



NORTH EAST (OUTER) AREA COMMITTEE

**Meeting to be held in Civic Hall, Leeds on
Monday, 28th October, 2013 at 5.30 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:
John Grieve
Governance Services
Civic Hall
LEEDS LS1 1UR
Tel: 224 3836**

**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 15.2 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(*In accordance with Procedure Rule 15.2, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting.)</p>	
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 16th September 2013</p> <p>(Copy attached)</p>	1 - 8

Item No	Ward	Item Not Open		Page No
8	Alwoodley; Harewood; Wetherby		<p>EMPLOYMENT AND SKILLS UPDATE</p> <p>To consider a report of Head of Projects and Programmes, Employment and Skills which provides an update on activities delivered through the Employment and Skills service aimed at improving skills and increasing job outcomes in the City.</p> <p>(Report attached)</p>	9 - 20
9	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 details of applications received made for Members consideration</p> <p>(Report attached)</p>	21 - 36
10	Alwoodley; Harewood; Wetherby		<p>AREA CHAIRS FORUM MINUTES</p> <p>To consider a report by the Assistant Chief Executive (Planning, Policy and Improvement) which formally notifies Members that the minutes of Area Chairs Forum meetings would be brought to Area Committee meetings as a regular agenda item, and provide a brief overview of the Area Chairs Forum meetings</p> <p>(Report / Minutes attached)</p>	37 - 46
11			<p>DATE AND TIME OF NEXT MEETING</p> <p>To not that the next meeting will take place on Monday 2nd December 2013 at 5.30pm in the Civic Hall, Leeds</p>	

Agenda Item 7

NORTH EAST (OUTER) AREA COMMITTEE

MONDAY, 16TH SEPTEMBER, 2013

PRESENT: Councillor G Wilkinson in the Chair
Councillors A Lamb, J Procter, N Buckley,
P Harrand, D Cohen and M Robinson

Apologies Councillor A Castle and R Procter

OFFICERS:

Steve Carey – Chief Officer, Welfare and Benefits
Dave Longthorpe – East North East Homes
Steve Walker, Deputy Director - Children's Services
Gillian Mayfield, Targeted Services Area Leader - Children's Services
Sharon Hughes - East North East Area Support Team
Carole Clark – East North East Area Support Team
John Grieve – Governance Services

18 Late Items

Although there were no formal late items, the Area Committee was in receipt of additional information in respect of Children's Services update - Autumn 2013 (Minute No.24 refers)

19 Apologies for Absence

Apologies for absence were received from Councillor A Castle and Councillor R Procter

20 Declaration of Disclosable Pecuniary and Other Interests

There were no declarations of interest

21 Open Forum

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

On this occasion, there were no matters raised under this item by members of the public.

22 Minutes of the Previous Meeting

RESOLVED – That the minutes of the previous meeting held on 8th July 2013 be accepted as a true and correct record

23 Update on Welfare Benefit Changes

The Chief Officer, Welfare and Benefits submitted a report which provided an update of the impact of the welfare reforms at both city-wide and ward-level basis. The report set out in detail the arrangements that had been put in place to support tenants.

Some of the preparations that were underway for Universal Credit were highlighted with a focus on locally based support that could be provided. It was reported that a key element of the preparations for Universal Credit and a response to the welfare reforms was a programme of work aimed at tackling the issue of payday and high cost lending in the city.

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

- Under Occupancy Statistics – Appendix 1 referred
- Local Welfare Scheme – Advice Updates – Appendix 2 referred
- Ward Breakdown of Benefit Cap Cases – Appendix 3 referred
- Local Public PC's – Appendix 4 referred
- Direct Payment Propositions – Appendix 5 referred
- High Cost Lending update – Appendix 6 referred
- ENEHL Visit Outcomes – Appendix 7 referred
- Arrears on Under Occupiers by Ward – Appendix 8 referred

Steve Carey, Chief Officer, Welfare and Benefits presented the report and responded to Members' comments and queries

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

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

- Social sector tenants having spare bedrooms would be subject to a reduction in housing benefit
- Many households would see their Council Tax Support reduced by 19%
- Preparations around Universal Credit
- Issues around large families
- Family expenditure and checks around disposable income
- An influence on planning applications to create more affordable housing in particular one & two bedroom properties
- Housing Association Tenants in arrears

Councillor Procter asked if he could be supplied with a model for Child Tax Credits

The Chief Officer, Welfare and Benefits gave an undertaking to provide Councillor Procter with the requested information

RESOLVED –

- (i) To note the information about the impact of the welfare reforms
- (ii) To note the information about the campaign against high cost lenders
- (iii) To note the work on-going in the East North East Area to mitigate the impact of the changes

24 Children's Services Area Committee Update Report

The Director of Children's Services submitted a report which provided an update about local outcomes for children and young people.

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

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

- Performance Data for Outer North East Area Committee (Appendix 1 referred)
- Children and young People's Plan (CYPP) Obsessions – Graphs and Charts (Appendix 2 referred)

Steve Walker, Deputy Director Children's Services together Gillian Mayfield, Targeted Service, Area Leader, Children's Services presented the report and responded to Members' comments and queries

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

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

- The Department were making positive progress in achieving a reduction in Looked After Children
- Ofsted Inspections for Looked After Children
- More children and young people were subject of a child protection plan
- Noted the increase in the number of Common Assessment Framework (CAFs) submitted

- Attendance levels in the Outer North East Area
- Primary school pupils persistently absent
- Funding for Clusters – No funding received for children who live outside the cluster - Pupil Premium should follow the child
- After school activities for children living a considerable distance from the school (Travel by school bus)
- Inspections for Academies
- Safeguarding for new Childrens Homes

Commenting on the Inspections for Academies, Councillor Robinson requested further details about the inspection mechanism.

Officers gave an undertaking to provide Councillor Robinson with the requested information

RESOLVED –

- (i) That the contents of the report be noted
- (ii) That the Director of Children’s Services be requested to investigate further the issue of funding to clusters, in particular, how funding for children living outside the cluster is allocated.

25 Strengthening Links between Area Committee and Town and Parish Councils

The East North East Area Leader submitted a report which described the relationship with Town and Parish Council’s in the Outer North East Area in response to the Scrutiny Board Review undertaking by the Safer and Stronger Communities Board at its meeting on 16th May 2013.

Appended to the report was a copy of the Outer North East Parish and Town Council Forum – Terms of Reference 2013

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

It was reported that the East North East Area Support Team maintained regular contact with the 16 Town and Parish Councils within the Outer North East Area, all who were knowledgeable about the communities they serve.

RESOLVED –

- (i) That the contents of the report be noted
- (ii) To endorse the revised terms of reference for the Outer North East Parish and Town Council Forum, as set out in Appendix A of the submitted report

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

With reference to Minute No. 12 of the meeting held on 8th July 2013 when the future direction of the youth Services and delegated functions to this Area Committee was first discussed.

The Director of Children's Services submitted a further report which provided an update on activity following the previous meeting and put forward proposals for spending the delegated budget for Universal Youth Services.

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

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

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

- The mechanism for involving children and young people in the decision making process

RESOLVED –

- (i) To approve the establishment of a Children and Young People's Area Committee Sub-Group to develop proposals for the spending of this budget. Membership to consist of Councillor A Lamb, Councillor D Cohen and Councillor M Robinson
- (ii) To approve the proposed arrangements and procedures for spending this budget as set out in section 3 of the submitted report

27 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 applications seeking wellbeing funding.

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

- Outer North East Area Committee Wellbeing Budget 2013-14 (Appendix A referred)
- Wellbeing Budget 2013-14 ward breakdown (Appendix B referred)

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

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

Commenting on the Capital Receipts Incentive Scheme (Paragraph 3.4 referred) Councillor Cohen asked if he could be supplied with a working example of how the elements were broken down based on a sale value of £1M

Officer's confirmed the requested information would be obtained and circulated to Members in due course

Councillor Cohen raised a query about Moor Allerton Sports and Social Club. He suggested the Area Committee had previously provided funding for a specific event, but it was questionable if the event had ever taken place.

Officers gave assurances that all necessary inquiries would be undertaken and if it was confirmed the event had not taken place, arrangements would be made to seek the return any Wellbeing monies.

RESOLVED –

- (i) To note the spend to date and current balances for the 2013/14 Financial year.
- (ii) That the following projects be dealt with as follows:

Project	Organisation	Amount Granted £
Grit	Leeds City Council	£ 5,914.04
Allotment Development Programme	Alwoodley Allotment Association	£ 7,500.00
Housekeeping Programme	Northcall	£ 7,500.00
Wetherby Park Run	Parkrun Limited	Application deferred for Ward Member consultation

- (iii) To agree that the 2012/13 allocation of Capital Receipts Incentive Scheme funding allocation be split equally between the three wards

28 Area Committee Business Plan Update

The East North East Area Leader submitted a report which provided a summary of the key activities and projects in the Outer North East Area which support the Area Committee's Business Plan priorities for 2013/14.

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

RESOLVED – That the contents of the report be noted

29 Wetherby & Harewood Town and Parish Council Forum

The East North East Area Leader submitted a report which provided an introduction to the minutes from the meeting of the Wetherby & Harewood Town and Parish Council Forum held on 11th July 2013.

RESOLVED

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

30 Date and Time of Next Meeting

RESOLVED – To note that the next meeting will take place on Monday, 28th October 2013 at 5.30pm in the Civic Hall, Leeds.

This page is intentionally left blank

Report of Head of Projects and Programmes, Employment and Skills

Report to Outer North East Area Committee

Date: 28 October 2013

Subject: Employment and Skills Update

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 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. This report provides the Outer North East Area Committee with an update on employment and skills activities in Leeds, delivered through the Council's Employment and Skills service.
2. The information contained in the report supports key objectives set out in the Best Council Plan 2013-17, namely to 'promote sustainable and inclusive economic growth by improving the economic wellbeing of local people and businesses' with a specific focus on helping people into jobs and tackling poverty.
3. The report compliments a series of ward profiles being developed during September to November 2013 which detail the number and location of claimants, service provision and programmes to support those seeking skills training and work and, achievements to date focusing on those neighbourhoods with the highest rates of unemployment.

Recommendations

4. The Outer North East Area Committee is asked to note and comment on the contents of this report.

1 Purpose of this report

- 1.1 The purpose of this report is to provide a high level update to the Outer North East Area Committee on activities delivered through the Employment and Skills service aimed at improving skills and increasing job outcomes in the City.

2 City-wide Position

- 2.1 Data in this report includes data published by the Department for Work and Pensions (DWP) and locally captured service data. It should be noted that there is a time lag on the publication of DWP data and the latest available information has been used where possible. The locally captured data is currently being updated to inform the production of Ward profiles and as such, the figures included may not reflect the latest position for the area.
- 2.2 At the end of March 2013, employment (among the 16-64 age group) in Leeds stood at 386,100 (an increase of 1,200 jobs over the quarter and 10,500 jobs over the year). However, during the same period 42,400 people were recorded as being unemployed. This was an increase of 600 people on the previous quarter and 2,100 up on the same period last year. The Leeds' rate of unemployment is currently 10.2% against a rate for England at 8.0% and the Leeds City Region (LCR) at 8.7%.
- 2.3 In February 2013, there were 64,510 benefit claimants (16-64 years) in Leeds (a reduction of 300 claimants on the same period last year). Of the total benefit claimants, 30,040 (46%) were on Incapacity Benefit or Employment Support Allowance and 25,180 (39%) on Jobseekers' Allowance (JSA). The remaining claimants are made up of Lone Parents and those claiming other income related benefits such as working tax credits etc.
- 2.4 In February 2013, the numbers of young people 16-19 years old not in employment, education or training (NEET) was 1,437. This figure has dropped by 366 on the same period last year. The NEET rate for Leeds for this period was 6.3% (down by 1.4% on last year's figures).

3.0 Area Committee Position

- 3.1 The information in this section compliments the ward profile information currently being compiled for Members regarding employment and skills activities in their wards. This will include detailed comparative information with city wide data and a summary analysis to indicate changes in rates in numbers at the local level to assist Members determine local priorities for action and shape responses.
- 3.2 At June 2013, the NEET (young people 16-18 not in employment, education or training) rate for Leeds was 6.7% (1,501 people). This is a decrease of 0.3% on last year's figures. For this Area Committee, NEETs have risen in the last 12 months across all 3 wards;
- Alwoodley NEETs now stand at 5.2% (78) (previously 2.9%);
 - Harewood 2.3% (34) (previously 2%) and;

- Wetherby 1.8% (27) (previously 0.8%).

However, the increase still remains significantly lower than the Leeds NEET rate.

3.3 At July 2013, the total JSA (Jobseekers' Allowance) claimants (16-64) rate for Leeds was 4.7% (6,310 people). This is a decrease of 0.3% on last year's figures. For this Area Committee, total claimants have also decreased in the last 12 months across all 3 wards;

- Alwoodley, total claimants rate now stands at 2.7% (170) (previously 2.8%);
- Harewood, total claimants stands at 0.5% (31) (previously 0.7%) and;
- Wetherby, total claimants stands at 1.5% (94) (previously 1.8%).

All areas have significantly fewer JSA claimants than the Leeds JSA claimants rate.

4. Employment and Skills Service

4.1 The Employment and Skills service forms part of the City Development directorate in the Council with responsibility for supporting local people develop skills and to gain employment with a particular focus on people living in the most deprived neighbourhoods (Lower Super Output Areas –LSOAs in the 20% most deprived on the Index of Multiple Deprivation). The service supported over 3,020 people into work, 7,000 adults to gain new skills and 1,121 gain qualifications in 2012/13.

4.2 Jobshops

4.2.1 The service provides information, advice and guidance (IAG), job search and support and job brokerage services to adults through its network of Jobshops. The nearest jobshops are located at the Reginald Centre on Chapeltown Road and at Great George Street in the City Centre. Both are located on regular bus routes and accessible to the majority of residents in the areas covered by this Area Committee.

4.2.2 The qualified guidance staff within the Jobshops are able to offer impartial information, advice and guidance to help residents to identify potential work and career options. There are facilities available to search for vacancies from a variety of online and other sources including Employment Leeds and Jobcentre Plus. Advice and support is available to help develop a CV, complete application forms, produce covering and speculative letters, set up an e-mail account as well as how to prepare for, and approach, an interview with confidence.

4.2.3 Jobcentre Plus staff are available in some Jobshops offering one to one support including benefits advice, training and volunteering opportunities. Staff are also able to signpost to other partner agencies to assist and support with specific needs e.g. housing, finance including debt, language support.

4.2.4 Between April 2012 and March 2013, a total of 1,558 Jobshop customers gained employment including 17 customers from the Outer North East area and between April-August 2013, 747 customers were supported into employment and 20 customers from the Outer North East.

4.3 Employment Leeds

- 4.3.1 The Employment Leeds Team works with business customers to deliver tailored employability programmes and job brokerage services supported by access to the Jobshops customer base and, supporting business to create apprenticeships. In 2012/13, the team worked with 352 businesses to broker over 585 people into work and supported 106 businesses to create and recruit to 552 apprenticeships.
- 4.3.2 Supported by the Council's Sustainable Economy and Culture Scrutiny Board, the service has put in place a framework to ensure that joint work with Procurement and Planning services can lever additional jobs and training opportunities targeted to specific localities by placing additional obligations on developers and contractors. Obligations typically include new jobs, apprenticeships, work experience placements, skills training for existing workers, school visits etc. The obligations are negotiated with the developer or contractor and vary dependent on the nature of the work and the size and cost of the development or contract.
- 4.3.3 To date, the combined planning and procurement agreements have resulted in over 1,000 people into jobs and 129 apprenticeships in Leeds. There have been over 91 site visits and 132 work experience placements offered including 67 to young people aged 16-17 years. A more detailed analysis of the breakdown including ward level data is being prepared for Scrutiny Board in February 2014.
- 4.3.4 In 2012/13, the team delivered 47 community information and recruitment events for local businesses i.e. SMG Europe, Tesco, Care Today, Iceland, Leeds Teaching Hospitals Trust, ASDA, for a wide variety of job roles across sectors such as Health, Hospitality, Construction, Finance and Business, Manufacturing and Engineering sectors in technical, clinical and administrative job roles. All future information and recruitment events will be notified to Area Lead Members for Employment, Skills and Welfare and ward members.

4.4 Community Learning

- 4.4.1 The service leads on the delivery of a universal learning offer for the City on behalf of the Skills Funding Agency (SFA). The Community Learning provision is aimed at re-engagement of adults aged 19 years and over (25 years plus for learners with a learning difficulty or disability - LLDD) with learning, in an informal and safe environment to acquire new skills and interests for the benefit of the individual, their family and/or their wider community networks. Community learning provides a progression gateway to more formal adult learning, social mobility and longer term employability opportunities.
- 4.4.2 In the 2012/13 academic year, over 7,000 adults from disadvantaged communities were re-engaged with learning and 1,121 people gained an accredited qualification. A total of 203 people from the Outer North East Committee Area accessed this provision, 45 acquired new skills and 36 acquired qualifications. Between April to August 2013, across the City, 49 people have so far been supported to achieve improved skill levels (accredited) and a total of 1,860 learners have enrolled onto

non-accredited courses across the City. Data is currently being collated for this period at the local level.

- 4.4.3 The provision for the 2013/14 academic year began in September 2013. Around 12,000 courses will be delivered this year across around 220 venues, supporting in the region of 7,000 learners. Priority groups include people not in employment and/or in receipt of benefits, with low skills levels or no qualifications, disadvantaged groups or individuals with specific needs e.g. lone parents, BAME groups, adults with learning difficulties and/or disabilities and men who are currently underrepresented within community learning.
- 4.4.4 A total of 24 providers were appointed to the Community Learning framework this year. Although no general provision is proposed in the wards covered by this Area Committee, one of the providers, MD Teaching, will be delivering a specific project at HMP Prison Wetherby in Wetherby. The courses provided will improve the literacy and numeracy skills of prisoners enabling them to better engage with and support their child's education from prison. The Community Learning provision allows for additional responsive projects to be developed throughout the year. Any new proposals will initially be considered by the Leeds Community Learning Trust Board (CLTB).
- 4.4.5 Confirmation of the course details and the venues at which they will be delivered is subject to the provision of further details from providers and will be disseminated widely once this is available.

4.5 Programmes

- 4.5.1 The service also commissions other services primarily with third sector organisations to enable marginalised groups and learners living in the most disadvantaged neighbourhoods to re-engage with learning, develop skills for jobs and increase qualifications and job outcomes e.g. **PATH**, the Council's BAME (black, Asian and minority ethnic employability project. PATH stands for Positive Action Training in Housing although the organisation has for many years supported BAME people develop skills, acquire qualifications and secure employment in any sector). The Council also works with **Nari Ekta** to deliver an employability project targeting Asian women and based in the city centre. Between April-June 2013, a total of 65 people have found employment and 102 have obtained additional qualifications through these projects.
- 4.5.2 Activities to meet identified skills gaps among growth sectors will continue to be supported through the service e.g. **Pathways to Construction** to assist unemployed people into training or employment in the construction industry. Since the start of the project in 2012, 296 employability sessions have been held, 199 young people have gained work experience and 164 have secured jobs. Earlier this year, the Heritage Lottery Fund (HLF) announced that Leeds' bid to the Skills for the Future Programme had been successful. **Re-making Leeds** will primarily be targeted at young people (19 years plus) to enable them to gain a NVQ Level 3 and work based experience in heritage construction. The project will also support construction based SMEs improve the skills in this sector among their existing workforce.

- 4.5.3 The **Work@Leeds** Work Experience Programme is a new eight week initiative aimed at young people between the ages of 19-24, who are claiming Job Seekers Allowance. The programme aims to engage with 90 young people and support 36 (40%) of those into employment within the Council. For the first two weeks of the programme, customers attend Leeds City College for employability training, a Council induction and are supported to achieve an accredited qualification (OCN in 'developing skills for gaining employment'). This is followed by six weeks' work experience in the Council, during which participants are supported by a robust review process. Throughout the programme, customers attend weekly job search support sessions with structured elements to prepare them for interview. Initially, five cohorts are planned, but the programme will be developed further to target other priority groups including people with disabilities and care leavers.
- 4.5.4 The first recruitment event took place on 16 September and 17 customers referred by Jobcentre Plus successfully secured places on the programme including one customer from Alwoodley. There were no customers from this initial cohort who live in either Harewood or Wetherby wards. The next recruitment event will take place on 18th October, when a further 20 customers will be recruited. Advertising is through the Council's internal communication channels, the jobshops and existing providers delivery activities within local communities including third sector organisations.
- 4.5.5 The service is responsible for the management of the **Youth Contract Support Programme 16-17 years** devolved to Bradford, Wakefield and Leeds as part of the Leeds City Region City Deal. In Leeds, the Youth Contract Support programme is primarily delivered through the Targeted IAG provider (igen) working in partnership with the Education Business Partnership (part of Employment and Skills) and Aspire-I. Young people aged 16-17 years identified as NEET, are engaged and encouraged to take part in a rolling, structured programme of activities designed to respond to their needs and help them progress into learning or work with training, supported by a key worker. Since the start of the programme in September 2012, 575 young people in Leeds have joined the programme. Of these, 348 (60%) have already progressed into education, employment or training and are receiving support to sustain this transition.

4.6 Apprenticeships

- 4.6.1 The **Leeds Apprenticeship Hub** was established in July in the Employment and Skills service under the City Deal. The Hub is responsible for the co-ordination of partnership activity with Apprenticeship training providers in Leeds to engage with learners and support local businesses to create new Apprenticeship opportunities. Planned activities include delivery of the school and academies engagement programme to provide general advice and guidance on apprenticeships to pupils, guidance and teaching staff and promote specific opportunities; delivery of guidance events for young people and 'make a winning application workshop' sessions which will be held across local community venues; supporting small and medium sized businesses to create apprenticeships, select the appropriate learning framework and provider and recruit.

4.6.2 **The Leeds Apprenticeship Training Agency (ATA) Limited** was set up last year by the Council and Leeds City College with support from the Chamber of Commerce to support small and medium sized businesses (SMEs) recruit and take on apprentices. The business hosting the apprentice provides the young person with vital work experience and skills, whilst the ATA acts as their employer thereby reducing the risk and administrative burden to the business. Each apprentice will complete an Apprenticeship Framework through a recognised learning provider and is paid a weekly wage.

4.6.2 All ATA vacancies are advertised locally on the ATA's and Council's websites and on the National Apprenticeship Service's website. At the beginning of September 2013, the ATA had made contact with almost 500 local businesses and actively engaged with 163 across a range of sector areas, including one employer from Wetherby. To date, 17 apprentices have been employed by the ATA (none within this locality). The ATA's contact details are included at Appendix 1 in this report.

4.7 The Education Business Partnership (EBP)

4.7.1 The EBP works alongside schools and business to develop creative approaches, tailored programmes and events to learning which motivates and ensures young people are able to achieve their potential, develop employability and enterprise skills to achieve economic well-being and are work ready when they leave learning. In 2012/13 the team worked with 26 high schools, 9,500 young people aged 4-19 years and over 700 business volunteers providing support. The programme for the current academic year is now being finalised and will be advised when available.

4.8 New and Emerging Initiatives

4.8.1 There are a number of new and emerging initiatives being led by or supported through the Employment and Skills service.

Traineeships – 6 month programme introduced by Government for young people aged 16-24 that offers a progression route to Apprenticeships. The programme is aimed at young people who require a short period of additional support to help them become 'job ready' and is therefore unsuitable for NEETs. To date there has been a small number of providers in Leeds offering this programme.

18-24 Youth Unemployment Proposals – at the end of July, the Government announced an additional £50m would be made available to the Core Cities and local authorities in Wave 2 City Deals to maximise the take up of the employer wage incentives under the Youth Contract and reduce unemployment among this age group. Leeds as part of the Leeds City Region (LCR) will be submitting a bid with a focus on maximising the wraparound support available to young people to help them become job ready and increasing the take up of the Youth Contract Wage Incentive among local employers. Decisions on bids will be known by the end of October with delivery due to begin in January 2014.

5 **Current and Future Job Opportunities**

- 5.1 Employment Leeds has successfully delivered a number of community information and recruitment events to support businesses recruit from local communities. Recent events have resulted in 250 appointments to SMG, the operator of the First Direct Arena and 573 appointments to Primark in their new Trinity Leeds store (staff work from 4 hours per week through to full time). This work will continue and be focused on the planned major developments below.
- 5.2 The **Veolia** waste re-cycling facility in East Leeds has the potential to create 300 construction related jobs over the next 12 months as part of its development which started on site in September 2013. A further 45 jobs to manage the new facility will be created in 2014. Job opportunities will be promoted through local events with a particular focus on East Leeds, some of which have already started e.g. information session was held on the 8 August at Richmond Hill Community Centre attended by 114 people. An update from the recently held 'meet the buyer' event for local businesses wishing to become part of the supply chain will be provided when available as well as notification of further events as the development progresses.
- 5.3 Negotiations are on-going with Scarborough Development Group, the **Thorpe Park** developer, to maximise training and job opportunities available on the proposed development in East Leeds during both the construction and end uses. Opportunities will cover a range of skills including entry level jobs, Apprenticeships and those aimed at young people not in employment, education or training (NEETs) into work. The phased delivery of this development means that a variety of construction job roles across disciplines and trades will be created at different times and levels.
- 5.4 The Thorpe Park development has the potential to generate up to 10,000 job opportunities. The majority of these will arise with end users occupying space in the development and are likely to include a wide range of sectors such as hospitality, catering, childcare, retail, leisure, engineering, pharmaceuticals, accountancy / business administration, marketing, human resources, management and cleaning.
- 5.5 Negotiations are on-going with Hammersons, the developer of the **Victoria Gate** scheme, to produce an employment charter that includes provision to support NEET young people, provide Apprenticeships, and customised training for entry level role and local recruitment initiatives as well as supply chain opportunities for local businesses. The 1,000,000 sq ft retail-led is expected to create around 4,000 retail and leisure jobs in the city centre in new retail outlets, restaurants and bars, offices and a gym. Specifically, there are a number of opportunities that will emerge as part of the development of the new Casino at Victoria Gate, championed by local Members and supported by Employment Leeds. This includes at least 205 full time jobs with a commitment that 90% of these roles will be filled by local residents living in the Leeds City Region; 10 apprenticeships that will be created in the Casino itself and; at least 100 young people who are NEET (not in education, employment or training) who will be guaranteed an interview with at least 15 being employed in the Casino's first year of operation.

6. Corporate Considerations

6.1 Consultation and Engagement

- 6.1.1 The Employment and Skills service is committed to continuous improvement of its communications and information sharing with Ward Members, partners and stakeholders including residents. In addition to reports to Area Committees, the service will work closely with and support the new Area Lead Member for Employment, Skills and Welfare to undertake their new role at a locality level.

6.2 Equality and Diversity / Cohesion and Integration

- 6.2.1 Evidence from the last recession and the current data indicates that increased levels of unemployment have disproportionately impacted on key groups and neighbourhoods with the highest levels of claimants. The service offers targeted support to enable those seeking skills training and paid work to reduce their benefit claim period and help them to develop the skills to secure, stay and progress in work and improve their lives.

6.3 Council Policies and City Priorities

- 6.3.1 The information contained in this report contributes towards the achievement of the following objectives as set out in the Best Council Plan 2013-17, namely 'promoting sustainable and inclusive economic growth by improving the economic wellbeing of local people and businesses' with a specific focus on helping people into jobs and tackling poverty.

6.4 Resources and value for money

- 6.4.1 The service's directly delivered and commissioned activity is reviewed on a regular basis to ensure value for money with commissioned and grant funded activity subject to external audit by Government departments and agencies. The Council also seeks to maximise its significant spending power and its role as the local planning authority through the use of employment and skills obligations on selected contracts and applications for planning consent to encourage others to deliver wider outcomes and benefits for local residents.

6.5 Legal Implications, Access to Information and Call In

- 6.5.1 There are no legal implications related to the information contained within or the recommendations arising from this report. The information is accessible to the public. This report is not subject to Call In.

6.6 Risk Management

- 6.6.1 Risk management remains integral to the monitoring and review processes implemented on all activity delivered through the Employment and Skills service. The delivery of activities is rigorously monitored in the context of Council priorities, prevailing economic conditions and the need to achieve greater efficiencies.

7 Conclusion

- 7.1 This report provides the Outer North East Area Committee with an update on employment and skills activities across the City and at a local level, delivered

through the Council's Employment and Skills service. The report compliments the employment and skills ward profiles currently being developed and will support improvements in the data and reporting at a local level moving forward. It is envisaged that this will support members to determine local priorities for action and the service to better shape provision to respond to local needs.

- 7.2 There are many national, regional and locally delivered employment and skills interventions delivered by a number of organisations from across all sectors. This report has focused on provision delivered by the Employment and Skills service of the Council only. The service also has a role in supporting Elected Members and Area Committees in articulating the needs of their area and ensuring a co-ordinated response to meet local residents' needs and make best use of public resources. Looking forward, the service will work with the Area Lead Member for Employment, Skills and Welfare to ensure that the service interventions are appropriately targeted and influence and co-ordinate the provision of other agencies where appropriate.
- 7.3 There is a wide range of provision available through the service which is accessed by and benefits local residents. However, the take up of programmes by local residents could be improved. The service will seek to provide timely and clear information to the Area Lead Employment, Skills and Welfare and ward members to support dissemination on the provision, opportunities and successful case studies to maximise take up and outcomes for local people.

8 Recommendations

- 8.1 The Area Committee is asked to note and comment on the contents of the report.

9 Background documents¹

- 9.1 Not applicable.

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.

Employment and Skills Service Contacts for Further Information

Role	Name	Telephone	E-mail
Service Locality Lead ENE Projects and Programmes	Michelle Anderson	24 78424	michelle.anderson@leeds.gov.uk
Service Locality Support ENE Apprenticeships	Nick Hart	2476220	nick.hart@leeds.gov.uk
Service Locality Support ENE Performance	Keri Evans	39 50021	keri.evans@leeds.gov.uk
Employment Leeds	Alice Winter	3952394	alice.winter@leeds.gov.uk
Jobshops	Jane Hopkins	3950680	jane.hopkins@leeds.gov.uk
Education Business Partnership	Christine Marsden	39 52647	christine.marsden@leeds.gov.uk

Leeds Apprenticeship Training Agency

Tel: 0113 220 6370 or e-mail: info@ataleeds.co.uk.
Website: www.ataleeds.co.uk

Report of East North East Area Leader

Report to Outer North East Area Committee

Date: 28th October 2013

Subject: Well-being Fund and Youth Activity Fund

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	Ward
---------	--------------	--------	------

		applied for £	
Wetherby Park run	Parkrun Limited	1500	Wetherby
Leeds Road path clearance	Leeds City Council	2000	Harewood

- Approve the spending of £1677.60 from the youth activity fund to cover summer holiday projects in Alwoodley which were originally funded from the wellbeing fund.

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%)
- 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.

¹ Office for National Statistics 2011 Census

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.

	Area Committee Priorities: Health and wellbeing, Supporting Communities	
3.2.2	Project:	Wetherby Parkrun
	Organisation:	Parkrun Limited
	Total cost:	£6000
	Amount applied for:	£1500
	Ward:	Wetherby
	<p>Parkrun organises non-commercial, free, feel-good, community based events in venues 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	

3.2.3	Project:	Path clearance (Leeds Road)
	Organisation:	Leeds City Council
	Total cost:	£2000
	Amount applied for:	£2000
	Ward:	Harewood
	<p>There is a footpath running alongside the carriageway on Leeds Road between Barwick in Elmet and Scholes. Over the years, the path has become narrow due to the encroachment of vegetation from adjacent hedgerow and fields. Two people cannot pass without one of them having to step into the road. A number of complaints have been received about this.</p> <p>This project is to scrape back the vegetation between Barwick and Scholes to widen the path and improve access for pedestrians.</p>	
	Area Committee priorities: Health and Wellbeing, Supporting Communities	

3.3 Small grants and skips

3.3.1 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 for Treetops Community Centre and Community Engagement. Appendix C shows the small grants approved in this financial year.

3.4 Project monitoring

3.4.1 Projects in receipt of a wellbeing grant are required to provide monitoring reports to show that the funding was spent in accordance with their original grant application. Appendix D provides monitoring details for projects which have received funding during the previous financial year.

3.4.2 Appendix D includes details of the Lifestyles and Multi-sports activities and Leadership award projects which received funding. However for reasons outlined in the Appendix, these projects underspent, therefore the unspent funds totalling £4265 have been returned to the wellbeing budget (Alwoodley Ward).

3.4.3 Members should also note that a project to purchase road safety signs has not proceeded, and a sum of £669.75 approved for this project has been returned to the wellbeing budget (Harewood Ward).

3.5 Youth Activity Fund

3.5.1 The Area Committee has an allocation of £20,499 to deliver activities for children and young people aged 8 -17 for the current financial year. This fund has been advertised widely across the Outer North East area, and any applications received will be considered at ward member meetings and brought to the December area committee for approval.

3.5.2 Approval is sought, following discussions with the Alwoodley Ward members, to allocate £1677.60 from the youth activity fund to cover the costs of the three projects which were funded to run during the summer holidays. It should be noted that the costs of these were considerably less than anticipated due to lack of take up, as referred to in paragraph 3.4.2.

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
Wetherby Park run	Parkrun Limited	1500	Wetherby
Leeds Road path clearance	Leeds City Council	2000	Harewood

- Approve the spending of £1677.60 from the youth activity fund to cover summer holiday projects in Alwoodley which were originally funded from the wellbeing fund.

7. Background documents²

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](#)

[Executive Board report of 13th March 2013 – Investing in Young People: Future Direction for youth services in Leeds.](#)

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 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	-	-	-				-
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	-	-	-				-
Trembler Alarms	487.50	-	-				487.50
Treetops Community Centre Support	1,500.00	-	-				1,500.00
Lifestyle & Multi Sport Activities	387.60	-	-				387.60
Leadership Awards	290.00	-	-				290.00
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
Alwoodley Grit Bins	5,914.04	-	-				5,914.04
Alwoodley Allotment Association	7,500.00	-	-				7,500.00
Northcall	7,500.00	-	-				7,500.00

Total Projected Spend 2013-14 New Schemes	45,409.14	20,038.32	18,190.83				83,638.29
Budget for 2013-14	49,567.34	38,574.12	41,759.46				129,900.92
Remaining Budget Unallocated	4,158.20	18,535.80	23,568.63				46,262.63

2014/15 Forward Planning

Funding / Spend Items	Alwoodley	Harewood	Wetherby	Total
TOTAL	-	-	-	-

This page is intentionally left blank

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	413.50	1,086.50

Harewood	Budget	Spent	Remaining
Small Grants	3,000.00	1,000.00	2,000.00
Skips	1,000.00	422.50	577.50

Wetherby	Budget	Spent	Remaining
Small Grants	3,000.00	681.10	2,318.90
Skips	1,000.00	-	1,000.00

Area Wide	Budget	Spent	Remaining
Community Engagement	450.00	86.00	364.00

This page is intentionally left blank

Appendix C

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


Alwoodley			
Organisation	Project	Total Project Cost	Grant approved
Moor Allerton Sports and Social Centre	Open week summer school	2,145.00	500.00
Leeds Jewish Ex-serviceman and women's Association	Remembrance Services	1,500.00	500.00
West Yorkshire Police	Off road motorbikes	5,670.00	170.00
Living Local	Community fun day, Lingfields	1,300.00	500.00

Harewood			
Organisation	Project	Total Project Cost	Grant approved
Thorner Girl Guides	Cosy Book Club	500.00	500.00
Scarcroft Parish Council	Christmas tree and lighting	1,300.00	500.00

Wetherby			
Organisation	Project	Total Project Cost	Grant approved
Leeds City Council	Barleyfields Youth Club	500.00	500.00
Wetherby Town Council	Keep Wetherby Tidy	181.10	181.10

This page is intentionally left blank

Outer North East Wellbeing Fund monitoring reports

Project: Moss Syke	Total cost: £25000
Lead organisation: East North East Homes	Wellbeing Funding: £4000
<p>Works were carried out to improve carparking for residents of Moss Syke, Scarcroft. The scheme is now completed. East North East Homes Area Panel contributed the majority of the funding, £20,000, and Bardsey Parish Council contributed £1000. (Moss Syke falls within the Bardsey Parish boundary, not Scarcroft).</p>	

Project: Lifestyles and Multi-sport activities	Total cost: £387.60												
Lead organisation: LCC Sport and Active Lifestyles	Wellbeing Funding: £387.60												
<p>Sport and Active Lifestyles arranged to deliver 6 weeks of Multi Sport on the Crammer Banks field and to deliver some Lifestyles classes for young males (Anger Management) and for some young females (self-harming) classes.</p> <p>The 6 multi sports sessions on the Crammer Banks field were available for two sets of young people. The first hour was available for 8 – 13 yrs olds and the 2nd hour was available for 14 – 18 yrs olds.</p> <p>The lifestyles classes targeted young males and females from the Alwoodley ward to teach them different ways of dealing with stressful situations in their lives. However these classes were cancelled as no-one booked onto the courses.</p> <p>The multi sport sessions and lifestyle classes were widely publicised through local schools, community groups, agencies and sports clubs in the Alwoodley Ward, and advertised on the Breeze Culture Network.</p> <p>Throughout the 6 weeks 30 young people attended the multi sports sessions, 24 males and 6 females. The different types of activities delivered throughout the 6 weeks were rounders, tag rugby, football, kwik cricket and freebie activities. Attendance by age was:</p> <table border="1"> <thead> <tr> <th>Age</th> <th>Number</th> </tr> </thead> <tbody> <tr> <td>10</td> <td>5</td> </tr> <tr> <td>11</td> <td>8</td> </tr> <tr> <td>12</td> <td>8</td> </tr> <tr> <td>13</td> <td>5</td> </tr> <tr> <td>14</td> <td>4</td> </tr> </tbody> </table> <p>The breakdown of attendance by neighbourhood was 10 from Cranmer Bank area, 10 from the Deanswood Area, 8 from the Tynwalds, 1 from the Buckstones and 1 from the Lingfields. Attendance by school was Alwoodley Primary School - 3, Allerton Primary School - 2 and</p>		Age	Number	10	5	11	8	12	8	13	5	14	4
Age	Number												
10	5												
11	8												
12	8												
13	5												
14	4												

Allerton high School – 25.

Due to the lifestyle classes not running, costs incurred were £387.60, and the remaining balance has been returned to the Wellbeing budget for Alwoodley Ward.

Project: Leadership awards	Total cost: £290
Lead organisation: LCC Sport and Active Lifestyles	Wellbeing Funding: £290

Sport and Active Lifestyles and several National Governing Bodies (NGB's) arranged to deliver the following awards to young people (14 +s) living in the Alwoodley ward.

- Athletics Activators Award
- Cricket Young leaders award
- Netball young leaders award
- Community First Aid award
- Emergency First Aid award.

All the leadership awards were originally planned to be delivered at Allerton High School over the summer however this wasn't possible due to works taking place in the school over the summer holidays, so alternative venues were found, Moor Allerton Library - FY20 room for First Aid, Alwoodley Cricket Club for Cricket, Valley Striders (part of Leodiensian Club) for Athletics. Netball wasn't offered because there was no available venue.

These courses were widely publicised through local schools, community groups, agencies and sports clubs in the Alwoodley Ward, and advertised on the Breeze Culture Network.

These awards were offered because feedback from key organisations working in the area indicated that young people wanted to take part in these awards. However, only three people booked on the First Aid and the Athletics, and no-one booked on the Cricket Award. Each Award required six people for the tutor to deliver a successful course, to all the courses had to be cancelled.

The time of tutors for the First Aid and the Cricket Awards had been committed, therefore costs of £290 were incurred. The remaining balance has been returned to the Wellbeing budget for Alwoodley Ward.

Project: Family Activities	
Lead organisation: LCC Sport and Active Lifestyles	Wellbeing Funding:

Sport and Active Lifestyles worked closely with Alwoodley Extended Services to target families from the Moor Allerton area including Cramner Banks, Fir Trees, Lingfields and Queenshills).

Marketing material was distributed through local schools and also to local organisations such as Northcall, Childrens Centre, East North East Homes and local church groups.

Families primarily booked onto the sessions from the following schools:
Allerton Church of England
Highfield Primary

Alwoodley Primary
St Urbans Primary

Demand was high, and because of this, sessions split into 2 x 5 weeks of sessions in order to accommodate as many families as possible. Sessions therefore took place as 2 blocks.

Block One took place from 20th June to 18th July at Allerton High School Sports Hall because one target for the project was to utilise resources and provide activities in a neutral location to attract families from across Moor Allerton. Block two took place from 24th July to 21st August at Allerton Church of England Primary School due to Allerton High School not being available during this period.

Over the two sessions, 19 families booked on, with 15 families attending at least one session, 13 families attending at least four sessions, and 37 regular participants.

The age range of the regular participants was:

Age	
6 – 11	21
12 – 16	2
16 +	14

32 evaluation forms were completed:

27 out of 32 rated overall enjoyment of all activities excellent.

25 out of 32 said that as a result of the activity they are highly more likely to take part in sport and physical activity on the future.

Comments included for what liked the best

“liked playing together with the children best”

“meeting people and exercise”

“all of the sports”

“everything”

“family interaction and competition”

“playing team sports”

“all good fun”

Any other comments for how could be improved

“think its brill the way it is”

“Its very good and very helpful, thank you”

“Making it available to more families”

“could be longer”

“keeping it going on a regular basis, we’ve all really enjoyed it”

“make this a regular activity”

The overall feedback was really positive, with good mix of families from across the areas.

Sessions took place after school at a time to try to attract parents to sessions with the children.

Funding received supported all families attending regularly, and those who attended the final family session also received a goodie bag. The goodie bag included some play equipment to encourage young people and families to keep active and continue playing as a family after the

sessions, plus water bottles and information about keeping health and signposting to other activities.

Work also continues with local community groups to increase local opportunities for play through provision of equipment and advice.

Follow up contact with families has seen one parent interested in coaching opportunities, one parent joining Active Women sessions at Scott Hall Leisure Centre, one parent using the informal games learnt in the sessions to get children active during lunch time club at school they work at as a lunch time supervisor. Further information about local clubs and leisure centre activities was requested by 75% of families.



Report author: Sarn Warbis
Tel: 39 50908

Report of The Assistant Chief Executive (Planning, Policy and Improvement)

Report to Outer North East Area Committee

Date: 21 October 2013

Subject: Area Chairs Forum Minutes

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. This report formally notifies members of the decision made by full council that Area Chairs Forum minutes should be considered by Area Committees as a regular agenda item at future Area Committee meetings.
2. The report also includes background information regarding the Area Chairs Forum meetings.

Recommendations

3. The Outer North East Area Committee is asked to note the contents of the report and to consider the minutes from the Area Chairs Forum meetings at this and future Area Committee Meetings.

1 Purpose of this report

- 1.1 The purpose of this report is to formally notify Members that the minutes of Area Chairs Forum meetings will be brought to Area Committee meetings as a regular agenda item, and to give a brief overview of the Area Chairs Forum meetings.

2 Background information

- 2.1 Area Chairs Forum meetings take place on a bi-monthly basis and are chaired by the Deputy Leader of Council and Executive Member for Neighbourhoods, Housing and Regeneration.
- 2.2 Meetings are attended by the ten Chairs of the Area Committees, the Assistant Chief Executive (Planning, Policy & Improvement), the three Area Leaders and the Neighbourhood Services Co-ordinator in Leeds Initiative.
- 2.3 Agenda items focus on issues relating to services delegated to Area Committees, future delegations of services, locality working and any other issues that can be influenced by, or have an impact on, Area Committees.

3 Main issues

- 3.1 Following recommendations by the General Purposes Committee, full council approved on 26th May 2011 that minutes of the Area Chairs Forum meetings should be considered by Area Committees, and that this should be a regular agenda item for Area Committee meetings.
- 3.2 Area Chairs Forum minutes will only be available to be considered by Area Committees once they have been agreed as an accurate record by the subsequent Area Chairs Forum meeting.
- 3.3 The scheduled Area Chairs Forum meeting dates for 2013/14 are:
 - 28th June 2013 11:00 – 13:00
 - 6th September 2013 14:00 – 16:00
 - 11th October 2013 14:00 – 16:00
 - 25th November 2013 13:30 – 15:30
 - 20th January 2014 13:30 – 15:30
 - 7th March 2014 10:00 – 12:00
 - 2nd May 2014 10:00 – 12:00
- 3.4 Attempts will be made to include Area Chairs Forum minutes in papers issued prior to Area Committee meetings, however due to some tight deadlines between meetings, it may be necessary to table the minutes at certain Area Committee meetings.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 There has been no need to publicly consult on the inclusion of Area Chairs Forum Minutes on Area Committee Agendas, however the matter has been discussed by the General Purposes Committee.

4.2 Equality and Diversity / Cohesion and Integration

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

4.3 Council Policies and City Priorities

4.3.1 The inclusion of Area Chairs Forum minutes on Area Committee Agendas is a revision to the Area Committee Procedure Rules within the Constitution agreed by full council on 26th May 2011.

4.4 Resources and Value for Money

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

4.5 Legal Implications, Access to Information and Call In

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

4.6 Risk Management

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

5 Conclusions

5.1 Full Council has approved the recommendations of the General Purposes Committee to include the Area Chairs Forum minutes as a regular item at future Area Committee meetings.

6 Recommendations

6.1 The Outer North East Area Committee is asked to note the contents of the report and to consider the minutes from the Area Chairs Forum meetings at this and future Area Committee Meetings.

7 Background documents

7.1 Minutes of the Full Council Meeting held on 26th May 2011

7.2 Council Constitution

This page is intentionally left blank

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

Attendance:

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

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

Minutes: S. Warbis

Attending for specific items: S. Wimsett

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

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

5.0 Report on Area Committee Working Arrangements

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

Kathy Kudelnitzky

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

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

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

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

7.0 Any Other Business

7.1 Health

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

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

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

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

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

7.7 Welfare Reform

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

7.9 Employment and Skills

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

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

7.12 Middleton Regeneration Framework

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

7.14 NEETS

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

7.16 Area Committee Delegations

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

**Cllr P.
Gruen**

7.18 Budgets

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

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

Area Chairs

7.21 Items for the next meeting

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

8.0 Date of Next Meeting

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

This page is intentionally left blank