trained in dealing with loan sharks by Trading Standards; this will include what is defined as harassment.
- 4.23 A meeting has taken place with a representative of the illegal money lending team, Community safety and West Yorkshire Police. The Leeds ALMOs are planning further campaigns this year. Further meetings are planned to look at the outcomes of the work to target illegal loan sharks and approaches to high interest and other doorstep lenders aiming to prevent debt wherever possible.
- 4.24 A DVD has been produced highlighting the issues of loan sharks and this is to be shown in GP's surgeries. The DVD is also being looked at to roll out into Schools and Children Centres.
- 4.25 It has been identified by the project team that there are already many different support events/activities being delivered across ENE that could be linked together to provide an incentives support package for residents to engage with. Referrals to the package could be made from various agencies. This is now being developed as a project feeding in to the Welfare Reform Project Team.

Employability

- 4.26 ENEHL have been delivering job seeking skills programmes, during 2012/13 there have been 4 courses run with 33 tenants completing the programme. 100% of those achieved a level 1 BTEC in Work Skills. Following the programme 47% of participants gained employment with 7 being taken on as ENEHL apprentices. Since March 2013 a further 2 programmes have taken place and a further programme planned to commence in October 2013.
- 4.27 Colleagues from Children's Services, Employment & Skills, Leeds City College, Leeds College of Building, igen, Business in the Community, Economic Development and the Area Support Team have been working together on a pilot to consider how the NEETs and worklessness agendas could be tackled more effectively within the Networks cluster area.
- 4.28 The group agreed that there were opportunities for improvement in terms of partnership working and outcomes for local communities. Several factors informed the decision to focus on the Networks cluster area, for some time limited, intensive work. The area is identified as a priority neighbourhood by the Area Committee and partners; there is a commitment from the Targeted Services Leader to ensure the employability agenda is combined with the Families First programme; the area has a high school and there are therefore opportunities for transition work. Although the area has significant challenges, it was felt that it would be a manageable area to work on initially, with lessons learnt being used to inform future work in priority areas. It has been agreed that the focus will be on the wider employability agenda as the NEETs issues is not as prevalent within the Networks cluster area – 5.7%, compared with a city-wide figure of 6.7%..
- 4.29 Partners have submitted data for the area which has been collated by the Area Support Team. This includes families being supported through the Families First programme, JSA statistics, NEETs and 'not known' figures, businesses in the area and any plans they have for expansion or contraction as well as information on Employment and Skills and Leeds City College provision and commissioned activity and how this is being accessed by local residents within the cluster area. It was also suggested that a number of case studies would be useful to identify where people are not accessing appropriate provision or where provision is not operating seamlessly. These are currently being identified.
- 4.30 The pilot group has agreed that now the data has been collated to provide an overview and the issues above identified, it is now vital to gain an understanding of the views of residents within the area, including those who access and those who are not accessing services to support them into work or training. A simple questionnaire has been drafted and frontline staff such as family support workers, housing officers, children's centre workers, other RSL front line staff, pastoral support staff within schools, Job Centre Plus and Employment and Skills outreach workers will be asked to complete 10 questionnaires with local residents they are in contact with. This will hopefully result in a total return of up to 300.
- 4.31 The group will reconvene in the autumn along with some of the front line workers who have been engaged in the questionnaires. In the meantime, a draft action plan is being drawn up to summarise suggested issues and actions to date. The next meeting will be used to develop the action plan and identify specific

interventions that could be implemented to improve outcomes for local residents within the Networks Cluster area.

- 4.32 Discussions are due to take place with other clusters within East North East with a view to the approach being rolled out further.

Further work:

- 4.33 The project team will be linking in with the Leeds Foodbank project to see how we can support and assist in developing the project in our area.
- 4.34 A member of the project team is now attending the Financial Inclusion Steering Group and East Leeds Debt Forum to ensure that projects and issues are communicated back to the team and benefits of initiatives maximised in the locality.

5 Corporate Considerations

5.1 Consultation and Engagement

- 5.1.1 The report provides information on progress in implementing the welfare changes and the impacts of the changes and is not a report which requires public consultation.

5.2 Equality and Diversity / Cohesion and Integration

- 5.2.1 The Government's welfare changes have implications for equality and diversity and have been subject to equality impact assessments. Similarly, the development of Discretionary Housing Payments and Local Welfare Support schemes have also been subject to equality impact assessments.

5.3 Council policies and City Priorities

- 5.3.1 The on-going development of responses to the welfare changes and preparations for changes still to come is aimed at supporting City Priorities around health and wellbeing and poverty. Cross-sector working, particularly with the advice sector and 3rd sector organisations such as the Credit Union, is aimed at ensuring tenants and residents receive support to manage the changes.

5.4 Resources and value for money

- 5.4.1 The report is for information only and does not have any resource implications directly. The on-going development of initiatives to tackle high cost lenders and put in place support for vulnerable tenants has resource implications. These are expected to be met from funding streams for local welfare scheme and local support services framework, once announced.

5.5 Legal Implications, Access to Information and Call In

- 5.5.1 There are no legal implications relating to this report.

5.6 Risk Management

- 5.6.1 The programme of welfare changes increases the risk of rent arrears and Council Tax arrears. Changes to the recovery process along with the application of the Discretionary Housing Payment scheme are aimed at mitigating the risks.

6 Conclusions

- 6.1 Many tenants are struggling to cope with the welfare changes that came into effect from April 2013 and this has seen increases in rent arrears and Council Tax arrears. On-going preparations for Universal Credit recognise the impact of the changes to date and focus on tackling high cost lending, increasing financial inclusion and supporting tenants to get online to manage benefit claims.
- 6.2 Potential reductions to Discretionary Housing Payments funding in 14/15 mean that further work is required to move tenants away from dependency on DHPs and into more sustainable and affordable renting solutions.

7 Recommendations

The Committee is asked to:

- 7.1 Note the information about the impact of the welfare reforms;
- 7.2 Note the information about the campaign against high cost lenders and contribute to options for locality-based events and initiatives to support the campaign;
- 7.3 Note the work on going in east north east to mitigate the impact of the changes;
- 7.4 Members are requested to consider the impact on the local area and how further work may be undertaken in the area to support residents through the changes.

8 Background documents²

- 8.1 N/a

Appendix 1 Monthly Update

Appendix 2 LWS advice updates

Appendix 3 Ward Breakdown Benefit Cap

Appendix 4 Local Public PCs

Appendix 5 Direct payment proposition

Appendix 6 High cost lending update

Appendix 7 ENEHL Visit Outcomes

Appendix 8 Arrears Rates by Ward

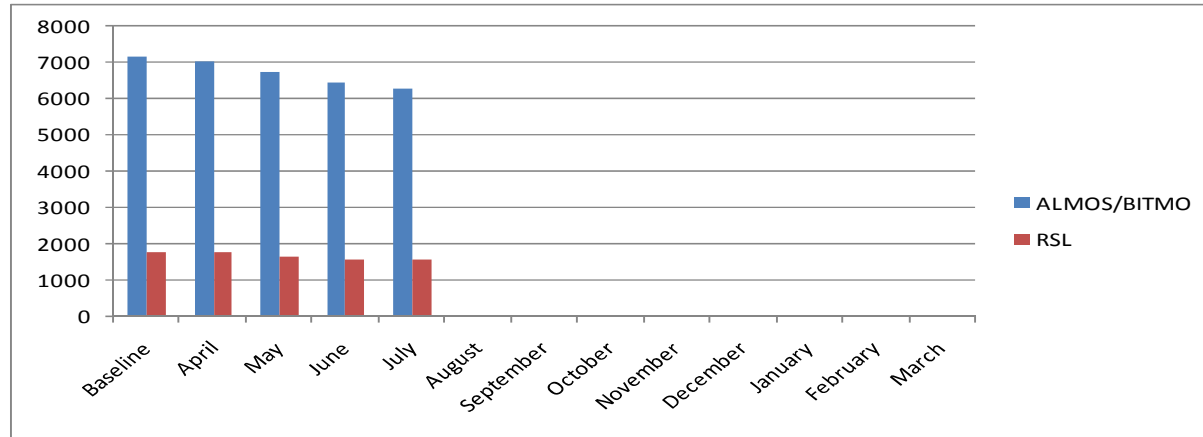
² The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

Appendix 1

Under occupancy statistics

The number of tenancies affected by under-occupancy during July were:

- ALMOs : 6,296



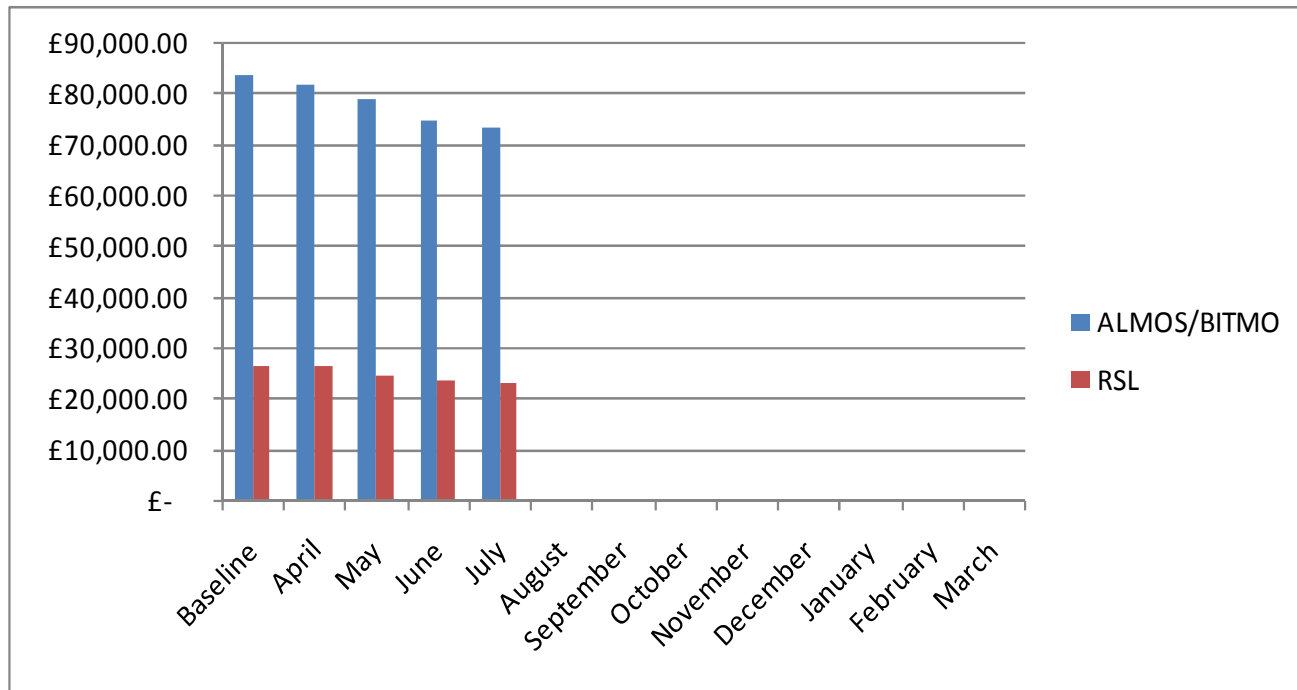
- HAs : 1,538

2013/14	Baseline	April	May	June	July	August	Sep	Oct	Nov	Dec	Jan	Feb	Mar
WNW	2473	2411	2348	2276	2227								
AVH	1633	1605	1539	1469	1449								
BIT	241	235	227	225	221								
ENE	2777	2733	2614	2465	2399								
Not Known	49	53	0	0	0								
ALMO TOTAL	7173	7037	6728	6435	6296								
HAs	1766	1743	1629	1567	1538								
City Total	8939	8780	8357	8002	7834								

Under-occupancy statistics

The weekly loss of Housing Benefit is:

- £ ALMOs £72,922.01
- £ HAs £ 22,841.63



WEEKLY LOSS IN HB FOR CLAIMS AFFECTED BY UNDER OCCUPATION - BY ALMO & RSL

	Baseline	April	May	June	July	August	September	October	November	December	January	February	March
AVH	£ 18,832.92	£ 18,648.48	£ 18,098.36	£ 17,276.29	£ 16,998.67								
BIT	£ 2,893.22	£ 2,830.73	£ 2,736.83	£ 2,687.28	£ 2,652.50								
ENE	£ 32,336.11	£ 31,812.13	£ 30,615.62	£ 28,524.64	£ 27,634.07								
WNW	£ 28,715.03	£ 27,889.65	£ 27,177.72	£ 26,202.42	£ 25,636.77								
Not Known	£ 562.19	£ 600.76	£ -	£ -	£ -								
ALMO TOTAL	£ 83,339.47	£ 81,781.75	£ 78,628.53	£ 74,690.63	£ 72,922.01								
HA/RSL	£ 26,173.89	£ 26,068.00	£ 24,430.95	£ 23,398.87	£ 22,841.63								
CITY TOTAL	£ 109,513.36	£ 107,849.75	£ 103,059.48	£ 98,089.50	£ 95,763.64								

NUMBER OF CLAIMS WITH CHILDREN AFFECTED BY UNDER OCCUPATION

2013/14	Baseline	April	May	June	July	August	September	October	November	December	January	February	March
ALMOS/BITMO	-	1735	1651	1571	1517								
RSL	-	612	580	558	547								
CITY TOTAL	-	2347	2231	2129	2064								

TOTAL NUMBER OF CHILDREN AFFECTED BY UNDER OCCUPATION

2013/14	Baseline	April	May	June	July	August	September	October	November	December	January	February	March
ALMOS/BITMO	-	2819	2668	2529	2419								
RSL	-	1114	1035	1009	987								
CITY TOTAL	-	3933	3703	3538	3406								

NUMBER OF UNDER OCCUPIED CLAIMS WITH RENT ARREARS BY ALMO

2013/14	Baseline	April	May	June	July	August	September	October	November	December	January	February	March
AVH	450	1067	998	954	882								
BITMO	60	144	149	146	139								
ENE	663	1801	1668	1565	1406								
WNW	746	1600	1555	1484	1394								
Not Known	15	40	0	0	0								
TOTAL	1934	4652	4370	4149	3821								

Ward breakdown

	ALMO NUMBER	ALMO £	RSL NUMBER	RSL £		ALMO NUMBER	ALMO £	RSL NUMBER	RSL £
Adel and Wharfedale	33	£ 432.15	15	£ 169.95	Horsforth	105	£ 1,227.11	7	£ 170.60
Alwoodley	125	£ 1,387.52	35	£ 592.83	Hyde Park and Woodhouse	287	£ 3,148.81	133	£ 2,109.14
Ardley and Robin Hood	61	£ 741.17	34	£ 452.59	Killingbeck and Seacroft	590	£ 7,102.39	67	£ 886.27
Armley	403	£ 4,306.47	99	£ 1,501.42	Kippax and Methley	84	£ 1,179.38	16	£ 242.46
Beeston and Holbeck	304	£ 3,297.04	37	£ 497.42	Kirkstall	337	£ 4,071.92	24	£ 333.74
Bramley and Stanningley	309	£ 3,732.27	30	£ 421.91	Middleton Park	483	£ 5,671.49	91	£ 1,269.29
Burmantofts and Richmond Hill	614	£ 6,420.96	115	£ 1,692.63	Moortown	43	£ 489.73	82	£ 1,317.19
Calverley and Farsley	59	£ 744.92	7	£ 132.97	Morley North	75	£ 842.70	18	£ 262.12
Chapel Allerton	277	£ 3,265.02	153	£ 2,448.51	Morley South	134	£ 1,471.47	19	£ 296.48
City and Hunslet	187	£ 2,170.55	120	£ 1,863.72	Otley and Yeadon	84	£ 937.13	19	£ 279.50
Cross Gates and Whinmoor	135	£ 1,626.24	30	£ 432.70	Pudsey	127	£ 1,551.41	25	£ 389.51
Farnley and Wortley	281	£ 3,188.82	16	£ 143.63	Rothwell	141	£ 1,810.84	46	£ 639.69
Garforth and Swillington	62	£ 754.88	3	£ 46.98	Roundhay	66	£ 712.51	42	£ 693.42
Gipton and Harehills	357	£ 4,081.02	149	£ 1,968.40	Temple Newsam	259	£ 3,262.03	46	£ 706.34
Guiselley and Rawdon	47	£ 558.56	8	£ 108.85	Weetwood	138	£ 1,569.59	16	£ 245.39
Harewood	25	£ 350.16	0	£ -	Wetherby	50	£ 623.43	9	£ 132.49
Headingley	14	£ 192.32	27	£ 393.49					

Discretionary Housing Payments as at 31.07.13

Priority Group	Total requests	Awards	% of awards	No award	% where no award	Ave Weekly award	Total cost of awards made
Sig adapted	498	309	62%	189	38%	£ 13.64	£ 195,538.24
Child access	322	246	76%	76	24%	£ 11.80	£ 137,773.77
Approach PC age	60	54	90%	6	10%	£ 15.77	£ 26,353.42
Housing & birth	21	19	90%	2	10%	£ 11.02	£ 2,121.07
Exceptional circs	547	341	62%	206	38%	£ 13.78	£ 188,305.04
Foster Carers	23	23	100%	0	0%	£ 15.48	£ 17,011.53
Not in priority group	550	10	2%	540	98%	£ 19.68	£ 5,077.27
Number of UO cases	2021	1002		1019		£ 15.45	£ 572,180.34
LHA cases affected by welfare changes	338	240		98		£ 30.61	£ 164,021.71
Benefit cap cases	None	None		None		None	None
Cases not in above categories	590	235		355		£ 26.41	£ 128,222.47
Total of DHP claims	2949	1477		1472			£ 864,424.52
Total spend to date	£ 402,912.94						
DHP Budget	£ 1,924,162.00						

Local Welfare Scheme statistics as at 31.07.13

Calls offered

Date	Offered	Abandoned	To CSO's	Eligible Applications	Awards
Apr-13	1896	768	1128	366	283
May-13	1866	711	1155	454	395
Jun-13	1737	600	1137	428	377
Jul-13	2151	803	1348	526	462
Total	7650	2882	4768	1774	1517

Decisions	
Outcome	Totals
Awarded	1517
Not awarded	257
Total	1774

Value of awards			Breakdown Of Goods	
Item	Value	Number	Goods	Total
Store Cards	£ 7,010.00	232	Dryer	8
ASDA baskets	£ 38,456.10	659	Cooker	393
Fuel (cash)	£ 10,602.30	527	Fridge	322
White / Brown Goods	£ 234,009.81	608	Bed	235
Flooring	£ 67,183.19	193	Bedding	32
Travel	£ 1,138.00	4	Curtains	11
Removal	£ 2,773.09	10	Washer	91
Total	£ 361,172.49	2233	Sofa	34
			Microwave	14

Breakdown Of Non Awards

Reason	Total
Referred to DWP	34
Single – not met emergency criteria	126
No response to our phone calls	50
Previous Claims	2
Living with family – not met emergency criteria	21
Cancelled / withdrawn by customer	24
Total	257

Local Council Tax Support

NUMBER OF CLAIMS AFFECTED BY 19% LCTS scheme

2013/14	April	May	June	July	August	September	October	November	December	January	February	March
ALL CLAIMS	34042	33535	32995	32500								

Weekly Value of Loss of Benefit for claims affected by 19% LCTS Scheme

2013/14	April	May	June	July
All Claims	£ 85,364.44	£83,811.83	£82,003.06	£80649.93

The average weekly reduction in May is equivalent to an additional **£4,193,796** per annum that needs to be paid by customers on Council Tax Support.

Council Tax Group		Comments
Elderly	30186	National prescribed scheme: no change to entitlement
War Pensioners	33	Protected: no change to entitlement
Severe Disability	2371	Protected: no change to entitlement
Enhanced Disability	5004	Protected: no change to entitlement
Carer	1524	Protected: no change to entitlement
Lone Parent Child Under 5	6600	Protected: no change to entitlement
Other	32512	No protection: entitlement reduced by 19%
Total	78230	

Local Council Tax Support: breakdown by ward of numbers with additional 19% to pay

WARD	Number Of Claims	WARD	Number Of Claims
Adel and Wharfedale	348	Horsforth	331
Alwoodley	690	Hyde Park and Woodhouse	1504
Ardsley and Robin Hood	498	Killingbeck and Seacroft	1804
Armley	2003	Kippax and Methley	438
Beeston and Holbeck	1784	Kirkstall	1160
Bramley and Stanningley	1292	Middleton Park	1877
Burmantofts and Richmond Hill	2788	Moortown	543
Calverley and Farsley	440	Morley North	531
Chapel Allerton	1596	Morley South	733
City and Hunslet	1981	Otley and Yeadon	493
Cross Gates and Whinmoor	809	Pudsey	675
Farnley and Wortley	1142	Rothwell	506
Garforth and Swillington	294	Roundhay	593
Gipton and Harehills	2987	Temple Newsam	905
Guiseley and Rawdon	309	Weetwood	664
Harewood	146	Wetherby	219
Headingley	417		

Affect Of Council Tax Support On Council Tax Collection Rate

Council Tax Liability Of Claims Previously In Receipt Of 100% Council Tax Benefit

2013/14	April	May	June	July	August	September	October	November	December	January	February	March
	£ 4,056,000.00	£ 4,039,000.00	£ 3,998,000.00	£ 3,971,000.00								

Number Of Reminders Issued To Customers Affected By The 19% Reduction In Benefit

2013/14	April	May	June	July	August	September	October	November	December	January	February	March
	1453	15386	28785	30045								

Comparison Of Overall Council Tax Collection Rate (Both CTS and Non CTS Cases)

	April	May	June	July	August	September	October	November	December	January	February	March
VARIANCE 2013/14 to 2012/13	-0.11%	-0.22%	-0.32%	-0.46%								

Council Tax Liability Of All CTS Claims Affected By The 19% Reduction In Benefit

2013/14	April	May	June	July	August	September	October	November	December	January	February	March
	£ 7,399,000.00	£ 7,431,000.00	£ 7,441,000.00	£ 7,447,000.00								

Council Tax Liability Of Claims Previously In Receipt Of Partial Council Tax Benefit

2013/14	April	May	June	July	August	September	October	November	December	January	February	March
	£ 3,343,000.00	£ 3,392,000.00	£ 3,443,000.00	£ 3,476,000.00								

Council Tax Collection Rate For CTS and Non CTS Claims

Collection Rate	April	May	June	July	August	September	October	November	December	January	February	March
Overall	10.1%	19.3%	28.20%	37.19%								
CTS Claims (Prev On 100% Benefit)	6.9%	12.4%	17.6%	22.6%								
All CTS Claims	7.9%	14.2%	20.0%	25.6%								

Appendix 2 – Ward breakdown of Benefit Cap cases

WARD NAME	Number Of Claims	Total Weekly Loss	Average Weekly Loss
Adel and Wharfedale	2	£169.26	£84.63
Alwoodley	2	£194.26	£97.13
Ardsley and Robin Hood	5	£345.74	£69.15
Armley	21	£1,630.47	£77.64
Beeston and Holbeck	25	£1,660.83	£66.43
Bramley and Stanningley	24	£1,707.81	£71.16
Burmantofts and Richmond Hill	35	£2,166.03	£61.89
Calverley and Farsley	6	£417.93	£69.66
Chapel Allerton	26	£1,547.52	£59.52
City and Hunslet	34	£2,252.90	£66.26
Cross Gates and Whinmoor	8	£513.29	£64.16
Farnley and Wortley	13	£1,067.52	£82.12
Garforth and Swillington	2	£52.43	£26.22
Gipton and Harehills	53	£3,522.65	£66.47
Guiseley and Rawdon	1	£59.80	£59.80
Harewood	5	£424.07	£84.81
Headingley	3	£233.18	£77.73
Horsforth	4	£98.98	£24.75
Hyde Park and Woodhouse	16	£1,095.59	£68.47
Killingbeck and Seacroft	27	£1,483.36	£54.94
Kippax and Methley	3	£92.18	£30.73
Kirkstall	17	£963.45	£56.67
Middleton Park	34	£1,929.13	£56.74
Moortown	4	£212.22	£53.06
Morley North	7	£265.66	£37.95
Morley South	3	£235.38	£78.46
Otley and Yeadon	4	£138.10	£34.53
Pudsey	2	£136.29	£68.15
Rothwell	5	£257.23	£51.45
Roundhay	8	£424.26	£53.03
Temple Newsam	16	£1,272.73	£79.55
Weetwood	7	£541.06	£77.29
Wetherby	2	£165.17	£82.59
Grand Total	424	£27,276.48	£64.33

Appendix 3 – Public PCs

Type of Org	Name of Org/Location	Address	Wedge	Ward	Cost/Limitations	Host Service	Ad Hoc / Drop-in	Number of PC,s
Community Venue	Ruralis; Aberford and district community interest company	David Gluck, Director david@aberfordcic.co.uk Mike Oakes, Director mike@aberfordcic.co.uk			Tues-Fri 9-5,	Partner	Yes	1
Library	Boston Spa Library	Boston Spa Library, High Street, Leeds, LS23 6BH	Outer North East	Wetherby	Free but pre-booking is recommended	Libraries	Yes	2 PC's
Library	Moor Allerton Library	Moor Allerton Library, 2 Moor Allerton Centre, Leeds, LS17 5NY	Outer North East	Alwoodley	Free but pre-booking is recommended	Libraries	Yes	15 PC's
Library	Scholes Library	Scholes Library, 3 Station Road, Leeds, LS15 4BJ	Outer North East	Harewood	Free but pre-booking is recommended	Libraries	Yes	2 PC's
Library	Wetherby Library	Wetherby Library, 17 Westgate Leeds, LS22 6LL	Outer North East	Wetherby	Free but pre-booking is recommended	Libraries	Yes	12 PC's
Library	Shadwell Independent Library	99 Main Street Shadwell, Leeds LS17 8AH	Outer North East	Harewood	Mon and Sat 10am – 12 noon Thursday 3-5pm	Partner	Yes	1 PC and free wi-fi
Mobile Library	Arabian Horse	Main Street, LS25 3AA	Outer North East	Harewood	Free, Community, Weekly	Libraries	Yes	2 PC's

Mobile Library	Around The Royal Oak	Main Street, LS25 3AH	Outer North East	Harewood	Free, Community, Weekly	Libraries		2 PC's
Mobile Library	Beech View	LS25 3BW	Outer North East	Harewood	Free, Community, Weekly	Libraries	Yes	2 PC's
Mobile Library	Carrfield Road	Carrfield Road, LS15 4JA	Outer North East	Harewood	Free, Community, Weekly	Libraries	Yes	2 PC's
Mobile Library	Community Centre	The Avenue, LS17 7NZ	Outer North East	Alwoodley	Free, Community, Weekly	Libraries	Yes	2 PC's
Mobile Library	Dexter Pub	Wigton Lane, LS17 8RZ	Outer North East	Alwoodley	Free, Community, Weekly	Libraries	Yes	2 PC's
Mobile Library	Duke Of Wellington	Main Street, LS17 9DB	Outer North East	Harewood	Free, Community, Weekly	Libraries	Yes	2 PC's
Mobile Library	First Avenue	LS17 9BE	Outer North East	Harewood	Free, Community, Weekly	Libraries	Yes	2 PC's
Mobile Library	High Ash Drive	High Ash Drive, LS17 8RD	Outer North East	Alwoodley	Free, Community, Weekly	Libraries	Yes	2 PC's
Mobile Library	Lady Park Court	LS17 8TZ	Outer North East	Alwoodley	Free, Older People, Fortnightly	Libraries	Yes	2 PC's
Mobile Library	Lyndon Road	Lyndon Road, LS23 6RH	Outer North East	Wetherby	Free, Community, Weekly	Libraries	Yes	2 PC's

Mobile Library	Mexborough Arms	8 Main Street, LS14 3DX	Outer North East	Harewood	Free, Community, Weekly	Libraries	Yes	2 PC's
Mobile Library	Nursery Way	Nursery Way, LS23 6PS	Outer North East	Wetherby	Free, Older People, Fortnightly	Libraries	Yes	2 PC's
Mobile Library	Primrose Court	LS17 7UY	Outer North East	Alwoodley	Free, Older People, Fortnightly	Libraries	Yes	2 PC's
Mobile Library	Princess Court	Harrogate Road, LS17 8BY	Outer North East	Alwoodley	Free, Older People, Fortnightly	Libraries	Yes	2 PC's
Mobile Library	Saxton Court	Tynwald Drive, LS17 5DR	Outer North East	Alwoodley	Free, Older People, Fortnightly	Libraries	Yes	2 PC's
Mobile Library	School Lane	School Lane, LS22 5BQ	Outer North East	Harewood	Free, Community, Weekly	Libraries	Yes	2 PC's
Mobile Library	Village Hall	Pinfold Rise, LS25 3EN	Outer North East	Harewood	Free, Community, Weekly	Libraries	Yes	2 PC's
Mobile Library	Village Hall, Spring Gardens	Spring Gardens, LS17 9LL	Outer North East	Harewood	Free, Community, Weekly	Libraries	Yes	2 PC's
Mobile Library	Welfare Avenue	Welfare Avenue, LS15 4EQ	Outer North East	Harewood	Free, Community, Weekly	Libraries	Yes	2 PC's
Mobile Library	Willow Crescent	Willow Crescent, LS23 6JX	Outer North East	Wetherby	Free, Community, Weekly	Libraries	Yes	2 PC's

Proposition for a greater role for Local Authorities and Social Landlords in the delivery of Direct Payments.

Introduction

In order to successfully deliver Universal Credit, Local Authorities and DWP need to work closely together.

A key feature of Universal Credit is the intention to include the rent element in the monthly payments to Universal Credit customers. The rationale for this is about preparing people for the world of work where they would be required to take responsibility for paying all their housing costs. The potential benefits of the approach need to be balanced against the risks arising from direct payments: increased collection costs, increased rent arrears, homelessness, debt and impact on investment and self-financing regimes. The risks almost exclusively fall on social landlords, private landlords and local councils.

The operation of the direct payment and payment exceptions scheme is critical both to the success of the Universal Credit scheme itself and in ensuring customers make a successful transition to a new regime. The current proposals for the administration of direct payments and payment exceptions centre around an assumption in favour of direct payments at the start of the claim with payment exceptions being considered where information is

- a) presented to Universal Credit administrators for consideration; or
- b) identified through the Local Delivery Partnerships while supporting vulnerable customers.

These arrangements seem more suited to a 'steady state' Universal Credit operation but are less suitable for the implementation and migration phase of Universal Credit.

This paper sets out propositions for delivering direct payments that would:

- a) reduce the financial risk to landlords and councils;
- b) provide support to DWP in delivering Universal Credit; and
- c) deliver an effective direct payments process that helps prepare tenants for the world of work

The propositions build on the experience and expertise that councils have developed around operating direct payment schemes.

Roll out of Universal Credit

There are likely to be distinctive phases for the roll out of Universal Credit based around:

- new claims;
- natural migration;
- managed migration;
- steady state.

New claims/steady state claims

In both the new claims and steady state phases, customers moving onto Universal Credit will in the main be people moving from employment to unemployment, people experiencing a change of circumstance that brings them within the scope of Universal Credit or people moving from a household where Universal Credit was already in payment. They would normally have been making rent payments themselves or, if vulnerable, would be supported onto Universal Credit as part of the Local Delivery Partnership. A supported arrangement would allow for a payment exception to be identified.

These cases still represent a risk but an assumption in favour of direct payment could be argued. The challenge that 'steady state' presents is around those who fail to cope with monthly direct payments and the need to deal with this.

Proposition 1: In these cases, local councils would be responsible for making a decision around payment exceptions and dealing with expectations about a return to direct payments.

The advantages of this are:

- effective liaison arrangements already exist between landlords and local councils to allow for confirmation of the arrears position and its impact;
- tenants are more likely to present to local councils in the first place if threatened with eviction proceedings or when faced with homelessness;
- the decision on payment exceptions would be taken based on its effectiveness in preventing homelessness and in the context of overall costs to the public purse;
- debt and money advice and budgeting support would all be delivered locally including promotion of Credit Unions;
- the activity would fit with local councils' responsibilities to provide other financial support such as emergency payments and discretionary payments

Natural/managed migration

The process of natural and managed migration presents significantly different challenges.

Firstly, large numbers of tenants will migrate to Universal Credit probably local authority area by local authority area. They will move from a position of having their rent paid directly to their landlord with other benefits payments coming through on a mixture of fortnightly, 4-weekly or monthly payments to a position of having a single benefit payment paid monthly in arrears. The payment will include the rent. The changeover will not be gradual. The date of the first payment of Universal Credit is unlikely to reflect the pattern of previous payments. Tenants and landlords will see rental payments interrupted and will need to distinguish between structural arrears and other arrears.

Secondly, some tenants will not be prepared for or able to cope with direct payments at this time and some may fall to be payment exceptions because they have significant rent arrears or special arrangements are in place because of current possession orders or because some tenants are deemed to be high risk

Proposition 2: that local councils and/or social landlords would be responsible for assessing the suitability for a tenant to move to direct payment as part of the managed migration process.

Under this proposition, tenants would not be moved onto direct payments until the suitability test had been applied and would only move onto direct payments where the suitability test was met. The suitability test would cover issues such as whether the tenant had a bank account, debt issues, rent arrears or other factors that meant the tenant needed more support before taking full responsibility for direct payments.

Different approaches could be applied to tenants depending on whether they were getting full or partial benefit (and so were already making rent payments directly), the length of time a tenant had been on Housing Benefit (more recent claims would be likely to have a recent history of paying rent direct; long term claims may need more support)

Landlords/councils would be expected to put in steps to support customers to move to direct payments where this was appropriate

The advantages of this approach are:

- it would ensure that tenants were aware of their responsibilities on transfer to Universal Credit;
- it would result in a number of tenants moving onto direct payments straightaway;
- it would identify people unsuitable for direct payment right at the start of the process;
- it would reduce the costs and problems associated with a failure to effectively manage direct payments;
- it would deliver a more supportive approach to implementing Universal Credit;
- it recognises that a number of tenants are likely to visit their local council or landlord when they are notified they are migrating to Universal Credit.

The managed migration process, with its letter giving notice of migration, easily allows for this proposition to be built in.

The natural migration process will see tenants faced with the same sudden change as those in the managed migration caseload. The migration will occur when a relevant change of circumstance occurs and more difficult to plan for. Tenants moving under a natural migration will not be transitionally protected and could face reductions in benefit income caused by both the change in their circumstances and also if they are in a category where Universal Credit is less generous.

Proposition 3: the natural migration process will see Housing Benefit services given notice to end Housing Benefit cases in natural migration cases. As part of this process, councils should be given responsibility for assessing the suitability for tenants to move onto direct payments in line with proposition 2.

The advantages of this approach are largely the same as above. The added advantage is that tenants facing reductions in benefit income could be given added budgeting support.

There would be costs implications arising from these propositions for councils/social landlords and further work is required to quantify the costs. However, a more measured and supportive approach to establishing direct payments could see other costs reduce in the long-term and could lead to fewer failures by tenants to manage direct payments, fewer enquiries to DWP offices and a reduction in likely rent arrears.

Appendix 5 – High cost lenders action plan

Priority area	Actions	Involvement/Partners	Action Progress
Develop understanding of the scale of the issue in Leeds	1. Financial profiling at SOA level	FI Team, Regional Policy Team	Discussions with Salford University on feasibility of mapping Leeds research data against nationally available data.
	2. Mapping of provision of HCL through mapping of local financial services	Area Management	Baseline data set out in Executive Board Report, September 2012, to be supplemented by local knowledge.
	3. Utilise data analysed during the Advice Sector Review to map current resources and activity to tackle debt issues across Leeds	FI Team, Environment and Housing Commissioning Team	
Coordinate activity across public, private and 3 rd Sector to deal with HCL	4. Presentation to Financial Inclusion Steering Group on HCL campaign	FI Team	Presented to Steering Group on 3 July 2013
	5. Coordinate activity across ALMO's to ensure that best practice is delivered uniformly across city.	LCC Housing Management Service Area Management	ENE and AV both employ a dedicated CU staff member to work closely with tenants.
	6. Encourage all social housing providers to engage with best practice examples	LCC Housing Management Service Area Management	
	7. Area Management Locality working to coordinate partners at a community level	Area Management	
Develop Communication Plan in two parts. 1. City Wide High Profile campaign	8. Develop an overarching communication plan for producing a comprehensive promotion and marketing plan warning of the problems of HCL's and promoting alternatives ie. LCCU.	FI Team Corp. Comms.	Communications Plan developed and currently seeking marketing agency to deliver the plan via a tender exercise. Interviews to take place on 3 September.
	9. Engage major sports organisations in campaign against HCLs and promoting alternatives particularly LCCU;	FI Team	Met with Leeds Rugby, LUFC and YCCC. Leeds Rugby and YCCC keen to be involved. Further letter sent out to LUFC following their management changes.
	10. Engage with major public and private sector employers and the banking sector to support the campaign	FI Team LCCU Area Management	Discussions held with Chamber of Commerce. LCC Chief Exec article circulated in Chamber of Commerce bulletin.

2. Local Neighbourhood promotion and education Campaign	11. Engage with Leeds's Universities and NUS to support the campaign	FI Team	Met with University of Leeds, Student Advice. Letter to 2 Leeds universities seeking action on payday lending
	12. Engage with local media to seek their involvement in the campaign	FI Team Corp. Comms.	Contact made with YP reporter
	13. High profile public meeting/media event to launch campaign	FI Team	Conference to take place on 25 October
	14. Investigate the use of "void space" on advertising hoardings, both public and private sector	FI Team Corp. Comms.	Meetings have taken place with relevant officers and possibilities being explored
	15. Investigate prominent banner adverts on public buildings	FI Team Corp. Comms. Area Management	See 13
	16. Ban websites carrying adverts for HCLs;	FI Team Corp. Comms.	List of 190 payday lenders compiled and forwarded to LCC IT. Also sent to all other WY authorities and York who have agreed to block websites. Date agreed – 2 September. Internet redirect pages prepared and press release ready for issue.
	17. Discourage contractors promoting HCLs;	Corp. Procurement	
	18. Develop campaign website to support HCL campaign with advice and information about partner services	FI Team Corp. IT Services	Met with IT services and temporary web pages have now been set up until new campaign branding in place.
	19. Develop a social media campaign through Facebook, Twitter etc	FI Team Corp. Comms.	
	20. Develop promotional and educational material to support local campaigning activity against HCL and promoting LCCU	Corp. Comms. Area Management	
	21. Provide comparisons between HCLs and more affordable options;	FI Team LCCU	Case studies prepared with LCCU
	22. Provide guidance on dealing with money issues that avoid using HCLs;	Advice Agencies LCCU Area Management	
	23. Create programme of events to keep issue fresh, raise awareness of issues and to raise awareness of frontline role;	FI Team Area Management	

	24. Provide briefing and training to frontline staff;	All Directorates Public Health Area Management	
	25. Develop HCL toolkit for frontline staff;	Advice Leeds All Directorates Area Management	
	26. Link with illegal lending team campaigns where appropriate;	Illegal Money Lending Team Area Management	IMLT are members of the FI Steering Group and work regularly with partners across the city
	27. Investigate advertising on side of council vehicles	LCC Transport Corp. Comms. Area Management	
	28. Work with Secondary Schools to develop media for education on HCL's possibly utilising such as "Shontal" theatre group	Children's Services Area Management	
	29. Investigate possibility to produce video production of the "Shontal" play for use by community groups and schools	FI Team Corp. Comms.	
Build Capacity for alternative affordable credit	30. Develop a programme of initiatives to support the delivery of expanded credit facilities through LCCU and Headrow Money Line (CDFI)	FI Team Corp. Comms. Area Management	See 8 above. A package of support initiatives agreed and funding provided to LCCU to implement.
	31. Engage with the banking sector to seek their support for working closely with LCCU to enhance provision	FI Team LCCU	Meeting set up with some banking partners and LCCU preparing for a larger meeting in the Autumn
Reduce dependency on and use of HCLs	32. Set costs reduction targets for ALMO tenants;	ALMO's LCC Housing Services	
	33. Promote alternative options including CDFI, LCCU Payday Loans and LCCU Budgeting Accounts;	Corp. Comms. Area Management	See 8 above
	34. Use control zones in worst affected areas to discourage doorstep lenders visiting homes in the area;	ALMO's Area Management	
	35. Support social enterprise models for furniture re-use;	FI Team Citizens and Communities Directorate	

	36. Investigate possibility of developing a “Brighthouse” social model for white goods and furniture	FI Team Citizens and Communities Directorate	
	37. Link in with fuel poverty activity, including Wrap-up-Leeds, Warm Front and Community Energy Together (switching scheme)	Fuel Poverty Officer Area Management	Regular dialogue takes place with the Fuel Poverty Officer
	38. Work with employers to educate and support staff about Payday Loans and alternative arrangements	FI Team Area Management	
	39. Work with Public health to tackle lifestyle issues	LCC Public Health Area Management	
	40. Discourage HCL as a way of paying council/utility bills	LCC Revenue Division	
	41. Work with Food Banks and other anti-poverty initiatives	FI Team Citizens and Communities Directorate Area Management	
Provide direct support for those caught up in HCL	42. Increase money, debt and benefits advice	FI Team Env. And Housing Commissioning Team	
	43. Include debt review in rent/Ctax arrears cases;	LCC Revenue Division, Corporate Debt Team ALMO's	
	44. Ensure a unified approach to debt collection by utilising the Corporate Debt Team and coordination through the Corporate Debt Liaison Group	FI Team LCC Revenue Division, Corporate Debt Team	Next meeting of the Corporate Debt Liaison Group taking place on 4 October
Measure the impact of the approach	45. Agree indicative KPIs	FI Team	
	46. Review and refresh approach as required	FI Team	

Appendix 6 - Legal Credit Activity in Leeds

Details of Credit Businesses Based in Leeds

Businesses involved in Consumer Credit activity (loans, brokerage, debt collection, debt management) are required to hold a Consumer Credit Licence, issued by the Office of Fair Trading. As the local regulator of consumer credit West Yorkshire Trading Standards Service (WYTSS) is sent details of any new or amended application for a Consumer Credit licence for their comments, e.g. that a person is fit/unfit to hold such because of convictions, etc.

A list of all businesses in West Yorkshire with a Consumer Credit Licence was formerly maintained by WYTSS but there is now a national register kept on line (link below) and the West Yorkshire service has to rely on this national register for local information.

<http://www2.crw.gov.uk/pr/Default.aspx>

Legal High Cost Credit Providers in Leeds

The following high cost home collected credit lenders are based in Leeds:

Adamson Finance - 135 Otley Old Road, Leeds, West Yorkshire, LS16 6HH

CLC Finance - Unit 4, Meadow Court, Millshaw, Leeds, West Yorkshire, LS11 8LZ

Fowlers Permanent C& S LTD - 53 Stanningley Road, Leeds, West Yorkshire, LS12 3ND

Leeds & District Clothing & Supply Co Limited - 164 Harehills Lane, Harehills, Leeds, West Yorkshire, LS8 5JP

Naughton Finance Ltd - Mayflower House, 14 Pontefract Road, Leeds, LS10 1SG

Martin Oddy & Co - 4 Griffin House, Station Road, Morley, LS27 8JW

Park Finance Co Ltd - 9 Ring Road, Seacroft, Leeds, West Yorkshire, LS14 1AT

Pioneer Finance - 2 Holly Tree Lane, Colton, Leeds, West Yorkshire, LS15 9JF

However in addition to these businesses there are a number of other businesses that operate 'rounds' in Leeds, including Provident and West Riding Family Finance (Bradford); D & J McGuinness, J R Naylor and Provida Loan (Wakefield); and Shopcheck (Birstall) plus some businesses from Rotherham, Chester, Solihull and Worcestershire.

All businesses involved in small cash loans are required to place their details on the Lenders Compared website – www.lenderscompared.org.uk – which lists all the businesses who will offer such credit by postcode and includes rates, payment periods and other key terms and conditions. It is interesting to note that some businesses operate at a very local level. There are for example some businesses that will offer loans in Seacroft but not Morley or the city centre.

The Lenders Compared web-site lists loans (a) which offer a number of repayments and (b) loans between £50 and £800. As such it does NOT include the high cost short-term payday loan businesses such as Wonga or Quickquid; or high cost loan businesses offering medium sized loans (£1,000 - £5,000) such as Ocean Finance. Most of these businesses operate regionally or nationally and advertise via newspapers, television and increasingly via the internet (especially using formats specifically tailored for mobile phones).

Lenders Compared does also NOT pick up businesses which offer high cost loans based on a security (usually a car - often referred to as log-book loans) who use a range of archaic financing tools that mean they are not legally defined as either "small amount" or "multiple payment" credit service. There are a number of such businesses that operate in but are not based in Leeds.

Below is a list of shops operating in Leeds by postcode which has been compiled by the Economic Policy Team. The list may not be fully comprehensive as there is not one simple data source for this information, some shops may be part of national groups which are registered outside of Leeds and due to the provisos indicated above. However, this is probably the most up to date list available at the current time.

Credit shops operating in Leeds

POSTCODE		
LS1	Money Shop	2 Call Lane, Leeds LS1 6DN
	Money Shop	25-27 The Headrow, Leeds LS1 6PU
	Pawnbrokers/payday loans	8 New Market Street, Leeds LS1 6DG
	Finance 321	57 Great George Street, Leeds LS1 3AJ
	Ramsdens 4 Cash	11-12 Kirkgate, Leeds LS1 8BY
	Herbert Brown Pawnbrokers	19 Kirkgate, Leeds LS1 6BY
	Cash Shop	26 New Market Street, Leeds LS1 6DG
	Cash for Gold	35 Vicar Lane, Leeds LS1 6DS
	Ramsdens 4 Cash	49 New Briggate, Leeds LS1 8JD
	Brown and Gold Cash for Gold	Park Cross Street
LS2	Money Shop	38 Eastgate. Leeds LS2 7JL
	Money Shop – Ramsdens	49 New Briggate, Leeds LS2 8JD
	Cash Converters	21 Eastgate, Leeds LS2 7LY
	Everyday Loans	Unit 2 Merrion Centre, Leeds LS2 8NG
	Herbert Brown Pawnbrokers	12 Eastgate, Leeds LS2
	The Money Shop	2 Call Lane, Leeds LS2
	Herbert Brown Pawnbrokers	40-42 Merrion Centre, Leeds LS2 8NG
	Brighthouse	Merrion Centre, Leeds LS2
LS7	Automoney	122 Potternewton Lane, Leeds LS7 2EG
LS8	Cash Converters	254 Roundhay Road, Leeds LS8 5RL
	Money Shop	243 Roundhay Road, Leeds LS8 4HS
	One Stop Money Shop	83 Roseville Road, LS8 5DT
	Cash Converters	164 Harehills Lane, Leeds LS8 5JP
LS9	Cash Converters	76 Lincoln Green Road, Burmantofts, LS9 7SU
	Automoney/Log book loans	577 York Road, Leeds LS9 6NH
	Ramsdens 4 Cash	314 Harehills Lane, Leeds LS9 7BG
LS10	NFL Cash Direct	Pontefract Road, Stourton, Leeds LS10 1SP
	Naughton Finance Limited	Mayflower House, 14 Pontefract Rd, Leeds LS10 1SG
LS11	Cash Converters	211 Dewsbury Road, Beeston, Leeds LS11 5FZ
	Cash Express	247 Beeston Road, Leeds LS11 7LR
	Shopacheck	Oakhurst Avenue, Dewsbury Road, Leeds LS11 7HL
	Cash Xpress	2 Parkfield Mount, Leeds LS11 7PA
	CLC Finance	Unit 4, Meadow Court, Millshaw, leeds LS11 8LZ
LS12	Cash Converters	6-8 Town Street, Armley, Leeds LS12 3AB
	Log book loans	
	Money Shop	26 Town Street, Leeds LS12 3AB
	One Stop Money Shop	12 Town Street, Leeds LS12 1UX
	Cash Generator	41-43 Town Street, Leeds LS12
	Fowlers Permanent C&S Ltd	53 Stanningley Road, Leeds LS12 3ND

LS13	Cash Converters	30 Bramley Shopping Centre, Leeds LS13 2ET
	Albemarle and Bond Pawnbrokers	25 Bramley Centre, Leeds LS13 2ET
	Cheque Centre	21 Bramley Centre, Leeds LS13 2ET
	Brighthouse	27-29 Bramley Shopping Centre, Leeds LS13
LS14	Cash Converters	853 York Road, Leeds LS14 6AX
	Park Finance Co Limited	9 Ring Road, Seacroft, Leeds LS14 1AT
LS15	Money Shop	14 Station Road, Crossgates, Leeds LS15 7JX
	Cheque Centre	25 Crossgates Shopping Centre, Leeds LS15 8ET
	Herbert Brown	39 Crossgates Shopping Centre, Leeds LS15
	Pawnbrokers and cheque cashing	36 Austhorpe Road, Leeds LS15 8DX
	Cash Generator	7 Crossgates Shopping Centre, Leeds LS15 8ET
	Ready Steady Dough	Park Approach, Leeds LS15 8GB
	Cash Express	241 Selby Road, Leeds LS15 7JR
	Cash for Gold	243 Selby Road, Leeds LS15
	Pioneer Finance	2 Holly Tree Lane, Colton, Leeds LS15 9JF
	Brighthouse	Cross Gates Shopping Centre, Leeds LS15
LS16	Adamson Finance	135 Otley Road, Leeds LS16 6HH
LS18	Carloantoday	164 Town Street, Horsforth, Leeds LS18 4AQ
	ScrapGold	85b Town Street, Horsforth, Leeds LS18
LS20	Shopacheck	5-8 Richmond Terrace, Leeds LS20 8BP
LS22	One Stop Money Shop	21 Market Place, Wetherby, Leeds LS22 6LQ
LS27	Ramsdens 4 Cash	62 Queen Street, Morley, Leeds LS27 9BP
	Martin Oddy and Co	4 Griffin House, Station Road, Morley, LS27 8JW

Appendix 7 Social Sector Size Criteria By Ward - Update on Contacts/Visits Undertake to the end of July 2013 (January 2013)

	Alwoodley	Burmantofts Richmond Hill	Chapel Allerton	Gipton & Harehills	Harewood	Killingbeck and Seacroft	Moortown	Roundhay	Temple Newsam (ENEHL only)	Weetwood (ENEHL only)	Wetherby
Total Number of Tenants Affected per list provided by Welfare & Benefit Service July 2013	104 (131)	516 (575)	250 (332)	305 (341)	15 (14)	486 (546)	32 (39)	50 (54)	203 (225)	14 (13)	32 (43)
Completed Visits / Contacts	100 (127)	487 (539)	237(310)	293 (322)	13 (12)	465 (540)	31 (36)	50 (50)	196 (215)	14 (11)	32 (41)
No response to contacts	4 (4)	29 (36)	13 (22)	12 (19)	2 (2)	21 (6)	1 (3)	0 (4)	7 (10)	0 (2)	0 (2)
Family Size Dispute	0 (12)	8 (49)	1 (36)	1 (25)	0 (0)	0 (49)	1 (1)	0 (8)	4 (19)	1 (1)	0 (3)
Property Size Dispute	0 (3)	7 (11)	5 (38)	0 (3)	1 (1)	7 (18)	1 (1)	0 (2)	5 (7)	0 (0)	1 (1)
Transfer Requested * see below	10 (17)	81 (84)	33 (46)	51 (56)	2 (1)	82 (95)	4 (6)	1 (2)	41 (37)	3 (2)	4 (6)
Registered for a Mutual Exchange	4	27	11	6	2	12	1	1	9	0	1
Cover Shortfall from Income / Benefits **	79 (99)	393 (422)	187(208)	223 (227)	13 (12)	305 (320)	22 (28)	37 (36)	145 (140)	12 (7)	25 (31)
Seek Employment **	35 (47)	176 (192)	60 (77)	57 (80)	4 (3)	144 (156)	9 (14)	15 (19)	47 (47)	5 (5)	9 (11)
Plan to move to other tenure **	1 (2)	0 (0)	1 (0)	2 (4)	0 (0)	1 (1)	0 (0)	0 (0)	1 (3)	0 (0)	1 (1)
Seek Lodger **	4 (5)	12 (17)	5 (7)	3 (2)	2 (2)	43 (54)	1 (1)	2 (3)	2 (1)	1 (1)	0 (0)
Foster Carers	0 (0)	1 (3)	1 (3)	2 (2)	1 (0)	1 (1)	0 (0)	0 (1)	0 (2)	0 (0)	0 (0)
In adapted Properties	1 (1)	13 (18)	4 (7)	10 (13)	1 (1)	6 (11)	1 (1)	2 (3)	10 (15)	2 (1)	4 (4)
Access to Children or Applying	14 (13)	36 (31)	15 (24)	11 (7)	0 (0)	12 (14)	1 (1)	5 (5)	5 (4)	0 (1)	0 (1)
Tenants considered High Risk ***	23 (52)	107 (230)	42 (129)	57 (147)	1 (3)	104 (295)	9 (20)	12 (22)	43 (99)	3 (6)	2 (1)

* Bedroom Requirements of those requesting a transfer	Alwoodley	Burmantofts Richmond Hill	Chapel Allerton	Gipton & Harehills	Harewood	Killingbeck and Seacroft	Moortown	Roundhay	Temple Newsam (ENEHL only)	Weetwood (ENEHL only)	Wetherby
1 Bedroom	6 (10)	64 (60)	17 (16)	28 (34)	2 (1)	45 (49)	2 (3)	1 (2)	21 (22)	3 (1)	3 (3)
2 Bedrooms	4 (7)	16 (23)	12 (21)	20 (20)	0 (0)	28 (29)	2 (2)	0 (0)	16 (13)	0 (1)	0 (2)
3 Bedrooms	0 (0)	1 (1)	4 (9)	2 (2)	0 (0)	6 (13)	0 (1)	0 (0)	2 (0)	0 (0)	0 (1)
4 Bedrooms	0 (0)	0 (0)	0 (0)	1 (0)	0 (0)	3 (3)	0 (0)	0 (0)	2 (2)	0 (0)	0 (0)

** Please note some tenants are considering more than one option as a response to SSSC.

*** Tenants classed as high risk are those where an income and expenditure assessment has been undertaken and they have insufficient income to pay the Housing Benefit charge or have refused to provide income and expenditure details.

Appendix 8

East North East Homes Leeds by Ward

Arrears on Under Occupiers

	<u>Arrears @ Week 52</u>		<u>Arrears @ Week 14</u>	
Alwoodley	£	11,433.88	£	15,380.67
Burmantofts and Richmond Hill	£	44,565.53	£	56,613.22
Chapel Allerton	£	29,434.49	£	36,035.20
Gipton and Harehills	£	14,052.90	£	24,173.86
Harewood	£	242.95	£	964.71
Killingbeck and Seacroft	£	41,477.11	£	63,510.15
Moortown	£	2,040.61	£	2,933.36
Roundhay	£	2,733.69	£	4,575.23
Temple Newsam	£	13,412.80	£	23,126.63
Weetwood	£	-	£	561.38
Wetherby	£	3,035.87	£	3,735.95
Grand Total	£	162,429.83	£	231,610.36

Data Point Week 14 (9th July 13)

Report of Director of Children’s Services

Report to Outer North East area committee

Date: 16 September 2013

Subject: Children’s Services area committee update report

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

Summary of main issues

1. This report summarises performance at area committee level, with a broader acknowledgement of city level performance.
2. The rising child population in Leeds is a key challenge with regards places at schools. This is already a known issue in primary schools, and is becoming increasingly evident in secondary schools.
3. Twenty two per cent more children and young people from the Outer North East area committee area are looked after in June 2013 than in June 2012. A third more referrals were received from the Outer North East area committee area in the first three months of 2012/13 than the first three months of 2011/12. Attendance, while remaining better than historic levels, has declined in 2012/13 compared to 2011/12. This is due to the exceptional low levels of sickness seen both in Leeds and nationally in 2011/12. Eighty-two per cent of primary schools and sixth per cent of secondary schools are now rated as good or better by Ofsted.

Recommendations

4. Area committees are requested to note the content of this report.
5. Area committees are asked for feedback on the report.

1 Purpose of this report

- 1.1 Children's Services directorate provides six-monthly area committee reports, in March and September. These reports inform members about local outcomes for children and young people, and support the involvement of area committees in improving these outcomes by providing an update on the work of the directorate and of the Leeds Children's Trust, including local children's cluster arrangements. The progress made against local and national agendas is also highlighted.
- 1.2 The report summarises performance at area committee level, with a broader acknowledgement of city level performance. Key issues for Children's Services are highlighted, including Ofsted inspection, basic need, and child friendly city.

2 Background information

- 2.3 As part of the ambition for Leeds to become the best city in the UK we are aiming to become the best city to grow up in - a child friendly city. This ambition will be realised by improving outcomes against the three 'obsessions', five outcomes, and 12 priorities in the children and young people's plan, which is overseen by the multi-agency Children's Trust Board and implemented locally by the 25 local cluster partnerships of schools and other key local services.
- 2.4 To improve outcomes for all children and young people, but especially the most vulnerable, Leeds has a clear strategy for ongoing service improvement. This is centred on providing better early intervention, using initiatives such as: Families First (the Leeds approach to the national troubled families initiative) 'Early Start' - which integrates local early years and health services; and restorative practices such as family group conferencing, to empower families with the support, skills, tools and confidence to address the challenges they face. By doing this successfully we can reduce the need for more significant service intervention, reducing the social and financial cost of children being taken into care.
- 2.5 Overall, progress against this strategy is continuing positively. The number of children and young people who are looked after in Leeds is safely and appropriately reducing. This has already delivered significant savings when mapped against projected numbers had they continued to rise at their past rate. Feedback from the inspection activity that has taken place so far this year reflects positively on Leeds' progress, specifically a thematic inspection of the Independent Reviewing Officer Service, and a pilot visit to examine elements of the Ofsted inspection of services for looked after children and care leavers. Ofsted has not inspected safeguarding arrangements in Leeds since 2011, indicating that Leeds is regarded much more positively than in the past. A growing number of requests from other authorities and partners to visit and view our services suggest that Leeds is gaining a national reputation for innovation and improvement.
- 2.6 However, preparation for a forthcoming inspection remains a high priority. Ofsted is introducing a new framework, *the inspection of services for children in need of help and protection, children looked after and care leavers* in November 2013. This significantly raises standards and expectations of local authorities, in conjunction with the earlier change in Ofsted judgements from 'adequate' to 'requires improvement'. Preparations aim to ensure that Leeds demonstrates the

progress that has been made, and the continuing improvement journey that Children's Services are on. Ofsted has also introduced a targeted inspection of local authority school improvement services. Again, thorough preparations are underway for this.

- 2.7 Strong partnerships continue to be the key to effective strategic and service delivery. On a citywide level, this is being developed positively through the ongoing development of the child friendly Leeds initiative. A number of significant businesses and organisations are now actively involved in supporting child friendly initiatives; this includes BT, Marks and Spencer, and First Direct. In total, 131 organisations have made pledges of support. This is complemented by the 146 child friendly Leeds ambassadors, including the Olympian Nicola Adams, and Leeds Rhinos player Danny McGuire. A strong partnership with the BBC has been established, which led to a successful CBBC Live in Leeds event at the start of the summer holiday. This attracted over 38,000 visitors to the city centre and provided a significant boost to the profile of the city.
- 2.8 At a local level, this partnership approach is developing through the continuing evolution of the cluster model. The recent review of area working identified the need to more clearly understand the relative roles and responsibilities of area committees and other partnership bodies, including clusters used in Children's Services. The relationship between area committees and clusters is central to this. Elected member representatives to Children's Services clusters are to be appointed by area committees, formalising the link between the two.
- 2.9 Leeds has also reached the final stages in our 'integration pioneer' bid, which, if successful, would see the city become a national pioneer in developing the way we integrate health and social care services. If successful, through our children and young people's plan, and our health and wellbeing strategy, Leeds will be better placed to make joined-up decisions about spending money and planning services, and increase the pace of implementation for the early start initiative, including services for children with complex needs.
- 2.10 Partnership with schools will continue to be crucial as we move into a new academic year. Drawing on the closer working that has been fostered through the strong relationship with the seconded head teachers, Leeds will continue to put schools at the heart of work to improve outcomes. This will be particularly critical as we move forward with the basic need agenda. The rising child population in Leeds is a key challenge in ensuring there are sufficient places at schools. This is already a known issue in primary schools, and is becoming increasingly evident in secondary schools. Leeds has been awarded a £13.8m share of £820m made available by the DfE for new school places, as part of the targeted basic need programme. The places must be delivered by September 2015. Further information will be brought to area committees as appropriate.

3 Main issues

Performance update

- 3.1 Appendix one (page nine) provides data and commentary on current performance for the area committee, which is summarised below. Data from the same period 12 months ago is used where possible for direction of travel/progress analysis. Figures may be rounded up/down in the following commentary.

3.1 Further, more detailed information is available via the following websites:

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

Outer North East area committee commentary

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

3.2 The number of children looked after at the end of June 2013 who come from the Outer North East area committee area is 22, four higher (22 per cent higher) than the same point 12 months ago. This is counter to the five per cent reduction in the citywide number. There are fewer children looked after who come from the Outer North East area committee area than any other area committee area, less than two per cent of the cohort. The number of children and young people entering care between April and June is fewer than five.

3.3 There are three more children and young people subject to a child protection plan (15; a 25 per cent rise) at the end of June 2013 than the same period 12 months ago. The Outer North East area committee area has fewer children subject to a child protection plan than any other cluster, less than two per cent of the cohort.

3.4 42 per cent more CAFs (17 in 2013; 12 in 2012) have been initiated in the Outer North East area committee in the three-month period between April and June this year when compared to last year.

3.5 The number of requests for service (347 in 2012/13; 259 in 2011/12), and referrals (83 in 2012/13; 62 in 2011/12), from the Outer North East area committee area between April and June have both risen by a third when compared to last year. This is counter to the more modest reductions seen in the citywide requests for service and referrals (four, and three per cent respectively). Fewer requests for service and referrals are received from the Outer North East area committee area than any other area committee area. The conversion rate (percentage of requests for service that become a referral) has remained stable at 23.9 per cent (April to June 2012 and April to June 2013). The citywide trend in the last 12 months has been for the conversion rate to fall, which is consistent with the improvements made to our front door practice on how child protection inquiries are best handled.

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

3.6 The percentage of 'not known' young people in the Outer North East area committee area has reduced from four per cent in June 2012 to three per cent in June 2013 (a 29 per cent reduction). The percentage of young people identified as NEET has risen from two per cent in June 2012 to three per cent in June 2013.

3.7 There is a correlation between a reduction in not known rates, and a rise in NEET levels; the status of more young people is known after sweeps and telephone

calls. Targeted support offers mean that the NEET cohort is better informed and supported in trying to find/access education, employment, or training.

- 3.8 Any 16 and 17 year old not in education, training or employment in the EPOS area will get access to Youth Contract Interventions; this involves being assigned a key worker, and having access to employability skills training, visits to employers, a business or peer mentor, and work experience. Young people who are NEET can also access a Youth Contract local innovation funded outward bound project through Herd Farm, which focuses on confidence building and aspiration raising.
- 3.9 All 18-19 year olds get assigned a personal adviser through the Connexions Targeted Information, Advice and Guidance contract.
- 3.10 Paragraph 3.23 outlines that 2012/13 was the second best year for attendance levels in the city but slightly down on 2011/12 largely due to autumn term sickness. Primary school attendance declined by just over half a percentage point to 96.0 per cent in the Outer North East area committee area (the second highest attendance rate of all area committees), reflecting the citywide reduction when comparing the 2012/13 figures to the 2011/12 figures. Secondary school attendance remained steady at 93.9 per cent.
- 3.11 There was a sharp rise in the number of primary school pupils persistently absent, from 57 in 2011/12 to 87 in 2012/13 (30 more; a 52.5 per cent rise). Almost 22 per cent fewer secondary school pupils (54) were persistently absent in 2012/13 (195) compared to 2011/12 (249); this is the second highest reduction across all area committees.

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

- 3.12 The number of children and young people committing an offence reduced from 28 in 2011-12 to 18 in 2012-13, a 36 per cent drop. This is better than the citywide reduction of 30 per cent, and is the third highest percentage reduction of all area committees.

Local Ofsted inspections

- 3.13 One fewer primary school in the Outer North East area is rated as requires improvement, with one additional school rated as good. Ninety-one per cent are now rated as good or better (up from 87 per cent in December). There has been no change in the ratings of the three secondary schools in the area; 67 per cent remain rated good or better.
- 3.14 Both children's homes in the Outer North East area committee area are now rated good; the home that was adequate at the end of December has been inspected and seen its rating rise.

City commentary

- 3.15 The following paragraphs summarise partnership progress against the children and young people's plan indicators, including the three obsessions. Appendix two (page 13) contains 'obsession' indicator graphs and charts by area committee.

Children and young people are safe from harm

- 3.16 Children looked after numbers (1,358) are at their lowest point since November 2009, with June's figure five per cent lower than the same point 12 months ago. More children and young people entered care between April 2013 and June 2013 than the same period 12 months ago, but the numbers leaving continue to rise.
- 3.17 The number of children and young people subject to a child protection plan is virtually unchanged from a year ago at 897 (894 in June 2012). It is, however, six per cent lower than the December 2012 figure of 956.
- 3.18 Four per cent (311) fewer requests for service (contact received by the Duty and Advice Team), and three per cent (89) fewer referrals (those requests for service that were deemed to require Children's Social Work Service involvement), were received between April and June 2013 compared to the same period a year ago.
- 3.19 Twenty-seven per cent more CAFs (65) were initiated in the first three months of 2012/13 compared to the same period a year ago; this is equivalent to 22 additional CAFs per month.
- 3.20 There are five per cent more Council-employed foster carers (an increase of 28, to 578) in June 2013 than in December 2012. This should rise further in the coming months, as fourteen independent fostering agency foster carers may become Council-employed. The number of family placement foster carers is four higher in June 2013 (108) than December 2012 (104).

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

- 3.21 Across Leeds primary schools, attendance declined by half a percentage point to 95.3 per cent between half-terms one to four in 2011/12 and half-terms one to four in 2012/13. There were 207 more primary age pupils being persistently absent in the first two terms of 2012/13 compared to same period in 2011/12.
- 3.22 Attendance at Leeds secondary schools was 93.8% in the first two terms of 2011/12, and this has fallen only very slightly to 93.7% in the first two terms of 2012/13. Sixteen fewer secondary school age pupils were persistently absent in the first two terms of 2012/13.
- 3.23 Although attendance at both phases has declined slightly, the most recent figures are the second best attendance rates ever recorded in Leeds. Much of the difference in attendance rates is accounted for by higher levels of absence due to sickness in the autumn term of 2012/13, compared to the autumn term of the previous year. Rates of absence due to sickness levels were at an exceptionally low level across the country in the autumn term of 2011/12, and attendance in Leeds mirrored this trend. Absence levels in autumn term 2012 remain lower than in autumn term 2010 and previous years.
- 3.24 NEET and 'not known' levels have significantly reduced across the city; NEET sweeps and the use of Welfare Call have contributed to this. Young people identified as NEET are offered targeted support to help them with pathways to EET. The graphs in appendix two show the changes in the last 12 months for each area committee, especially the reduction in the not known cohort.

- 3.25 Complementing the core devolved youth contract support programme in Leeds, local clusters and/or partnerships of clusters are being funded to deliver local innovation projects (eg providing provision of targeted mental health, counselling, and bespoke motivational programmes). The aim is to contribute to the reduction of 16 to 17 year-old NEETs in localities by increasing young people's experience and qualifications, so they have the opportunity to continue in education and successfully find work.

Children and young people choose healthy lifestyles

- 3.26 Survey work and analysis on free school meal data are still underway. An update will be provided to area committees in a later report.

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

- 3.27 The number of young people committing an offence between April 2012 and March 2013 was almost a third lower than the same period in 2011/12, reflecting the national trend.

Ofsted inspections

- 3.28 Eighty-three per cent of primary schools (180) are rated as good or better in July 2013, seven percentage points higher (15 more schools) than in December 2012. Four fewer primary schools are rated as outstanding across the same period, and three more primary schools are rated as inadequate.
- 3.29 The percentage of secondary schools rated as good or better has reduced by three percentage points to 58 per cent in July 2013, from 61 per cent in July 2012 (one less school). One more secondary school is rated as inadequate.
- 3.30 There have been no inspections of children's centres in Leeds since the last update report. A new inspection framework begins in September; an update to area committees will be provided later.
- 3.31 73 per cent (eight) of the eleven directly managed local authority children's homes in Leeds are currently rated good or outstanding, a significant improvement from 36 per cent (four) that were good or outstanding at 31 December 2012. The other three children's homes are currently rated adequate/satisfactory.

4 Corporate considerations

4.1 Consultation and engagement

- 4.1.1 This report is for area committee meetings, which involve a wide range of partners and stakeholders. Consultation and engagement is integral to the work of Children's Services and the Children's Trust, as evidenced in child friendly city work.

4.2 Equality and diversity/cohesion and integration

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

detailed information already provided to clusters is powerful intelligence that can be used to help focus priorities and narrow the gap.

4.3 Council policies and city priorities

4.3.1 A significant proportion of the information included in this report relates to the city priorities for children and young people and the outcomes contained in the CYPP.

4.4 Resources and value for money

4.4.1 There are no resource implications in this report.

4.5 Legal implications, access to information, and call-in

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

4.6 Risk management

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

5 Conclusions

5.1 Not applicable, as this report is information based.

6 Recommendations

6.1 The Outer North East area committee is requested to note the content of this report.

6.2 The Outer North East area committee is asked for feedback on the report.

7 Background documents¹

7.1 There are no background documents to accompany this report.

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

Appendix one: performance data for Outer North East area committee

Autumn 2013 Children's Services performance update

Measure	Leeds	Outer NE	Current data period	Highest	Average	Lowest	Outer NE									
							Leeds	Current reporting period	Previous reporting period	Direction of travel	Current data period	Highest	Average	Lowest		
1. Number of children and young people 0-19	173,462	12,774	January 2013	24,510	17,289	11,609										
2. Percentage of children and young people	n/a	7.4%	January 2013	14.1%	10.0%	6.7%										
3. Number of primary schools	218	23	Current	28	22	15										
4. Number of secondary schools	36	3	Current	6	4	2										
4a. Number of through schools	2	0	Current	2	0	0										
5. Number of children's centres	58	3	Current	11	6	3										
<p>Commentary The Outer North East area committee has 7.4 per cent of the city's 0-19 population, (12,774 children and young people). There are 23 primary schools, three secondary schools, and three children's centres located within the area committee boundary.</p>																
Keeping children safe from harm	Leeds	Current reporting period	Previous reporting period	Direction of travel	Current data period	Highest	Average	Lowest								
									Leeds	Current reporting period	Previous reporting period	Direction of travel	Current data period	Highest	Average	Lowest
6. Number of children looked after	1,358	22	18	↑	30 June 2013	389	131	22								
7. Number of children entering care	106	↑	Apr-Jun 2013	32	14	5								
8. Number of children subject to a child protection plan	897	15	12	↑	30 June 2013	217	88	15								
9. Number of CAFs initiated	308	17	12	↑	Apr-Jun 2013	55	30.2	17								
10. Number of requests for service	8,695	347	259	↑	Apr-Jun 2013	1,701	794	347								
11. Number of requests for service leading to a referral	2,964	83	62	↑	Apr-Jun 2013	635	282	83								
12. Number of LCC-employed foster carers	578	23	21	↑	30 June 2013	83	50	23								
12a. Number of family placement foster carers	108	7	6	↑	30 June 2013	16	11	6								

<p>Commentary The number of children looked after at the end of June 2013 who come from the Outer North East area committee area is 22, four higher (22 per cent higher) than the same point 12 months ago. This is counter to the five per cent reduction in the citywide number. There are fewer children looked after who come from the Outer North East area committee area than any other area committee area, less than two per cent of the cohort. The number of children and young people entering care between April and June is fewer than five.</p> <p>There are three more children and young people subject to a child protection plan (15; a 25 per cent rise) at the end of June 2013 than the same period 12 months ago. The Outer North East area committee area has fewer children subject to a child protection plan than any other cluster, less than two per cent of the cohort. 42 per cent more CAFs (17 in 2013; 12 in 2012) have been initiated in the Outer North East area committee in the three-month period between April and June this year when compared to last year.</p> <p>The number of requests for service (347 in 2012/13; 259 in 2011/12), and referrals (83 in 2012/13; 62 in 2011/12), from the Outer North East area committee area between April and June have both risen by a third when compared to last year. This is counter to the more modest reductions seen in the citywide requests for service and referrals (four, and three per cent respectively). Fewer requests for service and referrals are received from the Outer North East area committee area than any other area committee area.</p>								
Do well in learning and have the skills for life	Leeds	Outer NE			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
13. Primary school attendance levels	95.3%	96.0%	96.6%	↓	2012-13 HT 1-4	96.2%	95.3%	93.9%
14. Secondary school attendance levels	93.7%	93.9%	93.9%	↔	2012-13 HT 1-4	94.6%	93.3%	91.1%
15. Number of pupils persistently absent at primary	1,839	87	57	↑	2012-13 HT 1-4	417	184	83
16. Number of pupils persistently absent at secondary	3,067	195	249	↓	2012-13 HT 1-4	474	307	162
17. Number of NEET ⁱ	1,501	47	32	↑	30 June 2013	330	149	47
17a. Percentage of NEET ⁱ	6.7%	3.3%	2.0%	↑	30 June 2013	10.5%	6.2%	2.6%
18. Number of 'not knowns'	1,283	41	67	↓	30 June 2013	408	116	41
18a. Percentage of 'not knowns'	5.5%	2.9%	4.1%	↓	30 June 2013	14.5%	4.7%	2.2%
<p>Commentary Primary school attendance declined by just over half a percentage point to 96.0 per cent in the Outer North East area committee area (the second highest attendance rate of all area committees), reflecting the citywide reduction when comparing the 2012/13 figures to the 2011/12 figures. Secondary school attendance remained steady at 93.9 per cent. There was a sharp rise in the number of primary school pupils persistently absent, from 57 in 2011/12 to 87 in 2012/13 (30 more; </p>								

a 52.5 per cent rise). Almost 22 per cent fewer secondary school pupils (54) were persistently absent in 2012/13 (195) compared to 2011/12 (249); this is the second highest reduction across all area committees.

The percentage of 'not known' young people in the Outer North East area committee area has reduced from four per cent in June 2012 to three per cent in June 2013 (a 29 per cent reduction). The percentage of young people identified as NEET has risen from two per cent in June 2012 to three per cent in June 2013.

Voice and influence	Leeds	Outer NE			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
19. 10-17 year olds committing an offence	672	18	28	↓	Apr 12 - Mar 13	167	67	18
Ofsted inspections	Leeds	Current reporting period	Previous reporting period	Direction of travel	Current data period	Highest	Average	Lowest
20. Percentage of primary schools good or better	83%	91%	87%	↑	31 July 2013	93%	82%	68%
21. Percentage of secondary schools good or better	58%	67%	67%	↔	31 July 2013	75%	56%	25%
22. Percentage of children's centres good or better	81%	100%	100%	↔	31 July 2013	100%	88%	60%
23. Percentage of children's homes good or better	73%	100%	67%	↑	31 July 2013	100%	58%	0%
Ofsted judgement - Outer North East	Current period: 31 July 2013			Previous period: 31 Dec 2012				
	Outstanding	Good	Satisfactory	Inadequate	Outstanding	Good	Satisfactory	Inadequate
24. Primary schools	9	12	2	0	9	11	3	0
25. Secondary schools	0	2	1	0	0	2	1	0
26. SILCs (citywide)								
27. Pupil referral units (citywide)								
28. Children's centres	0	1	0	0	0	1	0	0
29. Children's homes	0	2	0	0	0	1	1	0

Commentary

One fewer primary school in the Outer North East area is rated as requires improvement, with one additional school rated as good. Ninety-one per cent are now rated as good or better (up from 87 per cent in December). There has been no change in the ratings of the three secondary schools in the area; 67 per cent remain

rated good or better.

Both children's homes in the Outer North East area committee area are now rated good; the home that was adequate at the end of December has been inspected and seen its rating rise.

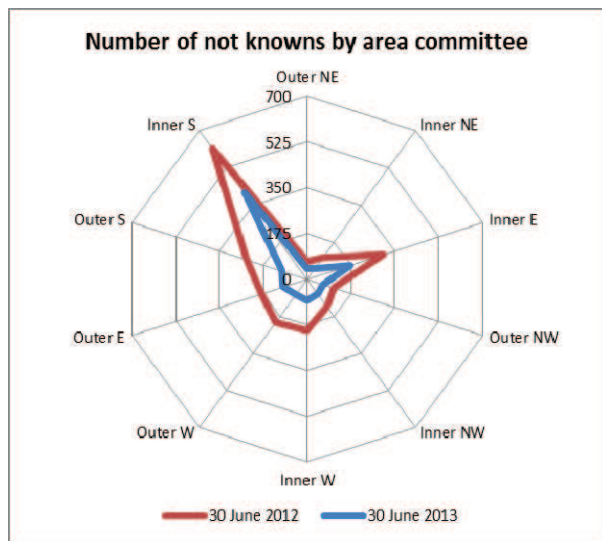
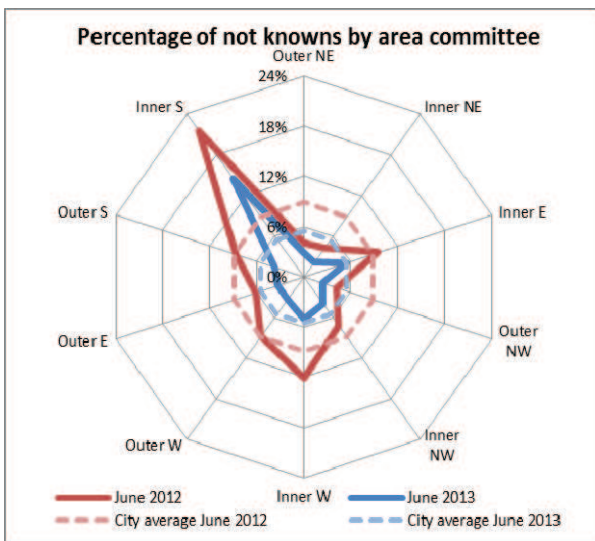
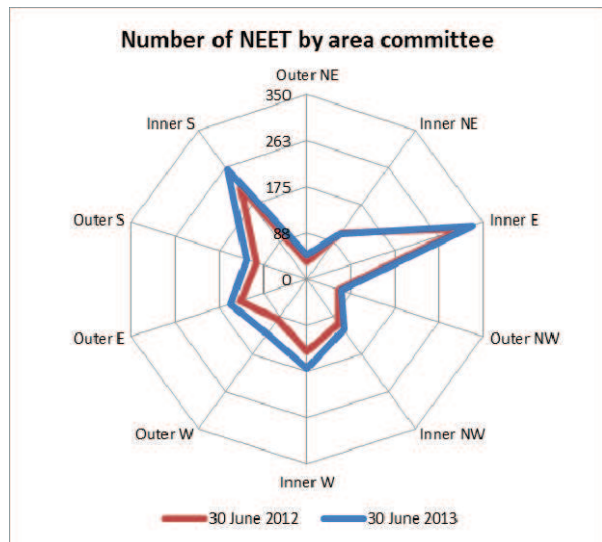
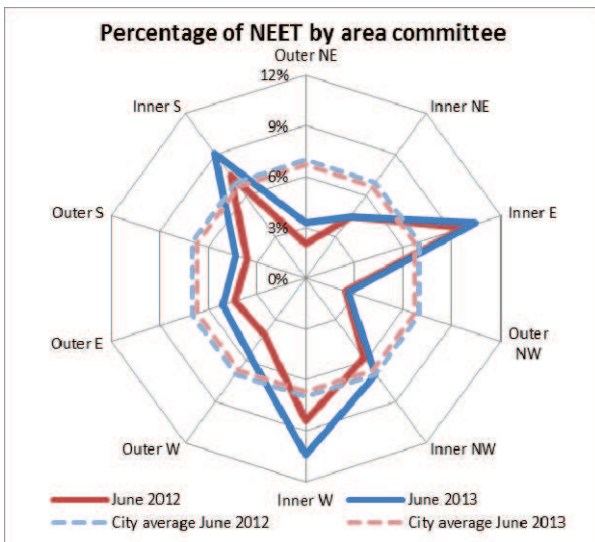
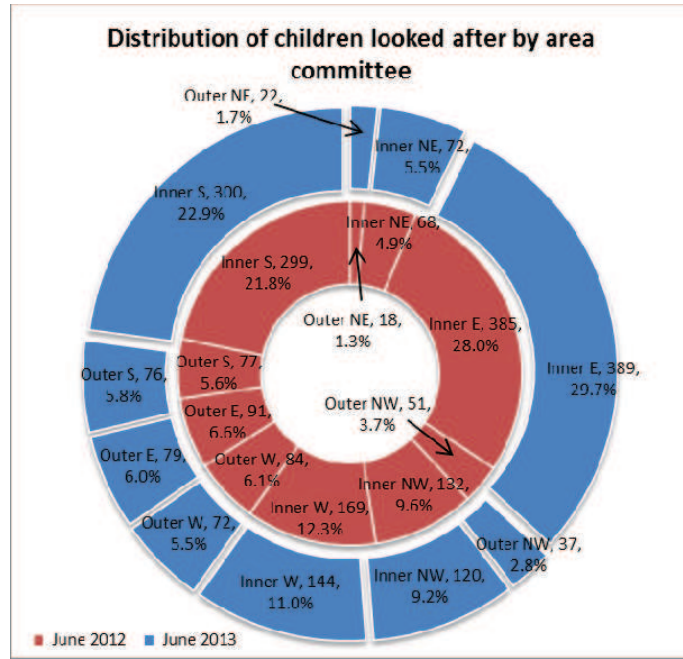
Secondary schools	Current period		Previous period		Direction of travel	
	Ofsted	Attendance	Ofsted	Attendance	Ofsted	Attendance
Allerton High School	2	93.3%	2	93.8%	↔	↓
Boston Spa School	2	92.9%	2	92.9%	↔	↔
Wetherby High School	3	93.7%	3	94.0%	↔	↓

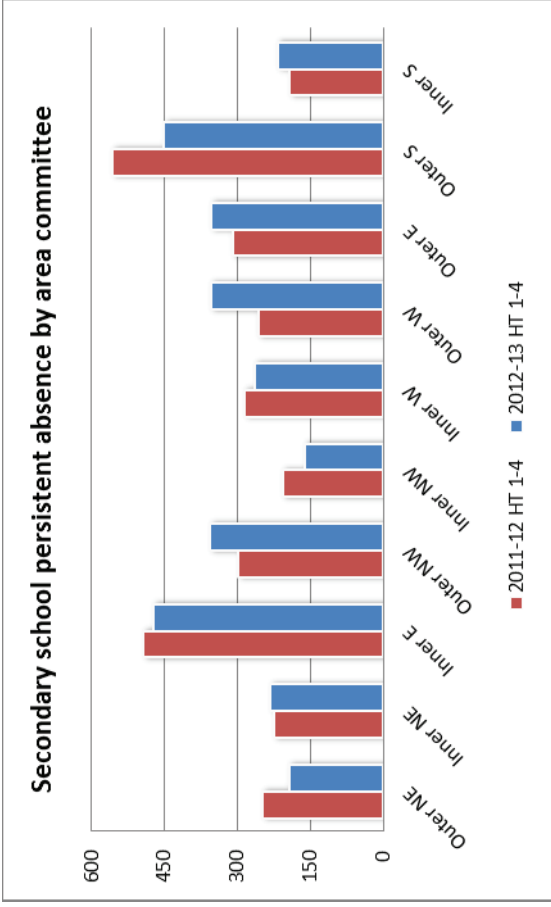
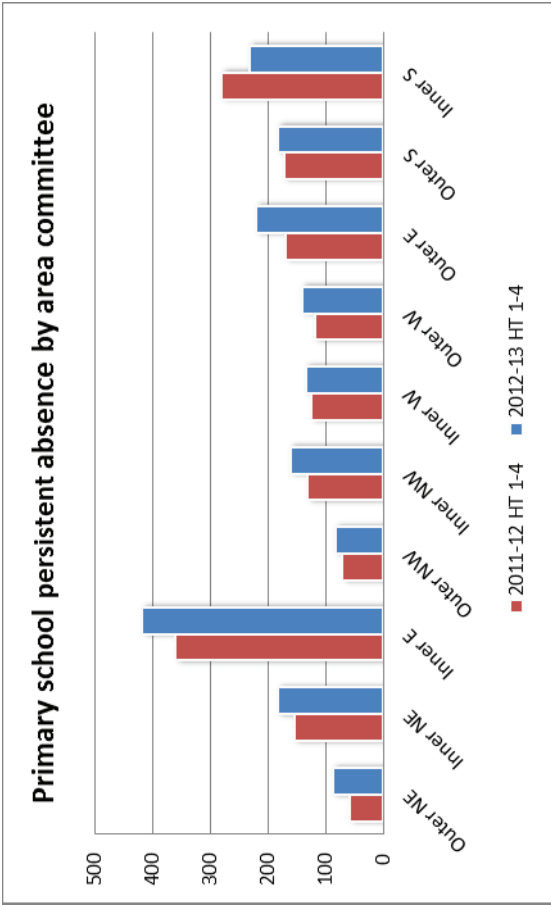
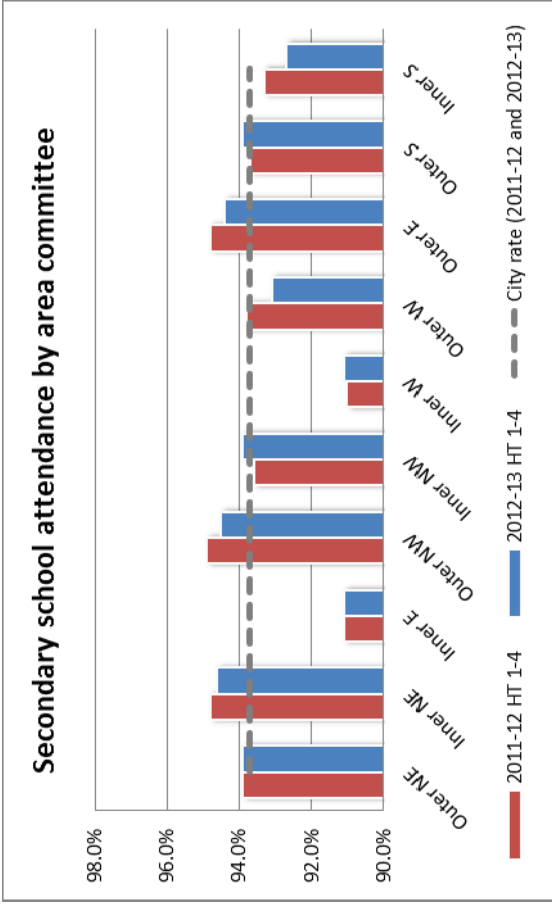
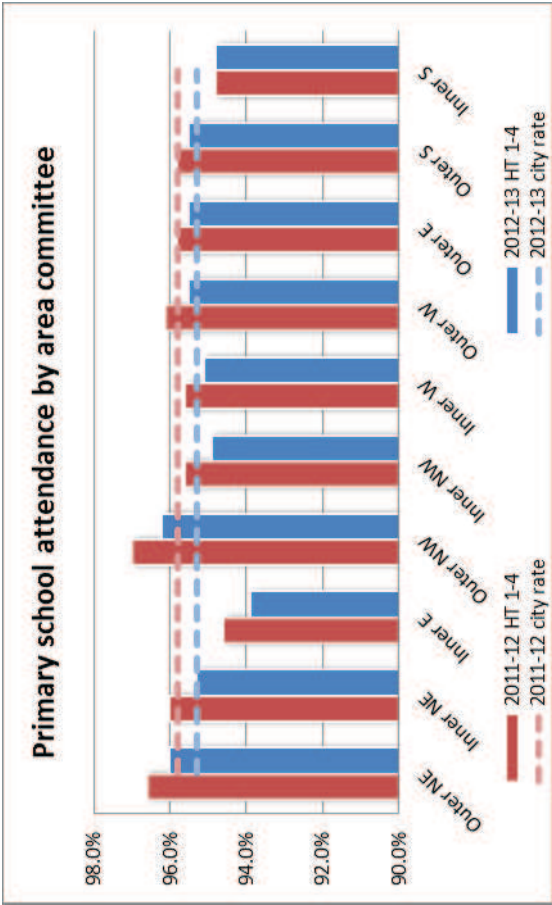
Key: AY - academic year, FY - financial year, HT - half term ... data below five (suppressed for confidentiality)

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

¹ The citywide figure reports 'adjusted NEET' (see data definitions), the area committee figures do not take account of 'adjusted NEET'

Appendix two: CYPP obsessions - graphs and charts







Report author: Carole Clark
Tel: 0113 3367629

Report of Area Leader – East North East Leeds

Report to Outer North East Area Committee

Date: Monday 16 September 2013

Subject: Strengthening Links between Area Committee and Town and Parish Councils

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Alwoodley, Harewood Wetherby
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 Safer and Stronger Scrutiny Communities Scrutiny Board produced a report on strengthening the Council’s relationship with Town and Parish Councils.

- 2 The Scrutiny Report highlights the role of Area Committees and Area Leaders in strengthening this relationship and makes recommendations on how this can be achieved.

- 3 This report outlines the arrangements in place for Outer North East Leeds which were cited as an example of good practice in the Scrutiny Report.

Recommendations

- 4 The Area Committee is asked to:
 - note the contents of the report and make comment as appropriate;

 - Endorse the revised terms of reference for the Outer North East Parish and Town Council forum attached at appendix A.

5 Purpose of this report

- 5.1 This report provides information on the relationship with Town and Parish Councils in the Outer North East area in response to the Safer and Stronger Communities Scrutiny Report.

6 Background information

- 6.1 In October 2006 the Leeds Parish and Town Council Charter was agreed. This sets out how Leeds City Council and the local councils work together for benefit of local people and is reviewed annually.
- 6.2 The Localism Act 2011 reinforces the role of local councils, and represents a clear statement of intent from central government of its plans to devolve power to local communities.
- 6.3 In June 2012, the Executive Board Member for Neighbourhoods, Planning and Support Services made a request for Scrutiny to conduct a review of the council's relationship with local Parish and Town Councils.
- 6.4 The report outlining conclusions and recommendations from the review was formally agreed by the Safer and Stronger Communities Scrutiny Board on 16th May 2013. The implementation of the recommendations will be monitored by the scrutiny board.

7 Main Issues

- 7.1 Outer North East Leeds has sixteen Town and Parish Councils:

Alwoodley

Alwoodley

Harewood

Aberford and District
Bardsey cum Rigton
Barwick in Elmet &
Scholes
Collingham with Linton
East Keswick
Harewood
Scarcroft
Shadwell
Thorner

Wetherby

Boston Spa
Bramham cum
Oglethorpe
Clifford
Thorp Arch
Walton
Wetherby Town
Council

- 7.2 The ENE Area Support Team maintains regular contact with these local councils which are very knowledgeable about the communities they serve.

8 Parish and Town Council Forum

- 8.1 The key means of engaging with these councils is through the Parish and Town Council forum. This forum provides an opportunity for all the parish and town councils to come together to discuss issues of common interest, and receive

presentations from guest speakers. It also provides a means for services and organisations to consult on issues, rather than having to attend individual parish and town council meetings. The meetings are well attended by both town and parish councillors and clerks.

- 8.2 Forum meetings usually last a couple of hours. Subjects for the agenda come from suggestions by ward members, or parishes, or issues which the ENE Area Support Team is aware of. The Area Officer (Outer North East) provides support for the meetings. The minutes are reported to the Outer North East Area Committee.
- 8.3 The mailing list for the forum includes all the town and parish clerks, ward members, the local MP and officers working in the area. Officers would only normally attend if they have an agenda item but by being on the mailing list they are kept informed of the discussions and key issues of interest to the parishes.
- 8.4 The forum was established in 2004 as the Harewood & Wetherby Ward Parish and Town Council Forum, chaired by Cllr Castle.
- 8.5 In 2009, it was agreed to rotate the chair around the Wetherby and Harewood ward members, with an agreement that there would be at least one member from each of the two wards in attendance at every meeting.
- 8.6 This year the forum started to include Alwoodley Parish Council. At its latest meeting on 11th July the forum adopted new terms of reference, and is now called the Outer North East Parish and Town Council forum to acknowledge that Alwoodley are now part of the forum. A copy of the terms of reference is attached at appendix A for the area committee to endorse.
- 8.7 The Scrutiny Board review recognised that the forum approach adopted in the Outer North East area has been well received by the Town and Parish Councils, the Area Committee and the Area Support team. The board acknowledged that this approach should be identified as a good practice model to promote.

9 Area Committee business plan

- 9.1 The Area Committee business plan contains information about the area committee, a forward plan of meetings, information on the wards, details of wellbeing budgets, and its priorities for the current year.
- 9.2 The Area Committee undertakes an annual refresh of the business plan, which includes reviewing the priorities. As part of the review the Town and Parish Councils are consulted on the proposed priorities for the Area Committee at the January forum meeting. All the parishes are sent a copy of the Area Committee business plan once it is finalised and signed off by the area committee.

10 Service level agreements

- 10.1 The Area Committees have delegated responsibility for Street Cleansing & Environmental Enforcement Services and negotiate a service level agreement on an annual basis. The Town and Parish Councils are consulted on the draft Environmental SLA at the forum.

10.2 The Environmental Locality Team manager attends all the forum meetings and has developed a positive relationship with all the town and parish councils. Good examples of actions being taken to support local priorities and issues include working with in-bloom groups around judging days, responses to urgent requests for example, gully cleansing and dealing with full litter bins.

11 Maximising resources

11.1 Where possible, Town and Parish Council funding is matched with area committee funding to deliver local projects. Recent examples of such projects include a residents parking scheme at Scarcroft and refurbishment of Jubilee Fields in Aberford for community use.

12 Regular Communications

12.1 In between meetings the Area Officer also circulates, by email, information which is of interest to the parishes and the communities they serve, this will include details of events, funding information, volunteering opportunities, information about Outer North East Area Committee meetings and anything else which may be of interest.

13 Corporate Considerations

13.1 Consultation and Engagement

13.1.1 The review undertaken by the scrutiny board gave an opportunity for all local councils, council officers, Area Leaders, Area Committee Chairs and the Chief Officer and Deputy Chief Officer of the Yorkshire Local Councils Association to share their experiences and opinions with the Scrutiny Board.

13.1.2 The Scrutiny paper has been discussed at the July meeting of the Town and Parish Council Forum.

13.2 Equality and Diversity / Cohesion and Integration

13.2.1 Equality and diversity issues were considered throughout the scrutiny review and are considered when engaging with Town and Parish Councillors.

13.3 Council policies and City Priorities

13.3.2 Leeds City Council and the local councils within its area share the common belief that working closely together plays a vital contribution to the wellbeing of the communities they serve.

13.3.3 To this end, Leeds City Council and the local councils in the Leeds City Council area have a Charter which sets out how they aim to work together for the benefits of local people.

13.3.4 Leeds City Council and the local councils are committed to the principles of democratic local government. They are keen to see continued efforts made to improve our system of local democracy and to see greater public participation in and appreciation of this system.

13.4 Resources and value for money

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

13.5 Legal Implications, Access to Information and Call In

13.5.1 All decisions taken by the area committee in relation to the delegated functions from Executive Board are not eligible for Call In.

13.5.2 There are no key or major decisions being made that would be eligible for Call In.

13.5.3 There are no legal implications as a result of this report.

13.6 Risk Management

13.6.1 This report provides an update on work in the Outer North East area; no risks are identifiable.

14 Conclusion

14.1 The Safer and Stronger Scrutiny Communities Scrutiny Board Report has produced a report on strengthening the Council's relationship with Town and Parish Councils. The forum approach is acknowledged as an example of good practice. This has been discussed at the Outer North East Parish and Town Council forum.

15 Recommendations

15.1 The Area Committee is asked to:

note the contents of the report and make comment as appropriate;

Endorse the revised terms of reference for the Outer North East Parish and Town Council forum attached at appendix A.

16 Background documents¹

[Scrutiny Board \(Safer and Stronger Communities\) - Strengthening the Council's relationship with local Parish and Town Councils, 16th May 2013](#)

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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Outer North East



Outer North East Parish and Town Council Forum

Terms of Reference 2013

Purpose

To encourage and facilitate a constructive dialogue between the Parish and Town Councils in Outer North East Leeds, Leeds City Council and other organisations to ensure that the needs of the area and key issues affecting local people are identified and considered.

To support the Parish and Town Councils in Outer North East Leeds in accordance with the Charter agreed between Leeds City Council, and the Parish and Town Councils of Leeds.

Role and Responsibilities

- Provide Parish and Town Councillors with the opportunity to have their say over the local priorities of the Council and other service providers;
- To provide an opportunity for Parish and Town Councils to discuss issues of common interest, share information and good practice.
- To provide a forum for Leeds City Council and its partners to share information, promote services and consult with the Parish and Town Councils in Outer North East Leeds.

Meetings

- Attendance at the forum is open to all Parish and Town Councillors and clerks in the Outer North East area.
- The forum meets quarterly in January, April, July and October. All meetings start at 7:30pm. Meetings are rotated around the Outer North East area in local venues. Additional meetings are scheduled where appropriate.
- The chair is rotated amongst the ward members.
- Support is provided by the Council's East North East Area Support Team.
- Agenda items are proposed by ward members, Parish and Town councillors, and the ENE Area Support Team. The agenda is agreed with the chair.

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East North East Area Support Team
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Links with Outer North East area committee

Minutes of the forum are reported to the next available area committee once they have been agreed by the chair.

Outer North East Parish and Town Councils

Alwoodley	Harewood	Wetherby
Alwoodley	Aberford and District Bardsey cum Rigton Barwick in Elmet & Scholes Collingham with Linton East Keswick Harewood Scarcroft Shadwell Thorner	Boston Spa Bramham cum Oglethorpe Clifford Thorp Arch Walton Wetherby Town Council

Report of the Director of Children's Services

Report to: Outer North East Area Committee Meeting

Date: 16th September 2013

Subject: Investing in Young People: Update of the Future Direction of Youth Services and Delegated Functions for Area Committees



Are specific electoral Wards affected? If relevant, name(s) of Ward(s): All wards	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input 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. In March 2013 the Council's Executive Board approved a new allocation to the overall Area Committee budget ring-fenced for youth activities of £250k in 2013/14 and £500k in 2014/14, with a clear expectation that young people help to shape the decision making around the spending of this resource, against an agreed set of outcomes.
2. The new allocation for the Outer North East Area Committee budget ring-fenced for youth activities is £20499 in 2013/14 and £40997 in 2014/15. The Area Committee function schedule for Youth Activity Breeze Funding is to commission, monitor and evaluate local play, arts, sports and cultural activity for young people age 8-17 with the involvement and participation of children and young people.
3. Following the July area committee, proposals for spending this budget have been developed by the area lead member for children's services, in consultation with a member from Harewood and Alwoodley wards.

Recommendations

4. Approve the proposed arrangements and procedures for spending this budget;
5. Endorse the establishment of a Children and Young People's Area Committee sub-group.

1 Purpose of this report

- 1.1 The purpose of this report is to provide the area committee with proposals for spending the budget delegated to the area committee for universal youth services.

2 Background information

- 2.1 In March 2013 Executive Board agreed, as part of the new model for youth services a new allocation to the overall Area Committee budget ring-fenced for youth activities of £250k in 2013/14 and £500k in 2014/15, with a clear expectation that young people help to shape decision making around the spending of this resource, against an agreed set of outcomes. This funding is to support play, arts, sports and cultural activity for young people aged 8-17.
- 2.2 This budget has been split between the ten area committees based on population data of young people aged 8 – 17. The Outer North East area committee has been allocated £20,499 for 2013/14 and £40997 for 2014/15.
- 2.3 The report presented to the July meeting of the area committee asked members to consider, in respect of the universal funding, how it will be delivered in each area building on the Breeze brand, how it can link to other funding streams and how children and young people will be involved throughout the planning, decision making and evaluation of the activity funding.

3 Main issues

- 3.4 Subsequent to the July area committee meeting, Cllr Lamb, the area lead member for Children's Services, has met with Cllrs Cohen and Robinson to develop proposals for spending this budget. It is proposed that these members form a sub-group to oversee Children's Services issues in a similar way to the sub-group already established to consider Environmental issues.
- 3.5 This sub-group has held one meeting to consider how to split the funding across the three wards, how to involve young people in the decision making process, how to publicise and process applications, and use of the money for match funding projects.
- 3.6 The three options for how to spend the money across the Outer North East are:
- Split the money equally between the three wards, giving an allocation of £6,833 per ward;
 - Split the money between the three wards based on the 8 – 17 population figures for each ward shown in the table below:

Ward	Population 8-17 years	Allocation 2013/14	Allocation 2014/15
Alwoodley	2490 (36.29%)	£7439	£14,878
Harewood	2309 (33.66%)	£6899	£13,797
Wetherby	2062 (30.05%)	£6161	£12,322

- c. Do not split the money by ward, but use strategically to target the areas in most need.
- 3.7 Following discussion with the sub-group, it is proposed to split the fund on a ward basis by population (8-17 years). This follows the formula for splitting the fund down to the ten area committees. The wellbeing fund is also split by population.
- 3.8 It is proposed to establish a panel for each ward with ward members, and nominated young people. Advice will be sought from the youth service and the school clusters on how to engage young people in the decision making process effectively. The favoured approach is to use school councillor representatives who are in effect democratically elected.
- 3.9 The area committee has the delegated authority to make decisions on spending this funding. Therefore each panel will discuss applications and make recommendations to the area committee.
- 3.10 The fund has to be spent within this financial year and cannot be carried forward. Therefore for this financial year the proposal is to invite applications, and establish the ward panels as soon as possible after this meeting with a view to bringing recommendations for spending the funding to the December area committee for approval. The delivery of activities can then take place from January to March 2014.
- 3.11 For the 2014/15 financial year, a timetable for considering and approving applications will be established.
- 3.12 The fund will be advertised widely to youth clubs, sports clubs and any other organisations offering activities for young people by writing to all the clubs and through using existing communications networks including the Parish and Town Councils.
- 3.13 Organisations providing youth services funded by the budget can be a council department, a commercial organisation operating on a non-profit basis, or a community or voluntary group. All organisations must be registered with the Breeze Culture Network, and in registering will be required to submit their safeguarding and equality policies.
- 3.14 Providers will be required to keep registration forms and a register of attendance and to have attendees fill out evaluation forms (which will be supplied). Providers must complete monitoring reports at agreed intervals, templates for which will be supplied and agree to unannounced spot check visits to check that safeguarding procedures are being followed. They will also sign a funding contract/SLA to agree the details of what will be delivered.
- 3.15 Providers are expected to capture data using young people's Breeze card and a hand held scanner for this method will be provided.
- 3.16 Providers will be required to list their activity on the Breeze website through the Breeze Culture Network and provide information to be included in the Cluster 'What's on' guides, webpages and mail shots. They will also be required to agree

to the council sharing information about the activities with other statutory bodies, and voluntary, community and faith organisations.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.2 Further engagement with young people and partners are fundamental to the delegation model

4.1.3 Young people have been involved in training to support the commissioning process in localities through a range of workshops supported by the Children's Services Voice and Influence team, youth service and voluntary sector partners.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 Youth activity funding delegated to area committees can support cohesion and integration in localities where identified as a local need with children and young people. The process envisaged encourages participation and engagement of young people and partners.

4.3 Council policies and City Priorities

4.4 In order to support the delivery of the children and young people's plan the activities will support the outcome: Children and Young People Have Fun Growing Up by providing play leisure, culture and sporting opportunity for all 8-17 year old across the city.

4.5 This process will also support the outcome: children and young people are active citizens who feel they have a voice and influence, the activities fund will increase participation, voice and influence in localities around the city.

4.6 Resources and value for money

4.6.1 The 8-17 populations by wards have been based on data received from NHS Leeds. The data is based on addresses of children and young people registered with GP's. This has been shown to be the most comprehensive, accurate and up to date source of data for the population of children and young people.

4.6.2 Where possible the monies will be used to match fund youth activities across the area.

4.7 Legal Implications, Access to Information and Call In

4.7.1 The remodelling of council run youth services and those provided by key partners will have implications for the council and this will be mitigated as far as possible ensuring the correct procedures are followed.

4.8 Risk Management

4.8.1 High consideration must be given to the implications of the recommendations for staff in the LCC Youth Service.

4.8.2 There are a number of youth work contracts with voluntary sector bodies in Leeds currently funded who will need to be supported through new or revised commissioning arrangements.

4.8.3 The involvement and participation of children and young people is key to ensuring the right activities are available and suitable. It is essential that teams support this process to build success.

5 Conclusions

5.1 In conclusion the youth activity funding creates an opportunity to build on activity provided locally meeting identified need. The process of involving children and young people in the decision making supports Leeds being a Child Friendly City and ensures children's needs are central to the process.

5.2 Locality budgets for activity will generate opportunity for creative ways to work across partnerships in localities.

6 Recommendations

6.1 Approve the proposed arrangements and procedures for spending this budget;

6.2 Approve the establishment of a Children and Young People's Area Committee sub-group.

7 Background documents¹

7.1 Executive Board 13th March 2013; Investing in Young People: Future Direction for Youth Services in Leeds.

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

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Report of East North East Area Leader

Report to Outer North East Area Committee

Date: 16 September 2013

Subject: Well-being Fund Budgets

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Alwoodley, Harewood, Wetherby	<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 checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. This report provides members with an update on the current position of the revenue budget for the Outer North East Area Committee.
2. Applications made for funding are included in the report for member's consideration.
3. The report also provides details of the Capital Receipts Incentive Scheme approved by the Council's executive board where 20% of each receipt generated will be retained locally for re-investment, subject to a maximum per receipt of £100k.

Recommendations

4. Members are asked to:
 - Note the spend to date and current balances for the 2013/14 financial year;
 - Consider the following project proposals and approve where appropriate the amount of grant to be awarded:

Project	Organisation	Amount applied for £	Ward
Grit bins	Leeds City Council	£5914.04	Alwoodley
Allotment development programme	Alwoodley Allotment Association	£10,000	Alwoodley
Housekeeping programme	Northcall	£10,826	Alwoodley
Wetherby Park run	Parkrun Limited	1500	Wetherby

- Note the 2012/13 allocation of Capital Receipts Incentive Scheme funding and agree to either split the allocation equally between the three Outer North East wards, or use the funding on an area wide basis for strategic priorities

1. Purpose of this Report

- 1.2 The report provides members with an update on the current position of the revenue Well-being Funding for the Area Committee and sets out applications made for consideration by the Area Committee.

2. Background Information

- 2.1 Each of the ten Area Committees receive an annual allocation of revenue funding to commission projects and offer grants to organisations in the local area. The amount of funding for each Area Committee is determined by a formula based on 50% population and 50% deprivation in each area, as agreed by the Council's Executive Board. The Area Committees also have the balance of any revenue Well-being budget which was allocated to them in previous years.
- 2.2 Alongside the Well-being budget, ward councillors have access to other sources of local funding, such as Section 106, Ward Based Initiatives (WBI), Members Improvement in the Community and Environment (MICE). The use of this funding is discussed at ward member meetings as appropriate.

3. REVENUE PROJECTS

3.1 Well-being Revenue – available funding for the current financial year

- 3.1.1 The allocation for the Outer North East Area Committee for 2013/14 is £112,000.

- 3.1.2 The Outer North East Area Committee manages its allocation by apportioning the amount between the three wards based on population¹. For the 2013/14 allocation, the split between wards is:

- Alwoodley: £41726 based on pop. = 22766 (37.25%)

¹ Office for National Statistics 2011 Census

- Harewood: £33656 based on pop. = 18363 (30.05%)
- Wetherby: £36618 based on pop. = 19979 (32.69%)

3.1.3 The current revenue financial position of the Area Committee is shown in Appendix A.

3.1.4 The funding is used to support the priorities in the Area Committee Business Plan as agreed by the Area Committee in March 2013. Updates on spending and projects funded will be reported to the Area Committee on a regular basis.

3.2 New schemes for consideration

3.2.1 In considering these applications members are asked to take into account timescales for the projects. If projects are continuing after 31 March 2014, members are asked to decide if the appropriate proportion of the grant should be set aside from the 2013/14 budget and carried forward, or be drawn from the 2014/15 budget.

3.2.2	Project:	Grit bins
	Organisation:	Leeds City Council
	Total cost:	£3421.22
	Amount applied for:	£3421.22
	Ward:	Alwoodley
	Purchase of new bins with salt, cost each £168.38 x 10 = £1683.80 One refill for each new bin cost each £75.54 x 10 + £755.40 Two refills for each existing bin, cost each £75.54 x 46 = £3,474.84	
	Total £5,914.04	
	Area Committee priorities: Health and Wellbeing, Supporting Communities	

3.2.3	Project:	Alwoodley Allotment Association Development Programme
	Organisation:	Alwoodley Allotment Association
	Total cost:	£10,232.
	Amount applied for:	£10,000
	Ward:	Alwoodley
	Alwoodley Allotment association are developing a new allotment site and are now in a position to install 3 key elements, agricultural stockproof fencing to enclose the site, agricultural drainage and two pairs of galvanised bespoke gates and 2 fence panels to create an entrance into the allotment site.	
	This project will improve the quality of life for local people by providing an allotment site which is accessible to all the association's current members plus other groups. The intention is to hold open days, and other events, and create raised beds/plots for schools and community groups, including those representing people with disabilities.	
	Area Committee priorities: Health and Wellbeing, Supporting Communities	

3.2.4	Project:	Northcall
	Organisation:	Northcall Community Centre
	Total cost:	£10826
	Amount applied for:	£10826
	Ward:	Alwoodley
<p>Northcall are now proposing to set up a housekeeping programme for older/housebound people. Services provided will include shopping or supported shopping, ironing, cleaning, filling in forms, and collecting prescriptions amongst other things. Northcall are seeking a wellbeing grant for start-up costs of £10,826 which will cover staffing costs, uniforms, marketing and cleaning resources. By month 12 they expect to have 100 working hours, which will enable them to pay the Project Manager 10 hours, pay for a Co-ordinator for 10 hours and employ workers to fill those 100 hours. This will also generate a profit of roughly £900 pa.</p> <p>This project will create new jobs and volunteering opportunities and contribute towards the health and wellbeing of older people.</p>		
Area Committee priorities: Health and Wellbeing, Supporting Communities, business		

	Area Committee Priorities: Health and wellbeing, Supporting Communities	
3.2.5	Project:	Wetherby Parkrun
	Organisation:	Parkrun Limited
	Total cost:	£6000
	Amount applied for:	£1500
	Ward:	Wetherby
<p>Parkrun organises free weekly timed runs around the world. There are currently four parkruns in Leeds at Roundhay Park, Woodhouse Moor, Cross Flatts Park and Temple Newsam. This project is to set up a parkrun for Wetherby, at Grange Park sports club. Parkrun Limited contributes £3000 and a further £3000 is required to set up an event. This includes buying equipment (2 high-tech stopwatches, 2 barcode scanners, a computer for processing the results, high visibility vests, cones and bollards, and tokens given to finishers. The event will be run by volunteers and is open to all. £1500 is sought from the area committee, and funding applications have also been made to West Yorkshire Sport and Leeds Athletic Network.</p>		
Area Committee priorities: Health and Wellbeing, Supporting Communities		

3.3 Small grants and skips

3.3.1 Each of the wards has a pot set aside for community groups to apply into for small grants and skips. The following small grants have been agreed for this financial year.

Organisation / Department	Project	Total Project	Grant Approved
---------------------------	---------	---------------	----------------

		Cost	£	£
West Yorkshire Police	Off road motorbikes	£5670		170
Living Local	Community fun day in the Lingfields	£1300		£500

3.3.2 Appendix B provides details of the remaining balances for the small grants and skips pots, plus the other pots of funding which were set aside, Treetops Community Centre, and Community Engagement.

3.4 Capital Receipts Incentive Scheme

3.4.1 The establishment of a Capital Receipts Incentive Scheme (CRIS) with effect from April 2012 was approved by Executive Board in October 2011. The key feature of the scheme is that 20% of each receipt generated will be retained locally for re-investment, subject to maximum per receipt of £100k. 15% retained by the respective ward (via the existing Ward Based Initiative Scheme) and 5% pooled across the Council and distributed to wards on the basis of need.

3.4.2 Some receipts are excluded from the scheme and these are largely receipts that are already assumed to fund the Council's budget or are earmarked in some other way to previous or future spend.

3.4.3 Executive Board has approved the transfer of the 5% element to area committees on the basis of the existing area wellbeing needs based formula. The table below shows the allocations for 2012/13. Future allocations will take place on a quarterly basis following regular update reports to Executive Board.

2012/13 CRIS allocation

Area Committee	Percentage Allocation	Area Allocation
Inner South	12.50%	£14,070.76
Outer South	10.23%	£11,518.19
Outer East	10.31%	£11,607.81
Subtotal South & East		£37,196.76
Inner West	7.61%	£8,567.67
Inner North West	12.00%	£13,510.48
Outer West	8.59%	£9,666.28
Outer North West	8.96%	£10,086.17
Subtotal West/ North West		£41,830.61
Inner North East	9.00%	£10,140.70
Inner East	14.57%	£16,404.60
Outer North East	6.23%	£7,019.09
Subtotal East/ North East		£33,564.39
Total – All Areas	100.00%	£112,591.76

3.4.4 Historically, the area committee wellbeing capital fund was split equally between the three wards. Splitting this CRIS fund three ways will give an allocation of £2339 per ward.

3.4.5 The area committee is asked to consider if this funding is to be split equally between the three wards, or kept in an area wide pot for spending on strategic priorities.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 Area Committees now have an enhanced role in Community Engagement and have responsibility for overseeing and monitoring the work of the Area Support Team in relation to local engagement activities. The priorities in the Area Committee business plan which the wellbeing supports are arrived at through consultation with ward members and the local communities they serve.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 Well-being Funding is used to ensure that inequalities within the local area are addressed through local projects and schemes. All projects funded by Well-being monies must demonstrate:

- Equality and diversity issues have been considered in the planning of the project,
- How equality and diversity issues have shaped the project delivery;
- The impact of the project will be on different groups;
- How the project will promote good community relations between different groups and how barriers that might prevent their involvement will be overcome.

4.3 Council Policies and City Priorities

4.3.1 Well-being funding is used to support the priorities set out in the Outer North East Area Business Plan which supports the Vision for Leeds.

4.4 Resources and Value for Money

4.4.1 Spending and monitoring of the Well-being budget is administered by the Area Support Team in accordance with the decisions made by this Area Committee.

4.5 Legal Implications, Access to Information and Call In

4.5.1 The Area Committee has delegated responsibility for taking of decisions and monitoring of activity relating to utilisation of capital and revenue Well-being budgets within the framework of the Council's Constitution (Part 3, Section 3D) and in accordance with the Local Government Act 2000.

4.5.2 In line with the Council's Executive and Decision Making Procedure Rules, agreed at Full Council May 2012, all decisions taken by Area Committees are not eligible for Call In.

4.5.3 There is no exempt or confidential information in this report.

4.6 Risk Management

4.6.1 All Well-being funded projects must demonstrate that they have identified any potential risks for the project and what action would/will take to avoid or minimise them. Details of the risk assessments for individual projects are available from the author of this report.

5. Conclusions

5.1 The Well-being revenue fund provides financial support for projects in the Outer North East area which help to deliver the priorities of the Area Committee business plan. New capital funds have been transferred to the area committee via the Capital Receipts Incentive Scheme.

6. Recommendations

6.1 Members are asked to:

Note the spend to date and current balances for the 2013/14 financial year;
Consider the following project proposals and approve where appropriate the amount of grant to be awarded:

Project	Organisation	Amount applied for £	Ward
Grit bins	Leeds City Council	£5914.04	Alwoodley
Allotment development programme	Alwoodley Allotment Association	£10,000	Alwoodley
Housekeeping programme	Northcall	£10,826	Alwoodley
Wetherby Park run	Parkrun Limited	1500	Wetherby

Note the 2012/13 allocation of Capital Receipts Incentive Scheme funding and agree to either split the allocation equally between the three Outer North East wards, or use the funding on an area wide basis for strategic priorities

7. Background documents²

² 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

Executive Board report, 15 February 2013, Revenue Budget and Council Tax 2013/14

[Executive Board report of 11th October 2011 – Capital Receipts Incentive Scheme](#)

[Executive Board report of 17th July 2013 – Capital Programme 1 Update 2013 – 2016](#)

documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

Funding / Spend Items	Alwoodley	Harewood	Wetherby	Total
Balance b/f 2012-13	16,260.34	13,349.62	28,372.96	57,982.92
Schemes Approved from 2012-13 budget to be spent in 2013-14	8,419.00	8,431.50	23,231.50	40,082.00
Amount of b/f budget available for new schemes 2013-14	7,841.34	4,918.12	5,141.46	17,900.92
New Allocation for 2013-14	41,726.00	33,656.00	36,618.00	112,000.00
Investing in Young People Fund Allocation 2013-14				20,500.00
Total available for new schemes in 2013-14	49,567.34	38,574.12	41,759.46	129,900.92

2012-13 Schemes to be paid for in 2013-14

Farm Watch - Underspend	-	-	568.50	-	568.50	-	1,137.00
Boston Spa Youth Group	-	-	-	800.00	-	-	800.00
Shadwell Recreation Centre internal refurbishment	-	1,000.00	-	-	-	-	1,000.00
Shadwell Library Repair & Refurbishment 1	-	5,000.00	-	-	-	-	5,000.00
Wetherby & Harewood Farmwatch Patrol	-	3,000.00	3,000.00	-	-	-	6,000.00
Slaid Hill in Bloom Environmentally Friendly Planting	1,419.00	-	-	-	-	-	1,419.00
Wetherby & District Development Fund	-	-	20,000.00	-	-	-	20,000.00
Alwoodley Tennis Court	7,000.00	-	-	-	-	-	7,000.00
Total of schemes approved in 2012-13	8,419.00	8,431.50	23,231.50				40,082.00

Approved 2013-14 Schemes

Investing in Young People Fund							20,500.00
Small Grants	3,000.00	3,000.00	3,000.00				9,000.00
Skips	1,000.00	1,000.00	1,000.00				3,000.00
Community Engagement	150.00	150.00	150.00				450.00
Shadwell Library Repair & Refurbishment 2	-	5,000.00	-				5,000.00
MAECare - Partnership & Well Being for Older People	9,130.00	1,537.00	-				10,667.00
Memory Café, Socials & Carers Support Group	-	1,000.00	2,400.00				3,400.00
A1-M1 Noise Abatement Study	-	2,000.00	-				2,000.00
Parking Sign for Schools	-	669.75	-				669.75
Trembler Alarms	487.50	-	-				487.50
Treetops Community Centre Support	1,500.00	-	-				1,500.00
Lifestyle & Multi Sport Activities	2,445.00	-	-				2,445.00
Leadership Awards	2,498.50	-	-				2,498.50
Family Sport & Active Lifestyles Activity	1,000.00	-	-				1,000.00
Wetherby Festival 2013	-	-	2,000.00				2,000.00
Shadwell War Memorial Renovation	-	710.50	-				710.50
Wetherby Community Annual Events	-	-	4,000.00				4,000.00
Barleyfields Radio Project	-	-	1,000.00				1,000.00
Alwoodley Festive Lights	3,500.00	-	-				3,500.00
Site Allocations Consultation letters	-	2,590.82	2,590.83				5,181.65
Linton Lane 30mph speed limit	-	4,000.00	-				4,000.00
Acknowledgement Signs	50.00	50.00	50.00				150.00
Mobile Street Cleansing Service	4,000.00	4,000.00	2,000.00				10,000.00

Total Projected Spend 2013-14 New Schemes	28,761.00	25,708.07	18,190.83				72,659.90
Budget for 2013-14	49,567.34	38,574.12	41,759.46				129,900.92
Remaining Budget Unallocated	20,806.34	12,866.05	23,568.63				57,241.02

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OUTER NORTH EAST AREA COMMITTEE WELL-BEING BUDGET 2013-14

Appendix B

Alwoodley	Budget	Spent	Remaining
Small Grants	3,000.00	1,670.00	1,330.00
Skips	1,000.00	-	1,000.00
Treetops Pot	1,500.00	113.50	1,386.50

Harewood	Budget	Spent	Remaining
Small Grants	3,000.00	500.00	2,500.00
Skips	1,000.00	260.00	740.00

Wetherby	Budget	Spent	Remaining
Small Grants	3,000.00	500.00	2,500.00
Skips	1,000.00	-	1,000.00

Area Wide	Budget	Spent	Remaining
Community Engagement	450.00	86.00	364.00

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Report author: Carole Clark

Tel: 0113 3367629

Report of East North East Area Leader

Report to Outer North East Area Committee

Date: 16th September 2013

Subject: Area Committee Business Plan Update

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Alwoodley, Harewood, Wetherby
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 a summary of key activities and projects in the Outer North East area which support the area committee business plan priorities.

Recommendations

2. The area committee is asked to note the contents of the report.

1 Purpose of this report

- 1.1 This report provides the Area Committee with an update on the business plan priorities 2013/14.

2 Background information

- 2.2 Area Committee Business Plans were developed to provide a consistent approach and framework across the City.
- 2.3 The Area Committee Business plan provides comprehensive information about the Area committee and the area it serves, including the area committee's priorities for the year. It is refreshed annually. The priorities are monitored at the Area Committee meetings and are performance managed quarterly.
- 2.4 The priorities for the Area Committee provided a local interpretation on the City Priority Plan 2011 - 2015 which supports the long term vision for Leeds to be locally and internationally recognised as the best city in the UK.

3 Business plan priority update 2013/14

3.1 Health and Wellbeing

- 3.1.1 Wetherby in Support of the Elderly (WISE) provide a range of activities for older people. They hold memory cafes at Boston Spa and Collingham on a monthly basis. They have various entertainers, speakers, and crafts, and are well attended and well received.
- 3.1.2 They also run a singing group with around 25 people attending each month, both memory loss sufferers and their carers, and also a gentle seated exercise group is held monthly and is also well attended.
- 3.1.3 At Easter WISE held a musical matinee which was attended by about 90 people.
- 3.1.4 MAECare also provide a range of activities for older people in the Moor Allerton and Shadwell areas. Further information about MAECare is including under the section on the Moor Allerton Partnership.
- 3.1.5 Sport and Active Lifestyles in partnership with School Games Organisers (SGO) organised a sports fair at Boston Spa School to celebrate National School Sports week for primary schools and also to promote local sports clubs, local activity providers and local community groups to children, young people, adults and families living in the outer north east area of Leeds
- 3.1.6 Around 25 local sports clubs attended the sports fair with a wide range of activities available to children, young people, adults and families to get in involved with ranging from bowls activities to archery activities.
- 3.1.7 On the same day 5 local primary schools attended a sports day at Boston Spa High School to celebrate National School Sports week, where the 5 schools took

part in a round robin of different sports throughout the afternoon. The sports included rugby, tennis, football and hockey.

- 3.1.8 Four multi-sport sessions have taken place at Cranmer Bank with around 30 young people attending the sessions up to now. At the time of writing the report a further 3 sessions were still to take place.
- 3.1.9 Sport and Active Lifestyle Services have worked closed with Alwoodley Extended Services to help families within the area become more active. A project funded by the area committee offered families from local primary schools including Highfield Primary, Allerton Church of England School, St Urban's Primary and Alwoodley Primary School an opportunity to attend a ten week programme of activities. Sessions have taken place utilising facilities within the Moor Allerton Partnership area, at both Allerton High School and Allerton Church of England Primary School.
- 3.1.10 The first block of sessions engaged with 9 families, the second block has engaged with a further 6 families. The families have enjoyed playing different games and activities together, experiencing new sports and some trying activities not played by some parents since school days. Evaluation from the first block found that all the sports and games were enjoyed, and what was most enjoyed most was having an opportunity to play together with the children. The 2nd block comes to an end towards the end of the summer holidays. At the end of each block, families that have attended the sessions have all received a goodie bag to take away, with some information in it for how and where to keep active in the future, Change 4 Life information, as well as items for families to be able to use to play together after the activities have finished. Sport and Active Lifestyle Services are now working with local groups in the area and providing some sports and play equipment to increase opportunities for more active play.
- 3.1.11 The Area Committee has funded the following projects which support this priority:

Organisation	Project	Total cost of project	Wellbeing awarded
WISE	Memory Cafes, Socials and Carers Support Group	£3,400	£3,400
MAECare	Partnership and wellbeing for older people	£18,260	£10,667
LCC Sport and Active Lifestyles	Family Sport & Active Lifestyles Activity	£1488	£1000

3.2 Business

- 3.2.1 Volunteering is recognised as an effective means for people to gain experience to help them find employment. A range of volunteering opportunities is available in the Outer North East area. For example, Northcall has over twenty people supporting it on a voluntary basis. Their café is run by volunteers, and has

recently undergone a face lift and significant re-organisation thanks to the drive and enthusiasm of volunteers.

- 3.2.2 Wetherby in Support of the Elderly (WISE) offer volunteering activities in their community cafes, or helping out as a befriender. MAECare also rely on volunteer help and there are opportunities for people to volunteer as a driver, or helping with an activity, or giving practical support to an older person at home.

3.3 Children and Young People

- 3.3.1 The Area Committee receives a detailed report on the delivery of Children's Services in March and September each year.
- 3.3.2 The Boston Spa and Villages South and Wetherby and Villages West EPOSS clusters are within the Outer North East area committee. About three quarters of the population of the Alwoodley cluster are also in this area's committee area.
- 3.3.3 A number of young people within Wetherby High School have been working on BTEC level 2 Horticulture within the grounds of the school. The programme run by The Salvation Army gives them skills in regard to all things horticulture. This has included cultivating fruit and veg in a number of raised beds and gardens around the school. The fruit and vegetables are then used by community groups and pupils. The work was all undertaken by pupils and Salvation Army staff together in partnership. A couple of the young people have gone on to secure college places and apprenticeships in this area. It is hoped to grow this work further in the months to come with more and more children getting involved in not only studying but also bring about community transformation by getting involved in such projects.
- 3.3.4 Wetherby, Boston Spa and Alwoodley Children's Centres are providing a range of activities for families including toddler groups, grandparent groups, parenting courses and Job Centre Plus sessions.
- 3.3.5 Funding has been delegated to the area committee to deliver universal activities for children and young people. For 2013/14 the amount allocations is £20,500, and the area lead member for Children's Services has developed proposals for spending this funding. Further information is available in a separate report to this area committee.
- 3.3.6 The Council's Youth Service currently offer youth clubs at Boston Spa Children's Centre, Barleyfields Centre, Moortown Methodist Church, Bardsey Village Hall and Thorner Victory Hall, plus detached and mobile youth provision. A new provision has started at Moortown Library in the FY20 room which is proving successful, providing fun activities, and recently, a six week cooking programme.
- 3.3.7 The voluntary, community and faith sector also provide support and services for young people in the area. For example, Moortown Baptist Church provides a wide range of activities for children and young people. Wetherby Community Radio run a project at Barleyfields Community Centre in conjunction with the Council's youth service providing accredited training in radio recording, editing and production skills.

3.3.8 The Area Committee has funded the following projects which support this priority:

Organisation	Project	Total cost of project	Wellbeing awarded
LCC Sport and Active Lifestyles	Lifestyle and multi-sport activities	£2445	£2445
	Leadership awards	£2498	£2498
Wetherby Community Radio Ltd	Barleyfields Radio Project	£2000	£1000

3.4 Supporting Communities

3.4.1 **Support for local organisations** - There are a large number of voluntary organisations including village hall committees, in bloom groups, sports and leisure clubs. The council supports these groups in providing local activities and events through providing advice, support and resources.

3.4.2 The Area Committee has delegated responsibility for Treetops Community Centre in Alwoodley Ward and Barleyfields Community Centre in Wetherby Ward.

3.4.3 The area committee pays expenses for a volunteer key holder to open Treetops Community Centre for those groups who do not wish to be keyholders themselves. This successful arrangement has been in place since early 2012.

3.4.4 **Crime and anti-social behaviour** - The Area Committee receives an annual performance report from the Divisional Community Safety Partnership each July.

3.4.5 Tasking meetings take place every six weeks, and provide an opportunity for agencies to share information and problem solve crime, anti-social behaviour and environmental issues.

3.4.6 The communities in Alwoodley ward are in the Roundhay, Alwoodley Moortown Neighbourhood Policing area. The priorities for this area are:

- To prevent, reduce, and detect burglaries throughout the area;
- To tackle anti-social behaviour (including mini motos and off road bikes) and drug dealing in Cranmer Bank estate.

3.4.7 Wetherby and Harewood Neighbourhood Policing Team cover all the communities within Wetherby and Harewood wards. The priorities for all the villages this area are:

- Anti social use of vehicles including excessive speed, driving on land and inconsiderate parking;
- Burglary of domestic outbuildings, farm buildings and crime relating to agriculture and equestrian pursuits;
- Poaching & fly tipping.

3.4.8 The priorities for Wetherby Town are:

- Supporting vulnerable people and other agencies who work with such people within our community;
- Anti social behaviour and vehicle use including litter and fly tipping within the town and residential areas including Sandringham Park, other public recreational areas and roadside parking places;
- Supporting local retail traders by tackling shop theft and purse theft within the Town Market area and Horsefair retail centre.

- 3.4.9 Wetherby Police Station Community Contact day took place on Saturday 27th July. The police station opened its doors to members of the public who were invited to come and look around the site and observe the programme of events laid on by Wetherby Neighbourhood Policing Team.
- 3.4.10 Displays included public order shield work, police dog agility and crowd management, drill displays by the local Air Training Corps, birds of prey, bouncy castle, 'wanted' posters, police vehicles, tour of the cells, a murder scene and much more. In excess of 1000 people attended and donated nearly £1000 for Martin House, Wetherby & District Crime Panel and a collection for a young man fighting leukaemia.
- 3.4.11 A lot of positive feedback was received on the day. Other partner agencies were also involved including Leeds City Council, the Ghurkha Welfare Charity, Royal British Legion and Air Training Corps. Entertainment was provided by the West Yorkshire Police Brass band and the Leeds Pipe band.
- 3.4.12 Quote from Sgt Matt Appleyard from the Neighbourhood Policing Team: 'It was a great day which brought in a lot of people from our local communities, the police dogs proved a huge hit with children as did the remote controlled Percy the Police car. We are grateful to all who attended and donated so generously to such deserving causes, thanks also to local businesses who donated prizes as well as the use of a fantastic bouncy castle'.
- 3.4.13 **Environment** - The Area Committee environmental sub-group oversees the strategic direction for the improvement of service delivery and the quality of the environment for Alwoodley, Harewood and Wetherby wards. Membership of the sub-group includes one member from each ward; officers attend from the Environmental Locality Team, Parks and Countryside, East North East Leeds Homes, and Continental Landscapes. The purpose of the group is to oversee the Environmental delegation and other environmental issues in the area including parks and countryside issues, derelict and nuisance buildings allotments and grounds maintenance.
- 3.4.14 The Environmental Locality Team manager provides a twice yearly performance report to the Area Committee.
- 3.4.15 In response to feedback and requests from ward members and parish councils, the area committee has agreed to fund a trial mobile cleansing service for Outer North East Leeds. This will provide a member of staff and a van to be deployed across the Outer North East area to undertake work that helps and support resident's efforts to maintain the cleanliness and overall appearance of their villages/neighbourhoods.

- 3.4.16 **Parish and town councils** - There are fifteen parish councils plus Wetherby Town Council in the Outer North East area.
- 3.4.17 The Outer North East Parish and Town Council forum provides an opportunity for discussion and consultation with the parish councils in the Outer North East area. Four forum meetings are held each year. Two meetings have been held so far this year. The table provides details of meetings held:

Date	Venue	Chair	Agenda items
25 April 2013	Boston Spa Children's Centre	Cllr Wilkinson	Welfare Reform Environmental Issues
11 July 2013	Shadwell Recreation Centre	Cllr Castle	Elmet Partnership of Schools and Services Digital Inclusion Environmental Issues Scrutiny Review

- 3.4.18 The recent scrutiny review highlighted the forum as an example of good practice. Further information about the scrutiny review is included in a separate report to this area committee meeting.
- 3.4.19 **Moor Allerton Partnership (MAP)** - The Moor Allerton Priority Neighbourhood includes the Lingfields, Firtrees, and Cranmer areas in Outer North East Leeds bounded by Harrogate Road to the east, Nursery Lane to the north, and Black Moor Road to the east. To the south it extends over the ring road to Stonegate Road to include the Queenhills/Leafields area which is in Inner North East Leeds.
- 3.4.20 Delivery of the NIP action plan is the responsibility of the Moor Allerton Partnership (MAP), a partnership of statutory and voluntary organisations. The MAP partners include Leeds City Council, East North East Homes Leeds (ENEHL), Leeds Jewish Housing Association, West Yorkshire Police, Job Centre Plus, MAECare, Northcall, IGEN, Churches Together and Groundwork Leeds.
- 3.4.21 MAECare held their Annual Get Together on 15th July. They continue to have a contract with Leeds City Council Adult Social Care and have been successful in securing funding from Big Lottery for the Mind and Body project. The Mind and Body project is funded for five years and focuses on helping people enjoy the best physical and emotional wellbeing possible.
- 3.4.22 MAECare run a range of events and activities for older people including a CAMEO group for people with long term health problems, a Men's Den, exercise classes, and outings. Transport is provided to all activities through a volunteer car scheme, with 32 volunteers. During the past year they provided 1407 lifts.
- 3.4.23 Older people are encouraged to volunteer, and MAECare work with local schools to bring young people and older people together. 15 older people volunteered in

local schools over the past year, listening to children read, and getting involved with an IT project.

- 3.4.24 Volunteers visit service users who are unable to attend any events or activities. During the last year 20 people received a visitor, and 10 people received regular support by telephone.
- 3.4.25 MAECare are submitting an action plan to the Dementia Action Alliance to register the local work on developing a dementia friendly community in Moor Allerton. They are currently working with a number of MAP partners to deliver dementia awareness sessions to their groups. Partners include Northcall, Leeds City Council Youth Service, Moortown Baptist Church, East North East Homes Leeds and the neighbourhood policing team. The awareness sessions will be delivered in the autumn.
- 3.4.26 Northcall held their AGM on 6th August and were able to report that they are continuing to provide a range of activities suitable for all ages including knitting classes, guitar lessons for children and adults, IT lessons, yoga, NHS Stop smoking sessions, and CAB sessions. Children's activities include street dance, cookery sessions, pre-school sessions and a tea time club. The community café, Nosh@Northcall, has undergone a refurbishment and re-organisation, and is open from 9am – 2pm.
- 3.4.27 An important new development for Northcall this year is their Mental Health Programme, funded by the People's Health Trust and the Allen Lane Foundation.
- 3.4.28 Churches in North Leeds in partnership with The Trussell Trust (www.trusselltrust.org) will be starting a 'food bank' to cover areas within North Leeds. The food bank will provide short term emergency food items to help people in crisis, and will be based in Moortown Methodist Church. At the food bank centre people will have access to other services such as signposting to local services, befriending and prayer for those who request it. All food given out by the food bank is donated by the general public across North Leeds.
- 3.4.29 Local agencies and organisations have been approached to see if they will be willing to become a registered food bank distributor. The distributors will hold vouchers which they can give to an individual or family in crisis to take to the distribution centre. The food bank provides three days food.
- 3.4.30 A new comprehensive programme of classes and workshops is being offered by Leeds Jewish Welfare Board. The launch of its new project 'The Venue@theMAZCC' on 28 July attracted close on 250 people to its taster showcase. The Open Day unveiling highlighted an all-embracing schedule of fifty classes which officially commences in September. The event raised awareness of the Marjorie and Arnold Ziff Community Centre as a highly attractive and competitive venue for parties, events, conferences and meetings. On offer at the centre are classes that include guitar and ukulele classes open to all ages and abilities.
- 3.4.31 Other activities creating a buzz are ballroom dancing, social bridge, creative writing courses and computer lessons as well as reflexology and slimming world

classes and pamper sessions. Line-dancing, yoga, clay-modelling and a Diddi Dance session for toddlers are proving popular as are Cloth Cat, a singing master class that teaches would-be vocalists singing techniques and performance skills.

- 3.4.32 The community centre has also up-graded its functions and conference facilities and now caters for all celebrations under one roof. Income generated from room hire and catering is vital and invested back into the organisation's social care provision. Rooms have state-of-the-art multimedia facilities, top catering and CCTV coverage and the recent cool rebranding has made the one-stop facility the place to be seen.
- 3.4.33 The Council is closely monitoring progress on the redevelopment of the Lingfield Pub site, and maintaining communications with the owners of the site. Local councillors have met with the applicants to underline local anxieties. The owners have also met with representatives from the Living Local community group to discuss how the new facility can integrate into the local community.
- 3.4.34 Local councillors are also keeping in touch with the Planning Department to ensure that the conditions of the planning approval are all met. The small disturbance in June has not been repeated and there are no further reports of vandalism since.
- 3.4.35 The Area Committee has funded the following projects which support this priority:

Organisation	Project	Total cost of project	Wellbeing awarded
Shadwell Parish Council	Shadwell war memorial renovation	£1421	£710
Alwoodley Parish Council	Alwoodley Festive Lights	£4795	£3,500
Wetherby Town Council	Wetherby bonfire night and Christmas lights	£4000	£4000
Wetherby Arts Festival	Wetherby Festival	£15000	£2000
Safer Leeds	Purchase of trembler alarms	£2925	£487.50
Leeds City Council	Treetops Community Centre Support	£1500	£1500
Leeds City Council	Mobile street cleansing services	£31,500	£10,000

3.5 Planning, communications and transport

- 3.5.1 The Localism Act 2011 includes new rights for local communities, including the Community Right to Buy, the Community Right to Challenge and the introduction of Neighbourhood Development Plans aimed at giving local communities a greater say over the design and location of new development in their local area.
- 3.5.2 Communities which want to prepare a neighbourhood development plan have to submit an application to the Council to be designated a neighbourhood area. Since September 2012 the Council has designated 14 neighbourhood areas in

Leeds. Of these 14 neighbourhoods, 11 are in the Outer North East area. East Keswick Parish Council also intends to prepare a neighbourhood plan and has submitted an application to the Council to be designated a neighbourhood area.

3.5.3 The Council has recently undertaken consultation on site allocations for housing development. All local residents in Harewood and Wetherby wards were sent a letter to raise awareness of the site allocations consultation process, and to encourage them to have their say on potential development sites that will impact on their communities.

3.5.4 Aberford Village has secured £10,000 from Awards for All towards undertaking a study of the noise from the A1/M1 bypass which will engage volunteers in undertaking noise monitoring and produce a full report setting out the impact of the motorway on Aberford, and presenting potential improvement measures.

3.5.5 A 30mph zone is proposed for Linton Lane, wellbeing funding has been approved for this.

3.5.6 The Area Committee has funded the following projects which support this priority:

Organisation	Project	Total cost of project	Wellbeing awarded
Aberford and District Community Interest Company	A1/M1 Noise Abatement Study	£15000	£2000
Leeds City Council	Site allocation consultation letters to residents	£5181.65	£5181.65
Leeds City Council	Linton Lane speed limit	£4000	£4000

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.7 The Area Committee's Engagement Plan is now included as part of the Area Business Plan.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 Consideration is given to the equality impact of projects to deliver the business plan priorities through light touch equality impact assessments and the completion of project planning documentation.

4.2.2 Where a negative equality impact is identified action will be taken to mitigate the impact or risk.

4.3 Council policies and City Priorities

4.3.1 Corporately the Area Support Team is required to have a performance management framework in place for the Area Committees. This Area Committee

Performance Framework is the primary method of capturing performance information for Area Committees.

- 4.3.2 The themes in the Business Plan priorities mirror the themes and priority outcomes at a city wide level and also reflect the delegated functions and priority advisory functions.

4.4 Resources and value for money

- 4.4.1 The Well-Being Fund is used to finance projects which support the Area Business Plan priorities. The Area Support Team work with Council services, partner agencies and local communities to take a strategic approach to Well-Being Fund expenditure to ensure best use of this funding.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 In line with the Council's Executive and Decision Making Procedure Rules, all decisions taken by Area Committees are not eligible for Call In.

- 4.5.2 There are no legal implications relating to this report.

4.6 Risk Management

There are no identified risks.

5 Conclusions

- 5.1 The Area Business Plan sets out the key priorities for the year that links to city wide policies and provides a framework for spending the Wellbeing Budget. This report provides highlights of key activities since July and shows how the wellbeing budget has been used to support projects.

6 Recommendations

- 6.1 The area committee is asked to note the contents of the report.

7 Background documents¹

- 7.1 Area Committee Roles and Functions June 2011.

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

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Report author: Carole Clark
Tel: 0113 336 7629

Report of the East North East Area Leader

North East (Outer) Area Committee

Date: 16th September 2013

Subject: Wetherby & Harewood Town and Parish Council Forum

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

Summary of main issues

1. The Outer North East Area Committee supports the Wetherby and Harewood Town and Parish Council Forum which is held quarterly with the venue and chair alternating between Wetherby and Harewood Wards. All Town and Parish Councillors are welcome to attend the forum.

2. This report provides the minutes of the forum for the area committee to note, and highlights any issues raised where the forum needs support in resolving them from the Area Committee.

Recommendations

3. The Area Committee is requested to note the minutes of the forum and, where appropriate, support the Parish Council Forum in resolving any issues raised.

1 Purpose of this report

- 1.1 The purpose of this report is to provide the Area Committee with the minutes from the meeting of the Wetherby & Harewood Town and Parish Council Forum on 11 July 2013.

2 Background information

- 2.1 Wetherby & Harewood Town and Parish Council Forum provides an opportunity for the parish councillors from Wetherby and Harewood wards to:

- Receive presentations and hold discussions on issues of common interest;
- Share information and good practice;
- Raise any issues of concern;

- 2.2 The forum meets quarterly, with the position of chair rotating between the six Harewood and Wetherby ward members. Ward members have agreed that they will ensure that both wards are represented at the forum through the attendance of at least one member from each of the wards.

3 Main issues

- 3.1 The meeting took place at Shadwell Recreation Centre, agenda items included environmental issues, digital inclusion, services for children and young people in the EPOSS area, and discussion about the recent Scrutiny Review.
- 3.2 The forum adopted a new terms of reference, further information about this is available in a separate report to this area committee meeting.
- 3.3 The minutes of the meeting are attached at Appendix 1.

Corporate Considerations

4 Consultation and Engagement

- 4.1 In their role as democratically accountable bodies, local councils offer a means of shaping the decisions that affect their communities. Parish and town councillors and officers possess local knowledge which can help decision makers in the City Council to make more informed decisions and parishes have made it clear that they would like more influence on services which affect their communities. They offer a means of decentralising the provision of certain services and of revitalising local communities. In turn, the local councils recognise the strategic role of the Leeds City Council and the equitable distribution of services which it has to achieve.

5 Equality and Diversity / Cohesion and Integration

- 5.1 Attendance at the meeting is open to all parish councillors and the meetings are held a variety of venues throughout the two wards.

6 Council Policies and City Priorities

- 6.1 Leeds City Council and the local councils within its area share the common belief that working closely together plays a vital contribution to the well being of the communities they serve.
- 6.2 To this end, Leeds City Council and the local councils in the Leeds City Council area have a Charter which sets out how they aim to work together for the benefits of local people.
- 6.3 Leeds City Council and the local councils are committed to the principles of democratic local government. They are keen to see continued efforts made to improve our system of local democracy and to see greater public participation in and appreciation of this system.

7 Resources and Value for Money

- 7.1 The Town and Parish Council Forum is supported by an officer from the East North East Area Support Team.

8 Legal Implications, Access to Information and Call In

- 8.1 There are no significant legal implications but the report is subject to call in.

9 Risk Management

- 9.1 There are no significant risks identified in this report.

10 Conclusions

- 10.1 The Wetherby & Harewood Town and Parish Council Forum provides a place for the local councils to discuss issues of common interest and concern. It is supported by ward members and the Area Support Team.

11 Recommendations

- 11.1 The Area Committee is requested to note the minutes of the forum and, where appropriate, support the Parish Council Forum in resolving any issues raised.

12 Background documents

- 12.1 None

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Outer North East Town & Parish Council Forum

Thursday 11 July, Shadwell Recreation Centre

Attendance

Cllr Ann Castle (Chair)	Harewood Ward
Ruth Reed	Aberford & District PC
Keith Dunwell	Aberford & District PC
Gaynor Anning	East Keswick PC
Judith Pentith	East Keswick PC
Paddy Procter	Scarcroft PC
Stella Walsh	Barwick & Scholes PC
Paddy Procter	Scarcroft PC
Sue Smith	Alwoodley PC
Judith Williams	Alwoodley PC
Carol Hughes	Alwoodley PC
Glyn Robins	Colling with Linton PC
Derek Armitage	Collingham with Linton PC
Peter Harrand	Alwoodley Ward
Robert Dyson	Shadwell PC
Margaret Wilkinson	Harewood PC
Harry Chapman	Wetherby Town Council
Kate James	Thorner PC clerk
Gwen Brown	Thorner PC
Carole Clark	LCC Area Support Team
John Woolmer	LCC Environmental Locality Team
Sharon Hughes	LCC Area Support Team
Liz Lawrence	

Apologies: Cllr Matthew Robinson, Linda Flockton (Bardsey Cum Rigton), David Thomson (Boston Spa PC), Marie Lynch (Bramham PC), Nick Fawcett (Clifford PC), Claire Hassell (Barwick and Scholes PC, Colin Poole (Walton PC), Sheila Humphries (Thorp Arch).

- 1.00 Cllr Ann Castle welcomed everyone to the meeting & introductions were made.
- 2.00 **Apologies** given as above.
- 3.00 **Minutes of last meeting** agreed as a true record
- 4.00 **Matters Arising**
- 4.01 Localism questionnaire, CC reported that 4 questionnaires had been returned, all with positive comments. Parishes who haven't yet returned their questionnaire can still do so.

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5.00 Supporting Children, Young People and their families

- 5.01 Donna Wheelhouse, Targeted Services Leader for EPOSS¹ provided an overview of her role and the services provided for vulnerable young people and their families, which aim to reduce the number of children in care, raise attendance in school and reduce the number of young people not in employment, education or training (NEET).
- 5.02 DW works with a wide range of stakeholders to support families and improve outcomes. Support and Guidance Panels offer the different agencies involved with a family the opportunity to meet and agree how families with complex needs can be supported on a case by case basis.
- 5.03 Troubled Families is a government initiative known locally in Leeds as 'Families First'. Within the EPOSS area there are 6 families identified under this initiative who Donna is working with. There are a large number in the living Inner East and Seacroft/Manston school cluster areas who attend school in the EPOSS area. DW works closely with her colleagues in these other clusters to support these families.

In response to questions:

- 5.04 Support and Guidance Panels are for professionals to meet and discuss cases. Family Outreach workers carry out assessments of families, and provide challenge and support to families, the timescales will differ depending on a family's needs. Different agencies have different timescales for working with families.
- 5.05 Looked After Children means children in care. DW's role is to put interventions in place to stop children going into care.
- 5.06 All staff who have contact with children are receiving Child Sexual Exploitation (CSE) awareness training.
- 5.07 All agencies work together and share information. Usually one person will support the family, but families with complex needs will have more specialist workers supporting them aswell.

6.00 Digital Inclusion – Liz Lawrence/Sharon Hughes

- 6.01 LL and SH attended to provide information about the digital online project currently underway to highlight and promote the advantages of getting online.
- 6.02 Currently there is a national agenda to get people on line, and Leeds has a citywide strategy for going digital.
- 6.03 This project is looking at needs, existing access, what else is needed, what skills and support people need in Leeds . All parishes should have received a questionnaire to

¹ Elmet Partnership of Schools and Services

complete. Further information and copy of questionnaire attached.

- 6.04 The project will run from September to April; LL/SH would like information about local events that are taking place where this can be promoted.
- 6.05 There is an initiative for people on benefits to get cheaper IT equipment and broadband. <http://www.getonlineathome.org/>
- 6.07 Age UK deliver courses for older people which are successful.
- 6.08 The points were made that there is currently there is no superfast broadband in the villages, and a lot of the village halls do not have telephone lines. Some areas do not have a good mobile phone signal.
- 6.09 Faster broadband has been highlighted as a need in the Neighbourhood Planning process.
- 6.10 SH to provide an update on the [West Yorkshire superfast broadband initiative](#) that was discussed at the January meeting .

8.00 Environmental Issues – John Woolmer www.facebook.com/LCCEnvServENE

- 8.01 JW presented the report and revised Service Level Agreement which was presented to the Outer North East area committee on 8th July. A copy of the report is attached.
- 8.02 The number of service requests during 2013/14 was 951 for enforcement, most of which were dealt with before getting to prosecution, and 966 for street cleansing. This included 196 flytips, 44 of which were proactive. The use of CCTV to monitor for flytipping is to be trialed
- 8.03 The Service Level Agreement for 2013/14 includes performance reporting on waste services.
- 8.04 A Mobile Cleansing Service is to be trialed in the Outer North East area, part funded by the area committee. This will provide a full time operative with a vehicle who works 9am – 5pm Monday – Friday, and one weekend per month. Full details are in the report circulated with the minutes.
- 8.05 Town and Parish Council's will be included in the evaluation of this trial, and if it is successful, the council will look to mainstream it for the following year.
- 8.06 A menu of chargeable services is available which Town and Parish Council's can buy into.
- 8.07 The long awaited gulley cleaning for Harrogate Road is taking place during week commencing 15 July.
- 8.08 In response to questions:

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Supermarkets are liable for retrieving abandoned shopping trollies. Until recently the supermarkets had a contractor for recovering shopping trollies, but this has been cancelled. Stella Walsh made reference to an article she had heard on the radio about a trolley retrieval scheme. <http://www.trolleywise.co.uk/>

8.09 Leeds Festival, an officer from JW's team is on the liaison committee. JW's team do some enforcement work. The festival organisers are responsible for cleaning up.

8.10 Continental Landscapes have a grounds maintenance contract so should litter pick before cutting the grass. If there is too much litter to pick as part of the contract, the contractor should flag this up with the council.

8.11 Other issues raised:

East Keswick – the bin has disappeared from the bus stop;
Bins in East Keswick and Collingham not being emptied;
The path on Wetherby Road from Scarcroft to the Wellington Pub needs clearing of encroaching vegetation.

Harewood Road – the grass is not being cut on the verge on one side of the road;
Some of the Continental Landscape grass cutting vehicles are travelling very fast.

8.12 Any problems can be emailed to JW – john.woolmer@leeds.gov.uk

8.13 It was agreed to invite Continental Landscapes to the next meeting in October.

9.00 Scrutiny Review/Terms of Reference

9.01 CC referred to the recent Scrutiny Board report on Strengthening the Council's relationships with local Parish and Town Councils. This forum is identified in the report as a good practice model to promote. CC thanked those councillors from Outer NE who gave evidence.

9.02 CC presented a revised terms of reference for the forum, with a proposed new name, Outer North East Town and Parish Council forum, to reflect the fact that Alwoodley are a member. The terms of reference and name change were approved.

10.00 Update from Parish and Town Councils (sent by email)

10.01 **Barwick & Scholes** - we are still waiting for boundary designation in regard to NDP, which should be any time, and the Plan we are progressing the Plan while we wait.

10.02 We have held four well attended consultations on Site Allocations, two in each village.

10.03 Barwick held a successful if very windy open gardens to raise money for 'In Bloom', the village is representing large villages in Britain in Bloom again this year. Scholes open gardens to be held on 14 July to raise money for their 'In Bloom' group and they are participating in Yorkshire in Bloom.

10.04 **Aberford** - After very many years being beset by problems the Parish Council were

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delighted to formally open Jubilee Field. The play area contains new equipment for the use of all ages. with some priority for the village school, including a tennis court, multi use games area (MUGA) and a green gym. It is also proposed to look at other forms of recreational facilities when funds permit!

- 10.05 • The Village Design Statement is currently with LCC for review
- 10.06 • * THE NDP is slowly coming together but are presently waiting for official 'input' from LCC

11.00 Any Other Business

11.01 Le Tour de France is coming to Leeds in 2014. JW's team will be involved re clean ups.

11.02 JW to bring an update on bin collections to the October meeting.

11.00 Date and time of next meeting

Thursday, 17th October 7:30pm
Wetherby Town Hall

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