



NORTH EAST (OUTER) AREA COMMITTEE

**Meeting to be held in the Civic Hall, Leeds on
Monday, 3rd February, 2014 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:
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**East North East Area Leader:
Rory Barke
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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 meeting held on 2nd December 2013</p> <p>(Copy attached)</p>	1 - 10

Item No	Ward	Item Not Open		Page No
8	Alwoodley; Harewood; Wetherby		<p data-bbox="676 181 1273 286">AREA COMMITTEE BUSINESS PLAN (INCLUDING POLICE PROGRAMME OF CHANGE)</p> <p data-bbox="676 398 1409 577">To consider a report by the Assistant Chief Executive (Citizens and Communities) which sets out the draft priorities for the Outer North East Area Committee which form part of the Area Committee's Business plan.</p> <p data-bbox="676 613 1390 719">Inspector Matt Davison, West Yorkshire Police will provide an update on the Neighbourhood Policing teams</p> <p data-bbox="676 754 927 790">(Report attached)</p>	11 - 18
9	Alwoodley; Harewood; Wetherby		<p data-bbox="676 1070 1334 1133">WELL-BEING FUND AND YOUTH ACTIVITY FUND</p> <p data-bbox="676 1211 1409 1424">To consider a report by the Assistant Chief Executive (Citizens and Communities) which provides an update on the current position of the Area Committee's budgets and sets out details of applications seeking well-being funding and youth activity funding.</p> <p data-bbox="676 1496 927 1532">(Report attached)</p>	19 - 40

Item No	Ward	Item Not Open		Page No
10	Alwoodley; Harewood; Wetherby		<p>ANNUAL REPORT - FOR THE PARKS AND COUNTRYSIDE SERVICE</p> <p>To consider a report of the Chief Officer Parks and Countryside which seeks to further develop the relationship between the Parks and Countryside service and the North East Outer Area Committee.</p> <p>The report provides an overview of the service and sets out some of the challenges faced along with key performance management initiatives. In addition it seeks to provide a positive way forward for delivering the extended role of the Area Committee and sets out at an area level the progress made in attaining Leeds Quality Park standard. The report also explains the investment need to attain and sustain LQP standards.</p> <p>(Report attached)</p>	41 - 52
11	Alwoodley; Harewood; Wetherby		<p>ENVIRONMENTAL SERVICES – HALF YEAR PERFORMANCE UPDATE ON THE 2013/14 SERVICE LEVEL AGREEMENT</p> <p>To consider a report by the Locality Manager, East North East area which provides an update on performance against the Service Level Agreement between the North East (Outer) Area Committee and the East North East Environmental Locality Team covering the period May to October 2013.</p> <p>The report sets out information on a range of functions being delivered across the area against the priorities and commitments set out in the Service Level Agreement.</p> <p>(Report attached)</p>	53 - 68
12			<p>DATE AND TIME OF NEXT MEETING</p> <p>To note that the next meeting will take place on Monday 17th March 2014 at 6.00pm at Treetops Community Centre, Squirrel Way, Moortown, Leeds, LS17 8FQ</p>	

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Agenda Item 7

NORTH EAST (OUTER) AREA COMMITTEE

MONDAY, 2ND DECEMBER, 2013

PRESENT: Councillor G Wilkinson in the Chair

Councillors J Procter, N Buckley, A Castle,
D Cohen and M Robinson

OFFICERS:

Lucy Jackson – Leeds Community Health Trust
Liz Bailey – Leeds Community Health Trust
Rupert Madeley – Wharfe Valley Learning Partnership
Neil Evans – Director of Environmental and Neighbourhoods
John Woolmer – East North East Locality Manager, Environment and
Neighbourhoods Directorate
Rory Barke – East North East Area Leader
Carole Clark – East North East Area Support Team
John Grieve – Governance Services

42 Appeals Against Refusal of Inspection of Documents

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

43 Exempt Information - Possible Exclusion of the Press and Public

There were no items where the press or public would be required to be excluded from the meeting proceedings.

44 Late Items

One formal late item of business was admitted to the agenda with the agreement of the Chair and Members of the Committee. The item in question, Area Chair's Forum Minutes, was not available at the time of agenda publication and it was considered to be in the best interests of the Committee that the matter be consider (Minute No.56 refers)

Members also accepted the inclusion of a number of additional applications seeking assistance from the Well Being Fund. Again Members considered it to be in the best interests of the Committee that the applications be considered without delay (Minute No.49 refers)

45 Apologies for Absence

Apologies for absence were received from Councillor R Procter, Councillor A Lamb and Councillor P Harrand

46 Declaration of Disclosable Pecuniary and Other Interests

There were no declarations of Disclosable Pecuniary and Other Interests. However, Councillor J Procter required it to be recorded that he declared an interest in Agenda Item No. 8 (Well Being Fund and Youth Activity Fund) his daughter being a member of Wetherby RUFC for which a grant application had been received (Minute No.49 refers)

47 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.

48 Minutes of the Previous Meeting

RESOLVED – That the minutes of the previous meeting held on 28th October 2013 were accepted as a true and correct record

49 Well-Being Fund and Youth Activity Fund

The East North East Area Leader submitted a report which provided Members with an update on the current position of the Area Committee's budget and also set out details of applications seeking wellbeing funding and youth activity funding.

With the agreement of the Area Committee the following additional applications were submitted for consideration:

WellBeing Funding

Walton Cycle Track, Boiler replacement, Barwick Village Hall and WYP Farmwatch Landrovers

Youth Activity Funding

Football Sessions and Autism Support Group

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

- The current revenue financial position of the Area Committee (Appendix A)
- The remaining balances for the small grants and skips pots (Appendix B)
- Approvals of Small Grants 2013

Draft minutes to be approved at the meeting
to be held on Monday, 3rd February, 2014

- Current balance on the Capital Budget (Appendix D)
- Youth Activity Fund 2013 -14 (Appendix E)

Carole Clark North East Area Support presented the report and responded to Members comments and queries.

Detailed discussion ensued on the contents of the report and appendices which included:

- Available funding for the current financial year
- Clarification around some of the projects seeking financial assistance

RESOLVED –

- (i) To note the spend to date and current balances for the 2013/14 financial year for Wellbeing and Youth Activity Funds
- (ii) That the following projects requesting Wellbeing Funding be determined as follows:

Project	Organisation	Amount Granted £
Leeds Road path clearance	Leeds City Council	Deferred for further consultation with Ward Members
Walton Cycle Track	Walton Parish Council	Approve up to a maximum of £32,000. (In the event of a Section 106 contribution becoming available from the Thorp Arch development, the Wellbeing contribution to reduce accordingly)
Boiler Replacement	Barwick Village Hall	£2,000
West Yorkshire Police – Farmwatch Landrovers	WYP – Wetherby & Harewood NPT	Deferred for further clarification from the applicant

- (iii) That the following applications requesting Youth Activity Funding be determined as follows:

Project	Organisation	Amount Granted £
Northcall Nights	Northcall	£2,840
Minibridge and Contract Bridge Lessons	Leeds Bridge Club (Alwoodley)	Not Granted
Minibridge and Contract Bridge Lessons	Leeds Bridge Club (Wetherby)	Not Granted
Girls Rugby	Wetherby RUFC	£600.00

Challenge 14	Wetherby District Scouts	£1,900
Football Sessions	Leeds City Council	£1,370.60
Autism Support Group	Autism Support Group (EPOSS)	£1,000 approved in principle subject to Members being satisfied as to the suitability of the venue

50 Wharfe Valley Learning Partnership

The Wharfe Valley Learning Partnership submitted a report which explained the rationale and benefits of the development of the Wharfe Valley Learning Partnership, describing the consultation that had resulted in its development and the current position in the process.

Rupert Madeley, Head teacher, Harewood C of E Primary School and Partnership representative presented the report and responded to Members comments and queries.

Detailed discussion ensued on the contents of the report which included:

- The purpose of the Wharfe Valley Learning Partnership
- It's vision, values and initial priorities
- Require a model based on quality of achievement
- The benefits envisaged – Work together to raise education standards

The Chair thanked Mr Madeley for his attendance and presentation

RESOLVED –

- (i) To note the interest of the nine identified schools in forming a Trust and the potential benefits
- (ii) To note the public and governance consultation arrangements undertaken to date in relation to the proposals
- (iii) To support the Trust and its ambition for educational excellence in the area it will serve

51 Area Public Health Update

The Lead Member for Health and Well Being for the North East (Outer) Area Committee submitted a report which outlined the action being taken to discharge the statutory responsibilities of Leeds City Council in leading the delivery of the public health agenda, raise awareness of the Area Lead Member for Health and Well Being, inform the Area Committee of the current position regarding public health work in the Outer North East Area Committee and set the scene for future progress.

Appended to the report was data on activities from last year along with an update on public health data (Appendix A)

Lucy Jackson and Liz Bailey, Leeds Community Health Trust presented the report and responded to Members comments and queries

Detailed discussion ensued on the contents of the report and appendices which included:

- Overarching Indicator – Life Expectancy higher than average but Wetherby East, Thorp Arch and Walton and Moor Allerton had shorter life expectancy and a number of more pressing health issues.
- People would live longer and have healthier lives – Premature Mortality (Cancer/Circulatory disease and Respiratory disease) mortality rates were below the rates for the deprived areas of Leeds, and on a downward trend. However, circulatory disease and cancer in Moor Allerton were higher than elsewhere across the Area Committee and respiratory disease in Wetherby East, Thorp Arch and Walton. Women living in this area had a particularly high respiratory mortality rate, which was higher than that of deprived Leeds, but not reflected in the recorded rate of Chronic Obstructive Pulmonary Disease or smoking in the area.
- Choosing Healthier Lifestyles and access to screening – Recorded Prevalence
- Diabetes prevalence in Moor Allerton was almost as high as deprived Leeds. It was positive that more people were being identified and managed, but preventive work needs to be prioritised in future. ZEST health for Life is contracted by Public Health to deliver healthy eating and lifestyle work in this area and discussions will take place to see how this might be targeted
- Alcohol related admissions to hospital were still high in Wetherby East, Thorp Arch and Walton, particularly for women. Some work had been delivered and more was planned to help address this
- Best Start – Child Obesity. The trends are difficult to interpret, but figures suggest that in Outer North East, more children are starting school obese or above a healthy weight, but by year 6 the proportion of obese children had reduced.
- People's quality of life would be improved by access to quality services improving peoples' mental health is a priority across the whole of the ENE area and a Changing MINDS course has been delivered in partnership with Northcall, which is now continuing with a second course. Further work was being planned.
- East North East Public Health Area Specific Activity 2012/13 (As described in Appendix A of the submitted report)

Councillor Procter said he was aware that many GP Surgeries sent out letters to their patients inviting them in for a routine medical check-up. Was there any data on the rate of up take on these invitations and could Members be made aware?

Officer confirmed such data was available and would be supplied to Members.

RESOLVED –

- (i) To note the changes in terms of Leeds City Council's responsibility around public health
- (ii) To recognise and support the Area Lead Member for Health and Well Being
- (iii) That data on the up take of routine medical check-ups be supplied to the Area Committee

52 Environment Sub Group

The East North East Area Leader submitted a report explaining the role of the Environmental Sub Group. The Minutes of the Outer North East Area Committee Environmental Sub Group held on 14th November 2013 were submitted for information/ comment.

Circulated at the meeting, Members received a brief summary of the environmental services that it is planned would be delegated to the Area Committee as part of the locality service resign for April 2014.

John Woolmer, East North East Locality Manager, Environment and Neighbourhoods Directorate presented the report and responded to Members' comments and queries. Neil Evans, Director of Environmental and Neighbourhoods was also in attendance.

Mr Woolmer highlighted the new environmental services it is proposed the Area Committee will resume responsibility for, which include:

- Clearance of void gardens
- Cutting back, cleaning of ginnels and other publicly accessible paths/paved areas/open spaces in estates
- Removal of fly tips from open land
- Cleaning of communal play areas
- Cleaning of garden sites
- Ensuring tenant satisfaction
- Bush and ginnel clearance
- Needle removal
- Public convenience cleaning
- Graffiti removal (possible issues around specialist removal needs)
- Rapid response/ bin yards
- Household bulky item collection

Mr Woolmer suggested that a number of smaller, zonal/-area teams could be created in each Locality Team. In terms of the Outer North East area, this may provide a dedicated team of staff that would work in the Outer North East

area for the Area Committee in delivering the Service Level Agreement, the deployment of the resource being agreed through the Environmental Sub Group.

Commenting in general about the Environmental Service, Councillor Cohen expressed concern about the level of service provided in the Alwoodley area. Councillor Cohen said that the Area Committee had agreed funding for a peripatetic cleaner but despite several reminders there was no sign of the the post being recruited to. He also suggested that there were a number of other issues where Ward Members required clarification on, but it had taken much longer than he had expected to receive updates about. Councillor Cohen said the situation was disappointing and that Members expect works to be carried out when funds have been made available but more importantly expect to be kept informed in a timely fashion.

In responding Mr Woolmer apologised to the Alwoodley Ward Members for the unusual delays in recent communications and for missing a recent Ward Member meeting. In offering an explanation Mr Woolmer said there had been some issues which had taken priority in the period since summer and that also meant it was difficult to progress the additional post as he had hoped. He accepted there could have been better communication with Elected Members and took full responsibility for that and committed to put that right

Mr Woolmer asked Members to highlight any concerns about service delivery in their wards. The only issue raised by Wetherby Town Council regarding white bags in the town centre would be affected by the delay in the additional post. Mr Woolmer replied that a trial had already started which involved alternative, off street, disposal points for the white bags in partnership with the local Town Hall, Fire and Police stations. An assessment of the trial would be discussed with Ward Members.

In offering comment the Chair said he was aware Mr Woolmer had been involved in other work.

Commenting on the restructuring of the Department, Councillor J Procter asked if it was likely that all ex-ALMO staff would transfer over and whether that included management resources.

In responding Mr Evans said there would be a formal restructure process to be agreed with the unions that would follow the usual ring fencing processes and provide opportunities for ex-ALMO environmental staff, but they would not be automatically transferred over. When looking across the two environmental services being brought together, it was envisaged that overall management numbers would be significantly reduced as part of the restructuring exercise but that the front line resource would be at least the same overall.

Commenting on the absence of the report monitoring of the Service Level Agreement which was due to be considered at today's meeting, Councillor Procter asked how the service could be held to account if the information was not available.

In responding Mr Evans said he was unaware of the monitoring timescales but agreed the report would be available for the next meeting.

Mr Woolmer commented that the report would be provided to the next Environmental Sub Group ahead of the next Area Committee meeting.

In passing comment the Area Leader said that overall there had been improvements in the service since it transferred to a new Locality Team but accepted the issues referred to by Councillor Cohen needed to be addressed and the Service got back on track.

RESOLVED –

- (i) To note the contents of the Minutes of the Outer North East Area Committee Environmental Sub Group held on 14th November 2013
- (ii) That where appropriate, to provide support in resolving any issues raised
- (iii) That the issues around the service of a peripatetic cleaner covering the Outer North East Area be investigated and communicated to Members as a matter of urgency.
- (iv) That the report monitoring the Service Level Agreement for Environmental Services be brought to the next meeting of the Area Committee, via the Environmental Sub Group

53 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 Business Plan priorities. The report also provided an outline of how the priorities for 2014/15 would be prepared.

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

Detailed discussion ensued on the contents of the report which included:

- Health and Well Being
- Business
- Children and Young People
- Sporting Communities
- Planning Communications and Transport

RESOLVED –

- (i) To note the contents of the report
- (ii) To approve the arrangements for the preparation of the Business Plan priorities for 2014/15
- (iii) That the appointment of a Fuel Poverty Champion be deferred to the next meeting of the Area Committee

54 Outer North East Parish and Town Council Forum

The East North East Area Leader submitted a report explaining the role of the Outer North East Parish and Town Council Forum. The minutes of the Outer North East Parish and Town Council Forum held on 17th October 2013 submitted for information/ comment.

RESOLVED –

- (i) To note the Minutes of the North East Parish and Town Council Forum held on 17th October 2013
- (ii) That where appropriate, to support the Parish and Town Council Forum in resolving any issues raised

55 Date and Time of Next Meeting

RESOLVED – To note that the next meeting will take place on Monday 3rd February 2014 at 5.30pm in the Civic Hall, Leeds.

56 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 4th October 2013 were submitted for information and comment.

On a related matter the Area Leader announced that at the recent Annual Awards for Excellence, Andy Birkbeck had won the Citizens and Communities category.

The Area Leader said that as the localism officer for Wetherby and Harewood ward Andy had assisted the local Parish and Town Councils in understanding neighbourhood planning under the Localism Act.

RESOLVED –

- (i) That the contents of the report be noted
- (ii) That The Minutes of the Area Chairs Forum dated 4th October 2013 were received and noted
- (iii) That the congratulations of the Area Committee be passed on to Andy Birkbeck following his success at the recent Annual Awards for Excellence

Report of Report of the Assistant Chief Executive (Citizens and Communities)

Report to Outer North East Area Committee

Date: 3rd February 2014

Subject: Area Committee business plan (including Police Programme of Change)

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 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 sets out the draft priorities for the Area Committee business plan for 2014/15 together with details of how the priorities and associated actions are prepared.
2. It also introduces Inspector Matthew Davison who will be attending the meeting to update the area committee on the Police Programme of Change.

Recommendations

3. The area committee is asked to:
 - agree the area committee priorities for 2014/15;
 - note the information on the Police Programme of Change;
 - consider the request for a contractor to have use of 10 car parking spaces at Treetops Community Centre;

1 Purpose of this report

- 1.1 This report sets out the draft priorities for the Outer North East Area Committee which form part of the Area Committee's Business plan.

2 Background information

- 2.1 At the June 2011 Area Committee meeting the Delegated Roles and Functions of the Area Committee were presented.
- 2.2 Subsequently an Area Committee Business Plan has been developed which takes the forward work programme a stage further and sets out in more detail the work of the Area Committee and replaces the Area Delivery Plan. The Business Plan is updated annually and includes information about the Area Committee role and functions, wellbeing fund, ward information, and parish councils together with the Area Committee priorities.
- 2.3 A refreshed business plan will be presented to the March meeting of this Area Committee. This report concerns the priorities for the Area Committee which form part of the business plan and are reviewed annually.

3 Area Committee priorities 2014/15

- 3.1 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.
- 3.2 The priorities provide a framework for use of the Area Committee wellbeing fund. Applicants are asked to state which area committee priorities their project will meet.
- 3.3 The priorities are prepared in consultation with ward members, officers from the council and partner agencies, town and parish councils, local residents and voluntary and community groups. It is informed by community engagement activity and partnership working which is taking place in the Outer North East area which is detailed below.
- 3.4 Subject to the Area Committee's agreement, the area officer will undertake consultation with partner agencies and organisations to assess what actions will be taken during in 2014/15 which support these priorities. The draft priorities for 2014/15 are attached as appendix A to this report.
- 3.5 Alwoodley Cluster of Schools and Elmet Partnership of Schools have developed priorities for action in their area of benefit and these are reflected in the business plan. In addition to school staff, membership of the cluster leadership groups also includes representatives from Leeds City Council, West Yorkshire Police and the voluntary sector.
- 3.6 Tasking meetings take place six weekly for the two Neighbourhood Policing Teams covering this area – Harewood and Wetherby and Roundhay, Alwoodley, Moortown. They are attended by representatives from the council, West Yorkshire Police, and partner organisations. Those officers attending work closely with the local communities they serve and have a good knowledge and understanding of the area and its issues.
- 3.7 West Yorkshire Police run PACT meetings (police and communities together) which offer the public the opportunity to raise issues of concern with their neighbourhood

policing team. In the Harewood and Wetherby NPT area, these are run in conjunction with Town and Parish Council meetings.

- 3.8 Meetings with ward members take place on a regular basis which offer the opportunity to discuss issues concerning local communities; Depending on the issues being discussed these meetings may involve officers from the council, partner agencies, and representatives from the community.
- 3.9 Wetherby & Harewood Town and parish council forum meetings are held four times per year to enable Town and Parish Councillors to come together to discuss mutual issues of concern and interest. Agenda items over the past year have localism, environmental issues, grounds maintenance, policing Issues, local bus services, sport and active lifestyles, highways, home security, and derelict buildings. A report is provided to this area committee after each forum meeting.
- 3.10 Moor Allerton Partnership (MAP) includes representatives of organisations and agencies working in the Moor Allerton priority neighbourhood, including Leeds City Council, West Yorkshire Police, Groundwork, Northcall, MAECare, Leeds Jewish Welfare Board and Leeds Jewish Housing Association. An action plan has been developed for MAP which is structured under the themes of the Area Delivery Plan and includes practical actions for the neighbourhoods within MAP which are being delivered through partnership working.

4 Statistics

- 4.1 The [West Yorkshire Observatory website](#) offers a detailed range of information and statistics, including census data, which provides a statistical evidence base by which to plan service interventions and to guide resources into the area of greatest need.
- 4.2 In previous years the Neighbourhood Index has been produced. This is an area profiling system which provided the Council and its partners with a statistics on a range of seven domains: Economic Activity, Low Income, Education, Health, Community Safety, Environment, and Housing.
- 4.3 However, due to resources being concentrated on analysing census data, the index has not been updated for 2013. Despite this, the information can still be used as a guide in determining the issues to be addressed.
- 4.4 The neighbourhoods are defined using Middle Super Output Areas (MSOAs); a range of data is easily available for these boundaries, and they meet government guidelines that a neighbourhood should contain between 5000 – 10,000 people. There are 108 MSOAs in Leeds, with an average population of 7000.
- 4.5 The Outer North East area covers nine MSOAs which are listed in the table below in order of ranking. The higher the ranking, the more successful the neighbourhood in terms of the seven domains. The three previous years rankings are included for comparison.

Ref No.	Area	2009	2010	2011	2012
E02002330	Wetherby West	107	108	107	107
E02002331	Wetherby East/Thorp Arch/Walton	80	76	79	81

E02002359	Aberford/Barwick/Lotherton/Thorner	93	94	97	94
E02002334	Bramham/Boston Spa/Clifford	96	93	90	97
E02002335	Bardsey/East Keswick/Collingham/Linton/Harewood	103	103	106	103
E02002341	Alwoodley West	102	104	103	104
E02002344	Alwoodley East	92	90	91	92
E02002351	Scarcroft/Scholes/Shadwell	101	97	102	100
E02002347	Moor Allerton	33	33	36	35

- 4.6 With the exception of Moor Allerton, the rankings are high, and the scores for the individual domains are higher than average for the city. For Moor Allerton the scores for the domains are close to the city average, apart from the Economic Activity and Low Income domains which are much lower than the city averages.
- 4.7 The concerns around economic activity and low income in the Moor Allerton area will continue to be addressed through the Moor Allerton Partnership. The Partnership is aiming to improve the amount of advice and information which is available for local people who need support in accessing education, training and jobs.

5 West Yorkshire Police Programme of Change

- 5.1 West Yorkshire Police are a key partner, and officers from the Neighbourhood Policing Teams work in partnership with council colleagues to support the priorities in the area committee business plan priorities.
- 5.2 In June 2013 West Yorkshire Police initiated a Programme of Change strategy, to improve Force performance and transform the way services are delivered by reducing demand and thereby support the delivery of policing. Embedded within the strategy is a commitment from West Yorkshire Police to work more closely with Partners to deliver the outcomes set out in the West Yorkshire Police and Crime Plan.
- 5.3 The transformation programme aims to build on existing, and develop new, working arrangements, through potential co-location opportunities for Police and Partner resources to deliver a more integrated service provision. At the heart of this is the goal of ensuring communities are safe and feel safer.
- 5.4 Chief Inspector Matthew Davison will update the Area Committee on the progress of the Programme of Change and what this might look like for the Outer North East Area .

6 Community Centres

- 6.1 The Area Committee has delegated responsibility for Treetops Community Centre in Alwoodley Ward and Barleyfields Community Centre in Wetherby Ward.
- 6.2 A new development is taking place on the site of the former children's centre next to Treetops Community Centre, and the contractor has approached the council with a request to use 10 car parking spaces on the Tree Tops Community Centre car park from January 2014 to January 2015 during the development period. The area

committee is asked to consider this request and make a recommendation on whether or not this would be acceptable.

7 Corporate Considerations

7.1 Consultation and Engagement

- 7.1.1 Community engagement planning and actions are included in the Area Committee business plan to ensure that community engagement is embedded and recognised in all aspects of the Area Committee work.
- 7.1.2 The proposed changes to Area Committees in the report to Executive Board, 18th December 2013 will seek to strengthen local democratic engagement and increase community engagement and involvement in local decision making. These changes will be reflected in the Area Committee business plan.

7.2 Equality and Diversity / Cohesion and Integration

- 7.2.1 The priorities identified in the Area Committee business plan are developed with consultation with the local community and aimed at addressing the inequalities within the area.

7.3 Council Policies and City Priorities

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

7.4 Resources and Value for Money

- 7.4.1 As outlined in the Function Schedule, the Well-being budget delegated by Executive Board is used to finance projects which meet the priorities for the Area Committee. Members of the Area Committee are keen that wherever possible the use of well-being brings in additional match funding to the area.

7.5 Legal Implications, Access to Information and Call In

- 7.5.1 All decisions taken by the Area Committee in relation to the delegated functions from the Executive Board are eligible for Call In.
- 7.5.2 There are no key or major decisions included in this report.
- 7.5.3 There are no legal implications relating to this report.

7.6 Risk Management

- 7.6.1 Not applicable under this section.

8 Conclusions

- 8.1 The Area Committee requires a document to set out the key priorities for the year

that, links to city wide policies and provides a framework for the spend of the Wellbeing Budget.

- 8.2 The business plan supports and contributes to changes already being put in place to the planning framework at a city wide level and continue to illustrate how the Area Support Team will support partnerships and local services in this process and continue to champion the role of the Area Committee.
- 8.3 The business plan is another step forward in the increasing role and influence of the Area Committee but further work is needed to strengthen the performance monitoring information available at area level.
- 8.4 The draft area committee priorities for 2014/15 are attached at appendix A.
- 8.5 A key partner, West Yorkshire Police, have initiated a Programme of Change strategy.

9 Recommendations

- 9.1 The area committee is asked to:
 - agree the area committee priorities for 2014/15;
 - note the information on the Police Programme of Change;
 - consider the request for a contractor to have use of 10 car parking spaces at Treetops Community Centre;

10 Background documents¹

- 10.1 Area Committee Roles and Functions 2011/12
- 10.2 Neighbourhood Index 2012, available at: <http://www.westyorkshireobservatory.org/>
- 8.3 Report to Executive Board, 18th December 2014.
[Citizens@Leeds: Responsive to the Needs of Local Communities](#)

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.

Outer North East Area Committee priorities 2014/15

<p>Health and wellbeing</p>	<ul style="list-style-type: none"> • Support voluntary organisations including MAECare, Northcall and Wetherby in Support of the Elderly, who provide services for vulnerable people; • Advise people on living safely in their own homes through promotion of schemes such as home security checks and fire safety checks; • Encourage active lifestyles for everyone through supporting and promoting local advice sessions and activities. • Deliver a state of the art Medical and Health Centre in Alwoodley through working with local GP practices, the Clinical Commissioning Group and NHS England.
<p>Business</p>	<ul style="list-style-type: none"> • Improve the opportunities for local people seeking work by offering local information and advice; • Link up with local businesses to encourage their support for local communities; • Help people to broaden their horizons and develop new skills through volunteering opportunities; • Encourage shoppers and visitors to the historic town of Wetherby by promoting the town and improving car parking.
<p>Children and young people</p>	<ul style="list-style-type: none"> • Offer young children the best start in life through the services and activities offered by Alwoodley, Boston Spa and Wetherby Children's Centres; • Reduce the numbers of young people at risk of becoming NEET (not in education, employment or training) through providing appropriate advice and guidance in learning, training and employment; • Improve children's behaviour, school attendance and academic results by providing support and activities for children, young people and their families; • Provide opportunities for young people to have fun; • Give young people the opportunity to have their say about what happens in their local community.
<p>Supporting communities</p>	<ul style="list-style-type: none"> • Offer support to local organisations to enable them to offer a range of sports, arts and leisure activities for everyone; • Work with the community of Bramham to achieve the completion and opening of their new sports pavilion; • Reduce crime and anti-social behaviour levels through a partnership approach to problem solving and information sharing in the Wetherby & Harewood, and Roundhay Alwoodley Moortown Neighbourhood policing areas; • Work in partnership with the local community to sustain a clean and tidy streetscape, and high quality public green spaces that the whole community can enjoy and take pride in; • Provide regular support for town and parish councils through

	<p>servicing the quarterly Wetherby & Harewood forum and providing information on activities, funding and volunteering opportunities;</p> <ul style="list-style-type: none"> • Support the Moor Allerton Partnership (MAP) to deliver services to address the needs of the community of Moor Allerton.
<p>Planning, communications and transport</p>	<ul style="list-style-type: none"> • Support town and parish councils in the production of Neighbourhood Development Plans which enable local communities to shape and influence future development; • Encourage efficient, reliable public transport to improve access to services and employment for local people; • Support highways improvements which meet the needs of local communities; • Improve the business and leisure environment for local communities through working with partners to improve broadband connectivity.

DRAFT

Report of Report of the Assistant Chief Executive (Citizens and Communities)

Report to Outer North East Area Committee

Date: 3 February 2014

Subject: Well-being Fund and Youth Activity Fund

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 type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number:		
Appendix number:		

Summary of main issues

1. This report provides members with an update on the current position of the Wellbeing and Youth Activity Fund budgets for the Outer North East Area Committee.
2. Applications made for funding are included in the report for member's consideration.

Recommendations

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

Project	Organisation	Amount applied for	Ward
Leeds Road path clearance	Leeds City Council	2000	Harewood
Farmwatch landrovers	West Yorkshire Police – Wetherby & Harewood	£6000	Harewood and

	NPT		Wetherby
Wetherby and District development fund	Leeds City Council	£20,000	Wetherby

- Consider the following 2014/5 wellbeing project proposals and approve where appropriate the amount of grant to be awarded, (subject to confirmation of the wellbeing budget 2014/15):

Project	Organisation	Amount applied for	Ward
Promoting Partnership and Social Inclusion	Moor Allerton Elderly Care	£16650	Alwoodley
Wellbeing and welcome	Slaid Hill in Bloom	£1074	Alwoodley
Wildflower beds	Leeds City Council	£2000	Alwoodley
Agile Learning Facility	Friends of Barwick School	£4000	Harewood
Go Wild at Bramham School	Friends of Bramham School	£7970	Wetherby

- Consider the following Youth Activity Fund project proposals and approve where appropriate the amount of grant to be awarded:

Project	Organisation	Amount applied for	Ward
Urban Artists	Groundwork Leeds	£1904	Alwoodley
Urban Rangers	Groundwork Leeds	£2564	Harewood
Urban Rangers	Groundwork Leeds	£2564	Wetherby
Outdoor Pursuits – Rock climbing	Bramham Explorer Scouts	£616	Wetherby

1. Purpose of this Report

- The report provides members with an update on the current position of the Area Committee's budgets and sets out applications for wellbeing funding and youth activity funding for consideration by the Area Committee.

2. Background Information

- 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 This year for the first time, area committees have been delegated a budget which is ring-fenced for activities for children and young people aged 8 – 17. The budget allocated for the Outer North East Area Committee is £20499 in 2013/14 and £40997 in 2014/15.

2.3 Alongside the well-being budget and youth activity 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. WELLBEING BUDGET

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.

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 Small grants and skips

3.2.1 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 Capital budget

3.4.1 The Area Committee's capital budget is from 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.

3.4.2 Appendix D shows the current balance on the capital budget.

¹ Office for National Statistics 2011 Census

4. Wellbeing applications for consideration

- 4.1 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.

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>If funding is approved it will cover the costs of scraping 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	

Project	Farmwatch landrovers
Organisation	West Yorkshire Police – Wetherby & Harewood NPT
Total cost	£12000
Amount applied for	£6000
Ward	Wetherby and Harewood
<p>The Farm Watch patrols deliver policing support to the village and farming communities of Wetherby & Harewood. These patrols are staffed entirely by members of Wetherby & Harewood Neighbourhood Police Team who have developed effective community links and have knowledge of prevailing crime types, related legislation and active offenders. This local knowledge is essential to the efficacy of these patrols. It maximises impact and delivers practical benefits for the time and funding which additional general policing could not.</p> <p>Two Land Rover 4 x 4 vehicles continue to be provided by Ripon Farm Services and Hesco Bastion. These vehicles exist beyond the West Yorkshire vehicle fleet provision for this area of Leeds District. There is neither provision nor finance to increase the Fleet to incorporate such vehicles. Without the external provision, the support which is currently being provided to the farming industry and rural communities could not be delivered with the same effectiveness. This aspect of local policing regularly attracts positive appreciation from those communities and helps maintain high levels of confidence in the services delivered by Wetherby & Harewood Police Team with the acknowledged support of the elected ward councillors.</p> <p>If funding is approved it will cover the fuel costs, and minor repairs such as tyres.</p>	

Costs of repairs, maintenance and insurance are covered by West Yorkshire Police.

Area Committee priorities:
Supporting Communities

Project	Wetherby and District development fund
Organisation	Leeds City Council
Amount	£20,000
Ward	Wetherby
<p>The Wetherby Ward's share of the remaining balance of wellbeing fund is 26,568.63. There are likely to be initiatives in the ward in the future, aimed at improving the area for local residents and increasing visitor numbers to Wetherby market town and surrounding area. At the December 2012 area committee £20,000 was approved for this purpose.</p> <p>The ward members intend would like to approve a further £20,000 from the remaining wellbeing budget for this purpose. It should be noted that this funding is not going to be spent during the current financial year, but will be carried forward into 2014/15.</p>	

4.2 The following wellbeing applications are for the 2014/15 financial year.

Project	Promoting partnership and social inclusion
Organisation	Moor Allerton Elderly Care
Total cost	£17,375
Amount applied for	£16,650
Ward	Alwoodley
<p>The aim of this project is to reduce the social isolation of older people and prevent loneliness which has such a negative effect on the health and wellbeing of older people. This will involve supporting older people to volunteer in local schools, working in partnership with other organisations, and continuing to promote dementia friendly Alwoodley. New work will including supporting people with a chronic illness, including those people with dementia still living at home, to access MAECare activities.</p> <p>The success of the project will be measure through the number of older people volunteering in schools, people attending healthy living events, the number of new people joining MAECare activities and the number of volunteers trained for this specific project.</p> <p>If funding is approved it will cover staffing costs to deliver this project.</p>	
Area Committee priorities: Health and Wellbeing	

Project	Wellbeing and Welcome
Organisation	Slaid Hill in Bloom
Total cost	£1074
Amount applied for	£1074
Ward	Alwoodley
<p>The aim of this project is to create a sense of pride at Slaid Hill shopping centre and</p>	

provide a high quality public space with yellow double non stop begonia flower beds to celebrate the Tour de France coming to Yorkshire and passing close to Slaid Hill, and also to encourage members of the community to get involved with Slaid Hill in Bloom.

The success of the project will be measured by the number of new people coming forward to join Slaid Hill in Bloom and the flower displays themselves which will be planted out at the end of May/beginning of June.

If funding is approved it will be used to purchase bedding plants, hanging baskets, Publicity Display Boards and newsletters.

Area Committee priorities: Supporting Communities, Health and Wellbeing, Business

Project	Wildflower beds
Organisation	Leeds City Council Parks and Countryside
Total cost	£5000
Amount applied for	£2000
Ward	Alwoodley
<p>In 2013 Leeds University planted up a wild flowerbed on King Lane as part of a nationwide Urban Pollinators trial to tackle the falling population of bees and other pollinating insects. This proved very popular and the Alwoodley Ward Members and Alwoodley Parish Council would like to provide more beds of this type.</p> <p>The intention is to plant up 5 wildflower beds in the Alwoodley Ward, three which will be funded by Alwoodley Parish Council, and two funded by the Area Committee.</p> <p>The beds funded by the Parish Council will be opposite Sainsburys and on the north side of the ring road on land backing on to the Fir Trees estate</p>	
Area Committee priorities: Supporting Communities	

Project	Agile Learning Facility for Barwick in Elmet Primary School
Organisation	Friends of Barwick School
Total cost	£32,193
Amount applied for	£4000
Ward	Harewood
<p>The aim of this project is to create a new Agile Learning Facility in the centre of Barwick in Elmet Primary School which will provide updated library facilities, modern IT facilities and a flexible learning space. There will be planned access for the community out of hours and during school holidays as a hub for the Elmet Partnership of Schools and Services activities and holiday clubs. The space will also be available for non school groups including Beavers, Rainbows, Cubs, Brownies and Art for Barwick children.</p> <p>The success of this project will be measured by the new opportunities offered for learning for the school and the wider community.</p> <p>If funding is approved it will contribute to stage 1 building works.</p>	

Area Committee priorities: Children and Young people

Project	Go Wild at Bramham
Organisation	Friends of Bramham School
Total cost	£9470
Amount applied for	£7970
Ward	Wetherby
<p>This project aims to create a stimulating and interesting wildlife trail for children and young people to have fun investigating a wide range of species of wildlife and learning about conservation. The area will be available for use by local community organisations, including uniformed groups, the children’s centres and other local schools. More specifically the project aims to work with vulnerable families, and children with special needs.</p> <p>Initial labour for the trail will be carried out by TCV (The Conservation volunteers) and will provide practical work experience for vulnerable adults, people with learning difficulties and people who are retired or not in employment. The success of the project will be measured by the progress and achievements of the children and young people, and their families who use the area. If funding is approved it will cover the costs of TCV volunteer management, the pond, sensory trail, seating, planting and equipment.</p>	
<p>Area Committee priorities: Health and Wellbeing, Children and Young people, Supporting communities.</p>	

5 Project monitoring

5.1 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. The information provided is used to prepare the Area Committee business plan report.

6. YOUTH ACTIVITY FUND

6.1 The Area Committee allocation of £20,499 has been split by ward based on population figures for young people aged 8 – 17. For 2013/14 the split between the wards is:

Alwoodley:	£7439	based on pop. = 2490	(36.3%)
Harewood:	£6899	based on pop. = 2309	(33.65%)
Wetherby:	£6161	based on pop. = 2062	(30.05%)

Appendix E provides details of the current balance on the Youth Activity Fund.

6.2 This fund has been advertised widely in the Outer North East area using the area officer’s Outer North East mailing list and the Breeze Culture Network to attract applications.

6.3 New applications for consideration or ratification.

Project:	Urban Artists
Organisation:	Groundwork Leeds
Total cost:	£1904
Amount applied for:	£1904
Ward:	Alwoodley
<p>Urban Artists will form part of a wider project to revitalise Moor Allerton Shopping Centre. Groundwork would like to work with 3 Primary schools in the Moor Allerton area to help with the planning and design element of a competition that is being launched via East North East Area support team to design images for the shop shutter fronts. The competition will be judged on the 26th February 2014 and the winning entries will have their designed painted on the shutter by an artist.</p> <p>The aim of the project is to involve young people in making visual changes to the area in which they live in a positive and vibrant way and to encourage them to be a part of the Moor Allerton Shopping centre revitalisation project. A Leeds City Council area support officer will be working with Allerton High sixth form art & design students and local artists. Groundwork would like to engage younger people from the local primary schools to get them involved.</p> <p>By doing this the young people will gain a greater understanding of where they live and why it is important to look after their area, it also gives them a sense of ownership and pride in their surroundings and we have found through past projects that by encouraging children/young people to get involved in planning and design and giving them 'a voice', means they are less likely to vandalise and drop litter etc in the future giving them a certain amount of respect for their area.</p> <p>We will run 6 Art workshops 2 in each of the 3 schools chosen over a 2 week period.</p> <p>If funding is approved it will cover the costs of staff and project materials.</p>	

Project:	Urban Rangers
Organisation:	Groundwork Leeds
Total cost:	£2564
Amount applied for:	£2564
Ward:	Harewood
<p>The project is a comprehensive programme of activities to engage young people in positive, diversionary, environmental & educational activities in their communities. The project will incorporate elements of our previous successful programmes for primary school children that include Junior Wardens, Aspirational activities for children and holiday play provision. Delivery will be a combination of 8 after school sessions from January- March (includes a celebration event on the last session). The project will get young people aged between 8 and 12 active in their local communities identifying issues, improving their neighbourhoods and participating in activities in the natural environment. The programme is aimed at being fun and enjoyable whilst promoting respect for the local environment and community. The participating children will choose which activities they want to undertake from a</p>	

series of environmental themed sessions to learn new skills, work together on a range of tasks and projects, improve relationships between the participating children and raise their self-esteem and self-confidence.

Urban Rangers will have an indoor venue (base) at a local Primary School but will also incorporate activities around getting out into the community to carry out various tasks and challenges! this plays an important part in the role of an Urban Ranger.

If funding is approved it will cover the costs of staff and project materials.

Project:	Urban Rangers
Organisation:	Groundwork Leeds
Total cost:	£2564
Amount applied for:	£2564
Ward:	Wetherby
As above, working in Wetherby ward.	

Project:	Outdoor Pursuits – Rock climbing
Organisation:	Bramham Explorer Scouts
Total cost:	£616
Amount applied for:	£616
Ward:	Wetherby

This application is to support an activity focused on Rock Climbing and Abseiling. The intention is to run climbing sessions and weekend activities for all ages of young people, but with a particular focus on Cubs, Scouts and Explorers, who are able to progress to master some of the basic climbing skills in a controlled and safe environment.

Activities within Scouting, especially Climbing and Abseiling are only run by scout qualified and assessed instructors to ensure the safety and enjoyment of young people at all times.

Should any family not have transport, transport is arranged for them to ensure that everyone can participate and no child is disadvantaged.

If funding is approved it will pay for the equipment to enable Bramham Explorers (and the Wetherby District – as the Climbing instructors provide support across the District) to maximise their opportunity to experience Climbing and Abseiling in their local environment on Craggs across Yorkshire and the Peak District.

7 Corporate Considerations

7.1 Consultation and Engagement

7.1.1 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.

7.1.2 Proposals are being developed to involve young people in the decision making process for the Youth Activity Fund.

7.2 Equality and Diversity / Cohesion and Integration

7.2.1 Area Committee funding is used to ensure that inequalities within the local area are addressed through local projects and schemes. All projects funded by the area committee 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.

7.3 Council Policies and City Priorities

7.3.1 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.

7.3.2 Youth Activity Funding supports the Children and Young People's plan outcome – 'Children and Young People Have Fun Growing Up'.

7.4 Resources and Value for Money

7.4.1 Spending and monitoring of the area committee's budgets is administered by the Area Support Team in accordance with the decisions made by this Area Committee.

7.5 Legal Implications, Access to Information and Call In

7.5.1 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.

7.5.2 The Area Committee also has delegated responsibility 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.

7.5.3 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.

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

7.6 Risk Management

7.6.1 All projects funded by the area committee 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.

8. Conclusions

8.1 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. The Youth Activity Fund has been delegated to the area committee to fund universal activities for children and young people aged 8 – 19.

9. Recommendations

9.1 Members are asked to:

- Note the spend to date and current balances for the 2013/14 financial year for Wellbeing and Youth Activity Funds;
- Consider the following 2013/14 applications for wellbeing funding and approve where appropriate the amount of grant to be awarded:

Project	Organisation	Amount applied for	Ward
Leeds Road path clearance	Leeds City Council	2000	Harewood
Farmwatch landrovers	West Yorkshire Police – Wetherby & Harewood NPT	£6000	Harewood and Wetherby
Wetherby and District development fund	Leeds City Council	£20,000	Wetherby

- Consider the following 2014/5 wellbeing project proposals and approve where appropriate the amount of grant to be awarded, (subject to confirmation of the wellbeing budget 2014/15.:

Project	Organisation	Amount applied for	Ward
Promoting Partnership and Social Inclusion	Moor Allerton Elderly Care	£16650	Alwoodley
Wellbeing and welcome	Slaid Hill in Bloom	£1074	Alwoodley
Wildflower beds	Leeds City Council	£2000	Alwoodley
Agile Learning Facility	Friends of Barwick School	£4000	Harewood
Go Wild at Bramham	Friends of Bramham	£7970	Wetherby

School	School		
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- Consider the following Youth Activity Fund project proposals and approve where appropriate the amount of grant to be awarded:

Project	Organisation	Amount applied for	Ward
Urban Artists	Groundwork Leeds	£1904	Alwoodley
Urban Rangers	Groundwork Leeds	£2564	Harewood
Urban Rangers	Groundwork Leeds	£2564	Wetherby
Outdoor Pursuits – Rock climbing	Bramham Explorer Scouts	£616	Wetherby

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
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	-	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					
Small Grants	-	-	-	-	-
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	-	-	-	-	-
Leadership Awards	-	-	-	-	-
Family Sport & Active Lifestyles Activity	-	-	-	-	-
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
Barwick Village Hall Boiler Replacement	-	2,000.00	-	-	2,000.00

Total Projected Spend 2013-14 New Schemes	40,731.54	19,038.32	15,190.83	74,960.69
Budget for 2013-14	49,567.34	38,574.12	41,759.46	129,900.92
Remaining Budget Unallocated	8,835.80	19,535.80	26,568.63	54,940.23

2014/15 Forward Planning

Funding / Spend Items	Alwoodley	Harewood	Wetherby	Total
ONE.13.26.LG - Walton Cycle Track	-	-	32000	32000
TOTAL	-	-	32,000.00	32,000.00

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

Appendix B

Alwoodley	Budget	Spent	Earmarked	Remaining
Small Grants	3,000.00	1,920.00	-	1,080.00
Skips	1,000.00	-		1,000.00
Treetops Pot	1,500.00	593.50		906.50

Harewood	Budget	Spent	Earmarked	Remaining
Small Grants	3,000.00	1,628.00	-	1,372.00
Skips	1,000.00	552.50	130.00	317.50

Wetherby	Budget	Spent	Earmarked	Remaining
Small Grants	3,000.00	781.10	-	2,218.90
Skips	1,000.00	650.00	-	350.00

Area Wide	Budget	Spent	Earmarked	Remaining
Community Engagement	450.00	86.00	64.00	300.00

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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
Shadwell Cricket Club	Ground improvements	1,250.00	250.00
Total		11,865.00	1,920.00

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
Shadwell Cricket Club	Ground improvements	1,250.00	250.00
Harewood in Bloom	Winter bedding plants	378.00	378.00
Total		3,428.00	1,628.00

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
Thorp Arch Village Societ	Community Green up	100.80	100.00
Total		781.90	781.10

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Date received	Allocation			Total
	Alwoodley	Harewood	Wetherby	
Nov-13	2340	2339	2340	7019
Nov-13	2817	2817	2817	8451
Total available to spend	5157	5156	5157	15470
Approved 2013/14 schemes				
	-	-	-	-
Total spend	-	-	-	-
Total budget	5157	5156	5157	15470
Remaining budget unallocated	5157	5156	5157	15470

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Funding / Spend Items	Alwoodley	Harewood	Wetherby	Total
New Allocation for 2013-14	7,439.00	6,899.00	6,161.00	20,499.00
Total available for new schemes in 2013-14	7,439.00	6,899.00	6,161.00	20,499.00
Approved 2013-14 Schemes				
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
Girls Rugby at Wetherby RUFC	-	300.00	300.00	600.00
Challenge 14	-	950.00	950.00	1,900.00
Northcall Nights	2,840.00	-	-	2,840.00
Autism Support Group	-	-	1,000.00	1,000.00
Informal football session at Allerton High School	1,370.60	-	-	1,370.60
	-	-	-	-
Total Projected Spend 2013-14 New Schemes	5,888.20	1,250.00	2,250.00	9,388.20
Budget for 2013-14	7,439.00	6,899.00	6,161.00	20,499.00
Remaining Budget Unallocated	1,550.80	5,649.00	3,911.00	11,110.80

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Report of the Chief Officer Parks and Countryside

Report to North East Outer Area Committee

Date: 3rd February 2014

Subject: Annual Report – for the Parks and Countryside Service

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

Summary of main issues

1. This report provides an area profile of key assets and services provided in the North East Outer area.
2. It highlights the current progress towards Leeds Quality Park (LQP) status for community parks in the area. It provides the costs of achieving and retaining LQP status in community parks up to the year 2020.
3. It details capital improvements in community parks, sport pitches and fixed play in the area for the last 12 months and planned improvements to be delivered in the next 12 months.
4. It gives a detailed breakdown of events and volunteering in the area.

Recommendations

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

1 Purpose of this report

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

2 Background information

Service Description

- 2.1 Leeds City Council has one of the largest fully inclusive local authority Parks and Countryside services, managing almost 4,000 hectares of parks and green space. This includes 7 major parks, 62 community parks and 95 recreation grounds and 391 local green spaces, which include 144 playgrounds and 500 sports facilities ranging from skateboard parks to golf courses, and which play host to 600 events annually. The service also manages a nursery which produces around 3 million bedding plants each year, 97 allotment sites, over 800km of Public Right of Way (PROW), and 156 nature conservation sites, as well as 23 cemeteries and 3 crematoria.

Description of Priority Advisory Function

- 2.2 The priority advisory function for Area Committees relates to community park provision that have a wide range of facilities, including general recreation, sports pitches, play and formal and informal horticultural features.
- 2.3 Where developments are less significant or only impact on one site then ward members and community groups are informed and consulted using established procedures. It is important to note that good levels of engagement with ward members exist and this function seeks to enhance this engagement.
- 2.4 There are proposals currently being considered to increase the scope of this delegation to include development and horticultural maintenance of cemeteries, recreation grounds, natural areas and local green space in addition to community parks. These proposals would delegate investment decisions and the setting of resource priorities using the asset register as the basis of allocation to each area committee. Consultation and rollout is currently being directed by the Area Leaders team.

3 Main issues

Area Profile of the Service

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

Asset	Quantity
Community parks	0
LQP Judged Parks	6
Playing Pitches:	
Football	10
Rugby League	1
Rugby Union	2
Bowling greens	1
Playgrounds	10
Multi-use games areas	1
Skate parks	1

3.2 Regarding bowling green provision, it should be noted that a report was considered by Executive Board in October 2013 that approved revised arrangements as follows:

- The introduction of a charge which would see the implementation of a season ticket at a cost of £25 in 2014/2015 rising to £31.50 in 2017/2018.
- The removal of 1 bowling green at 6 sites across the city with more than 1 bowling green. This does not include any bowling greens in the North East Outer Area Committee.
- That where feasible, appropriate arrangements are established in order for bowling clubs to meet the costs associated with their own direct use of gas and electricity by March 2014.

Key Parks & Green Space

3.3 The key parks and green space in the North East Outer area are as follows:

- Cranmer Bank.
- Scotland Wood.
- Lotherton Hall Estate.
- Moss Woods.
- The Harland Way.
- Wetherby Ings.

3.4 The current position on the quality of these sites is examined later in this report as is the investment need to attain or sustain the Leeds Quality Park standard.

Sports Pitches

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

Age Group	No of Teams
Open Age	3
Juniors	14

Volunteering in the Parks and Countryside Service

3.6 The service continues to focus on increasing the number of volunteers and groups working in the area to achieve the following:

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

3.7 It is estimated that volunteers across all groups contribute 9,000 days of voluntary work in the North East Outer area over a 12 month period. The tables below provide details of volunteering in the area since January 2013:

Voluntary work supervised by Parks and Countryside staff:

Site	Organisation	Task	Volunteer Days
Adel Moor	Leeds Wildlife Volunteers	Heathland conservation i.e. removal of tree seedlings, saplings and mature trees.	7.4
Adel Woods	Friends of Adel Woods	Birdsong Walk	5.4
		Digging up invading trees and shrubs, counting orchids	3.5
		Nature Quiz part of Annual Thankyou Event	33.5
		Nestbox survey, maintenance, adaptation or replacement.	5.3
		Newt survey (Part 1)	4.1
		Newt survey (Part 2)	3.8
		Pond Management	2.4
		Removing trees, shrubs, Bramble, Nettles and Bracken	4.3
		Survey of the bog to assess changes since management work was carried out	4.9
		Woodland Survey	6.1
Lotherton Hall Estate	Calderdale College	Bird Garden Tour and conservation talk	5.1
	Leeds Wildlife Volunteers	Tree planting	9.7

Site	Organisation	Task	Volunteer Days
	Public	Book Worms Story Telling Club	5.5
	Public Event	Book Worms Story Telling	14.3
		Facilitator	283.8
Wigton Moor Woods	Friends of Wigton Moor Woods	Litter pick	11.9
		Wildlife survey and other activities provided to attract new members	13.0
Total			424.1

Local business volunteers supervised by Parks and Countryside staff:

Site	Organisation	Task	Volunteer Days
Adel Moor	O2	Heathland conservation i.e. removal of tree seedlings, saplings and mature trees.	7.4
Adel Woods	British Gas	Path clearance, litter collection in hospice woodland	6.1
Eccup Whin	Ernst and Young	Building boardwalk, adding to what was already there in order to cover boggy path	5.7
Total			19.2

Educational work within the North East Outer area:

Site	School	Activity	Children Hours
Adel Woods	Adel Primary School	Environmental Education	800
		study habitats	60
	St. Paul's Catholic Primary School	Habitat Study	60
Lotherton Hall Estate	Bishop Burton College	Bird Garden Tour and conservation talk	345
	Calverley C of E Primary	Freaky Beaky KS2 and guided tour	320
	Cockburn High School	Extinction - Aghhh! & Tour	120
	Guiseley Infant and Nursery School	Freaky Beaky KS1 and guided tour	360
	Lapage Primary School, Bradford	Owls Seeing & Hearing	28
	Pinders Primary School, Wakefield	Freaky Beaky KS1 and guided tour	60
	St. Michaels C E Academy	Freaky Beaky KS1 and guided tour	480
	St. John the Evangelist Catholic Primary	Freaky Beaky KS1 and guided tour	60
	Windmill Primary School	Bird Garden Meet The Keeper	90
Total			2783

Volunteer groups working independently in the North East Outer area:

Group Name	Number of Volunteers	Estimated Volunteer Days
Friends of Adel Woods	30	120
Total		120

Existing in bloom groups within the North East Outer area:

In Bloom Group	Number of Volunteers	Award Won	Estimated Volunteer Days
Aberford	3	N/A	80
Alwoodley	15	N/A	280
Barwick	25	Gold 'Britain in Bloom'	480
Boston Spa	70	N/A	1400
Bramham	30	Silver Gilt 'Yorkshire in Bloom'	600
Harewood	22	N/A	440
Scholes	12	Gold 'Yorkshire in Bloom'	240
Shadwell	15	Gold 'Yorkshire in Bloom'	280
Wetherby	100	N/A	2000
Total			5800

Events

- 3.8 The bookings and licensing team provides assistance in helping community and other groups organise events with particular emphasise on ensuring legal and safety requirements are met but do not deter groups and organisations from organising activities. The table below shows a list of events held in the Outer North East area in 2013:

Site Name	Month	Event	Total
Lotherton Hall	May	(14th - 20th) Garden Show	1
		Teddy Bear Trail	1
		Teddy Bears Picnic	1
	April	Mad Hatter's Tea Party	1
		Young Artists Recital	1
	June	Summer Bands	1
		Wartime Tea Party	1
		Young Artists Recital	1
	July	Edwardian Gala	1
		Summer Holiday Activities	1
		VJMC	1
	August	Porsche Rally	1
		RSPB Big Wild Sleep Out	1
		Summer Bands	1
		Summer Sixties Picnic	1
	October	Halloween Event	1
October	Textile Study Day	1	
	Spooky Scarecrow Trail	1	
December	Christmas at Lotherton	1	
September	Cars in the Park	1	

Site Name	Month	Event	Total
		Mint Festival	1
		Re-enactment Weekend	1
The Harland Way	October	Wetherby Lions - Harland Way 20th Anniversary	1
	September	Wetherby Run 10K & Mini Marathon	1
Wetherby Ings	May	Oona - Ink Films	1
		Paul Drinkwater triathlon	1
	November	Wetherby Community Bonfire	1
Total			27

Leeds Quality Park Status

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

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

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

- *The percentage of Parks and Countryside sites assessed that meet the Green Flag standard.*
- *The percentage of Parks and Countryside community parks which meet the Green Flag standard. Performance against these indicators is illustrated in section 3.22.*

3.11 The indicator includes an assessment of each community park which has particular relevance to Area Committee engagement. The scheme is known as the Leeds

Quality Park (LQP) standard. The following table provides a current profile of these assessments for the North East Outer Area Committee.

Site	Year Assessed	Welcoming Place	Healthy, Safe, Secure	Clean, Well Maintained	Sustainability	Conservation / Heritage	Community Involvement	Marketing	Meets Standard?
Scotland Wood	2011								No
The Harland Way	2012								Yes
Cranmer Bank	2011								No
Moss Woods	2011								No
Lotherton Hall Estate	2013								Yes
Wetherby Ings	2012								Yes

Key:

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

3.12 From this table, there are 3 parks identified that meet the Leeds Quality Park, and overall, the position remains unchanged from the previous area committee report.

3.13 It is planned in 2014 that the process of inspection will change to ensure that all community parks are assessed annually, rather than every 3 years as at present. This will allow improvements that have been made to be reflected in the performance standards in a more immediate way.

3.14 Improvements to parks which took place during 2013 are as follows:

- Wetherby Ings – Access improvements e.g. to facilitate the Bonfire and other events for both vehicles and pedestrians.
- Aberford – access improvements to the multi-use games area and recreation ground.
- Lotherton Hall - Installation of bird hide and access path.

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

Site Name	Cost to Achieve (excluding fixed play)	Reinvestment (excluding fixed play)
Average cost per site	£52,000	
Total to achieve LQP	£156,000	
Average annual reinvestment		£24,047
Total reinvestment to 2020		£168,329
Overall Total Investment to 2020		£324,329

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

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

3.16 Planned and proposed improvements for the next 12 months are;

- Lotherton Hall – zip wire will be installed in the play area early 2014.
- Alwoodley – improvements to High Ash allotments; including layout of allotment site; fence alignment and access controls.
- King Lane - wild flower meadow installation will be repeated as part of the Urban Pollinator Project, (a National research project working in partnership with University of Leeds to understand how to improve the diversity and abundance of pollinator insects in urban areas). The project is funded under the UK Insect Pollinators Initiative and runs from 2011 until 2014.
- Wetherby – Completion of the design for new sculpture and planting scheme for the roundabout. Development of the sculpture installations are being done in partnership with Natural Stone with a theme of horses to tie in with the Wetherby's connection with horse racing.

3.17 In terms of fixed play, work has been undertaken to set out refurbishment requirements over a 10 year rolling programme in support of the outcomes of the Fixed Play Strategy. The average cost of a new playground is currently about £120k; Multi-use games areas and skate parks are slightly cheaper on average at about £90k each. The table below shows the capital investment required on an ongoing basis to fund the area committees existing fixed play sites:

Fixed Play Type	No.	Total Replacement Cost £'s	Required Average Annual Spend £'s

Play Areas	10	1,200,000	120,000
Multi Use games Areas	1	90,000	9,000
Skate Parks	1	90,000	9,000
Totals		1,380,000	138,000

Area Committee funding for additional site based gardeners

- 3.18 A number of area committees provide additional funding for gardeners to increase site based presence at parks in the area.
- 3.19 Since the introduction of site based gardeners, analysis shows that complaints to both Ward Councillors and the Parks and Countryside Service have declined on sites with increased daily presence. In addition, the service has observed an increase in the number of residents using parks and open spaces.
- 3.20 The site based gardeners increase working relationships with users, local residents and community groups. These site based staff further increase users satisfaction and support the aspiration to increase volunteer groups working within parks.

Coordinated Working with Environmental Services

- 3.21 The Parks and Countryside Service move to the Environments & Housing Directorate in 2012 has given opportunities to improve collaborative working. In particular improvements in horticultural land management, cleansing and more efficient use of resources in regard to:
- Co-ordination of weed spraying activities with the grounds maintenance contract with a consistent approach to monitoring.
 - Traffic Management arrangements co-ordinated to minimise costs and disruption of the highway.
 - Litter collection in the vicinity of community parks, and as part of normal operations site based gardeners undertake an initial litter pick of the park which is being expanded to include some areas outside the curtilage of the park. Conversely, street cleansing staff now assist with emptying litter bins in parks on a weekend when parks staff are not always present.
 - The Parks and Countryside service has a number of welfare facilities and yard space available in most community parks distributed throughout the city which has provided an opportunity for the locality based teams to use these facilities for staff welfare provision and as operational bases.

Parks and Countryside Key Performance Indicators

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

PI Code	Description	2010/11 Actual	2011/12 Actual	2012/13 Actual	2013/14 Target
LKI-GFI / CP-PC50 /	The percentage of parks and countryside sites	23%	26.2%	30.8%	32.6%

EM38	assessed internally that meet the Green Flag criteria	Target: 23%	Target: 26.2%	Target: 29.4%	
New	The percentage of parks and countryside community parks which meet LQP status	33.9%	38.7% Target: 40%	42% Target: 47.5%	55.0%

4 Corporate Considerations

4.1 Consultation and Engagement

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

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 This report does not have any identified impact on equality and diversity arrangements.

4.3 Council Policies and City Priorities

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

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

4.4 Resources and Value for Money

4.4.1 As part of the wider impact on local government and the Council in particular, the Parks and Countryside service has seen a £2 million budget reduction from 2011/12 to 2012/13 and a further reduction of £0.6 million in 2013/14, with a likelihood of a minimum further 16% reduction in the next few years. In meeting these challenging budget targets the service has already undertaken a number of steps, including reducing the number of managers and back office staff as well as price increases – including removing subsidy for bereavement services and allotment provision. As previously mentioned, outdoor bowls has also been recently reviewed working with representatives from the relevant associations resulting in revised arrangements in 2014.

4.4.2 The service has also sought to be enterprising and innovative including working in partnership to develop a conservatory at Golden Acre café, Tropical World refurbishment, sponsorship, nursery trading and increasing the level of volunteers. Agreement has been reached in principle with the Trade Unions to adopt seasonal working hours from January 2014 resulting in a saving of £140k by reducing the number of seasonal staff recruited each year whilst retaining permanent gardening staff and enabling the introduction of 6 further horticultural apprentices.

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

4.5 Legal Implications, Access to Information and Call In

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

4.6 Risk Management

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

5 Conclusions

5.1 Community green space contributes in many ways to the delivery of the Corporate Priority Plan. They provide places for relaxation, escape, exercise and recreation. They bring communities together and make a positive contribution to the local economy, education, improve public health and well-being, and generally make a better place to live, work and visit.

5.2 Improvements to community parks, fixed play and playing pitches remain a priority, and there already has been investment made to deliver improvements along with further schemes identified. Issues are being addressed through the Parks and Green Space Strategy along with implementation of the Fixed Play Strategy and Playing Pitch Strategy.

5.3 Community engagement remains a key activity for the service with regular correspondence, attendance at meetings and briefings, along with more localised consultation where required.

6 Recommendations

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

7 Background Documents

7.1 Area Committee Roles, Outer North East Area Committee, 4th July 2011.

7.2 Annual Report for Parks and Countryside Service in North East Outer Area Committee, North East Outer Area Committee, 2013.

7.3 Parks and Green Space Strategy, Executive Board, February 2009.



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Report of Locality Manager (East North East)

Report to Area Committee (Outer North East)

Date: 3rd February 2014

Subject: Environmental Services – Half Year Performance Update on the 2013/14 Service Level Agreement

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 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 the main issues:

This report provides a high level half-year update on performance against the Service Level Agreement (SLA) between Outer North East Area Committee and the East and North-East (ENE) Environmental Locality Team. It covers the period from May to October 2013. The detail will be provided and discussed at the Committee’s Environmental Sub Group, and at each ward member meeting where required.

Recommendations:

That the Outer North East Area Committee note the report, comment where progress in delivering the SLA is good/not so good and identify any service developments/priorities it would like to see included in service planning for 2014/15.

Purpose of this report

- 1 This report provides an high level update on performance against the Service Level Agreement between Outer North East Area Committee and the ENE Environmental Locality Team.
- 2 This report covers the six month period from May to October 2013 (i.e. a half-year report).
- 3 The report sets out to give the Area Committee information of the range of functions being delivered across the area during this period against the priorities and commitments set out in the SLA. The report seeks to explain how they are helping make a difference on the ground/at the front line. This includes the continued focus on the agreed approach to target efforts at Environmental Improvement Zones (EIZs).
- 4 The intention of the report is to provide a high level update and for the detail to be discussed at the Environmental Sub Group and overseen by the Area Lead Member for the Environment. The Area Committee is asked to provide a steer to the Sub Group on a particular service/outcome issue that it would like to see a focus on over the next six months.
- 5 The report also provides an opportunity for the Area Committee to influence the service and budget planning process for 2014/15. Views on service developments and continued top priorities for Inner East are sought, particularly in light of the expected further financial pressures and anticipated merging of services into a new locality team.

Background information

- 6 At its meeting of 30th March 2011, the Executive Board approved revisions to the Area Committee Function Schedules to include a new delegated responsibility for Street Cleansing & Environmental Enforcement Services.
- 7 The delegation makes clear the responsibility of Area Committees to negotiate, develop and approve a Service Level Agreement (SLA) with the service that achieves as a minimum, the service standards set by Executive Board. The SLA should determine the principles of deployment of the available resources by:
 - the identification of priorities for service delivery annually (both geographical and in terms of types of services delivered)
 - the agreement of the most appropriate approaches to be taken to achieve local environmental cleanliness and quality.
- 8 Services included in the delegation are:
 - Street cleansing (mechanical and manual)
 - Leaf clearing
 - Litter bin emptying
 - Gully cleaning
 - Dog warden services (excluding responsibilities for dangerous dogs);
 - Littering & flytipping regulation;

- Domestic & commercial waste (storage & transportation issues);
- Highways enforcement (abandoned & nuisance vehicles, A-boards on pavements, mud on roads and placards on street furniture);
- Graffiti enforcement
- Overgrown vegetation controls
- Graffiti removal *
- Needle removal *
- Ginnel clearance *
- Public convenience cleaning *

(* note: these services are still organised as a citywide team, but each managed by an agreed manager in a locality)

- 9 To enable this to happen, a restructuring of the previous Streetscene service was undertaken and completed by September 2011. Importantly this separated out the local street cleansing functions from the city's refuse and recycling functions and created for the first time local supervisory/support roles for a key front line service. At the same time, Environmental Action Teams that had previously just focused on enforcement and regulatory practices were brought together with the street cleansing function to create new Locality Teams.
- 10 It is important to note that this splitting of street cleansing staff from refuse services did not include any changes to job descriptions or working hours (inc. shift patterns) etc.
- 11 In early 2013, the "enforcement" element of the Locality Team underwent a restructure to rationalise the various grades/posts and modernise/strengthen the job descriptions to better reflect the needs of Area Committees as identified through the locality based/focused work so far.
- 12 The delegation of the specified environmental services to Area Committee means the majority of service resources, mainly staffing, are devolved to a locality level to a Locality Manager. These resources are organised into three wedge based teams for East North-East, South South-East and West North-West, aligned to Locality Teams. The Service Level Agreement sets out the how those resources will be used to meet the requirements of each Area Committees in order to achieve the outcome of clean streets.

Main issues – performance against the SLA commitments

- 13 The SLA sets out how the service will be developed, organised and delivered in five key sections. Progress over the first six months of the current SLA against each section is summarised below and in the appendices referred to:
 - a) **Service Principles and Priorities**
- 14 The SLA sets out our service principles (inc values and culture change) and priorities. This summarises what we will do to change the way the service delivers, to increase efficiency and become more responsive to local needs.
- 15 Work has continued during the reporting period to work with staff to understand what will help improve their productivity, efficiency and wellbeing at work. This has included:

- Quality appraisals over May/June with all staff across the Locality Team, with an emphasis on the values of the council.
- An increased emphasis on the importance of 1-2-1s with staff
- Team away half-days bringing together our streets operational staff with enforcement staff – with briefings and discussion on the need for a service redesign in 2014 to bring together other environmental services under one new service.
- A number of meetings of an ENE staff working group (mainly streets staff) to look at new ways of working that can take on new responsibilities and deliver a more effective local service.

(b) Delivering the Service Activities

16 A ward analysis of the service requests dealt with by the Locality Team staff in the Outer NE area during this reporting period is attached as appendix A. It is suggested that any detail behind the figures is best discussed/investigated at the Environmental Sub Group or at ward member meetings. The totals are summarised below:

Analysis of Locality Team Service Requests for May to October 2013				
Service Request Job Type	Alwoodley Ward	Harewood Ward	Wetherby Ward	Outer NE Total
Total Enforcement Jobs	116	157	113	386
Total Street Cleansing Jobs	130	233	142	505
Total Locality Team Jobs	246	390	255	891
	28%	43%	29%	

17 Another performance measurement is how many of the programmed mechanical sweeping blocks have we actually managed to do in the reporting period, and how that compares to previous reporting periods (i.e. is there an change in service efficiency/reliability?). This is a summary for Outer NE:

Summary of Completion Rates for Mechanical Sweeping Blocks				
Ward/Area	May-Oct 2012		May-Oct 2013	
	No of blocks scheduled	No of blocks completed (%)	No of blocks scheduled	No of blocks completed (%)
Outer NE Area	240	225 (94%)	220	179 (81%)

18 The table clearly shows a reduction in the percentage of blocks completed over the last six months as compared to the same period last year.

19 The main reason for this is the service has carried two vacancies plus two significant long term sicknesses during this reporting period (out of a total daily mechanical sweeping fleet of 7).

20 The service has historically overspent it's overtime budget to ensure automatic cover for all such absences. This is not sustainable, particularly in the current financial

climate. The service believes it is not necessary either in terms of ensuring the outcomes promised in the service agreement are delivered.

- 21 Over the last two financial years the Locality Team has reduced its spending on overtime by 50%, from an inherited level of around £180k per year, to a forecast of about £90k this year. This has been achieved by supervisors/managers making decisions on whether to cover/recover missed blocks based on whether there is actually a need to do so, and by using the improved and closer relationship with ward members to check where capacity days are best used in their ward.
- 22 We believe that this shows that a future service delivery model would be more effective and efficient based on a team approach in a defined geographical area using local knowledge, common sense and responding to the issues presenting themselves - rather than just a programmed, block based approach where performance is judged on the number of blocks swept irrespective of whether they needed sweeping or not
- 23 However, we do need Member feedback if we are to move forward based on this belief. We would like the Area Committee's view on the performance over the last six months in terms of the cleaner streets outcome. Has the reduction in the amount of cover for missed blocks had a corresponding negative affect on the cleanliness of those streets – or have we managed to make sure that the right blocks that needed covering/recovering have been swept and therefore the cleanliness levels make not dropped?
- 24 The following are a small selection of actions taken during the reporting period to tackle priorities and concerns raised by ward members, parish/town councils and members of the public. These also demonstrate that the action does not always need to be a legal notice or enforcement of the notice; often the right outcome can be achieved through sensible conversations or at least the threat of action.

Alwoodley Ward

Complaints were made to our service regarding illegal advertising on Shadwell Lane. The advertising boards had become an issue due to several companies competing against each other to sell properties from the same development. We investigated, contacted the companies and all the boards were removed.



Complaints were made to us of the nuisance and obstructions caused by cars for sale on King Lane. Notices were attached to the vehicles and we also called the vehicle owners advising them of the notices and the requirement to remove the vehicles forthwith. The vehicles were removed, however monitoring of this site is continues due to a history of this issue.



Harewood Ward

A complaint was received from East Keswick Parish Council of a caravan being permanently parked on the highway thus



obstructing the highway to motorists and pedestrians. A legal notice was served (Section 149 Highways Act 1980) on the owner of the caravan. The caravan has been removed and monitoring of the road will ensure continued compliance.

Wetherby Ward

During this reporting period discussions took place with ward members and the Town Council regarding complaints about the practice of leaving white LCC bags full of collected litter at the road side on the Town's main streets for collection. There was agreement that an alternative practice should be found if at all possible to minimise the amount of bags left in public view in the main shopping/pedestrian areas. It was agreed to trial a new practice involving alternative drop off points for the white bags, either away from public view or into commercial waste bins. We also bought a street barrow for the Attendants to help carry more bags/waste, as well as basic equipment. The Street Attendants for Wetherby have been dropping all white bags at two drop off points, one being the 'truckers' car park and the other being the Wetherby One Stop Centre (OSC). The side loaders have continued to pick up from the car park and the OSC have arranged a separate bin to be collected each week. The Police also kindly offered to take white bags - but after a brief trial of this, it became obvious that the distance from the main street meant it was not time efficient. The Wetherby Whaler has also indicated that they would like to help. Longer term we will look at how the new service will ensure that the practice of white bags on the main street does not return.

On evening in late October 2013, the driver and passenger of the tipper truck shown in the photo opposite were disturbed by the police (who were patrolling the area) whilst in the act of tipping household waste on a bridleway, bordering Thorner Road. The two males saw the police and sped off in the truck leaving behind the waste and their truck's tailgate. The police found the truck shortly after, the occupants had fled the scene after they crashed into barriers at the junction of Paradise Way and Thorner Road. The Police recovered the vehicle and contacted our service to get the flytip removed and to help investigate further. We were involved in subsequent interviews of suspects.



However, after extensive enquiries by the Police and LCC, no owner of the vehicle or perpetrators were identified or attempted to claim the truck. The truck was dismantled and crushed in January 2014 (see photos), arranged by our officer. This attracted some good coverage in the press, we hope acting as a deterrent for other flytippers.

c) Outcomes

- 25 Revised versions of surveys measuring levels of litter and detritus have been taking place across the city since late 2011. These were initially planned as quarterly but have been revised to half-yearly as they were considered too resource intensive/costly for the value of the data collected. Members have previously questioned the validity of this measure at a more local level.

- 26 The results gathered are still considered statistically sound to be looked at as a general citywide measure, but not robust enough to be analysed at locality or Area Committee level. It therefore only provides the Area Committee (and Executive Board) with sufficient information to aid judgement on whether the delegation of the service has had an effect on the cleanliness of the city as a whole. The figures are provided below but may be of limited interest to the Area Committee in terms of making their own judgements on the delivery of their SLA.

Percentage of clean streets as measured through sample surveys (city wide score)	
Year	% of Acceptable Streets
2010-11 full year	86.7*
2011-12 full year	85.9*
2012-13 full year	91.5

*note: this is a figure re-calculated using data from a previous methodology of doing the surveys, based on the now obsolete national indicator, NI195.

- 27 Overall, the Locality Manager continues to use the judgement of the ward members/Area Committee and feedback from forums such as the Outer NE Town and Parish Council Forum to assess whether satisfaction levels are acceptable and where outcomes need improvement.

d) Accountability and Member Influence

- 28 The Locality Team continues to ensure senior manager representation at each of the 3 ward member meetings as required. The meetings provide opportunity for members to be action on priorities/issues that they raise for their wards to be tracked and have discussions on how sweeping routes could be altered and where new litter bins could be best placed.
- 29 The Outer NE Environmental Sub-Group meets quarterly and considers/raises services issues with the Locality Manager. It also receives updates and questions other services that have an influence on the environmental condition of the area, such as Housing Leeds (ENE) and Continental Landscapes. The group ensures there is appropriate coordination in place between the Locality Team and these services.
- 30 Individual ward members are referring issues direct to the Locality Team where they are deemed a significant issue that needs a quick response. Feedback from the majority of Elected Members and at Ward Member meetings during the reporting period continued to be positive and that most issues were being responded to and resolved quickly.
- 31 However, Councillor Cohen raised concerns about a delay in responding to some of his emails making requests for service and about the Locality Manager's lack of attendance at a ward member meeting in this period. Alwoodley Ward Members were also concerned about the delay in implementing an extra temporary resource/post to be part paid for by Area Committee. Explanation and an apology for the poor communication relating to these issues has been provided to Councillor Cohen.
- 32 The Locality Manager attended and updated on actions/took questions at the June NE meeting of the Town and Parish Council Forum.

33 In terms of accountability for the financial management of resources, an updated financial statement for 2013/14 will be provided to the Environmental Sub Group and the end of year position reported to Area Committee in June 2014.

34 The Locality Team continues to update its own Facebook page to provide another way for interested members, professionals and residents to learn more about what is being done by the service across the locality and improve its public accountability. The page is now “liked”/followed by 113 people. A recent post highlighting the crushing of a vehicle impounded after flytipping in the Wetherby ward was viewed by 350 people.



Members are asked to help publicise the Facebook page – it can most easily be found by Googling “*ENE Locality Team Facebook*”.

e) Local Sites of Concern

35 In consultation with Members, the Locality Team introduced a new local monitoring service during this reporting period. Each set of ward members drew up a list of a number of “sites of concern” where they felt a regular inspection would be beneficial.

36 These included sites such as bottle banks, laybys and open spaces – where issues such as flytipping and littering were most likely to happen.

37 We asked ward members, staff and took feedback from members of the public to decide on which locations would be most beneficial to focus this resource. The types of locations which were identified are:

- Bottle banks
- Lay-bys
- Ginnels
- Frequently blocked gullies
- Certain litter bins prone to getting full/overflowing
- Parades of shops
- Litter traps (i.e. small pieces of a land that seem to attract blown litter etc.)

38 We promised to deliver up to 10 sites of concern weekly inspections in each of the Outer North East’s three wards. This commitment was implemented and has now been in place since August 2013. The current list is provided in appendix B for information.

39 This location list is continually reviewed and monitored, allowing us to highlight locations requiring weekly visits depending on the level of environmental crimes i.e. those specific locations that regularly cause demand for clean-up. Also attached is the jobs highlighted in each of the wards.

- 40 The sites of concerns visits have been very positive and have helped us to work proactively rather than waiting for reports or complaints. Our enforcement officers are working with education, fixed penalty notices and prosecutions to prevent future environmental crimes at these locations. Our cleansing teams are also working effectively to complete any jobs identified from the sites of concern visits as a matter of urgency.
- 41 Ward members have taken time to visit the sites of concerns in their wards and feedback positive comments about the approach.
- 42 Please see below examples of environmental crimes identified and action taken through sites of concerns visits:

Wetherby – Moor Lane

A referral from the sites of concern visits was referred to our enforcement team where evidence relating to “Blu Hair & Beauty, Horsefair, Wetherby” had been found in boxes fly tipped near the recycling containers in the Hallfield Lane car park. Our Enforcement officer interviewed the owner of the establishment and issued a fixed penalty notice for the offence of littering due to being unable to establish who/which member of staff had fly tipped the waste. The business had all the required contracts for their waste in place at the time of the offence. The fine was paid immediately to prevent further prosecution action being taken.



A sites of concern visit was completed on 28th October 2013. Highlighted was a fly tip of a wooden fence. On this occasion there was no evidence found therefore this was referred directly to our streets cleansing team who removed the waste on 29th October 2013.

Alwoodley – Recycling facilities at Moortown Shopping Centre

This is one of our main sites of concerns in Alwoodley. Several clearances at this location have been highlighted via the sites of concerns inspections. Currently we request a clearance a week from this location due to the over spill of recyclable waste left on top and around the recycle bins. This is cleared by our fly tipping team within 48 hours of the sites of concerns visits. The type of waste that is being left at this location is mainly paper, bottles and plastics.



Whilst we would want to encourage customers who use these facilities to take empty bags and excess waste home to put it in their own bins, we will trial a litter bin for customers to leave bags and other rubbish in the instead of leaving it on the ground. Where we need to, we will continue to use legal notices/enforcement as a way of finding solutions on these particular issues, for example serving S154 of the highways act requiring the local supermarket to clean

and cut back vegetation. Our enforcement officers are also working positively with the management of Sainsbury's and they are currently in process to arrange additional litter picks of the site.

Harewood – Tarn Lane

The sites of concerns visit was completed on 28th October 2013. Highlighted was a fly tip on Tarn Lane leading to Brandon Crescent of several dumped cushions. Unfortunately, laybys in the Harewood ward are a prime location for fly tipping. The sites of concern visits are allowing us to identify work such as this before a complaint or request to clear the waste is made to the Locality team. As a result of this work it is allowing our Enforcement officers who



cover this ward more time to concentrate on environmental crimes which can be enforced on. Again on this occasion there was no evidence found therefore it was referred directly to our streets cleansing staff who removed the waste on 29th October 2013.

f) Trial Peripatetic Service

- 43 Proposals were brought forward by the Locality Manager at the beginning of 2013/14 to trial a peripatetic service in the Outer NE area.
- 44 This was partly in response to a request from Alwoodley Ward Members to look at increased resources for that ward to help deal with littering at various spots and the acknowledgment that there was no programmed de-littering from the service in that ward (although significant de-littering through the ground maintenance contract and local housing services). The proposals also sought to try out a different, more efficient approach to providing services to Wetherby Town Centre, the villages and key laybys that are unique to the area.
- 45 The Area Committee agreed to part fund the trial post, on the basis that if it was successful then the service would look to mainstream that way of working as part of the service review expected to be implemented in 2014/15.
- 46 Unfortunately, as reported to the December Committee meeting, it was not possible to progress the recruitment to this new, temporary post as had been hoped. It was made clear that the funding set aside by the Area Committee would not be required.
- 47 The focus of the team/service in terms of developing new and improved ways of working has been on ensuring that the new service that will be created from April 2014 incorporates the best bits from the services it is bringing together and takes the opportunity to redesign and learn lessons to better meet the local needs of areas such as Outer North East.
- 48 The scale of the change and opportunity for the new service delivery from April 2014 has only become clear more recently. Consultation has now formally begun with staff on the proposed new structure for the service. This includes modernised, flexible job descriptions and proposals to create a number of zonal, multi-tasking teams in each locality.

- 49 As discussed at each of the recent ward member meetings, the service does not therefore intend to trial the new peripatetic service but instead ensure that the gaps that need filling in the meantime are met by other means and that the conversation with Members is about creating a new, dedicated team for the Outer NE area and how that would best operate.
- 50 An update on the new structure/service and how and what that will cover will be provided to the next Area Committee cycle as part of the 2014/15 SLA priorities consultation. More detailed discussion will take place at the Environmental Sub Group.

Recommendations

- 51 That Outer NE Area Committee note and comment on:
- a. what aspects of the service they feel are working well and delivering against the commitments made in the SLA;
 - b. what aspects of the service do they feel are not working as well as they should against the commitments made in the SLA and would like to see improvements made;
 - c. what elements of the service provision and/or desired outcomes would the Area Committee want its Environmental Sub Group to focus on over the coming six months?
 - d. what the Area Committee's views are what the key service developments and continued top priorities for Outer NE should be in planning for 2014/15, particularly in light of the expected further financial pressures and anticipated merging of services into a new locality team.

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Analysis of Enforcement Jobs for May to October 2013				
Service Request Job Type	Alwoodley Ward	Harewood Ward	Wetherby Ward	Outer NE Total
Dog Fouling	6	7	7	20
Drainage	3	1	3	7
Commercial Premises Duty of Care Inspection		1		1
Commercial Waste Issues			3	3
Domestic Premises Duty of Care Inspection		1		1
Domestic Waste Issues	4	1	2	7
Fly Tipping	13	18	15	46
Litter Issues	5	3	9	17
Vehicle - Stop and Search	1	6	1	8
Waste in Garden	4		1	5
A Board		2	1	3
Abandoned Caravan/ Trailer	1	1		2
Abandoned Vehicle		2		2
Cellar Grate			2	2
Damage to Highway	6	5	7	18
Gully Referred to Highways		3	2	5
Illegal Advertising	5	19	5	29
Illegal Vehicle Crossing			1	1
Mortar etc Washed Down Gullies		1		1
Mud on Road		2	1	3
Obstruction	5	5	2	12
Overgrown Vegetation	48	46	30	124
Dangerous Tree	1	3	1	5
Vehicles for Sale	3	2	1	6
Housing - Defect	1	1	2	4
Housing - Other	2		1	3
Housing - Vacant		1		1
Bins left on Street		6	1	7
Nuisance - Accumulation/ Deposit	2	6	5	13
Nuisance - Light		1	1	2
Nuisance - Other		2	1	3
Nuisance - Premises			1	1
Odour - Other	2	1	2	5
Request for Advice	1	3	3	7
Smoke from Bonfire	2	4	3	9
Rodents	1	2		3
Total Enforcement Jobs	116	157	113	386

Analysis of Street Cleaning Jobs for May to October 2013				
Service Request Job Type	Alwoodley Ward	Harewood Ward	Wetherby Ward	Outer NE Total
Litter Bin Empty	2	10	5	17
Litter Bin Request	3	1	6	10
Litter Bin Repair			4	4
Bulky Request (e.g: White LCC Bags)	6	9	8	23
Street Cleansing Missed			2	2
Street Cleansing New Route	1			1
Street Cleansing Quality		2		2
Dog Fouling	2		5	7
Fly Tip Removals - Reactive (referrals)	26	63	28	117
Fly Tip Removals - Proactive (found)	5	34	7	46
Footpath Sweeping	10	3	6	19
Ginnel	3	6	4	13
Keys from Down a Gully			1	1
Graffiti Removal	6	4	6	16
Blocked Gullies	19	60	35	114
Leafing	3	4	2	9
Litter	18	6	7	31
Public Toilets Maintenance and Cleaning			2	2
Dead Animal Removals	13	15	2	30
Road Sweeping	11	16	12	39
Clean Ups after Travellers	2			2
Total Street Cleansing Jobs	130	233	142	505

Total Locality Team Jobs	246	390	255	891
	28%	43%	29%	

Analysis of Enforcement Jobs for May to October 2013				
Service Request Job Type	Alwoodley	Harewood	Wetherby	Outer NE Total
Total Enforcement Jobs	116	157	113	386
Total Street Cleansing Jobs	130	233	142	505
Total Locality Team Jobs	246	390	255	891
	28%	43%	29%	

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Wetherby Ward

- 1 Walton Road
- 2 Freemans Way Tunnel
- 3 Boston Road
- 4 Hallfield Lane Car Park
- 5 Wilderness Car Park
- 6 Moor Lane near Wattle Syke Road
- 7 Roman Road Thorner Road
- 8 Milner Lane

Harewood Ward

- 1 Brandon Crescent
- 2 Rakehill Road
- 3 Wike Lane
- 4 Backstone Gill Lane
- 5 Wike Ridge Lane
- 6 Main Street North of Aberford
- 7 Cattle Lane/Aberford Road, between Barwick and Aberford
- 8 Coal Road between A58 and Skeltons Lane

Alwoodley Ward

- 1 Nursery Lane
- 2 Birkdale Drive
- 3 Lingfields area
- 4 Cramner Bank area
- 5 King Lane
- 6 Stairfoot Lane
- 7 Saxon Road
- 8 Saxon Mount
- 9 Harrogate Road (300 metre stretch from up from the Ring Road roundabout)
- 10 Moor Allerton Shopping Centre bottle bank/recycling facilities

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