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SOUTH (OUTER) AREA COMMITTEE

Meeting to be held in Tingley Youth and Community Centre, Smithy Lane, Tingley, WF3 1QQ
On Monday, 21st October, 2013 at 4.00 pm

MEMBERSHIP

Councillors

J Dunn	-	Ardsley and Robin Hood;
L Mulherin	-	Ardsley and Robin Hood;
K Renshaw	-	Ardsley and Robin Hood;
R Finnigan	-	Morley North;
B Gettings	-	Morley North;
T Leadley	-	Morley North;
N Dawson	-	Morley South;
J Elliott	-	Morley South;
S Varley	-	Morley South;
K Bruce	-	Rothwell;
S Golton	-	Rothwell;
D Nagle	-	Rothwell;

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South East Area Leader:
Shaid Mahmood
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A BRIEF EXPLANATION OF COUNCIL FUNCTIONS AND EXECUTIVE FUNCTIONS

There are certain functions that are defined by regulations which can only be carried out at a meeting of the Full Council or under a Scheme of Delegation approved by the Full Council. Everything else is an Executive Function and, therefore, is carried out by the Council's Executive Board or under a Scheme of Delegation agreed by the Executive Board.

The Area Committee has some functions which are delegated from full Council and some Functions which are delegated from the Executive Board. Both functions are kept separately in order to make it clear where the authority has come from so that if there are decisions that the Area Committee decides not to make they know which body the decision should be referred back to.

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>	

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>DECLARATION OF INTERESTS</p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</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> <p>(10 mins discussion)</p>	
7			<p>MINUTES - 16 SEPTEMBER 2013</p> <p>To confirm as a correct record the minutes of the meeting held on 16 September 2013 and to formally ratify the decisions made at that meeting.</p>	1 - 6

Item No	Ward	Item Not Open		Page No
8			<p>STRENGTHENING RELATIONSHIPS BETWEEN THE OUTER SOUTH AREA COMMITTEE AND THE THIRD SECTOR</p> <p>To receive and consider the attached joint report of the South East Area Leader and Chief Officer of Voluntary Action Leeds</p> <p>Presenting Officer: David Smith, Vountary Action Leeds Presentation 5 Minutes/Discussion 5 Minutes</p>	7 - 34
9			<p>CHILDREN'S SERVICES AREA COMMITTEE UPDATE REPORT</p> <p>To receive and consider the attached report of the Director of Children's Services</p> <p>Presenting Officer: Martyn Stenton Presentation 10 Minutes/Discussion 10 Minutes</p>	35 - 50
10			<p>SUMMARY OF KEY WORK</p> <p>To receive and consider the attached report of the South East Area Leader</p> <p>Presenting Officer: Aretha Hanson Presentation 5 Minutes/Discussion 5 Minutes</p>	51 - 100
11			<p>WELLBEING REPORT</p> <p>To receive and consider the attached report of the Assistant Chief Executive (Citizens and Communities)</p> <p>Presenting Officer: Aretha Hanson Presentation 5 Minutes/Discussion 5 Minutes</p>	101 - 114
12			<p>DATE AND TIME OF NEXT MEETING</p> <p>Monday, 2 December 2013 at 4.00 p.m.</p>	

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Agenda Item 7

SOUTH (OUTER) AREA COMMITTEE

MONDAY, 16TH SEPTEMBER, 2013

PRESENT: Councillor K Bruce in the Chair

Councillors N Dawson, J Dunn, J Elliott,
D Nagle, K Renshaw and S Varley

Apologies Councillor R Finnigan, B Gettings,
S Golton, T Leadley and
L Mulherin

18 Declarations of Disclosable Pecuniary Interests

There were no declarations of interest.

19 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors L Mulherin, S Golton, R Finnigan, B Gettings and T Leadley.

As there was not a Member from the Morley North Ward present, it was advised that the meeting was not quorate and any decisions made would have to be ratified at the next meeting of the Area Committee. Should any decision need implementation before then, it would have to be progressed through the officer delegation process.

20 Minutes - 15 July 2013

RECOMMENDED – That the minutes of the meeting held on 15 July 2013 be confirmed as a correct record.

21 Open Forum

In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, the Chair allowed a period of up to 10 minutes for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. On this occasion there were no members of the public in attendance.

22 Deputation to South (Outer) Area Committee: Site Allocation Plan - Sites 3081A/3081B (Ardsley & Robin Hood)

The Area Committee received a deputation from residents of Middleton Lane and Middleton Avenue, Rothwell regarding concerns over Site Allocation Plan Sites 3081/A and 3081B.

The Chair welcomed the following to the meeting to present the deputation:

Draft minutes to be approved at the meeting
to be held on Date Not Specified

- Leon Inglis (spokesperson)
- Steve Lunn
- Steve Pritchard
- Steve Plumpton
- Diane Freeman

The deputation had been brought due to strong objections to development proposals at the allocated sites and it was felt that any proposals for housing should be rejected. Issues highlighted included the following:

- Infrastructure issues – Mr Inglis had been a Middleton Lane resident for over ten years and had not been able to register with a local dentist; has to wait 2 weeks for doctors' appointments and had not been able to find a place in a local school for his son.
- To increase the local population by another 1,000 residents would place more pressure on an already stressed infrastructure.
- There were already traffic problems in the area and proposed developments would bring in approximately 600 additional vehicles. This would cause added danger to pedestrians and the turning into Middleton Lane was already hazardous and deaths had occurred.
- When the land was advertised for sale, the agent's brochure marketed it as 'highly productive grade II agricultural land which was easily cultivated for cropping'. It was felt ludicrous in the current monetary situation to lose highly productive land for housing. The land had been bought solely for profit with no regard for agricultural use nor the history of the land.
- Concern regarding the loss of habitat for wildlife and damage to the ecosystem.
- It was believed there was a covenant on the land restricting it to farming use.
- It was felt that there were more suitable sites for development across the city including unused industrial and commercial areas.
- Concern that any development could cause problems with flooding to existing housing.

It was reported that those bringing the deputation had only been informed of the consultation period regarding the site allocations two days prior to the closing date and that the information was difficult to understand and respond to. It was felt that there was no transparency with this planning application and there needed to be a review on how residents are informed about planning. This particular area is semi-rural, does not have internet access, has residents who are physically unable to leave their homes and documents were not understandable without officers available to explain. The timing of the consultation also fell over a holiday period.

Members supported the deputation and raised concerns regarding the consultation and felt more should have been done across the City and particularly at a local community level.

RECOMMENDED – That the deputation be referred to the Executive Board for further consideration.

23 High Speed Rail (HS2) Phase 2

The report of the Chief Officer, Highways and Transportation, provided information and an update to the Area Committee on the Government's proposals for Phase 2 of the High Speed Rail (HS2) project extending the route to Leeds and connecting to the East Coast Main Line.

Andrew Hall, Acting Head of Transport Policy presented the report.

Issues highlighted from the report included the following:

- The branch of the HS2 line connecting Birmingham to Leeds was anticipated for completion on 2033.
- There had been no consultation prior to the announcement of HS2 in January – there had since been meetings with Senior Councillors, Ward Councillors whose constituents were affected and the MP for the Elmete Constituency.
- Areas of Leeds that would be affected by the route – Woodlesford and Swillington.
- The Exceptional Hardship Scheme consultation – the Council had submitted a formal response to this.
- Local events that were due to be held as part of the consultation.

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

- The line would divide at Woodlesford which would effectively create a large rail junction.
- Concern was expressed regarding various issues relating to the HS2 proposal, these included the following:
 - The need for more consultation
 - That alternative routes be considered.
 - How to get more appropriate compensation for those affected.
 - That local residents will become trapped in unsalable properties.
- Further discussion focussed on the reported escalating costs of the scheme and capacity of the railways.

RECOMMENDED –

- (1) That the report be noted.
- (2) That the current position with regard to the Government's high speed rail Phase 2 proposals and formal consultation for HS2 Phase 2 be noted.
- (3) That the Council's previous submission to the Government's Phase 2 Exceptional Hardship Scheme consultation and the intention to provide

a formal City Council response to the formal scheme consultation be noted.

24 Update on Welfare Benefit Changes

The report of the Chief Officer, Welfare and Benefits provided an update of the impact of the welfare reforms at both a citywide and ward level basis and also provided information on arrangements that had been put in place to support tenants.

Dave Roberts, Financial Inclusion Strategy Manager and Jason Kirk, Aire Valley Homes were in attendance for this item.

Dave Roberts informed Members of the High Cost Lenders Action Plan as part of the impact of welfare reform and examples of borrowing from pay day lenders were given. As part of the plan, work was taking place with groups across the city to tackle high cost lending and Leeds City Council had recently blocked access to pay day lenders websites through their computers. In response to this Members discussed whether more could be done by Government to prevent people using pay day lenders and the need to regulate rates as in other countries. Use of the Credit Union was also discussed.

Jason Kirk reported on work being carried out by Aire Valley Homes. There were approximately 1,700 homes affected by welfare reform and a recent survey had shown that tenants did not always receive the necessary financial and debt advice. It was aimed to direct people to available benefits and approximately 985 of the 1,700 affected had already been visited. Further challenges were to come with the introduction of the universal credit.

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

- The housing exchange scheme.
- The local welfare support scheme and financial support available from DWP over two years.
- Assisting those without internet access for benefit claims.
- Low take up of free school meals.

RECOMMENDED –

- (1) That the information about the impact of welfare reforms be noted.
- (2) That the information about the campaign against high cost lenders and the contribution to options for locality based events and initiatives to support the campaign be noted.
- (3) That the work ongoing in the locality on response to welfare changes be noted.

25 A Summary of Key Work

Draft minutes to be approved at the meeting
to be held on Date Not Specified

The report of the Area Leader – South East Leeds presented an update on the key work taking place within the Outer South Leeds area not covered elsewhere on the agenda.

Aretha Hanson, Area Officer presented the report.

Members attention was brought to the following issues:

- Members were asked to agree the South Outer Area Committee Business Plan 2013/14.
- Children and Young People's Working Group – 2 mini breezes had been held in Ardsley & Robin Hood and Morley.
- The Area Committee was requested to give the Activities Fund Steering Group the authority to make decisions on allocating funds.
- Transfer of the Rose Lund Community Centre
- Morley Empty Shops Fund – There was scope for an additional two grants.
- City Wide Asset Review
- Community Learning
- Community Safety
- International Day of Older Persons
- Morley Town Centre Management Board – amended constitution regarding the Chair

RECOMMENDED:

- (1) That the report be noted.
- (2) That the 2013/14 South Outer Area Committee Business Plan be agreed.

26 Wellbeing Budget Report

The report of the Assistant Chief Executive (Citizens and Communities) provided Members with the following:

- Details of the Wellbeing Budget position.
- An update on both the revenue and capital elements of the Wellbeing budget.
- Details of the Activities Fund budget.
- Details of revenue funding for consideration and approval.
- Details of revenue projects agreed to date which link to the priorities and actions in the Area Committee Business Plan.
- The current position of the Small Grants Budget.

Aretha Hanson, Area Officer presented the report.

Members were also asked to consider whether to divide the Activities Fund allocation equally by ward or based on population. It was suggested that a

decision on this be deferred to the next meeting due to the meeting not being quorate.

RECOMMENDED –

- (1) That the report be noted.
- (2) That the position of the Wellbeing Revenue budget be noted.
- (3) That the revenue projects already agreed be noted.
- (4) That the capital position outlined be noted.
- (5) That the Activities Fund position be noted.
- (6) That the following projects be recommended for approval:
 - Rothwell Competitive Music Festival 2014 - £2,000
 - Rothwell Christmas Fayre 2013 - £884.95
 - Operation Flame Bonfire Initiative - £1,063.76
- (7) That the small grants position be noted.

27 Date and Time of Next Meeting

Monday, 21 October 2013 at 4.00 p.m. Meeting to be held at Thorpe Primary School.



Report author: Richard Jackson, David Smith VAL on behalf of Third Sector Leeds. Sarah Gill
Tel: 0113 297 7924

Joint Report of the South East Area Leader and Chief Officer of Voluntary Action Leeds

Report to South (Outer) Area Committee

Date: Monday 21st October 2013

Subject: Strengthening relationships between the Outer South Area Committee and the Third Sector

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

Summary of main issues

There is a need to strengthen strategic relationships between the Area Committee and the Third Sector; currently there is an engagement with individual organisations and networks (e.g. Healthy Lives Leeds and Young Lives Leeds) but not the sector as a whole.

In July 2013, a councillor from the South East spoke at an event designed to launch a Third Sector Network for the South East Area, Third Sector Leeds Goes Local. The support of the Area Committee is sought for the direction of travel and the next steps in this work.

Recommendations

The Area Committee is asked to:

- a) note the content of the report;
- b) support the work being done to strengthen links between the Third Sector and Area Committees;
- c) discuss and agree key initiatives outlined in 3.4 for the Area Committee and Third Sector Leeds (South East) to take forward aimed at strengthening their

relationship and better meeting the needs of local communities through collaboration.

1 Purpose of this report

- 1.1 Update the Area Committee about recent developments regarding work with the voluntary, community, faith and social enterprise sector. Throughout the report these will be referred to as the Third Sector.
- 1.2 Seek members support for the direction of travel outlined in this report.
- 1.3 Present key initiatives for the Area Committee to discuss and agree regarding how to strengthen their relationship
- 1.4 Seek approval for the recommendations.

2 Background information

- 2.1 The Third Sector in Leeds and more specifically in the Outer South Area is well developed. Across Leeds it is estimated to comprise of over 3000 organisations (of which about half are registered charities). Between them these organisations have around 20,000 paid employees, over 50,000 unpaid volunteers and a turnover of approx £400 - £500 million.
- 2.2 The underpinning rationale and principles of partnership working between the Council and the sector are set out in the Compact for Leeds (**Appendix 1**). It sets out 7 principles to guide public sector and third sector working relationships. It was launched in June 2010 and approved by the Council's Executive Board in the autumn of 2010. The Compact for Leeds is being refreshed to ensure its continuing relevance.
- 2.3 The Council's total investment in the sector is over £100 million per annum. Despite recent reductions in the Council's budget, it is still a very significant part of the mix of service delivery. The ConnectLeeds database developed by a partnership led by Voluntary Action Leeds identifies over 400 organisations with their main base in the South East area. In Outer South there is a wide range of provision from larger organisations such as Health for All, Morley Elderly Action, Rothwell Live at Home; neighbourhood networks providing services to older people; residents associations, community groups, sports clubs and faith based organisations. Some of the organisations based in the area serve a much larger area. The spread is not even; the sector is much less visibly present in some communities than in others. It should be noted that a significant number of city wide organisations also provide services to the South East.
- 2.4 It is important to acknowledge that it is difficult to maintain up to date information about the sector. There is a huge amount of change as larger organisations adapt to the changing funding environment, and as smaller ones grow, develop and sometimes decline. By working together, councillors, officers and infrastructure organisations such as Voluntary Action Leeds (VAL) can improve their knowledge of trends and developments both locally and citywide and ensure a vibrant, diverse, and valued Third Sector into the future.

Support services for the Sector

- 2.5 VAL is based in Hunslet. It is the largest support and development organisation in the city, created following the merger with Leeds Voice in October 2011. It provides a wide range of services including networks and forums, volunteering development services including a city centre volunteer centre at the Great George St One Stop Shop, small groups development; commissioning support, fundraising, a comprehensive training programme, room and equipment hire. It works closely with other support and development organisations. Some like the West Yorks Community Accountancy Service are co-located with VAL at Stringer House; and others such as Leeds Community Foundation, Volition, Leeds Older People's Forum and Equality Leeds (formerly Leeds Racial Equality Council) are based in the city centre.
- 2.6 Support and development services are going through a period of significant change. The Transform Leeds programme funded by the Office of Civil Society has provided an opportunity to review their effectiveness and raise their game to meet the challenges that the sector faces. The Council is considering how its investment in support and development services can be deployed to ensure the best value for money possible for the city.

Third Sector Leeds.

- 2.7 The partnership between the Council and the sector is well developed at the city wide level. TSL is recognised as the formal channel of representation at this level. It is the alliance that brings together key networks and forums, support and development organisations and some of the larger organisations in the city. VAL provides the secretariat function for TSL.
- 2.8 TSL is engaged with the partnerships structure, comprising the five strategic partnership Boards, (Children's Trust, Communities Partnership, Health and Well Being Board, Housing and Regeneration Board, Sustainable Economy and Culture Board); and the Safer Leeds Executive. The Third Sector Partnership brings together representatives of TSL with Council Directorates, the NHS and other partners to work together to maintain and develop a thriving third sector in Leeds. The Third Sector Partnership is chaired by Councillor Adam Ogilvie, supported by Councillor Christine Macniven and a lead Director.

3 Main Issues

3.1 Third Sector Leeds Goes Local

- 3.1.1 A pilot initiative is underway between July 2013 and March 2014 to bring the Third Sector in the South East area together. The aims of the project are to:
- a) make better use of existing partnership arrangements at the area and city wide level;
 - b) improve networking and collaboration within the sector;
 - c) identify challenges facing communities in South East Leeds that could be tackled most effectively by strengthening partnership work with the sector.

3.1.2 A number of discussions have taken place recently about how the partnership between the Council and the Third Sector can be strengthened at a local level, especially with Area Committees. Richard Jackson, the Chief Officer of VAL recently attended a meeting of Area Committee Chairs in the South East on the 24th May 2013. Some of the issues which were identified include:

- a) sector attendees at Area Committees speaking from an organisational rather than sector wide perspective;
- b) the need for Area Committees to be able to access expertise in the sector more easily;
- c) communication between councillors and the sector, especially activity not directly supported by the Area Committee;
- d) the need to get meaningful consultation and involvement from the sector in key developments.

Wellbeing Funding and the Third Sector

3.2 South East Area Support Team has recently undertaken a piece of work looking at the added value of Well being funding. The table below shows an element of this work around the added value that Wellbeing funding brings to Third Sector activity within the South East Area.

2012/13	Number of projects supported	Would not have gone ahead without Area Committee Funding	Council Led	Public Sector Partner Led	Third Sector Led
Outer East	58	44	40	6	12
Inner South	31	22	14	8	9
Outer South	24	13	9	7	8
Total	321	242	165	52	104

It is also relevant to note that almost a third of the £4.85 million of matched investment during 2012/13 is from In Kind volunteer time (£1.4 million).

3.3 TSL and the SE Area Leader worked together to design and deliver an event on Monday 22 July – ‘Third Sector Leeds Goes Local’. The event was attended by over 40 people from across the sector. Councillors Angela Gabriel and Paul Truswell talked about the role of Area Committees and Neighbourhood Improvement Boards and outlined the challenges facing the Council. David Smith and Adrian Curtis described the support available to the local Third Sector from support and development organisations and the strategic role played by TSL. Five challenges for collaboration were identified:

1. The integration agenda for social care.
2. The health inequalities gap.
3. The need for the Council to work with local communities to bring about behaviour change e.g. to improve the cleanliness of public spaces.

4. Reducing the number of young people not in education, employment or training.
5. Development of an approach to the Council's asset base.

Initiatives to Strengthen the Relationship between the Area Committee and Third Sector

- 3.4 Area Committee members are asked to discuss and consider the following key initiatives:
- a) build on current collaboration of local commissioning of the Third Sector and establish 'intelligent commissioning' arrangements that aims to ensure third sector organisations are prepared to engage with local commissioning arrangements in the relevant timescales;
 - b) that the Area Committee receive an annual update report from Third Sector Leeds regarding third sector activity and impact within their area of responsibility. This report would provide a 'State of the Sector' within the locality, aimed at facilitating a greater understanding of the services and support the third sector can offer but also what changes in delivery are occurring;
 - c) a third sector lead organisation is identified to work alongside Area Committee Leads for:
 - Children's Services
 - Environment and Community Safety
 - Health and Wellbeing and Adult Social Care
 - Employment, Skills and Welfare Reform
 - d) the Area Committee and TSL work together to ensure relevant and effective third sector involvement on the following groups is maintained:
 - Environmental Sub Group
 - SE Welfare Reform Group
 - South East Leeds Debt Forum
 - Community Centres Sub Group
 - Children and Young Peoples Group
 - e) Third Sector support and development providers work in mutually supportive arrangements with the Neighbourhood Improvement Officers (funded by Inner South and Outer South Area Committee) aimed at working together to develop community capacity within priority neighbourhoods;
 - f) In order to further the impact and value added of Wellbeing funding, the Area Committee should consider setting a target for percentage increase in the number of third sector led projects delivered through this fund.
- 3.5 A further meeting of the TSL South East Area Network will take place on Tuesday 26 November 2013.

3.6 A roll out of the 'TSL Goes Local' initiative into the other areas of Leeds has been agreed. It will occur over the six months of this pilot project with the target of establishing networks in other areas by the end of March 2014.

4. Corporate Considerations

4.1 Consultation and Engagement

4.1.1 40 Third sector organisations attended the event on 22 July and were supportive of the work being developed by TSL and the Area Leader with support from VAL as the TSL Secretariat. The Director of Commissioning for the South East Clinical Commissioning Group was also present and supports the initiative.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 Third sector organisations represent the whole range of communities of interest in the area. Improved third sector networking supports better understanding between them.

4.3 Council policies and City Priorities

4.3.1 The work contributes to the achievement of the headline indicators in the City Priority Plan, especially those set out in respect of Best City for Communities.

4.4 Resources and value for money

4.4.1 There is no additional expenditure involved; the pilot project described in the body of the paper is being carried out within existing resources. It is important to acknowledge the time committed to the initiative by VAL, the Council, the NHS, Health for All, Groundwork and all those who attended the event as participants.

4.5 Legal Implications, Access to Information and Call In

4.5.1 There are no legal implications to the council in the advancement of improved relationships and ways of partnership working with Area Committees.

4.6 Risk Management

4.6.1 There is no risk to the council in the advancement of improved relationships and ways of partnership working with Area Committees.

5. Conclusions

5.1 The pilot project being undertaken in the South East by VAL will give a lead in the city to improving the partnership arrangements between the council locally and the third sector. It will focus effort on key challenges that need a third sector contribution to significantly improve the quality of life for local communities.

6. Recommendations

6.1 The Area Committee is asked to:

a) Note the content of the report

- b) Support the work being done to strengthen links between the Third Sector and Area Committees
- c) Discuss and agree key initiatives outlined in 3.4 for the Area Committee and Third Sector Leeds (South East) to take forward aimed at strengthening their relationship and better meeting the needs of local communities through collaboration.

7. Background documents¹

7.1 No background papers.

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

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Working Together

Involving Communities

Sharing Information

Allocating Resources

**Building
Communities and
Third Sector Capacity**

**Promoting
Volunteering**

**Promoting Equality,
Fairness and Good
Community Relations**

compact for leeds
public and third sector
working together for the people of leeds





June 2010

An agreement to strengthen working relationships between the public and third sectors in order to deliver the best possible outcomes for the people of Leeds.

The Compact for Leeds sets out seven principles to guide public and third sector working relationships:

- **Working Together:** creating a Leeds where public and third sector partners work together to more effectively meet the needs and aspirations of the people of the city.
- **Involving Communities:** creating a Leeds where partners work together to ensure that people can make a difference and have a voice that shapes decisions.
- **Sharing information:** creating a Leeds where partners are open and share information and intelligence appropriately, so that everyone can make informed decisions in the interests of the people of the city.
- **Allocating Resources:** creating a Leeds where partners work together within legislative and economic constraints, to ensure that the available funding, the in-kind support and other resources are used in the most effective way and are directed to the agreed priorities and needs of the people of Leeds.
- **Building Communities and Third Sector Capacity:** creating a Leeds where partners work together to ensure that support is in place to help build communities so that they can take action together and contribute to the development of the city.
- **Promoting Volunteering:** creating a Leeds where partners work together to ensure that formal and informal volunteering is encouraged, promoted, valued and recognised.
- **Promoting Equality, Fairness and Good Community Relations:** creating a Leeds where partners work together to ensure that equality and fairness are at the heart of all decision making and where conditions are created for good community relations in all parts of the city, and across all communities.

The Compact – the history and the intention:

The Compact for Leeds builds on the commitment made by the signatories to the Leeds Strategic Plan, to create an environment for a thriving third sector.

The first Compact for Leeds was adopted in 2003 by the Leeds Initiative on behalf of public and third sector partners. Many of the 2003 Compact aspirations are now embedded into everyday practice and policy. The third sector is a key and equal partner in the development and delivery of the Leeds Strategic Plan and participation in strategic partnerships is the norm. The Compact for Leeds has played a role in directly shaping and creating a context for changing and strengthening public and third sector relationships.

The 2010 Compact for Leeds provides a framework for relationships between public and third sector partners. It is not a set of rules, or a bureaucratic burden, but a way of working that demonstrates partners' commitment to work together in the best ways possible.

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Compact for Leeds

Launched June 2010

Endorsed by Harmonious Leeds in April 2010 and commended to all partners for formal adoption and implementation.

INTRODUCTION

What is the Compact?

The Compact for Leeds was first launched in 2003; it is an agreement between public and third sector partners. Its purpose is to strengthen working relationships between the partners in order to deliver the best possible outcomes for the people of Leeds.

The Compact for Leeds is more than a document, it is a way of working. The Compact document has a wide audience and all partners, from the grassroots to the strategic, need to find it relevant and valuable in their day to day work. For this reason the Compact document deliberately aims to reflect the interests of all parties, including both strategic direction and practical detail.

The Compact provides a **framework** to guide working relationships and sets out some standards for practice that partners **work towards**, through a process of self assessment and continuous development. There is no expectation that partners will be able to implement all of the Compact commitments at the outset, or to work on all the areas needing development at once. Partners are, however, expected to identify specific actions that they can take within an agreed time frame to move towards full implementation.

The role of the Compact in the current economic climate

Nationally, the funding for statutory partners is being reduced. There are pressures to reduce overall spending; to evidence effectiveness and value; as well as to deliver on core business. This climate creates real challenges for partners as they aim to continue to work co-operatively and transparently, to ensure the very best outcomes for all people in Leeds, particularly those most vulnerable. The challenges of funding are only likely to increase, at least in the short time, making it more important than ever to understand the issues and challenges facing partners in all sectors and the constraints they operate under. Nevertheless all partners should aim to use the guidance of the Compact as their best practice, and, if for any reason this is not possible, be clear about the reason for these limits, and communicate this.

Understanding the terminology

There are many terms and phrases used in relation to the issues and organisations covered by the Compact. A **Compact Glossary** is evolving, but the reality is that some of the terms and phrases used are generated and prescribed nationally and our task is to understand the specific meanings as we use them in Leeds. (see [www.leedsinitiative.org / compact for leeds](http://www.leedsinitiative.org/compactforleeds))

The term **third sector** includes the voluntary, community and faith sector organisations as well as charities, social enterprises, co-operatives and mutuals. It is the collective term that will generally be used throughout this document.

The term **partner** is used to describe the public and third sector agencies and organisations working together, individually and collectively for the benefit of the citizens of Leeds.

Links to the national Compact

The national Compact between Government and the voluntary and community sector was first launched in 1998. It was refreshed and relaunched in December 2009 (see www.thecompact.org.uk) It provides a broad framework for relationships and sets out commitments under three main headings: Involvement in policy development; Allocating

resources and commissioning; and Achieving equality. It makes it clear that local Compacts should be developed based on the same values and commitments, but with local relevance. The Compact for Leeds complements and builds on the National Compact. The new Coalition Government indicated in June 2010 their plans to continue to support and build on the Compact.

THE COMPACT FOR LEEDS

Compact values

The Compact for Leeds has been developed collaboratively, by public and third sector partners and is underpinned by a clear set of shared values:

- That everything that we do as partners is done for the benefit of the people of Leeds.
- That we share a commitment to maintaining and developing a thriving third sector.
- That we recognise that we are interdependent and work together for mutual benefit.
- That we share a commitment to the Vision for Leeds and the Leeds Strategic Plan.
- That we have to work within available resources that are linked to current priorities.
- That we accept our responsibility to make the partnerships that serve the city as effective as possible.

Compact principles and Partner Commitments

The Compact for Leeds sets out seven principles with commitments. They provide a framework for effective relationships between public and third sector partners, so that together they can more effectively meet the needs and aspirations of the people of Leeds. The commitments can be used by all partners to plan specific actions and assess progress towards full implementation of the Compact.

Principle 1: Working together

Principle 2: Involving communities

Principle 3: Sharing information

Principle 4: Allocating resources

Principle 5: Building communities and third sector capacity

Principle 6: Promoting volunteering

Principle 7: Promoting equality, fairness and good community relations

Principle 1: Working Together

Creating a Leeds where public and third sector partners work together to more effectively meet the needs and aspirations of the people of Leeds.

Context:

Public and third sector partners work together in many ways and for many reasons: in formal strategic partnerships, in contractual working arrangements, in ongoing but informal working relationships or in ad hoc working relationships to deliver on specific tasks. To develop and sustain these relationships effectively requires time, energy and resources and all partners need to agree clear, achievable goals and outcomes for joint working.

Value should be seen in the contribution of all partners, and this can be achieved by building transparent, proportionate procedures and ensuring effective review and evaluation. New formal partnerships should only be established when it is clear they will add value and reduce unnecessary costs and bureaucracy.

Best practice around equality, diversity and inclusion should be central to working together and built into all working relationships and formal partnerships.

Partner Commitments:

1. Working together to deliver improved outcomes

Partners will:

- 1.1 Establish together the aims of the working relationship; ensure there is effective leadership; and clear roles for each partner.
- 1.2 Recognise that the partners involved in the working relationship have legitimate individual goals as well as shared goals.
- 1.3 Ensure that a supportive atmosphere exists in any working relationship or formal partnership, where all partners can make an equitable contribution and there is respect for different perspectives.
- 1.4 Be prepared to explore previously untried approaches and to innovate.
- 1.5 Ensure that decisions are made after due consideration of the impact on others.
- 1.6 Ensure that risks are identified and managed.
- 1.7 Ensure that dedicated time and resources for the administration and operation of any formal partnership are established and that partners are agreed that the benefits of the partnership outweigh the costs.

2. Agreeing who should be Working Together

Partners will:

- 2.1 Identify potential stakeholders and the contribution they can make, e.g. roles as expert, advisor, representative.
- 2.2 Review the composition of existing and new working relationships and partnerships periodically to ensure the right partners, with the appropriate level of responsibility and accountability, are involved.
- 2.3 Where practical, enable the involvement of groups, organisations and communities who are likely to be affected by the work.

3. Working Together should be inclusive

Partners will:

- 3.1 Ensure that the practical arrangements are inclusive and take account of the needs of different participants. n.b. see Compact Implementation Aid # 1
- 3.2 Clarify who takes responsibility for the costs associated with the partnership.

4. Building the Capacity of those Involved

Partners will:

- 4.1 Work to create a culture of mutual support to develop partners' capacity and skills to fulfil their role.
- 4.2 Provide opportunities, where appropriate, for partners to develop their role and acquire new skills and expertise.

5. Working arrangements are effectively reviewed

Partners will:

- 5.1 Periodically carry out an assessment of arrangements for working together. n.b. see Compact Implementation Aid #2

Principle 2: Involving Communities

Creating a Leeds where partners work together to ensure people feel they can make a difference and they have a voice that shapes decisions.

Context:

All citizens and communities should have the opportunity to be involved in the decisions and actions that affect their lives.

Involvement includes everything from the provision of information through to devolving responsibility and resources to communities in order to take action for themselves. When deciding the level of involvement, partners should aim to employ the most empowering, yet still appropriate, approach for each situation.

Partners need to provide support to encourage involvement and a variety of methods should be used to inform and consult that suit the different people and communities. Timely feedback about what has happened and changed as a result of the individual's or communities' contribution should be given and processes put in place to evaluate, share good practice and to develop effective approaches.

Across Leeds there is an enormous amount of community consultation taking place - some focused on specific services, neighbourhoods or communities; some prescribed by law or required as part of performance management arrangements and other activities driven by the commitments to good practice and the Vision for Leeds. All partners should aim to co-ordinate their activities and work together to avoid duplication, confusion and consultation fatigue.

Partner Commitments:

1. All communities can get involved

Partners will:

- 1.1 Ensure that citizens and communities have the opportunity to have their voice heard and to shape and influence decisions and actions that affect them and their community.
- 1.2 Ensure that the barriers to involvement are removed or reduced, so that no individual or community will be intentionally excluded.
- 1.3 Aim to allow enough time for relevant communities to contribute when they are carrying out a formal consultation. Legislation and guidance governs some consultations, but aside from this partners should usually allow for a minimum of 8 – 12 weeks for consultation on major service or policy change.

2. Co-ordinate activities to avoid duplication

Partners will:

- 2.1 Find out and use what is already known about people's views and expectations.
- 2.2 Work together wherever possible to join up involvement activities.

3. Use a variety of methods to suit different people

Partners will:

- 3.1 Use a variety of approaches depending on the objective and the audience or stakeholders.
- 3.2 Use relevant organisations who can reach, and are already trusted by, communities.
- 3.3 Aim to work in empowering ways to enable sustained involvement.

4. Information and support to get involved

Partners will:

- 4.1 Involve people at the earliest point possible in the process.
- 4.2 Be clear with people about what can and cannot be influenced.
- 4.3 Be open, frank and transparent.
- 4.4 Be prepared to listen to what communities say.

5. Feeding back about the influence, the impact and the changes

Partners will:

- 5.1 Provide feedback about what has happened and changed as a result of people's involvement.
- 5.2 Evaluate involvement activities to help improve them for next time.





Principle 3: Sharing information

Creating a Leeds where partners are open and share information and intelligence appropriately, so that everyone can make informed decisions in the interests of the people of the city.

Context:

All partners have access to data and intelligence that can add quality and depth to our understanding of communities, local priorities and the impact of our interventions. Sharing this data and intelligence will not only save resources, but will improve the quality of decision making and help deliver better outcomes.

It should be routine to share data and intelligence between partners and communities unless there are clear reasons why it is not appropriate. The challenge of effectively sharing information should not be seen as a barrier to making changes in our practice, and there are good examples of joint work and data and intelligence sharing that we can build on.

The sharing of any information, intelligence, data or analysis between partners will always need to take place within the context of the Data Protection Act and other statutory and commercial considerations.

Partner commitments:

1. Making data sharing discussions inclusive

Partners will:

- 1.1 Make sure that existing planning forums and other settings where data and intelligence are shared have appropriate third sector input and the principle of openness informs the discussions.

2. Making existing information, data, intelligence and analysis available

Partners will:

- 2.1 Make data, intelligence and analysis available to partners, unless there are reasons of security, confidentiality or commercial sensitivity.
- 2.2 Make sure that information sharing is timely, appropriate and targeted.
- 2.3 Ensure that, as systems and working arrangements are developed, they reduce duplication and maximise opportunities for sharing, transparency and openness.
- 2.4 Ensure that personal information is shared when it is appropriate to meet legal obligations, e.g. for safeguarding purposes.

Principle 4: Allocating Resources

Creating a Leeds where partners work together, within legislative and economic constraints, to ensure that the available funding, the in-kind support, and other resources are used in the most effective way and are directed at the agreed priorities and needs of the people of Leeds.

Context:

The current economic climate presents challenges where the available resources will need to be used in the most effective way to meet the identified and prioritised needs of communities. These resources may be directed through commissioning, grants, procurement and in kind support.

All partners have a duty to make the objectives of funding programmes and their eligibility criteria clear from the outset. It should be recognised that the allocation of resources, including the process and the timeline, may be outside of the control of organisations in Leeds.

Partners involved in supporting and representing disadvantaged or marginalised communities have a crucial role in helping to reach some of the most socially excluded people in Leeds, combating discrimination and disadvantage and providing vital services.

Partner Commitments:

1. Arrangements for allocating resources

Partners will:

- 1.1 Increase efficiency by working closely together to maximise the impact and spread of resources, to avoid duplication. This includes, where appropriate, strengthening the co-ordination of funding priorities and arrangements.
- 1.2 Follow realistic time-tables to ensure that funding processes follow time-tables that allow for the distribution of information; for third sector organisations to receive and respond to guidance and support and for legislative timescales to be met.
- 1.3 Adopt an assessment process where possible, to shape and deliver future funding programmes, which considers the following:
 - the likely impact of the commissioning approach on the sustainability, and diversity of the third sector, and communities served.
 - the most appropriate funding type e.g. procurement, grants
 - the optimum length of the funding or contractual agreement - including consideration of three-year funding, where appropriate.
 - options around collaboration, which may give better outcomes, but will need to be considered when planning timelines.

- 1.4 Recognise that termination clauses may be included in funding agreements to accommodate changes in financial allocations or changed needs and priorities during the funding period termination clauses will ordinarily provide a minimum of six months notice.
- 1.5 Make details of new funding opportunities available through agreed channels e.g. infrastructure organisations, websites and the internet, networks, directories, newsletters and social marketing. Where competitive processes allow, a named contact will be available for organisations to discuss potential opportunities.
- 1.6 Provide appropriate opportunities for the involvement of third sector organisations in the design and evaluation of funding and contracting.
- 1.7 Recognise that third sector organisations can, subject to externally set limitations, include relevant overhead costs in funding applications, and have the right to hold reserves to meet legal obligations.
- 1.8 Encourage organisations to develop collaborative bids, recognising that they can present clear advantages such as value for money, sharing expertise and resources.
- 1.9 Reference the Compact Mediation and Dispute Resolution procedure in the terms and conditions of all funding agreements and contracts with third sector organisations. This route is for challenge about processes and practice that are not compliant with Compact principles, not decisions affecting individual organisations or contract management.

2. Service Delivery and Payment Terms

Partners will:

- 2.1 Recognise the value of volunteers' time to projects as match funding, subject to the terms and conditions of the specific funding programme.
- 2.2 Work towards the use of quality assurance schemes that are appropriate to the service provided. Funders will recognise alternative schemes and quality marks as long as they meet the standards required.
- 2.3 Ensure that the supporting evidence required for financial claims or quality assurance is proportionate to the level of funding.
- 2.4 Recognise that funding may be time-limited or end as priorities change.
- 2.5 Recognise that there is a joint responsibility to ensure timely discussions before the end of a grant or contract period.
- 2.6 Enter into discussions when contract terms and conditions are breached, or where there are performance issues, allowing a reasonable time for remedial action, before a default notice is served.
- 2.7 Recognise their separate responsibilities towards beneficiaries when funding is discontinued or contracts are terminated.

3. Monitoring and Evaluation

Partners will:

- 3.1 Implement effective monitoring focused on outputs and outcomes, and ensure it is proportionate to the level of funding and risk.
- 3.2 Ensure there is consistency in the effective protection of, and proper accountability for, public money.
- 3.3 Ensure that monitoring and evaluation provide a sufficient overview of performance and impact to inform future funding and help to identify good practice and service improvement opportunities
- 3.4 Ensure, where appropriate, that beneficiaries can be involved in any monitoring and evaluation processes.

Principle 5: Building communities' and third sector capacity

Creating a Leeds where partners work together to ensure that support is in place to help build communities, so that they can take action together and contribute to the development of the city.

Context:

'Communities' can mean different things to different people. People can identify as members of a geographical community, or they may identify with others who share their identity, experience or interest. Community Development approaches and practice in communities can help individuals to develop confidence and capacity and to take more active roles as citizens, whilst communities build organisations and networks which can deliver more wide ranging community participation. Councillors, other civic leaders, community activists, involved citizens and professionals all have a role to play in building communities and delivering improved outcomes.

Some communities have benefited from community capacity building and support and now have strong infrastructure; others have had little or no support, which limits their ability and opportunity to influence, shape and contribute. To support and develop these groups and communities will be labour and resource intensive but will be necessary to ensure that all communities can be engaged and can take active roles in the city. An overall approach to community infrastructure development is needed.

Partner Commitments:

1. Creating opportunities for all to participate

Partners will:

- 1.1 Aim to ensure that all communities have the opportunity to engage in civic life and the shaping of their local community and the city.
- 1.2 Aim to ensure that those communities who face barriers to participating are appropriately supported and resourced to take active roles in developing their communities and the city.

2. Connecting with communities

Partners will:

- 2.1 Develop working arrangements where all partners share knowledge, contacts and routes into particular neighbourhoods and communities.
- 2.2 Use the existing contacts and groups in a particular neighbourhood or community to develop a better

understanding of the issues, priorities and dynamics and specifically what needs to be addressed locally and how best to do it.

- 2.3 Recognise that there is a clear, central role for elected members as community leaders within a strong local democracy.

3. Building stronger communities

Partners will:

- 3.1 Identify where opportunities exist to build on existing work or to strengthen local groups so that they can take action for themselves.
- 3.2 Support local people to come together in groups to identify and communicate their local issues and, where appropriate, take action themselves.

4. Working together

Partners will:

- 4.1 Ensure that there is strategic and operational commitment to the principle and practice of community development and third sector capacity building.
- 4.2 Work together with other partners at strategic and operational level to ensure that Community Development support is in place to enable communities to take active roles.
- 4.3 Coordinate resources and other support for third sector led community capacity building and community development work.
- 4.4 Identify opportunities for joint work on Community Development with public, third sector and community partners and where appropriate, identify a lead group for work with particular neighbourhoods or communities.
- 4.5 Coordinate Community Development work between partners in neighbourhoods and communities.

5. Building on what works

Partners will:

- 5.1 Ensure that appropriate monitoring arrangements are in place to track and analyse reach, participation, targeting and impact for communities.

Principle 6: Promoting Volunteering

Creating a Leeds where partners work together to ensure that formal and informal volunteering is encouraged, promoted, valued and recognised.

Context:

The term volunteering includes formal activity undertaken through public, private and voluntary organisations as well as informal community activity. Volunteer must be a choice freely made by each individual and should be a choice that is open to all.

The value of the contribution of volunteers should be recognised and both the organisation involving volunteers and the volunteers themselves should benefit from the relationship. Organisations who use volunteers should operate in a way that ensures the volunteering experience is positive and adds value to an organisation.

The following commitments focus on formal volunteering activities.

Partner Commitments:

1. Volunteering is open to everyone

Partners understand that:

- 1.1 Everyone has the right to choose to become a volunteer.

2. Organisations who use volunteers aim to deliver a good quality volunteering experience

Partners will:

- 2.1 Monitor and evaluate the volunteer and the organisations experiences and identify where improvements can be made.
- 2.2 Make sure that they are aware of and work towards implementing good practice.
- 2.3 Have an awareness of the wider volunteering opportunities and networks within the city.
- 2.4 Recognise that delivering a good quality volunteering experience requires commitment and resources.

3. Recruitment of volunteers is fair and accessible

Partners will:

- 3.1 Have in place a variety of methods for recruiting volunteers from all areas and communities.

- 3.2 Have a standard recruitment and interview process.
- 3.3 Make sure that all volunteers receive a role description and appropriate training and induction so they understand what is expected of them.
- 3.4 Make sure that volunteers are not out of pocket after giving their time freely.

4. Organisations have appropriate policies for managing volunteers

Partners will:

- 4.1 Have a distinct Volunteering Policy in place or where there are only a small number of volunteers, other policies should make specific reference and distinctions about volunteers. Policies should follow legal requirements in distinguishing volunteers from paid workers.
- 4.2 Ensure policies are written in plain English and are available to all.

5. Volunteers are supported and supervised within their role

Partners will:

- 5.1 Ensure all volunteers have a named member of staff as their point of contact and for support and supervision.
- 5.2 Recognise the support needs of individual volunteers will differ and the support offered should be appropriate to the role and the individual.

6. Volunteering programmes provide the training and information volunteers need to carry out their role

Partners will:

- 6.1 Provide appropriate training and induction.
- 6.2 Promote training as a way to help volunteers develop new skills and learning and give them an opportunity to gain new experiences.
- 6.3 Understand that training helps motivate volunteers and makes them feel valued.

7. Insurance, health and safety, safeguarding and other legal requirements are met

Partners will:

- 7.1 Ensure that all appropriate arrangements are in place to protect volunteers and others.
- 7.2 Ensure that volunteers are covered by the organisation's employers' liability and public liability insurance and additional insurance is put in place where appropriate.
- 7.3 Ensure Health and safety procedures are followed.
- 7.4 Ensure all relevant legislative requirements, checks and appropriate practices are in place.

Principle 7: Promoting Equality, Fairness and Good Community Relations

Creating a Leeds where partners work together to ensure that equality and fairness are at the heart of all decision making and where conditions are created for good community relations in all parts of the city and across all communities.

Context:

All partners should ensure that, through all our work, we seek to eliminate the causes of unfairness, including discrimination on the grounds of: age, disability, faith or religion, gender, race, sexual orientation, caring responsibilities, socio economic status and any other areas of inequality.

All of these aspects of people's lives should be taken into account when making decisions, as should the recognition that, for some people, reducing discrimination in only one area of their life is not sufficient to prevent them from suffering inequality.

By supporting and encouraging equal life chances for all, partners can ensure that everyone has the opportunity to; be included, take up a service or contribute to decisions that affect their lives.

By acting together partners can guarantee that our collective impact on communities promotes inclusion and creates conditions in which good relations can thrive.

Partners Commitments:

1. Use legal duties as a starting point

All partners will:

- 1.1 Abide by legal duties to promote equality of opportunity both in work places and in the commissioning and delivery of services in the statutory and third sectors.
- 1.2 Seek and promote opportunities beyond minimum legal requirements wherever possible to promote equal life chances.

2. Assess the impact of decisions or actions on different groups:

All partners will:

- 2.1 Put in place effective monitoring systems which will enable them to understand the individuals and communities they are reaching and serving and to analyse and track the impact and outcomes of decisions and actions on particular groups and communities.

- 2.2 Take into account the possibility of disproportionate or negative impact on groups or communities defined by gender, age, disability, sexuality, race or ethnicity, religion or belief or gender identity. And to take into account in this process the potentially different needs of people in terms of health, marital/partnership status, legal, economic or nationality status as well as issues associated with socio economic class and where people live.
- 2.3 Analyse the common experiences of excluded or under-represented groups and seek to eliminate the barriers to inclusion or access.
- 2.4 Undertake appropriate Equalities Impact Assessments on key decisions or actions and address gaps and weaknesses in evidence, engagement, services or outcomes n.b. see Compact Implementation Aid #3

3. Working together

Partners will:

- 3.1 Ensure that, wherever possible, they promote good relationships between different communities.
- 3.2 Work together in communities so their work fosters inclusion and creates the conditions for good relations to thrive.
- 3.3 Share information and working practices, wherever possible, in neighbourhoods and localities to avoid any potential conflict between groups about the allocation of resources.
- 3.4 Share good practice and routes to specific communities.
- 3.5 Ensure decisions relating to funding of single-identity groups, or specialised services will be open, transparent and clearly linked to needs and outcomes and wherever possible, any specialised or ring fenced funding streams will signpost and make reference to mainstream or other funding opportunities.

4. Embedding good community relations in all activities

Partners will:

- 4.1 Ensure that the foundations for good community relations are embedded in the work we undertake.
- 4.2 Embed empowerment, engagement and volunteering opportunities in neighbourhood and locality activities where possible.
- 4.3 Encourage economic, ethnic and wider demographic diversity in neighbourhoods and work places.
- 4.4 Provide opportunities for different groups in communities to come together to make decisions about their shared places, spaces and services.
- 4.5 Provide opportunities for safe spaces for dialogue between different parts of communities when decisions are being made that affect them.

PUTTING THE COMPACT FOR LEEDS INTO PRACTICE

Strategic ownership and accountability

Overall responsibility for the Compact for Leeds rests with the VCFS Partnership Group, which reports to the Leeds Initiative Narrowing the Gap Board.

Public Sector signatories to the Compact will be invited to identify a lead person from within their organisation with responsibility for Compact.

Third Sector Leeds will lead and promote implementation within the third sector.

How Partners will be encouraged to adopt and put the Compact into practice:

Whilst Partners are expected to work together at all times within the spirit of the Compact, Compact leads will work within their respective organisation or sector to:

- use appropriate approaches and opportunities to assess compliance
- identify development priorities and agree a set of specific actions which their organisation will aim to implement within an annual plan
- integrate specific and relevant principles and commitments into existing performance, audit and assessment arrangements.
- develop appropriate mechanisms for promoting the Compact, including integrating Compact awareness into staff induction

An annual cycle of reporting on Compact implementation to the VCFS Partnership Group is proposed, which will include organisations / sectors action plans, their developments and challenges.

Support to make Compact work:

Simple Compact Self Assessment tools will be developed and made available for all partners.

Practical tools and guidance will be developed to aid delivery e.g. the Volunteer Management Toolkit. Colleagues will be encouraged to share and cascade their experience and effective practice.

Information about the Compact for Leeds and the resources will be available on a website [www.leedsinitiative.org.uk / compact for leeds](http://www.leedsinitiative.org.uk/compactforleeds)

A new approach to Compact:

There has been much enthusiasm for the potential of the Compact, but concern that its profile and 'leverage' are weak. A pragmatic approach to Compact implementation has been agreed. The objective is for the Compact to take account of:

the frequently changing policy context;

the differing and rapidly changing operating context of partners;

the regular turnover in personnel who need to be aware of the Compact;

partners existing performance management and quality assurance requirements and other audit and reporting arrangements.

Compact Mediation

There is the potential for differences of understanding or opinion about the implementation of the Compact. Disagreements over meeting the Compact commitments should ideally be resolved, amicably and informally, between partners through open dialogue and negotiation.

The VCFS Partnership Group will develop arrangements for mediating and moderating conflicts, that cannot be resolved informally.

The Compact Mediation and Dispute Resolution procedure exists to support the positive resolution of issues between the Statutory partners and Third Sector.

Compact mediation should ideally be referenced in the terms and conditions of agreements and contracts with third sector organisations. This route supports resolution where partners have not complied with Compact processes and practice that they have undertaken to implement.

Glossary

The Compact Glossary is intended to be a guide – it is an evolving tool. (see [www.leedsinitiative.org.uk / compact for leeds](http://www.leedsinitiative.org.uk/compactforleeds)).

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compact for leeds
public and third sector
working together for the people of leeds



Report of Director of Children’s Services

Report to Outer South area committee

Date: 21 October 2013

Subject: Children’s Services area committee update report

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

Summary of main issues

1. This report summarises performance at area committee level, with a broader acknowledgement of city level performance.
2. The rising child population in Leeds is a key challenge with regards places at schools. This is already a known issue in primary schools, and is becoming increasingly evident in secondary schools.
3. The number of children and young people looked after who come from the Outer South area committee area remains stable compared to the same reporting period 12 months ago. The number of referrals received from the Outer South area committee area in the first three months of 2012/13 remained steady when compared to the first three months of 2011/12. Attendance, while remaining better than historic levels, has declined in 2012/13 compared to 2011/12. This is due to the exceptional low levels of sickness seen both in Leeds and nationally in 2011/12. Eighty-two per cent of primary schools and sixty per cent of secondary schools are now rated as good or better by Ofsted.

Recommendations

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

1 Purpose of this report

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

2 Background information

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

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

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

3 Main issues

Performance update

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

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

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

Outer South area committee commentary

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

- 3.2 The number of children and young people looked after who come from the Outer South area committee area remains stable (77 in June 2012; 76 in June 2013). There was also very little change in the number of children and young people entering care in the first three months of 2012/13 compared to the same period 12 months ago.
- 3.3 There has been a 24 per cent reduction in the number of children and young people subject to a child protection plan from the Outer South area committee area; 62 in June 2012, to 47 in June 2013.
- 3.4 56 per cent more CAFs were carried out during April to June 2013 (28) than April to June 2012 (18), a higher percentage increase than the 27 per cent seen in the citywide figures.
- 3.5 There has been a 10 per cent reduction in the number of requests for service received from the Outer South area committee area in the first three months of 2012/13: 704, compared to 778 in the same period 12 months ago. This is higher than the four per cent reduction seen in the citywide figures. The number of requests for service becoming referrals remained steady between April to June 2013 compared to the same period 12 months ago (260 vs 262). The conversion rate (percentage of requests for service that become a referral) has risen from 34 per cent in April to June 2012 to 37 per cent in April to June 2013, counter to the citywide trends seen in the last 12 months since improvements were made to our front door practice on how child protection inquiries are best handled.

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

- 3.6 The percentage of 'not known' young people in the Outer South area committee area reduced from 8.5 per cent in June 2012 to four per cent in June 2013. The percentage of young people identified as NEET has risen from 3.5 per cent in June 2012 to just over four per cent in June 2013.
- 3.7 There is a correlation between a reduction in not known rates, and a rise in NEET levels; the status of more young people is known after sweeps and telephone calls. Targeted support offers mean that the NEET cohort is better informed and supported in trying to find/access education, employment, or training.
- 3.8 Paragraph 3.21 outlines that 2012/13 was the second best year for attendance levels in the city but slightly down on 2011/12 largely due to autumn term

sickness. Primary school attendance levels in the Outer South area committee area reduced by almost half a percentage point to 95.5 per cent in 2012/13 compared to 2011/12; this is slightly less than the citywide reduction. Appendix three contains details for all primary schools in the Outer South area committee area. There was a 0.2 percentage point rise in secondary school attendance levels to 93.9 per cent, just above the citywide average of 93.7 per cent.

- 3.9 Persistent absence in primary schools in the area rose by six per cent from 2011/12 to 2012/13, which was a slightly smaller rise than was seen in the citywide levels (almost 13 per cent). This equates to an extra 10 pupils, up from 172 in 2011/12 to 182 in 2012/13. Secondary school persistent absence reduced by a fifth to 452 from 559 (107 fewer pupils) across the same period. This was the third largest reduction of all area committees, significantly better than the modest 0.5 per cent reduction seen in citywide levels.

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

- 3.10 The number of children and young people committing an offence reduced from 83 in 2011-12 to 46 in 2012-13, a 45 per cent drop. This is significantly higher than the citywide reduction of 30 per cent, and is the highest percentage reduction of all area committees.

Local Ofsted inspections

- 3.11 Eighty-three per cent of primary schools in the Outer South area committee area are now rated good or better by Ofsted, 12 percentage points higher than December 2012. One primary school is, however, rated as inadequate: Rothwell C of E Primary School. There is no change in the percentage of secondary schools rated as good or better (60 per cent).
- 3.12 There are no children's homes in the Outer South area committee area.

City commentary

- 3.13 The following paragraphs summarise partnership progress against the CYPP indicators, including the three obsessions. Appendix two (page 13) contains CYPP obsession indicator graphs and charts by area committee.

Children and young people are safe from harm

- 3.14 Children looked after numbers (1,358) are at their lowest point since November 2009, with June's figure five per cent lower than the same point 12 months ago. More children and young people entered care between April 2013 and June 2013 than the same period 12 months ago, but the numbers leaving continue to rise.
- 3.15 The number of children and young people subject to a child protection plan is virtually unchanged from a year ago at 897 (894 in June 2012). It is, however, six per cent lower than the December 2012 figure of 956.
- 3.16 Four per cent (311) fewer requests for service (contact received by the Duty and Advice Team), and three per cent (89) fewer referrals (those requests for service that were deemed to require Children's Social Work Service involvement), were received between April and June 2013 compared to the same period a year ago.

- 3.17 Twenty-seven per cent more CAFs (65) were initiated in the first three months of 2012/13 compared to the same period a year ago; this is equivalent to 22 additional CAFs per month.
- 3.18 There are five per cent more Council-employed foster carers (an increase of 28, to 578) in June 2013 than in December 2012. This should rise further in the coming months, as fourteen independent fostering agency foster carers may become Council-employed. The number of family placement foster carers is four higher in June 2013 (108) than December 2012 (104).

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

- 3.19 Across Leeds primary schools, attendance declined by half a percentage point to 95.3 per cent between half-terms one to four in 2011/12 and half-terms one to four in 2012/13. There were 207 more primary age pupils being persistently absent in the first two terms of 2012/13 compared to same period in 2011/12.
- 3.20 Attendance at Leeds secondary schools was 93.8% in the first two terms of 2011/12, and this has fallen only very slightly to 93.7% in the first two terms of 2012/13. Sixteen fewer secondary school age pupils were persistently absent in the first two terms of 2012/13.
- 3.21 Although attendance at both phases has declined slightly, the most recent figures are the second best attendance rates ever recorded in Leeds. Much of the difference in attendance rates is accounted for by higher levels of absence due to sickness in the autumn term of 2012/13, compared to the autumn term of the previous year. Rates of absence due to sickness levels were at an exceptionally low level across the country in the autumn term of 2011/12, and attendance in Leeds mirrored this trend. Absence levels in autumn term 2012 remain lower than in autumn term 2010 and previous years.
- 3.22 NEET and 'not known' levels have significantly reduced across the city; NEET sweeps and the use of Welfare Call have contributed to this. Young people identified as NEET are offered targeted support to help them with pathways to EET. The graphs in appendix two show the changes in the last 12 months for each area committee, especially the reduction in the not known cohort.
- 3.23 Complementing the core devolved youth contract support programme in Leeds, local clusters and/or partnerships of clusters are being funded to deliver local innovation projects (eg providing provision of targeted mental health, counselling, and bespoke motivational programmes). The aim is to contribute to the reduction of 16 to 17 year-old NEETs in localities by increasing young people's experience and qualifications, so they have the opportunity to continue in education and successfully find work.

Children and young people choose healthy lifestyles

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

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

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

Ofsted inspections

- 3.26 Eighty-three per cent of primary schools (180) are rated as good or better in July 2013, seven percentage points higher (15 more schools) than in July 2012. Four fewer primary schools are rated as outstanding across the same period, and three more primary schools are rated as inadequate.
- 3.27 The percentage of secondary schools rated as good or better has reduced by three percentage points to 58 per cent in July 2013, from 61 per cent in December 2012 (one less school). One more secondary school is rated as inadequate.
- 3.28 There have been no inspections of children's centres in Leeds since the last update report. A new inspection framework begins in September; an update to area committees will be provided later.
- 3.29 100 per cent of the eleven directly managed local authority children's homes in Leeds are currently rated good or outstanding, a significant improvement from 36 per cent (four) that were good or outstanding at 31 December 2012.

4 Corporate considerations

4.1 Consultation and engagement

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

4.2 Equality and diversity/cohesion and integration

- 4.2.1 Equality issues are implicit in the information provided. The differences shown illustrate that there are different levels of need and of outcomes across the city. Additional equality analysis of the information provided is undertaken, and the detailed information already provided to clusters is powerful intelligence that can be used to help focus priorities and narrow the gap.

4.3 Council policies and city priorities

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

4.4 Resources and value for money

- 4.4.1 There are no resource implications in this report.

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

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

4.6 Risk management

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

5 Conclusions

5.1 Not applicable, as this report is information based.

6 Recommendations

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

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

7 Background documents¹

7.1 There are no background documents to accompany this report.

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

Appendix one: performance data for Outer South area committee

Autumn 2013 Children's Services performance update

Measure	Leeds	Outer S	Current data period	Highest	Average	Lowest
1. Number of children and young people 0-19	173,462	20,030	January 2013	24,510	17,289	11,609
2. Percentage of children and young people	n/a	11.5%	January 2013	14.1%	10.0%	6.7%
3. Number of primary schools	218	24	Current	28	22	15
4. Number of secondary schools	36	5	Current	6	4	2
4a. Number of through schools	2	0	Current	2	0	0
5. Number of children's centres	58	6	Current	11	6	3

Commentary

The Outer South area committee has 11.5 per cent of the city's 0-19 population, (20,030 children and young people). There are 24 primary schools, five secondary schools, and six children's centres located within the area committee boundary.

Keeping children safe from harm	Leeds	Outer S			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
6. Number of children looked after	1,358	76	77		30 June 2013	389	131	22
7. Number of children entering care	106	5	...		Apr-Jun 2013	32	14	5
8. Number of children subject to a child protection plan	897	47	62		30 June 2013	217	88	15
9. Number of CAFs initiated	308	28	18	æ	Apr-Jun 2013	55	30.2	17
10. Number of requests for service	8,695	704	778		Apr-Jun 2013	1,701	794	347
11. Number of requests for service leading to a referral	2,964	260	262		Apr-Jun 2013	635	282	83
12. Number of LCC-employed foster carers	578	47	46	æ	30 June 2013	83	50	23
12a. Number of family placement foster carers	108	13	13		30 June 2013	16	11	6

Commentary

The number of children and young people looked after who come from the Outer South area committee area remains stable (77 in June 2012; 76 in June 2013). There was also very little change in the number of children and young people entering care in the first three months of 2012/13 compared to the same period 12 months ago.

There has been a 24 per cent reduction in the number of children and young people subject to a child protection plan from the Outer South area committee area; 62 in June 2012, to 47 in June 2013. 56 per cent more CAFs were carried out during April to June 2013 (28) than April to June 2012 (18), a higher percentage increase than the 27 per cent seen in the citywide figures.

There has been a 10 per cent reduction in the number of requests for service received from the Outer South area committee area in the first three months of 2012/13: 704, compared to 778 in the same period 12 months ago. This is higher than the four per cent reduction seen in the citywide figures. The number of requests for service becoming referrals remained steady between April to June 2013 compared to the same period 12 months ago (260 vs 262). The conversion rate (percentage of requests for service that become a referral) has risen from 34 per cent in April to June 2012 to 37 per cent in April to June 2013.

Do well in learning and have the skills for life	Leeds	Outer S			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
13. Primary school attendance levels	95.3%	95.5%	95.8%		2012-13 HT 1-4	96.2%	95.3%	93.9%
14. Secondary school attendance levels	93.7%	93.9%	93.7%	↔	2012-13 HT 1-4	94.6%	93.3%	91.1%
15. Number of pupils persistently absent at primary	1,839	182	172	↔	2012-13 HT 1-4	417	184	83
16. Number of pupils persistently absent at secondary	3,067	452	559		2012-13 HT 1-4	474	307	162
17. Number of NEET ⁱ	1,501	120	101	↔	30 June 2013	330	149	47
17a. Percentage of NEET ⁱ	6.7%	4.3%	3.6%	↔	30 June 2013	10.5%	6.2%	2.6%
18. Number of 'not knows'	1,283	103	241		30 June 2013	408	116	41
18a. Percentage of 'not knows'	5.5%	3.7%	8.6%		30 June 2013	14.5%	4.7%	2.2%

Commentary

Primary school attendance levels in the Outer South area committee area reduced by almost half a percentage point to 95.5 per cent in 2012/13 compared to 2011/12. This is slightly less than the citywide reduction. There was a 0.2 percentage point rise in secondary school attendance levels to 93.9 per cent, just above the citywide average of 93.7 per cent. Persistent absence in primary schools in the area rose by six per cent from 2011/12 to 2012/13, which was a slightly smaller

rise than was seen in the citywide levels (almost 13 per cent). This equates to an extra 10 pupils, up from 172 in 2011/12 to 182 in 2012/13. Secondary school persistent absence reduced by a fifth to 452 from 559 (107 fewer pupils) across the same period. This was the third largest reduction of all area committees, significantly better than the modest 0.5 per cent reduction seen in citywide levels.

The percentage of 'not known' young people in the Outer South area committee area reduced from 8.5 per cent in June 2012 to four per cent in June 2013. The percentage of young people identified as NEET has risen from 3.5 per cent in June 2012 to just over four per cent in June 2013.

Voice and influence	Leeds	Outer S			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
19. 10-17 year olds committing an offence	672	46	83		Apr 12 - Mar 13	167	67	18
Ofsted inspections	Leeds	Outer S			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
20. Percentage of primary schools good or better	83%	83%	71%	↔	31 July 2013	93%	82%	68%
21. Percentage of secondary schools good or better	58%	60%	60%		31 July 2013	75%	56%	25%
22. Percentage of children's centres good or better	81%	67%	67%		31 July 2013	100%	88%	60%
23. Percentage of children's homes good or better	100%				31 July 2013	100%	100%	0%
Ofsted judgement - Outer South	Current period: 31 July 2013				Previous period: 31 Dec 2012			
	Outstanding	Good	Satisfactory	Inadequate	Outstanding	Good	Satisfactory	Inadequate
24. Primary schools	5	15	3	1	5	12	7	0
25. Secondary schools	1	2	1	1	1	2	2	0
26. SILCs (citywide)								
27. Pupil referral units (citywide)								
28. Children's centres	0	2	1	0	0	2	1	0
29. Children's homes								

Commentary

Eighty-three per cent of primary schools in the Outer South area committee area are now rated good or better by Ofsted, 12 percentage points higher than December 2012. One primary school is, however, rated as inadequate: Rothwell C of E Primary School. There is no change in the percentage of secondary schools rated as good or better (60 per cent).

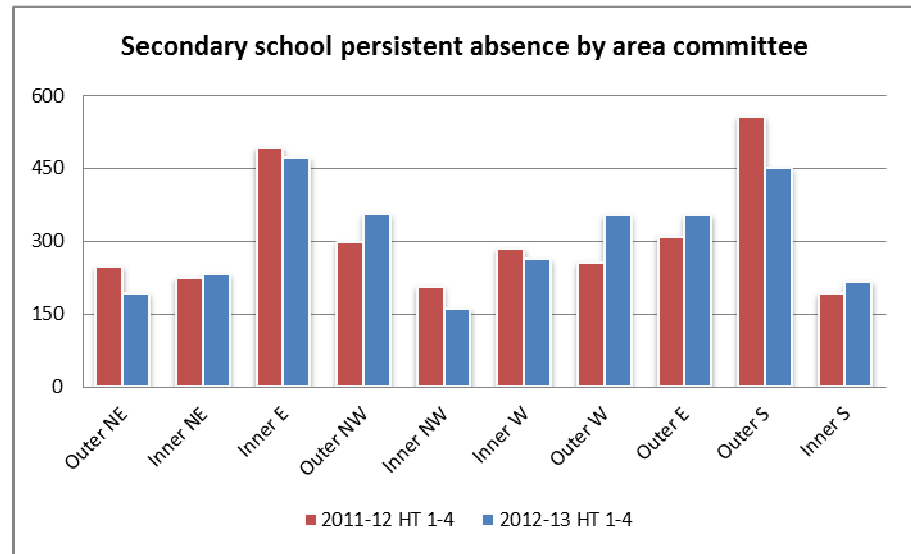
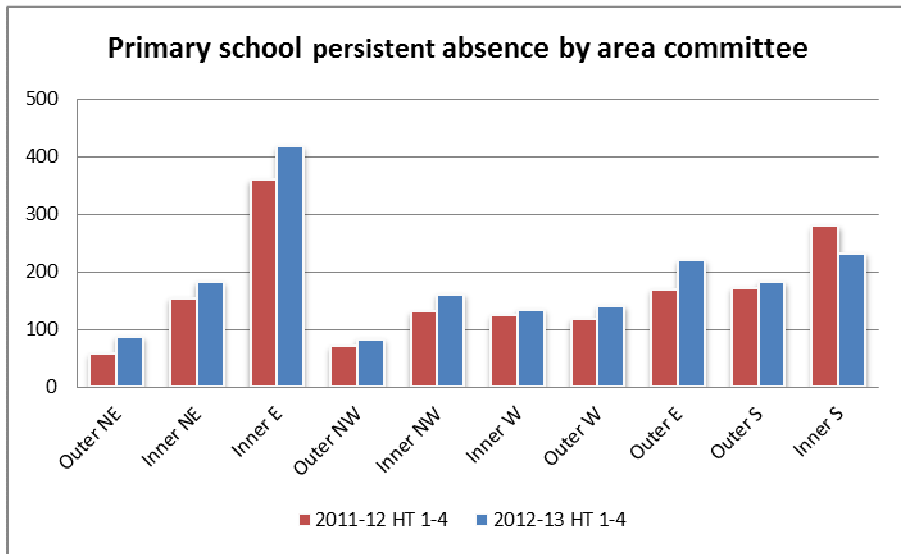
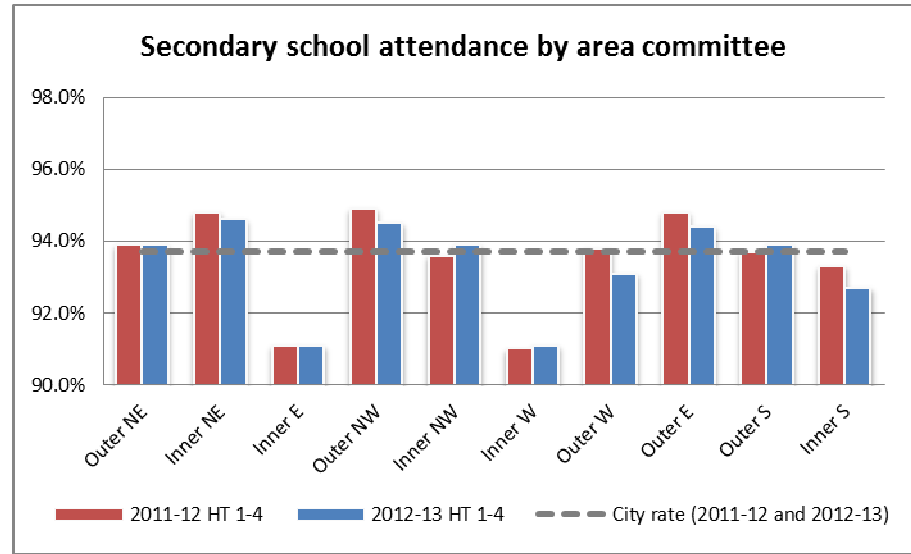
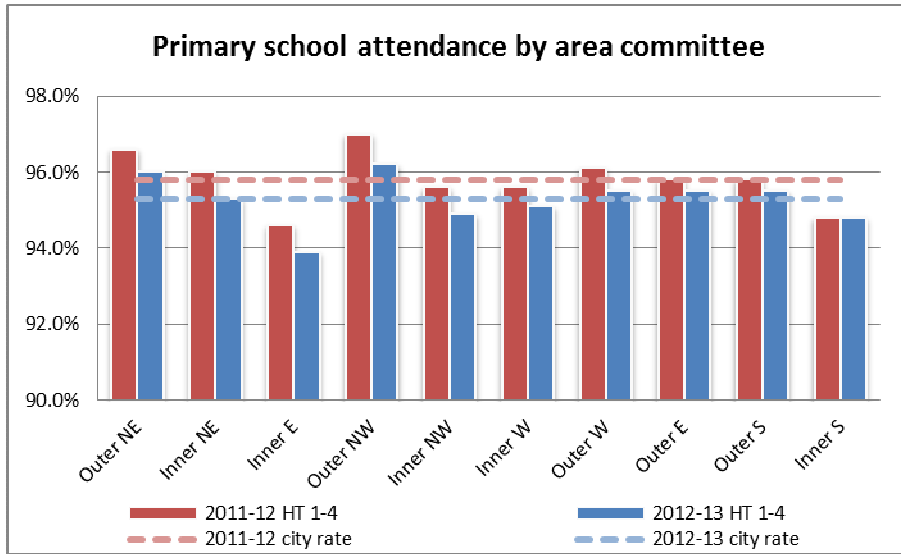
There are no children's homes in the Outer South area committee area.

Secondary schools	Current period		Previous period		Direction of travel	
	Ofsted	Attendance	Ofsted	Attendance	Ofsted	Attendance
Bruntcliffe High School	4	94.1%	3	93.5%		↔
Rodillian School	2	93.2%	2	92.4%		↔
Royds School	3	92.6%	2	91.8%		↔
The Morley Academy	1	95.1%	1	95.3%		
Woodkirk Academy	2	94.3%	2	94.4%		

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

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

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



Appendix three - attendance in Outer South primary schools

School	Ward	Attendance 2011-12 H-T 1-4	Attendance 2012-13 H-T 1-4
Blackgates Primary School	Ardsley & Robin Hood	94.6%	95.1%
East Ardsley Primary School	Ardsley & Robin Hood	96.2%	95.9%
Hill Top Primary School	Ardsley & Robin Hood	95.9%	96.9%
Robin Hood Primary School	Ardsley & Robin Hood	95.7%	95.6%
Thorpe Primary School	Ardsley & Robin Hood	94.5%	95.1%
Asquith Primary School	Morley North	95.8%	94.1%
Churwell Primary School	Morley North	95.8%	95.6%
Drighlington Primary School	Morley North	95.8%	95.1%
Gildersome Birchfield Primary School	Morley North	96.0%	95.3%
Gildersome Primary School	Morley North	96.1%	95.3%
Morley Victoria Primary School	Morley North	96.2%	95.7%
Fountain Primary School	Morley South	95.2%	95.7%
Morley Newlands Primary School	Morley South	95.6%	95.5%
Seven Hills Primary School	Morley South	95.6%	95.2%
St Francis Catholic Primary School Morley	Morley South	95.1%	95.0%
Westerton Primary School	Morley South	96.9%	95.9%
Carlton Primary School	Rothwell	96.3%	96.1%
Oulton Primary School	Rothwell	92.7%	94.0%
Rothwell C of E Primary School	Rothwell	95.4%	95.4%
Rothwell Haigh Road Infant School	Rothwell	95.3%	95.5%
Rothwell Primary School	Rothwell	96.0%	95.9%
Rothwell Victoria Junior School	Rothwell	96.9%	94.9%
St Mary's Catholic Primary School Rothwell	Rothwell	97.0%	96.7%
Woodlesford Primary School	Rothwell	96.4%	95.9%

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Report author: Aretha Hanson
Tel: 2474309

Report of Area Leader – South East Leeds

Report to South Leeds (Outer) Area Committee

Date: Monday 21st October 2013

Subject: Summary of Key Work

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Ardsley and Robin Hood Morley North Morley South Rothwell
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

This report presents an update on the key work taking place within the Outer South Leeds area, not covered elsewhere on the agenda.

Recommendations

The Area Committee is asked to:

- a) note the contents of the report and make comment as appropriate;
- b) approve the Outer South Area Committee Priorities and Actions (Appendix 1).

1.0 Purpose of this report

- 1.1 To bring to Members' attention in a succinct fashion, a summary of key work which the Area Support Team are engaged in based on priorities identified by the Area Committee, that are not covered elsewhere on this agenda. It provides opportunities for further questioning or the opportunity to request a more detailed report on a particular issue.

2.0 Background information

- 2.2 Members will recall at the July 2011 Area Committee, a revised title and format for this report was introduced based on proposed changes to the Leeds Initiative partnership and planning framework for the city in an effort to be more focused on current priorities.

3.0 Main Issues

3.1 Area Chairs Forum

- 3.1.1 The minutes of the meeting held on 28th June were approved at the meeting on 6th September 2013 and are attached at **Appendix 1**. The minutes from 6th September were approved at the meeting on Friday 4th October and are attached at **Appendix 1B**. The minutes of 4th October will be approved at the next meeting which will take place on 25th November 2013 and will be presented to a future Area Committee.

4.0 Outer South Area Committee Priorities and Actions

- 4.1 At the September 2012 Area Committee members agreed the development of a Business Plan that outlined all delegations, ward profiles and a Priorities and Action Plan setting out the main priorities of the Committee.
- 4.2 It was agreed at previous meetings that members would be provided with a refreshed version of the Priorities and Actions. This is attached for comment and approval at **Appendix 2**.

5.0 Updates by theme: Children & Families

5.1 Activities Fund Delegation

- 5.1.1 The Activities Fund Steering Group met on 19th September 2013 and draft minutes are attached at **Appendix 3**.
- 5.1.2 The Steering Group made a number of recommendations, including:
- a) that the fund be split based on the population by ward;
 - b) that the funding formula be based on a 20% split across the remaining school holidays (October, Christmas, February, and Easter) and after school activities;
 - c) that the proposed model be adopted.

- 5.1.3 Members were consulted on the recommendations and no objections were raised. The recommendations have now been progressed via the Delegated Decision route.
- 5.1.4 The Youth Matters Group was consulted on the model and a number of young people have expressed interest in being involved in the young people advisory group. The young people felt the model ensured they were involved at all stages. Comments included "It's good as we get a say on where the money is going" and "it's good as it's for us".
- 5.1.5 Area Support Team is working closely with partners to set up an advisory group of children and young people to support the delivery against the Activities Fund delegation.
- 5.1.6 The next meeting of the Activities Fund Steering Group is scheduled for 12th November 2013.

6.0 Updates by Theme: Sustainable Economy and Culture

6.1 Community Centres Sub Committee

- 6.1.1 The Community Centres Sub Committee last met on 15th May and draft minutes were presented to a previous Area Committee. The next meeting is scheduled for 6th November 2013 and minutes will be presented to a future Area Committee meeting.

6.2 The Point Steering Group

- 6.2.1 The Point Steering Group last met on 1st July 2013 and the minutes were presented to a previous meeting. The next meeting is scheduled for 25th November 2013 and minutes will be presented to a future Area Committee.

6.3 Morley Empty Shops Fund

- 6.3.1 The Morley Empty Shops Fund is available for shops in Morley and landlords can apply for a maximum of £2,600 towards the costs of replacing shop fronts. To date three premises have benefited from the fund and there is a remaining balance of £5,457.00 providing scope for a further two shop fronts.

7.0 Updates by Theme: Safer and Stronger Communities Board

7.1 Outer South Environmental Sub Group

- 7.1.1 The Outer South Environmental Sub Group met on 25th September 2013 and minute will be presented to a future Area Committee.

7.2 Community Safety

Partnership and priorities

- 7.2.1 The Safer Leeds Executive priorities for 2013/14 are as follows:
 - Strengthening the partnership approach to support a reduction in **domestic abuse**.
 - Continued focus on reducing domestic **burglary** and its impact across Leeds.
 - Effectively tackle and reduce **ASB** in our communities

- Improve our understanding of and approach to deal with **Child Sexual Exploitation**
- Reduce **re-offending**
- Deal with increased use of **legal highs and cannabis** in the city

7.2.2 The South Leeds Community Safety and Environmental Partnership met on 5th September. The meeting approved its revised Operating Principles and updates were provided on the action plan. The action plan has been circulated by email and Members are invited to comment on its progress via the Area Lead Member.

Key achievements

7.2.3 Burglary Reduction

The number of burglaries in Outer South wards remains low with all four wards in the bottom 12 wards across the city. City and Holbeck Division have now introduced a multi-agency approach to identify individuals who are at risk of becoming involved in burglary. The “Amber Nominals” meeting brings together partners to share intelligence about individuals and agree joint actions to reduce their offending.

7.2.4 Child Sexual Exploitation (CSE)

The September meeting of the South Leeds CSE Practitioners Forum agreed to focus on ensuring that services working with young people in South Leeds are adequately trained. The group discussed awareness raising in communities and will continue to develop ways this can take place at future meetings.

7.2.5 Area Lead role

Area Lead Members for Community Safety Safer Leeds are invited to attend a meeting with the Senior Management Team of Safer Leeds in October. The Chief Officer will provide an overview of the SL strategic priorities and explain roles of the members of SMT. This will further enhance the relationships between the Area Committee and Safer Leeds.

8.0 Updates by Theme: Health and Well being

8.1 The area Health and Wellbeing Partnership reviewed arrangements have now been confirmed as the approach by the core working group following consultation with wider membership. The South East Area Health Wellbeing Activity September Update is included at **Appendix 4**.

8.2 International Day of Older Persons

8.2.1 Area Committee approved funding for events to coincide with International Day of Older Persons. Two events took place one in Morley and one in Rothwell. Both events were well attended and reached nearly 400 older people.

8.2.2 The events formed part of a number of city wide events in celebration of the International Day of Older People. A number of organisations had stalls and provided information and advice to help older people to live in their own homes with comfort, dignity, and security for as long as they choose.

8.2.3 Refreshments and food was provided and those attending were entered into a prize draw in return for completion of an evaluation form. Area Support Team is working with event organisers to further analyse the evaluations. A selection of comments is attached at **Appendix 5**.

9.0 Updates By Theme: Housing and Regeneration

9.1 Conservation Audits

9.1.1 Following a further round of public consultation that ran from January to March 2012, all consultation responses are being reviewed and considered and amendments made to the appraisal and proposed boundary as appropriate. The project was discussed at Planning Board on 29 November 2012. The appraisal and boundary review may also be considered by Executive Board. If approved, the revised boundary will be designated and the appraisal will be adopted as a material consideration in the planning process.

10.0 Local updates

10.1 Community First Grants

10.1.1 Community First Grants are summarised at **Appendix 6**.

10.2 Strengthening Relationships between Town and Parish Councils

10.2.1 At the July 2013 Area Committee meeting Members agreed to establish a working group to agree options for strengthening links and report back to Area Committee.

10.2.2 The first meeting of the group is scheduled for 11th October 2013. An update will be provided to a future Area Committee.

10.3 Springbank & Moorlands NIP

10.3.1 The Springbank and Moorlands estate in Rothwell was identified as one of the Priority Neighbourhoods to receive a Neighbourhood Improvement Plan (NIP). As part of the NIP a Donkey Sanctuary Project proposal was taken to the steering group in January 2012 by Gildersome Primary School and £1,000 was allocated to the start-up costs of the Donkey Sanctuary. Gildersome Primary School has now advised that the project will not go ahead resulting in £1,000 being returned to the Wellbeing pot.

11.0 Corporate Considerations

11.1 Consultation and Engagement

11.1.1 Projects are developed to address priorities in the Area Committee Business Plan. The production of this plan is informed by Local Councillors and local residents. All projects developed are in consultation with Elected Members and local communities. Approval for any contribution from the Well being budget is received at the Area Committee.

11.2 Equality and Diversity / Cohesion and Integration

11.2.1 Community groups submitting a project proposal requesting funding from the Well being budget have an equal opportunities policy and as part of the application process, complete a section outlining which equality groups the project will work with and how equality and cohesion issues have been considered.

11.2.2 Internal and statutory partners are committed to equality and cohesion and all projects they are involved with will have considered these issues.

11.2.3 A light touch Equality Impact Assessments is carried out for all projects.

11.3 Council Policies and City Priorities

11.3.1 The projects outlined in this report contribute to targets and priorities set out in the following council policies:

- Vision For Leeds
- Children and Young Peoples Plan
- Health and Well being City Priority Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

11.4 Resources and Value for Money

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

11.5 Legal Implications, Access to Information and Call In

11.5.1 All decisions taken by the Area Committee in relation to the delegated functions from Executive Board are not eligible for Call In.

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

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

11.6 Risk Management

11.6.1 This report provides an update on work in the Outer South and therefore no risks are identifiable. Any projects funded through Wellbeing budget complete a section identifying risks and solutions as part of the application process.

12 Conclusions

12.1 The report provides up to date information on key areas of work for the Area Committee.

13.0 Recommendations

13.1 The Area Committee is asked to:

- a) note the contents of the report and make comment as appropriate;
- b) approve the Outer South Area Committee Priorities and Actions (Appendix 1);

14.0 Background documents¹

14.1 There is no background documents associated with this paper.

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

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**Area Chairs Forum
Friday 28th June 2013
Committee Room 4, Civic Hall**

Attendance:

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

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

Minutes: S. Warbis

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

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

50% allocated based on indices of multiple deprivation. There is a proposal for a 2 year review period to account for any demographic changes.

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

4.0 Review of ALMOs and Housing Management Arrangements

- 4.1 Martyn Long, Policy Manager – Corporate Support, attended to discuss the Review of ALMOs and Housing Management Arrangements and to begin discussions around links between Area Committees and local housing management / governance arrangements.
- 4.2 Following extensive consultation the decision had been taken last week at executive board to bring the housing management provision back to Leeds City Council in a city wide arrangement.
- 4.3 Two work streams are being developed to look at governance and tenant involvement / influence. It is being established who needs to be involved in discussions to take this forward. There is a need to make sure that there isn't a dilution of the tenant role and it needs to be established how Area Committees feel that they should be linked in.
- 4.4 It was pointed out that currently there were 10 Area Panels that included elected members, but that these were not currently directly linked to Area Committees. There is also member representation on ALMO boards but these

have no formal links to Area Committees.

- 4.5 It was suggested that housing management should be a regular item for Area Committee business. It was also pointed out that Area Committee capacity needed to be considered, particularly in light of the changes to Area Committee roles being established through the review of area working. There needs to be a channel of influence but a not formal role in managing housing stock.
- 4.6 It was raised that there was some disquiet amongst current ALMO directors and ALMO staff and that new structures and arrangements need to be put in place quickly.
- 4.7 It was raised that currently the ALMOs have differing practices and that it needed to be ensured that the merger led to levelling up and not down of standards of provision.
- 4.8 It was also stressed that there needed to be work to join up area priorities for Area Panels and Area Committees, and that opportunities should be taken for joint commissioning of services and activities to meet the needs of different communities.
- 4.9 Discussions are taking place between Area Leaders and Environment and Neighbourhoods officers to ensure that approaches to communities and housing are joined up.

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

- 5.1 Kathy Kudelnitzky tabled the draft response from the Customer Access and Performance directorate to the scrutiny report on Parish and Town Councils for discussion.
- 5.2 It was pointed out that this only had relevance to those Area Committees that had Parish Councils in their areas.
- 5.3 There are clear links with some of the recommendations in the report to work streams that had already been established through the review of area working.
- 5.4 Area Chairs were happy with the draft response that will be taken back to the Safer and Stronger Communities Scrutiny Board.

6.0 Workshop on Area Committee Meetings

- 6.1 A workshop took place, attended by Area Officers from the Area Support Teams, to discuss the current functioning of Area Committee meetings and to investigate what improvements could be made.
- 6.2 This followed recommendations within the review of area working which were drawn from discussions with the All Party Members Working Group, Area Chairs, Area Committees and officers.
- 6.3 Notes from the discussions can be found at appendix 1.
- 6.4 Feedback and recommendations will be brought back to a future meeting.

7.0 Any Other Business

7.1 Community Centres

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

Customer Access and Performance.

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

8.0 Date of Next Meeting

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

Area Chairs Forum – 28th June 2013
Workshop notes

Agenda Setting Process

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

Reports

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

Operation of Meetings

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

Shaping decisions

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

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

Attendance:

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

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

Minutes: S. Warbis

Attending for specific items: S. Wimsett

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

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

5.0 Report on Area Committee Working Arrangements

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

Kathy Kudelnitzky

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

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

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

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

7.0 Any Other Business

7.1 Health

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

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

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

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

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

7.7 Welfare Reform

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

7.9 Employment and Skills

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

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

7.12 Middleton Regeneration Framework

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

7.14 NEETS

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

7.16 Area Committee Delegations

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

**Cllr P.
Gruen**

7.18 Budgets

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

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

Area Chairs

7.21 Items for the next meeting

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

8.0 Date of Next Meeting

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

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Section 6: Outer South Area Committee Business Plan 2013/14 : Priorities and Actions

Contents

1. Business Plan Priorities and Actions

- Locality working priorities
- Delegated functions and priority work relating to those delegations
- Partnership working and priorities for action
- Work funded through the Wellbeing Budget and support given to local groups and organisations

2. Area Committee Champions

- The Area Leads elected by Area Committee

3. The Community Engagement Framework for 2013/14

- Outer South Older Persons Event
- Outer South Celebration Event
- Neighbourhood Improvement Officer
- Various galas and events
- Neighbourhood Planning
- Citizens Panel

1. Business Plan Priorities and Actions for 2013/14

(i). Integrated Locality Working Priorities:

Develop effective and efficient services which best meet the needs of the people and the places we live
Increase peoples' sense of influence in decisions affecting their lives and communities through open, fair and accountable neighbourhood driven processes.

(ii). Area Support Team Service Plan objectives and outcomes

Objectives

To support Area Committees in their leadership roles and to develop local delegations
To develop and implement Locality Leadership Teams
To effectively use information and intelligence to influence service delivery
To develop new working practices and new ways of thinking about service delivery in local areas
To develop and implement neighbourhood profiles

Outcomes

To develop strong and effective local leadership and governance arrangements that is responsive and accountable to the needs of local communities
To maximise the engagement of local people in the design and delivery of local services
To support the development of sustainable and resilient local communities
Maximise the use of local intelligence to improve our understanding of communities and their functions/characteristics so that services are targeted and tailored to meet need effectively and efficiently

3. Business Plan objectives and outcomes to improve services locally

These are detailed on the table below on how Wellbeing funds, partnership working and delegations to Area Committee are providing added value and service improvement to deliver specific outcomes.

Outer South Business Plan Objectives and Outcomes 2013/14

The table below outlines the Area Committee priorities and actions for 2013/14. This is what the Area Committee will do based on the new Locality Integrated Working Design Principles and follows outcome based accountability methodology. The Area Committee priorities will be reviewed annually.

RAG Rating: **Red** (no start/completion date confirmed), **Amber** (start date confirmed), **Green** (project started)

What will the Area Committee do to address this priority?	Who will deliver this?	By when?	What progress has been made?	What was the impact?	RAG Rating
Best City for Business					
<i>Leeds has started to recover from the recession, and we need to make sure jobs are created and that local people can access those jobs. We will make sure new developments create skills and opportunities through apprenticeships. Leeds will be an attractive place to visit and invest in, with cultural attractions for local people and visitors nationally and internationally</i>					
Objective 1: Support work that helps town and district centres remain commercially active and vibrant					
Support for Christmas Trees, lights and switch on events	Area Support Team Leeds Lights Parks & Countryside	December 2013	Area Committee funding secured for Christmas trees and lights	<ul style="list-style-type: none"> Increased footfall in local centres More local residents engaged in community activities 	Green
Using SLA from Environmental Delegation to ensure town and district centres are prioritised for cleaning after events have taken place	Environmental Services	On-going	Schedule of events supplied to Locality Team and clean ups organised after events have taken place	<ul style="list-style-type: none"> Cleaner local centres 	Green
Manage Morley Empty Shops Fund	Area Support Team Morley Town Centre Management Board	On-going	3 Shop fronts replaced in Morley Town Centre Funding available to complete a further 2 shop front projects	<ul style="list-style-type: none"> Enhanced appearance of shops Encourages more businesses to move into the area Increased footfall 	Green
Objective 2: Provide opportunities for people to get jobs or learn new skills					
Support initiatives to target NEETS (Not in Employment, Education or Training)	Employment & Skills Children's Services Area Support Team IGEN	On-going	Through SE NEET reduction Plan target and reduce NEET	<ul style="list-style-type: none"> Local people have an increased number of training opportunities available Local businesses engaged to support training opportunities for young people 	Green

What will the Area Committee do to address this priority?	Who will deliver this?	By when?	What progress has been made?	What was the impact?	RAG Rating
Provide information and guidance on training opportunities available through the Neighbourhood Improvement Officer	Area Support Team Neighbourhood Improvement Officer	On-going	Engaged with tenants and residents associations and signposted groups/individuals to opportunities available	<ul style="list-style-type: none"> • More people benefiting from training • Enabling local people to take up opportunities to gain skills • Work clubs established in local areas 	Green
<p>Best City for Communities <i>Our communities will get the backing they need to help local people lead their lives successfully. We will encourage community spirit and local activity but recognise that it will take high-quality public services working with local people to effectively tackle crime and anti-social behaviour. We will also keep our neighbourhoods clean and green</i></p> <p>Objective 3: Residents in Outer South have access to opportunities to become involved in sport and culture</p>					
Fund community based events. E.g. Morley Literature Festival, Rothwell 600, Christmas tree & Lights project	Area Support Team Local Groups Leeds Lights Relevant Town and Parish Councils	On-going	Festivals/galas have been held with further events programmed throughout the year	<ul style="list-style-type: none"> • More local residents are engaged in community events • Promotes local area • Increased knowledge of organisations and services 	Green
Provide small grants for local community groups to provide sporting and cultural activities	Area Support Team Neighbourhood Improvement Officer	On-going	Applications to small grants and Community First Panels being considered for projects in Outer South	<ul style="list-style-type: none"> • More local people involved in community activity and improving community cohesion 	Green
Support volunteering within our local communities	Provide information on getting involved with volunteering at all our events	On-going	More volunteers from the local area taking up opportunities to gain skills Area Committee allocated funding for annual “	<ul style="list-style-type: none"> • Events in local areas being delivered by volunteers • More people engaged and empowered 	Green
Provide guidance and promote to groups, external funding sources to support local projects	Area Support Team Neighbourhood Improvement Officer	On-going	Promotion at community forums and various meetings aiming to increase numbers of project applications in South East area	<ul style="list-style-type: none"> • Increased capacity of community groups/individuals • Funding secured to enable project delivery on identified community issues 	Green

What will the Area Committee do to address this priority?	Who will deliver this?	By when?	What progress has been made?	What was the impact?	RAG Rating
Objective 4: Neighbourhoods in Outer South are clean and attractive					
Environmental sub group to meet 4 times a year to monitor Environmental Services Delegation between the Area Committee and Locality Team and improve partner working	Area Support Team Environmental Sub Group Locality Team	Quarterly	2013/14 Service Level Agreement agreed July 2013	<ul style="list-style-type: none"> Cleaner/greener environment Improved partnership working Integrated workforce working better with local community through engagement and use of local intelligence 	Green
Deliver joint working schemes that address the issues highlighted through the Outer South Area Committee Environmental sub Group	Environmental sub group Locality Team	On-going	Area Committee funding approved for covert CCTV and patrols	<ul style="list-style-type: none"> Fixed penalty notices issued Evidence made available through covert CCTV to enable prosecutions 	Green
Support scrutiny of key performance indicators	Environmental Sub Group Area Support Team Locality Team	On-going	Reports provided to Environmental sub group	<ul style="list-style-type: none"> Improved service delivery 	Green
Objective 5: Help support a strong network of community groups that are able to contribute to improving their neighbourhoods					
Provide skips for community clean ups	Area Support Team	On-going	Funding allocated for skips from 2013/14 wellbeing budget	<ul style="list-style-type: none"> Cleaner/greener environment Increased community activities Enabling local community groups to have a direct impact on their surroundings 	Green
Support to 'in bloom' groups through funding	Neighbourhood Improvement Officer Area Support Team Parks and Countryside	On-going	In bloom and environmental groups continuing to work in local areas	<ul style="list-style-type: none"> Increase in local people involved in community activity, improving community cohesion. Improvements to the appearance of the area 	Green
Enable local community groups to have a direct impact on their surroundings	Neighbourhood Improvement Officer Area Support Team Locality Team	On-going	Links through TARAs/Neighbourhood Improvement Officer. Litter-pick areas identified and undertaken	<ul style="list-style-type: none"> Faster and co-ordinated response in addressing issues relating to environmental issues 	Amber

What will the Area Committee do to address this priority?	Who will deliver this?	By when?	What progress has been made?	What was the impact?	RAG Rating
Objective 6: Residents in Outer South are safe and feel safe					
Support programmes of work to reduce crime and anti-social behaviour	West Yorkshire Police	On-going	Area Committee funded projects: <ul style="list-style-type: none"> No cold calling zones Victim support – victims fund WYP off road bikes WYP Mountain bikes Target hardening (sheds) 	<ul style="list-style-type: none"> Residents empowered to deter rogue traders, nuisance calls and pushy sales people ultimately reducing the risk of doorstep crime Victims of crime supported and empowered to protect themselves Reduction in ASB caused by nuisance motorbikes Increased mobility of Police Officers Improved security of property 	Green
Objective 7: Communities are empowered and engaged and get on well together					
Develop Neighbourhood Improvement Plans in defined areas with residents at the core	Area Support Team Neighbourhood Improvement Officer Planning Team	On-going	Area Committee fund the Neighbourhood Improvement Officer and local neighbourhoods are identified with support in place.	<ul style="list-style-type: none"> Communities empowered to take greater control and make positive changes in their local communities Local residents directly influencing local service delivery Build community capacity Improved neighbourhoods Improved cohesion 	Green
Deliver an annual event (Community Heroes) that celebrates the contribution individuals/groups make to improving their neighbourhoods	Area Support Team	By 30 April 2014	Area Committee committed £1,500 of wellbeing budget to support delivery of event Planning for event in April 2014 underway	<ul style="list-style-type: none"> Networking opportunity for local residents/groups Promotes the work of individuals/groups Stronger communities Links to local networks Promotes learning from projects undertaken 	Amber

What will the Area Committee do to address this priority?	Who will deliver this?	By when?	What progress has been made?	What was the impact?	RAG Rating
Objective 8: Have an asset base which is fit for purpose					
Review of operational asset base in Outer South	Asset Review Panel Area Support Team Asset and Property Management Departments and Services	On-going	Regular meetings by Asset Review Panel to identify savings. Work with partner agencies and 3 rd sector to maximise use of assets Investigate options of community transfer where appropriate. Maximise investment in assets with long-term future	<ul style="list-style-type: none"> Reduce asset base by 20% Reduce costs Make best use of resources Provide "community hubs" 	Green
Support the community centres that we manage through the Outer South Community Centre's sub-group	Area Support Team Community Centres Sub Group Community Centres Team	On-going	Three meetings a year and Action Plan in place Reported through to Area Committee	<ul style="list-style-type: none"> Community Centres are well maintained Programme of work in place for repairs 	Green
Deliver Community Centres delegation with revised letting charges and rationalisation of centres	Community Centres Project Team	Anticipated completion by October 2013	All users contacted December 2012 Working with users/community groups in Outer South	<ul style="list-style-type: none"> Better use of community assets by local people and maximising income 	Green
Objective 9: Implement Action Plans for Priority Neighbourhoods					
Provide a range of ways for residents and partners to have their say about local priorities, for example linking in to the neighbourhood improvement plans for our priority neighbourhoods	Area Support Team Locality Team Key Partners Neighbourhood Improvement Officer	On-going	Through engagement with TARAs/community Groups better and closer working relationships between partners to allow issues to be addressed quicker and more financially efficient	<ul style="list-style-type: none"> More local people are involved in decision making and influencing service delivery Communities are empowered and engaged People get on well together 	Green

What will the Area Committee do to address this priority?	Who will deliver this?	By when?	What progress has been made?	What was the impact?	RAG Rating
<p>Best City For..... Children & Young People <i>Leeds will be a child-friendly city where the voices, needs and priorities of children and young people are heard and inform the way we make decisions and take action</i></p>					
<p>Objective 10: Provide a range of activities for young people across the Outer South</p>					
<p>Support the delivery of the Activities Fund Delegation by providing a wide and varied range of activities ensuring that children and young people are involved in planning, delivery and monitoring of activities</p>	<p>Activities Fund Steering Group Children & Young People's Working Group Area Support Team Children & Young People Breeze Team Voice & Influence Team</p>	<p>July 2013 to March 2014</p>	<p>Mini Breeze events funded Children & Young people involved in the planning, delivery and evaluation of activities Consultation with young people undertaken</p>	<ul style="list-style-type: none"> • Young people consulted about what activities they would like to see in their area • More young people engaged in positive activities • Reduction in isolated young people • Varied and wide range of activities that support children and young people 	<p>Green</p>
<p>Support the work of the clusters through the Children & Young People sub group to deliver a cohesive plan to engage with children and provide a number of opportunities for them</p>	<p>Area Support Team Children & Young People's Working Group</p>	<p>On-going</p>	<p>£20,000 Wellbeing funds allocated to clusters to support out of school activities</p>	<p>Children & young people have more opportunities to engage in out of school activities Partnership approach providing a better service for young people</p>	<p>Green</p>

What will the Area Committee do to address this priority?	Who will deliver this?	By when?	What progress has been made?	What was the impact?	RAG Rating
<p>Best City For.....Health and Wellbeing <i>There are a range of social, economic and environmental factors that affect people's health in Leeds, which means some people have poorer health than others. In Leeds, we will focus on housing, education, transport, green space, work and poverty and what we can do to help everyone have the best chance to be healthy. Health and social care services will work together better to help people stay active and independent for as long as possible and provide care when needed in local communities</i></p>					
<p>Objective 11: Residents in Outer South are active and healthy</p>					
Deliver projects to target health issues through Health Champions role/local health and wellbeing groups	Health Improvement Officer Neighbourhood Improvement Officer	On-going	List of stakeholders developed and contact being made gathering support for the programme Project plan developed LCC design team developing materials to support the programme First courses to be delivered autumn 2013	<ul style="list-style-type: none"> Local people explore health and wellbeing issues that are important to them and their communities Links are made to Leeds wide services and offers available to communities Local links are forged with health centres, leisure centre and voluntary sector groups Local people are given the opportunity to plan and deliver a project that will benefit their community 	Green
Support older people and healthy living groups	Area Support Team Neighbourhood Improvement Officer	On-going	Providing funding for activities such as luncheon clubs /armchair exercise	<ul style="list-style-type: none"> More activities taking place More people involved in day trips, luncheon clubs and exercise Reducing isolation 	Green
Continue to fund the Garden Maintenance scheme	Morley Elderly Action	On-going	Funding approved for a further three year period 2013 to 2016	<ul style="list-style-type: none"> Subsidised scheme to enable gardens of the elderly/disabled to be maintained Residents signposted for help and advice when needed Prevention of trips and falls through well maintained gardens Reduces isolation of the elderly 	Green

What will the Area Committee do to address this priority?	Who will deliver this?	By when?	What progress has been made?	What was the impact?	RAG Rating
Objective 12: Reduce the impact of Welfare Reforms					
Deliver Financial Fitness Programme in Outer South Leeds	West Yorkshire Trading Standards Public Health Welfare Reform Working Group	On-going	Staff briefing sessions planned with the aim of developing community courses	<ul style="list-style-type: none"> Increases local knowledge of the impact of welfare reforms, loan sharks, budgeting, general financial awareness 	Green
Objective 13: Vulnerable members of the community are able to live independently at home					
Hold an event to celebrate the contribution older people make to our communities	Area Support Team	4 October 2013	Area Committee approved £2,000 to deliver events to coincide with International Day of Older People. Partners engaged to deliver information sessions at two events to be held in Morley and Rothwell	<ul style="list-style-type: none"> Wide range of services committed to having a stall and providing information to older people Older people can have access to services Raising awareness of activities available to older people Reduce isolation of elderly residents 	Green

2. Area Committee Leads 2013/14

The following Ward Members were elected as Area Committee Leads 2013/14

- (i) **Environment & Community Safety:** Cllr Karen Bruce
- (ii) **Children's Services:** Cllr Bob Gettings
- (iii) **Employment, Skills & Welfare:** Cllr Neil Dawson
- (iv) **Public Health & Wellbeing:** Cllr Shirley Varley
- (v) **Adult Social Care and Community Health:** Cllr Karen Renshaw
- (vi) **Corporate Carer:** Cllr Bob Gettings

The following Ward Members were elected to represent Area Committee on Cluster Partnership Groups

- (i) **Ardley & Tingley:** Cllr Karen Renshaw; Cllr Judith Elliott
- (ii) **Morley:** Cllr Neil Dawson; Cllr Robert Finnigan; Cllr Bob Gettings
- (ii) **Rothwell:** Cllr Karen Bruce; Cllr Stewart Golton; Cllr Lisa Mulherin

The following Ward Members were elected to represent Area Committee on these Boards or Working Groups

- (i) **Outer South Community Centres:** Cllr Bob Gettings, Cllr Lisa Mulherin; Cllr Judith Elliott
- (ii) **Children & Young People's Working Group:** Cllr Bob Gettings; Cllr Lisa Mulherin; Cllr Karen Bruce; Cllr Neil Dawson
- (iii) **Activities Fund Steering Group:** Cllr Bob Gettings; Cllr Lisa Mulherin; Cllr Karen Bruce; Cllr Neil Dawson
- (iv) **Environmental Working Group:** Cllr Robert Finnigan; Cllr Shirley Varley; Cllr Karen Renshaw; Cllr Karen Bruce

The following Ward members were elected to represent Area Committee on the following Outside Bodies:

- (i) **Morley Town Centre Management Board:** Cllr Judith Elliott; Cllr Robert Finnigan; Cllr Neil Dawson
- (ii) **Morley Literature Festival Committee:** Cllr Judith Elliott; Cllr Bob Gettings; Cllr Shirley Varley
- (iii) **Outer South ALMO Area Panel:** Cllr David Nagle; Cllr Jack Dunn

(vi) Citizens Panel

The Council continues to recruit to the citizen's panel with a target figure of 6,000 people. It has reached just over 4,200. Area Committee will receive regular updates on the feedback from the citizens panel on issues of local importance.

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Notes

Present:	
Cllr Bruce (Chair)	Ward Member
Aretha Hanson	Area Support Team
Vicki Marsden	Children's Services
Erica MacMahon	Rothwell Cluster
Nazia Hussain	Morley & CATSS Cluster
Glen O'Malley	Youth Service
Apologies	
Cllr Gettings	Ward Member
Cllr Dawson	Ward Member
Cllr Mulherin	Ward Member

2. Minutes and matters arising from 10th July 2013

- 2.1 Minute 2.3 : decision to split equally by ward or by population could not be agreed at Area Committee on Monday as the meeting was inquorate. A decision will be progressed via Delegated Decision.
- 2.2 Minute 3.1: Not all school councils have been elected yet. EMcM will consult through September.
- 2.3 Minute 3.1: Consultations have been place in Morley & CATSS Cluster.
- 2.4 The minutes are agreed as an accurate record.

3. Activities Fund Split

- 3.1 The decision on split of funds will be progressed via Delegated Decision. The group recommended a split based on population which would ensure that young people get an equal amount regardless of what ward they are in.

4. Consultation information

- 4.1 The group looked at the consultation information (**Appendix A**). It was noted that there had been a good number of young people involved in the consultation over the summer holidays, with 643 returns.
- 4.2 Nazia will share additional cluster data so that information can support the 8-10 age range information. Vicki to combine with consultation information.
- 4.3 Vicki to ensure contact information provided via consultation exercise is included in a database so that young people can be contacted and engaged in any further consultation.

- 4.4 The group discussed the proposed model (**Appendix B**) and put forward recommendations for the allocation of spend to the end of the year. Recommendations are as follows:

Outer South Area Committee Activities Fund Delegation 2013/14					
		Ward Split 8-17 Population (10,080)			
		2666	2464	2355	2595
		Ardsley & Robin Hood	Morley North	Morley South	Rothwell
Income	£30,116.00	£7,965.20	£7,361.69	£7,036.03	£7,753.08
Expenditure					
Mini Breeze Events August 2013		£3,750.00	£1,875.00	£1,875.00	
Total spend against projects	£7,500.00	£3,750.00	£1,875.00	£1,875.00	
Balance Remaining per ward September 2013	£22,616.00	£4,215.20	£5,486.69	£5,161.03	£7,753.08

- 4.5 Approval for these proposals to be sought via Elected Members and ratified by Delegation Decision. Aretha to action and inform group of outcome as soon as possible.
- 4.6 Clusters informed the group that there were currently applications to deliver activities over the October holidays. These had not progressed because there were no funds available to pay for them.
- 4.7 Given the short time available to implement the proposed model it was recommended that for the October holidays, already existing children & young people groups would be asked to review activity applications and make recommendations for activities. Activities provided should reflect the results of the consultation. Recommendations will be shared via email with Activities Fund Steering Group Elected Members for final approval.
- 5.0 **Procurement**
- 5.1 Sarah provided an outline of the simplified procurement strategy. It was recommended that the Activity Fund be used as a pilot to test the procurement strategy with the aim of commissioning services effectively to achieve better outcomes.
- 6.0 **Next Steps**

- Funding split by based on population per ward to be approved by delegated decision. Aretha to action & confirm outcome
- For October half term activities, existing young people groups to review applications for activities already held by clusters and make recommendations to Steering Group
- YP recommendations to be shared with Steering Group for approval of activities
- YP to monitor and evaluation activities provided and feedback to activities group
- Invitation to providers to go out for Christmas, February, Easter and after school activities
- Paperwork to be developed
- Naz/Erica to share existing Cluster application form, guidance and SLA

- Funding formula for remainder of year to be split 20% across remaining holidays and after school (October, Christmas, February, Easter and after school). This is subject to final approval of fund split so is subject to change. The following is based on population split:

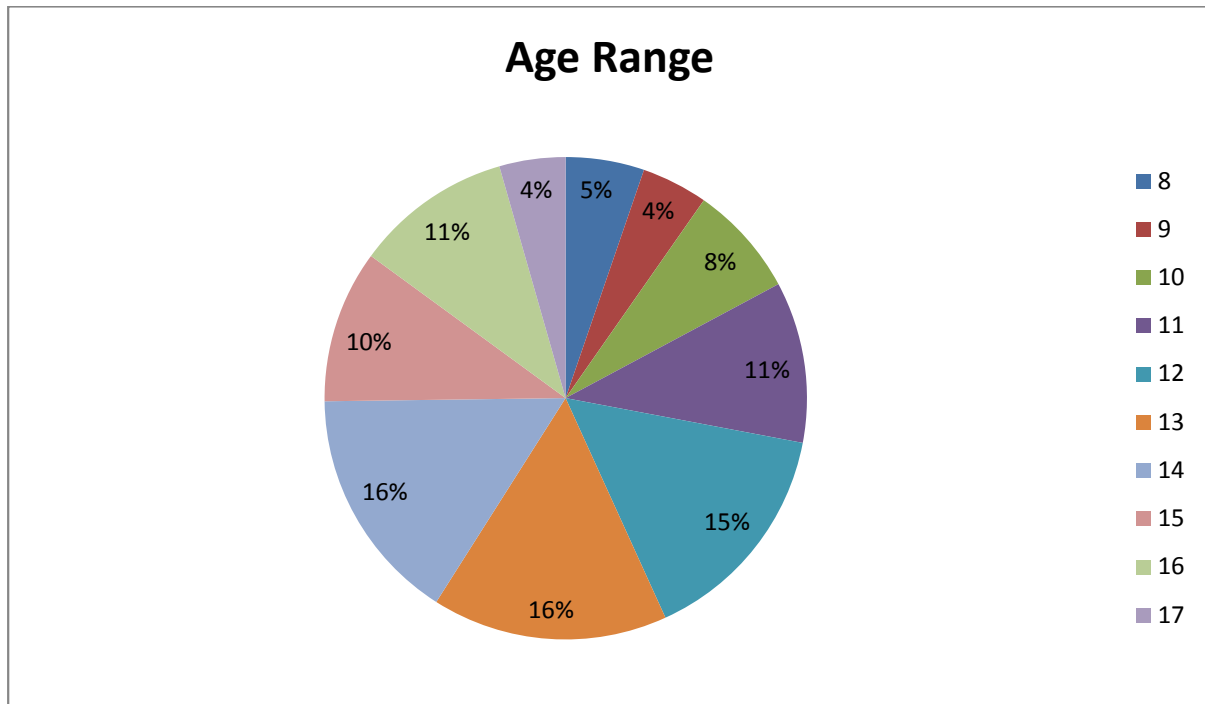
Funding formula for 2013/14					
		Ward Split 8-17 Population (10,080)			
		2666	2464	2355	2595
		Ardsley & Robin Hood	Morley North	Morley South	Rothwell
Income	£30,116.00	£7,965.20	£7,361.69	£7,036.03	£7,753.08
Mini Breeze Events August 2013		£3,750.00	£1,875.00	£1,875.00	
Remaining balance	£22,616.00	£4,215.20	£5,486.69	£5,161.03	£7,753.08
October 2013 school holidays	20%	£843.04	£1,097.34	£1,032.21	£1,550.62
Christmas 2013 school holidays	20%	£843.04	£1,097.34	£1,032.21	£1,550.62
February 2014 School holidays	20%	£843.04	£1,097.34	£1,032.21	£1,550.62
Easter 2014 School holidays	20%	£843.04	£1,097.34	£1,032.20	£1,550.61
After school activities November 2013 – April 2014	20%	£843.04	£1,097.33	£1,032.20	£1,550.61
Total spend 2013/14	£30,116.00	£7,965.20	£7,361.69	£7,036.03	£7,753.08

- Develop project plan
- Notes from this meeting to be shared with Steering Group Elected Members for approval
- Delegated Decision to be progressed so that work outlined can be taken forward
- Next meeting of Activities Fund Steering Group 1.00 pm on 12th November at Dewsbury Road

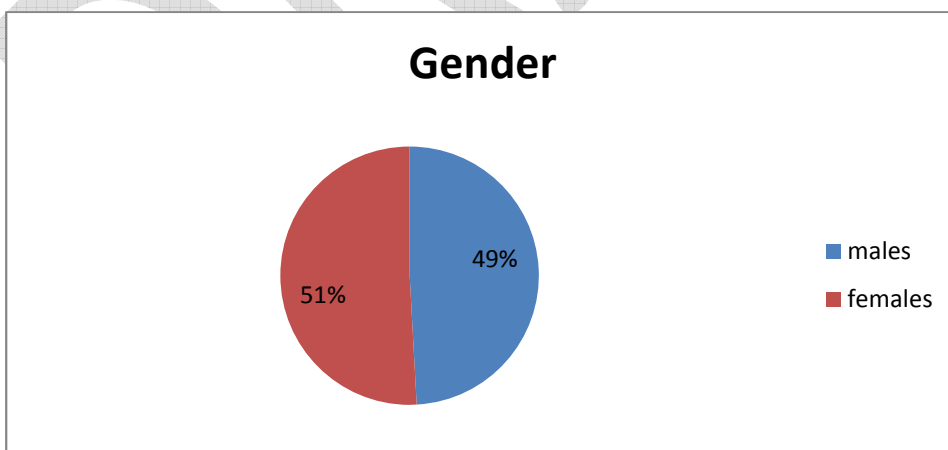
The Activities Fund Steering Group agreed to undertake a consultation through the activities that took place over the Summer 2013 holiday period.

643 Children & Young People up to the age of 17 took part in the consultation. The results for this age group are detailed below.

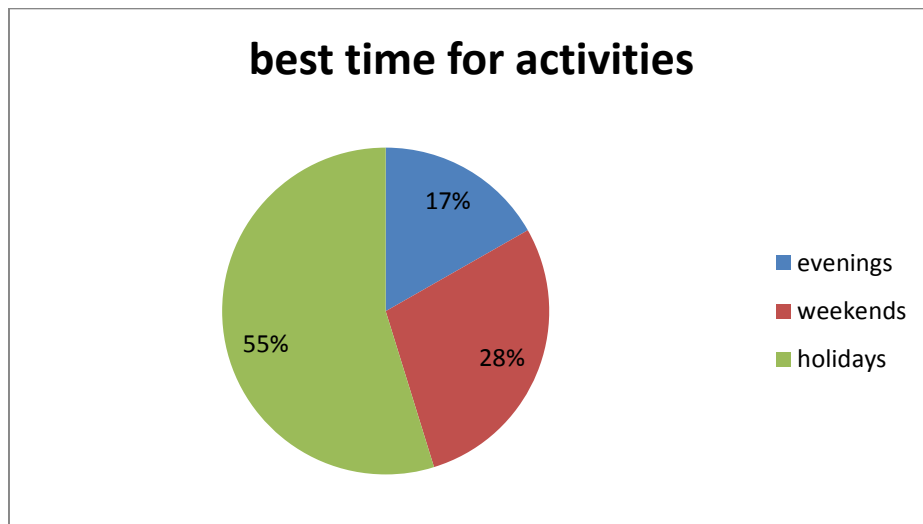
1) Age range of children/young people consulted (233 under 11's age was not included)



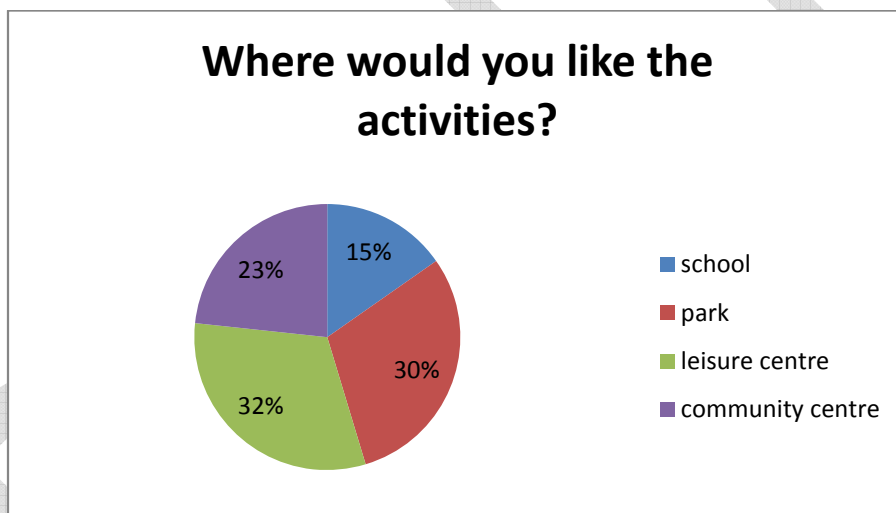
2) Breakdown by gender (233 under 11's gender was not included)



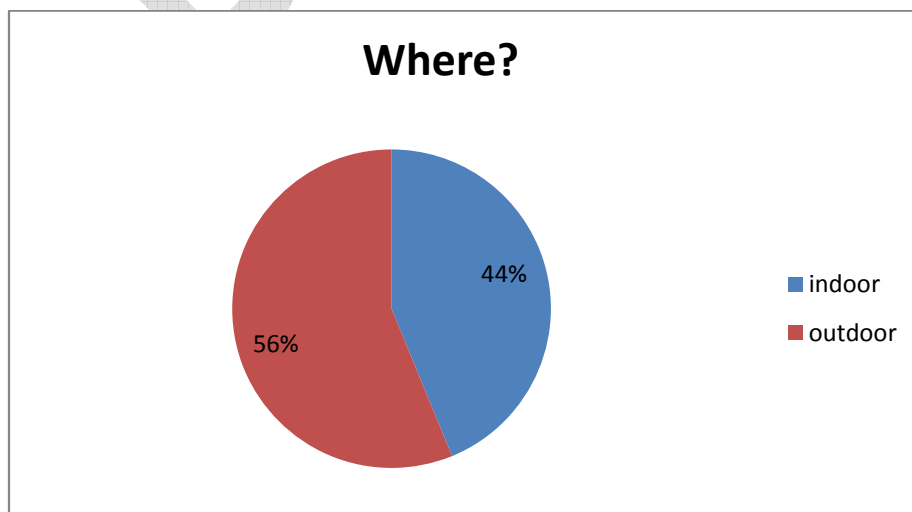
3) Children and young people were asked what would be the best time for activities.



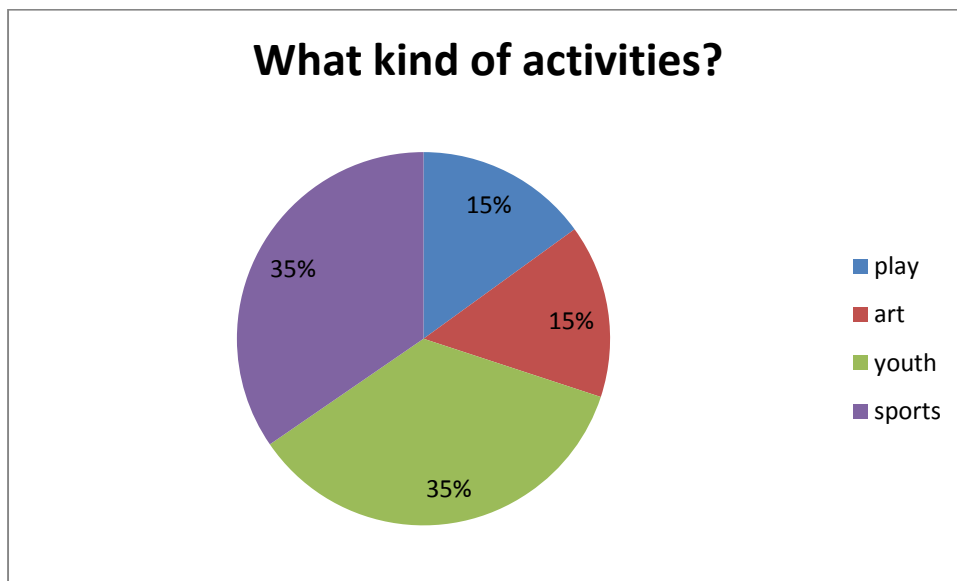
4) Where would you like the activities to be offered?
28 under 11's were consulted, and 212 over 11.



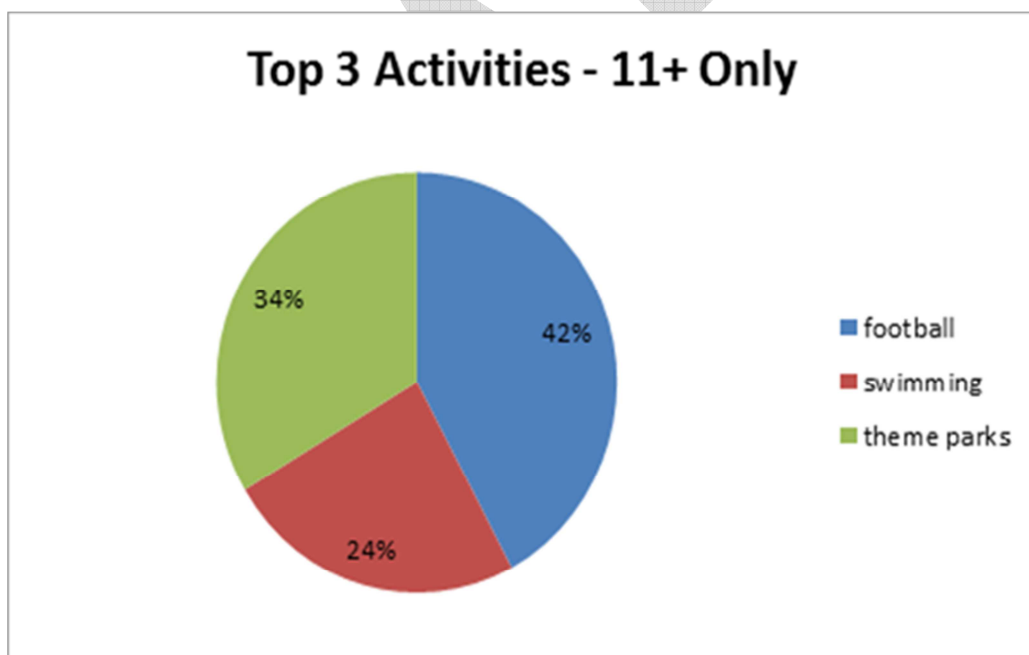
5) Where would you like these to be?
28 under 11's were consulted, and 212 over 11.



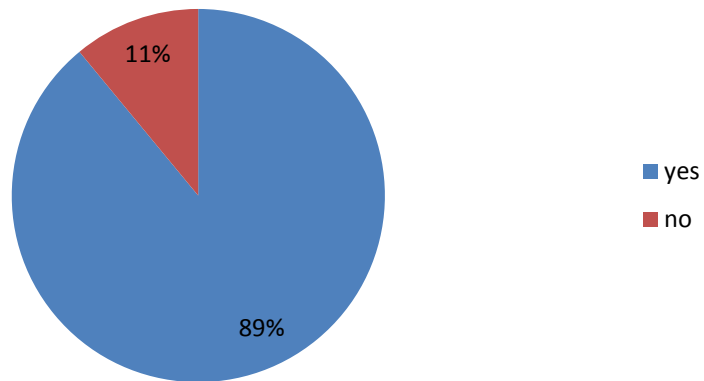
- 6) What kind of activities would you like to be involved in?
28 under 11's were consulted, and 212 over 11.



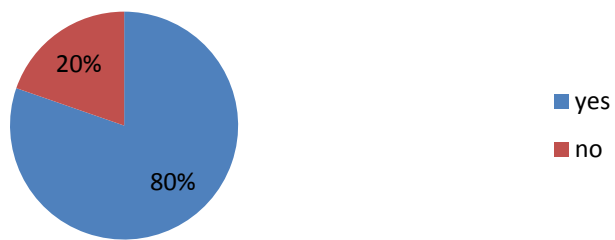
- 7) Participants were also asked to list their top 3 activities



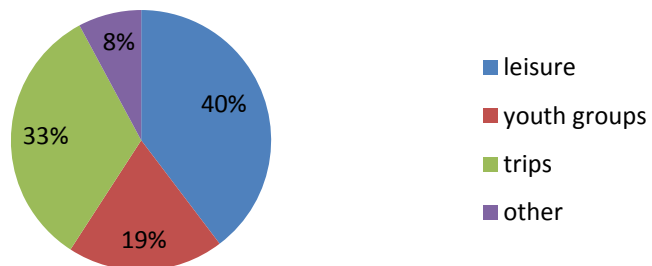
Do you have a Breeze Card? 11+ only



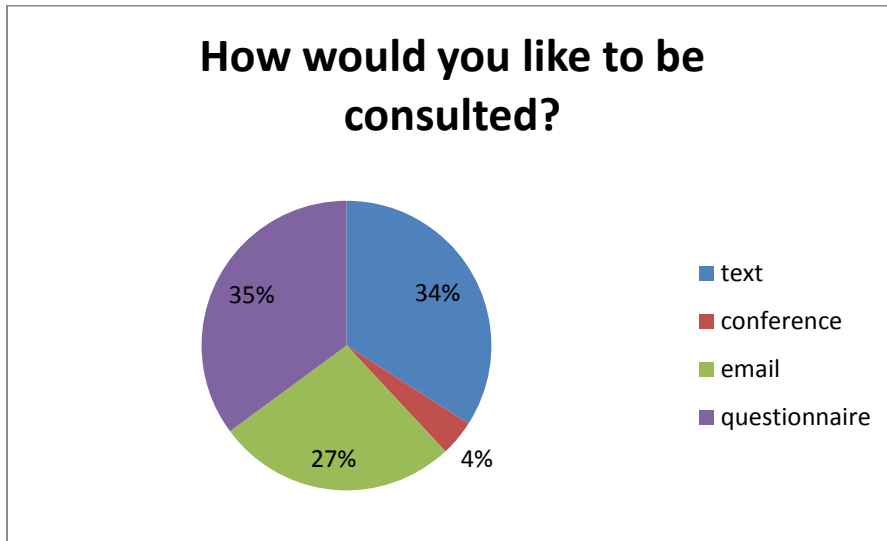
Do you use your Breeze Card? 11+ only



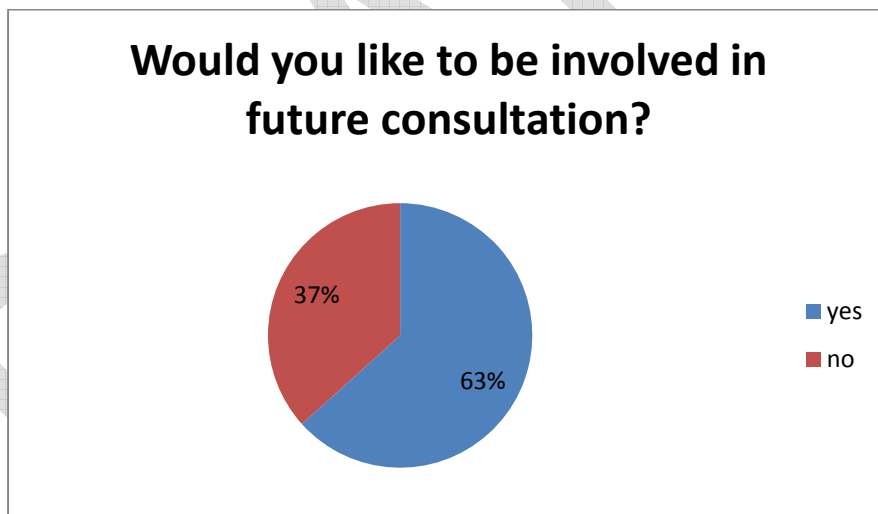
Which activities do you use your breeze card? 11+ only



- 8) How would you like to be consulted?
28 under 11's were consulted, and 212 over 11.



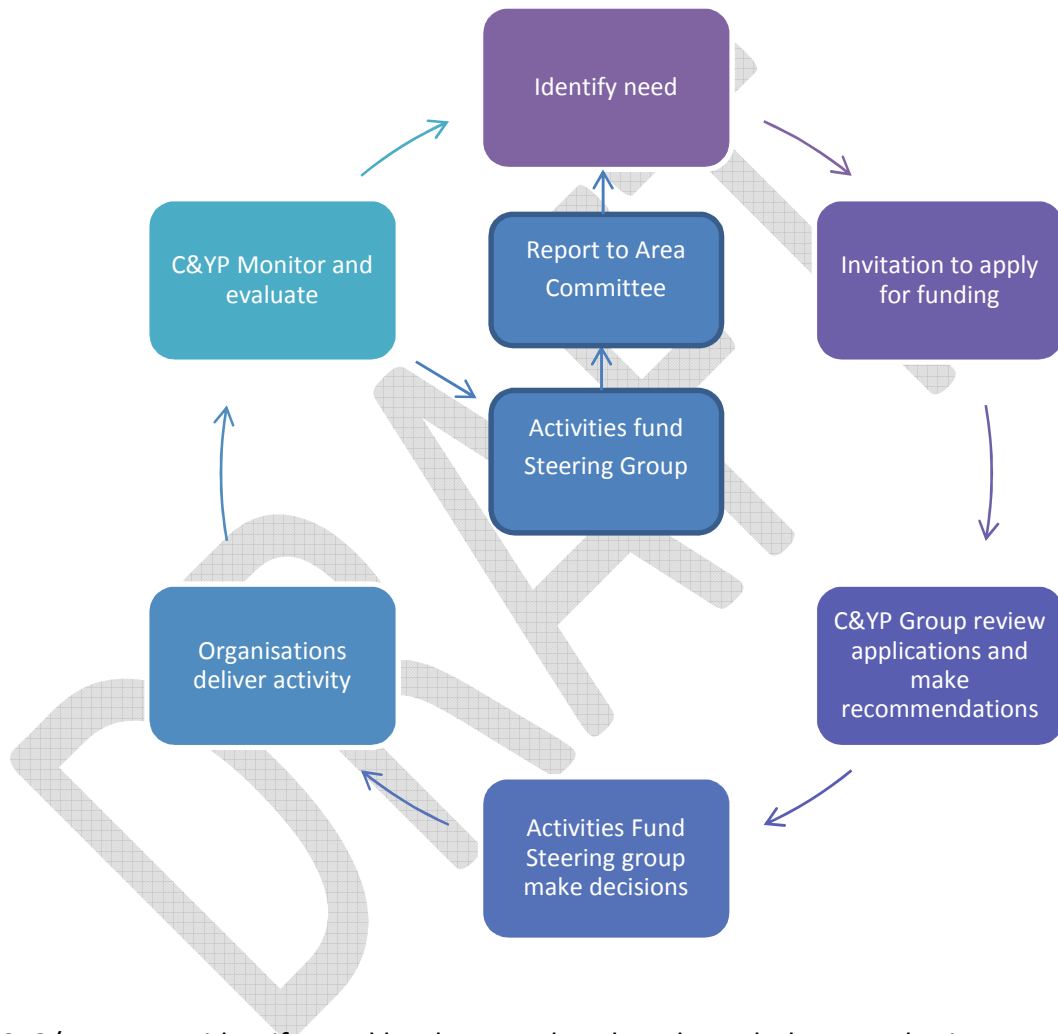
- 9) Would you like to be involved in future consultation?
28 under 11's were consulted, and 212 over 11.



Proposed Model for 2013/14

The Outer South Area Committee is charged with delivering a programme of activities and ensuring that children and young people are involved in the planning, decision making and evaluation of those activities.

The chart below proposes a model that will allow organisations to put in a tender to deliver activities and ensure that children & young people are engaged in the process. This model could be used as a trial for the remainder of 2013/14. A review of the model will take place in March /April 2014 with a view to making any enhancements in preparation for the 2014/15 Activities Fund.



For 2013/14, step 1, identify need has been undertaken through the consultation over the Summer period.

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South East Area Health and Wellbeing Activity Update September 2013

1. **Alcohol and related community safety harm reduction programme:** the licensing guidance framework developed for inner south has been endorsed as an example of best practice by the drugs and alcohol management board and led to interest to develop similar guidance by services and agencies in West and North Leeds. We have begun holding meetings with applicants to place restriction measures on any new and revised licensing applications for LS10/11. The intention is to review impact of the guidance one year on from implementation. A further change in relation to licensing is the opportunity now for any person to put in a representation to applications whereas previously you had to be living within the vicinity of proposed off license.

Work is now underway to develop joint arrangements between health treatment providers and police to support individuals known to both agencies. Initially the task is to establish a baseline of information following a data sharing agreement.

2. **The Niche Tobacco project** (chewing and shisha water pipes) led by the SE health and wellbeing team has been running now since December 2012 in Beeston, Harehills and Hyde Park. It has had a great deal of interest from both Council and NHS staff leading to changes being made to forms used to improve recording of wider use of tobacco products. Briefing sessions are also being run for voluntary sector staff and communities, both of which continue to be well attended with demand for cessation support gradually increasing. There is now a dedicated worker within Leeds Smoking Cessation Service. Groups have been set up in community venues where a need has been identified

A multi-agency working group has been set up to look at retailer education and enforcement. Trading Standards are looking to carry out retailer awareness visits during the autumn months with a view to follow up visits in a further 6 months to check messages have been taken on board. At this stage of the project it is clear that awareness of the dangers of using these products is extremely low with both community members and professionals and that any information or resource to increase understanding is greatly received by both. Secondly we have a lack of intelligence in relation to locations in South East Leeds where shisha is being used and would welcome any knowledge from local agencies and their staff on places to target.

Concerns on usage of e-cigarettes in the workplace (which are meant as a quit smoking device with reduced levels of nicotine) have been expressed by staff in schools and local centres. Also similarly sales of shisha pens are on the increase with little known by users of the dangers of these smokeless tobacco products.

3. **Leeds Let's Get Active** - is a Leeds Council Leisure Services programme of free activities. Free gym and swim sessions are available across all leisure centres in Leeds. (see attached leaflet and information on venues and sessions).

4. **The Multi Agency Referral Scheme (MARS)** with support from the LCC corporate centre is to be trialling an electronic version. The trial will be undertaken in Middleton and Bramley from November 2013 for 6 months with plans to roll out further next year in target areas with high premature mortality rates.
5. **Mental Health and Wellbeing Multi Agency Activity:** following on from the area partnership having looked at the issue of mental health a workshop was held in South Leeds and subsequently key actions to progress work locally were agreed. A steering group with members from the area partnership has been established with an overarching aim to better inform and influence commissioned activity. The key strands of work in the action plan being progressed include having an understanding of current service provision, gaps and capacity issues; building workforce and community capacity to equip frontline workers and communities to have confidence to access services and make referrals; to develop joint partnership arrangements to support agencies with limited capacity to target the most vulnerable.
6. **Welfare Reforms and Financial Inclusion Activity:** the SE welfare reforms working group which includes involvement of our locality health and wellbeing team have developed a number activities to support this agenda. Activities include staff briefing sessions that have started to take place in relation to the Leeds Financial Fitness Project that was commissioned with funding from public health as a contribution to work. The first session was held at Beeston Community Village Centre in July 2013. Two further staff briefing sessions will be taking place in inner South Leeds in the coming month and details are available from the area support team, who are leading this work. Community courses aimed at local residents will be starting in September 2013.

The working group has also been looking at increasing IT access points and have commissioned Aire Valley Homes to establish further computer points in preparation for changes to benefits and making claims on line. The working group is now in the process of establishing a SE debt forum.

7. **Health is Everyone's Business (HIEB)** is a workforce health capacity building programme aimed at frontline workers that are being rolled out by our locality health and wellbeing team. Children Centre staff from across inner south have taken the lead in attending the briefings. Further sessions on a range of health and wellbeing topics have also been run including alcohol awareness, promoting Leeds Lets Change, Healthy Early Start, and the wellbeing portal. If you would like your frontline workers to attend a HIEB briefing they can go through the Councils on line training system or contact our locality team who are based at Dewsbury Rd One Stop Centre.
8. **Community Capacity Building:** Development of a volunteer community health champion programme is underway in Morley, with the aim of increasing local resident's knowledge of health and wellbeing. The programme aims to promote key health messages, address wider determinants of health and support the self-

care agenda. Meetings have taken place with organisations and groups that are based in the area to raise awareness of the programme of work. These meetings are to be followed up in early October with the aim of promoting the programme further with community members attending the groups. Three initial sessions have been booked on 21st, 22nd and 23rd October at Drighlington Meeting Hall, Gildersome Baptist Church and St Peter's Church Hall and these are then to be followed by a further four sessions aimed at exploring the issues that local community members raise for their area.

9. **Leeds South & East Clinical Commissioning Group and Leeds West Clinical Commissioning Group** (covering the Morley area), are key partners in addressing health inequalities and improving health in Leeds South and East. Current priorities include working with local GP practices to manage long-term conditions and support healthy lifestyles, as well as signposting and supporting community health and wellbeing initiatives. The CCGs are also developing its strategy and commissioning plans with a key focus on improving health, including local priorities on alcohol, respiratory disease and improving rates of cancer screening in local communities.

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Outer South Area Committee

Selection of comments from the Older Person Event evaluation forms

- Very good atmosphere, all the stalls people were friendly, approachable, informed but not pushy.
- Blood pressure taken – must visit doctors
- Keep up the good work
- A very interesting day
- I found it very useful and well worth a visit
- Enjoy the day, very helpful advice about dementia, good tea and cakes, and nice staff
- Good to have chat with stall holders about alzheimers, which my husband has had for nearly 7 years
- Very good information from caring people
- Excellent job, well done
- It's a good idea to be given access to all this information, and should have more of these occasions for all to meet up and discuss all
- Useful to have an information day for the local community so they can ask questions and talk face to face with people
- Very informative and enjoyable, hopefully an annual event – everything in one place
- I think it's amazing, such a variety and number of agencies of help. I am 84, still mobile, wasn't aware so much help when needed
- Each stall very helpful and informative
- I have enjoyed the morning and all the help – had new tubes put in my hearing aids
- Fire alarms to be fitted by the fire brigade
- I have picked up a lot of information which I will absorb at my leisure
- I enjoyed the day, very good, lots of information and friendly advice

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Community First Panels

Morley South Community First Panel

From an allocation of £33910 the following grant requests have been submitted by the panel.

Funded Group	Recommended Amount	Paid Amount	Disposition	Final actual spend
Morley Cricket & Sports Club	630.00	630.00	Approved	0.00
Tingley Methodist Church	1,400.00	1,400.00	Approved	2,000.00
Morley Camping venture	1,000.00	1,000.00	Approved	0.00
Morley Literature Festival	1,200.00	1,200.00	Approved	0.00
Tingley Crescent Residents Association	1,260.00	1,260.00	Approved	0.00
Morley Rugby Football Club	1,010.00	1,010.00	Approved	1,010.00
Morley Amateur Operatic Society	1,992.00	1,992.00	Approved	0.00
St peters Church Hall users Group	2,500.00	2,500.00	Approved	2,500.00
12th Morley Scout Group	800.00	800.00	Approved	800.00
Morley Camping venture	500.00	500.00	Approved	500.00
Newlands methodist Church	400.00	400.00	Approved	0.00
Siegen Close Residents association	420.00	420.00	Approved	420.00
St Andrews Community Hall Steering Group	2,300.00	2,300.00	Approved	2,300.00
St marys United Reformed Church	1,000.00	1,000.00	Approved	0.00
Morley Town AFC	500.00	500.00	Approved	500.00
Morley Bluebell Majorettes	1,290.00	1,290.00	Approved	1,290.00
Morley Murals	500.00	500.00	Approved	0.00
Kidz n co	301.00	301.00	Approved	2,132.00
Finance and Property Group	600.00	600.00	Approved	0.00
Grand Total	19,603.00	19,603.00		13,452.00

Ardasley & Robin Hood Community First Panel

From an allocation of £50865 the following grant requests have been submitted by the panel.

Funded Group	Recommended Amount	Paid Amount	Disposition	Final actual spend
Girlguiding Lofthouse	1,250.00	1,250.00	Approved	0.00
East Ardsley In Bloom	712.20	712.20	Approved	0.00
Hilltop Good Companions	1,500.00	1,500.00	Approved	0.00
Lowry Road In Bloom	1,300.00	1,300.00	Approved	0.00
Tingley TARA Tenants and residents Association	2,350.00	2,350.00	Approved	0.00
East Ardsley United Cricket Club	1,600.00	1,600.00	Approved	0.00
Lowry Road in Bloom	1,000.00	1,000.00	Approved	0.00
Meadows in Bloom	1,000.00	1,000.00	Approved	0.00
Winthorpe Residents Association	1,058.00	1,058.00	Approved	0.00
St gabriel's Youth and Community Group	1,500.00	1,500.00	Approved	0.00
St Gabriels Community Centre	299.00	0.00	Pending	0.00
Robin Hood Residents Association	1,500.00	1,500.00	Approved	1.50
Lowry Road In Bloom	1,500.00	1,500.00	Approved	1,500.00
Christ Church Lofthouse PCC Graveyard Group	1,485.59	1,485.59	Approved	878.95
Silhouettes Majorette Dance Troupe	1,000.00	1,000.00	Approved	0.00
East Ardsley United Cricket Club	1,100.00	1,100.00	Approved	1,100.00
East Ardsley In Bloom	1,218.00	1,218.00	Approved	0.00
East Ardsley Community Centre Association	1,050.00	0.00	Approved	0.00
Girlguiding Lofthouse	1,250.00	1,250.00	Approved	0.00
2nd Morley East Ardsley Scout Group	1,260.00	1,260.00	Approved	0.00
Grand Total	24,932.79	23,583.79		3,480.45

Status Explained
Pending or Approved.

'Pending' means the project has only recently been submitted to CDF and needs to be processed, or that the group have not yet returned their grant acceptance form to CDF.

'Approved' means that the group have returned their grant acceptance, so if it is 'Approved' but without a payment it either means that it is scheduled for payment shortly, or that there is a query relating to the payment details.

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

Report to: South Leeds (Outer) Area Committee

Date: Monday 21st September 2013

Subject: Outer South Area Committee Well being Budget Report

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	Ardsley & Robin Hood Morley North Morley South Rothwell	
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

This report seeks to provide Members with:

1. Details of the Wellbeing Budget position.
2. An update on both the revenue, capital and activities fund elements of the Wellbeing budget.
3. Details of revenue funding for consideration and approval.
4. Details of revenue projects agreed to date which link to the priorities and actions in the Area Committee Business Plan (Appendix 1).
5. Members are also asked to note the current position of the Small Grants Budget.

Recommendations

Members of the Outer South Area Committee are requested to:

- a) note the contents of the report;
- b) note the position of the Wellbeing, capital and Activities fund elements of the wellbeing budgets as set out at 3.0.
- c) note the revenue projects already agreed as listed in Appendix 1;
- d) consider the project proposals detailed in 4.0;
- e) note the Small Grants situation in 5.0.

1. Purpose of this report

1.1 This report seeks to provide Members with:

- a) Details of the Wellbeing Budget position.
- b) An update on both the revenue, capital and activities fund elements of the Wellbeing budget.
- c) Details of revenue funding for consideration and approval.
- d) Details of revenue projects agreed to date which link to the priorities and actions in the Area Committee Business Plan (Appendix 1).
- e) Members are also asked to note the current position of the Small Grants Budget.

2 Background information

2.1 Each Area Committee has been allocated a Wellbeing Budget which it is responsible for administering. The aim of this budget is to support the social, economic and environmental wellbeing of the area by using the funding to support projects that contribute towards the delivery of local priorities.

2.2 Wellbeing funding cannot be paid retrospectively. An application form must be submitted and approved by the Area Committee before activities or items being purchased through Wellbeing funding are completed or purchased.

2.3 Members are reminded that due to the timescales required for the scrutiny and processing of documentation prior to submission to the Area Committee that the deadline for receipt of completed application forms is at least five weeks before an Area Committee.

3.0 Well Being Budget Position

3.1 Revenue funding available for 2013/14

3.1.1 The revenue budget approved by Executive Board for 2013/14 is £183,790.00. **Table 1** shows a carry forward figure of **£63,779.29** and funding of £10,508.53 which is attached to on-going projects that was not spent in 2012/13. The total amount of revenue funding available to the Area Committee for 2013/14 is therefore **£237,060.76**.

3.1.2 The Area Committee is asked to note that **£173,394.17** has already been allocated from the 2013/14 Wellbeing Revenue Budget as listed in **Appendix 1** and the remaining overall balance is **£63,666.59**.

3.1.3 Activities Fund Delegation of £30,116 is included at **Table 3** and this shows the breakdown of spend against this budget. The remaining balance is **£22,616.00**

Table 1 : Revenue Well being Budget		2013/14			
INCOME	183,790.00				
Roll Forward	63,779.29				
Less projects carried forward from 2012/13	-10,508.53				
TOTAL	237,060.76				
Area Wide Projects					
Sustainable Economy and Culture	8,200.00				
Small Grants Scheme	£5,000.00				
Communications Budget e.g. printing, meetings	£1,000.00				
Financial Fitness Programme	£2,200.00				
Safer And Stronger Communities	£61,032.41				
Support for Community Safety Off Road Bikes	£1,976.00				
Victims Support – Victims Fund	£1,000.00				
Priority Neighbourhood Worker	£20,402.40				
Site Based Gardeners	£35,654.01				
Community Skips	£2,000.00				
Health and Well Being	£36,500.00				
Garden Maintenance Scheme	£33,000.00				
Community Heroes Event	£1,500.00				
International Day of Older People	£2,000.00				
Children and Families	£20,000.00				
Activities for Children and Young People	£20,000.00				
Total Area Wide projects	£125,732.41				
Balance split across four wards	£111,328.35	£27,832.09	£27,832.09	£27,774.17	£27,774.17
RING FENCED AMOUNTS					
		Ward Split			
ADP Theme Project	2013/14	Ardsley & Robin Hood	Morley North	Morley South	Rothwell
Sustainable Economy and Culture					
Morley Literature Festival 2012	£10,000.00		£5,000.00	£5,000.00	
Rothwell 600	£8,000.00				£8,000.00
Christmas trees and decorations	£18,625.00	£2,985.00	£4,237.50	£4,237.50	£7,165.00
Enabled Works Disability Access	£1,500.00			£1,500.00	
Total Sustainable Economy and Culture	£38,125.00	£2,985.00	£9,237.50	£10,737.50	£15,165.00
Safer And Stronger Communities					
Community Safety Issues	£4,000.00	£1,000.00	£1,000.00	£1,000.00	£1,000.00
Harwill Estate Grit Bins	£336.76		£336.76		
John O'Gaunts A Frame Ginnel Gates	£1,700.00				£1,700.00
Total Safer and Stronger Communities	£6,036.76	£1,000.00	£1,336.76	£1,000.00	£2,700.00
Children and Families					
Junior Wardens Scheme	£3,500.00				£3,500.00
Total for Children and Families	£3,500.00	£0.00	£0.00	£0.00	£3,500.00
Total spend against projects	£47,661.76	£3,985.00	£10,574.26	£11,737.50	£21,365.00
Balance Remaining (per ward)	£63,666.59	£23,847.09	£17,257.83	£16,036.67	£6,409.17

3.2 Capital

3.2.1 Of the £683,008 capital funding allocated to the Area Committee for 2004/12 a total of £676,743.44 has been committed to date leaving a balance of **£6,264.57**.

3.2.2 Members are asked to note the capital allocation by Ward. The spend broken down by Ward is as follows

	Ardsley and Robin Hood	Morley North	Morley South	Rothwell
Total Allocation 2004-12	£170,752.00	£170,752.00	£170,752.00	£170,752.00
Allocation to date	£170,013.20	£166,612.11	£169,366.20	£170,751.93
New Balance	£738.80	£4,139.90	£1,385.80	£0.07

3.2.3 Members are asked to note that as the capital expenditure report (Appendix 2 in previous reports) has not changed of late, it will not be included as part of this report going forward. Copies of the document are available on request.

3.3 Activities Fund Delegation

3.3.1 As a result of a Youth Review agreed in March 2013, an activities fund has been made available to provide local activity for children and young people age 8-17 years across the city. The Activities Fund has been delegated to Area Committees and the allocation to Outer South Area Committee for 2013/14 is £30,116, rising to £60,232 in 2014/15. Table 3 below outlines the Activities Fund position and provides a breakdown of the proposed plans to spend the funds by the end of the year.

Table 3					
		Ward Split 8-17 Population (10,080)			
		2666	2464	2355	2595
		Ardsley & Robin Hood	Morley North	Morley South	Rothwell
Income	£30,116.00	£7,965.20	£7,361.69	£7,036.03	£7,753.08
Mini Breeze Events August 2013		£3,750.00	£1,875.00	£1,875.00	
Remaining balance	£22,616.00	£4,215.20	£5,486.69	£5,161.03	£7,753.08
October 2013 school holidays	20%	£843.04	£1,097.34	£1,032.21	£1,550.62
Christmas 2013 school holidays	20%	£843.04	£1,097.34	£1,032.21	£1,550.62
February 2014 School holidays	20%	£843.04	£1,097.34	£1,032.21	£1,550.62
Easter 2014 School holidays	20%	£843.04	£1,097.34	£1,032.20	£1,550.61
After school activities November 2013 – April 2014	20%	£843.04	£1,097.33	£1,032.20	£1,550.61
Total spend 2013/14		£7,965.20	£7,361.69	£7,036.03	£7,753.08

4.0 Well Being Projects for Approval

- 4.1 **Appendix 1** details revenue projects that have been commissioned by the Area Committee to date, including a current position statement and project outcomes.
- 4.2 It is possible that some of the projects in **Appendix 1** may not use their allocated spend. This could be for several reasons including the project no longer going ahead, the project not taking place within the dates specified in the funding agreement or failure to submit monitoring reports.
- 4.3 Members are asked to note that the deadline for receipt of completed application forms is at least five weeks before an Area Committee to allow for processing of the necessary paperwork.
- 4.4 The following projects were considered at the September Area Committee and have been approved via the Delegated Decision process:-
- 4.4.1 **Project:** Rothwell Celebrations 2013/14
Organisation: Rothwell Competitive Music Festival 2014
Total Project Cost: £5,000
Wellbeing contribution: £2,000 (revenue)
Ward covered: Rothwell

Project Summary: The 2014 festival will be the fourth annual festival. It attracts amateur musicians of all ages from West Yorkshire and further afield.

The festival gives amateur musicians of all ages the opportunity to perform in public and to receive constructive criticism, encouraging them to continue to improve their music ability and confidence and attracts approximately 200 entrants.

The festival helps the local community flourish in line with the harmonious communities priorities. Rothwell has a good musical reputation and Rothwell Competitive Music Festival plays a major role in this tradition.

The funding will be used to hire two venues over four days and the cost of four professional adjudicators and three accompanists.

Area Committee/Area Business Plan Key Themes and Action Plan Priorities:

This proposal supports the Area Committee priority: 'Residents in Outer South have access to opportunities to become involved in sport and culture'.

4.4.2 **Project:** Rothwell Christmas Fayre 2013

Organisation: Rothwell 600

Total Project Cost: £884.95

Wellbeing contribution: £884.95

Ward covered: Rothwell

Project summary: A Christmas Fayre held in Blackburn Hall, Rothwell which consists of stalls and entertainment for children and the local community. This annual Christmas event offers a wide range of stalls selling cakes, chocolates, cards, gifts and balloons all provided by local people. Food and refreshments are served throughout the day and there is a selection of entertainment for children in the form of face painting, Punch and Judy and Santa's Grotto. The event increases footfall to local shops and local stalls.

This scheme was approved in principle by members at the March 2013 meeting.

Area Committee/Area Business Plan Key Themes and Action Plan Priorities:

This proposal supports the Area Committee priority: 'Residents in Outer South have access to opportunities to become involved in sport and culture'.

4.4.3 **Project Title:** Operation Flame Bonfire Initiative - ASB

Name of Group or Organisation: West Yorkshire Police

Total Project Cost: £1,063.76

Amount proposed from Well Being Budget 2013/2014: £1,063.76

Ward Covered: Ardsley & Robin Hood and Rothwell

The project is to deliver a proactive prevention campaign from 30th October to 5th November 2013. PCSO's and PC's from the Neighbourhood Policing Team will conduct high visibility foot patrols supported by a leaflet and media campaign aimed at improving resilience around Halloween and Bonfire night.

Wellbeing funding would be used to fund high visibility patrols conducted in target areas, identified through PACT meetings, community consultation, calls for service and intelligence received. Partner agencies will be involved with enforcement in relation to particular problem individuals. The ASB Link Officer will facilitate the flow of information/consultation and action.

The project aims to:

- Reduce ASB in identified areas over the Halloween/Bonfire period
- Provide visible reassurance to the community/reduce crime and the fear of crime
- Collate intelligence in relation to the problem individuals with a view to taking proactive action and tenancy enforcement if required
- Criminal/public order offences and firework offences can be dealt with by having a PC and PCSO on joint patrol
- Improved resilience around Halloween and Bonfire Night

Area Committee/Area Business Plan Key Themes and Action Plan Priorities:

These proposals support the Area Committee priority "Residents in Outer South are safe and feel safe as a result of reduced crime and ASB"

5.0 Small Grants Update

5.1 The following small grants have been approved since the last Area Committee:

Siegan Close Residents Group – £200.00 to go towards paying for the group to go for a meal

Kidz & Co - £465.00 to support a trip for young people with learning difficulties & disabilities and their families to Drayton Manor

6.0 Corporate Considerations

6.1 Consultation and Engagement

6.1.1 Projects are developed to address priorities in the Area Committee Business Plan. The production of this plan is informed by Local Councillors and local residents. All projects developed are in consultation with Elected Members and local communities. Approval for any contribution from the Wellbeing budget is secured at Area Committee.

6.2 Equality and Diversity / Cohesion and Integration

6.2.1 Community groups submitting a project proposal requesting funding from the Wellbeing budget have an equal opportunities policy and as part of the application process, complete a section outlining which equality groups the project will work with and how equality and cohesion issues have been considered.

6.2.2 Internal and statutory partners are committed to equality and cohesion and all projects they are involved with will have considered these issues.

6.2.3 A light touch Equality Impact Assessment is carried out for all projects.

6.3 Council Policies and City Priorities

6.3.1 The projects outlined in this report contribute to target and priorities set out in the following council policies:

- Vision for Leeds
- Children and Young Peoples Plan
- Health and Wellbeing City Priority Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

6.4 Resources and Value for Money

6.4.1 Resource implications will be that the remaining balance of the Wellbeing Budget for capital and revenue will be reduced as a result of any projects funded.

6.5 Legal Implications, Access to Information and Call In

6.5.1 All decisions taken by the Area Committee in relation to the delegated functions from Executive Board are eligible for Call In.

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

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

6.6 Risk Management

6.6.1 This report provides an update on work in the Outer South and therefore no risks are identifiable. Any projects funded through Wellbeing budget complete a section identifying risks and solutions as part of the application process.

7.0 Conclusions

7.1 The report provides up to date information on the Area Committee's Wellbeing Budget.

8.0 Recommendations

8.1 Members of the Outer South Area Committee are requested to:

- a) note the contents of the report;
- b) note the position of the Wellbeing, capital and Activities fund elements of the wellbeing budgets as set out at 3.0.
- c) note the revenue projects already agreed as listed in Appendix 1;
- d) consider the project proposals detailed in 4.0;
- e) note the Small Grants situation in 5.0.

9.0 Background Documents¹

9.1 There are no background documents associated with this paper.

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 South Wellbeing Budget
2013 - 2014**

Budget	Allocation	£183,790.00
	Roll forward	£63,779.29
	Less 2012/13 projects	-£10,508.53
	TOTAL	£237,060.76

Project	Delivery Organisation	2013/2014 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance to be carried forward 2013/14	
Skips Budget To provide skips for community use.	South East Area Support	£2,000.00	£820.00	£530.00	£650.00	Community groups undertake clean-ups. Improved streetscene in local neighbourhoods. Increased community pride.
Small Grants Fund a fund for small scale community based projects meeting Area Delivery Plan priorities.	South East Area Support	£5,000.00	£1,390.50		£3,609.50	Voluntary and community groups supported through grant aid. Increased range of community activity. Increased community participation. Increased community pride. Delivery of Area Delivery Plan priorities.
Communications budget to enable effective communication and consultation on Area Committee issues.	South East Area Support	£1,000.00	£155.96		£844.04	5 newsletters, Questionnaires, Promotional material. Increased awareness of the Outer South Area Committee. Improved consultation that can inform local projects and plans. Public participation in projects / plans.
Activities for Children and Young People	Children and Young Peoples Working Group	£20,000.00		£12,800.00	£7,200.00	Summer activities for young people across the Outer South area. More young people involved in activities over the school holidays. Reduction in complaints of anti social behaviour in the area over the holidays.
Priority Neighbourhood Worker	South East Area Support	£20,402.40	£7,888.80	£1,572.76	£10,940.84	One worker to help progress NIP projects. Increased social capital through capacity building of small groups and the voluntary sector.

**Outer South Wellbeing Budget
2013 - 2014**

Project	Delivery Organisation	2013/2014 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance to be carried forward 2013/14	
Site Based Gardeners	Parks and Countryside	£35,654.01		£35,654.01	£0.00	3 full time Gardeners for 1/2 year. Crime reduction. Reducing fear of crime. Increasing voluntary and community engagement. Cleaner safer public green spaces.
Morley Literature Festival 2013	South East Area Support	£10,000.00		£10,000.00	£0.00	A five day festival with a full programme. Increased community spirit, education and activities for families. Encourage partnership work between the public and private sectors. Engender a stronger community link with the town centre.
Rothwell 600 Celebrations	Rothwell 600 Committee	£8,000.00	£4,369.16		£3,630.84	Several events and activities ran by local community groups. Encourage people from a wide variety of backgrounds to share and appreciate the culture and heritage of the area. Use the celebrations as vehicle to regenerate the Ward through a variety of methods, promoting community pride and identity.
Garden Maintenance Scheme Morley Elderly Action	Morley Elderly Action	£33,000.00	£8,250.00	£24,750.00	£0.00	Deliver a gardening service to the elderly in the Outer South area. Environmental improvements. People being helped to maintain their homes. Community Safety benefits.
Off Road bikes	South East Area Support	£1,976.00			£1,976.00	Reduction in off road bike offences. Reduction in fear of crime amongst South Leeds residents.
Victims Fund	Victims Support	£1,000.00		£1,000.00	£0.00	Reduction in the fear of crime and repeat offences through target hardening work.

**Outer South Wellbeing Budget
2013 - 2014**

Project	Delivery Organisation	2013/2014 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance to be carried forward 2013/14	
Community Safety Issues	South East Area Support	£4,000.00		£1,000.00	£3,000.00	To enhance Community Safety and tackle emerging issues during the year.

**Outer South Wellbeing Budget
2013 - 2014**

Project	Delivery Organisation	2013/2014 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance to be carried forward 2013/14	
Christmas Lights 2013/14	Leeds Lights	£18,625.00		£18,625.00	£0.00	Develop community pride through festive activities and provide an attractive town centre that increases footfall and supports businesses.
Community Heroes Event 2014	South East Area Support Team	£1,500.00			£1,500.00	Develop and deliver an awards event for community groups across the outer south area
International Day of Older Persons Event	South East Area Support Team	£2,000.00		£ 1,000.00	£1,000.00	Work with partners to develop and deliver an event for older people that coincides with International Day of Older Persons
Junior Wardens Scheme Rothwell	Groundwork	£3,500.00		£ 3,500.00	£0.00	To encourage young people to get involved in their local community and provide a safe, supervised environment for their personal development
John O'Gaunts A Frame Ginnel Gates	Aire Valley Homes Limited	£1,700.00			£1,700.00	Installation of A-Frame Ginnel Gates to deter ginnels being used by vehicles and motorbikes and deter fly-tipping.
Extra Grit Bins, Harwill Estate	Churwell Action Group	£336.76			£336.76	To provide grit bins on the Harwill Estate to enable residents to cope better with adverse weather conditions and improve community safety.

**Outer South Wellbeing Budget
2013 - 2014**

Project	Delivery Organisation	2013/2014 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance to be carried forward 2013/14	
Disability Access and Power Assisted Door Unit	Enabled Works	£1,500.00			£1,500.00	To contribute to the cost of purchase and installation of a 1 stage life for disabled access to the learning and conference suite situated on the upper level of the building. Enabling easy access to all including disabled workers.
Financial Fitness Programme	West Yorkshire Trading Standards	£2,200.00		£ 2,200.00	£0.00	To deliver a programme of work to front line staff to support those affected by Welfare Reforms
TOTAL	Projects agreed	£173,394.17	£22,874.42	£112,631.77	£37,887.98	
	Balance	£63,666.59			£63,666.59	

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