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**EAST (OUTER) AREA COMMITTEE**

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**Meeting to be held in Civic Hall, Leeds on  
Tuesday, 8th December, 2009 at 4.00 pm**

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**MEMBERSHIP**

Councillors

S Armitage	-	Cross Gates and Whinmoor;
P Grahame	-	Cross Gates and Whinmoor;
P Gruen	-	Cross Gates and Whinmoor;
M Dobson	-	Garforth and Swillington;
A McKenna	-	Garforth and Swillington;
T Murray	-	Garforth and Swillington;
J Lewis	-	Kippax and Methley;
K Parker	-	Kippax and Methley;
K Wakefield	-	Kippax and Methley;
W Hyde	-	Temple Newsam;
M Lyons	-	Temple Newsam;
D Schofield	-	Temple Newsam;

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**Agenda compiled by:  
Governance Services Unit  
Civic Hall  
LEEDS LS1 1UR**

**Janet Pritchard  
247 4327**

**Acting Area Manager:  
Keith Lander  
Tel: 224 3973**

## **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><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 25* of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting.)</p>	
2			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></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><b>RESOLVED</b> – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-</p> <p><b>No exempt items or information have been identified on this agenda.</b></p>	

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3			<p><b>LATE ITEMS</b></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><b>DECLARATIONS OF INTEREST</b></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><b>APOLOGIES FOR ABSENCE</b></p>	
6			<p><b>OPEN FORUM</b></p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
7			<p><b>MINUTES</b></p> <p>To confirm as a correct record the attached minutes of the meeting held on 27<sup>th</sup> October 2009.</p>	1 - 8
8			<p><b>WELL BEING BUDGET (REVENUE) 2009/10</b></p> <p>To consider the attached report of the South East Area Manager providing information on commitments for 2009/10 an update on projects funded from this year's budget and information on specific projects.</p> <p><i>(Executive Function)</i></p>	9 - 16



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9			<p><b>OUTER EAST AREA COMMITTEE CAPITAL BUDGET 2009/10</b></p> <p>To consider the attached report of the South East Area Manager requesting support for several new projects in the Outer East Area and updating Members on breakdown of spend by Ward.</p> <p><i>(Executive Function)</i></p>	17 - 30
10			<p><b>CHILDREN'S SERVICES - DEVELOPING LOCAL ARRANGEMENTS FOR CHILDREN'S SERVICES PERFORMANCE MANAGEMENT REPORTING</b></p> <p>To consider the attached report of the Director of Children's Services providing an outline of the proposed children's services performance management arrangements for Area Committees.</p> <p><i>(Council Function)</i></p>	31 - 36
11			<p><b>CHILDREN'S SERVICES - IMPROVING SAFEGUARDING AND INTEGRATED WORKING</b></p> <p>To consider the attached report of the Director of Children's Services introducing a presentation about key priorities of the Leeds Children and Young People Plan, providing an opportunity for Members to comment on multi-agency service development and to advise on how this should be taken forward with the Area Committee and the Children's Champion.</p> <p><i>(Council Function)</i></p>	37 - 46
12			<p><b>YOUTH SERVICE</b></p> <p>To consider the attached report of the Director of Children's Services presenting the performance data and commentary so far for 2009/10 for the Youth Service's delivery in the Outer East Wards and plans for the future.</p> <p><i>(Council Function)</i></p>	47 - 70

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13			<p><b>CONSULTATION ON EXPANSION OF 17 PRIMARY SCHOOLS IN LEEDS AND ADDITIONAL PROVISION FOR CHILDREN WITH SPECIAL EDUCATIONAL NEEDS AT 2 PRIMARY SCHOOLS</b></p> <p>To consider the attached report of the Chief Executive, Education Leeds presenting the Area Committee with the consultation document on proposals for the expansion of 17 primary schools and additional provision for children with special educational needs at 2 primary schools.</p> <p><i>(Council Function)</i></p>	71 - 88
14			<p><b>REPORTING HEALTH &amp; ENVIRONMENTAL ACTION SERVICE ACTIVITIES TO THE AREA COMMITTEES</b></p> <p>To consider the attached report of the Director of Environment &amp; Neighbourhoods which provides an overview of the production of a Health &amp; Environmental Action Services report to Area Committees.</p> <p><i>(Council Function)</i></p>	89 - 112
15			<p><b>EAST LEEDS COMMUNITY CENTRES - DRAFT PRICING AND LETTINGS POLICY</b></p> <p>To consider a report of the South East Area Manager providing an update of the implementation of the Pricing and Lettings Policy and proposed amendments to the policy.</p> <p><i>(Executive Function)</i></p>	113 - 120
16			<p><b>ACTIONS, ACHIEVEMENTS AND UPDATE REPORT</b></p> <p>To consider the attached report of the Acting South East Area Manager providing an update on actions and achievements around the Area Delivery Plan priorities since the previous meeting and providing information on current projects that the Area Management Team are working on.</p> <p><i>(Executive Function)</i></p>	121 - 148

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17			<p><b>DATES AND TIMES OF FUTURE MEETINGS</b></p> <p>To note the dates and times of future meetings as 9<sup>th</sup> February 2010 and 23<sup>rd</sup> March 2010. Both at 4.00pm in the Civic Hall, Leeds.</p>	

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## EAST (OUTER) AREA COMMITTEE

TUESDAY, 27TH OCTOBER, 2009

**PRESENT:** Councillor T Murray in the Chair

Councillors S Armitage, M Dobson,  
P Grahame, W Hyde, M Lyons,  
A McKenna, T Murray, D Schofield and  
K Wakefield

### 29 Chair's Welcome

In the absence of the Chair, Councillor Murray as Deputy, took the Chair and welcomed everybody to the October meeting of the East (Outer) Area Committee.

(Note: Councillor Dobson took the Chair towards the end of Item 12 Community Centres Report (Minute No. 39 refers) when Councillor Murray left the meeting.)

### 30 Declarations of Interest

In respect of Agenda Item 10 'Round 6 PFI Lifetime Neighbourhoods for Leeds Update' (Minute No. 37 refers), the following declarations of interest were made:

- Councillor Lyons as a member of Outer East Area Panel of East North East Homes
- Councillor Murray as a member of the Outer South East Area Panel of Aire Valley Homes

In respect of Agenda Item 12 'Community Centres Report' (Minute No. 39 refers), the following declarations of interest were made:

- Councillor Armitage as a member of Swarcliffe Good Neighbours
- Councillor Grahame as her husband works at and is a Governor of Thomas Danby College and as a member of Cross Gates & District Good Neighbours Scheme
- Councillor Wakefield as a member of the Board of Leeds Groundwork Trust
- Councillor W Hyde as Chair of Cross Gates & District Good Neighbours Scheme and Church Warden of St Mary's Church, Whitkirk

In respect of Agenda Item 14 'Well Being Budget (Revenue) 2009/10' (Minute No. 41 refers), the following declaration of interest was made:

- Councillor Armitage as a member of Swarcliffe Good Neighbours

In respect of Agenda Item 16 'Area Manager's Update Report' (Minute No. 43 refers), the following declarations of interest were made:

- Councillor Armitage as a member of Swarcliffe Good Neighbours and as a member of the Area Health and Wellbeing Partnership
- Councillor Dobson as a member of the North East Divisional Community Safety Partnership
- Councillor Murray as Director of Learning Partnerships and as a member of the Area Jobs, Enterprise and Training Partnership

### **31 Apologies for Absence**

Apologies for absence were submitted on behalf of Councillors Parker, J Lewis and Gruen.

### **32 Open Forum**

The Chair referred to the provision in the Area Committee Procedure Rules for an 'Open Forum' period at each ordinary meeting of an Area Committee, during which members of the public could ask questions or make representations on any matter within the terms of reference of the Area Committee. As there were no members of the public present, no issues were raised.

### **33 Minutes**

**RESOLVED** – That the minutes of the meeting held on 8<sup>th</sup> September 2009 be confirmed as a correct record.

### **34 Matters Arising**

#### Minute No. 23 – Neighbourhoods Wardens – Restructure Proposals

The Acting Area Manager advised Members that consultations between management and the Unions was still on-going.

Members expressed their concerns regarding reports that there would not be a Neighbourhood Warden service in the Outer East, particularly as Area Committee funding had supported the service, which had been very effective. Members requested that a clear picture of the proposals should be brought to the next Area Committee meeting.

#### Minute No. 27 – Area Manager's Update Report

With regard to the request by Sainsburys in Garforth for an extended liquor licence, Members were informed that, due to the weight of public objection, this request had been withdrawn.

### **35 Leeds Teaching Hospitals - Application to become a Foundation Trust**

Leeds Teaching Hospitals submitted a report seeking Members' views as part of the consultation being undertaken by Leeds Teaching Hospitals NHS Trust (LTHT) about its application to become an NHS Foundation Trust.

The Chair welcomed to the meeting to present the report Graham Johnson, Divisional Medical Manager for Medicine, LTHT.

Mr Johnson delivered a PowerPoint presentation outlining how the Foundation Trust would be set up and operate. Information was provided on the proposed Constitution, Constituencies, Council of Governors, Community Involvement, Board of Directors and the elections process. Details of the consultation process were also outlined and how Members could give their feedback.

In brief summary, Members then raised the following concerns:

- The need for a fair and equitable service across the city
- The need for the Trust to consult with user groups and the local authority
- The need to review the proposed grouping of constituencies
- Whether having just the one Leeds City Council member on the Council of Governors was sufficient
- The need for greater accountability than at present
- The cross-flow of patients across boundaries
- The implications of the new model in respect of policy determination
- Who would benefit from the proposals the most – patients or administrators?

Members also sought clarification on a number of points which were in summary:

- Whether the make up of the Council of Governors was set in statute
- How the clinical outcomes would be regulated
- The Trust's proposed relationship to commissioning arms
- The reasons for changing to a NHS Foundation Trust

It was noted that the Divisional Medical Manager for Medicine would take back Members' comments. Members were also advised that leaflets had been left at the back of the room with details on how additional feedback could be left, including details of the Trust's website address.

#### **RESOLVED –**

- (a) That the contents of the report and presentation be noted.
- (b) That the Divisional Medical Manager for Medicine feedback the Area Committee's concerns on the proposals as outlined above.
- (c) That the request for feedback on the consultation be noted.

## **36 Youth Service**

The Director of Children's Services submitted an update report presenting the performance data and commentary so far for 2009/10 for the Youth Service's delivery in the Outer East Wards and plans for the future.

Due to the unavailability of the report author, it was agreed to defer this item until such time that the officer in question could attend a future meeting of the Committee.

**RESOLVED** – That this item be deferred to a future meeting of the Committee.

**37 Round 6 PFI Lifetime Neighbourhoods for Leeds Update**

The Chief Regeneration Officer submitted a report providing Members with information and updating the Area Committee on the principles of the Round 6 Lifetime Neighbourhoods for Leeds (LNL) project prior to the formal consultation between November and December 2009.

The Acting Area Manager, Keith Lander, presented the report in the absence of the report authors who had sent their apologies. Members were advised that this report was for the Committee's information, providing Members with advance notice on this key scheme ahead of the formal consultation. Members were advised that they would be fully consulted before these proposals would be presented to the Executive Board for their agreement.

Members generally expressed their support for this scheme and advocated that a paper be submitted back to the Area Committee at the earliest opportunity. However Members also expressed their concern that the paper submitted had been incomplete and that an officer had been unavailable to present it. Members also questioned who and why it had been decided that people aged 55+ would be included as older people for the purposes of this initiative.

**RESOLVED –**

- (a) That the principles of the Round 6 Lifetime Neighbourhoods for Leeds project be noted.
- (b) That a full and complete report be submitted back to the Area Committee at the earliest opportunity and that an officer be available to present it.

**38 Streetscene Grounds Maintenance Procurement Strategy**

The Chief Environmental Services Officer submitted a report updating the Committee on actions and progress on the procurement process for the provision of Grounds Maintenance from 1 March 2011 and seeking Members' views and input on the development of the specification and consultation process.

The Acting Area Manager, Keith Lander, advised the Committee that grounds maintenance was one of the enhanced roles that Area Committees now had the opportunity to influence.

The Chair welcomed to the meeting Simon Costigan, Head of Housing Management, Aire Valley Homes and Giles Jeffs, Contracts Officer, Environment and Neighbourhoods, to present the report and respond to Members' queries and comments.



In brief summary, Members raised the following issues and made the following comments:

- Mapping – Members requested that maps be provided showing who was responsible for each piece of land that was being serviced, in order for the service to be properly accountable.
- The need for one integrated service across the city was essential.
- Proper financial penalties should be imposed for failures within the service.
- Specific areas of the Outer East, such as the roundabout on the A63 Selby Road, Colton Village, Garforth and ginnels in general were given as examples of current problem areas.
- That litter should be picked up prior to cutting.
- Concern for older vulnerable people living in sheltered bungalows in Swillington who were being targeted by private grass cutting businesses, when their grass should be being cut by the Council.
- Whether Members were involved in the Project Team and Board – officers advised that there were no Members on the Project Team or Board.

The Head of Housing Management, Aire Valley Homes, noted Members' comments and advised that similar concerns had been voiced by other Area Committees. He requested that Members advise on any other 'orphan' sites within their area.

In response to Members' further queries regarding the finer detail of the management of financial penalties, Officers advised that there had to be a balance otherwise contractors would 'risk price' for higher penalties. Best practice from other local authorities was being sought.

#### **RESOLVED –**

- (a) That the contents of the report be noted.
- (b) That Members' comments on the outline proposals be noted.

### **39 Community Centres Report**

The Director of Environment and Neighbourhoods Directorate submitted a report focusing on the following key areas of the management of community centres: budgets, property management and maintenance, rental support and pricing and lettings policy, issues associated with the local portfolio of the Committee and the development of local action plans.

The following officers were welcomed to the meeting to present the report and address any specific questions identified by the Board:

- Liz Jarmin – Acting Neighbourhood Services Manager, Regeneration Service, and
- Trudie Canavan – Community Issues Officer, Regeneration Service

The Acting Neighbourhood Services Manager advised that this report was a position statement on how the delegation could be progressed and highlighted key points in the report. She also stated that it was recognised that this was a contentious and sensitive issue and assured the Committee that Members would be fully consulted throughout.

Draft minutes to be approved at the meeting  
to be held on Tuesday, 8th December, 2009

In response to Members' concerns, officers reassured the Committee that it was not the intention of these arrangements to price out community groups from using community centres. Officers were working closely with Area Management Teams to make sure that community groups would be fairly treated and a pricing and lettings proposal would be brought back to the Area Committee for consideration.

Members' concerns regarding the management and funding of centres were also noted, particularly with regard to maintenance. Officers advised that other Area Committees were considering establishing community centre sub-committees to assist in the management of centres and to ensure that issues relating to local centres were properly considered. After consideration however, Members decided against this approach for this Area Committee.

Members sought clarification on various other points in the report and requested that an early paper be brought back to the Committee on the pricing and lettings proposals.

#### **RESOLVED –**

- (a) That the contents of the report and appendices be noted.
- (b) That a pricing and lettings paper regarding community centres be presented to a future meeting of the Committee.

(Note: Councillor Murray left the meeting at 5.45pm during the consideration of this item and Councillor Dobson was formally proposed and appointed to the Chair for the remainder of the meeting.)

#### **40 2010 - Year of Volunteering in Leeds and Area Committee Inputs**

The South East Area Manager submitted a report which explained the proposal to make 2010 – A Year of Volunteering in Leeds, and which outlined progress in relation to developing a programme of activities and arrangements for running and resourcing this programme. The report also suggested a programme of activities for the Outer East Area and sought Member approval for this programme.

The Area Management Officer, Martin Hackett, presented the report and drew Members' attention to Appendix 1 which detailed a series of events planned in 2010 with LCC and external agencies to celebrate volunteers and volunteering. It was explained that the plan for the Outer East Area was to arrange an event in spring 2010 which would recognise and reward current volunteers, then later in the year to hold an event designed to attract new volunteers to voluntary groups.

Members welcomed these proposals, but bearing in mind that there was very little funding available, it was proposed that resources be concentrated on one event in 2010 to congratulate existing volunteers in the Outer East Area.

Members also requested that the Committee be provided with an idea of the number of people currently involved in volunteering in the Outer East.

**RESOLVED –**

- (a) That the contents of the report and appendix be noted.
- (b) That the proposal, mission and aims for 2010 being the Year of Volunteering in Leeds be endorsed and supported by the Committee.
- (c) That one event be held in the Outer East Area to reward and congratulate current volunteers in the Area.

**41 Well Being Budget (Revenue) 2009/10**

The South East Area Manager submitted a report providing information on commitments for 2009/10 and an update on the project work funded from the 2009/10 budget. The details of small grants processed since the beginning of the financial year were detailed in Appendix 1 to the report.

The Area Management Officer, Martin Hackett, presented the report and drew Members' attention to the request for the Area Committee to allocate the remaining £6,000 of the Well Being budget to the promotion of community centres. Members were also being requested to consider whether or not to continue funding the Garforth Arts Festival in future years.

With regard to the proposal to allocate £6,000 to the promotion of community centres, Members sought clarification from Officers on how this funding would be split between the two Wards concerned. It was agreed that Members from both Wards would be consulted on how the £6,000 should be split.

With regard to the continued funding of the Garforth Arts Festival, Members expressed their concern that they had not been kept informed as requested, as to what previous funding from the Area Committee had been specifically spent on and it was agreed to defer this decision until clarification could be sought.

**RESOLVED –**

- (a) That the report and appendices be noted.
- (b) That the remaining £6,000 of the Well Being Revenue budget be allocated towards the promotion of community centres, subject to further clarification with Members from Kippax & Methley and Cross Gates & Whinmoor Wards.
- (c) That the decision to award £6,000 to Garforth Arts Festival from the community engagement stream of the Well Being Budget be deferred until further clarification has been sought on how the Area Committee's previous allocations of funding have been spent.

**42 Outer East Area Committee Capital Budget 2009/10**

The South East Leeds Area Manager submitted a report which requested support for several new projects in the area from the capital budget allocation and updated Members on breakdown of spend by Ward.

The Area Management Officer, Martin Hackett, presented the report and advised that funding approval was requested for two projects: £2,950 for improvements to the Colton Institute and £1,500 for security fencing to Kippax Welfare Sports and Social Club.

The Area Management Officer, referring to Appendix 1 which showed a breakdown of funding by Ward, also advised Members that Temple Newsam, Kippax & Methley and Cross Gates & Whinmoor Wards still had a lot of funding available to allocate. Members suggested various projects and organisations that could benefit.

**RESOLVED –**

- (a) That the report and appendices be noted.
- (b) That the following requests for funding be approved:
  - To the Colton Institute for improvements to the floor - £2,950
  - To Kippax Welfare Sports and Social Club for security fencing - £1,500.

**43 Area Manager's Update Report**

The South East Area Manager submitted a report updating Members on actions and achievements of the Area Management Team relating to priorities and work of the Area Committee since the previous meeting. The minutes from local forum meetings and local partnership meetings were also attached to the report.

The Acting Area Manager, Keith Lander, presented the report and highlighted the very successful Older Persons Week. Members agreed that a letter congratulating all those involved in the organisation of this event should be sent by the Chair.

**RESOLVED –**

- (a) That the contents of the report and appendices be noted.
- (b) That a letter of thanks be sent by the Chair of the Area Committee to officers and organisations involved in the Older Persons Week.

**44 Dates and Times of Future Meetings**

Noted as 8<sup>th</sup> December 2009, 9<sup>th</sup> February 2010 and 23<sup>rd</sup> March 2010 – all at 4.00pm in the Civic Hall, Leeds.

The meeting concluded at 6.15pm.



Originator: Martin Hackett

Tel: 3950705

**Report of the South East Area Manager**

**East Outer Area Committee**

**Date: 8<sup>th</sup> December 2009**

**Subject: Well Being Budget (Revenue) 2009/10**

**Electoral Wards Affected:**  
**All Outer East Wards**

Ward Members consulted  
(referred to in report)

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

Delegated Executive Function not available for Call In Details set out in the report

**Executive Summary**

This report provides information on commitments for 2009/10 and project work funded from the 2009/10 budget.

**1.0 PURPOSE OF THIS REPORT**

- 1.1 The Well Being Budget allocation for 2009/10 is £244,127 which includes £23,400 carry over from 2008/9.
- 1.2 This report will remind Members of commitments it has for 2009/10; it will also provide updates on projects funded from this year's budget.
- 1.3 This report will highlight how project work is helping to deliver outputs and outcomes against Area Delivery Plan priorities.

**2.0 BACKGROUND INFORMATION**

- 2.1 The Well Being Budget available to spend in 2009/10 is £244,127.
- 2.2 In 2009/10, the Area Committee has a number of commitments.

- CCTV maintenance and monitoring costs - £38,500

- 50% contribution to Warden for Swarcliffe pending warden review - £15,000 (includes on costs)
- 100% contribution to Warden for Garforth & Halton pending warden review - £30,000 (includes on costs)

2.3 Outer East Area Committee is responsible for 11 CCTV cameras linked to LeedsWatch. Details of the costs for monitoring, maintenance and other associated costs are detailed in this report.

2.4 At the time of writing this report the Neighbourhood Warden position is still under review and the costs to the Area Committee are subject to that review.

2.5 The remainder of the budget has been broken down into the following funding streams:

- Small Grants - £10,000
- Probation scheme - £15,000
- Tasking Teams (4 Teams with £10k in each budget) - £40,000
- Gardening Service - £38,000
- Community Engagement £20,000
- Additional activities for young people - £32,000
- Support to new groups at directly managed community centre's

### **3.0 MAIN ISSUES**

#### **3.1 Gardening Scheme.**

3.1.1 In 2009/10 The gardening scheme for OAP's and disabled residents is being delivered by Swarcliffe Good Neighbours.

3.1.2 The total number of gardens completed is 351; there have also been 22 decorating referrals and 3 of these have been completed.

3.1.3 Reality checks have been carried out on receivers of this service and all respondents have been very happy with the work.

3.1.4 South East Area Management Team will now investigate how this project is delivered in 2010/11. In 2009/10 organisations were invited to submit an 'expression of interest' and due to procurement rules we will have to follow this procedure for next year's project.

#### **3.2 Small Grants**

3.2.1 The details of all small grants processed since the beginning of the financial year are detailed on Appendix 1.

### 3.3 Garforth Arts Festival

3.3.1 Area Committee has supported the Garforth Arts Festival financially since its inception in 2005. In the last 3 years the Arts Festival has received funding totaling £18,000. In December 2006 the following recommendation was approved by Area Committee:

***Garforth Arts Festival.*** *Members are recommended to approve a £6,000 contribution towards this project; to cap the figure at £6,000 for 3 years; and to award the grant on condition that Leeds City Councils logo with reference to Outer East Area Committee is included in promotion material of the event.*

3.3.2 Area Committee needs to consider whether or not to continue funding the festival in future years. If it does decide to fund the festival it will have no further implication to this year's budget as the allocation will be taken from the Community Engagement funding stream of the Well Being Budget.

3.3.3 Although there is no doubt that it has become the main arts festival in Outer East Leeds there has been a number of criticisms raised by Ward Members about the cost and size of the project. Issues have also been raised about entry fee charges to an event that the Area Committee is subsidising.

3.3.4 At the Area Committee meeting held on the 27<sup>th</sup> of October 2009 members decided to defer the application until more information had been provided on the following issues:

- Details of what the Area Committee funds will be spent on
- Details of the types of outputs that will be delivered from this project

3.3.5 Garforth Arts Festival wishes to use the Area Committee funds to pay the costs of specialist arts advisers to work with groups as and when certain types of specialist advise/expertise is required. It is the responsibility of these specialists to develop creative projects and work with young people within the festival.

3.3.6 The Festival's objectives are:

1. *To raise mutual awareness between cultures, (people of minority ethnic communities are significantly under-represented in this area of Leeds), thus promoting community cohesion through cross cultural artistic activities, that are community focused but not insular.*
2. *To involve 3 key target groups of people in the festival: local school children, local community groups, and professional artists, both local, national and international.*
3. *To use the festival as a focus for educational projects thus providing opportunities for young people beyond that of the curriculum. The projects are aimed at developing confidence in and through performance developing artistic skills fostering and developing creativity widening young people's cultural awareness/interests*
4. *To bring the best artists to the area, and so help facilitate the growth of cultural opportunities within the area.*
5. *To encourage local people to become involved in various activities, either as participants or audience members by creating a programme that contains elements that are both new and familiar to its audiences.*

6. *To 'put the area on the map' – to encourage people from outside the area to visit Garforth for the festival, in turn contributing to economic regeneration.*
7. *To raise awareness of other cultures, (people of minority ethnic communities are significantly under-represented in this area of Leeds) through cross-cultural artistic activities.*
8. *To provide opportunities for inclusion, participation and excellence.*

### **3.4 Christmas Lights**

- 3.4.1 The issue concerning the funding of Christmas lights and the potential burden on the Well Being Budget is something that Area Committee will have to consider for future years.
- 3.4.2 The city's Leeds Lights strategy was developed in the early 1980's with an emphasis on a comprehensive project in the city centre and a more modest approach in the towns on the outskirts of the city. These towns included Garforth, Morley, Otley etc. The funding for these lights has always been met from core funds.
- 3.4.3 In the last decade there has been increased interest from traders, parish councils, Ward Members etc to have Christmas lights in shopping areas and district centre's that are not included within Leeds Lights.
- 3.4.4 The costs to install Christmas lights are in two parts:
  - The capital cost includes having the electric connections within the street lights – approx £600 per light
  - The revenue cost is the annual hire of the motifs that are attached to the street lights – approx cost £150 per motif
- 3.4.5 In recent years the Area Committee has on several occasions used its capital fund to provide the capital cost to enable Christmas lights to be fitted. The capital fund cannot be used to pay for the hire of motifs. The Town & District Centre (T&DC) budget has also been used to provide the electrical connections for schemes in Garforth and Cross Gates. T&DC is a capital programme and this too cannot fund the hire of motifs.
- 3.4.6 The cost issue relates to the annual hire costs for motifs. In areas of the city where 'new' lights have been fitted these annual costs are met from either Festive Lights Committees which have been formed or by Parish Councils. For example in both Kippax and Kirkstall Festive Lights Committees fund this annual cost; in Great Preston the Parish Council meets the cost.
- 3.4.7 In future years there is a potential annual cost of £2,000 in Methley and £4,500 in Cross Gates. The funding of this type of project does not easily fit with any priorities within the Outer East Area Delivery Plan. It is also the case that if Area Committee were to pay for these costs and take on the costs of any future expansion of Christmas lights in other locations in Outer East there would have to be a reduction in the budget allocations to other priority areas.



- 3.4.8 The recommended way forward with this proposal for future years is to taper funding towards such projects. In 2008 when Christmas light connections were installed in Great Preston the motif hire costs for year 1, which were £600, were met by Area Committee on the proviso that in future years the costs were met by the Parish Council. Great Preston Parish Council has paid these costs in 2009.
- 3.4.9 In the case of Methley, Ward Members have expressed an interest in funding the full cost of the motif hire in 2009 from its 'tasking' budget and this can be arranged for this year. However, it is recommended that this be reduced to a £1,000 contribution in 2010 and no contribution in 2011.
- 3.4.10 In the case of Cross Gates, Leeds Lights has informed South East Area Management that the electrical connections will not be in place for 2009. In 2010 the hire costs (if all lights have motifs) is likely to be somewhere between £4500 and £5000. It is recommended that Area Committee agree to pay no more than 50% of the cost in 2010, reducing to 25% in 2011 and no cost in 2012.
- 3.4.11 It is also recommended that this type of funding arrangement will apply to any further expansion of Christmas lights.
- 3.4.12 Leeds Lights will be contacted and asked to support groups in the areas mentioned and any future areas to set up Festive Lights Committees.

#### **4.0 IMPLICATIONS FOR COUNCIL POLICY AND GOVERNANCE**

- 4.1 The details described in this report and the recommendation fits with existing Council policy and governance arrangements.

#### **5.0 LEGAL AND RESOURCE IMPLICATIONS**

- 5.1 There are no new legal implications arising from this report.

#### **6.0 CONCLUSIONS**

- 6.1 The Well Being funds continue to be used to improve service delivery in Outer East Leeds and meet Area Delivery Plan outputs and outcomes at a local level. This report refers to three specific projects: Gardening project for the elderly, Garforth Arts Festival and Christmas lights.

#### **7.0 RECOMMENDATIONS**

- 7.1 Area Committee is requested to note progress and raise any questions.
- 7.2 Area Committee is recommended to award £6,000 to support Garforth Arts Festival from the community engagement stream of the Well Being Budget.
- 7.3 Area Committee is recommended to agree the proposal outlined in section 3.4 regarding Christmas lights.

### **Background papers**

Well Being (revenue) 2006/7 report to Outer East AC– 12<sup>th</sup> December 2006

Outer East Area Committee Report 8 July 2008 – Area Delivery Plan 2008-11

Executive Board Report 16 July 2008 – Area Committee Roles 2008/09

Well Being report to Outer East A C – 7 July 2009

Well Being (revenue) report 24 March 2009.

**Appendix 1 - Outer East small grant position as at 21 August 2009** (from 09/10 budget)

<b>Cross Gates &amp; Whinmoor</b>		<b>Ref</b>	<b>Paid?</b>	<b>£</b>
Fieldhead Carr Community Centre Management Committee	Promotion of Fieldhead Carr Community Centre	OE/09/01/S	Yes	500.00
Woodview Tenants Association	Woodview Picture Palace	OE/09/02/S	Yes	500.00
Whinmoor 'B' Residents Association	Whinmoor in Bloom	OE/09/04/S	Yes	500.00
Whinmoor Wanderers	Older people's coffee morning	OE/09/07/S	Yes	500.00
Cross Gates Youth Opportunites	Youth club equipment	OE/09/08/S		499.98
				<b><u>2,499.98</u></b>
<b>Garforth &amp; Swillington</b>		<b>Ref</b>	<b>Paid?</b>	<b>£</b>
Firthfields Community Association	Firthfields Green Scheme	OE/09/03/S	Yes	500.00
				<b><u>500.00</u></b>
<b>Kippax &amp; Methley</b>		<b>Ref</b>	<b>Paid?</b>	<b>£</b>
Micklefield Parish Council	Micklefield in Bloom - parkway shrub bed	OE/09/05/S	Yes	376.00
Micklefield Drop-In Group	Micklefield Drop-In	OE/09/06/S	Yes	500.00
Friends of Billy Wood	Town Close Hills nature day	OE/09/10/S	Yes	500.00
				<b><u>1,376.00</u></b>
<b>Temple Newsam</b>		<b>Ref</b>	<b>Paid?</b>	<b>£</b>
Temple Newsam / Halton Gymnastic Club	New mats	OE/09/09/S	Yes	250.00
Scott Constantine & Dietrich Jeffreys	'R' Festival	OE/09/11/S	Rejected	
Grove Road Bowling Club	Bowling Green shelter	OE/09/12/S		500.00
				<b><u>750.00</u></b>

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Originator: Martin Hackett  
Tel: 3950705

## Report of the South East Leeds Area Manager

### East Outer Area Committee

Date: 8 December 2009

Subject: Outer East Area Committee Capital Budget 2009/10

**Electoral Wards Affected:**  
All Outer East Wards

Ward Members consulted  
(referred to in report)

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

Delegated Executive Function not available for Call In Details set out in the report

## Executive Summary

The Area Committee capital budget allocation for 2009/10 is £160,200. This is made up of the annual allocation and previous years underspend. The budget has been split evenly across the 4 Outer East Wards.

This report requests that Area Committee supports several new projects.

### 1.0 Purpose Of This Report

- 1.1 This report outlines project proposals requiring funding from the capital budget.
- 1.2 It also updates Members on breakdown of spend by Ward.

### 2.0 Background Information

- 2.1 The Outer East Area Committee has a capital budget allocation of £160,200 in 2009/10.
- 2.2 This report recommends that Area Committee supports projects in the area from the capital budget.

### **3.0 Main Issues**

#### **3.1 Christmas Tree Display in Garforth**

3.1.1 This is a proposal from 'Garforth in Bloom' to provide a permanent site for a tree; install electrical connections; and purchase Christmas Tree lights that will be for stored for annual use. The tree itself has been purchased from a Proceeds of Crime Act (POCA) application and in future years most likely from Ward Member MICE funds.

3.1.2 The cost of this project is as follows:

- the electrical connection is a 'one off' payment of £403 and will be installed by Leeds Lights
- The cost of the tree base, which will also be installed by Leeds Lights, is £400
- The cost of 2 sets of electric lights is £500

3.1.3 The cost of the tree is estimated at £200. This cannot be paid from capital funds as projects funded from this source require longevity and not be replaced on an annual basis. This cost of the tree has now been met by POCA funds.

3.1.4 Through working with Garforth 'in bloom' this proposal supports the following local improvement priority of the Area Delivery Plan:

**Culture** – Increase the sense of pride in communities across Outer East Leeds.

#### **3.2 CCTV to Fieldhead Carr Shopping area (Whinmoor)**

3.2.1 This is a proposal from South East Area Management Team for a commissioned project to install a CCTV surveillance system at Fieldhead shops on Whitelaithe Approach.

3.2.2 This shopping precinct has been a hotspot for crime and ASB for a number of years. In 2008 there were 7 ASBO's served on individuals who were causing problems in and around this area. A crime analysis completed by West Yorkshire Police detailing the past 12 month period shows that the greatest number of offences and ASB calls have been on Whitelaithe Approach equating to 37% of calls in the area and 24% of the neighbourhoods crime. The ASB calls were all classified as 'Rowdy or Inconsiderate Behaviour'. The majority of these calls refer to groups of youths congregating around the shops at this location.

3.2.3 The issue is a regular item at the Whinmoor Forum and always features as one of the main problem areas in the ward at Cross Gates & Whinmoor 'tasking' meeting

3.2.4 The scheme includes 5 cameras covering the front of the shops, footpath/ bus terminal area, ginnels and rear of the shops, pub and car park. The cost of the project is £9,842.

3.2.5 The system would enable agencies such as the Police and ASBU to link into the footage remotely and retrieve information. It would also have the capacity to link into the Leeds Watch system should we wish to further down the line.

3.2.6 The shopkeepers will pay any future maintenance costs to the system.

3.2.7 This proposal supports the following local improvement priorities of the Area Delivery Plan:

**Thriving Places** – Create safer environments by tackling crime and anti-social behaviour

### **3.3 The Allerton Bywater Colliery Memorial Fund**

3.3.1 This project is being led by Allerton Bywater Parish Council Regeneration Group to install a structure in the village commemorating the ex-colliery.

3.3.3 Leeds City Council has confirmed that it will take responsibility for the landscaping around the memorial and the Regeneration Group within the Parish Council will maintain the structure.

3.3.4 The cost of the project is £55,000 and Area Committee is asked to award £5,000 towards the cost. The remainder of funding is not yet in place but there are various bids pending. The Area Committee funding is subject to Allerton Bywater Parish Council acquiring the remaining £50,000.

3.3.5 This proposal supports the following local improvement priority of the Area Delivery Plan:

**Culture** – Increase the sense of pride in communities across Outer East Leeds.

### **3.4 Youth Offending Service – Temple Newsam**

3.4.1 This application has been received from the Youth Offending Service in Halton Moor/Osmondthorpe to deliver out an environmental project at the Halton Moor Community House.

3.4.2 The Halton Moor Community House is a much needed resource in East Leeds and is currently being used by a wide range of agencies and organisations. Over the last 8 months, young people from the Youth Offending Service (YOS) & the Youth Inclusion Programme (YIP) have worked hard to regenerate the back garden into a community space and small allotment. This is an ongoing project that enables young people from the YOS to do reparation work within their own community and attempt to make amends for their offending behaviour.

3.4.3 The aim of this project is to create an outside space that can be used by the whole community and the different organisations that already use the house. This project is

also a reparation activity and will be accessed by young people who are involved with the YOS and live in the Halton Moor area.

3.4.4 The main outputs of this project are to improve the outside space of the community house:

- Build a patio & 'chill-out area'
- Lay down turf and create a small garden area
- Build some more raised beds for planting vegetables
- Create a compost area
- Build a shed for storing equipment
- Put up screening around the garden
- Build a bench / seating area

3.4.5 The main achievements of this project will be improving an area that is used by the community and hopefully increasing the amount of people that will access the Community House. This project will also give young people the opportunity to do something constructive and have a shared positive experience. The young people who will be involved with this project will also develop new skills and gain practical work experience. It is also anticipated that if one garden on the Halton Moor estate can be improved, it may encourage other residents to improve their own gardens and raise the aspirations of the wider community.

3.4.6 The project will hopefully encourage members of the community to get involved and promote the project to organisations, such as The Halton Moor & Osmondthorpe Project for Elders. This adds an inter generational angle to the project.

3.4.7 The timescale for this project is:

- Lay patio & turf – Jan / Feb 2010
- Erect shed – Feb
- Build raised beds – March / April
- Put up screens around fence – April / May
- Plant vegetables - May /June
- General maintenance - ongoing

3.4.8 The cost of the project is £2,480 and Area Committee is asked to meet the full cost. A breakdown of cost is detailed on **Appendix 1**.

3.4.9 This proposal supports the following local improvement priority of the Area Delivery Plan:

**Thriving Places** – Create safer environments by tackling crime and anti-social behaviour

**Culture** – Increase the sense of pride in communities across Outer East Leeds.

### 3.5 St Mary's Church Hall (Whitkirk) renewal of kitchen



- 3.5.1 An application has been received from the Parochial Church Council of St Mary's, Whitkirk requesting funding to renew the church hall kitchen.
- 3.5.2 The Church Hall is used as a community facility for local groups and private hire for events. The community groups that use the kitchen include:
- Silver Lining Lunch Group for Elderly
  - Guides, Brownies, Rainbow Group
  - Arts Guild amateur theatre group
  - Coffee morning drop ins
- 3.5.3 The church is providing no match and has requested the full cost of the work which is £13,500.
- 3.5.4 St Mary's have been contacted and advised that South East Area Management would not be recommending that Area Committee support the full costs of the project for a number of reasons:
- There is an expectancy that external agencies provide some match funding for projects
  - All previous awards for work in Church Halls have been agreed once the respective church have acquired match funding
  - The relatively modest capital allocation should not be seen as a source of funding that can pay the full costs of project proposals from external organisations
  - To fund this project in full could set a dangerous precedent when considering the number of Church Hall's that exist in Outer East
  - There are alternative funding opportunities (including Church Funding opportunities) that are available that the applicant has been made aware of.
- 3.5.5 Area Committee is therefore asked to support this project with an award of £5,000 subject to the church acquiring the rest of the funds to carry out this work.
- 3.5.6 This proposal supports the following local improvement priority of the Area Delivery Plan:
- Culture** - Improve community facilities and increasing the use of community facilities.

### **3.6 Floodlights to Fieldhead Carr rugby pitches (Whinmoor)**

- 3.6.1 In September 2006 Area Committee awarded £4,500 to install new floodlights at Fieldhead Carr. At that time this was agreed in order to provide some match funding towards the Town & District Centre bid for Fieldhead Carr. The bid was unsuccessful and the subsequent decision to convert the pitch from regdra to grass meant that the new lighting could not go ahead until 2009. Since that estimate was provided Parks & Countryside have re-assessed the provision of floodlighting and recommend that a new type of floodlighting be installed that will also cover adjacent pitches.

- 3.6.2 Parks & Countryside estimates that a further £9,000 is required to carry out this project. At the Area Committee meeting held in September 2009 Members deferred any decision until a meeting had been arranged with Cross Gates & Whinmoor Ward Members, Whinmoor Warriors JRFC and officers. At that meeting a decision would be agreed on the extent Ward Members were prepared to support this project with additional funds.
- 3.6.3 The meeting was held on Friday 27<sup>th</sup> of November, which was after the Area Committee papers were dispatched.
- 3.6.4 Area Committee are asked to support the decision made at that meeting and details will be provided at Area Committee.
- 3.6.5 This proposal supports the following local improvement priority of the Area Delivery Plan:
- Culture** – Providing new and improved sports and leisure facilities across Outer East

### **3.7 Improvements to St Wilfrid's Church Hall (Halton) and associated works.**

- 3.7.1 St Wilfrid's Church Hall is sited on Selby Road in Halton. It provides space for a number of community activities and sessions that are enjoyed by residents of the area. These activities are provided for a wide age range and include:
- Yorkshire Theatre Dance
  - Slimming and keep fit clubs
  - Special Kids in Need (SKIN)
  - School holiday programmes for children
  - Private party hire
  - Arts School
  - Girl Guides
- 3.7.2 The condition of the roof has deteriorated over recent years and this has now damaged the ceiling as well as internal fixtures and decorations. Failure to renew the roof to the hall will result in further damage and potentially lead to the building not being usable.
- 3.7.3 The proposal is to renew the roof and ceiling, redecorate and provide new doors and new internal fixtures to the hall. Estimates for this work are between £13,000 and £15,000.
- 3.7.4 Area Committee is asked to award £5,000 towards this project. The remainder of the cost is being met from the fundraising activities of St Wilfrid's. The recommendation to award £5,000 will be subject to St Wilfrid's having acquired this match funding.
- 3.7.5 St Wilfrid's do not anticipate any increase in numbers using the building by carrying out this work but would expect that current activities can continue.

3.7.6 This proposal supports the following local improvement priority of the Area Delivery Plan:

**Culture** - Improve community facilities and increasing the use of community facilities.

### **3.8 Halliday Road Garage Site**

3.8.1 An application has been made by Aire Valley Homes to resurface with tarmac the entrance to the garages on Halliday Road, Garforth. The cost of the work is £2,190.

3.8.2 The application was prompted by several residents of Halliday Road requesting the work to be carried out by Aire Valley Homes. Aire Valley Homes are unable to carry out the works due to budget restrictions. They also feel that the work is cosmetic and not a priority.

3.8.3 On receipt of the application an inspection was carried out by South East Area Management. South East Area Management concurs with the view of Aire Valley Homes.

3.8.4 Area Committee is asked not to fund this project for the following reasons:

- It does not meet any priorities within the Area Delivery Plan
- The work is of a cosmetic nature and not essential
- Aire Valley Homes are not providing any match funding
- Aire Valley Homes do not class the work as being necessary
- The work falls under the category of maintenance and the capital budget should not be used for this purpose

### **3.8 The Grafton Villas Long Footpath**

3.8.1 Seven areas within Leeds Metropolitan District were identified in April 2004 as Designation Order Areas by the Secretary of State for Environment, Food and Rural Affairs. Three of the seven Designation Order areas are located in East Leeds. One such Designation Order Area in Crossgates, Leeds 15, covers the location of The Grafton Villas Long Footpath. This area had been identified as a place which had high levels of criminal activity in the vicinity of the footpath e.g. burglary, car crime, damage and assault.

3.8.2 In 2006 Outer East Area Committee appointed a CROW Officer (Countryside and Rights of Way Act) in order to pursue the closure of Grafton Villas (as well as looking at other problem ginnels). After much research and public consultation the overwhelming response from residents demanded closure. However, there were a small number of objections from some residents and the Ramblers Association. This led LCC Legal Services and Highways not to support the closure.

3.8.3 A further survey of users was carried out in summer 2008 The purpose of the survey was to:

- Ask people using Grafton Villas how frequently they used it.

- Ask users where they entered and exited Grafton Villas.
- Ask users if there was an alternative route they could use rather than Grafton Villas.
- Ask users if they were prepared to use that alternative route.
- Ask users if they would have any objections to Grafton Villas being closed

#### 3.8.4 The key results were:

- During the course of the two surveys 54 people traveled through Grafton Villas. Some traveled as individuals; others traveled in groups of up to 3 people
- Of the 54, 49 wanted the path to remain open and 5 wanted it closed
- The main reasons for people using Grafton Villas was that it was a short cut to their destination; a safe and attractive route; it was convenient; safer for bicycles etc.
- A number of users felt it needed to be better maintained with concerns about dog fouling, litter and graffiti.

3.8.5 Since this survey was carried out the Police have informed Leeds City Council that although it would have no objection to having the footpath closed it could not support the closure based upon crime statistics or Police calls.

3.8.6 In view of the previous history of this issue, the outcome of the survey and the view of the Police it would appear that the option of closure would be extremely difficult to achieve. Members are therefore recommended to return the previously allocated £15,000, earmarked for the closure of this path from the capital budget, to the Cross Gates & Whinmoor's capital allocation for spend on alternative projects.

## 4.0 Implications For Council Policy and Governance

4.1 The details described in this report and its recommendations fit with existing Council policy and governance arrangements.

## 5.0 Legal and Resource Implications

5.1 There are no new legal implications arising from this report.

## 6.0 Conclusions

6.1 The report requests funding to support several projects across Outer East Wards.

6.2 The report provides details of expenditure to date with a breakdown of funding by Ward on **Appendix 2**.

## 7.0 Recommendations

7.1 Area Committee is recommended to approve funding for the following projects:

- Garforth in Bloom Christmas Tree project - £1,303
- Fieldhead Carr CCTV - £9,842

- Allerton Bywater Memorial - £5,000
- Youth Offending Service: Halton Moor - £2,480
- St Mary's Church Hall kitchen - £5,000
- Agreement reached on further funding for floodlights at Fieldhead Carr
- St Wilfrid's Church Hall roof - £5,000

7.2 Area Committee is recommended not to approve the proposal to retarmac the entrance to Halliday Road garage site.

7.3 The Committee is asked to agree the cancellation of the Grafton Villas capital order and return the amount of £15,000 to the budget for Cross Gates & Whinmoor.

### **Background papers**

Executive Board Report 16 July 2008 – Area Committee Roles 2008/09

Outer East Area Committee Report 8 July 2008 – Area Delivery Plan 2008-11

Capital report to Outer East Area Committee – September 2006

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## Appendix 1 costs of YOT service project in Halton Moor

<b>Item</b>	<b>Cost</b>
Safety Boots x 5	£139.65
Wellington Boots x 7	£76.65
Overalls x 10	£136.50
Gloves x 30	£22.50
Spades x 5	£123.85
Garden Forks x 5	£139.60
Rake x 2	£48.00
Wheelbarrow x 1	£25.72
Watering Can x 2	£7.96
Hosepipe x 1	£22.98
Compost Bin x 1	£30.00
Screening x 8	£200
Sleepers x 5	£100
Patio (Built by Groundwork)	£1220
Shed x 1	£179.00
<b>Total Cost</b>	<b>£2472.41</b>

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Originator: Ken Morton

Tel: 3950572

**Report of the Director of Children’s Services**

**Outer East Area Committee**

**Date: 8<sup>th</sup> December 2009**

**Subject: Developing local arrangements for children’s services performance management reporting**

**Electoral Wards Affected:**  
**Garforth & Swillington**  
**Kippax & Methley**  
**Cross Gates & Whinmoor**  
**Temple Newsam**

Ward Members consulted (referred to in report)

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

Delegated Executive Function not available for Call In Details set out in the report

**Executive Summary**  
 To enable Area Committees to receive appropriate performance management information which takes account of recent changes to the OFSTED and Comprehensive Area Assessment recommendations and about the type of report that should be made available.

**1.0 Purpose of This Report**

This report provides an outline of the proposed children’s services performance management arrangements for Area Committees. It seeks member involvement in ensuring local performance information is relevant to local priorities and enables the area committee to carry out its performance monitoring role to support the achievement of local and city-wide priorities, as outlined in the area function information and council’s constitution.

**2.0 Background**

In December 2008 children’s services outlined the revised locality children’s trust arrangements and instigated the local children’s champion role. These developments have progressed with the Children’s Champions joining the local children’s services leadership teams from November 2009. The governance arrangements for locality children’s services leadership teams (partnerships) have also been revised to support elected member involvement and formalise the links to Area Committees.

The Area Function information and the Council constitution outline the Area Committee’s role in developing and reviewing the Children and Young People’s Plan priorities. It also sets out

their performance monitoring role to support the achievement of local and citywide priorities. The Area Committee Children's Champions have an influencing role in supporting progress against the Every Child Matters outcomes and improving the integration of children's services. However, other specific roles such as the Corporate Parent, or where elected members are involved in children's centres, act as school governors or as members of ALMO boards also provide opportunity for local elected members to influence partner involvement and challenge current progress around local children's services priorities. Better management information is required to enable local elected members to challenge performance and support improvement and this report seeks to address this.

### **3.0 Area committee involvement in supporting children's services improvement**

The new Ofsted inspection framework looks for evidence around a range of issues where elected members have a key role. The local authority must be able to demonstrate evidence of visible leadership to safeguard and promote the welfare of children and young people. One of the ways this is demonstrated locally is through the local elected member Children's Champion and how they work with the Area Committee to support the improvement of children's services. Examples of this might include local elected members:

- using performance information to instigate local discussions with services providers about how particular problems are tackled;
- using their role on Community Safety partnerships to drive better working between the police and broader children's services;
- targeted work through the corporate parent role with looked after children to better understand their needs and how service should be delivered locally

From 2010 Area Committee's will receive performance information which will outline the current performance of all local children's services settings, including school, childcare provision and children's homes. The performance management information will also include key performance measures for the Children and Young People's Plan priorities such as the number of young people not in education, training and employment, GCSE results and attendance rates. This will ensure local elected member are able to influence how local priorities are addressed and play a challenge and support role around improving performance. The Children's Champion will be able to bring the views of the wider Area Committee to the local children's services leadership team in order to work through local solutions.

Local elected member also have a leadership role to play through their involvement in extended services clusters. This is an opportunity to shape local service delivery around the needs of children, young people and families, ensuring they are well connected to the local community.

Appendix 1 outlines the proposed framework for performance reporting. It is important to note that at this stage this is a framework document and many indicators at this time are not broken down locally, however, it is our intention to do further work around this area. The locality performance framework outlines:

- the performance of all settings, services and institutions locally, as defined by the Children's Services CAA performance profile. It shows the percentage of these settings that are judged to be good or better;
- performance measures identified for each of the Children and Young People's Plan priorities including comparison to the city-wide average

It is proposed that the local performance framework is used to support Area Committee's involvement in monitoring the performance of children's services locally and to stimulate themed discussions with partners around areas of underperformance or significant improvement. Much of the performance information is annual and there are key times of the year when the information will be refreshed. It is proposed that the cycle for performance reporting is December and July each year. In January all of the revised Education data will be available including GCSE results and in July the end of financial year figures for all other indicators will be available.

For this Area Committee cycle it is proposed that subject to approval of the framework the first full performance report come in February, allowing service to develop the local data set.

#### **4.0 Implications For Council Policy and Governance**

There are no implications for Council policy and governance. The report support the agreed functions of the Area Committee as outlined in the Area Functions and the Council's Constitution.

#### **5.0 Legal and Resource Implications**

There are no legal implications and the resource implications are a requirement for central performance management arrangements to develop local reporting arrangements, within existing resources.

#### **6.0 Conclusions**

In recent months significant work has taken place to drive improvement in children's services. This work has intensified since the introduction of the new Ofsted framework and the findings from the unannounced inspection. The emphasis is on improving the quality and consistency of frontline safeguarding provision, improving integrated working and the quality of our children's services setting such as children's centres, children's homes and schools. The new framework has significantly raised the bar for the quality of service provided, with a much stronger emphasis on safeguarding.

The Ofsted framework also asks local authorities to show how elected members champion the needs of children and young people and proactively respond to their needs. It is important that local democratic arrangements demonstrate how they engage with children, young people and families. A major step toward improving the involvement of Area Committees is through the role of the Children's Champion and the introduction of the new local performance management framework.

The performance management framework will support Area Committees to have a better understanding about the levels of need in an area and service performance to meet these needs.

## **7.0 Recommendations**

Elected Members are asked to agree:

- the proposed format for local children's service performance reporting
- a full performance report be received in the February 2010
- future reporting to be in January and July each year.

Background Papers:

None.

## APPENDIX 1

### Settings and Institutions Performance.

The new OFSTED scoring is based on a judgement about good or better (i.e. not satisfactory)

- 80% judged good or better - Dark green
- 65-79% judged good or better -Light green
- 50-64% judged good or better – Amber
- Under 50% judged good or better – Red

City position at August 2009:

<b>Setting / Service / Institution</b>	<b>Number Inspected</b>	<b>Judgements/ Good or Above</b>	<b>Inadequate</b>	<b>%Banding</b>
Childminders	859	475	12	50 - Amber
Childcare on non domestic	330	189	4	54 - Amber
Nurseries				
Primary Schools	219	143	3	65 – Light Green
Secondary Schools	39	16	3	41 - Red
6 <sup>th</sup> Form Schools	36	14	3	39 - Red
Special Schools	6	4	1	67 – Light Green
PRU (Pupil Referral Units)	4	4	0	100 – Dark Green
6 <sup>th</sup> Form Colleges	1	1	0	100 – Dark Green
Children homes	16	12	1	75 – Light Green

Setting / Service / Institution report for the Xxxxxxxx Area Committee at

<b>Setting / Service / Institution</b>	<b>Number Inspected</b>	<b>Judgements/ Good or Above</b>	<b>Inadequate</b>	<b>%Banding</b>
Childminders				
Childcare on non domestic				
Nurseries				
Primary Schools				
Secondary Schools				
6 <sup>th</sup> Form Schools				
Special Schools				
PRU (Pupil Referral Units)				
6 <sup>th</sup> Form Colleges				
Children homes				

Priority	Measure	Leeds Baseline	Comparative similar Areas data	National	Area	Target for 2009/10	Target for 2010/11
Improving early learning and primary outcomes in deprived areas	NI 92* - The gap between the lowest achieving 20% in the Early Years Foundation Stage Profile and their peers (also in the basket of poverty indicators)	39.7% (07/08 ac yr)	34%	35.6% (07/08 ac yr)		30% (08/09 ac yr)	31.35% (09/10 ac yr)
	NI 76 - Reduction in number of schools where fewer than 55% of pupils achieve level 4 or above in both English and Maths at KS2	28 Schools 07/08	Not appropriate for comparison	Not appropriate for comparison		11 (08/09)	15 (09/10)
Improving attendance and reducing Persistent Absence from school	NI 87*(DCSF) - Secondary school 'Persistent Absence' rate (>20% absence)	7.9% (07/08 ac yr)	5.7% (07/08 ac yr)	5.6% (07/08 ac yr)		7.7% (08/09 ac yr)	6.3% (09/10 ac yr)
Reducing teenage conception	NI 112 - Under 18 conception rate (in the six wards with highest rates)	50.4 (1998) 48.1 (2007)	49 (2007)	41.7 (2007)		42.7	TBD
Raising the proportion of young people in education or work	NI 117*(LAA) - The proportion of young people aged 16-18 Not in Education, Employment or Training (also in the basket of poverty indicators)	10%	**	**		7.8%	6.8%
Reducing the need for children to be in care	LSP-HWb(i)* (PA) - Number of Looked After Children per 10,000 population of young people	83.8	***	***		67.5	59.3
Reducing Child Poverty	NI 116 - Proportion of children in poverty <sup>1</sup>						
Improving Outcomes for Looked After Children	NI 101* (DCSF) - Looked after children achieving 5 A* - C GCSEs or equivalent) at KS 4 (including maths and English)	4.0% (07/08 ac yr provisional)	**	**		17% (08/09 ac yr)	TBD
Places to go, things to do	NI 110* (PA) Young people's participation in positive activities	65.9%	67.3% (national median) (08/09)	69.5% (national median) (08/09)		70% by 2011	70% by 2011
14-19 Education	NI 79* (LAA) - Achievement of a level 2 qualification by the age of 19	65% (06/07 ac yr)	**	**		71.8%	75.2%
	NI 80* (PA) - Achievement of Level 3 qualifications by the age of 19	41% (06/07 ac yr)	**	**		47% (08/09 ac year)	49% (09/10 ac yr)
Safeguarding	NI 66 Number of referrals (to be added)						
	Number of Core assessments completed in 35 days						





Originator: Ken Morton

Tel: 3950572

## Report of the Director of Children Services

Meeting: East ( Outer) Area Committee

Date: December 8th 2009

Subject: **Safeguarding and Integrated Working**

<p><b>Electoral Wards Affected:</b> All</p>  <p><input type="checkbox"/> Ward Members consulted (referred to in report)</p>	<p><b>Specific Implications For:</b></p> <p>Equality and Diversity <input type="checkbox"/></p> <p>Community Cohesion <input type="checkbox"/></p> <p>Narrowing the Gap <input type="checkbox"/></p>	
<p>Council Function <input checked="" type="checkbox"/></p>	<p>Delegated Executive Function available for Call In <input type="checkbox"/></p>	<p>Delegated Executive Function not available for Call In Details set out in the report <input type="checkbox"/></p>

## EXECUTIVE SUMMARY

**This report introduces a presentation about key priorities of the Leeds Children and Young People Plan to advance at pace integrated working and the strengthening of safeguarding arrangements.**

### Purpose of This Report

1. The presentation appended forms the basis of this report.
2. The presentation is intended to provide an opportunity for members of the Area Committee to comment on multi-agency service development and to advise on how we should take this work forward with the Area Committee and the Children Champion.
3. **Background Information**  
Papers to Area Committee in December 2008 explored integrated locality working, local priorities for children, young people and families, and the role of a Childrens Champion. A clear direction of travel emerged that involves local integration capacity and closer agency working amongst universal, targeted and specialist services.

The unannounced inspection by OFSTED of the Authority July 21/22/2009 identified areas for priority action

- **Response to child protection referrals does not meet statutory guidance and does not ensure that children are adequately safeguarded**
- **During the initial reading of records, children were identified as having been left at potential risk of serious harm**
- **Inconsistent assessments by Children and Young People's Social Care**
- **Inconsistent referrals from agencies**

These priorities reinforce the direction of travel and the need to implement changes quickly.

5. **Main Issues**

The action being taken to address the priorities above are covered in the appended presentation.

6. **Implications For Council Policy and Governance**

There are no issues for Council policy arising from the recommendations although the role of elected members in extended services clusters and area children services groups are being considered within emerging proposals about locality governance arrangements.

7. **Legal and Resource Implications**

Actions identified in the presentation are being undertaken through the remodelling of existing resources.

8. **Recommendations**

The Area Committee is requested to

- Note and consider the presentation appended
- Comment on the priorities and emerging actions
- Advise on the recommendations made in the final 'slide'

**Background Papers**

None



## Area Committee Improving Safeguarding and Integrated Working

**Children Leeds**

the Leeds Initiative  
Local partnerships making things happen





## Content

- New Children and Young People's Plan key priorities on:
  - Safeguarding
  - Enabling integrated working
- New national Ofsted inspection framework for children's services and schools – stronger emphasis on Safeguarding
- Unannounced inspection July 21/22 2009 Identified areas for priority action
  - Response to child protection referrals does not meet statutory guidance and does not ensure that children are adequately safeguarded
  - During the initial reading of records, children were identified as having been left at potential risk of serious harm
  - Inconsistent referrals from agencies
  - Inconsistent assessments by Children and Young People's Social Care





## Responding to the Unannounced Inspection

- Review of 1600 child abuse and neglect cases since 1<sup>st</sup> April 2009 now complete- learning from this has supported the findings of the unannounced inspection and highlighted the need for further action by universal and preventative services in cases that were designated 'NFA'
- Revised S47 guidance issued 6<sup>th</sup> August 2009 and transmitted this through CYPSC and further threshold guidance for all services has been issued
- New leadership team - Jackie Wilson (Chief Officer), Sal Tariq, Ros Cheetham and Gail Faulkner (Heads of Service Delivery Fieldwork) to quality assure and risk assess local response.
- Management of field work services strengthened
- There is local deployment of existing resource to triage referrals at the contact centre seen as 'NFA' and ensure that they are passed to the appropriate services







## Integrated working

- Improving outcomes for children, young people and families not just a Social Care response.
- Work is underway to improve how services work together in an integrated way.
- Integrated working will:
  - *Ensure children, young people and families get the right services at the right time*
  - *Embed consistent and shared approaches to the accurate assessment of need; and*
  - *Enable proper, swift responses to identified need for all children and young people*





## A Local Framework for Integrated Working

- Better arrangements being put in place locally to drive and support integrated working
- Additional central resources to improve local integration
- Children's Services Leadership Team
- Four key elements of local integrated working
  - Accelerating the use of the Common Assessment Framework (CAF)
  - Integrated Service Leaders to work in clusters
  - Intervention Panels across clusters
  - Children Leeds Panel to work at wedge level





## What Local Integrated Working Will Look Like

- **Integrated Services Leaders (ISL's)** to drive the integration of frontline services by embedding CAF, establish more responsive, needs led local teams, solution focused approaches and promote co location and joint working.
- **Intervention Panels** – local multi-agency group to complement CAF process when cases are not progressing or improving outcomes using the CAF and team around the child process
- **Children Leeds Panels** – wedge level senior leaders for complex cases when they are not progressing within targeted and/or specialist services
- Central project support to ensure these panels work effectively.







## Areas to explore with the Area Committee

- Developing the role of the children's champion and their involvement with the Wedge Children's Services Leadership Team
- Developing the role of elected member in clusters
- Maximising the opportunities for responding locally to issues relating to children, young people and families e.g. through ALMO's Police relationships, Governing Bodies and through the Corporate Parent role



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Originator: Neil E Bowden

Tel: 0113 2602707

**Report of the Director of Children's Services**

**Outer East Area Committee**

**Date: 8<sup>th</sup> December 2009**

**Subject: Youth Service**

**Electoral Wards Affected:**

Ward Members consulted (referred to in report)

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

Delegated Executive Function not available for Call In Details set out in the report

**Executive Summary**

This report contains the performance data and commentary so far for 2009/10 for the Youth Service's delivery in the Outer East wards and plans for the future.

**1.0 Purpose Of this Report**

1.1 The chair of the Area Committee requested a report from the Youth Service on the work delivered in the first half of the year and future plans for the area.

**2.0 Area Youth Service achievements and developments in the first half of 2009/10**

2.1 The Youth Service has delivered a range of youth work programmes providing both 'universal' provision for 13-19 year olds and 'targeted' support for those most in need. It has offered a diverse set of programmes including sports, arts, health, individual support, holiday activities, residential experiences, outdoor pursuits, mobile and generic youth club based work.

2.2 There has been a significant shift in realigning when programmes are delivered during the week. In response to national guidance (i.e. Youth Task Force agenda) and user surveys the Youth Service is now delivering many more programmes on Friday evenings, and weekends soon. This is already proving to be a popular move with young people and provides positive alternatives to young people who previously may have been causing anti social behaviour in their neighbourhoods or would simply prefer to access youth work programmes more over the weekend.

2.3 There has been increased priority given to participation in the Extended Services Cluster

meetings, Tasking groups and the Children Leeds East Leadership team. There remains an emphasis on young people gaining recorded and accredited learning. The Youth Service is now working more directly to the key Children Leeds East priorities, particularly contributing to the reduction in teenage pregnancies, reduction in NEET young people, lowering of persistent school absences, and the development of 'more places to go and things to do'.

- 2.4 The East Leeds Youth Work Partnership (ELYWP) is a group of youth work providers who regularly meet with the Youth Service Managers in the East. Its main aim is to work strategically, share practice and to deliver joint programmes and events in a collaborative way. The Youth Service takes a lead in these meetings. Over the last six months an 'East Leeds Youth Got Talent Event' and a Soccer Competition at Soccer World have successfully taken place involving hundreds of teenagers. Young people from across the Outer East area and a range of agencies participated. The Beck project (part of re'new) is a key provider in the area now working closely with other partners delivering targeted 1-1 outreach support for those most at risk and group work with the emphasis on early intervention and prevention.
- 2.5 The ELYWP has worked well to bring together a group of young people in the form of LS£ash to receive and make informed decisions on applications from agencies and young people in the East for financial support from the Youth Capital and Opportunity fund. This has resulted in many organisations receiving funds for new equipment, trips, residentials, building adaptations and much more, to help them resource the delivery of new youth lead projects.
- 2.6 Well Being funding has been used across the Inner East to support the school holiday activities and some one off projects. The focus of this work is on providing activities, trips and events during the Easter, Summer, and October/February half-term school holidays. It's also used to support targeted work in the local community partnerships, to provide opportunities for young people to do voluntary work and environmental projects. The programmes focus on young people learning new skills and to help with their personal and social development.
- 2.7 In Temple Newsam steps have been taken to achieve a greater geographical spread of youth provision. This has involved deployment of regular mobile provision around the area four evenings a week. In using the Colton Institute the team has delivered a youth club for teenagers on Friday nights, and the team has been able to offer a number of young people one to one Personal Adviser support as part of Common Assessment Referrals.
- 2.8 The majority of the youth work programmes in the Crossgates & Whinmoor ward are delivered from two buildings; St Gregory's Youth & Adult Centre in the Swarcliffe and Fieldhead Youth and Community Centre in Whinmoor. There have been difficulties in securing usage of other premises in the Crossgates area, although the team is actively trying to find available space to deliver more provision. In the meantime young people are being worked with through the detached youth work programmes in the area.
- 2.9 The football skills programme as been particularly successful. This takes place every Monday evening at John Smeaton Leisure Centre. The programme aims to engage young people from the area who are socially excluded or involved in or at risk of anti

social behaviour. Football is the central focus of the programme; however the youth workers take the opportunity to introduce the young people to other programmes and services on offer in the ward.

- 2.10 A Young people's awards evening was recently held, attended by the local ward members from Crossgates & Whinmoor to celebrate the achievements of young people in gaining their accreditation certificates. The young people celebrated their achievements supported by their families and friends. The evening was a great success.
- 2.11 In the Kippax & Methley ward a key highlight has been the realisation of young people's vision to transform the overgrown grassed area beside the Kippax Kabin into a community garden. The team has been targeting a particularly challenging group of young men who were at risk of becoming disengaged with mainstream services. As a result of this interaction and support , 7 out of 8 young men completed a course and achieved OCN accreditation in basic motorcycle mechanics.
- 2.12 In Micklefield following a period of very unruly behaviour there is now a thriving youth club which has a very successful 5-a-side football team. The team has recently applied for funding for a kit and are planning to write an article for the parish magazine to promote the positive activities of young people. Work in Methley has been very successful in building relationships between young people and the wider community. A typical example of this was their attendance at resident association meetings and speaking publicly to allay concerns over their request for a Youth Shelter in Saville Road park.
- 2.13 Commissioned work with the School Partnership Trust (SPT) in Garforth has provided building based provision on 3 evenings a week whilst the Youth Service focuses its attention on mobile provision. The SPT have performed well for the half year having achieved the Reach and Participation targets and nearly achieved those for Recorded and Accredited outcomes. Monitoring visits by the Senior Youth Officer & Youth Work Manager have noted that they are working with good numbers of young people in a professional and safe environment.
- 2.14 The Youth Service continues to staff the Health bus that visits Garforth & Swillington every Tuesday. This valuable service provides information advice and guidance on a range of health issues as well as providing condoms and tests for STI's and pregnancy. The 'baby reality' parenting course has been a feature of our health work with 19 young people from Swillington completing the course and 16 achieving an accredited outcomes.
- 2.15 Table 1. (below) illustrates that for the half year all the wards have easily exceeded the targets set for the number of young people worked with ( Reach). In the case of Village wards this is nearly triple the target set, coming close to a total of 1,724 young people. On the learning side young people have gained significant recorded outcomes with all wards being on course to meet half year targets. The numbers of young people achieving accredited certificates e.g. D of E, have easily exceeded the half year targets for three out of the four wards, with a total of 66 to date.

- 2.16 Overall this demonstrates through the 4 key Performance Indicators that the Youth

Service is performing very well, working with high numbers of young people and providing a range of high quality programmes and activities leading to significant learning & accredited outcomes.

2.17 The Senior Youth Officer and appropriate Youth Work Manager for each ward meets every six – eight months with ward Councillors to discuss current programmes , plans for the future, performance, staffing and funding issues and partnership working. Officers have found these normally informative and constructive and providing critical feedback on the work and guidance for future prioritise. The next round of meetings is being organized. In between these meetings on going communications and updates are made between Officers and Councillors as required and visa versa.

**Table 1. Outer East Youth Service Performance targets v actuals  
April – Sept 09**

Wards	Reach		Participation		Recorded Outcomes		Accredited Outcomes	
	6mth target	Actual	6mth target	Actual	6mth target	Actual	6mth target	Actual
Temple Newsam	281	<b>345</b>	169	<b>335</b>	101	<b>100</b>	23	<b>11</b>
Crossgates & Whinmoor	264	<b>439</b>	159	<b>382</b>	95	<b>101</b>	21	<b>23</b>
Garforth & Swillington	156	<b>522</b>	94	<b>447</b>	56	<b>51</b>	13	<b>15</b>
Kippax & Methley	180	<b>418</b>	108	<b>415</b>	65	<b>93</b>	15	<b>17</b>

**Key**

**Reach** is the number of different young people worked with during the year.

**Participation** is where a young person has attended 4 or more sessions each year or participated in a focused piece of work such as a residential.

A **recorded outcome** is where a young person has shown progression as a result of youth work.

**Accreditation** is where a young person completes an activity that results accredited learning.

NB. The Youth Services performance targets are agreed with the Councils Performance team each year. This both takes into account the Councils prospective as well as being informed by the 'national' targets expected for Youth Services as provided by the DCSF.

### **3.0 Programmes in operation**

3.1 ***Please refer the appendix 1*** which provides a summary of all the Youth Work programmes currently being delivered in the Outer East wards of Temple Newsam, Crossgates & Whinmoor, Garforth & Swillington and Kippax & Methley.

### **4.0 Future plans for delivery of youth work in the area**

4.1 A review of the Temple Newsam programme is taking place with the recent arrival of a new Senior Youth Worker and taking into account a young peoples consultation report. It is expected, for example, that the ward programme will be extended to provide one extra evening of mobile provision, and more targeted support programmes to offer Corpus Christi college pupils. Similarly accredited work at Temple Newsam High school and Princes Trust projects will be prioritised.

4.2 The Temple Newsam team has embraced the need for a refocus on delivering Friday evening programmes. This is a big step forward as only last year there were no Friday or Saturdays programmes on offer in the ward. Youth work programmes will soon be available to young people six days a week.

4.3 In Crossgates & Whinmoor there will be a greater focus on citizenship & youth participation projects. Further enhancement of our work with John Smeaton school, targeting young people who are under achieving or who have low attendance. The reduction of teenage pregnancies will remain a priority for the team working in partnership to address the issue. The Service will support the development of voluntary youth work in the Crossgates area, particularly through the recent collaboration with the Crossgates Methodist Church (on Friday evenings) by working alongside and with other agencies that are seeking to set up local provision for young people.

4.4 The Youth Service has reached an agreement with the Kippax Leisure Centre to jointly provide training for the National Pool Lifeguard Qualification. This one week course will be targeted at NEET's aged 16 to 19 years and, if successfully completed, will provide participants with a qualification that can lead to work in local leisure centres. This project is to be offered to young people from Garforth & Swillington as well as Kippax & Methley wards.

4.5 Youth Forum work will become more intense with the group meeting every fortnight at Allerton Bywater. This is key to our future plans, as the centre is currently underused. This started mid September with a series of outreach sessions where youth workers will be meeting young people on the streets, in parks, etc, to ascertain what they want from their youth club.

4.6 In Garforth & Swillington, due to demand from young people and concerns around teenage conception, we are intending to run a rolling 'baby reality' programme working with up to 12 young people every 12 weeks. We will continue to target challenging

young people in Garforth & Swillington area, further developing programmes that will divert them away from anti-social behaviour & crime and provide outlets for the positive use of leisure time and opportunities to achieve accredited and recorded outcomes.

## **5.0 Highlights from summer activities and programmes**

5.1 In Temple Newsam the highlight of the summer holidays activities was a four week programme of fun challenges for the 13 plus age group. The challenges included working on the 'Bee Habitat' at Halton Moor, participating in outdoor pursuits activities i.e. climbing, caving and canoeing. The Crystal Maze Challenge involved 12 teams of six young people from across the area participating, with excellent feedback from young people. The 11 year plus programme delivered in partnership with extended services was very popular.

In total 167 young people participated in the wards summer holiday activities.

5.2 In Crossgates & Whinmoor the summer activities were well received by the young people, quite a few of whom had not attended youth service provision before. As a result of this new engagement we have recently set up a motor bike project which will run for 12 weeks and the young people will achieve an OCN accreditation ward on completion. A total of nearly 100 young people took part in the summer activities in the ward.

5.3 In Kippax & Methley the Youth Service held a total 22 separate trips & activities working with over 150 young people. Sessions included 'new' activities such as radio broadcasts & a talent competition as well as old favourites like Go-karting, climbing, sports sessions and visits to theme parks.

5.4 In Garforth & Swillington the Youth Service provided staffing for 15 trips & visits, working with over 120 young people. In addition, the mobile provision went out and 6 sports sessions were held in local parks. Sessions included activities such as a radio broadcast & a talent competition as well ice-skating, swimming, climbing, sports session. A major achievement for the service was to continue to provide the regular evening sessions across the ward in addition to daytime activities.

## **6.0 Recommendations**

The Area Committee is requested to note the contents of this report.

### **Background Papers**

Executive Board Report 16 July 2008 – Area Committee Roles 2008/09



# Temple Newsam

**Youth Work Manager – Coullin Meikle – Tel: 07891 270164**

UPDATED October 2009

QA REF	UNIT OF WORK / PROJECT	TAKING PLACE AT:	AGE GROUP	SESSIONS HELD		PERSON RESPONSIBLE
				DAYS	TIMES	
TN1	<b><u>16+ DROP-IN/CAFÉ</u></b> To help young people appreciate a safe environment. To enable young people to expand their horizons and try different activities.	Halton Moor Centre Neville Road Leeds LS15 0NW	16+	Friday	10.00 – 12.00pm	Beverley Degnan Zoe Fisher 0113-2141340
TN2	<b><u>DETACHED</u></b> To work with young people on the streets and support them with issues around their lives.	Halton	Open	Monday	6.30 – 8.30 pm	Beverley Degnan Zoe Fisher 0113-2141340
TN3	<b><u>MOBILE PROVISION</u></b> To meet young people from across the area providing information with regards to local activities while offering advice and information	Sainsbury's car park / Colton area	13+	Monday	5.00 – 7.00pm	Andrew Derra Michelle Gondo 0113-2141340
TN3	<b><u>MOBILE PROVISION</u></b> To meet young people from across the area providing information with regards to local activities while offering advice and information	Matalan Car Park / Halton area	13+	Tuesday	5.00 – 7.00pm	Andrew Derra Michelle Gondo 0113-2141340
TN4  1142 NB	Photo Project	Halton Moor Centre Neville Road Leeds LS15 0NW	13+	Monday	4.00-6.00	Beverley Degnan Zoe Fisher 0113-2141340
TN5  1098 MG	<b><u>SENIOR YOUTH CLUB</u></b> Young people meet, socialise, and participate in challenging programmes they have developed, whilst having fun in a safe environment.	Halton Moor Centre Neville Road Leeds LS15 0NW	13+	Tuesday	6.30 – 8.30 pm	Beverley Degnan Zoe Fisher Virgil Meikle 0113-2141340
TN6	<b><u>COLTON INSTITUTE</u></b> Young people meet, socialise, and participate in challenging programmes they have developed, whilst having fun in a safe environment.		13+	Friday	6.30 - 8.30pm	Darren Meade Michelle Gondo 0113 2141340

QA REF	UNIT OF WORK / PROJECT	TAKING PLACE AT:	AGE GROUP	SESSIONS HELD DAYS & TIMES		PERSON RESPONSIBLE
<b>TN9</b> <b>946</b> <b>CD</b>	<b><u>GIRLS GYM GROUP</u></b> To promote positive body image , self esteem health and wellbeing	Halton Moor Centre Neville Road Leeds LS15 0NW	15+	Wednesday	4.00 - 6.00pm	Beverley Degnan 0113-2141340
<b>TN10</b> <b>1101</b> <b>CD</b>	<b><u>INTERMEDIATE</u></b> Young people can participate in a variety of activities which help young people with life and social skills. Activities include cooking, arts & crafts, trips out and educational games.	Halton Moor Centre Neville Road Leeds LS15 0NW	11-13	Thursday	4.30 - 6.00pm	Zoe Fisher Beverley Degnan 0113-2141340
<b>TN11</b> <b>1080</b>	<b><u>BABY REALITY</u></b> Accredited course giving young people the skills and awareness of looking after young babies and children <b>(Tem Time only)</b>	Temple Moor High School Field End Grove Selby Road Leeds LS15 0PT	13+	Tuesday	3.00 – 4.30pm	Zoe Fisher Beverley Degnan 0113-2141340
<b>TN12</b> <b>1097</b> <b>MG</b>	<b><u>SENIOR GROUP</u></b> Young people meet, socialise, and participate in fun and challenging activities in a safe environment.	Halton Moor Centre Neville Road Leeds LS15 0NW	13+	Thursday	6.30 - 8.30pm	Darren Meade Beverley Degnan 0113-2141340
<b>TN13</b> <b>1090</b> <b>NB</b>	<b><u>CCCC DROP IN</u></b> A school Drop In which provides access to support staff who can advise, focus on solutions and provide Health Awareness information.	Corpus Christi College Neville Road Halton Moor Leeds LS9	11+	Tuesday	1.00 – 2.00pm	Darren Meade 0113-2141340
<b>TN14</b> <b>1102</b> <b>CD</b>	<b><u>THE HYP CLINIC</u></b> Young people have access to Health related information and support staff can provide C Card related products and information.	Temple Moor High School Field End Grove, Leeds LS15	13+	Tuesday	2.50 – 4.00pm	Darren Meade Ed Leeds/PCT 0113-2141340
<b>TN15</b> <b>870</b>	<b><u>DROP-IN</u></b> Targeting NEET young people. Drop in to support crisis interventions	Area outreach. Halton Moor Centre Neville Road LS15 0NW	16+	Thursday	1.00 – 3.00pm	Darren Meade +IGEN 0113-2141340

QA REF	UNIT OF WORK / PROJECT	TAKING PLACE AT:	AGE GROUP	SESSIONS HELD DAYS & TIMES		PERSON RESPONSIBLE
TN16  1103 CD	<b><u>YOUNG PARENTS PROJECT</u></b> Group for parents and 'parents to be' aged under 25. Access to specialist advice plus other activities for parents.	Halton Moor Centre Neville Road Leeds LS15 0NW	16+	Thursday	11.30 – 1.00pm	Zoe Fisher Beverley Degnan 0113-2141340
TN17	<b><u>BOYZ 2 MEN</u></b> Creates a safe environment for young men to engage in social activities in a single sex group. Enabling members to feel comfortable while developing new skills.	Halton Moor Centre Neville Road Leeds LS15 0NW	13+	Friday	3.30 – 5.00pm	Andrew Derra 0113-2141340
TN18  1140 NB	<b><u>GIRLS GROUP</u></b> Creates a safe environment for young women to engage in social activities in a single sex group. Enabling members to feel comfortable while developing new skills.	Halton Moor Centre Neville Road Leeds LS15 0NW	15+	Wednesday	7.00 – 9.00pm	Zoe Fisher Michelle Gondo 0113-2141340
TN19  1139 NB						
TN20  1104 CD	<b><u>CHOICES</u></b> Young people can develop the life and social skills in a safe and friendly environment. The sessions focus on Health & Hygiene and cultural diversity. <b>(To start in Sept)</b>	Halton Moor Centre Neville Road Leeds LS15 0NW	11+	Thursday	6.30 – 9.00pm	Zoe Fisher 0113-2141340
TN21	<b><u>C-CARD DROP-IN</u></b> Young people have access to Health related information and support staff can provide C Card related products and information.	East Leeds Leisure Centre Neville Road Leeds LS15 0NW	13+	Tuesday  Wednesday	5.00 - 6.00pm  6.00 - 7.00pm	Zoe Fisher 0113-2141340

QA REF	UNIT OF WORK / PROJECT	TAKING PLACE AT:	AGE GROUP	SESSIONS HELD DAYS & TIMES		PERSON RESPONSIBLE
TN23 1369	<b><u>INDIVIDUAL SUPPORT WORK</u></b> Individual support work giving young people the opportunity to discuss matters of relevance with their youth worker on a one to one basis.	Halton Moor Centre Neville Road Leeds LS15 0NW	13-19	Thursday	9.30 -11.30am	Beverley Degnan 0113-2141340
TN24						
TN25 1100 MG	<b><u>OSMONDTHORPE MOBILE PROVISION</u></b> To meet young people from across the area providing information with regards to local activities while offering advice and information	Osmondthorpe area		Wednesday	6.30-8.30pm	Beverley Degnan Mark Cummins 0113-2141340
TN26 608 AG	<b><u>OFZ</u></b> Providing support to the Young Peoples, Residents and Tenants Association. Allowing Young People to take an active role in community action, planning and development.	Doreen Hamilton Centre Rookwood Road, Osmondthorpe LS9 0Nh	13+	Thursday	4.00- 6.00pm	Darren Meade Mark Cummins 0113-2141340
TN27	<b><u>DUKE OF EDINBURGH AWARD</u></b> Supporting young people in gaining the D of E award	Halton Moor Centre Neville Road Leeds LS15 0NW	13+	Friday	5.00 – 7.00pm	Andrew Derra Phil Rone 0113-2141340
TN41 1026 NB	<b><u>OUT OF SCHOOL ACTIVITIES</u></b> Out of school activities – School holiday project which offers a range of educational activities, trips out and fun sessions	Temple Newsam Ward Area	11+	School Holiday Time Only Times Vary		All Staff 0113-2141340
TN50 1098 CD	<b><u>ECM</u></b> This piece of work captures individual's unique issues and allows staff flexible focused time to support.	Halton Moor Centre Neville Road Leeds LS15 0NW	15+	Mon – Fri	10 – 8.00pm	All Available Staff 0113-2141340

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# Crossgates and Whinmoor

**Youth Work Manager – Derek Lawrence – Tel: 07891 271012**

**Senior Area Youth Worker – Deeta Tren-Humphries – Tel: 07891 271037**

UPDATED OCTOBER 2009

QA REF	UNIT OF WORK / PROJECT	TAKING PLACE AT: Full Address	AGE GROUP	SESSIONS HELD DAYS & TIMES		PERSON RESPONSIBLE
CW1	<b><u>GIRLS GROUP</u></b> Creates a safe environment for young women to engage in social activities in a single sex group. Enabling members to feel comfortable while developing new skills.	St Gregory's Youth & Adult Centre Stanks Gardens LEEDS LS14 5LS	13+	Wednesday	6.30 – 8.30pm	Deeta Tren-Humphries Maxine Bavill 07891 271037
CW2	<b><u>SENIOR YOUTH CLUB (WHINMOOR)</u></b> Offers young people opportunities to participate in a wide range of activities covering arts, dance, drama, music, singing and cooking.	Fieldhead Community Centre Naburn Approach Leeds LS14 2EG	13 - 16	Monday	7.00 – 9.00pm	Becky Jowett Bev Saunders 0113 2640974
CW3	<b><u>SWC FOOTBALL PROJECT</u></b> Young people from the Swarcliffe area who are at risk attend weekly 5-a-side football	Football World Pontefract Lane Cross Green Leeds LS9	14 - 21	Tuesday	6.00 – 9.00pm	Sarah Bell Derek Lawrence James McCarthy 07891271012
CW4 875 NB	<b><u>DANCE</u></b> To train in contemporary dance up to performance standard and to identify young people who may have an interest in taking GCSE Dance at school.	St Gregory's Youth & Adult Centre Stanks Gardens LEEDS LS14 5LS	13 - 19	Thursday	6.30 – 8.30pm	Deeta Tren-Humphries Volunteers 07891 271037
CW5	<b><u>C CARD + DROP IN</u></b> Young people have access to health related information and support staff and can provide C Card related products and information.	St Gregory's Youth & Adult Centre Stanks Gardens LEEDS LS14 5LS	13+	Monday	3.30 – 5.30pm	Deeta Tren-Humphries 07891 271037
CW6 962 MG	<b><u>FOOTBALL SKILLS</u></b> In partnership with St Luke's. Support and guidance on issues affecting young people. Employment support, behaviour and attitude issues	John Smeaton Leisure Centre Smeaton Approach Swarcliffe LEEDS LS15 8TA	13 – 19	Monday	6.00 – 8.00pm	Rod Christopher Sarah Bell James McCarthy 07891 271037



QA REF	UNIT OF WORK / PROJECT	TAKING PLACE AT: Full Address	AGE GROUP	SESSIONS HELD DAYS & TIMES		PERSON RESPONSIBLE
CW7	<b><u>SENIOR GIRLS GROUP</u></b> Senior girls group working around healthy life styles	Fieldhead Community Centre Naburn Approach Leeds LS14 2EG	13 +	Monday	5.00 – 7.00pm	Bev Saunders Becky Jowett 07891 271046
CW8  1160 CD	<b><u>HYPS – JOHN SMEATON SCHOOL PARTNERSHIP WITH EDUCATION LEEDS</u></b> Wellbeing, C-card. In partnership with John Smeaton High School. <b>Start Date TBC</b>	John Smeaton High School Smeaton Approach Barwick Road Leeds LS15 8TA	11+			Deeta Tren-Humphries + Education Leeds 07891 271037
CW9	<b><u>SENIOR YOUTH CLUB (SWARCLIFFE)</u></b> Youth group focussed on activities and games	St Gregory's Youth & Adult Centre Stanks Gardens LEEDS LS14 5LS	13+	Tuesday	6.30 – 8.30pm	Maxine Bavill Kayleigh Thompson (Volunteer) 0113 2640974
CW10						
CW11  94 CD	<b><u>ONE OFF PROJECTS</u></b> One off projects within the Crossgates and Whinmoor Ward.	Various venues within the Crossgates and Whinmoor wards	11+	Various	Various	Various Staff
CW12	<b><u>MOTORBIKE PROJECT</u></b> 12 WEEK COURSE <b>Start date TBC</b>	Armley Lazer Centre Lenhurst Avenue LS12	13 – 19	TBC	TBC	James McCarthy Derek Lawrence 07891 271012
CW14  480 AG	<b><u>DETACHED</u></b> To work with young people on the streets and support them with issues around their lives.	Crossgates and Whinmoor areas	13+	Friday	6.30 – 8.30pm	Deeta Tren-Humphries Maxine Bavill Becki Jowett Sarah Bell 07891 271037

QA REF	UNIT OF WORK / PROJECT	TAKING PLACE AT: Full Address	AGE GROUP	SESSIONS HELD DAYS & TIMES		PERSON RESPONSIBLE
CW15	<b><u>DUKE OF EDINBURGH</u></b> Targeting young people aged 13 – 19 years, to be involved in D of E bronze Silver and Gold. <b>Start date TBC</b>	TBC	13+	TBC	TBC	James McCarthy Phil Rone 07891 271046
CW16	<b><u>YOUTH GROUP</u></b> Multi activity youth group focusing on physical activities, arts & crafts, cooking, music etc.	Fieldhead Community Centre Naburn Approach Leeds LS14 2EG	12 - 14	Wednesday	6.30 – 8.30pm	Becky Jowett Jeff Walwyn 0113 2640974
CW17  478 NB	<b><u>HOLIDAY ACTIVITIES</u></b> Out of school programmes for young people in Crossgates and Whinmoor.	St Gregory's Youth & Adult Centre Stanks Gardens Leeds LS14 5LS	11+	School Holidays		Various
CW18	<b><u>DROP IN</u></b> Individual support work, advice, information and guidance for young people needing support	St Gregory's Youth & Adult Centre Stanks Gardens LEEDS LS14 5LS	16+	Friday	3.30 – 5.30pm	Deeta Tren-Humphries 07891 271037
CW19	<b><u>PRESS GO</u></b> Working with 11+ young people at risk of offending.	St Gregory's Youth & Adult Centre Stanks Gardens LEEDS LS14 5LS	11+	Thursday	6.30 – 8.30pm	James McCarthy Maxine Bavill 0113 2640974
CW26  1189 MG	<b><u>JOHN SMEATON COMMUNITY COLLEGE</u></b> Working with young people at risk or on a reduced timetable or not attending school. <b>Start date TBC</b>	St Gregory's Youth & Adult Centre Stanks Gardens LEEDS LS14 5LS	13+			Deeta Tren-Humphries + Education Leeds 07891 271037

# Garforth and Swillington

**Youth Work Manager – Adrian Lee – Tel: 07891 271020**

UPDATED OCTOBER 2009

QA REF	UNIT OF WORK / PROJECT	TAKING PLACE AT:	AGE GROUP	SESSIONS HELD DAYS & TIMES		PERSON RESPONSIBLE
<b>GS1</b> <b>378</b> <b>MG</b>	<b><u>TEENAGE HEALTH BUS</u></b> <b>(In partnership with PCT)</b> Mobile health provision with Information and discussions. C-card scheme, Pregnancy testing, Chlamydia testing	Alternate weeks at: 1 - Garforth Squash Club 2 - Miners Welfare Car Park Swillington	13-18	Tuesday	3.00 – 5.00 pm	Parvez Aziz NHS Staff 01977 604193
<b>GS2</b> <b>398</b> <b>NB</b>	<b><u>GYFT</u></b> <b>(In partnership with LCC libraries)</b> Providing information & support, group discussions. Homework Support facilities. <b>(Term Time only)</b>	Garforth Community College Lidgett Lane Garforth LS25 1PH	13 - 18	Wednesday	2.30-5.00pm	Parvez Aziz Fiona Phelan (LCC Librarian) 07891 274884
<b>GS4</b> <b>1239</b>	<b><u>BABY REALITY</u></b> 8 week accredited course <b>TBC</b>	Allerton Bywater Youth and Adult Centre Leeds Road WF10 2DP	15 – 16			
<b>GS5</b>						
<b>GS6</b>	<b><u>FRIDAY NIGHT CAFÉ</u></b> To help young people appreciate a safe environment. To enable young people to expand their horizons and try different activities.	Garforth Community College Lidgett Lane Garforth LS25 1PH	13-16	Friday	7.00 – 9.00pm	Sharon Elliott (+ Garforth CC staff)
<b>GS7</b> <b>513</b>	<b><u>HOLIDAY ACTIVITY PROGRAMMES</u></b> Working in partnership with Garforth college to provide a comprehensive range of activities during school holidays	Garforth Community College Lidgett Lane Garforth LS25 1PH	13+	All school holidays except Christmas	5 days per week	Parvez Aziz Karen Impey Darren Barraclough (01977) 604193
<b>GS8</b>	<b><u>GARFORTH DETACHED</u></b> To provide information and support on issues effecting young people  <b>(On hold due to staff shortages)</b>	Barleyhill Road park Tesco's car park Firthfields Skatepark	13-19	Monday	7.00 – 9.00pm	Sakiander Ali Adrian Lee (01977) 604193

QA REF	UNIT OF WORK / PROJECT	TAKING PLACE AT:	AGE GROUP	SESSIONS HELD DAYS & TIMES		PERSON RESPONSIBLE
GS8	<b><u>GARFORTH DETACHED</u></b> To provide information and support on issues effecting young people	Barleyhill Road Park Tesco's car park Firthfields Park Skatepark	13-19	Wednesday	7.00 – 9.00pm	Joanne Taylor Sakiander Ali (01977) 604193
GS8	<b><u>GARFORTH DETACHED</u></b> To provide information and support on issues effecting young people	Barleyhill Road Park Tesco's car park Firthfields Park Skatepark	13-19	Friday	7.00 – 9.00pm	Joanne Taylor Karen Impey Darren Barraclough (01977) 604193
GS9						
GS10 1174 AG	<b><u>SWILLINGTON DETACHED PROJECT</u></b> Mobile provision - Providing information & support, group discussions and sporting activities	Miners Welfare Car Park Swillington & surrounding area	13 - 19	Monday	6.30 - 8.30 pm	Parvez Aziz Cherise Ainley 01977 604193
GS10 1174	<b><u>SWILLINGTON DETACHED PROJECT</u></b> Mobile provision - Providing information & support, group discussions and sporting activities	Miners Welfare Car Park Swillington & surrounding area	13 - 19	Friday	4.00 - 5.30 pm	Parvez Aziz Darren Barraclough 01977 604193
GS11	<b><u>SPORTS SESSION</u></b> Engaging young people in accredited opportunities to take part in sporting activities	Garforth Community College Lidgett Lane Garforth LS25 1PH	13 - 19	Various	7.00 – 9.00pm	Sharon Elliott (+ Garforth CC staff)
GS12	<b><u>ART CLUB</u></b> Focussed group work developing young peoples skills and interests in the arts and producing art projects	Garforth Community College Lidgett Lane Garforth LS25 1PH	13 - 19	Wednesday	7.00 – 9.00pm	Sharon Elliott (+ Garforth CC staff)
KM13	<b><u>MASSIVE MUSIC ATTACK</u></b> Teen disco for pupils from Garforth College	Holiday Inn Garforth	11-16	Every 3 months	7.00 - 10.00 pm	All Staff (01977) 604193

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# Kippax and Methley

**Youth Work Manager – Adrian Lee – Tel: 07891 271020**

UPDATED OCTOBER 2009

QA REF	UNIT OF WORK / PROJECT	TAKING PLACE AT: Full Address	AGE GROUP	SESSIONS HELD DAYS & TIMES		PERSON RESPONSIBLE SENIOR WORKER (Phone Number)
KM1  368 AG	<b><u>SENIOR YOUTH GROUP</u></b> To provide information and support with fun activities such as cookery/arts and crafts. To discuss issues effecting young people	Allerton Bywater Y & A Centre Leeds Road Allerton Bywater Castleford WF10 2DP	13 - 19	Thursday	6.15 – 8.15 pm	Cherise Ainley Karen Impey (01977) 604193
KM2						
KM3  1240 MG	<b><u>BABY REALITY</u></b> Accredited 8 week course <b>To restart with a new group of young people soon. (Term Time only)</b>	Brigshaw High School Brigshaw Lane Allerton Bywater WF10 2HR	15 - 16	Wednesday	8.30am – 9.30am	Karen Impey (01977) 604193
KM4  1169 CD	<b><u>BUILDING BRIDGES TO LEARNING</u></b> Accredited ASDAN/BTEC support work. One to one support <b>(Term Time only)</b>	Brigshaw High School Brigshaw Lane Allerton Bywater WF10 2HR	14+	Monday Tuesday Wednesday Thursday	8.30 – 3.00 pm 8.30 – 3.00 pm 8.30 – 3.00 pm 8.30 – 3.00 pm	Karen Impey 01977 604193
KM5  384 MG	<b><u>SENIOR YOUTH GROUP</u></b> To provide information and support with fun activities such as cookery/arts and crafts. To discuss issues effecting young people	Kippax Kabin Oak Car Park Butt Hill Kippax LS25 7JP	13 -19	Monday	6.00 - 8.00pm	Karen Impey Joanne Taylor (0113) 2866633
KM5  384 MG	<b><u>SENIOR YOUTH GROUP</u></b> To provide information and support with fun activities such as cookery/arts and crafts. To discuss issues effecting young people	Kippax Kabin Oak Car Park Butt Hill Kippax LS25 7JP	13 -19	Wednesday	6.00 - 8.00 pm	Karen Impey Parvez Aziz (0113) 2866633
KM6	<b><u>METHLEY SENIORS</u></b> To provide information and support with fun activities such as cookery/arts and crafts. To discuss issues effecting young people	Village Centre Main Street Methley LS26 9JE	13-18	Thursday	6.30 - 8.30 pm	Parvez Aziz Joanne Taylor (01977) 604193



QA REF	UNIT OF WORK / PROJECT	TAKING PLACE AT: Full Address	AGE GROUP	SESSIONS HELD DAYS & TIMES		PERSON RESPONSIBLE SENIOR WORKER (Phone Number)
KM6	<b><u>METHLEY SENIORS</u></b> To provide information and support with fun activities such as cookery/arts and crafts. To discuss issues effecting young people	Village Centre Main Street Methley LS26 9JE	13-18	Friday	6.00 - 8.00 pm	Parvez Aziz Joanne Taylor Sakiander Ali (01977) 604193
KM7  390 MG	<b><u>SENIOR YOUTH GROUP</u></b> Issue based work - Trips and visits etc To provide information and support To discuss issues effecting young people	Micklefield Youth & Adult Centre Micklefield Old Fire Station Great North Road Leeds LS25 4AF	13-18	Tuesday	6.30 - 8.30 pm	Gill Ramsden Darren Barraclough Tim Shelton (Vol) (0113) 2320572
KM7  390 MG	<b><u>SENIOR YOUTH GROUP</u></b> Issue based work - Trips and visits etc To provide information and support To discuss issues effecting young people	Micklefield Youth & Adult Centre Micklefield Old Fire Station Great North Road Leeds LS25 4AF	13-18	Thursday	7.00 - 9.00 pm	Sakiander Ali Darren Barraclough Gill Ramsden (0113) 2320572
KM8						
KM9  394 AG	<b><u>TEENSCOPE HEALTH DROP-IN</u></b> Brigshaw School (Thomas Danby building) To provide health information and c-card scheme <b>(Term Time only)</b>	Brigshaw High School Brigshaw Drive Allerton Bywater WF10 2HR	13 – 19	Thursday	3.00 - 4.00 pm	Karen Impey Joanne Taylor (01977) 604193
KM10  947 CD	<b><u>MOTORBIKE PROJECT</u></b> 12 week Accredited course (BUMPY Bronze) <b>Start Date TBC</b>	Lazer Centre Lenhurst Avenue LS12	13 -18			Adrian Lee Karen Impey (01977) 604193
KM13  361 MG	<b><u>MASSIVE MUSIC ATTACK</u></b> Teen disco for young people from Brigshaw	Holiday Inn Wakefield Road Garforth Leeds LS25 1LH	11-16	Every 3 months	6.30 - 10.00 pm	All Staff (01977) 604193

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Originator: Lesley Savage

Tel: 2243867

**Report of Chief Executive, Education Leeds**

**Meeting: Outer East Area Committee**

**Date: 8th December 2009**

**Subject:** Consultation on expansion of 17 primary schools in Leeds and additional provision for children with special educational needs at 2 primary schools

**Electoral Wards Affected:**  
 Cross Gates & Whinmoor  
 Temple Newsam

Ward Members consulted  
 (referred to in report)

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function	<input checked="" type="checkbox"/>	Delegated Executive Function available for Call In	<input type="checkbox"/>	Delegated Executive Function not available for Call In Details set out in the report	<input type="checkbox"/>
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**EXECUTIVE SUMMARY**

This report presents the Area Committee with the consultation document on proposals for the expansion of 17 primary schools and additional provision for children with special educational needs at 2 primary schools.

The consultation document appended forms the basis of the report. Members of the Area Committee are asked to consider this and comment on the expansion proposals.

## **Purpose of This Report**

1. The consultation document appended forms the basis of this report.
2. The consultation document asks for comments on proposals to
  - create extra space to permanently increase the size of 17 primary schools in Leeds from September 2010
  - provide extra places for children with Special Educational Needs (SEN) at two of the schools.
3. **Background Information**

Leeds City Council has a legal duty to provide school places for every child in the city taking into account where those children live and may want to attend school. Education Leeds has been planning extra places due to a rise in the number of children aged five and under in the city, and extra places are needed for the school year starting September 2010.
4. The consultation period runs from Monday 2 November 2009 to Friday 11 December 2009. Education Leeds are holding meetings to gather the views of schools, families, young people, governors, and the general public to create opportunities to debate the proposals and ask questions. The findings from the consultation will be presented to the council's Executive Board.
5. **Main Issues**

All the issues are described in full in the consultation document.
6. **Implications For Council Policy and Governance**

All the issues are described in the Executive Board report considered in October 2009, which gave permission to consult on the proposals. The local authority has a statutory duty to provide sufficient school places. In planning that capacity, they need to take into account where those children live and where they might want to attend school.
7. **Legal and Resource Implications**

All the issues are described in the Executive Board report considered in October 2009, which gave permission to consult on the proposals.
8. **Recommendations**

The Area Committee is requested to

  - Note and consider the report appended
  - Consider any response they wish to make as a part of the consultation

## **Background Papers**

Executive Board Report 16<sup>th</sup> October 2009. Proposal for statutory consultation for the expansion of primary provision for September 2010



# Public Consultation

2 November – 11 December 2009

**Proposals to expand  
17 primary schools and  
create additional provision  
for children with special  
educational needs at  
two primary schools**

**Education Leeds** 





# Proposals to expand 17 primary schools and create additional provision for children with special educational needs from September 2010

## Introduction

We have to make sure there are enough places in the city's schools for every child who wants one.

We expect a large rise in the number of children wanting to attend our primary schools, so we need to create extra places from September 2010.

We have identified 17 primary schools which we believe are in the right areas and would be able to provide those extra places. We need to ask you about these proposals before the council makes a final decision.

We also need to take this chance to ask you about proposals to create extra places for children with Special Education Needs (SEN) at two of the schools.

We have tried to give you all the information you need to understand and be able to comment on the proposals. Here are some explanations of key phrases and terms which you will see used in this booklet:

**Net capacity/useable space:** This means the space in a school which is available for classrooms as well essential non-teaching activities, such as hall, storage and staff rooms.

**Admissions limit:** The total number of children a school plans to accept into each year group.

**Statutory notice:** A period of time required by law to inform the public that the local authority is proposing to do or change something, which in this case would be expanding these schools and creating extra SEN provision. A statutory notice invites comments, and always follows a period of consultation like this one.

**SEN (special educational needs) Provision:** Special or different arrangements to provide education and support to children with extra physical, learning, behavioural or emotional needs.

The contents are:

## Introduction

1. What are we asking you about?
2. Why are we asking you?
3. What are the proposals?
4. What are the SEN proposals?
5. How have the proposals for expansion been developed?
6. Will any more schools need to expand?
7. How to comment on the proposals
8. What happens to your comments?
9. Pupil projections
10. Response Form
11. Dates of public meetings

## **1. What are we asking you about?**

This consultation is to ask for your comments on proposals to:

- create extra space to permanently increase the size of 17 primary schools in Leeds from September 2010; and
- provide extra places for children with Special Educational Needs (SEN) at two of the schools.

The proposals would involve some changes to the 'net capacity' of the school. This means making sure the school has the right amount of space available for classrooms as well as essential non-teaching activities, such as hall, storage and staff rooms. Increasing the net capacity means either changing the way the school facilities are used at the moment, or adding extra accommodation on school grounds, or both.

Where extra rooms are needed we will provide modern, high-quality modular accommodation. This has all the facilities children need and is built to last for decades. They are built off-site meaning they can be put up quickly on school grounds. This consultation does not replace the normal planning process, which would still be followed before any extra accommodation is placed on site.

We have included the proposals for extra SEN places in two of these schools in the same consultation booklet, so you can see how both proposals work together.

## **2. Why are we asking you?**

Leeds City Council has a legal duty to provide school places for every child in the city who wants one, taking into account where those children live and may want to attend school.

We have been planning extra places due to a rise in the number of children aged five and under in the city, and extra places are needed for the school year starting September 2010.

We believe that the 17 schools in section 3 are in the areas where the extra places will be needed most, and will be able to expand from September 2010. Section 5 'How were the proposals developed?' explains how we decided which schools should expand.

This consultation is needed to increase the size of the schools' net capacity, so that they have enough useable space for the extra children.

We also work with schools to agree admissions limits every year through the annual admissions consultation. More details about the admissions arrangements can be found on [www.educationleeds.co.uk/admissions](http://www.educationleeds.co.uk/admissions).

The final decision will be made by Leeds City Council's highest decision-making body, the Executive Board. We have to provide the Executive Board with all the information they need to make that decision. This includes making sure we have shared the proposals with everyone involved, and given them an opportunity to comment.

So we need you to read this booklet or attend the public meetings and give us any comments you have on the proposals.

Details of how to comment are in section 7 – 'How to comment on the proposals'



### 3. What are the proposals?

The table below shows the proposed changes to 17 schools. It shows the change to the capacity of the school, which is what we are asking you about through this consultation. If the proposals go ahead, we would be able to make sure these schools have the right amount and types of space for the extra children.

The change in admissions limit relating to that change in overall school size is also shown in the table. Changes to admissions limits are agreed through the annual admissions consultation.

To help you understand the numbers, it is important to know that it is easier for schools to increase in size by either a half (15 children) or a full (30 children) class size.

Year groups already in the school would not change size. The total number of children in the school would increase every year by the amount of extra children joining in reception, until 2016 when every year group would be the new larger size.

<b>Proposed increases to net capacity Sep 2010, and related admissions limit change</b>			
<b>School</b>	<b>Admissions limit From / to</b>	<b>Capacity From / to</b>	
1 Beeston	60 to 90	420 to 630	
2 Blenheim	30 to 60	210 to 420	
3 Brudenell	40 to 45	239 to 315	see note 2
4 Ebor Gardens	30 to 60	210 to 420	
5 Greenmount	45 to 60	343 to 420	
6 Highfield	45 to 60	315 to 420	
7 Hugh Gaitskell	75 to 90	525 to 630	
8 Ireland Wood	30 to 60	210 to 420	
9 Ingram Road	30 to 45	210 to 315	
10 Iveson	30 to 45	210 to 315	
11 Mill Field	45 to 60	258 to 420	
12 Moor Allerton Hall	45 to 60	315 to 420	see note 3
13 New Bewerley	45 to 60	315 to 420	see note 1
14 Swarcliffe	30 to 45	210 to 315	
15 Victoria	50 to 60	318 to 420	see note 3
16 Whitkirk	45 to 60	315 to 420	see note 1
17 Thorner CE	20 to 30	156 to 210	

### **Note 1 - linked SEN proposals**

As well as the proposed increase in size, we are proposing to add further support for children with special educational needs (SEN) at New Bewerley Community School and Whitkirk Primary.

**More detail on these proposals is in section 4 'What are the SEN Proposals'?**

### **Note 2 Brudenell Primary**

The school already has an agreed admission limit of 40, but at the moment does not have the space to teach 280 children (7 year groups of 40 children).

It is also likely to need a bigger admission limit in the future because of the number of children being born in the area. Rounding the admissions limit up to 45 would provide extra spaces and also be an easier number for the school to manage.

This consultation is asking about the proposal to increase the net capacity to 315. We will consult everyone involved on changes to the admissions limit for 2011 through the normal annual admissions process.

### **Note 3**

The increase in admissions limit for Moor Allerton Hall and Whitkirk has already been agreed through the annual admissions consultation.

## **4. What are the SEN proposals?**

Education Leeds is developing new school provision for children and young people with special educational needs (SEN). We have to make sure that any proposals for SEN provision help to meet our key aims which are:

- Wherever possible children and young people will be able to attend and be supported with their friends and peers in their successful local neighbourhood school.
- Children and young people can get additional support when required, provided by or through the school or other centre in their area.
- Those children and young people with more severe and complex needs will be able to benefit from specialist services and provision.
- Parental choice and options for children and young people will be strengthened and championed.

A large number of children with SEN are successfully educated in appropriately equipped mainstream schools in Leeds. In addition we have some highly resourced mainstream schools. These have high levels of special resources and are adapted to support children with complex needs.

We also provide Specialist Inclusive Learning Centres (SILCs) for children and young people whose needs are best met in a special school.

We are proposing to add Whitkirk Primary School to the number of highly resourced mainstream schools in the city, and increase the number of spaces and support available for children with SEN at New Bewerley Community School. Both would have enhanced provision for up to 14 children with complex physical and medical needs. The schools will have specially-equipped care, therapy and teaching areas. These areas can be accessed and used by any child no matter what their needs.

We need more of these places in primary schools as the numbers of pupils identified as having complex needs is increasing. At the moment, we have no highly resourced mainstream primary schools in the east of the city, and only a small partnership arrangement between the South Specialist Inclusive Learning Centre and New Bewerley Community School in the South.

For more information on our plans to provide excellent provision for every child in the city, no matter what their needs, visit [www.educationleeds.co.uk/inclusivelearning](http://www.educationleeds.co.uk/inclusivelearning)

Number of pupils in Leeds with Physical Difficulties

Year	Number
2006	223
2007	209
2008	242

#### **Proposal for Whitkirk Primary**

The proposal is to create ‘enhanced community provision’ at Whitkirk Primary for children with physical difficulties and complex medical needs. This would serve the east of the city and not just the immediate community. Along with Seacroft Enhanced Children’s Centre and Temple Moor High School, it would allow children with complex needs to get local support from birth to 19 years of age. The new facilities would take a maximum of 14 children, probably two per year group. Children would be on the roll of the school, and the governing body would be responsible for them. Changes to the school facilities would be funded from the Education Leeds School Access Initiative budget.

#### **Proposal for New Bewerley Community School**

The proposal is to develop ‘enhanced community provision’ at New Bewerley for primary-aged children with physical difficulties and complex medical needs. This would serve the south of the city, and not just the immediate community. Along with the Enhanced Children’s Centre already established at New Bewerley and an as yet unidentified high school, this would allow children with complex needs to get local support from birth to 19 years of age. It will take a maximum of 14 children, probably two per year group. and the governing body would be responsible for them. Changes to the school would be funded from the Education Leeds School Access Initiative budget.

### **5. How have the proposals for expansion been developed?**

When finding the right schools, we had to balance:

- our legal duties, which include making sure there are enough places, families are offered choice and diversity, and to consider the expansion of popular and successful schools,
- the areas where the extra places are needed,
- how expanding one school might affect the other schools in the area,

- the practical reasons why many schools can't be expanded, and
- the need to develop proposals quickly so that families expressing a preference for places in reception 2010 had all the information they needed this summer/autumn.

First, we had to identify where and how many extra places would be needed.

We have done this by projecting where places will be needed using birth rates and patterns of where children are born compared with where they attend school. These are contained in section 9 of this booklet. We then compared the predictions with the information available from the 2009 admissions process, which told us how many children applied and which schools families wanted them to go to.

In those areas where there is clearly a need for more places, we identified the nearest schools which could realistically expand in time for 2010. We visited the schools to discuss plans with headteachers. This resulted in a final list of 17 schools we are proposing to expand in September 2010, which has been agreed in principle with each school's chair of governors.

This list was approved by Leeds City Council's highest decision-making body, the Executive Board, in July 2009 and given to the schools adjudicator for consideration. The schools adjudicator is appointed by the government to oversee requests to changes to school sizes outside of the normal process. They have confirmed that Leeds City Council has the powers to admit children above the published admissions limit in September 2010.

In October 2009, the Executive Board also approved this present consultation on the 'net capacity' of the schools to meet admission limit increases on a permanent basis.

## **6. Will any more schools need to expand?**

We are planning for a continued rise in the population, and a exceptional demand for places in Leeds schools.

We are working with all schools in the city to plan together how to meet the needs of every child in every community in the medium and long term. You will have your opportunity to comment on any further expansions.

## **7. How to comment on the proposals**

This consultation runs from Monday 2 November 2009 to Friday 11 December 2009. If you want the council's executive board to consider your views, we must receive your comments no later than 4pm on Friday 11 December 2009.

We are holding meetings to gather the views of schools, families, young people, governors, and the general public, where you will have the opportunity to debate the proposals and ask questions.

The information is also available on the Education Leeds website [www.educationleeds.co.uk](http://www.educationleeds.co.uk), in public libraries and has been widely distributed to interested parties including local councillors, MPs, the Catholic and CE dioceses and unions.

Responses need to be in writing (see below) or verbally at the public meetings listed on the back cover of this document. We minute all public meetings and place the minutes on our website. It is important that if you can, you give reasons for agreeing or disagreeing with the proposals, so that as much information as possible is available to the Executive Board when making their decision.

Written responses can be made:

- Using the form in this booklet, which includes details of where to send it.
- By letter, to School Organisation Team, 9th Floor West, Merrion House, Merrion Way, LS2 8DT,
- By email to [educ.school.organisation@educationleeds.co.uk](mailto:educ.school.organisation@educationleeds.co.uk)

**Responses can be anonymous, but if you require an acknowledgement please include your name and address.**

Please remember that this consultation is to gain your views on proposals to create extra space at 17 of the city's primary schools, and extra places for children with Special Education Needs (SEN) at two of the schools. We cannot consider your views on any other subjects as part of this process.

### **8. What happens to my comments?**

We summarise all your views and present them to Leeds City Council's Executive Board, which will decide whether to proceed with the proposals or to change them in any way. They are likely to make this decision at the Executive Board meeting on 12 February 2010. We treat your comments equally whether you put them in writing or say them at the public meetings.

If they decide to go ahead, a statutory notice confirming the details of the final proposals will be published in the Yorkshire Evening Post and on the Education Leeds website at [www.educationleeds.co.uk/schoolorganisation](http://www.educationleeds.co.uk/schoolorganisation) after February 2010 half term.

The statutory notice gives you an opportunity to comment on the final proposals before the council's Executive Board makes its final decision.

Even if your comments are the same as you have contributed to this consultation, you will need to make them again if you want to be sure that the Executive Board considers them when making their final decision.

The Executive Board must make its final decision within two months of the end of this statutory notice period, so the decision is likely to be made at the Executive Board meeting on 19 May 2010.

If objections are received, the School Organisation Advisory Board will sit ahead of the Executive Board Meeting to make its recommendation on the proposals.

The School Organisation Advisory Body (SOAB) is made up of representatives from the area's education community, and has been established by the council's Executive Board to consider responses and make recommendations on the final decision regarding any proposals to change the size or organisation of schools.

### **9. Pupil Projections**

Tables show actual pupil numbers from the pupil census in January 2009, with projections for 2009/10 onwards.

The table shows the admissions limit (AD LT) and available places (CAPACITY) in all the schools in the area if no schools are expanded.

The SURPLUS column shows how the pupil projections would affect the number of available places.

### BEESTON AREA – including Beeston, Hugh Gaitskell

	REC	YR 1	YR 2	YR 3	YR 4	YR 5	YR 6	TOTAL	AD LT	CAPAC ITY	SURPLUS	
2003/2004	183	199	179	194	184	189	194	1,322	225	1,423	101	7%
2004/2005	162	174	198	185	186	193	190	1,288	225	1,396	108	8%
2005/2006	171	162	180	203	187	185	190	1,278	205	1,395	117	8%
2006/2007	189	168	167	178	203	189	189	1,283	205	1,395	112	8%
2007/2008	183	185	166	167	186	195	191	1,273	205	1,361	88	6%
2008/2009	197	191	174	162	167	179	191	1,261	205	1,395	134	10%
2009/2010	201	200	187	171	165	163	179	1,265	205	1,395	130	9%
2010/2011	232	207	197	184	175	161	162	1,319	205	1,395	76	5%
2011/2012	232	237	203	192	188	171	161	1,384	205	1,395	11	1%
2012/2013	245	238	234	199	196	183	169	1,463	205	1,395	-68	-5%
2013/2014	234	251	234	230	203	191	183	1,525	205	1,395	-130	-9%

### HOLBECK AREA – including Greemount, Ingram Road, New Bewerley

	REC	YR 1	YR 2	YR 3	YR 4	YR 5	YR 6	TOTAL	AD LT	CAPAC ITY	SURPLUS	
2003/2004	243	240	264	256	250	217	251	1,721	250	1,873	152	8%
2004/2005	262	246	236	259	254	250	228	1,735	250	1,877	142	8%
2005/2006	245	251	243	238	249	246	251	1,723	265	1,863	140	8%
2006/2007	253	246	244	236	242	244	249	1,714	265	1,855	141	8%
2007/2008	260	254	246	238	226	235	238	1,697	265	1,854	157	8%
2008/2009	276	251	240	225	238	225	235	1,690	265	1,854	164	9%
2009/2010	277	272	246	228	224	235	225	1,708	265	1,854	146	8%
2010/2011	328	273	267	235	228	224	237	1,792	265	1,854	62	3%
2011/2012	330	324	266	251	234	227	225	1,857	265	1,854	-3	0%
2012/2013	362	326	317	252	252	233	229	1,971	265	1,854	-117	-6%
2013/2014	345	359	319	302	254	252	235	2,065	265	1,854	-211	-11%

### RICHMOND HILL AREA – including Victoria

	REC	YR 1	YR 2	YR 3	YR 4	YR 5	YR 6	TOTAL	AD LT	CAPAC ITY	SURPLUS	
2003/2004	112	114	93	114	121	109	107	770	140	912	142	16%
2004/2005	110	127	114	100	117	122	112	802	140	870	68	8%
2005/2006	114	109	123	114	103	119	120	802	140	845	43	5%
2006/2007	118	119	111	115	117	101	119	800	140	845	45	5%
2007/2008	124	119	120	111	110	111	102	797	140	845	48	6%
2008/2009	137	119	109	119	102	116	111	813	140	845	32	4%
2009/2010	173	136	115	110	114	103	118	868	140	845	-23	-3%
2010/2011	176	170	130	117	104	116	104	917	140	845	-72	-8%
2011/2012	213	174	161	133	110	106	118	1,014	140	845	-169	-20%
2012/2013	228	211	166	164	127	113	107	1,116	140	845	-271	-32%
2013/2014	242	226	201	170	157	130	115	1,241	140	845	-396	-47%

### BURMANTOFTS AREA – including Ebor Gardens

	REC	YR 1	YR 2	YR 3	YR 4	YR 5	YR 6	TOTAL	AD LT	CAPAC ITY	SURPLUS	
2003/2004	157	168	173	195	178	174	167	1,212	200	1,487	275	18%
2004/2005	158	152	155	169	191	165	180	1,170	195	1,339	169	13%
2005/2006	146	166	160	162	170	196	175	1,175	180	1,269	94	7%
2006/2007	160	164	175	162	172	181	190	1,204	180	1,269	65	5%
2007/2008	181	177	172	176	165	162	180	1,213	180	1,446	233	16%
2008/2009	169	188	184	175	178	164	168	1,226	180	1,269	43	3%
2009/2010	188	183	198	188	180	178	167	1,281	195	1,269	-12	-1%
2010/2011	199	202	191	203	195	181	183	1,353	195	1,269	-84	-7%
2011/2012	232	214	211	196	210	193	187	1,443	195	1,269	-174	-14%
2012/2013	274	251	225	217	203	210	199	1,578	195	1,269	-309	-24%
2013/2014	266	295	264	232	225	204	217	1,704	195	1,269	-435	-34%

### ROUNDHAY / WIGTON AREA – including Highfield, Moor Allerton Hall

	REC	YR 1	YR 2	YR 3	YR 4	YR 5	YR 6	TOTAL	AD LT	CAPAC ITY	SURPLUS	
2003/2004	439	443	445	454	448	479	461	3,169	465	3,189	20	1%
2004/2005	432	449	441	452	459	446	469	3,148	465	3,170	22	1%
2005/2006	419	432	433	442	452	459	450	3,087	465	3,110	23	1%
2006/2007	434	420	426	446	450	444	463	3,083	450	3,114	31	1%
2007/2008	435	433	423	429	442	446	447	3,055	450	3,114	59	2%
2008/2009	446	440	430	415	425	448	451	3,055	450	3,070	15	0%
2009/2010	434	450	439	429	414	425	453	3,044	450	3,070	26	1%
2010/2011	483	439	451	439	429	418	432	3,092	450	3,070	-22	-1%
2011/2012	478	489	438	449	437	432	422	3,145	450	3,070	-75	-2%
2012/2013	506	483	488	437	447	439	438	3,237	450	3,070	-167	-5%
2013/2014	521	511	482	486	435	450	445	3,331	450	3,070	-261	-8%

### MEANWOOD AREA – including Mill Field

	REC	YR 1	YR 2	YR 3	YR 4	YR 5	YR 6	TOTAL	AD LT	CAPAC ITY	SURPLUS	
2003/2004	147	146	152	162	156	167	164	1,094	210	1,373	279	20%
2004/2005	159	153	152	155	166	164	177	1,126	210	1,312	186	14%
2005/2006	136	156	152	152	153	162	161	1,072	210	1,296	224	17%
2006/2007	164	140	156	150	152	155	171	1,088	165	1,147	59	5%
2007/2008	144	162	142	148	149	145	149	1,039	165	1,056	17	2%
2008/2009	159	145	154	135	143	149	145	1,030	165	1,090	60	6%
2009/2010	169	160	143	145	135	141	149	1,043	150	1,090	47	4%
2010/2011	176	170	156	137	142	134	141	1,056	150	1,090	34	3%
2011/2012	193	177	166	148	137	141	133	1,094	150	1,090	-4	0%
2012/2013	193	194	173	156	146	135	140	1,138	150	1,090	-48	-4%
2013/2014	195	194	190	163	154	144	135	1,175	150	1,090	-85	-8%

### WOODHOUSE AREA – including Blenheim

	REC	YR 1	YR 2	YR 3	YR 4	YR 5	YR 6	TOTAL	AD LT	CAPAC ITY	SURPLUS	
2003/2004	70	72	82	84	80	74	79	541	90	630	89	14%
2004/2005	58	74	66	77	76	69	69	489	90	627	138	22%
2005/2006	65	62	69	71	80	74	72	493	90	627	134	21%
2006/2007	73	64	63	69	67	85	76	497	90	627	130	21%
2007/2008	72	73	62	63	61	60	80	471	90	627	156	25%
2008/2009	87	78	71	58	51	58	61	464	90	627	163	26%
2009/2010	107	91	77	70	49	48	57	500	90	627	127	20%
2010/2011	125	118	93	80	62	49	51	578	90	627	49	8%
2011/2012	126	137	118	98	71	62	51	664	90	627	-37	-6%
2012/2013	173	137	137	128	87	70	63	794	90	627	-167	-27%
2013/2014	195	187	136	146	114	83	70	932	90	627	-305	-49%

### HYDE PARK/HEADINGLEY AREA – including Brudenell

	REC	YR 1	YR 2	YR 3	YR 4	YR 5	YR 6	TOTAL	AD LT	CAPAC ITY	SURPLUS	
2003/2004	177	180	167	190	193	179	191	1,277	226	1,486	209	14%
2004/2005	176	188	188	169	192	203	190	1,306	226	1,427	121	8%
2005/2006	175	167	182	184	169	187	198	1,262	226	1,427	165	12%
2006/2007	168	175	171	188	177	180	181	1,240	200	1,247	7	1%
2007/2008	152	173	170	167	184	178	170	1,194	200	1,247	53	4%
2008/2009	184	159	175	167	165	187	177	1,214	200	1,247	33	3%
2009/2010	185	192	159	174	166	171	183	1,230	200	1,247	17	1%
2010/2011	225	195	194	161	174	173	169	1,290	200	1,247	-43	-3%
2011/2012	209	236	196	193	159	180	170	1,343	200	1,247	-96	-8%
2012/2013	235	219	237	195	190	165	177	1,418	200	1,247	-171	-14%
2013/2014	259	246	221	236	193	196	162	1,514	200	1,247	-267	-21%



### COOKRIDGE/ADEL AREA – including Ireland Wood, Iveson

	REC	YR 1	YR 2	YR 3	YR 4	YR 5	YR 6	TOTAL	AD LT	CAPAC ITY	SURPLUS	
2003/2004	240	233	252	246	253	261	278	1,763	300	1,991	228	11%
2004/2005	210	243	238	255	254	251	262	1,713	255	1,795	82	5%
2005/2006	224	215	255	236	254	262	250	1,696	255	1,768	72	4%
2006/2007	212	237	217	249	232	256	264	1,667	255	1,768	101	6%
2007/2008	233	224	233	220	250	233	257	1,650	255	1,799	149	8%
2008/2009	244	239	222	234	219	247	234	1,639	255	1,828	189	10%
2009/2010	273	256	238	224	233	218	248	1,691	255	1,828	137	7%
2010/2011	312	287	257	244	227	235	222	1,784	255	1,828	44	2%
2011/2012	329	326	286	261	245	227	238	1,911	255	1,828	-83	-5%
2012/2013	308	344	324	289	261	244	228	1,997	255	1,828	-169	-9%
2013/2014	325	322	342	328	288	260	245	2,110	255	1,828	-282	-15%

### SWARCLIFFE AREA – including Swarcliffe

	REC	YR 1	YR 2	YR 3	YR 4	YR 5	YR 6	TOTAL	AD LT	CAPAC ITY	SURPLUS	
2003/2004	63	64	61	88	65	84	66	491	105	623	132	21%
2004/2005	56	64	66	56	86	67	83	478	105	581	103	18%
2005/2006	55	56	62	64	56	85	70	448	60	588	140	24%
2006/2007	53	57	55	69	65	58	84	441	60	588	147	25%
2007/2008	61	53	56	55	68	64	55	412	60	588	176	30%
2008/2009	54	60	53	59	57	67	66	416	60	525	109	21%
2009/2010	70	54	60	56	60	57	67	423	60	525	102	19%
2010/2011	80	74	59	67	60	63	61	464	60	525	61	12%
2011/2012	75	83	77	65	70	63	66	500	60	525	25	5%
2012/2013	87	77	86	84	68	72	65	540	60	525	-15	-3%
2013/2014	96	88	78	91	85	68	73	579	60	525	-54	-10%

### OSMANDTHORPE/TEMPLENEWSAM AREA – including Whitkirk

	REC	YR 1	YR 2	YR 3	YR 4	YR 5	YR 6	TOTAL	AD LT	CAPAC ITY	SURPLUS	
2003/2004	261	268	242	268	264	277	276	1,856	365	2,561	705	28%
2004/2005	242	263	267	243	268	273	275	1,831	290	1,925	94	5%
2005/2006	260	254	270	269	244	271	277	1,845	275	1,927	82	4%
2006/2007	276	257	252	276	269	241	273	1,844	275	1,927	83	4%
2007/2008	269	271	255	249	278	271	252	1,845	275	1,927	82	4%
2008/2009	262	267	266	256	244	266	273	1,834	275	1,927	93	5%
2009/2010	280	259	264	267	255	239	272	1,836	275	1,927	91	5%
2010/2011	320	280	259	267	268	253	248	1,894	275	1,927	33	2%
2011/2012	316	318	277	260	265	262	259	1,957	275	1,927	-30	-2%
2012/2013	313	314	315	279	259	260	269	2,009	275	1,927	-82	-4%
2013/2014	322	312	311	318	278	254	267	2,062	275	1,927	-135	-7%

### EPOS VILLAGES SOUTH – including Thorner

	REC	YR 1	YR 2	YR 3	YR 4	YR 5	YR 6	TOTAL	AD LT	CAPAC ITY	SURPLUS	
2003/2004	116	87	106	104	116	94	95	718	129	866	148	17%
2004/2005	97	111	87	100	103	112	95	705	129	792	87	11%
2005/2006	98	98	107	87	99	99	109	697	129	769	72	9%
2006/2007	101	101	100	101	87	99	97	686	129	769	83	11%
2007/2008	113	100	104	96	96	90	104	703	129	792	89	11%
2008/2009	107	107	102	103	96	98	88	701	129	790	89	11%
2009/2010	129	105	110	99	103	98	99	743	134	790	47	6%
2010/2011	91	127	108	108	100	106	99	738	134	790	52	7%
2011/2012	131	89	129	106	108	102	107	772	134	790	18	2%
2012/2013	123	127	93	127	105	110	103	788	134	790	2	0%
2013/2014	98	120	130	90	127	107	112	783	134	790	7	1%



**PROPOSALS TO EXPAND 17 PRIMARY SCHOOLS AND CREATE  
ADDITIONAL PROVISION FOR CHILDREN WITH SPECIAL  
EDUCATIONAL NEEDS FOR SEPTEMBER 2010**

**PUBLIC CONSULTATION RESPONSE FORM**

*Please read the consultation booklet on the proposals and tell us what your views are. The questions on this form are provided to help you do so, but you do not have to respond to all of them. If you prefer not to use this form, you can also put your views in a letter. Letters and forms should be sent to the address at the bottom of this form. Extra copies of this booklet and response form are available [www.educationleeds.co.uk/schoolorganisation](http://www.educationleeds.co.uk/schoolorganisation). You may also respond by e-mail to [educ.school.organisation@educationleeds.co.uk](mailto:educ.school.organisation@educationleeds.co.uk)*

*Responses must be received by Friday 11 December 2009. All responses will be reported to a meeting of the Executive Board of Leeds City Council in February 2010.*

**QUESTIONS RELATING TO THE PROPOSALS**

**1. What are your views on any of the proposed increases in primary provision?**

**2. What are your views on the proposed provision for children with SEN?**

**3. Have you found this booklet useful?**

**4. Have you found the consultation process useful?**

**5. Do you have any other comments or views?**

Your personal details (so that your response can be formally acknowledged):

Name:

Address:

e-mail address:

**Which school are you associated with? .....**

- |                                      |                          |                          |                          |
|--------------------------------------|--------------------------|--------------------------|--------------------------|
| Parent/Carer of present pupil(s)     | <input type="checkbox"/> | Member of staff          | <input type="checkbox"/> |
| Parent/Carer of primary school child | <input type="checkbox"/> | Local Resident           | <input type="checkbox"/> |
| Other adult relative                 | <input type="checkbox"/> | Elected Member           | <input type="checkbox"/> |
| Pupil                                | <input type="checkbox"/> | Community Representative | <input type="checkbox"/> |
| Governor                             | <input type="checkbox"/> | Other                    | <input type="checkbox"/> |

**Data Protection Act 1998**  
 Under the terms of the Data Protection Act 1998 we must inform you of the following. Education Leeds and Leeds City Council are seeking your views to help inform the decision on this proposal. Your personal information will be used only for this purpose, and may be shared with other agencies who are involved in the consultation, however only to address any issues you raise. If you do not wish to provide personal details your views will still be considered, but we will not be able to acknowledge your response personally.

**Please send your reply to:**  
 The Chief Executive, Education Leeds, FAO School Organisation Team  
 9<sup>th</sup> Floor West, Merrion House, 110 Merrion Centre, Leeds LS2 8DT



# Public Consultation Meetings

Proposals for expansion of primary provision for  
September 2010 and for addition of  
provision for children with Special Educational Needs.

Public meetings will be held to discuss these proposals as follows:

Beeston, Greenmount, Ingram Road, Hugh Gaitskell, New Beverley	Wednesday 11 November, 7pm St Matthew's Community Centre
Brownhill, Ebor Gardens, Victoria	Monday 16 November, 7pm Primrose High School
Highfield, Moor Allerton Hall	Wednesday 18 November, 7pm North East City Learning Centre, (next to Allerton Grange High School)
Mill Field, Blenheim, Brudenell	Monday 9 November, 6.30pm City of Leeds High School
Ireland Wood, Iveson	Thursday 26 November, 7pm Ralph Thoresby
Swarcliffe	Tuesday 24 November, 7pm Swarcliffe Primary School
Whitkirk	Thursday 12 November, 7pm Whitkirk Primary School
Thorner CE	Tuesday 17 November, 7pm Thorner Primary School



Originator: Mark Dolman

Tel: 3952776

## Report of the Director of Environment & Neighbourhoods

### Outer East Area Committee

Date: 8<sup>th</sup> December 2009

**Subject: Reporting Health & Environmental Action Service activities to the area committees.**

**Electoral Wards Affected:**  
**Garforth & Swillington**  
**Kippax & Methley**  
**Cross Gates & Whinmoor**  
**Temple Newsam**

Ward Members consulted (referred to in report)

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

Delegated Executive Function not available for Call In Details set out in the report

## Executive Summary

This report provides an overview of the production of a Health & Environmental Action Services report to area committees. The aim of the report is to provide information about the scope and activities of our service in particular areas of the City aligned to strategic outcomes. It seeks feedback on the value, level of detail and format of information presented in the report.

### 1.0 Purpose Of This Report

To seek feedback on the content and usefulness of a 6 monthly Health & Environmental Action Service (HEAS) activity report to area committees.

### 2.0 Background Information

The HEAS has been operational since May 2008 when it was created out of the former Enforcement Division and Environmental Health Division. Part of its remit is to consider how best to report on its activities and maintain effective communication with area committees particularly in relation to locality working. Mindful of this Graham Wilson the Head of Environmental Action & Parking produced a pilot report for North West inner area committee in February 2009 which was well received. It subsequently created a lot of interest and enquiries from a number of other area committees who felt this sort of information would be

valuable to them. Consequently I was given a brief by the Health & Environmental Action management team to develop a 6 monthly report to present information that would be interesting to members and encourage debate about the nature and demand for our services.

### **3.0 Main Issues**

The attached report gives a brief description of the work undertaken by teams within HEAS and outlines the scope and demand for our services in particular areas of the City.

Information has been grouped according to the strategic outcome that a teams activities most significantly contributes to. Data is provided in relation to service requests, fixed penalty notices, enforcement notices, premises inspections, private sector housing inspections, licenses issued, homes improved and adapted. The information is provided in tables and graphs by area committee boundary.

The report must be read with a health warning in that it relies heavily on service request (SR) volumes to demonstrate the demand for particular services. In reality its not feasible to draw accurate conclusions about the productivity of teams based on SR's alone because we're not comparing like with like. The notion of SR's is a broad one. It can and is taken to mean pretty much anything from requests for telephone advice that take little time to process to complaints that may take months to investigate and result in a prosecution. Consequently there is a wide variation between the type of job undertaken by teams and the time taken to complete each job, neither of which are reflected by counting SR's. For example how do you compare issuing a FPN for littering, to inspecting a restaurant for food hygiene contraventions to investigating a work place accident? Each requires different skills, resources and personnel.

Nevertheless SR's do provide a useful indication of the types of issues that are most commonly dealt with in different areas.

This is the first edition of the report and consequently feedback is very much welcomed from committees regarding the level of detail, method of presentation and its overall usefulness as a method of reporting HEAS activities to the committees.

### **4.0 Implications For Council Policy and Governance**

None

### **5.0 Legal and Resource Implications**

None

### **6.0 Conclusions**

The HEAS collects and has access to a wealth of data. Conscious of the need for a relatively concise report we've had to be fairly selective about the information that has been included

and how it is presented. Until the report has been considered by members we won't know if we've got this right, if not there is scope to change its format.

## **7.0 Recommendations**

Consider the format and detail of the report :

- Is the information presented useful?
- Is it understandable?
- Is the level of detail about right?
- Is the meeting the best forum to present the report?
- Is 6 monthly the right frequency?

## **Background Papers**

Please see the attached "***Health and Environmental Action Service activity report to area committees Q2 2009-10***"

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Our Health and Environmental Action Service is part of Environmental Services and is responsible for a diverse range of functions including enforcement of over 100 Acts of Parliament, extensive private sector housing regeneration with programmes, adaptations to private sector homes, food safety and health & safety in commercial premises, pollution control of air, land and water, HMO licensing, and regulation of the private rented sector to name but a few. The aim of this report is to give a flavour of the services we offer and the demand for those services as well as the outcomes we achieve which contribute to the local strategic partnerships vision for Leeds.

The service is divided into 3 sections with the broad responsibilities listed below.

### Pollution Control & Housing

- Housing regeneration – group repair, empty homes and home assistance loans
- Housing regulation – HMO and selective licensing, landlord accreditation and the condition of private rented homes
- Pollution control – noise and air pollution, permitted commercial processes, landfill site monitoring.
- Aids & adaptations to the homes of people with disabilities

### Commercial & Business Support

- Food Safety - food premises inspections, scores on the doors and healthy eating interventions
- Infectious disease control
- Health & safety in the workplace
- Affordable warmth - home energy efficiency improvements, health through warmth and fuel poverty initiatives
- Pest control

### Parking & Environmental Action

- Parking
- Highways & Environmental Enforcement (HEE) – fly tipping, highways issues, waste carrying
- Environmental Action Team's (EAT) \* 3 – littering, drainage, dog fouling, waste storage, graffiti

### Scope of the report

To facilitate service delivery each of the above sections are organised into teams. It is the activity of these teams which forms the basis for the presentation of information in this report. However to make the information more user friendly, headings and groupings in the report contain a blend of outputs from different teams and where possible have been aligned to strategic themes rather than the HEAS organisational structure.

Only work areas managed using the Caps Uniform IT system are included. This is of particular relevance to the HEE team as some of their work areas don't use Uniform e.g. the dog warden service, and Parking who don't use Uniform at all.

Its also worth noting that whilst a significant proportion of service requests are in effect 'complaints' the definition is much wider than that and includes requests for: advice, registrations, licences, training, planning consultations, scientific surveys, sampling as well as pro-active inspections and stop and search interventions and others.

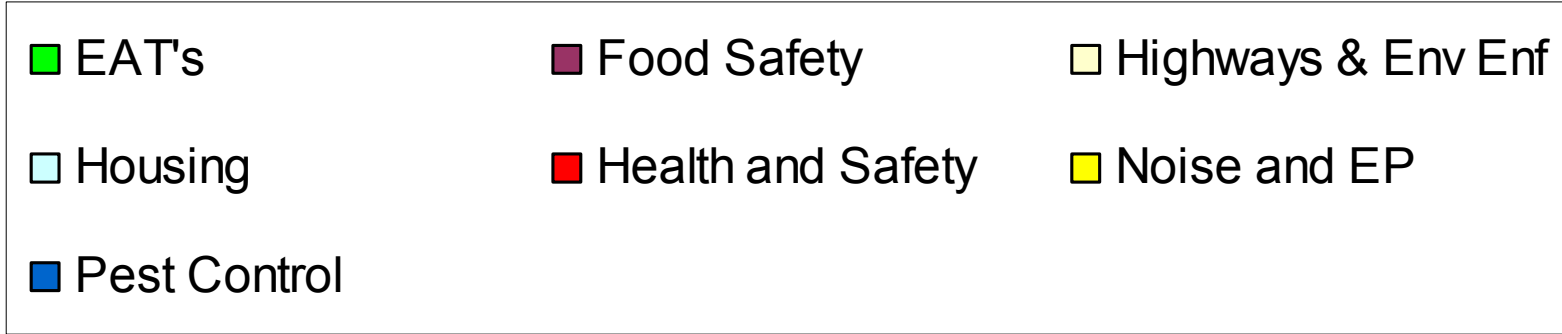
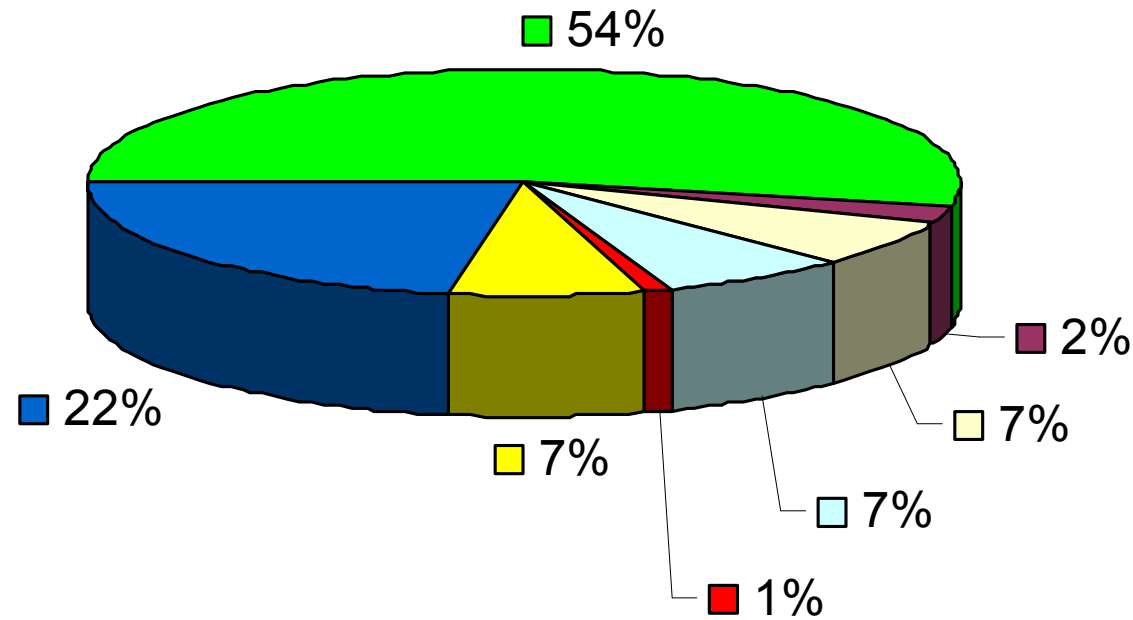
This first table shows the requests for service made to all teams and reflects the level of demand for our services by the public, other departments and external agencies. The chart below summarises the table.

## Service Requests Q2 2009-10

Table 1

TEAM	City	EIE	EINE	EONE	SIS	SOE	SOS	WINW	WIW	WONW	WOW	Total
Landlord Accreditation	4	18	3	0	10	0	1	23	4	2	3	68
EAST EAT	0	1744	841	483	0	0	0	0	0	0	0	3068
Food Safety	55	42	44	22	97	43	23	42	20	43	32	463
Highways and Environmental Enforcement	939	80	35	11	38	33	7	55	19	66	7	1290
H.M.O. Team	21	9	15	3	15	4	1	629	6	2	1	706
Health and Safety	18	18	7	5	61	15	56	17	18	17	10	242
Air Pollution	14	5	6	2	19	6	35	0	0	19	15	121
Commercial noise and Environmental Protection	301	90	81	56	180	66	215	74	54	137	103	1357
Pest Control	51	587	556	380	367	472	364	448	249	399	373	4246
Private Rented Sector Housing	23	143	33	17	275	18	17	115	35	24	18	718
SOUTH EAT	0	0	0	0	1479	749	752	0	0	0	0	2980
WEST EAT	0	0	0	0	0	0	0	1952	818	682	701	4153
<b>Totals</b>	<b>1426</b>	<b>2736</b>	<b>1621</b>	<b>979</b>	<b>2541</b>	<b>1406</b>	<b>1471</b>	<b>3355</b>	<b>1223</b>	<b>1391</b>	<b>1263</b>	<b>19412</b>

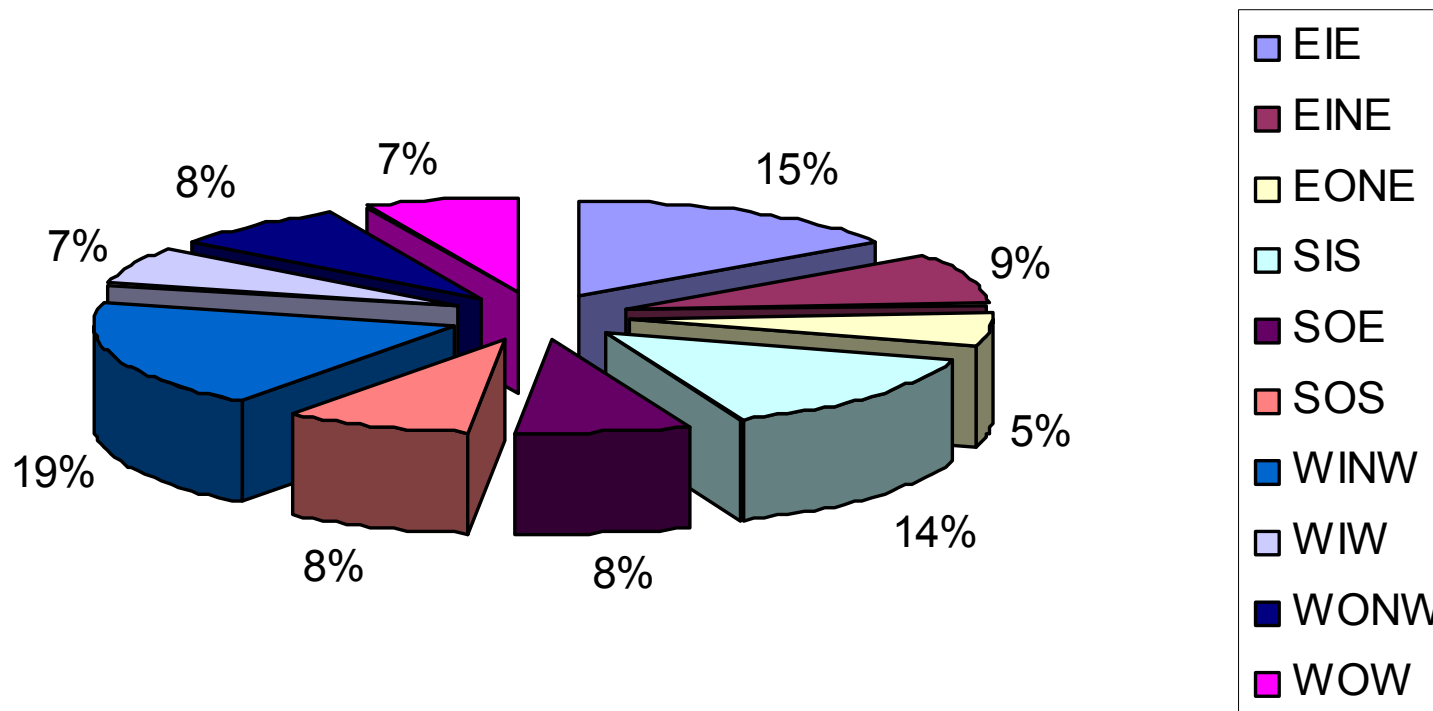
## Service requests Q2 2009-10



## Service requests by area committee Q2 2009-10

Table 2

TEAM	City	EIE	EINE	EONE	SIS	SOE	SOS	WINW	WIW	WONW	WOW	Total
Totals	1458	2754	1637	980	2545	1425	1479	3367	1224	1396	1265	19530



## Environment

- ***Cleaner, greener and more attractive neighbourhoods through effective environmental management and changed behaviours.***

The Environmental Action teams (EAT's) provide a high profile rapid response to Environmental issues. Officers are based locally to one of the 3 wedges which they service. They respond to requests from members of the public, receiving an average of 80 per working day. They also carry out high visibility patrolling for litter, waste and other street scene issues. All the work which they carry out contributes to providing a cleaner greener environment and in supporting thriving communities.

Domestic noise nuisance is the most requested service followed by domestic and commercial waste issues. A range of powers exist including seizing noise making equipment , serving Fixed Penalty and other notices and taking prosecutions.

The street scene of the City is continually improving by the actions taken by the Teams in relation to flytipping, flyering, illegal advertising and obstructions. Officers are active in all Operation Champions and Action days providing an important link with other agencies. They also carry out education in schools.

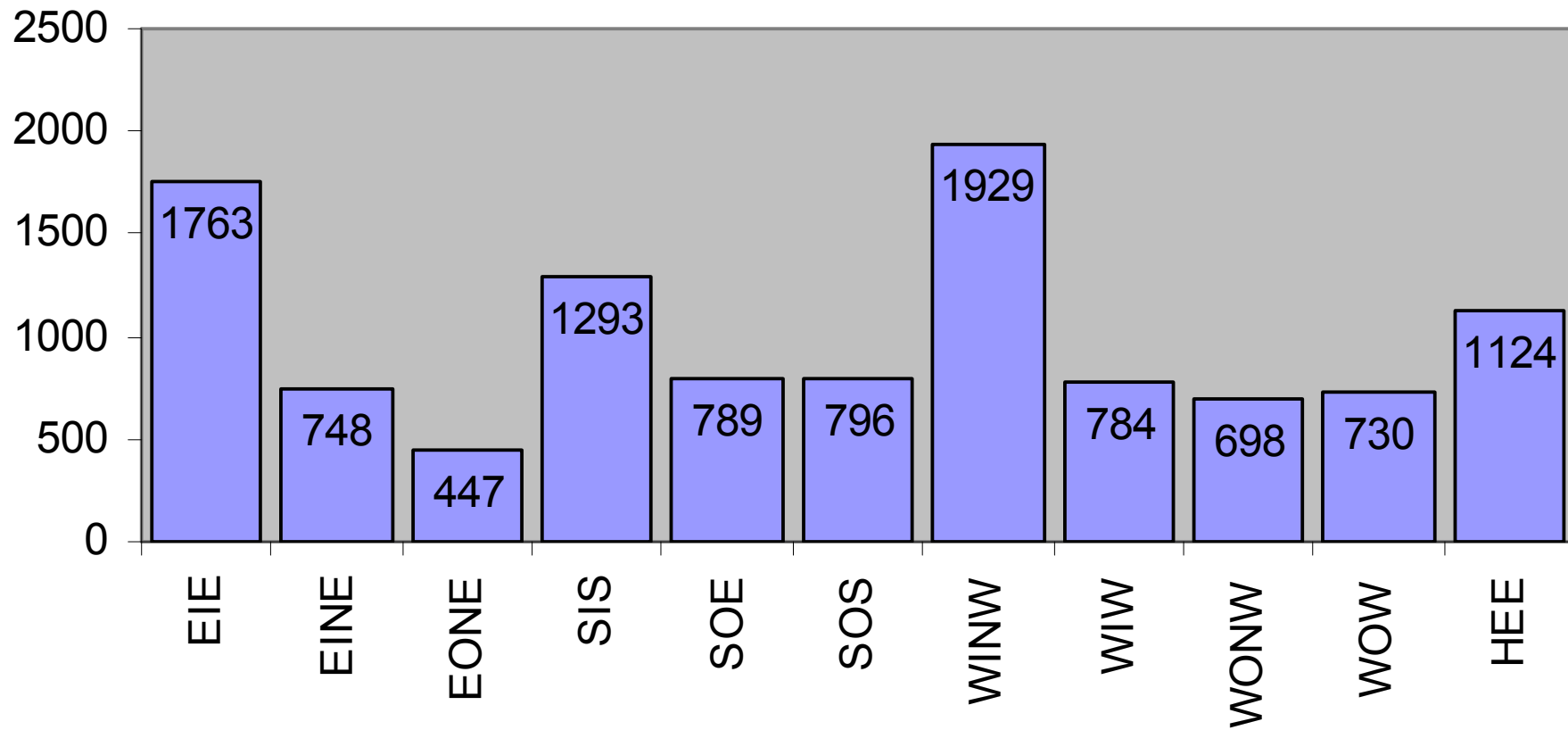
Commercial noise and some aspects of water, air and land pollution are dealt with by HEAS including emissions from landfill sites. We are statutory consultees on Noise and Public Order issues, under the Licensing Act 2003 in relation to commercial licensed premises. We also provide a 'consultancy' service for a range of agencies requiring advice/comments regarding planning applications.

## EAT's service requests by job type Q2 2009-10

Table 3

Count of Job	Area											Total
Job	EIE	EINE	EONE	HEE	SIS	SOE	SOS	WINW	WIW	WONW	WOW	Total
Bonfires	18	11	14	1	20	19	38	18	16	21	21	197
Commercial waste	73	22	31	35	156	19	29	46	24	51	16	502
Domestic waste	142	67	13	5	173	30	50	394	80	46	50	1050
Drainage	95	36	31	0	36	81	64	61	40	74	54	572
Flyers	4	0	0	7	25	3	0	14	0	0	0	53
Flytipping	137	56	30	199	150	58	110	101	51	34	54	980
Highways	48	31	42	225	29	35	31	47	31	53	47	619
Housing	73	19	12	0	55	23	13	32	23	20	10	280
Litter	51	13	13	147	160	51	26	55	19	24	35	594
Noise	732	281	134	0	294	247	278	837	338	263	306	3710
Nuisance	27	16	14	1	10	13	18	20	23	18	19	179
Odour	13	5	2	0	10	13	13	7	7	8	8	86
Overgrown vegetation	65	125	84	1	80	115	67	61	44	48	52	742
Rodents	28	12	2	0	27	45	10	22	15	6	23	190
Vehicle	6	0	7	503	5	2	5	4	0	1	4	537
Waste in gardens	251	54	18	0	63	35	44	210	73	31	31	810
<b>Total</b>	<b>1763</b>	<b>748</b>	<b>447</b>	<b>1124</b>	<b>1293</b>	<b>789</b>	<b>796</b>	<b>1929</b>	<b>784</b>	<b>698</b>	<b>730</b>	<b>11101</b>

## EAT's & HEE service requests Q2 2009-10

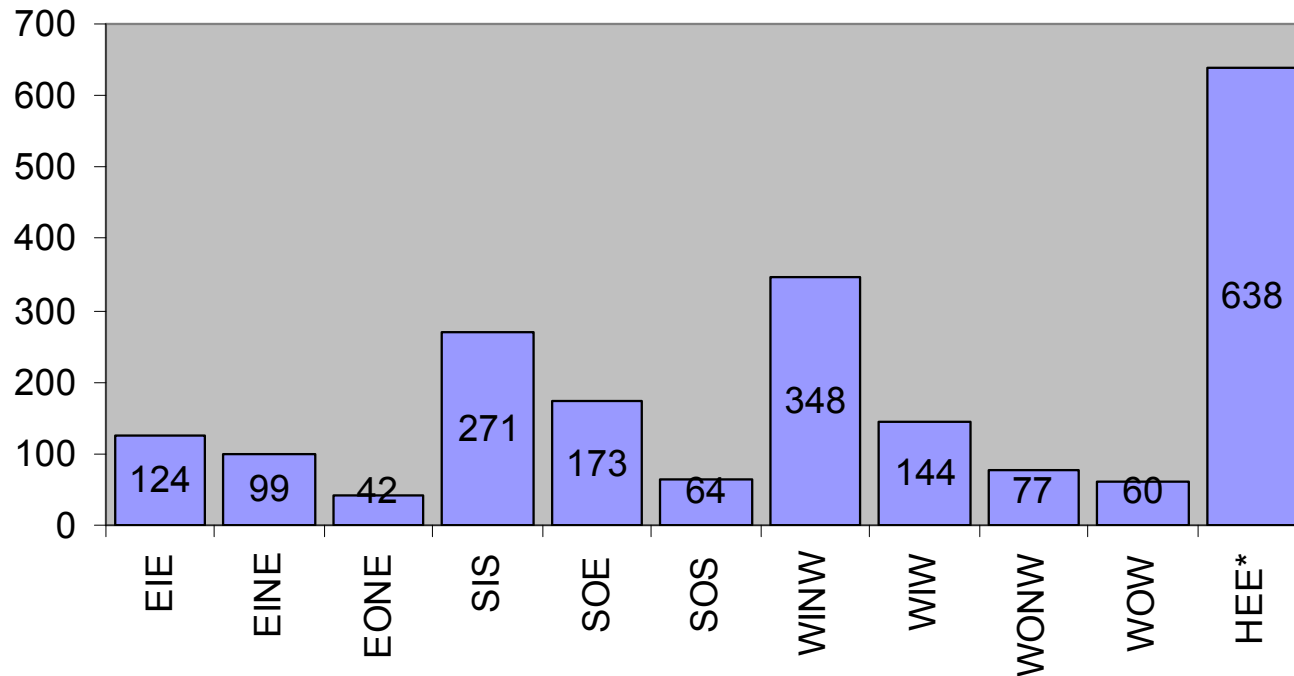


\*HEE stats only available city wide

**Table 4**  
**Enforcement notices served**

Job Group	EIE	EINE	EONE	SIS	SOE	SOS	WINW	WIW	WONW	WOW	HEE	Totals
Boarding up's	4	0	1	11	3	1	2	1	0	0	0	23
Commercial waste	14	9	8	79	11	14	40	9	18	9	514	725
Detrimental properties	1	1	1	3	0	1	0	0	1	0	2	10
Domestic waste	5	28	1	31	7	4	135	40	4	14	2	271
Drainage	16	10	1	6	7	4	17	48	26	2	0	137
Highways	8	9	22	18	30	6	13	7	9	9	32	163
Intruder alarms	0	1	3	0	2	1	0	2	4	3	0	16
Littering	38	18	3	90	27	19	83	4	5	15	88	390
Rodents	17	8	1	15	7	4	23	5	2	1	0	83
Statutory nuisance	21	15	1	18	79	10	35	28	8	7	0	222
<b>Totals</b>	<b>124</b>	<b>99</b>	<b>42</b>	<b>271</b>	<b>173</b>	<b>64</b>	<b>348</b>	<b>144</b>	<b>77</b>	<b>60</b>	<b>638</b>	<b>2040</b>

**Notices served by EAT's& HEE Q2 2009-10**

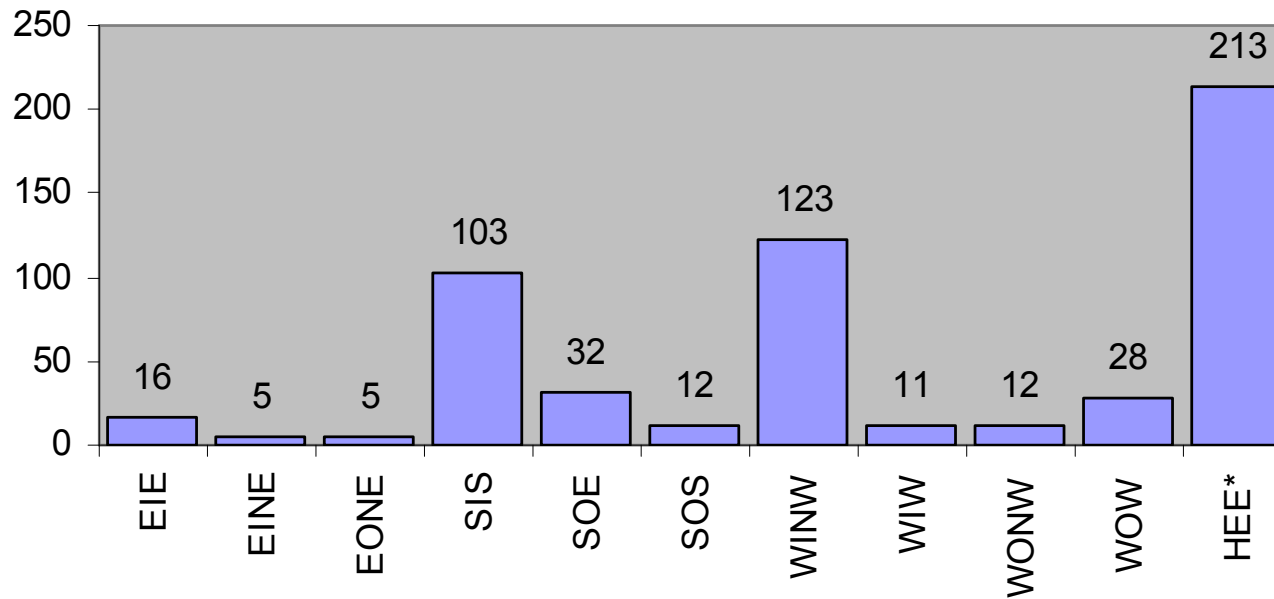




**Table 5  
FPN's  
issued:**

Job Group	EIE	EINE	EONE	SIS	SOE	SOS	WINW	WIW	WONW	WOW	HEE	Totals
Dog fouling	0	0	0	0	0	0	0	0	0	1	48	49
Domestic waste	0	0	0	0	0	0	47	1	0	1	0	49
Littering	13	4	5	93	29	11	65	9	10	25	115	379
Commercial waste	3	1	0	10	3	1	11	1	2	1	50	83
<b>Totals</b>	16	5	5	103	32	12	123	11	12	28	213	<b>560</b>

**FPN's issued by EAT's & HEE Q2 2009-10**



We operate an out of hours noise service and table 5 below shows the number of requests logged by this service. Domestic noise complaints are subsequently dealt with by the EAT's and this significant workload is reflected in the overall service requests made to each EAT in table 1.

**Table 6**

OOH Noise Request Type	City	EIE	EINE	EONE	SIS	SOE	SOS	WINW	WIW	WONW	WOW	Total
Alarm	7	6	9	9	1	6	7	41	6	9	7	108
Commercial/Leisure	16	2	4	4	9	2	2	2	1	4	2	48
Domestic	68	345	129	45	273	101	98	338	169	110	118	1794
Traffic	1	1	0	0	2	1	0	1	1	1	4	12
Licensed Premises	8	9	10	14	30	4	14	6	4	11	15	125
<b>Totals</b>	93	363	152	72	315	114	121	388	181	135	146	<b>2080</b>

Commercial premises	Q2
Licensing Applications	93
Process inspections	30

**Table 7** - HEAS are consulted on applications for entertainment & refreshment (including alcohol) licences. We also inspect premises whose activities if not properly controlled could cause pollution to land, air and water

Landfill site monitoring	Annual visits
Active control system sites	260
Volatile sites	125
Ex Environment Agency sites- active	177
Ex Environment Agency sites - dormant	187
Raw water analysis	46
Total	<b>795</b>

**Table 8** - Within the Leeds area we have over 300 disused landfill sites. These can generate methane and produce toxic leachates which can contaminate ground water. As such we have a programme of monitoring to ensure these pollutants don't give rise to environmental problems.

**Other Strategic objectives these service areas contribute to:**

*Health & wellbeing, Thriving communities, Harmonious communities*

## Health & Wellbeing

- *Reduce health inequalities through the promotion of healthy life choices and improved access to services;*
- *Improve quality of life through maximising the potential of vulnerable people by promoting independence, dignity and respect;*
- *Enhancing safety and support for vulnerable people through preventative and protective action to minimise risks and maximise wellbeing.*

### Adaptations

The aims of the Adaptations Agency are to remove barriers and improve quality of life, health and independence for disabled people in Leeds by working with service users, RSLs, ALMOs and contractors to ensure that people in housing of all tenures have homes which meet their needs. This can be achieved by consulting disabled people and identifying with them the housing options, including re-housing and/or adaptations, which are most appropriate for particular circumstances. Many of the works provided, such as grab rails, handrails, ramps, showers and lifts make a major contribution to a reduction in falls, especially by older people.

DFG budget 2009-10 = £10.0 million

Total spend up to the end of Q2 = £3.6 million (spend can exceed budget due to carryover and future commitments)

**Table 9**

Adaptations Q2	EIE	EINE	EONE	SIS	SOE	SOS	WINW	WIW	WONW	WOW	Total
<b>Completed</b>	75	59	30	89	77	66	40	46	23	50	555

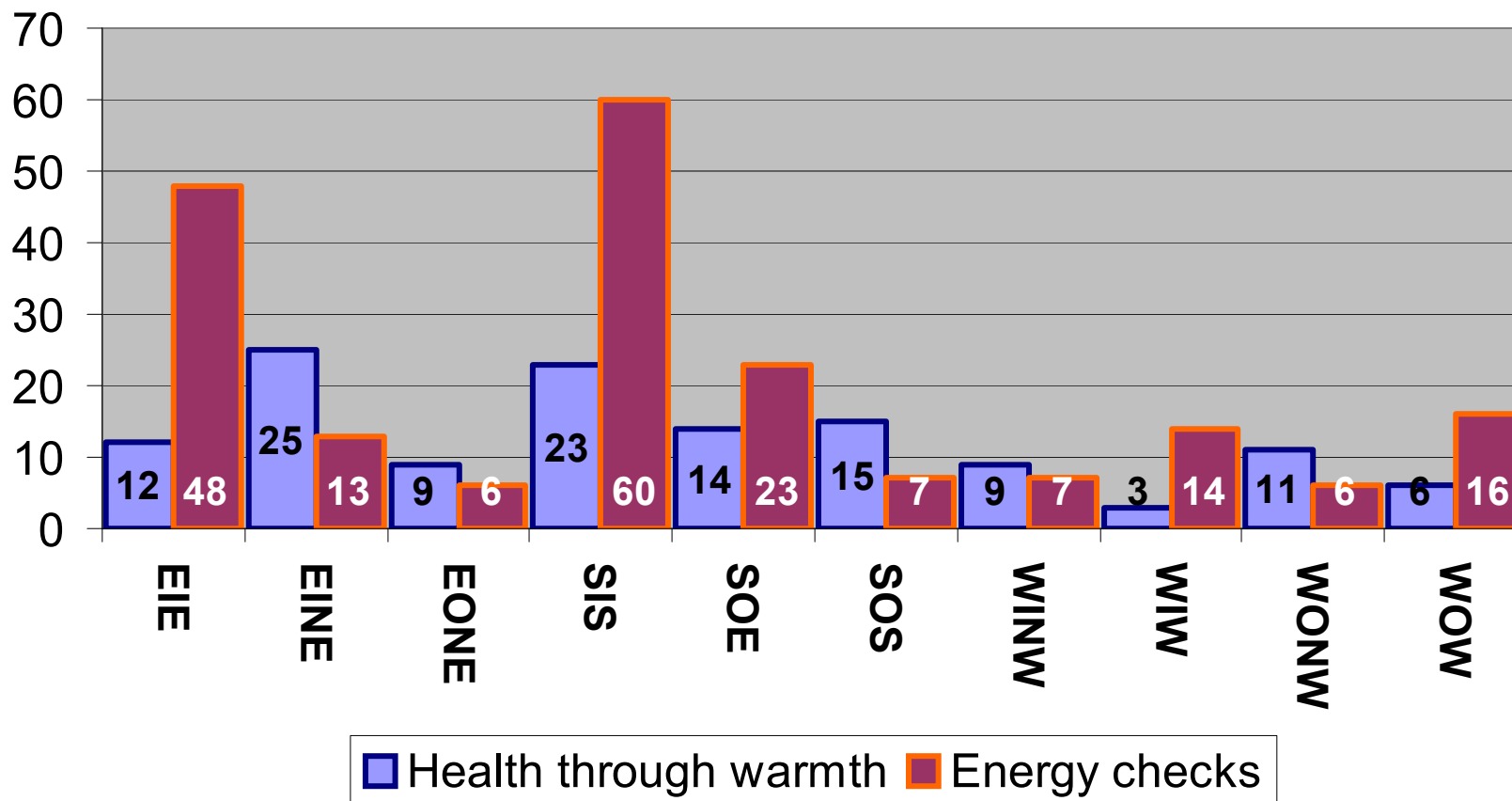
### Home Energy efficiency

Our Fuel savers team provide a One Stop Energy Advice Service to facilitate household or landlord energy efficiency improvement. This comprises fuel poverty initiatives, carbon dioxide and other green house gas emissions reductions in and from Leeds homes, Health Through Warmth (HTW) referrals and the promotion of grant take up from energy providers.

HTW operates through locally based partnerships which seek to help vulnerable people whose health is adversely affected by cold, damp living conditions such as those with cardio vascular and respiratory diseases. This is achieved by installing energy efficiency and heating measures, along with the provision of related advice and information. Clients are referred by health and other key community workers who

have attended locally based awareness sessions offered by HTW. Vulnerable people are often the least likely to seek assistance but by linking up with existing community workers they can be more easily identified enabling practical help and advice to be provided. In Q2 of 2009-10 there were 61 health through warmth referrals and 146 energy checks.

## Energy efficiency interventions Q2 2009-10



## Food safety & disease control

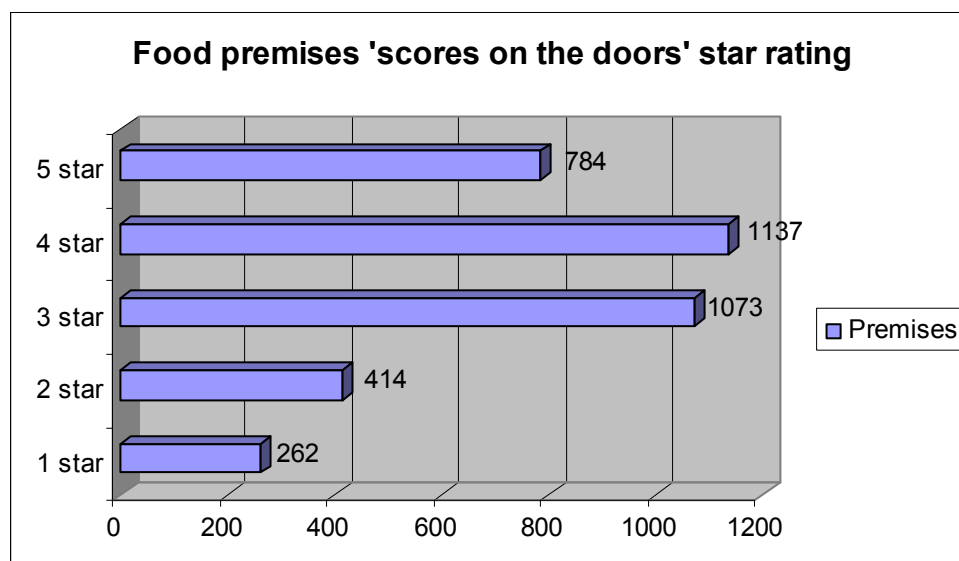
Our aim is to ensure that all food produced, prepared or sold in Leeds is safe to eat and will not cause ill health. Consequently 100% of all high risk premises (A-C) are inspected every? This is resource intensive and is only sustainable with the assistance of external contractors. However the priority is supplemented by a portfolio of activity to encourage businesses to raise food hygiene standards including low risk premises project, continuing well publicised enforcement, business contact, and using “scores on the doors” to inform consumers of food business hygiene performance.

The monitoring and reporting of infectious disease notifications in the city provides essential information to aid disease control, equally important is the work done in investigating particular cases of gastrointestinal illness which may indicate problems with the food or water supply to the City. Detection of other sources of gastrointestinal illness is afforded by the food and water sampling programmes. The Animal Health function concerns itself with enforcement of disease control and welfare provisions of the food animals at farms, livestock markets and during transit. Much of this work is driven and part funded by DEFRA whose Framework document drives the standards and priorities of this service.

**Table 10**

Function	City	EIE	EINE	EONE	SIS	SOE	SOS	WINW	WIW	WONW	WOW	Total
Food inspections	61	87	78	40	216	62	72	98	72	154	115	<b>1055</b>
Animal Health visits	4	0	1	27	1	12	13	3	3	12	19	<b>98</b>
Food samples taken	N/A	57	45	135	124	103	109	74	44	192	70	<b>953</b>

**Food premises 'scores on the doors' star rating**



The scheme displays a star rating for food businesses based on a food hygiene inspection. Ratings awarded range from 5 stars for excellent to 0 stars for very poor. Businesses selling or producing low risk food are not included in the scheme. Although it is voluntary for food businesses to display the award all ratings can be viewed on the internet at:

<http://www.scoresonthedoors.org.uk>

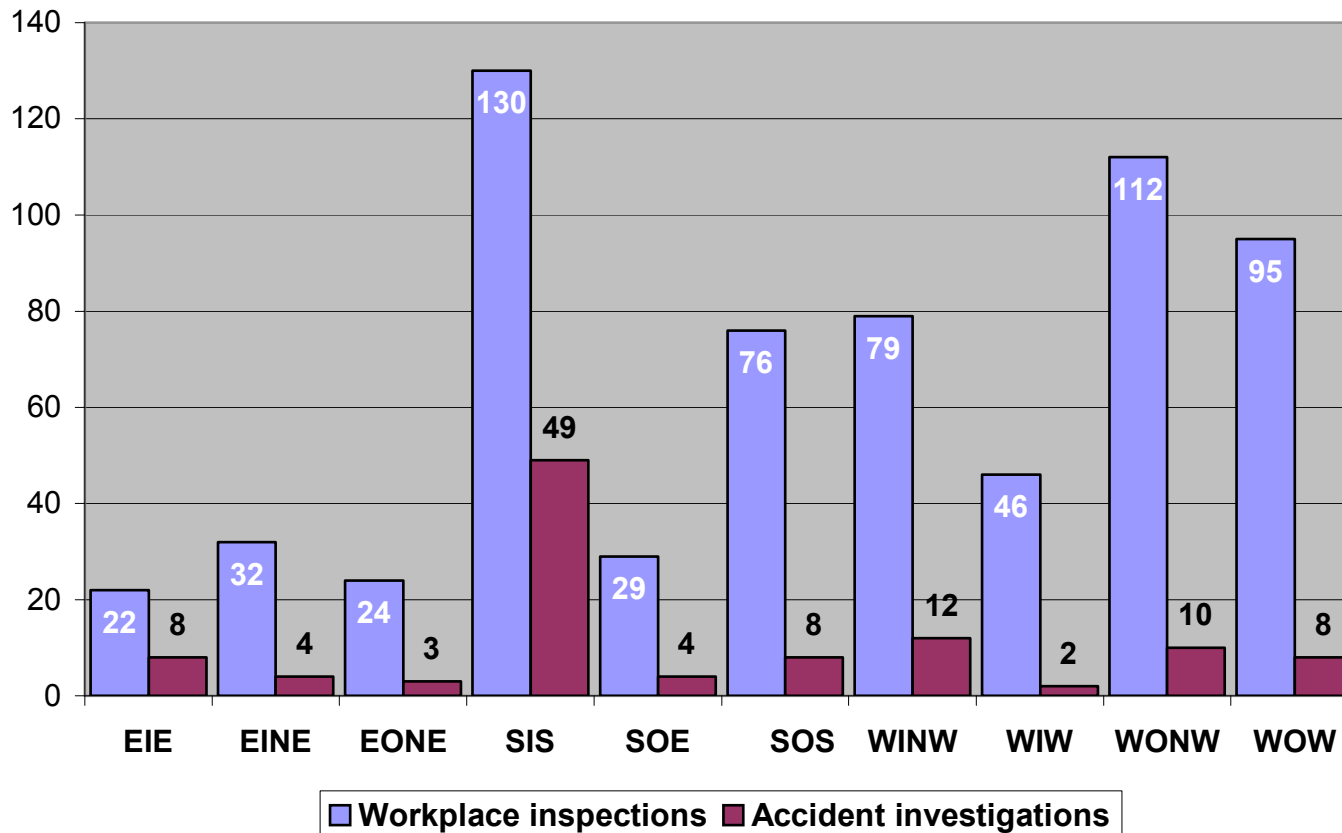
So far 3,670 premises have been rated

## Health & Safety

The purpose of the service is to protect people's health and safety by ensuring risks in the changing workplace are properly controlled.

The service operates in parallel and in partnership with the Health and Safety Executive, we are both accountable through the Health and Safety Commission to the Department of Work and Pensions. The service's accountability falls broadly into two areas. Firstly, that we comply with mandatory requirements for enforcing authorities in order to meet statutory obligations under the Health and Safety at Work etc Act 1974 which describe the way in which services within local authorities must be set up, resourced and managed to deliver the services for which they are responsible. Secondly, that the activities undertaken by local authorities as enforcing authorities is aligned with the nationally established programmes, strategies and work plans.

**Health & Safety Q2 2009-10**



## Housing regulation

Includes management and promotion of the Leeds Landlords' Accreditation Scheme, enforcement of Housing Act powers and controls over Houses in Multiple Occupation (HMOs) which can present higher risks to the occupants for example in terms of fire safety. Major changes introduced in the Housing Act include the introduction of licensing of all HMOs, selective licensing in areas of low demand or with severe ASB issues and generally addressing poor housing conditions which are known to have an adverse impact on health.

**Table 11**

Function	EIE	EINE	EONE	SIS	SOE	SOS	WINW	WIW	WONW	WOW	Total
All homes inspected	78	29	9	49	12	4	339	20	8	7	<b>555</b>
HMO licenses issued (running total)	-	-	-	-	-	-	-	-	-	-	<b>2985</b>
HMO licenses revoked (this quarter)	-	-	-	-	-	-	-	-	-	-	<b>161</b>
Currently licensed HMO's	-	-	-	-	-	-	-	-	-	-	<b>2824</b>

**Table 12**

Function (cumulative)	Number
Applications for licenses in the selective licensing area (EIE)	<b>342</b>
Accredited bed spaces	<b>19394</b>
Accredited landlords	<b>468</b>

Most of our housing regulation work is to identify and remove category 1 hazards from properties and where possible encourage owners to bring their properties up to the decent homes standard. As such we are more active in areas with high numbers of pre 1919 properties and Houses in Multiple Occupation. The latter being particularly abundant in the Headingley area, which is reflected in table 9 above.

There are now over 18,000 accredited bed spaces in Leeds and 433 landlords are members of our accreditation scheme, The aims of the scheme are to encourage, acknowledge and actively promote good standards of privately rented accommodation and to assist landlords and tenants to undertake their respective responsibilities to each other.

## Thriving neighbourhoods

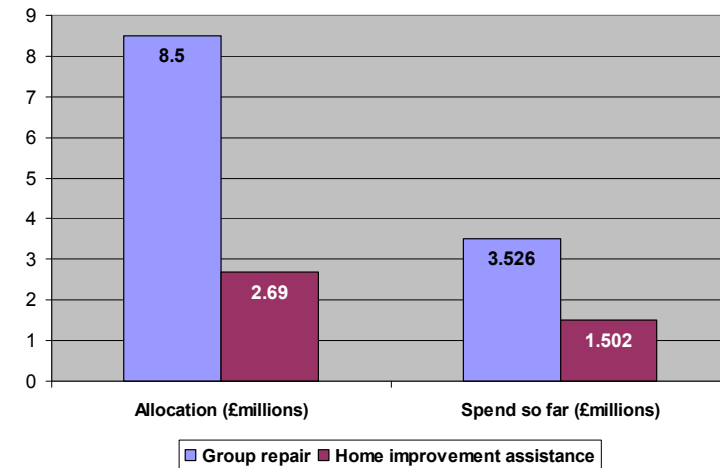
- *Improved quality of life through mixed neighbourhoods offering good housing options and better access to services and activities’.*

Housing regeneration funds are allocated on a 3 year cycle by the regional housing board. We have invested heavily in group repair schemes having just completed the final phase of a 12 year programme in the Burley lodges which improved 600 properties. Phase 6 of the Beeston Hill scheme has recently started which will add to the 550 properties that have already been improved. A study is currently being undertaken into the feasibility of group repair in the East End Park/Cross Green area of Leeds. Whilst group repair is our biggest budget commitment other regeneration initiatives include the provision of home improvement assistance loans and Care & Repair grants.

A wide range of powers to support regeneration are used, including action on empty properties, compulsory purchase, declaration of clearance areas, overcrowding controls in areas with the worse housing conditions.

**Table 13**

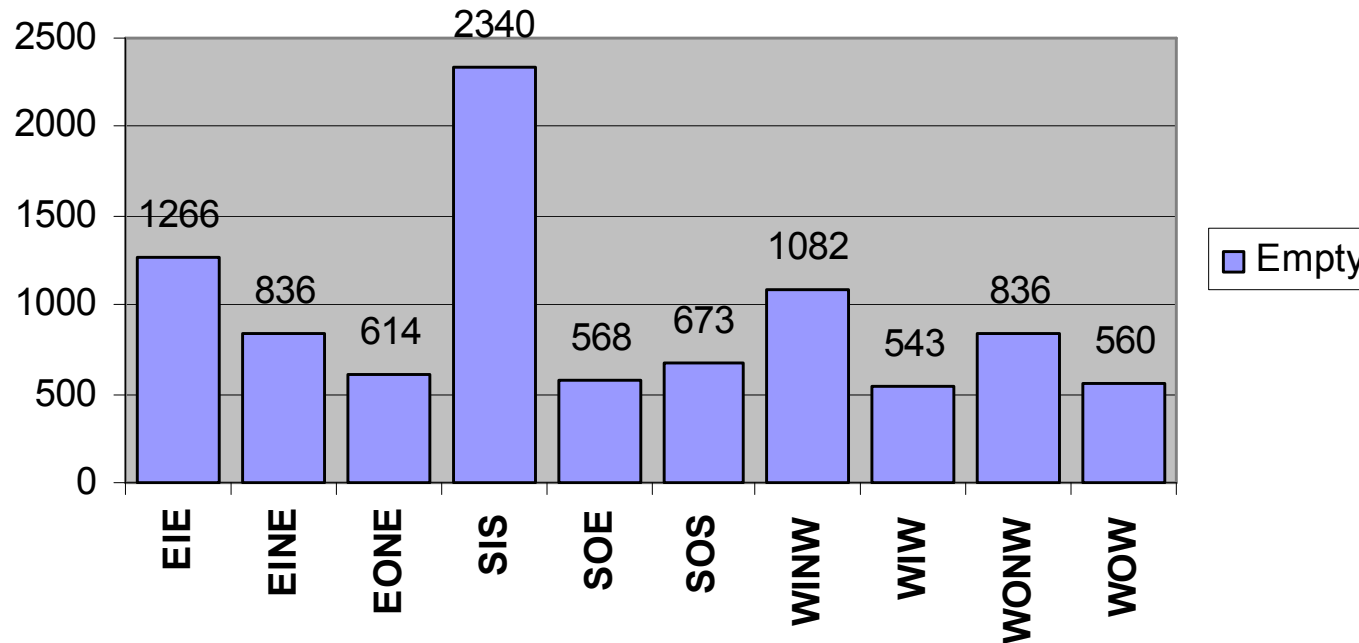
RHB 3 year programme	Allocation (£millions)	Spend so far (£millions)	Properties improved
<b>Group repair</b>	8.5	3.526	82
<b>Home improvement assistance</b>	2.69	1.502	591
<b>Total</b>	<b>11.19</b>	<b>5.028</b>	<b>672</b>





At the end of Q2 2009-10 there were 9318 properties of all tenures that have been stood empty for longer than 6 months. As can be seen in the graph below SIS area has the highest concentration with 2340 empty properties. This is largely due to the relatively high number of recently built city centre living apartments that remain either unsold or unlet.

### Properties empty for > 6months Q2 2009-10



Other Strategic objectives these service areas contribute to:

***Health & wellbeing***

## Key performance indicators we are responsible for:

National Indicator	Date in which 2008/09 comparative data will be available
<b>NI 182</b> - Satisfaction with regulatory services	Available now
<b>NI 184</b> - Food premises which are broadly compliant	December 2009
<b>NI 187</b> - Proportion of people unable to adequately heat their homes	Available now
<b>NI 195</b> - Improved street and environmental cleanliness - litter, detritus, graffiti and fly posting	Available now
<b>NI 196</b> - Improved street and environmental cleanliness - fly tipping	Available now

## We contribute to:

- NI 5** Overall/general satisfaction with local area
- NI 12** Refused and deferred Houses in Multiple Occupation (HMO) license applications leading to immigration enforcement activity
- NI 14** Avoidable contact: The average number, of customer contacts per received customer request
- NI 17** Perceptions of anti-social behaviour
- NI 21** Dealing with local concerns about anti-social behaviour and crime by the local council and police
- NI 49** Number of primary fires and related fatalities and non-fatal casualties, excluding precautionary checks
- NI 119** Self-reported measure of people's overall health and wellbeing
- NI 138** Satisfaction of people over 65 with both home and neighbourhood
- NI 139** People over 65 who say that they receive the information, assistance and support needed to exercise choice and control to live independently
- NI 141** Number of vulnerable people achieving independent living
- NI 154** Net additional homes provided
- NI 185** CO<sub>2</sub> reduction from Local Authority operations
- NI 186** Per capita CO<sub>2</sub> emissions in the LA area
- NI 188** Adapting to climate change

## Public Service Agreements and Departmental strategic objectives that we contribute to:

PSA or DSO
PSA 12 Improve the health and well-being of children and young people
PSA 14 Increase the number of children and young people on the path to success
PSA 15 Address the disadvantage that individuals experience because of their gender, race, disability, age, sexual orientation, religion or belief.
PSA 17 Tackle poverty and promote greater independence and well-being in later life
PSA 18 Promote better health and well-being for all
PSA 20 Increase long term housing supply and affordability
PSA 23 Make communities safer
PSA 28 Secure a healthy natural environment for today and the future
BERR DSO Ensure all departments and agencies deliver better regulation for the private, public and third sectors
CLG DSO Improve the supply, environmental performance and quality of housing that is more responsive to the needs of individuals, communities and the economy
CLG DSO Build prosperous communities by improving the economic performance of cities, sub-regions and local areas, promoting regeneration and tackling deprivation
Defra DSO: Climate change tackled internationally; and through domestic action to reduce greenhouse gas emissions
Defra DSO A healthy, resilient, productive and diverse natural environment
DfT DSO To sustain economic growth and improved productivity through reliable and efficient transport networks
DH DSO Ensure better health and well-being for all
HO DSO Help people feel secure in their homes and local communities

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Originator: Martin Hackett

Tel: 3950705

**Report of the South East Area Manager**

**East (Outer) Area Committee**

**Date: 8<sup>th</sup> December 2009**

**Subject: East Leeds Community Centres – Draft Pricing and Lettings Policy**

**Electoral Wards Affected:**

Ward Members consulted (referred to in report)

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function	<input type="checkbox"/>	Delegated Executive Function available for Call In	<input checked="" type="checkbox"/>	Delegated Executive Function not available for Call In Details set out in the report	<input type="checkbox"/>
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**Executive Summary**

Community Centres became a delegated function of area committees in 2006-07 with centres in the former Neighbourhoods and Housing Department being transferred to the Regeneration service first, followed by former Learning and Leisure centres in 2008-09. There are currently 72 centres across the city within the Regeneration portfolio, 22 of which are leased out to voluntary organisations while 50 are directly managed by the council.

This report is further to a report submitted to Area Committee in March 2009 where the revised proposed Pricing and Lettings Policy was approved for its directly managed community centre's and implementation agreed for October 2009.

## 1.0 Purpose Of This Report

- 1.1 This report provides an update of the implementation of the Pricing and Lettings Policy and proposed amendments to the policy. The policy details how much groups would be charged for the use of community centres in Outer East Leeds in order to ensure the portfolio of centres becomes financially stable and viable.

## 2.0 Background Information

- 2.1 In April 2008, as part of the annual Area Function Schedule, the Area Committees became responsible for a portfolio of community buildings across East Leeds. There are a number of responsibilities that have also transferred to the Area Management Team to carry out on behalf of the Area Committee, these responsibilities are:-
- Liaising with users, user groups, local members and management committees on issues related to centres in their area
  - Developing proposals for re-shaping the portfolio in the area
  - Developing capital schemes and funding packages
  - Monitoring the service level agreement with City Services for centres in their area and monitoring capital and revenue budgets
  - Ensuring that leases and licenses are in place and reviewed periodically
  - Developing, implementing and overseeing the administration of a new schedule of pricing and discounts for centre usage
- 2.2 There are six directly managed centre's in Outer East Leeds which are listed below.

Name of Community Centre	Ward
Allerton Bywater Y&A Centre	Kippax & Methley
Fieldhead CC	Cross Gates & Whinmoor
Kippax Kabin	Kippax & Methley
Methley Village Centre	Kippax & Methley
Micklefield Y&A Centre	Kippax & Methley
St Gregory's Y&A Centre	Cross Gates & Whinmoor

- 2.3 Following a period of consultation with the wider community and users of the centres, the Area Committee, at its March 2009 meeting, approved the draft lettings and pricing schedule which included a number of proposed changes following consultation with users.

## 3.0 Implementation of the Pricing and Lettings Policy

- 3.1 Due to the range of discounts being offered by each Area Committee, it was necessary to develop a new lettings database that could accommodate the variable charges that will be applied. The new database went live in autumn 2009 following a test period.
- 3.2 Following the implementation of the Pricing and Lettings Policies across the city the new database was used to identify hire charges for user groups with current and planned lettings in the directly managed centres.

- 3.3 Once this process had commenced a number of anomalies were identified with both the system and policies implemented across the city. A range of groups had significant estimated charge increases. This occurred for a number of reasons including the interpretation of local policies, the way groups were categorised due to lack of information or detail on their bookings forms, or changes in circumstance.
- 3.4 A temporary hold was placed on the implementation of the Pricing and Lettings Policy to enable issues to be worked out appropriately. Groups were written to by the central lettings team informing them that the changes to charges would not be implemented until issues had been resolved centrally and at a local level. Groups will remain to be charged as per the old pricing policy or agreements until the end of the financial year.
- 3.5 Within the South East area the majority of issues were dealt with immediately by liaising with groups and ensuring that individual lettings were categorised appropriately and therefore receiving the correct discounts. However a number of changes have been incorporated in the South East Pricing and Lettings Policy to overcome issues such as charges to Parish Councils that require amendments to the database.

#### **4.0 Proposed changes to the Pricing and Lettings Policy**

- 4.1 A number of proposed changes have been made to the policy to take into account the issues raised during the implementation and testing period, following Ares Committee consideration these amendments will then be mirrored on the Lettings database. Changes have been identified at either a local, wedge or city wide level. The South East Area Management Team have mirrored issues raised at a wedge or city level to cover anomalies or eventualities that may impact upon our delegated community centres in the future or possible future lettings requested by potential users. **Appendix 1** outlines the proposed revised Pricing and Lettings Policy. Outlined below are those amendments directly affecting Outer East lettings or community centre's.
- 4.2 **Category 3 (Meetings of Community Benefit)**- The category previously named Community Meetings has been changed to 'Meetings of Community Benefit' to ensure the database identifies a wider range of groups providing a direct benefit to the local community. A sub category discount has also been included to provide discount for Councillor and MP surgeries as it has been raised in the wider area that residents directly benefit from advice and council provided by surgeries.
- 4.3 **Category 5 (Council Dept or Statutory Agencies)** – Following concerns raised by an Outer East Parish Council legal advice was sought and a further sub category has been included in the policy. The Local Government Act stipulates that Parish Councils must be supported by the Local Authority if the Parish Council does not own any buildings in the vicinity to carry out council business. This applies to meetings only. Therefore Town and Parish Councils will not be charged for meeting rooms within delegated community centre's.
- 4.4 **Category 6 (Lifestyle and leisure groups)** – a sub category has been included to ensure the database provides a discount for those groups reinvesting any income received. This provides support to key activities meeting Area Delivery Plan objectives such as healthy eating groups, exercise classes, computer skills courses. Charges

will continue to stand for Lifestyle and Leisure groups where charged activity is not reinvested into the group for example Slimming World, dance classes etc.

- 4.5 **Category 7 (Older People's groups)** – a sub category has been included following a number of instances where older people's groups who charge a nominal fee to sustain their activity were not being categorised as qualifying for discounts by the Lettings database. The sub category ensures older people groups charging for activity but where income is reinvested such as luncheon clubs or craft classes will not be charged for activity during the week.
- 4.6 **Category 10 (Not for profit organisations – changed from Charities)**– A reduction has been made to not for profit organisations including charities to 50% discount on a standard charge throughout the week following issues raised in the wider South East wedge.
- 4.7 **Category 13 (Democratic Structures)** - The Democratic Structures category has been adapted following the inclusion of MP and Councillor surgeries in 'Meetings of Community Benefit' discounts. Standard charges for political party group meetings will continue to be charged at the standard rate.
- 4.8 It is proposed that Fieldhead Community Centre be designated as a 'Weekend Use' centre which would mean weekend charges be removed and replaced with weekday discounts. Whinmoor Warriors currently have lettings for the majority of the centre space during the weekend period due to the schedule of fixtures and range of teams and leagues they operate in. This has led to significant costs that could not be met by the club. No other centre in either this ward or across the area currently have any significant lettings over the weekend period and would therefore not be subject to such vast charges.
- 5.0 **Community Centre building updates**
- 5.1 **St Gregory's Youth & Adult Centre** has received a number of improvements over recent weeks including the welding of fencing panels to prevent criminal damage and access to the site, improved signage for the centre, installation of a dishwasher, improved security lighting around the perimeter of the site and the installation of upgraded CCTV system. Probation has commenced painting at the centre to improve all outdoor window frames and fascia boards. Work is due to be completed over the coming weeks to capital improvements via the Sure Start Out of School & Extended Services funding. This has included improvements to outdoor play areas, controlled access points to the building, improvements to toilet and changing facilities.
- 5.2 **Fieldhead Community Centre** Management Committee are currently planning a Christmas event to encourage further use of the centre and provide a festive event for the community. Work is taking place to make improvements to the kitchen area including the installation of improved oven to meet the catering needs of the user groups.
- 5.3 **Kippax Community Centre** – funding is currently being sought to install a new kitchen in the building to bring it up to standards and fit for purpose. A Probation project is planned to carry out internal and external painting work.



5.4 **Methley Village Centre**- work is scheduled for painting improvements to fascia boards and window frames for the community centre and signage improvements.

## **6.0 Implications For Council Policy and Governance**

6.1 The range of community centre issues detailed in this report fit with agreed Council policy and governance arrangements.

## **7.0 Legal and Resource Implications**

7.1 There are no new legal implications arising from the contents of this report.

7.2 There could be some budgetary impact in terms of increased or even reduced income for community facilities. Any increased income will be re-invested into the buildings to make them of a higher standard for all users. If the income levels were to fall, efficiency saving measures would have to be explored to see how these costs could be recovered.

7.3 In terms of staffing resources, an officer from the Area Management Team will oversee the implementation of the new policy with the Corporate Property Management, who will still be responsible for the management of lettings for all directly managed community facilities across the city.

## **8.0 Recommendations**

8.1 That the Outer East Area Committee approve the changes to the Pricing and Lettings Policy.

8.2 That the Area Committee consider and approve delegating Fieldhead Community Centre as the 'Weekend Use' facility in the area.

### **Background Papers**

East Leeds Community Centres – Draft Pricing & Lettings Policy : Report to Outer East Area Committee 10<sup>th</sup> July 2007

East Leeds Community Centres – Draft Pricing & Lettings Policy : Report to Outer East Area Committee 26<sup>th</sup> February 2008

East Leeds Community Centres – Draft Pricing & Lettings Policy : Report to Outer East Area Committee 28<sup>th</sup> October 2008

East Leeds Community Centres – Draft Pricing & Lettings Policy : Report to Outer East Area Committee 24<sup>th</sup> March 2009

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<b>Room Band / Charges - Outer East</b>	<b>South Inner and Outer, Outer east</b>
Band A £25	<b>Key holders</b> will not have to pay any lettings fees or additional caretaking charges of £9ph - these charges come into force at weekends and bank holidays.
Band B £18	
Band C £12	
Band D £5 (only charge if kitchen booked for food prep)	
Band E - negotiable	

Categories	Main Group	Sub Group	Outer East Discounts/ charges	Comments from South East Area Management Team	
Cat 1	<b>Adult Learning / Educational Classes (inc. provision for under 19s) (inc. Colleges)</b>	<b>Colleges</b> as per rates agreed corporately (£2.50 ph under 2000 hrs, percentage of running costs above 2000. Colleges this applies to - Leeds City College (ex T Danby, P Lane, C of Technology) and Joseph Priestley. Colleges are invoiced at academic year end.	£2.50 per room for all rooms. (This rate applies up to 2000hrs use) The charging year for colleges runs from Sept-Aug. Above 2000 hrs NST to calculate annual charge for college block bookings.		
		<b>Schools</b> - Core business delivery to 4 - 19yr during school hours 8.30 - 16.00. This applies to projects involving young people in statutory education who are not in mainstream school, at risk of exclusion etc	£2.50 per room for all rooms		
		<b>WEA (Workers Education Association)</b>	Suggest £2.50 per hour where WEA charge users, free use if they do not charge users.		
Cat 2	<b>Centre Management Committees / User Groups</b>	Applies to meetings to discuss building related issues held either by the centre management committee or groups who are based in or use the centre and call a meeting to	No charge Monday to Friday. £5 per room per hour at weekends/council holidays.	No changes Reduced to £5ph for all rooms at weekends and bank holidays	
Cat 3	<b>Meetings of Community Benefit</b>	i.e. Pubwatch, TARA, N'hood Watch, Community Forums, crime reduction advice, fire safety advice, 'In Bloom', Friends of Groups, faith groups, disability groups, Christmas lights switch ons	No charge Monday to Friday		
		Councillors & MPs surgeries	No charge Monday to Friday and £5 per room per hour for weekend/council holiday usage of rooms.		
		<b>ADP (Area Delivery Plan) Priority events</b> Groups which fall under this category will only be put forward by Area Management, lettings will not assess groups against this criteria, they will be advised by AMT.	No charge Monday to Friday £5 per room per hour for weekends / council holiday usage of rooms.		
Cat 4	<b>Commercial use</b>	General - sale of goods - including gold, jewelry, carpets clothing, auctions	Standard charges + 50% seven days per week	New charging rate established to cover this category	
		TV Filming	£1000 per day		
Cat 5	<b>Council Departments or Statutory Agencies</b>	Internal / inter-agency meetings, public meetings, consultations, hosting of open days (recruitment, new service being launched), WYP Authority meetings	Standard charges to be applied seven days per week. Use by the Area Management Team would be free of charge	All meetings purely involving officers should be charged standard rate. Any meetings consulting or involving members of public to be charged at Cat 3 rates	
		Town & Parish Councils	If town and parish councils in your area do not have any buildings of their own, their use of our CCs will be free for meetings. For any other activity they can be charged so you'll need to agree a charge		Changes following advice from Legal Services
Cat 6	<b>Lifestyle and leisure groups</b>	Lifestyle and leisure groups - charged activity, income reinvested in service (no profit)	No charge Monday - Friday. 50% charges at weekends and Council Bank Holidays	Healthy Eating group, exercise classes, slimming clubs, arts and crafts, language classes, computer skills, poetry, art appreciation, domino groups, gamers, bingo, dog/cat appreciation societies, pagan groups, Tea dances, competitive festivals i.e. brass band/piano/dance	
		Lifestyle and leisure groups - charged activity income not reinvested (profit)	Standard charges seven days per week		Could include groups such as Slimmers World, bingo, dance classes, dog/cat appreciation societies, pagan groups, tea dances, competitive festivals i.e. brass band/piano/dance
		Lifestyle and leisure - free activity	No charge Monday - Friday. £5ph charges at weekends and Council Bank Holidays		Heart Attack / Stroke clubs, healthy lifestyle activities, Blood Donor Service
Cat 7	<b>Older Peoples Groups</b>	Older Peoples' groups (60+) free activity	No charge Monday - Friday. £5ph charges at weekends and Council Bank Holidays	Social clubs and friendship groups	
		Older Peoples' groups (60+), charged activity, income reinvested (no profit)	No charge Monday - Friday. 50% charges at weekends and Council Bank Holidays	Luncheon Clubs	
		Older Peoples' groups (60+), charged activity, income not reinvested (profit)	50% charge Monday - Friday. Standard charges at weekends and Council Bank Holidays		
Cat 8	<b>Amateur Productions by community and voluntary organisations.</b>	Performances	Performances charged at the hourly room rate.	From feedback from MTH users, they were only charged 90% but AMT hasn't been aware of this until recently. Tingley Brass Band has always been charged as a community group at £0, not rehearsals, so explains issues with new fees being implemented	
		Rehearsals Set Building	Rehearsals charged at 50% of the hourly room rate. No charge when building is already in use / caretaker on site. Otherwise group will have to pay caretakers charge		
Cat 9	<b>Private Functions</b>	General functions e.g. conferences, seminars, presentations	Standard charges for room hire for other functions. Additional charges as appropriate based on costs of any extra services needed for the function – security, caretaking and cleaning.	Leeds Town Hall charges on average £140 for the room for the ceremony. Wedding receptions falls under charges for parties	
		Wedding Ceremonies and Civil Partnerships	£90 seven days per week		
		Wedding Reception	The wedding reception falls under charges for parties		
		Birthday parties under 13 yrs	Children's Birthday parties (under 13) room rate only plus cost of cleaning		
		Parties upto 100 people	<b>Parties of up to 100 people</b> Room rate + £100 cleaning		
		Parties upto 100 - 200 people	<b>Parties 100-200 people</b> £315 made up of: £25 room rate x 5 hours £100 cleaning and skip £9 x 2 stewards x 5 hours		
		Parties upto 300 - 400 people	<b>Parties 300 – 400 people</b> £405 made up of: £25 room rate x 5 hours £100 cleaning & skip £9 x 4 stewards x 5 hours		
Parties upto 500 - 600 people	<b>Parties 500-600 people</b> £495 made up of: £25 room rate x 5 hours £100 cleaning & skip £9 x 6 stewards x 5 hours				
Cat 10	<b>Not for profit organisations (Changed from Charities)</b>	Charities, Company Limited by Guarantee, un-registered groups, social enterprises, Industrial societies or co-operatives carrying out charitable fundraising events (jumble sales, charity auctions etc).	50% discount on standard charge seven days per week	Reduced costs for users from previous schedule. No complaints received from charities in South East Leeds with regards to new pricing schedule	

Cat 11	Young People	Young people – Under 19. Charged activities, income reinvested - Breakfast clubs, after school clubs, playschemes, playgroups, uniformed services (scouts, guides, St John's Ambulance)	No charge Monday - Friday. 50% charges at weekends and Council Bank Holidays	
		Young people – Under 19. Charged activities income not reinvested - Martial arts, Under 18 discos, Dancing classes	50% charge Monday - Friday. Standard charges at weekends and Council Bank Holidays	
		Young people – Under 19. free activities - e.g. Youth Service provision	No charge Monday - Friday. £5ph charges at weekends and Council Bank Holidays	
Cat 12	Vulnerable Adults (Self Help and Support Groups)	Self - Help Alcoholics Anonymous, Narcotics Anonymous, Mental Health Support Groups, Disabled groups (blind, deaf, physically impaired, learning disabilities), Counselling	No charge Monday to Friday and £5 per room per hour for weekend/council holiday usage of rooms.	New category
		Suupport Mental Health Support, Special Needs and Learning Disability Support, Physical disability Support	No charge Monday to Friday and £5 per room per hour for weekend/council holiday usage of rooms.	
		Advice (free advice) CAB, debt counselling , any other free advice type session	No charge Monday to Friday and £5 per room per hour for weekend/council holiday usage of rooms.	
Cat 13	Democratic Structures	Political party group meetings	Standard charges to be applied.	
Cat 14	Changing Rooms/shower facilities	Changing and shower facilities. Covers the use of community centres by sports teams where changing and shower facilities are attached to pitches and playing fields.	£206 per season per junior team. £309 per season per adult team.	
Cat 15	Existing Users and Usage		Not applicable to this area, only to Outer North East	n/a
Cat 16	Polling Station use	It is unconditional to charge a hire fee for polling centre use. The only charges that can be levied is for heating, lighting, caretaking (and for any damage that might be caused).	Relevant chargers apportioned in line with costs incurred	



Originator: Keith Lander

2243040

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## Report of the South East Area Manager

### Outer East Area Committee

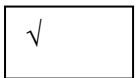
Date: 8<sup>th</sup> December 2009

Subject: Actions, Achievements and update report

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#### Electoral Wards Affected:

Garforth & Swillington  
Kippax & Methley  
Temple Newsam  
Cross Gates & Whinmoor



Ward members consulted  
(referred to in this report)

#### Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council  
Function

Delegated Executive  
Function available  
for Call In

Delegated Executive  
Function not available for  
Call In Details set out in the  
report

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## Executive Summary

This report provides Members with details of actions and achievements of the Area Management Team relating to priorities and work of the Area Committee since the Area Committee meeting in October 2009. It also provides an update on issues relating to the work of the Area Management Team.

### Purpose of this report

1. This report provides Members with an update on actions and achievements around the Area Delivery Plan priorities since the last Area Committee meeting in October, it also provides members with an overview of the current projects that the Area Management Team are working on.

### Background Information

2. The ADP has been developed following the headings contained within the Leeds Strategic Plan and the Vision for Leeds. It is a local expression of the city's commitment to the Local Area Agreement and partnership working. The themes of the ADP are:

- Culture
- Harmonious Communities
- Enterprise and Economy
- Transport
- Environment
- Health and Wellbeing
- Thriving Places
- Learning.

3. The Area Delivery Plan for 2008-11 was approved by this Area Committee and a refreshed version of the plan was endorsed by the Area Committee on 7<sup>th</sup> July 2009.

## **Updates by Theme**

### **Culture**

#### **Providing new and improved leisure facilities in Outer East**

4. Work is now underway to renew the children's play areas at Glebelands in Garforth. This was funded from Grantscape, S106 funding and Area Committee capital.
5. Work has now completed to provide a new drainage system to sports pitches at Skelton Woods in Whinmoor. The poor drainage system has made the pitches unplayable for some time; they will now be available for local teams in Spring 2010.

### **Enterprise and Economy**

#### **Supporting community enterprise projects**

6. Outer East Area Committee funded the gardening scheme that was delivered by Swarcliffe Good Neighbours thereby creating jobs for two gardeners. As this project ended in October Swarcliffe Good Neighbours has started its decorating programme for pensioners at affordable prices. This too will create a number of jobs for local people. From April to October 351 gardens were completed and decorating work has now been completed to 3 properties.

#### **Addressing worklessness in priority neighbourhoods**

7. This is a one year project funded by Yorkshire Forward that provides an officer to help people get back into work in the Osmondthorpe estate. The Target for this project is to reduce the working age claim rate in the worst performing neighbourhoods by 2% which equates to a reduction of 50 in Halton Moor and Osmondthorpe. It is anticipated that this project will be funded for a further year from April 2010.

### **Learning**

#### **Jobs Employment & Training (JET) Partnership**

8. The JET partnership met on 2<sup>nd</sup> of November. The minutes are not yet available. This partnership, set up to improve employment and training opportunities, is represented from the Area Committee by Cllr Tom Murray.

### **Environment**

9. Environmental works funded from Swarcliffe PFI credits is reported under improvement works from Swarcliffe PFI credits in section 28 of this report.

10. A number of community clean ups have taken place in recent weeks:
- Community Clean up across Garforth involved approx 40 people
  - Community Clean up in Fairburn with the local in bloom group supported by probation service
  - Swarcliffe and Whinm Moor held clean ups at White Laithe School and on the Sherburn estate with approx 30 people helping
  - Youth Offending Service supported a clean up with Groundwork at the Community House in Halton Moor; a clean up at Bylaw Mensfield allotment was also carried out.

## **Health and Wellbeing**

### **Health and Well-Being Partnership**

11. The local area health and well-being partnership has been set up for the South East wedge of the city. The partnership met formally on the 16<sup>th</sup> of November. Members of the partnership will examine local profile health data to decide which health improvement priorities to focus on. The partnership will report to the Joint Strategic Commissioning Board. Their work will be led by 3 newly appointed Health Improvement Managers, employed by Leeds City Council Adult Social Care and NHS Leeds. Cllr Suzi Armitage will represent the Area Committee on this partnership. Minutes of the first meeting are not available at the time of print.

### **Supporting vulnerable people**

12. An Outer East priority under this theme is to increase the number of vulnerable people helped to live at home. Support has been provided to the various elderly network schemes to help with projects such as luncheon clubs, gardening schemes and the new decorating scheme. A Luncheon Club in Garforth was recently saved from closure by the assistance of Area Management staff.

## **Thriving Places**

### **Creating Safer Environments**

13. A 'Face the People' event was held at John Smeaton High School on the 2<sup>nd</sup> of November. This event organised by the Safer Leeds Partnership attracted approx 60 local people. Presentations were given by the West Yorkshire Police Authority (WYPA) as well as the North East Police Divisional Commander. Feedback from those attending will be analysed to consider future work of WYPA.

### **Neighbourhood Wardens Restructure**

14. The following information is a précis of the e mail sent to all Members by the Acting Area Manager updating them on the latest position with Neighbourhood Wardens.

The posts proposed within the Neighbourhood Warden restructure have now progressed through the Job Evaluation process. Job Evaluation has determined that it is not possible to create a single job description to encompass the range of duties

required at the range of grades as previously suggested. An alternative approach has been taken to create two distinct posts, which includes 10 Community Environment Officer and 13 Community Environment Support Officers across the city.

The job description for the Community Environment Support Officer posts is not substantially different to the current Neighbourhood Warden positions.

Deployment of the proposed CEO and CESO posts will continue to be agreed with Area Committees with initial deployment reflecting the reduced number of posts and identifying, in association with Area Committees those deprived neighbourhoods and service priorities.

The restructure report will be submitted to the Director Of Environment and Neighbourhoods at the end of November. The recruitment process is planned to commence in January 2010.

#### 15. **Neighbourhood Warden Activity**

Neighbourhood Wardens have been working in partnership with the Cross Gates & Temple Newsam Neighbourhood Policing Team during November to deliver a series of awareness raising events to tackle domestic burglary including at local One Stop Centre, Halton and Colton shopping areas, Cross Gates Shopping Centre and Temple Newsam. Work will continue throughout December.

The Neighbourhood Warden team took part in the recent Community Safety 'Face the People Event' providing community safety advice and crime reduction devices for older people.

Neighbourhood Wardens have been involved in a range of engagement activity with local residents and young people with regards the installation of an A Frame to prevent illegal motor bikes in Kippax, improvements to a local skate park in Garforth, environmental improvements to reduce community safety concerns, lighting improvements in Whinmoor and the installation of litter bins. The Wardens have also supported a number of Probation projects across the area including clearing of footpaths.

The local Neighbourhood Warden for Swarcliffe has delivered a number of training sessions with partners including West Yorkshire Police and ASBU to ensure the effective use of locally installed CCTV systems.

#### **Tasking Teams**

16. The following are examples of projects and actions that have been delivered over recent months by the 3 Tasking Teams in Outer East Leeds:

- A Designated Public Place Order is now in place in Kippax from 5<sup>th</sup> of November 2009. The costs were funded by Area Committee through the 'tasking' budget allocation for that ward.
- Road safety issues caused by poorly maintained verges have been resolved in Garforth from its 'tasking budget'. Hedges have been removed, levelled and grass seeded in Richmond Way and Holman Avenue.



- A target hardening project on properties in Cross Gates was carried out with support from CASAC providing additional security to vulnerable residents.
- Youth Offending Team and Groundwork have undertaken a series of environmental improvements at Halton Moor Community House. Discussions are taking place with the local Residents Association to become involved in the running of the community house.
- Temple Newsam Tasking group has funded improvements to planters in partnership with East North East Homes Leeds to tackle ASB and environmental eye sore on Halton Moor estate
- Since the last report there have been two Operation Champions in the Outer East area. The focus of the Halton Moor & East Osmondthorpe operation was burglary reduction and the tackling of ASB including target hardening to a number of properties in Osmondthorpe, anonymous surveys focussing gathering intelligence relating to ASB on Halton Moor estate and a range of enforcement activity. Operation Champion took place in Swillington in October focussing on vehicle crime including stop checks and ASB visits with housing and Neighbourhood Wardens.

### **Regeneration**

17. The final phases of Town & District Centre regeneration programmes in Garforth, Cross Gates and Halton started on the 28<sup>th</sup> of September. As previously reported to Area Committee the bulk of the work is to install new street furniture. The three schemes completed in late November and are now in the defects period.
18. The 'Phoenix' artwork feature was erected and unveiled in front Peckfield Business Park on the 6<sup>th</sup> of November. This project has been a priority for the Regeneration Partnership and has been welcomed by local businesses and residents..
19. The Intensive Neighbourhood Management Programme delivered by Re'new in Halton Moor and Osmondthorpe will end when Safer Stronger Communities Funding (SSCF) ends in April 2010. In its final year the focus has been on supporting and building the capacity of community organisations in the area.

### **Improvements from Swarcliffe PFI credits**

20. This budget has been delegated to Area Committee and future proposals and approvals will be reported to Area Committee. A number of projects have been funded and a number of projects are in developmental stage. These are detailed below:
  - Installation of football goal posts on land adjacent to St Gregory's Youth & Adult Centre, Sledmere Lane and Farndale View at a cost of £3,800 including necessary grass cutting and required top soil. This item is for confirmation only.
  - Internal improvements to St Gregory's Youth & Adult Centre including installation of dishwasher. Total cost of scheme is £2,137.50. This item is for information only.

- Installation of CCTV system at Stanks Parade to tackle ongoing community crime and anti social behaviour concerns. The cost of the scheme including associated electrical works to the building is £7,415. This item is for information only.
- Installation of two community information notice boards to supplement those being installed on the estate. Total cost of project is £2,579. This item is for information only.
- Target hardening to older people's properties on the Dennil estate. The work will include fitting of door chains and spy holes. Total cost of project is £300. This item is for information only.
- Award £2,000 funding to both Whinmoor B and Swarcliffe In Bloom groups to support them in making environmental improvements across the estate. Total cost of project is £4,000. **Area Committee are requested to support this proposal**
- The installation of additional 6 litter bins across the estate at a cost of £400 per bin including installation. Total cost of project is £2,400. **Area Committee are requested to support this proposal**
- Development of a climbing wall for young people and associated works. The maximum cost for this work will be £30,000. **Area Committee are requested to support this proposal**
- Installation of a graffiti wall at a cost of up to maximum of £4,000. **Area Committee are requested to support this proposal**
- Development of an additional Welcome Stone to compliment the stones planned for across the estate to be located at the entrance to the Dennil estate. The stone will be at a maximum cost of £3750. **Area Committee are requested to support this proposal**
- Install key pad to St Gregory's Youth & Adult Centre at a cost of £170. **Area Committee are requested to support this proposal**
- Ward based discussions are ongoing with regards the recruitment of a Neighbourhood Warden for the estate. Due to the timescales of the restructure recruitment process we would be unable to wait to seek approval at the next Area Committee scheduled for February. In anticipation of local agreements and discussion with the Cross Gates and Whinmoor elected members, Area Management would like to seek approval in principle to the funding of the Neighbourhood Warden type post at a cost of £82,914 over 3 years. **Area Committee are requested to support this proposal**

The total of approved and proposed projects to date is £143,295.50. The total overall budget for the PPF1 credits is £350,000.

### **Thorpe Park**

21. A meeting was held on the 19<sup>th</sup> of November with Ward Members and the Chief Planning Officer and his staff at the Civic Hall. The main issues discussed included:

**Sports pitches.** The developers are challenging occupancy levels. Once 600,000 sq ft is occupied the developer must start work on phase 1 of the sports pitches and within 12 months of Phase 1 starting work must commence on the pavilion and car park. Planning Officers are in the process of calculating the area occupied.

It was agreed that LCC Parks & Countryside will work with Ward Members to determine the most suitable location for the pitches so that this can progress immediately the area occupied issue is resolved.

**Manston Road Link.** The issue regarding the re-homing of Great Crested Newts is still to be resolved before this can progress. This is linked to large holes that have been dug on the site which the developer says is to home to Great Crested Newts. Chief Planning Officer to pursue the developer regarding having these holes filled in.

It was agreed to have a 3 way meeting between LCC, Vallad and Threadneedle concerning the link road and various other issues relating to the site. A report will also be brought to Area Committee in February to update with progress.

## **Harmonious Communities**

### **Community Forums**

22. The following forums have met over recent months :

- Halton – 10 September 2009
- Halton Moor/East Osmondthorpe – 15 September 2009
- Whinmoor – 21 September 2009
- Swarcliffe – 7 October 2009
- Cross Gates – 14 October 2009
- Garforth & Swillington – 10 November 2009

The minutes of Halton, Halton Moor, Whinmoor, Swarcliffe and Garforth & Swillington Forums are attached at the end of this report. At the time of despatch the minutes of the Cross Gates Forum were not available. These will be included in the pack for the February meeting.

### **Year of the Volunteer**

23. At the Area Committee meeting held on the 27<sup>th</sup> of October Members agreed to support the year of the volunteer in Outer East by way of a 'thank you' awards events for volunteers in the fields of support for the elderly, environmental groups such as 'in blooms' and sports teams.

As well as acknowledging the contribution from volunteers another objective of the Year of the Volunteer is to help groups recruit new volunteers.

A proposal to support this objective has been suggested by the Chair of the Committee. It is to hold an April event to celebrate older people that is similar to the annual September event but to also use this as a tool for elderly support groups to

recruit new volunteers. It will also connect up with April being the month of the intergenerational festival and hopefully this festival can tie into the older person's week. This proposal is still very much at embryonic stage but has been raised at the Older Persons sub group and is supported by partners.

It is recommended that Area Committee support this proposal as its second event in 2010 to support the year of the volunteer.

### **Implications for Council Policy and Governance**

24. No specific issues are identified.

### **Legal and Resource Implications**

25. No specific issues are identified

### **Recommendations**

26. The Committee is asked to note the contents of this report and raise any questions.
27. The Committee is asked to support the Year of the Volunteer proposal (Event 2) detailed in section 23.
28. The Committee is asked to support the following projects to be funded from Swarcliffe PFI Credits:
- Award £2,000 each to Swarcliffe 'in bloom' and Whinmoor B 'in bloom'
  - Award £2,400 for additional litter bins
  - Award £30,000 for a young persons climbing wall and associated works
  - Award £4,000 for a graffiti wall
  - Award £3,750 for an additional 'Welcome Stone' in the Dennils
  - Award £170 for a keypad at St Gregory's Youth & Adult Centre
  - Agree to officers investigating having a Neighbourhood Warden appointed to Swarcliffe for a minimum 3 year period – this is costed at £82,914

### **Background reports:**

Outer East Area Committee, Area Delivery Plan 7<sup>th</sup> July 2009

Area Managers Report October 2008

Year of the volunteer report to Area Committee – October 2009

**Present:**

Cllr Mick Lyons (Chair), Cllr David Schofield, Martin Hackett (South East Area Management Team), James Nundy (SE AMT, minutes), Alan Wakefield (Temple Gate Neighbourhood Watch), Terry Dennis (resident), Len Forbes (resident), Reg Czudek (resident), Geoff Forbes (resident), Liz Hayes (Friends of Temple Newsam Park), I Adnett (Neighbourhood Watch & FoTNP), Laurie Milner (resident), Ann and Peter Conlon (residents), Gwendoline Green (resident), Margaret Walsh (resident), Joyce Schofield (resident), M Harrison (resident), Audrey Linley (Field End Neighbourhood Watch), Neil and Joanne Goodall (residents), Colin and Denise Wilsher (Woodland Whitkirk Neighbourhood Watch), Margaret Blenkhorn (WW NHW), Michelle McGill (Neighbourhood Warden), CO 869 Dutton (West Yorkshire Police), PS 6984 Alan Weekes (WYP), Christopher Darley (DPP – Tesco’s planning consultant), R Seeley (Tesco), F. Ground (Tesco)

**Apologies:**

Cllr Bill Hyde, Susan Merrey (Temple Moor High School), Peter and Barbara Hewison (WW NW)

<b>1.0</b>	<b>Welcome / introductions and apologies</b>	
1.1	Cllr Lyons welcomed everyone to the meeting.	
<b>2.0</b>	<b>Minutes from 11 June 2009</b>	
2.1	Agreed as an accurate record.	
<b>3.0</b>	<b>Matters arising</b>	
3.1	(4.1) There are no plans to remove the perimeter fence at Temple Moor High School.	
3.2	(7.2) Number 18 bus service. One bus has been dropped from the morning and afternoon timetable to coincide with school arrival/departure times at School Lane, Colton. There have been no other changes to routes in the area.	
<b>4.0</b>	<b>Community Safety</b>	
4.01	<b>Police report</b> – Alan Weekes Crime statistics were distributed and discussed	
4.02	Levels of theft from person and ASB have increased from the previous period, but that has been put down to Party in the Park at Temple Newsam.	
4.03	A small number of criminals are thought to be creating large number of offences.	
4.04	The mounted section have been very effective and used pro-actively. Bids have to be submitted to get the horses in a particular area. The NPT for Temple Newsam ward regularly puts bids in and the mounted section are here as often as possible.	
4.05	A petition has been received in connection with speeding on Selby Road and parking offences on double yellow lines and zebra crossing zigzags. Sgt Mason is getting in touch with the traffic division and a meeting to discuss the issues is being arranged with residents, ward councillors and LCC traffic officers.	

4.06	Two local members are joining the Police off-road biking team. Applications are in for the recruitment process.	
4.07	Police and Communities Together (PACT) meetings were advertised. The next meeting is 7:15pm, 6 October 09 at St Mary's Church.	
4.08	Sneak-in burglaries were highlighted again. Please will everyone remember to lock their doors and windows!	
4.09	An application has been received for licensing of the Leodis pub. The Police are against the licence being granted.	
4.10	Friends of Temple Newsam Park requested a breakdown of crimes actually in Temple Newsam Park. Police to look into the request.	Police
4.11	<b>Neighbourhood Warden report</b> - Michelle McGill Increased patrols in Temple Newsam Park and previous issues have improved.	
4.12	The drop-in coffee shop in Colton has been well attended by youths and youth workers.	
4.13	The fires on Primrose Valley have now stopped.	
4.14	Fly tipping at the Leodis pub has been cleared. LCC Enforcement are also involved.	
4.15	'Bag a Burglar' literature was tabled.	
4.16	Older Persons Event Week will be taking place at Christ Church Halton on Thursday 24 September 09, 10:30am – 2:30pm.	
<b>5.0</b>	<b>10 minute open floor</b>	
5.1	Bus route for Arriva service 163 has changed. Cllr Lyons to ask for information from METRO.	Cllr L
5.2	A suggestion for a micro surgery location in Halton was put forward: There is a vacant shop at 78 Chapel Street. Area Management to contact PCT with the suggestion.	AMT
<b>6.0</b>	<b>Planning application for Travellers Pub site</b>	
6.1	R Seeley and F. Ground from Tesco, and Christopher Darley from DPP (Tesco's planning consultant), attended the forum to highlight the proposals and answer questions.	
6.2	Cllr Lyons declared and interest.	
6.3	There are plans for a Tesco Express at the site, to be open by Christmas 2009. It will be a 3000ft store, serving the local community with day to day supplies. <ul style="list-style-type: none"> <li>• It will be open 7am to 11pm, seven days a week</li> <li>• It will be a brick built construction with a pitched roof and amount to a £0.75million investment in the village</li> <li>• 25 jobs will be created, filled by local people via Job Centre+</li> <li>• Car park will hold 16 cars, including one disabled space</li> <li>• Car park security will be in the form of CCTV and lighting</li> <li>• Deliveries will be trialled 8am-6pm for 12 months</li> <li>• Delivery wagons will be 10m long, meaning they can turn around on site without the need to reverse</li> </ul>	

6.4	<p>There have been no significant objections to the plan from local residents, the Co-op or Lidl.</p> <ul style="list-style-type: none"> <li>• The planning application was agreed by LCC officers under delegated powers</li> <li>• A highways plan was agreed as part of the package and deemed suitable</li> <li>• Stores of this size do not need public consultation</li> <li>• £35,000 has been given to METRO for transport improvements, but this money might not be spent in the local area (LCC has no control over where METRO invest it)</li> </ul>	
6.5	Demolition of the pub has been delayed, but is expected to begin week commencing 28 September 09.	
6.6	Plans of the proposed store were left with Area Management.	
<b>7.0</b>	<b>Youth Service</b>	
7.1	Coullin Meikle had to cover staff sickness tonight to allow the youth session to take place so Martin Hackett gave a brief update.	
7.2	This years summer holiday programme was another success. It received funding from the Outer East Area Committee.	
7.3	400 young people participated in diversionary activities which included hair & beauty sessions, dance classes, trips to theme parks and Doncaster Dome etc.	
7.4	Small groups of around eight young people were targeted for an accredited motorbike maintenance scheme.	
7.5	Free cricket coaching from Yorkshire County Cricket Board was also available, with cricket weeks taking place in Methley, Kippax and Whitkirk. One of the sessions enticed an huge 130 young people! Regular cricket coaching will follow at schools.	
<b>8.0</b>	<b>Update on Halton village improvements</b>	
8.1	Phase 1 was installation of the CCTV system. Phase 2 was improvements to the library. Phase 3 is improvements / replacement of street furniture (bins, benches, cycle racks, railings etc). Plans are available in the library.	
8.2	The third and final phase is due to begin week commencing 21 September 09.	
<b>9.0</b>	<b>AOB</b>	
9.1	None.	
<b>10.0</b>	<b>Date of next meeting</b>	
10.1	Scheduled to be Thursday 3 December 2009.	

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**Present:**

Cllr Mick Lyons (Chair), Cllr David Schofield (Local Councillor), Sam Lowe (South East Area Management Team), Stuart Mason (West Yorkshire Police), S Marsh (resident), S Toumend (resident), V Broadley (resident), Brian Mumby (resident), Mrs Fletcher (resident), P.R Wylde (resident), Marlene Grant (resident), Margaret Wilson (resident), Margaret Sapcote (resident), Mike Shaw, Coulin Meikle (Youth Service), Julie Langton (resident), Caroline Reed (resident), Vicki Hooper (East North East Homes), Julie Knott (resident), Aggie Connolly (resident), Tosin Okuzu (resident), Maggie Bellwood (EASEL team).

**Apologies:**

Dayvid Cox (East North East Homes Leeds), Rev Andrew Gubbings, Ron Bool and Wendy Rogers (Neighbourhood Warden).

<b>1.0</b>	<b>Welcome, introductions and apologies</b>	<b>Action</b>
1.1	Cllr Lyons welcomed everyone to the meeting, introductions were made and the above apologies noted.	
<b>2.0</b>	<b>Minutes from the meeting on 09 June 09</b>	
2.1	Cllr Schofield and Brian Mumby were present at the last meetings, however names missed off the minutes.	
2.2	Highways issues reported.	
<b>3.0</b>	<b>Matters arising</b>	
3.1	20 mph zone raised on Halton Moor Avenue. Not all the signs are consistent across the area. This has been raised with Highways. Speeding cars have been raised at the local PACT meeting and the PACT has requested the attendance of Highways. Inspector Mason encouraged all residents to attend the PACT meeting to influence the main priorities. PACT meetings take place the first Wednesday of the month 6pm-7pm at Corpus Christi Church Hall.	
<b>4.0</b>	<b>10 minute open floor</b>	
4.1	<b>EASEL</b> – concern was raised over the progress on EASEL specifically with regards planning, next steps and the railway at the rear of Osmondthorpe Lane for the transport link. Maggie Bellwood informed the meeting that no further news had been received from the Railway contractor regarding their interest in the site. Councillor Lyons requested further consultation and updated information from the EASEL team relating to each step of the process and particularly the impact of the credit crunch and current climate. MB informed the meeting that the Neighbourhood Plans have been scaled back and work will hopefully commence in the Autumn/ Winter.	
4.2	Cllr Lyons encouraged residents to engage with EASEL and the consultation process. Meadowfield Primary School was suggested as a beneficial liaison point with the community. Maggie Bellwood suggested groups contact EASEL to engage between groups and the process.	

4.3	<b>Incinerator proposals</b> – strong feeling was raised by the Forum in relation to proposals for the local incinerator.	
<b>5.0</b>	<b>Community Safety – Police</b>	
5.1	Inspector Mason provided a report to the meeting regarding crime and community safety issues in the area. There has been a reduction in arson due to the work in the Primrose Valley. The focus for the Neighbourhood Policing Team is burglary over the next 3 months. There have been recent successes in terms of custody being secured for repeat offenders.	
5.2	An additional PC has been working in Leeds Watch for full shifts to monitor problems on the estate.	
5.3	The Neighbourhood Policing Team are currently focussing their burglary reduction work on two campaigns:-	
5.4	<b>'Bag a Burglar'</b> focuses on encouraging residents to report any suspicious activity in their neighbourhood. A resident raised concern that although reported incidents & intelligence that there is no protection for witnesses. Concern that nominals are locked up but released repeatedly. Inspector Mason informed that can only go on strong evidence and statements. Concern was raised by residents regarding response times. Inspector Mason stressed the importance in reporting crimes.	
5.5	<b>Sneak in Burglaries</b> – The average for sneak in burglaries used to be 1 in 4, in the area this is now 1 in 2 burglaries are due to unlocked doors or windows. Currently a particular target for burglars is vehicles and theft of car keys. Inspector Mason emphasised the need for residents to keep all doors and windows locked. Awareness raising road shows planned for October – November.	
<b>6.0</b>	<b>Neighbourhood Warden – Sam Lowe (on behalf of Wendy Rogers)</b>	
6.1	A report was circulated outlining the recent work of the Neighbourhood Warden in the area.	
6.2	A restructure of the Neighbourhood Warden service is currently being undertaken. Updates to be provided to the forum meeting.	
6.3	The Neighbourhood Warden is carrying out a surgery every Tuesday between 9-11am at the Community House on Kendal Drive. Request for information leaflets regarding services at the Community House to be distributed to include the East Osmondthorpe area.	
<b>7.0</b>	<b>Youth Service – Coulin Meikle</b>	

7.1	Virgil provided a report outlining the summer provision. The Youth Service worked 5 days per week over 5 weeks during the summer providing a range of activities and services for young people. The service worked in partnership with Extended Services which enabled them to work with 10-13 year olds.	
7.2	The Youth Service provided a range of activities for 118 young people including arts and crafts during the day. However the Youth Service also managed to maintain regular services during the evening and mobile provision.	
7.3	When using the mobile provision the Youth Service distributes leaflets to households informing them of the services provided and informing residents of what is going on.	
7.4	During the summer young people have been working on a range of environmental activities including creating a local Bee habitat.	
7.5	Attendance at the summer provision was slightly lower at the start of the holiday period. There was a good balance between male and female attendees. The Youth Service are struggling to attract BME young people in the area, officers are currently trying to tackle this by widening promotion and hoping to appeal to BME young people.	
<b>8.0</b>	<b>Housing update</b> – Vicki Hooper	
8.1	Vicki Hooper provided an update on the downsize scheme. The purpose of the scheme is to encourage single people or couples to move into smaller properties. £1,000 incentives are provided per bedroom that is down sized. Within East North East Homes (ENEH) area the ALMO has re-housed 30 families using the scheme with a further 28 customers accepted onto the scheme and awaiting a move.	<b>Cllr Lyons</b>
8.2	ENEH are currently re-assessing the downsize scheme. Cllr Lyons to contact Steve Lund to clarify the position with regards what is classified as a down size ie 3 bed down sized to a flat.	
8.3	ENEH currently have 95 cases open across the whole housing office area. 3 cases have been passed to Legal Services for action.	
8.4	Estate audits are currently being completed with a number of warning letters being issued. Funding has been sought to improve planted areas within parts of the estate.	
8.5	There are currently 121 void properties across the housing office area. There are currently 41 void properties across Halton Moor and East Osmondthorpe. There are between 8-86 bids being submitted for each property. The re-let target for a void property is 65 days, the current average is 70 days.	
8.6	Halton Moor and East Osmondthorpe are meeting targets for rent collection and are currently the best performing office within the ALMO.	
<b>11.0</b>	<b>Date of next meeting</b>	
11.1	24 November 2009, 6pm, Halton Moor One Stop Centre	

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**Minutes from North Whinmoor Forum  
 21 September 2009  
 Fieldhead Carr Primary School**
**Present:**

Cllr Peter Gruen (Chair), Cllr Pauleen Grahame, Sam Lowe (South East Area Management), Alan Brummitt (SEC Street Lighting), Lynda Bowen (LCC Adult Social Care), Heather Jackson (Skelton Woods Environmental Group), Nick Edensor (Fieldhead Carr Primary School), Nicola Sheerin (White Laith Primary School), Sheila Storey (Whinmoor St Paul's CE Primary School), Tracey Tansey (Whinmoor Warriors ARLFC), D Smith (resident), Mike Weaver (Neighbourhood Warden), Rita Green (resident), Sharon Smith (Whinmoor Junior Bowling), Mindi Singh (Local shop keeper), Leon Walters (resident / Fieldhead Community Centre Management Committee), James Nundy (SE AMT, minutes)

**Apologies:**

Cllr Suzi Armitage, Caroline Ellsworth (Aire Valley Homes Leeds), Greg Sharp (LCC – Highways), Mechelle Myers (Wellington Hill Residents Assoc), Kevin Vaughn (AVHL)

<b>1.0</b>	<b>Welcome / introductions / apologies</b>	<b>Action</b>
1.1	Cllr Gruen was due to arrive approximately 6:30pm from another meeting, so Cllr Grahame welcomed everybody to the meeting, introductions were made and the above apologies noted.	
1.2	Cllr Gruen arrived at 6:20pm.	
<b>2.0</b>	<b>Minutes from 6 July 2009</b>	
2.1	Agreed as accurate.	
<b>3.0</b>	<b>Matters arising from those minutes</b>	
3.1	<b>Highways issues on Coal Road – Greg Sharp (via email)</b> (5.3) A count was arranged just inside the 30mph length of Coal Road at the 30 / 40 change point coming from the Seacroft Ring Road. This count was taken at a position before the traffic calming commenced. That count indicated that there was little initial change in general traffic speed and therefore I propose, now that the schools have gone back to school and a new season of counts can be undertaken, to have a count done mid-point between the change in speed limit and the mini roundabout to check whether the traffic calming is having a positive effect on speed reduction. When I have the results I shall comment further.	GS
3.2	Accident Studies have indicated that the injury accident reduction that has resulted since the traffic calming was introduced makes it difficult to justify significant further expenditure. Currently with the limited funds available for all types of project, only situations with a history of killed and serious injury are being considered as a priority, this may change in future.	
3.3	(5.4) I have been to inspect the signing for the roundabout and all the signs at the junction can be seen by approaching drivers from a suitable distance for them to adjust their speed and give way at the roundabout to those already circulating from the right hand side. Observations on site indicate that there are also two sets of advance warning signs on each	

	<p>approach to the junction. I believe that the majority of motorists are aware of this junction as regular users and those that are not have every opportunity with the signing available to use the roundabout correctly, hence that could be a contributory factor in the reduction in the severity of accidents that has been evident in recent years.</p>	
3.4	The results from the 2005 and 2008 counts for Coal Road indicate a reduction in traffic volume during the peak flows monitored.	
3.5	James Buckley (Accident Studies) looked at the issue of Whinmoor Gardens 'rat running'. He looked at the area to the east of the Wetherby Road / Ring Road roundabout and whilst it is not disputed that the practice does take place, there is no accident history to suggest that it has turned into a safety problem.	
3.6	He further stated, "Apart from one accident where the driver failed to stop, I have been able to confirm that all of the drivers involved in the few accidents that have occurred were residents of the area. The hit and run accident occurred at an off peak period and was probably not a rat runner."	
3.7	James Buckley also arranged a speed reading for Sherburn Road and the figures were found to be as follows the 85%ile (speed at which 85 out of every 100 drivers were travelling at or below) was just under 34mph. The mean speed was found to be at 28mph. His conclusion was that the accident rate is half what it was before the traffic calming was introduced and it no longer features in the 'Lengths for Concern' document that features sites that should now be prioritised for the limited staff and financial resources available.	
3.8	(6.05) Approval has been granted by LCC Legal for a <b>CCTV scheme at Fieldhead Shops</b> . Some of the shopkeepers have agreed to the maintenance charges, but others are still to sign up.	SL
3.9	(7.1) Improvements to <b>Fieldhead Carr pitches</b> not thought to have commenced yet, and no update as to why.	SL
3.10	(7.3) Installation of an <b>A-frame</b> at entrance onto Skelton Woods pitches is now complete.	
3.11	(9.1) <b>Sherburn Road MUGA</b> – councillors have been updated.	
<b>4.0</b>	<b>10 minute open floor</b>	
4.1	<b>Whinmoor Warriors</b> – Tracey Tansey LCC Lettings have started charging for weekend use of the playing fields (Still free of charge during the week). Annual costs would be in the region of £12,000 so an £8,000 bid has been submitted to Awards for All. A further report will be provided at the next meeting.	SL
<b>5.0</b>	<b>Community Safety</b>	
5.1	<b>Neighbourhood Warden</b> – Mike Weaver (tel :07891 279 200) <ul style="list-style-type: none"> <li>• Flytipping and littering is still a problem along the Spotted Path / Coal Road</li> <li>• A burglary action week / Operation Champion is to come</li> <li>• A planning application has been submitted for the church</li> <li>• Off-road biking in Skelton Woods seems to be alleviated – probably due to the installation of the A-frame. Will keep monitoring.</li> </ul>	

5.2	Concerns have been raised over seven local ASBOs which expire at the end of September.	
5.3	Fieldhead Open Day was well received. <ul style="list-style-type: none"> <li>• Cllr Gruen thanked everyone involved for their efforts</li> </ul>	
5.4	There is an environmental project happening in Hawthorn Woods.	
5.5	Older Persons Event Week will take place at St Gregory's Youth and Adult Centre next week.	
5.6	Weapons awareness training is still ongoing.	
5.7	Next update for the future of the wardens service is expected in mid-October.	
5.8	Mike was thanked by Nick Edensor for all his help with the school and local area.	
<b>6.0</b>	<b>From Day Centres to Day Services</b> – Lynda Bowen	
6.1	A handout entitled 'Day Services Consultation' was tabled and discussed: <ul style="list-style-type: none"> <li>• The consultation is on change of use at Day Centres as numbers of weekday attendances has dropped to a low of approximately 320 in 2009/10 (quarter 1) from a high of approximately 510 in 2003/04 (quarter 1)</li> <li>• In this area, the consultation involves Naburn Court and the Doreen Hamilton Centre</li> <li>• Following completion of the consultation in September 09, if necessary, alternative uses for the Day Centres will be looked into</li> <li>• Final decision will be made by Executive Board in November 2009</li> </ul> <p>Cllr Gruen said local warden members, carers, residents and local community were very supportive of the Naburn Court facilities and apposed to the proposed closure.</p>	
<b>7.0</b>	<b>PPFI Street lighting programme in Whinmoor</b> – Alan Brummitt	
7.1	Alan did a presentation on the street lighting replacement scheme by Southern Electric Contracting (SEC): <ul style="list-style-type: none"> <li>• Coming to Crossgates and Whinmoor ward in the near future</li> <li>• Replacing all the concrete lighting columns with more efficient modern equipment which gives out white light</li> <li>• New columns are guaranteed for 30 years</li> <li>• Every household should have received a 'Your street lighting is going to be improved by SEC' booklet with FAQs and contact numbers in it</li> <li>• Louvers are available if the light shines on bedroom windows</li> <li>• Lamp upgrades are available eg to heritage style for around £800 and to include hanging basket brackets for £50-60</li> </ul>	
7.2	Hebden's area was put forward as a priority area to be completed first.	
<b>8.0</b>	<b>Report from Aire Valley Homes</b>	
8.1	Kevin Vaughan was ill but a brief report was tabled, including info that the area is still popular with each property receiving 200-300 bids.	

8.2	<b>Car parking issues at garages</b> - a meeting has taken place and some actions are to be followed up.	
<b>9.0</b>	<b>Fieldhead Carr Community Centre</b> – Sam Lowe	
9.1	An update was given by Sam: <ul style="list-style-type: none"> <li>• The Open Day on 8 August was very well received</li> <li>• A survey was completed as to what else the community would like to see going on in the Centre. The majority of requests was for activities for youths</li> <li>• Building work is now complete</li> <li>• A display unit in connection with the Centre is to be installed at the shops towards the end of October</li> <li>• A new exterior sign has been ordered for the Centre</li> </ul>	
9.2	'What's On' fliers were requested to be sent out to local schools. Sam to arrange.	SL
<b>10.0</b>	<b>AOB / Next meeting</b>	
10.1	There has been a meeting in connection with the planning application for Grimesdyke Primary. Councillors Armitage and Grahame are against the proposals. As a member of the Plans East Panel Councillor Gruen declared an interest, as he would be part of the decision making process.	
10.2	Three local schools are to get more involved in clubs for the young and old (eg IT classes). Signposting for additional funding was requested. Cllr Gruen suggested a business case be made for councillors and Area management to consider.	
10.3	Concern was raised over the seven ASBOs due to expire soon, as some of the youths are ex-pupils and might decide to cause trouble for the schools. Sam Lowe to speak with Sgt Mason and feedback to Nick Edensor.	SL
10.4	PACT meetings were highlighted	
10.5	Cllr Gruen to write to all LCC officer non-attendees.	Cllr Gruen
10.6	Next meeting scheduled for 14 December 09.	



**Present:** Cllr Tom Murray (Chair), Councillor Andrea McKenna, Councillor Dobson, Lynne White (LCC ELAM), Michelle McGill (Neighbourhood Warden LCC), Tony Head (West Yorkshire Fire Service), Adrian Lee (Youth Service), David LeRoy (Garforth Community Association), Andy Cahill (Garforth in Bloom), PC 4674 Paul Rogers (West Yorkshire Police NPT), Insp Chris Jones (West Yorkshire Police NPT), Phil Dunwell (Garforth Residents Association), Jane Lambert (Garforth Community College), Sharon Elliott (Leeds Learning), Dave Evans (Garforth Community College), Jane Hookham (Resident/LCC), Fiona Titterington Leeds Library & Info Service), Ben Cleverley (Leeds Libraries)

**Apologies:** Kevin Pease (Traders), Simon Norman NHW, LCC

<b>1.0</b>	<b>Welcome/Introductions and Apologies</b>	Action
1.1	Councillor Murray welcomed everyone to the meeting, introductions made and apologies noted	
<b>2.0</b>	<b>Extra Item plus Minutes of the last meeting held on 21<sup>st</sup> January 2009</b>	
2.1	Minute 2.2 – MD – Zebra crossing now installed. Street furniture still not in, although promised	
2.2	Minute 2.6 – Bird in the Hand Public House – MD informed it has changed hands twice and vandalism has decreased	
2.3	Minute 2.8 – Disco supported by the Lions fell by the wayside due to lack of communication – problems have been ironed out and hopefully will be resurrected	
2.4	Phil Dunwell listed wrongly on last minutes – should have read Garforth Residents Association	
<b>3.0</b>	<b>10 Minute Open Floor</b>	
3.1	DE from the Community College asked to speak before the meeting re Garforth Arts Festival – DE gave a DVD presentation with commentary and explained how the money had been spent i.e. money went to orphans in Africa, 25 Educational Projects, 1,717 young people involved with 44 sessions etc. Festival is now going into its sixth year and the aim is to work with children in schools. Initial stage is about consultation with local people. Cllr TM/JH asked how do you get the feedback, DE gives out forms at the festival, also feedback from the bookshop. JH suggested the library. DE's e-mail address is <a href="mailto:evansdj01@leedslearning.net">evansdj01@leedslearning.net</a> or tel: 3368619.  Chair thanked DE	
<b>4.0</b>	<b>Community Safety</b>	
4.1	Insp CJ gave update	
4.2	NET were awarded £500 from POCA funding	
4.3	Crime – down significantly 1,326 last year down to 266, big part of figures burglary dwellings but 40 less this year so overall picture good.	

4.4	Insp CJ informed of a blip – increase of 15 offences in last 6 weeks but extra funding in place to combat this (dwelling burglaries) over both wards overnight in Garforth and during the evening Kippax, Preston and Swillington.	
4.5	Public are responding well to the newsletter delivered by PCSO's	
4.6	ASB decreased with summer investment from funding streams since September due to Garforth having response officers and backup from Killingbeck	
4.7	September figures (38% to 55%) showed people have more confidence in policing due to them realising Police and the Council work together	
4.8	Cllr AM – Tesco's vandalised in Swillington – shutters now fitted and new windows being installed	
4.9	Cllr TM asked if there were any problems in Little Preston – Insp CJ not aware of any	
4.10	JH expressed concern about rented properties in Beech Grove and Lidgett Lane but was concerned that when calling Police they were told to contact Environment LCC. Insp CJ informed JH to contact the Police the following day and they would pick it up. SLP College doing inputs, staff at the college were complimented on the good job they do. Cllr TM will take it up.	
4.11	MM Neighbourhood Warden gave a report on issues dealt with over the past few months. Cllr MD asked MM to chase up Graffiti paint with Kris Nenadic and Bob Bradley from Parks. Cllr TM spoke about parking on Station Road by the Montague – Insp CJ will look into it	
4.12	Chair thanked Police and NHW	
<b>5.0</b>	<b>Update on Garforth Library – Fiona Titterington</b>	
5.1	FT and BC gave update – pictures of the new library were passed around. There will be 60 hours of opening time and a consultation has taken place, leaflets given out with suggested times, consultation will finish end of November. BC put together a newsletter and informed he was working with a group from the Garforth Community College with help from Adrian Lee and Dave Evans.	
5.2	FT explained it will be not just a library but a One Stop Shop working in partnership with Area Management, Customer Services, Registrar Service, and Café with tea and cakes run by Bakara a local non profit making business which should not take away any business from existing local cafes.	
5.3	There will be free use of the internet in the IT learning suite – Insp CJ asked if this will be monitored – FT said yes, it has a good filtering system.	
5.4	Cllr MD asked if the consultation for the library could be completed on line – FT said yes on Talking Point on the LCC Website.	
5.5	Opening of the Library should be 14 <sup>th</sup> February but the library will actually be ready by end December.	
5.6	Chair thanked FT and BC	
<b>6.0</b>	<b>Services to Young People – Adrian Lee (Senior Youth Worker)</b>	
6.1	AL informed he has two new Youth Workers and full capacity staffing, all work Friday evening. They have strengthened partnership with the school, mobile working with young. Urban Arts Project, trips, bowling, climbing wall, trip to Doncaster etc. They	

	are working closing with the Libraries. Swilington have a regular program, trips out, sporting activities, baby reality course. AL informed the PCT are decommissioning the Health Bus.	
6.2	An agreement has been reached with the Manager at Kippax Baths for a one week course for 16-19 year olds to do lifesaving; if the course is completed successfully they could be eligible for interview for jobs.	
6.3	AL asked for suggestions for youths to tidy up parks, graveyards etc.	
6.4	SE informed the holiday program last year from funding from the Lottery, now self funding, they worked with 400 young people in 2009, sent out 300 surveys and the feedback was that the staff were great and all had enjoyed attending.	
6.5	75 youth volunteers worked in the community i.e. charity shops etc which ended with a certificate – SE explained various awards achieved.	
6.6	Cllr MD – expressed concern about the PCT health bus being removed and would like to raise it with the PCT managers. Cllr TM said there is a need to reduce teenage pregnancies – AL will obtain figures and facts.	
6.7	JL informed they are still involved with the Duke of Edinburgh Awards, which has been successful and presently awaiting to receive their awards. Cllr TM and Insp CJ complimented young people and said there are only a few which cause problems.	
6.8	Cllr AM – raised concern about recent report for Swilington – six years on and still no provision for youths and the gap it getting bigger between Garforth and Swilington and asked why there is no provision at Swilington. AL said he would take this on board.	
6.9	Chair thanked AL and SE	
<b>7.0</b>	<b>Community Engagement events in Garforth &amp; Swilington</b>	
7.1	Learning Market event 23 <sup>rd</sup> September 2009 – Cllr TM informed it was successful and over 100 attended	
7.2	Older Persons Event Week – LW informed it was held at 5 venues throughout Outer East Leeds, over 1,000 elderly attended along with Panto from Pocket Panto, 17 various agencies attend distributing information to the elderly, with lunch, bingo raffles etc. LW received a thank you for work done on the event by the Ward Councillors	
7.3	Cllr TM and MD informed there would be a 2 <sup>nd</sup> Community Safety event in the ward in Spring 2010	

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**Present:**

Cllr Suzi Armitage (Chair), Cllr Peter Gruen, Cllr Pauleen Grahame, Martin Hackett (South East Area Management), Alison Ford (Swarcliffe Children's Centre), PCSO Murphy (West Yorkshire Police), Doreen Scahill (Whinmoor 'B' Residents Association), Rita Grainger (Whinmoor 'B' RA), Sheila Corcoran (Stanks / Swarcliffe Tenants Association), Ken Hill (Swarcliffe Good Neighbours Scheme), Nick Swithenbank (Aire Valley Homes Leeds), Kevin Vaughan (AVHL), Nathan Vaughn (Neighbourhood Warden), John Nicholson (SS TRA), Derek Lawrence (LCC Youth Service), Alan Brummitt (Southern Electric Contracting), Rachel Corcoran (SEC), Siddiga Austin (resident), Christine Spencer (resident), Jean Jackson (resident), James Nundy (SE AMT, minutes)

**Apologies:**

Inspector Mason, Revd. Mike Benwell (Churches Together), Ron Grahame (resident)

<b>1.0</b>	<b>Welcome / introductions / apologies</b>	Action
1.1	Cllr Armitage welcomed everybody to the meeting, introductions were made and the above apologies noted.	
<b>2.0</b>	<b>Minutes from 1 July 2009</b>	
2.1	Agreed as accurate.	
<b>3.0</b>	<b>Matters arising from those minutes</b>	
3.1	(3.1) Stanks Parade Shops CCTV – the cameras are now installed and the residents are satisfied	
3.2	(5.4) Wildlife area at Swarcliffe Children's Centre – the West Yorkshire Probation Team might be able to help with the work. Cllrs to investigate.	Cllrs
<b>4.0</b>	<b>10 minute open floor</b>	
4.1	<p><b>Stanks Parade Shops</b></p> <ul style="list-style-type: none"> <li>• Everyone involved with the CCTV project was thanked for their efforts</li> <li>• It was noted the youths are now congregating at the doorway to the flats, but a tree is in the way of the cameras line of sight</li> <li>• The small fence at the shops is still inadequate at blocking escape routes – ward members to consider putting a bid to Area Panel to get a six foot fence installed</li> <li>• Issues were raised to Aire Valley Homes in connection with a fire door for the flats above the shops opening outwards, having a broken lock since installation and not having frosted glass. The forum heard how the door meets the safety regulations of Carillion, but not of the residents</li> </ul>	Cllrs
<b>5.0</b>	<b>Community Safety</b>	
5.1	Crime statistics were tabled and run through. Highlights over the last six week period included decreases in assaults by 13% and burglary (dwelling) by 43%. Overall reported crime is down by 1.3%	

Produced by South East Area Management Team (tel: 0113 24 74310)

5.2	Sneak-in burglaries are still happening for too frequently and 'Is your door unlocked' leaflets were tabled.	
5.3	Cllr Gruen raised concerns that the Police aren't giving the support to residents needs and requested a meeting for the councillors and Insp Mason as soon as possible. The ASB problems are unacceptable eg for the Stanks Parade flats residents.	
5.4	<p><b>Neighbourhood Warden report</b> – Nathan Vaughn (tel: 07891 279500)</p> <ul style="list-style-type: none"> <li>• The Cock Beck bridge has been mended and painted</li> <li>• Railings have been painted outside Stanks fire station</li> <li>• Environmental project at Brayton Green bungalows</li> <li>• Helped paint posts for Stanks Parade CCTV</li> <li>• Helped to get a flytipper fined £772</li> </ul>	
<b>6.0</b>	<b>PPFI Street lighting renewal contact – Alan Brummitt</b>	
6.1	<p>Alan did a presentation on the street lighting replacement scheme by Southern Electric Contracting (SEC):</p> <ul style="list-style-type: none"> <li>• Coming to the Cross Gates and Whinmoor ward in the near future</li> <li>• Replacing all the concrete lighting columns with more efficient modern equipment which gives out white light</li> <li>• New columns are guaranteed for 30 years</li> <li>• Every household should have received a 'Your street lighting is going to be improved by SEC' booklet with FAQs and contact numbers in it</li> <li>• Louvers are available if the light shines on bedroom windows</li> <li>• Lamp upgrades are available eg to heritage style for around £800 and to include hanging basket brackets for £50-60</li> </ul>	
6.2	The Core Investment Programme (CIP) began in North Whinmoor last week.	
6.3	Neighbourhood watch signs will be retained and added back onto the column nearest the site of the old one.	
6.4	If ginnels are lit at the moment, they will be illuminated by replacement columns.	
<b>7.0</b>	<b>Service for young people</b> – Derek Lawrence	
7.1	A brochure about Leeds Youth Service was tabled.	
7.2	The summer programme was well received.	
7.3	An awards ceremony took place at St Gregory's Social Club a few weeks ago and involved 63 young people.	
7.4	More late Friday nights and weekend sessions are to come.	
7.5	Half term programmes are being worked up at the moment.	

<b>8.0</b>	<b>Swarcliffe Good Neighbours Scheme – Ken Hill</b>	
8.1	The luncheon clubs are now serving 100 people a week.	
8.2	Monthly trips (eg to Blackpool) have been well received.	
8.3	Christmas party is taking place on 17 December, with singing / entertainment from 23 Corpus Christi students. There will be a performance from Pocket Panto again.	
8.4	The gardening service ends next month. 450 gardens have been completed, with 351 completed under the new 'Outer East' contract.	
8.5	The decorating service starts in December and 18 referrals have been received so far.	
8.6	The newsletter was tabled.	
8.7	The atmosphere in St Gregory's Youth and Adult Centre is now even better since it was redecorated.	
<b>9.0</b>	<b>AOB / Next meeting</b>	
9.1	Fire Service reported that it was been quieter than usual for this time of year.	
9.2	Next meeting is scheduled for 3 Feb 2010.	

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