



**EAST (OUTER) AREA COMMITTEE**

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**Meeting to be held in Civic Hall, Leeds on  
Tuesday, 23rd March, 2010 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 (Chair)	-	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:  
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**Janet Pritchard  
247 4327**

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

## CONFIDENTIAL AND EXEMPT ITEMS

The reason for confidentiality or exemption is stated on the agenda and on each of the reports in terms of Access to Information Procedure Rules 9.2 or 10.4(1) to (7). The number or numbers stated in the agenda and reports correspond to the reasons for exemption / confidentiality below:

### **9.0 Confidential information – requirement to exclude public access**

**9.1 The public must be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of the proceedings that confidential information would be disclosed. Likewise, public access to reports, background papers, and minutes will also be excluded.**

### **9.2 Confidential information means**

- (a) information given to the Council by a Government Department on terms which forbid its public disclosure or
- (b) information the disclosure of which to the public is prohibited by or under another Act or by Court Order. Generally personal information which identifies an individual, must not be disclosed under the data protection and human rights rules.

### **10.0 Exempt information – discretion to exclude public access**

**10.1** The public may be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of the proceedings that exempt information would be disclosed provided:

- (a) the meeting resolves so to exclude the public, and that resolution identifies the proceedings or part of the proceedings to which it applies, and**
- (b) that resolution states by reference to the descriptions in Schedule 12A to the Local Government Act 1972 (paragraph 10.4 below) the description of the exempt information giving rise to the exclusion of the public.
- (c) that resolution states, by reference to reasons given in a relevant report or otherwise, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

**10.2** In these circumstances, public access to reports, background papers and minutes will also be excluded.

**10.3** Where the meeting will determine any person's civil rights or obligations, or adversely affect their possessions, Article 6 of the Human Rights Act 1998 establishes a presumption that the meeting will be held in public unless a private hearing is necessary for one of the reasons specified in Article 6.

**10.4** Exempt information means information falling within the following categories (subject to any condition):

- 1 Information relating to any individual
- 2 Information which is likely to reveal the identity of an individual.
- 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information).
- 4 Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or officer-holders under the authority.
- 5 Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
- 6 Information which reveals that the authority proposes –
  - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
  - (b) to make an order or direction under any enactment
- 7 Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime

## **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>Item 13 Leeds City Credit Union Branch Network – Appendix 10.4 (3)</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 OF THE PREVIOUS MEETING</b></p> <p>To confirm as a correct record the attached minutes of the meeting held on 9<sup>th</sup> February 2010.</p>	1 - 10
8			<p><b>DATES, TIMES AND VENUES OF AREA COMMITTEE MEETINGS 2010/11</b></p> <p>To consider the attached report of the Chief Democratic Services Officer requesting Members give consideration to agreeing the dates and times of their meetings for the 2010/11 municipal year.</p> <p><i>(Council Function)</i></p>	11 - 14

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9			<p><b>THORPE PARK PROGRESS REPORT</b></p> <p>To consider the report of the Chief Planning Officer which sets out progress relating to the delivery of the green park, construction of the newt ponds on the green park area and proposals for the future development of Thorpe Park.</p> <p><i>(Council Function)</i></p>	15 - 18
10			<p><b>STREETSCENE SERVICES UPDATE REPORT</b></p> <p>To consider the attached report of the Head of Environmental Services updating the Committee on the proposals for improvements within Streetscene Services.</p> <p><i>(Council Function)</i></p>	19 - 22
11			<p><b>WELL BEING BUDGET (REVENUE) 2009/10</b></p> <p>To consider the report of the South East Area Manager recommending to Area Committee that the Well Being budget for 2010/11 be divided evenly between the 4 wards once the committed expenditure is accounted for and referring to one project that needs to be considered from the Well Being Budget 2009/10.</p> <p><i>(Executive Function)</i></p>	23 - 36
12			<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>	37 - 106

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13		Appendix 10.4 (3)	<p><b>LEEDS CITY CREDIT UNION BRANCH NETWORK</b></p> <p>To consider a joint report of the Chief Customer Services Officer and Director of City Development on the Leeds City Credit Union Branch Network.</p> <p><i>(Executive Function)</i></p>	107 - 114

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# Agenda Item 7

## EAST (OUTER) AREA COMMITTEE

TUESDAY, 9TH FEBRUARY, 2010

**PRESENT:** Councillor K Parker in the Chair

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

### 60 Declarations of Interest

In respect of Agenda Item 12 'Well Being Budget (Revenue) 2009/10' (Minute No. 68 refers), Councillor Armitage declared a personal and prejudicial interest as a member of the Swarcliffe Good Neighbours Scheme and left the room during the consideration of this particular issue.

In respect of Agenda Item 13 'Outer East Area Committee Capital Budget 2009/10' (Minute No. 69 refers), the following declarations of interest were made:

- Councillor Wakefield, personal and prejudicial as a member of the Groundwork Board.
- Councillor Dobson, personal and prejudicial as a member of Garforth & District Lions.
- Councillor Murray, personal as a Governor of Garforth Community College.

Councillors Wakefield and Dobson left the room during the consideration of these particular applications.

In respect of Agenda Item 15 'Actions, Achievements and Update Report' (Minute No. 71 refers), the following declarations of interest were made:

- Councillor Murray, personal as the Area Committee representative on the Jobs, Employment & Training Partnership and the Children Leeds – East Leadership Team.
- Councillor Armitage, personal as the Area Committee representative on the Health and Well-Being Partnership.
- Councillor Dobson, personal as the Area Committee representative on the North East Divisional Community Safety Partnership.
- Councillor Grahame, personal as a resident of the Swarcliffe Estate and as a member of the Swardale Swarcliffe Eastwood Residents Association.

Declarations of interests were also made later in the meeting under Agenda Items 10 and 15 (Minute Nos. 66 and 71 refer).

### 61 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,

Draft minutes to be approved at the meeting  
to be held on Tuesday, 23rd March, 2010

during which members of the public could ask questions or make representations on any matter within the terms of reference of the Area Committee. There were members of the public present, but no issues were raised.

## **62 Minutes**

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

## **63 Matters Arising**

Minute No. 49 – Minutes of the Previous Meeting – Neighbourhood Wardens  
The Acting South East Area Manager, Keith Lander, advised Members that a report on the restructure of wardens to Local Community Environment Officers and Support Officers had been circulated to Members for information. Deployment and funding issues would be discussed with Members at a meeting in the near future.

## **64 Waste Treatment Facility**

The Director of Environment and Neighbourhoods submitted a report providing the Area Committee with a progress update on the Residual Waste Treatment PFI Project.

The Chair welcomed Susan Upton, Head of Waste Management, and Andrew Lingham, Senior Project Manager (Waste Strategy), Environmental Services, to present the report and respond to Members' queries and comments.

The Head of Waste Management advised Members that since the report had been circulated, it was now known that the two bidders that were being taken forward to the next stage of the procurement process were Aire Valley Environmental and Veolia ES Aurora. She also advised that five forum meetings had been attended, with 50 members of the public attending and that two further meetings were going to be arranged. She also confirmed that ground surveys would soon commence and Members would be provided with full details.

In brief summary, Members raised the following issues with officers:

- Members voiced their concerns regarding the consultation with local residents over the two selected sites and that they were not being directly consulted where the final location should be – officers advised that all residents in the area had been kept updated, and the department would continue to engage with them. Officers had been attending local forums. At Members' request, officers agreed to provide the Committee with a summary of the site consultation work with local residents.
- Communication with Richmond Hill residents – officers advised that a household information pack had been distributed to some 12,000 residents in the area, which would cover Richmond Hill. Residents could then register an interest to receive further information on the project. Officers

would welcome feedback of any residents that had been missed out in this process.

- Communication with Members – officers advised that every Member had been provided with an information pack which did mention the term incinerator.
- Members requested the tonnage figures for the waste that the two bidders would be dealing with and questioned the disparity between the two figures – officers advised that Aire Valley Environmental would be dealing with 230,000 tonnes of waste and Veolia ES Aurora would be dealing with 190,000 tonnes of waste; the disparity occurred as Leeds' waste was 160,000 tonnes and the difference would be made up of the amount of commercial and industrial waste the bidding companies were planning to deal with. Officers also confirmed that the commercial and industrial waste would be similar to household waste and that the facility would be taking Leeds' waste.
- The amount of Leeds' waste and recycling rates – officers advised the future tonnage figure for Leeds' waste was based on achieving a 50% recycling rate. Recycling rates had improved year on year with a projected further improvement this year. The aim was to achieve 41% recycling next year. Increased recycling would be achieved by improving service design around fortnightly collections and introducing food collection. If for any reason this did not deliver on the required minimum 50% recycling target, then there were still other elements of the waste stream that could be targeted, including such as glass and textile.
- Waste transfer station (WTS) at Kirkstall – officers advised that the decision made to not go ahead with this WTS was due to the cost exceeding the benefit obtained from the collection service.
- Planning – Members were advised that officers from planning and highways were involved, but as there were still two bidders in the process, there was some time before planning applications would be submitted.
- Concern about the weighting given in the procurement process to either of the preferred sites, as one of the locations was much further away from residential properties than the other – officers advised that both the two remaining sites had been deemed suitable for this type of facility and the issue of site ownership was not an issue.
- The health hazards of incineration – officers confirmed that the two remaining bidders would use incinerator technology. Members were also advised that in the information distributed to the public, there was a summary of the arguments around risks to health of incineration and that all the evidence suggested that there was no link or impact on human health.
- The closure of the Cross Green car boot market – officers confirmed that the closure of the market was totally irrelevant on the final outcome of the site.

The Chair thanked the officers for their attendance.

#### **RESOLVED –**

- (a) That the contents of the report and appendices be noted.

- (b) That officers provide the Committee with a summary of the site consultation work with local residents.

(Note: Councillor Gruen joined the meeting at 4.45pm during the consideration of this item.)

## **65 Update on 'Vision for Council Leisure Centres' - Outer East Area**

The Head of Active Recreation submitted a report providing Members with a progress update on the 'Vision for Council Leisure Centres' with regard to East Leeds, Garforth and Kippax Leisure Centres.

The Chair welcomed to the meeting to present the report Helen Evans, Wellbeing Programme Manager and David O'Loan, Acting Business Support Manager.

The Wellbeing Programme Manager presented the report and confirmed that the swimming pool at Kippax Leisure Centre, which had been closed recently for repairs to the air handling unit, would soon reopen.

In brief summary, Members raised the following issues with officers:

- Swimming pool provision in East Leeds – officers confirmed that in East Leeds it was hoped to provide new leisure facilities, including a swimming pool. However not all current facilities would necessarily be reprovided.
- Various concerns were voiced with regard to plans to transfer the leisure centres to community organisations and the huge responsibility and liability that this would entail:
  - With regard to the equipment breaking down – officers advised that condition surveys had been carried out and that community organisations would be expected to take these into account.
  - With regard to the transfer of youth facilities at East Leeds One Stop Shop - officers confirmed that there were no plans to transfer these into the community agreement and that the youth service were aware of this.

Officers also advised that it was very unlikely that a community organisation would take over the running of a swimming pool, with all the attendant risks and costs. Sport England had advised the merger of the two centres into one, but it was recognised that communities never liked to lose any facility in their area, so that is why expressions of interest by community organisations were being sought.

- Alternative funding solution for Kippax and Garforth leisure centres – officers advised that the commitment was to deliver and resource one improved leisure centre for the Outer East by 2017. The future of PFI funding was at present unclear, but should be known by the end of the year. In the absence of PFI funding, alternative funding options would be sought.
- Whether 2017 was an aspiration or a firm commitment and whether it might not be wiser to consult with the NHS in order to provide facilities sooner – Members were advised that funding for anything before 2017 would more likely be achieved for more sustainable smaller projects with

links to schools and community organisations. No assurance could be given that in the meanwhile reinvestment would be made in existing leisure centres, as there was no provision in the capital programme. Officers also advised that there had been initial discussions with the NHS with regard to East Leeds and Holt Park, but the NHS commitment to these had been withdrawn, probably in the light of the NHS Leeds financial and estates position.

- Whether there were plans for an Olympic size swimming pool in Garforth – the Acting Business Support Manager confirmed that to his knowledge he had never even heard of plans to build that size of swimming pool in Garforth.
- Greenwich Leisure – officers advised that there were no plans at present to externalise services with this contractor or similar organisations.

**RESOLVED** – That the contents of the report be noted.

## **66 The Future of Primrose, City of Leeds, Parklands Girls' High Schools and of Girls only Secondary Education in Leeds**

The Chief Executive of Education Leeds submitted a report providing Members with the report submitted to the 6<sup>th</sup> January 2010 meeting of the Executive Board seeking approval to formally consult on proposals to i) close Primrose High School, to be replaced by an academy sponsored by the Co-operative Group, with Leeds City College as the education partner, on the same site, ii) close City of Leeds High School, iii) close Parklands Girls High School to be replaced by a co-educational academy sponsored by the Edutrust Academies Charitable Trust, and iv) seeking approval for a city wide consultation on the future of girls only secondary education in Leeds.

The Chair welcomed to the meeting Jacqueline Green, Strategic Manager Planning and Brian Tuffin, Head of Secondary School Improvement, both from Education Leeds, to present the report and respond to any queries and comments. The Strategic Manager Planning advised that it was planned that all the consultations should be completed by March and that the consultation most pertinent to this Area Committee was with regard to girls only provision in the city.

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

- With regard to Parklands Girls High School, Members expressed their concerns at its proposed closure. There was the view that there ought to be a girls only school in the city as part of parental choice and that if it was in a more suitable location and more appealing, it might attract a higher number of pupils - officers advised that at present the problem was that not enough parents were choosing Parklands High and therefore the school was unsustainable. The only way to maintain a school in the area would be to make it co-educational. Numbers attending consultations at present were small, therefore indicating that there was not much support in the city for girls' own education.

- With regard to the City of Leeds High School, Members expressed concern that there was no clarity in the report as to what the future use of the site would be, nor a definition of a 14-19 hub and therefore Members should reserve judgement on these proposals until this information was received.
- Members expressed concern with regard to future projections in pupil numbers at high schools – Members were advised that there would be sufficient secondary school places until 2019.

After further lengthy debate, Members took a vote and it was agreed by a majority that the Area Committee fully supported the principle to provide a girls only secondary school.

#### **RESOLVED –**

- (a) That the contents of the report and appendices be noted.
- (b) That the Area Committee fully supports the principle to provide a girls only secondary school.

(NB: At the start of this item, the following declarations of interest were made:

- Councillor Dobson – a personal and prejudicial interest as a family member works at Parklands Girls High School and left the room during the discussion and voting on this item.
- Councillor Gruen - a personal interest as Chair of Leeds Admissions Forum.
- Councillors Schofield, Wakefield, J Lewis, Grahame, Murray and Parker, personal interests as members of the co-operative group.)

(NB: During the consideration of this item, Councillor Wakefield also declared a personal interest as a Governor of Leeds City College.)

## **67 Children Services - Area Committee Performance Report**

The Director of Children’s Services submitted a report providing Area Committee with a dashboard of Children Services performance data disaggregated at an Area Committee or Ward level.

The Chair welcomed Ken Morton, Locality Enabler, Children Services Unit, to present the report and respond to Members’ queries and comments.

The Locality Enabler referred to the data; that it was following on from an item at a previous meeting and introduced a better suite of performance indicators in terms of Children’s Services. He highlighted that the new inspection framework for schools had raised the bar, with the new target for secondary schools to be better than satisfactory.

The Locality Enabler also drew attention to Annex 1 of the report, which contained information at Ward level on young people not in education, employment or training (NEET). He advised that he had met with the Committee’s Children’s Champion, Councillor Murray, and they recommended

that the Area Committee should prioritise improving NEET and Not Known figures.

Members discussed the report and welcomed the start to break down some of the data but questioned whether resources were being targeted where the need was greatest. The Locality Enable advised that resources were deployed against need by connexions and Youth Services and it was hoped to be able to demonstrate this in future data.

The Acting Area Manager also advised that the data would be useful to integrate into the Area Delivery Plan around the Children and Young People's theme.

**RESOLVED –**

- (a) That the contents of the report and appendices be noted.
- (b) That the performance data continue to be presented in this way with the continuation of the process of breaking down the figures to Ward level.

(Note: Councillor J Lewis left the meeting at 5.30pm during the consideration of this item.)

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

The South East Area Manager submitted a report providing Members with an update on expenditure and project work in 2009/10. The report also included a recommendation to continue to fund a gardening and decorating scheme for elderly/disabled in 2010/11 delivered by the Swarcliffe Good Neighbours Scheme and to not approve a request to fund the cost of security shutters to Bronze Tanning Studio on Manston Approach.

Martin Hackett, Area Management Officer, presented the report and responded to Members' queries and comments. He also clarified for Members the part of the wellbeing budget that had been delegated by the Area Committee to be used by Tasking Teams for environmental and community safety projects.

Members discussed the request for funding of security shutters by the Bronze Tanning Studio; on the one hand making the case that there were a number of precedents throughout the city for making the environment safer and on the other hand agreeing with the recommendation in the report that funding the shutters would establish a dangerous precedent. It was finally agreed to defer a decision on this request in order to be able to speak to the owner of the shop on his return to the UK later in the month.

**RESOLVED –**

- (a) That the report and appendices be noted.
- (b) That approval be given for the East Outer Area Committee to fund the Swarcliffe Good Neighbours Scheme with the sum of £38,000 to

continue to deliver a gardening and decorating scheme for elderly/disabled residents in 2010/11.

- (c) That a decision on the request from Bronze Tanning Studio on Manston Approach for the Area Committee to provide funding for security shutters be deferred pending further information.

(Note: Having declared a personal and prejudicial interest in this item, Councillor Armitage left the meeting during the consideration of the gardening and decorating scheme.)

## **69 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.

Martin Hackett, Area Management Officer, presented the report.

### **RESOLVED –**

- (a) That the report and appendices be noted.
- (b) That the following requests for funding be approved:
- To Leeds Access to Nature (A2N) for the Halton Moor Nature Zone project - £10,000
  - To Garforth & District Lions for repairs to their garage which is used as storage facility - £750
  - To the School Partnership Trust towards computer hardware costs at the Oak Road ICT Community Training Centre - £7,500
  - To the Naburn Close Play area in order to build the park to a higher specification - £20,000
- (c) That the return of £4960 to the budget after the cancellation of the order for bicycles for PCSOs be noted.

(Note: Having previously declared a personal and prejudicial interest, Councillors Wakefield and Dobson left the meeting during the consideration of in this item.)

(Note: Councillor Schofield left the meeting at 6.00pm at the conclusion of this item.)

## **70 Area Delivery Plan 2008-11**

The South East Leeds Area Manager submitted a report which presented the Area Committee with an update on outcomes and outputs delivered this year from its Area Delivery Plan 2008-11.

Martin Hackett, Area Management Officer, presented the report. He confirmed that he had raised Councillor Armitage's (Health & Well Being Champion) concerns with appropriate officers regarding the timing and venue of Health and Well-being Partnership meetings. He also advised that only four partnership meetings had been established thus far.

Draft minutes to be approved at the meeting  
to be held on Tuesday, 23rd March, 2010



With regard to Neighbourhood Wardens, the Acting Area Manager advised that a report on the restructure of wardens had been circulated to Members for information. Deployment and funding issues would be discussed with Members at an informal meeting in the near future.

The Acting Area Manager also confirmed that, with regard to the maternity leave of a key member of the Area Management Team, every effort was made to ensure that resources were allocated equally across the wards.

**RESOLVED –**

- (a) That the report and appendices be noted.
- (b) That work be started on the development of priorities and actions for 2010/11.

**71 Actions, Achievements and Update Report**

The South East Area Manager submitted a report which provided Members with details of actions and achievements of the Area Management Team relating to priorities and work of the Area Committee since the last meeting in December 2009. The report also provided an update on issues relating to the work of the Area Management Team.

Keith Lander, Acting Area Manager, presented the report.

**RESOLVED –**

- (a) That the report and appendices be noted.
- (b) That the Area Committee commit the remaining £200,000 of the Swarcliffe PFI credits towards a project to provide additional parking bays on the estate, subject to the scheme specification and delivery being acceptable to Cross Gates & Whinmoor Ward Members.

(NB: Councillor Murray declared a personal and prejudicial interest at the beginning of this item in his capacity as Chief Executive Officer for Learning Partnerships, and left the room during the consideration of this item.)

**72 Dates and Times of Future Meetings**

To note the date and time of the next meeting as 23<sup>rd</sup> March 2010 at 4.00pm at the Civic Hall, Leeds.

The meeting concluded at 6.10pm.

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Originator: Janet Pritchard

Tel: (0113) 2474327

## Report of the Chief Democratic Services Officer

### East Outer Area Committee

Date: 23<sup>rd</sup> March 2010

Subject: Dates, Times and Venues of Area Committee Meetings 2010/11

#### 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

The purpose of the report is to request Members to give consideration to agreeing the dates and times of their meetings for the 2010/11 municipal year which commences in May 2010.

#### 1.0 Background Information

1.1 The Area Committee Procedure Rules stipulate that there shall be **at least** six ordinary meetings of each Area Committee in each municipal year (May to April).

1.2 The Procedure Rules also state that each Committee will agree its schedule of meetings for the year either at the last meeting in the current municipal year (i.e. tonight) or at its first meeting in the new municipal year. In order to appear in the Council's official Diary and Yearbook for 2010/11, the dates and times of your meetings need to be approved tonight.

#### 2.0 Options

2.1 The options are:-

- To approve the list of dates and times provisionally agreed with the Area Manager based on the existing pattern;
- To consider other alternative dates;
- To continue to meet at 4.00pm, or to consider alternative times;

- To continue to hold all meetings at the Civic Hall, or to consider alternating between suitable venues within the four East Outer Wards, or to have a combination of some Ward-based meetings together with some at the Civic Hall.

### **3.0 Meeting Dates**

3.1 The following provisional dates have been agreed in consultation with the Acting Area Manager. They follow roughly the same pattern as last year, i.e. Tuesdays in July, September, October, December, February and March:-

6<sup>th</sup> July 2010, 7<sup>th</sup> September 2010, 19<sup>th</sup> October 2010, 7<sup>th</sup> December 2010, 8<sup>th</sup> February 2011 and 22<sup>nd</sup> March 2011.

3.2 A similar pattern of meetings is being suggested in respect of the other 9 Area Committees, so that for co-ordination purposes, all Area Committees are meeting in the same basic cycle and months. Whilst Members have discretion as to which actual dates they wish to meet, they are requested to take into consideration that any proposed substantial change to the cycle, e.g. changing months rather than dates within the suggested months, will cause disruption and lead to co-ordination problems between the Area Committees.

### **4.0 Meeting Days and Times**

4.1 Currently the Committee meets on Tuesdays at 4.00pm and the above suggested dates reflect this pattern.

4.2 Meeting on set days and times has the advantage of certainty and regularity, which assists people to plan their schedules. The downside might be that it could serve to exclude certain people, for instance, who have other regular commitments on that particular day or who might prefer either a morning or afternoon meeting or a meeting immediately after normal work hours.

4.3 For these reasons, some Area Committees have chosen to vary their meeting days and times, alternating between different weekdays and holding daytime and evening meetings alternately. Others, however, have chosen a regular pattern similar to this Committee's existing arrangements – it really is a matter for Members to decide.

### **5.0 Meeting Venues**

5.1 Uniquely, this Area Committee holds all of its meetings at the Civic Hall, Leeds.

5.2 The Civic Hall meeting facilities might arguably be better than some local Ward-based venues might be able to provide. The current venue is also possibly more convenient for Members and possibly also the public, as Leeds is the hub of the public transport system.

5.3 However, Members are reminded below of the stated role of Area Committees, as set out in Paragraph 2.1 of the Area Committee Procedure Rules:-

Area Committees will

- improve co-ordinate and influence services at a local level;
- act as a focal point for community involvement;
- take locally based decisions that deal with local issues;
- provide for accountability at a local level;
- help Elected Members to listen to and represent their communities;
- help Elected Members to understand the specific needs of the community in their area;
- promote community engagement in the democratic process;
- promote working relationships with Parish and Town Councils; and
- promote the well being of their area.

5.4 These aims and roles are unlikely to be enhanced by holding all meetings in the city centre, and Members might like to consider holding the meetings at Ward-based venues, or alternating meetings between the city centre and local venues, as some other Area Committees do. Members might also wish to look again at other ways of publicising meetings and encouraging greater community engagement.

5.5 If the Committee were minded to request the officers to explore possible alternative venues, then the considerations Members and officers would have to take into account are matters such as cost, accessibility – particularly for people with disabilities – and the facilities available at the venue, e.g. IT facilities for presentations etc.

## **6.0 Recommendation**

6.1 Members are requested to consider the options and to agree their meeting dates and times for 2010/11 in order that they may be included in the Council's official diary for 2010/11. Meeting venues can if necessary be agreed at a later date, or left for the officers to sort out, taking into account Members' views, although a clear indication of Members' wishes in this regard would be helpful.

## **Background Papers**

Area Committee Procedure Rules

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Originator: Phil Crabtree

Tel: 247 8177

**Report of the Chief Planning Officer**

**Outer East Area Committee**

**Date: 23 March 2010**

**Subject: THORPE PARK PROGRESS REPORT**

**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 sets out progress relating to the delivery of the green park, construction of the new ponds on the green park area and proposals for the future development of Thorpe Park including the revised Master Plan and construction of the Manston Lane Link Road.

- 1.0 Purpose of This Report**
- 1.1 This is a brief report setting out progress relating to issues of local concern regarding the future development of Thorpe Park and associated S.106 Agreement, together with the procurement of the Manston Lane Link Road. The key issues are as follows:-
- a) Delivery of the green park
  - b) Construction of the 'new ponds' on the green park area
  - c) Future development of Thorpe Park and revised Master Plan and construction of the Manston Lane Link Road

**2.0 Background**

- 2.1 Local Members and residents have raised concerns on a variety of issues relating to Thorpe Park. In 2008 a planning application was submitted for the construction of playing pitches and changing facilities on the green park area.

This resulted in significant opposition from local residents and the application was withdrawn. Since then, members of the community have requested information about the delivery of the playing fields and the changing facilities. Furthermore, concerns have been raised about the construction of ponds on the green park area and the associated earth mounds. Enquiries have been made as to when enforcement action may be taken against the unauthorised construction of the newt ponds. Finally, the residents are concerned to secure the construction of the Manston Lane Link Road which will help relieve traffic congestion in the Crossgates area and help facilitate the development of the former Barnbow site.

### **3.0 Main Issues**

#### **a) Delivery of the green park.**

- 3.1 The delivery of the green park and associated changing facilities arises from the S.106 and Land Agreements for the development of Thorpe Park. This requires that 600,000 sq.ft. (gross external) are occupied. The extent of occupied development has been questioned by the new owners of Thorpe Park (Valad) and this is now being checked by using City Council records relating to each individual development that has been constructed and occupied on the Thorpe Park site. This is an extensive exercise and should be completed in the near future and will then need to be agreed with Thorpe Park Developments. In the meantime, Council officers and Ward Councillors have looked at alternative sites for the location of the playing fields, access road and changing facilities in order to overcome objections raised by local residents to the previous scheme. The revised proposals will be discussed further with local residents and Councillors before any new planning application is submitted.

#### **b) Construction of the newt ponds**

- 3.2 The excavation of soil on the northern part of the green park was undertaken without the benefit of planning permission. The developer considered that the ponds were required to relocate newts from Thorpe Park to ensure the completion of the Thorpe Park estate. Recent surveys and the proposals submitted by Threadneedle for the redevelopment of the Barnbow site have established that the ponds are not required for the relocation of newts to the north of the railway line. The City Council has therefore written to Valad to either ensure the submission of a planning application (to regularise the newt ponds) or to fill in the holes. However, for the holes to be filled in a new newt survey needs to be undertaken in Spring 2010 to determine whether a new colony of newts has become established in the holes in the last few months.
- 3.3 At the moment, it is Valad's stated intent to submit a planning application for the relocation of the colonies of newts within their site to the new ponds and that they propose to submit this later this year. We are pressing Valad for a clear timetable for action in order to overcome residents concerns.



**c) Revised Thorpe Park Master Plan and delivery of Manston Lane Link Road**

3.4 Members and residents will be aware of the new planning applications submitted for the redevelopment of the Barnbow site. In order to overcome problems of local highway capacity and traffic congestion in Crossgates, the redevelopment of the site requires the completion of the Manston Lane Link Road through Thorpe Park. Discussions are underway with the various land owning interests as to how this may be achieved. The East Plans Panel have recently considered a position report in relation to the redevelopment of the Barnbow site and strongly support the early delivery of the Link road as well as other S.106 obligations, including affordable housing and the retention of the Barnbow Social Club.

3.5 At the same time, Valad are in the early stages of revising their Master Plan for the northern development of Thorpe Park. This includes a route for the delivery of the link road. Once officer discussions have been completed the proposals will then be submitted to the City Council for approval. A process of public consultation with residents and Members will take place before the revised Master Plan is accepted.

**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 The legal implications arising from this report relate to potential enforcement action in respect of the unauthorised construction of the newt ponds on the green park development.

**6.0 Conclusions**

6.1 This report provides details of progress relating to a number of issues in the Thorpe Park area. A further update report will be subjected to future Outer East Area Committee meetings.

**7.0 Recommendations**

7.1 That the information contained in this report be noted and Members of the Area Committee invited to comment.

**Background Papers:**

PA 09/04999/07  
S1.06 Agreement for Thorpe Park





Originator: Stephen Smith

Tel: 0113 247 4249

**Report of:** Head of Environmental Services

**Committee:** Outer East Area Committee

**Date:** 23 March 2010

**Subject:** Streetscene Services Update Report

**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 period of industrial action in Streetscene Services (07/09/09 to 26/11/09) was brought to an end with agreement between the Trade Unions and Leeds City Council to set proposals that will deliver service efficiencies within the service through the Streetscene Change Programme.

The improvements will be,

- More efficient and flexible refuse collection service based on area working to deliver more streamlined collections for residents.
- Street Cleansing Services to have a more efficient 7 day city wide service.
- Improvements in attendance across the service.
- Waste Management Services to be reviewed as part of the Waste Strategy.

An implementation timetable has been proposed which will deliver service improvements by June 2010.

## **1.0 Purpose Of This Report**

- 1.1 To update the Area Committee on the proposals for improvements within Streetscene Services. The proposals have been agreed with the Trade Unions and workforce and are the result of the negotiation associated with the industrial action between September and November 2009. The report outlines the negotiated improvements and the programme to implement the proposals.

## **2.0 Background Information**

- 2.1 In 2008 a detailed review of Streetscene Services was carried out that identified areas where improvements could be made to improve efficiency and service delivery.
- 2.2 At the start of 2009 constructive negotiations took place with the Trade Unions and workforce to deliver the efficiency improvements. However, it became clear that delivery of the improvements was dependent on the Council closing the pay gap for refuse collectors created as part of the job evaluation process.

The Executive Board agreed that as the Council and Trade Unions were not able to agree on the conditions to close the pay gap and hence the efficiency improvements that market testing the service should be the preferred option to deliver service improvements.

- 2.3 The Trade Unions responded to this by balloting their members for industrial action despite intensive negotiations in July and August.
- 2.4 The strike action started on 7 September 2009 and continued until 24 November 2009 when agreement was reached over a series of proposals to improve Streetscene Services and enhance pay levels amongst the workforce.
- 2.5 The Council has agreed to suspend the process of market testing provided milestones are achieved.

## **3.0 Main Issues**

Within the proposals the main issues to be delivered are :

### **3.1 Refuse Collection**

- Citywide route rationalization
- Introduction of a performance related payment scheme
- Flexibility between different waste stream collections
- Improvement in attendance levels in line with corporate targets
- Area based working

### 3.2 Street Cleansing

Street Cleansing Services to move to a more effective 7 day city wide service  
Improvements in attendance levels in line with corporate targets

### 3.3 Waste Management

Household Waste Sites to be received as part of the Waste Strategy

## 4.0 **Milestones**

4.1 The Council has agreed proposals for improving services with the Trade Unions and the workforce. The key milestones are as follows:

<b>Milestone</b>	<b>Proposed Date</b>
Programme Plan agreed by Leeds City Council and Trade Unions	January 2010
Refuse collection routes redesigned and ready for inspection	June 2010
PRP Scheme for refuse collection staff in place	June 2010
Reduction in absence rate to 11 working days across Streetscene	June 2010

4.2 The focus until June 2010 will be on delivery of the above milestones. However, the process to fully modernise the service will continue beyond that date and include delivery of the ICT Strategy.

4.3 The above proposals have been agreed with the Trade Unions and the implementation of many aspects of the proposals will require collective agreements between the Trade Unions and the Council. Consequently the Trade Unions will be intrinsically involved in the programme through formal negotiation meetings.

4.4 In the event that service improvements are not realized within agreed timescales the Council will progress privatisation of the service to achieve the efficiency savings.

## 5.0 **Implication for Council Policy and Governance**

5.1 The successful delivery of the Streetscene Change Programme will contribute to a wide range of Council priorities i.e. improving recycling rates, achieving environmental quality targets, reducing absence rates and improving customer relations.

5.2 The development of the street cleaning service from 5 to 7 days will require a review of

current service provision. In terms of street cleansing as an Area Committee enhanced service this review will provide Area Committees with the opportunity to influence the localized delivery of the service.

## **6.0 Legal and Resource Implications**

6.1 The proposals to improve Streetscene service delivery will generate financial savings. However, in the initial stages of the programme a project management resource will be required. In addition a significant input will be required for operational Streetscene Services.

## **7.0 Recommendation**

7.1 That members note the content of the report.

## **Background Papers**

None.



Originator: Martin Hackett

Tel: 3950705

**Report of the South East Area Manager**

**East Outer Area Committee**

**Date: 23 March 2010**

**Subject: Well Being Budget (Revenue) 2010/11**

**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 recommends to Area Committee that the Well Being budget for 2010/11 be divided evenly between the 4 wards once the committed expenditure is accounted for. The budget for 2009/10 is £220,727.

**1.0 PURPOSE OF THIS REPORT**

- 1.1 The Well Being budget for Outer East Area Committee is £220,727 in 2010/11.
- 1.2 The budget has one commitment of £38,500 to cover the cost of LeedsWatch CCTV monitoring and maintenance for its 11 cameras.
- 1.3 This report will recommend to Area Committee that the remainder of the budget be targeted at priority work across the area.
- 1.4 The report also refers to one project that needs to be considered from the Well Being Budget 2009/10.

**2.0 BACKGROUND INFORMATION**

- 2.1 The Well Being Budget for 2010/11 is £220,727.

- 2.2 In 2010/11 Area Committee has total commitments of £38,500 for CCTV monitoring and maintenance costs.
- 2.3 Although not a commitment the Area Committee has always previously provided the following services across the 4 wards:
- a gardening service for elderly and disabled people - £39,000
  - community payback probation scheme - £15,000
  - small grants budget - £10,000. Small grant expenditure in 09/10 is detailed on **appendix 1**.
- 2.4 To fund the cost of a Community Environment Support Officer(CESO) will be 27,700 per year (including on costs).
- 2.5 If Area Committee agrees to continue funding these projects in 2010/11 this commitment amounts to £130,200. This leaves a balance of £90,527 to be split evenly across the 4 wards.
- 2.6 This provides each ward with a budget of £22,600.

### **3.0 MAIN ISSUES**

#### **3.1 Targeted work**

- 3.1.1 The Area Committee has previously targeted its Well Being budget against a number of priority areas that deliver project work that supports the Area Delivery Plan. These are:
- Tasking Teams – community safety and environmental work
  - Community Engagement
  - Additional activities for young people
- 3.1.2 **Tasking Teams.** In recent years this has funded projects such as property target hardening, additional Police hours for specific issues, community clean up's, skip hire for community groups, purchase of materials to support the community payback team.
- 3.1.3 **Community Engagement.** This has funded the cost of running community forums and engagement events, supported the cost of community galas, supported large events such as the Garforth Arts Festival and Older Persons Week; Year of the Volunteer, supporting work in community centre's and work with user groups etc. Several requests have been made for Area Committee to fund the hire costs for Christmas Lights and this budget would be best suited to fund any cost that may arise from such a proposal.
- 3.1.4 **Activities for young people.** This has provided holiday programmes for young people, additional youth work and youth projects, supported the extended schools programme, funded cricket coaching provided by Yorkshire County Cricket Club etc.



### **3.2 Allocating the remainder of the budget against targeted work.**

3.2.1 Area Committee is asked to consider that the remainder of the budget is allocated against the following priority areas of work with these allocations:

- Additional Activities for young people - £32,000
- Community Engagement - £32,000
- Tasking Team (Community Safety and environmental work) - £32,000

3.2.2 This does over budget by £5,500. This should be accounted for from the small amount of carry over from 2009/10. Area Committee is asked to note that budgets can be vired if there is some underspend/overspend in each of the priority areas. It will mean that as a starting point each ward will have £8,000 to spend on services to young people; £8,000 to spend on community engagement; £8,000 per tasking team.

### **3.3 Funding of environmental projects**

3.3.1 Area Committee may feel that too large a proportion of the budget is being allocated to environmental projects. The programme detailed above allocates £97,700 of the £220,727 budget to environmental projects, which is 44% of the overall budget. This is made up of the following:

- Gardening scheme - £39,000
- Probation scheme - £15,000
- Funding of CESO post - £27,700
- 50% of tasking budgets - £16,000

3.3.2 An alternative may be to choose not to fund the probation 'community payback' scheme in 2010/11 which would create a saving of £15,000 that could be allocated against other projects during the course of the year.

3.3.3 Whilst considering this option Area Committee are asked to refer to **appendix 2** that details all the work completed by the 'community payback' scheme in Outer East during 2009/10. At the time of writing this report the cash figure that this work equates to was not available. This information will be presented to Area Committee on the day of the meeting.

### **3.4 Bronze Tanning Studio, Manston Approach (Cross Gates) – this proposal relates to the Well Being Budget of 2009/10**

3.4.1 At the last meeting of Area Committee in February 2010 it considered a request from Bronze Tanning Studio to provide shutters to either side of the premises. This is after a number of recent incidents of anti-social behaviour. The cost of this work is £3,900 (inclusive of VAT). Area Committee deferred any decision to support this project until the owner had decided if he will contribute towards the project cost.

- 3.4.2 The owner has been contacted. His decision is that he will not make any commitment to fund the project until a decision has been made by Area Committee but is likely to contribute the same amount to the project as Area Committee.
- 3.4.3 The background to the scheme (as reported at the last meeting) is that West Yorkshire Police have confirmed that there has been two complaints received in the last three quarters but currently do not class this location as a hotspot area for crime and ASB. The two complaints are:
- Front window smashed - reported to Police summer 2009
  - Telephone wire cut - reported to Police 09/01/10 (wire to the rear of shop)
- 3.4.4 The shop is part of a parade that is privately owned by a businessman living abroad. His business portfolio is extensive and managed by Carter Towler Chartered Surveyors, Queen Street, Leeds.
- 3.4.5 The following information has been provided by Carter Towler:
- The lease on each shop makes the leaseholder responsible for security to the premises
  - The two adjacent shops either have or will be installing their own shutters
- 3.4.6 There are two options open to Area Committee: not to fund the proposal at all; to support the proposal with a 50% contribution towards the cost (£1.950). South East Area Management has sought advice from Environment and Neighbourhoods Finance section. They have advised that a recommendation be put to Area Committee not to support this project with any funding from the Well Being Budget on the following grounds:
- There is no benefit to the wider community
  - The owner or leaseholder is responsible for the security if his/her business
  - To fund such a project would set a dangerous precedent
  - Funding this project is likely to increase the value of a private property using public funds
- 3.4.7 Area Committee is asked to consider these issues whilst deciding this matter.

#### **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 report recommends to Area Committee the division of the budget in 2010/11 so that it can be used to improve priority areas of work in the coming year. It asks Area Committee to decide if it wishes to fund the 'community payback' scheme in 2010/11.
- 6.2 The report also asks Area Committee to consider the request to award funding to provide security shutters to Bronze Tanning Studio in Manston.

## **7.0 RECOMMENDATIONS**

- 7.1 Area Committee is requested to agree the budget for 2010/11. This offers the options of allocating the budget in full or alternatively not funding the 'community payback' project which will allow for the funds to be available during the course of the year for other project work.
- 7.2 Area Committee is requested to consider the request for 50% funding towards security shutters at Bronze Tanning Studio with a contribution of £1950.

### **Background papers**

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 Area Committee – February 2010

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**Appendix 1 Outer East small grant position as at 3 March 2010** (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 Opportunités	Youth club equipment	OE/09/08/S		499.98
Wellington Hill Residents Association	Equipment for new Children's Centre	OE/09/14/S	Yes	500.00
Swarcliffe & St Gregory's Children's Activity Weekend	Swarcliffe & St Gregory's Community Play Scheme	OE/09/17/S		500.00
				<b><u>3,499.98</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
Neighbourhood Elders Team	Community Activities	OE/09/13/S		500.00
Swillington in Bloom Group	New planters	OE/09/15/S	Yes	500.00
Swillington Ings Bird Group	2009 Annual Report	OE/09/16/S	Yes	428.00
				<b><u>1,928.00</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	Yes	500.00
				<b><u>750.00</u></b>

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## Appendix 2 - Probation Service Work Schedule

Number	Location	Type of work	Ward	Date referred
1	Whinmoor	Opposite 12 Sherburn Road, Farndale Approach (on Terminus), Corner of new Whinmoor Way/Swarcliffe Avenue, next to 127 - to remove grass and dig 5 x 6 ft beds and plant shrubs at the above locations for Whinmoor in bloom	Cross Gates & Whinmoor	06/04/2009
2	Osmondthorpe	East Osmondthorpe including area around Wykebecks and Nevilles - environmental improvements including litter pick, cutting down of overgrown shrubs for community clean up for 27th April 2009	Temple Newsam	06/04/2009
2	Allerton Bywater	St Mary's churchyard, Station Road, Allerton Bywater - general tidy, strimming and mowing round the graves	Kippax and Methley	06/04/2009
3	Swarcliffe	Brayton Green bungalows, Swarcliffe, General tidy up of garden area, weeding, removal of dead plants and cutting back	Cross Gates & Whinmoor	05/05/2009
4	Allerton Bywater	Allerton Bywater Cricket Field, Station Road Opposite the Millennium Village site painting the boundary fencing around the field white	Kippax and Methley	06/05/2009
5	Swillington	Churchyard/graveyard at St Mary's Church Church Lane Swillington remove overgrown weeds, vegetation, grass. Clearing and generally tidying up	Garforth and Swillington	15/05/2009
6	Garforth	Entrance into Halliday Road from side of Factory shop. Raised beds are to the rear of factory shop around car park. Remove overgrowth and weeds also the wall re-bricking in parts where it is damaged to allow Garforth in Bloom to plant in this area (photos attached)	Garforth and Swillington	01/06/2009
7	Allerton Bywater	Allerton Bywater Boat Fields, Broad Lane, - Flagged footpath starts at the Boat Inn and ends after approx 800 metres in the direction of Castleford, clearing overgrown flagged area and edging both sides	Kippax and Methley	04/06/2009
8	Halton Moor/Sutton estates	Halton Moor and Sutton estate. Delivery of leaflets/newsletter to each household on estate. Leaflet delivery is required on 18th/19th June or 22nd/23rd June	Temple Newsam	09/06/2009

9	Allerton Bywater	St Mary's churchyard, Station Road, Allerton Bywater - Rubbing Benches down for staining	Kippax and Methley	10/05/2009
10	Allerton Bywater	Cricket Field - Rubbing Boundary fence down for painting	Kippax and Methley	10/05/2009
11	Allerton Bywater	St Mary's Church Strimming and tidying around graves	Kippax and Methley	17/05/2009
12	Allerton Bywater	Cricket Field - Painting boundary fence	Kippax and Methley	22/05/2009
13	Allerton Bywater	Cricket Field - Painting boundary fence	Kippax and Methley	29/05/2009
14	Garforth	Clear public footpath no 14 runs between 30 and 44 The Crescent East Garforth and the private homes on adjoining Meadow Road - Clear all vegetation and rubbish from footpath area and cut back vegetation from rear of council sheltered bungalows 30-44 The Crescent to enable unfettered access to the public <b>(URGENT DUE TO ENFORCEMENT ACTION)</b>	Garforth and Swillington	19/06/2009
15	Kippax	Old shop site Birch Grove Kippax at Cross Roads with Birch Road LS25 7DD - to clear site and cut back bushes etc	Kippax and Methley	19/06/2009
16	Allerton Bywater	Painting of Boundary fence at Cricket Field	Kippax and Methley	05/06/2009
17	Allerton Bywater	Strimming round graves, Churchyard	Kippax and Methley	05/06/2009
18	Allerton Bywater	Clearing grass of flagged areas	Kippax and Methley	05/05/2009
19	Whinmoor	Brayton Green bungalows, Swarcliffe, General tidy up of garden area, weeding, removal of dead plants and cutting back	Cross Gates & Whinmoor	21/07/2009
20	Whinmoor	Gable of No 146 Whinmoor Way, raised grassed area next to the steps. Removing the top layer of grass, digging over the soil ready for planting	Cross Gates & Whinmoor	21/07/2009
21	Micklefield	Three shrub beds Churchville bungalows, Micklefield - weed all three beds and apply thick layers of bark mulch	Kippax and Methley	21/07/2009
22	Micklefield	Village entrance stones at Church Lane and Great North road - build small retaining stone walls around flower beds - one of them on grass verge - asked for someone to visit site to assess	Kippax and Methley	21/07/2009
23	Micklefield	Grass verge outside Parkway Great North Road, Micklefield, dig a trench out of the grass verge to create a new shrub bed - help plant shrubs if available	Kippax and Methley	21/07/2009
24	Micklefield	Grass verge on S bends. Great North Road - paint wooden barrels, secure them in place and fill with soil	Kippax and Methley	21/07/2009



25	Allerton Bywater	Parish Church - Clearing overgrown areas, mowing and strimming round graves	Kippax and Methley	04/08/2009
26	Swillington	Aire Valley Homes spare land between 10 and 12 Springwell Avenue Swillington LS26	Garforth and Swillington	04/08/2009
27	Swarcliffe	opposite 88 Stanks Lane North, 18 Sherburn Road, 116 Swarcliffe Avenue	Cross Gates & Whinmoor	14/08/2009
28	Allerton Bywater	Cricket Field, painting boundary rail	Kippax and Methley	10/07/2009
29	Allerton Bywater	Boat Fields, clearing footpath	Kippax and Methley	10/07/2009
30	Garforth	Garforth Skate Park, Glebelands Recreation Ground, Ninelands Lane, Garforth - pain over the graffiti on skateboard ramps at Garforth Skate Park	Garforth and Swillington	26/08/2009
31	Swarcliffe	Delivery of newsletter to households on Swarcliffe Estate promoting services and activities for local community at St Gregory's Youth & Adult Centre	Cross Gates & Whinmoor	21/09/2009
32	Allerton Bywater	Parish Church - Clearing overgrown areas, mowing and strimming round graves	Kippax and Methley	17/09/2009
33	Swarcliffe	St Gregory's Youth & Adult Centre sanding down window frames and fashure boards - varnishing and staining of wooden window frames	Cross Gates & Whinmoor	21/09/2009
34	Swarcliffe	Footbridges over Cock Beck via Langbar Garth to rub down metal work on footbridges and paint	Cross Gates & Whinmoor	04/09/2009
35	Allerton Bywater	Churchyard, strimming round graves	Kippax and Methley	14/08/2009
36	Allerton Bywater	Churchyard, strimming round graves	Kippax and Methley	16/08/2009
37	Allerton Bywater	Churchyard, strimming round graves	Kippax and Methley	22/08/2009
38	Allerton Bywater	Churchyard, strimming round graves	Kippax and Methley	29/08/2009
39	Allerton Bywater	Churchyard, strimming round graves	Kippax and Methley	04/09/2009
40	Whinmoor	White Laith primary School area - litter pick and tidy up of rubbish incl broken glass and cut overgrown grass and shrubs along path also help with school allotment	Cross Gates & Whinmoor	12/10/2009
41	Allerton Bywater	Strimming round graves in churchyard	Kippax and Methley	04/09/2009
42	Micklefield	Communal grass area - flower bed	Kippax and Methley	15/10/2009
43	Garforth	Ginnel connecting Ninelands Lane to the shops on Fairburn Drive plus the edging along Fairburn - litter and rubbish clearance and complete cutting back of vegetation	Garforth and Swillington	26/10/2009
44	Swarcliffe	End of Sherburn Place, Swarcliffe, rubbing down and painting of railings	Cross Gates & Whinmoor	26/10/2009

45	Templenewsam	St Wilfrid's Church, Selby Road, Leeds LS15 7NP - clearing of brambles and overgrown twigs from path skirting around the Vicarage from the church Drive to Morrith Drive and making safe paving stones that have worked loose. Clearing leaves from the church Drive which leads from Selby Road to the Church and the vicarage garden	Temple Newsam	10/11/2009
46	Whinmoor	Brayton Green bungalows, Swarcliffe, General tidy up of garden area, weeding, removal of dead plants and cutting back	Cross Gates & Whinmoor	18/11/2009
47	Kippax	Kippax community centre Gibson Lane, to paint outside doors, window frames and railings outside the then commence internal painting of rooms incl walls, doors, frames and skirting boards	Kippax and Methley	24/11/2009
48	Kippax	footpath runs alongside 21 Apple Tree Lane, clear & cut bushes, litter pick	Kippax and Methley	24/11/2009
49	Allerton Bywater	Allerton Bywater Parish Church - clear out and rebuild graves in old section of churchyard	Kippax and Methley	24/11/2009
50	Allerton Bywater	Allerton Bywater parish church - cleaning inside the church after the removal of the old church organ	Kippax and Methley	24/11/2009
51	Allerton Bywater	Strimming round graves at Allerton Bywater church	Kippax and Methley	17/10/2009
52	Allerton Bywater	Filling skip with debris and strimming round graves	Kippax and Methley	31/10/2009
53	Allerton Bywater	Churchyard - rebuilding & filling old grave surrounds with gravel	Kippax and Methley	28/11/2009
54	Allerton Bywater	Churchyard - rebuilding & filling old grave surrounds with gravel	Kippax and Methley	28/11/2009
55	Swarcliffe	Langbar Early Years Centre, Langbar Gardens, Swarcliffe - to remove shrubs and grass from banking to prepare for wild flower garden	Cross Gates & Whinmoor	07/12/2009
56	Methley	Methley Village Centre, Main Street, Methley - Sanding down of all window frames and fashure boards within safe reach/access. Panting of all wooden window frames	Kippax and Methley	07/12/2009
57	Colton	Colton Primary School - school Lane LS15 9AL - paint year 5 classrooms	Temple Newsam	18/01/2010
58	Swillington	Public footpaths that intersect village of Swillington - litter picking	Garforth and Swillington	03/02/2010
58	Micklefield	paint 11 concrete planters in Micklefield	Kippax and Methley	09/02/2010
59	Osmondthorpe	Osmondthorpe/Halton Moor One-Stop Re'new. Gardening and Street Furniture painting projects on Halton Moor Estate	Temple Newsam	20/12/2009

60	Kippax	Kippax Birch Avenue, Tidy and Clearance of old shop site	Kippax and Methley	04/10/2009
61	Micklefield	Micklefield in Bloom three shrub beds Churchville bungalows, Micklefield, weed all three beds and apply thick layers of bark mulch	Kippax and Methley	14/11/2009
62	Micklefield	Village entrance stones at Church Lane and Great North road - build small retaining stone walls arounds flower beds - one of them on grass verge - asked for someone to visit site to assess	Kippax and Methley	14/11/2009
63	Micklefield	Grass verge outside Parkway Great North Road, Micklefield - dig a trench out of the grass verge to create a new shrub bed - help plant shrubs if available	Kippax and Methley	14/11/2009
64	Swarcliffe	Cock beck Bridges	Cross Gates & Whinmoor	16/10/2009
65	Allerton Bywater	Brayton Green bungalows, Swarcliffe, General tidy up of garden area, weeding, removal of dead plants and cutting back	Kippax and Methley	17/10/2009
66	Allerton Bywater	Cricket Field, Station Road opposite the Millennium village site painting the boundary fencing around the field	Kippax and Methley	17/10/2009
67	Allerton Bywater	St Mary's Church Strimming and tidying around graves	Kippax and Methley	17/10/2009
68	Allerton Bywater	Allerton Bywater Parish Church - clear out and rebuild graves in old section of church Yard	Kippax and Methley	17/10/2009
69	Allerton Bywater	Filling skip with debris and strimming round graves	Kippax and Methley	17/10/2009
70	Whinmoor	Whinmoor in Bloom - Brayton Green bungalows, Swarcliffe General tidy up of garden area, weeding, removal of dead plants and cutting back	Cross Gates & Whinmoor	30/10/2009
71	Allerton Bywater	Clearing Stones off the new section of Churchyard	Kippax and Methley	23/01/2010
72	Garforth	Garforth Cricket Club, Church Lane - litter picking and tidying the grounds	Garforth and Swillington	24/02/2010

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Originator: Keith Lander

2243040

## Report of the South East Area Manager

### Outer East Area Committee

Date: 23<sup>rd</sup> March 2010

Subject: Actions, Achievements and update report

<b>Electoral Wards Affected:</b> Garforth & Swillington Kippax & Methley Temple Newsam Cross Gates & Whinmoor  <input checked="" type="checkbox"/> Ward members consulted (referred to in this report)	<b>Specific Implications For:</b>  Equality and Diversity <input type="checkbox"/> Community Cohesion <input checked="" type="checkbox"/> Narrowing the Gap <input type="checkbox"/>	
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"/>

## 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 February 2010. 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, partnership work and progress since the last meeting in February 2010, particularly in relation to the Area Delivery Plan.

### 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. The swimming pool at Kippax re-opened in late February 2010 and refurbishments to the roof and ceiling.
5. The newly refurbished Garforth Library and One Stop Centre officially opened on the 10<sup>th</sup> of February 2010. As well as library services the building incorporated customer services, area management and registrars.

### **Enterprise and Economy**

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

6. This project, funded by Yorkshire Forward, has been extended until the end of 2010. It provides an officer to help people get back into work in the Halton Moor and Osmondthorpe estates. The Target for this project is to reduce the number of claimants of Job Seekers Allowance in the worst performing neighbourhoods by 2%, which equates to a reduction of 50 in Halton Moor and Osmondthorpe. To date 20 families have received intensive support; 50 have been supported back into employment eg CV assistance, guidance, voluntary placements; 3 people have been assisted into obtaining full time work.

### **Learning**

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

7. The JET partnership met on the 1<sup>st</sup> of March 2010. The minutes of the meetings were not available at the time of writing this report. This partnership, set up to improve employment and training opportunities, is represented from the Area Committee by Cllr Tom Murray.
8. The partnership has agreed to hire a stall in Kirkgate Market where staff would be placed to provide advice and assistance to those looking for help in finding work or training.

#### **Children Leeds – East Leadership Team**

9. The Area Committee champion for the above partnership is Cllr Tom Murray. The work that this partnership is involved in crosses the boundaries of a number of themes in the Area Delivery Plan. The minutes of the meeting held on the 28<sup>th</sup> of January 2010 are attached at the end of this report (appendix 1)

## **Environment**

10. There have been a number of environmental projects funded through Swarcliffe PFI credits including the installation of welcome stones, notice boards, additional litter bins, benches etc. These credits have also been used to undertake community safety projects and improvements to St Gregory's Youth & Adult Centre.
11. The final phase of Micklefield Regeneration improvements will start imminently. The works are in the main environmental and based around the Milestone Banking near garden village. The funding for the work is a combination of Yorkshire Forward, Section 106 and Area Committee capital.

## **Health and Wellbeing**

### **Health & Well Being Partnership**

12. The Health and Well Being partnership met on the 24<sup>th</sup> of February and the minutes of that meeting are attached at the end of this report (appendix 2). The Area Committee is represented by Councillor Suzi Armitage on this partnership.

## **Thriving Places**

### **Creating Safer Environments**

13. The North East Divisional Community Safety Partnership met on the 25<sup>th</sup> of February 2010. The minutes of that meeting were not available at the time of writing this report. Cllr Mark Dobson represents the Area Committee on this partnership.

### **Tasking Teams**

14. Tasking Team meetings were held on the following dates:
  - Temple Newsam – 24<sup>th</sup> February 2010
  - Cross Gates & Whinmoor – 24<sup>th</sup> February 2010
  - Garforth/Kippax & villages – 3<sup>rd</sup> of February and 17<sup>th</sup> of March.
15. In Cross Gates & Whinmoor a major concern is still the level of anti-social behaviour around Stanks Parade shops and the shopping parade at Fieldhead Carr (Whinmoor). The Police are working with ASBu, the Neighbourhood Warden and other partner agencies to identify and take action against the individuals involved. In January several camera positions were changed to improve the scope of the area the cameras cover and make identification easier. The Neighbourhood Warden has trained all Neighbourhood Policing Team staff on how to use the cameras and download images. Several images have been captured that may prove useful in future prosecutions.

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

16. This budget of £350,000 has been delegated to Area Committee with proposals and approvals reported to it. In December 2009 Area Committee approved in principle

the funding of a post in Swarcliffe either based upon the Neighbourhood Warden role or as a Community Environment Support Officer (CESO). Area Committee are now asked to ratify this decision and award £82,914 for a 3 year post of Community Environment Support Officer (CESO) for Swarcliffe.

17. There is a proposal being brought forward by Housing Services to install parking bays at various locations on the estate. The cost of this scheme is not known at this time but is anticipated to cover a large proportion of the remaining £200,000 left in the budget. A report is being prepared by Housing Services concerning this scheme. At the February 2010 meeting Area Committee agreed to commit the remainder of the budget to this project subject to the scheme specification and delivery being acceptable to Cross Gates & Whinmoor Ward Members.

### **Community Environment Support Officers for Outer East**

18. Outer East Area Committee secured 2.5 posts from core funds after the restructure in February 2010. One post is the senior post of Community Environment Officer (CEO) with the other 1.5 posts being Community Environment Support Officers (CESO's).
19. An informal meeting of Outer East Area Committee was held on the 2<sup>nd</sup> of March 2010 to determine deployment across the area and decide if Area Committee would contribute towards an additional post. Area Committee agreed to fund 1 additional CESO and this will be formally approved in the Well Being Budget report that is being considered today.
20. The meeting also concurred with Members from Cross Gates & Whinmoor in agreeing to provide a CESO for Swarcliffe funded from its PFI credits. Because of the unique nature of this funding this post is geographically restricted to the Swarcliffe PFI boundary.
21. The meeting agreed that deployment should be as follows:
  - 1 post to cover Halton Moor & Osmondthorpe (core funded)
  - .25 of a post to cover the remainder of Temple Newsam with flexibility built into the Halton Moor post to help out in the rest of Temple Newsam if req'd (area committee funded)
  - .75 of a post to cover Cross Gates & Whinmoor (core funded)
  - .75 of a post to cover Garforth & Swillington (area committee funded)
  - .75 of a post to cover Kippax & Methley (core funded)
  - 1 post for Swarcliffe (funded from PFI credits – geographically restricted)
22. The Swarcliffe post has funding for 3 years; the Area Committee post has 'in principle' funding for 3 years. However, these approvals are subject to Members being provided with the CESO job description and that Environmental Services agree to a number of recommendations made by Members in relation to requirements of the posts, providing information on the work programme of the officers and accountability to Area Committee.



23. The Area Committee post will fund the .75 officer allocation for Garforth & Swillington and the .25 officer allocation for Temple Newsam. Members are requested to note that when the current phase of Area Committee funding ends they will either continue the funding or re-draw the boundaries covered by the other CESO's.
24. It was also agreed that a Member from each ward would work with Area Management and Environmental Services to ensure these requirements were included in the CESO's job descriptions. The Ward Members included in this group are Cllr Keith Parker (Kippax & Methley), Cllr Pauleen Grahame (Cross Gates & Whinmoor), Cllr Mark Dobson (Garforth & Swillington), Cllr David Schofield (Temple Newsam).

### **Thorpe Park**

25. A report on this subject is on the agenda for today's meeting.

## **Harmonious Communities**

### **Community Forums**

26. The following forums have been held since the last meeting of Area Committee on the 9<sup>th</sup> of February 2010.
- Halton Moor & Osmondthorpe – 23 February 2010 (minutes attached – appendix 3)
  - Halton – 25 February 2010
27. At the Area Committee meeting held on the 9<sup>th</sup> of February 2010 some Forum minutes were not available and these are now attached at the end of this report. They include:
- Whinmoor Forum 14<sup>th</sup> December 2009 (appendix 4)
  - Cross Gates Forum 13<sup>th</sup> January 2010 (appendix 5)
  - Kippax & Methley 25<sup>th</sup> of January (appendix 6)
  - Swarcliffe 3<sup>rd</sup> of February (appendix 7)

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

28. No specific issues are identified.

### **Legal and Resource Implications**

29. No specific issues are identified

### **Recommendations**

30. Area Committee is asked to ratify the decision it agreed in principle at its meeting in December 2009 and award £82,914 for a 3 year post of Community Environment Support Officer for Swarcliffe from Swarcliffe PFI credits.

31. Area Committee is reminded to note the decision agreed in the Well Being report (23 March 2010) to provide an additional CESO in Outer East. Area Committee funding is year on year but the 'in principle' agreement is to fund the post for 3 years.
32. Area Committee is asked to agree the deployment of CESO's in Outer East as follows:
- 1 post to cover Halton Moor & Osmondthorpe
  - .25 of a post to cover the remainder of Temple Newsam (with flexibility built into the Halton Moor post to help out in the rest of Temple Newsam if req'd)
  - .75 of a post to cover Cross Gates & Whinmoor
  - .75 of a post to cover Garforth & Swillington
  - .75 of a post to cover Kippax & Metley
  - 1 post for Swarcliffe (funded from PFI credits – geographically restricted)
33. Area Committee is asked to note the contents of this report and raise any questions.

**Background reports:**

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

Area Managers Report to Area Committee 27<sup>th</sup> October 2009

Actions, achievements and update report to Area Committee 8<sup>th</sup> December 2009



## Children's Services Leadership Team

Meeting to be held on : **Thursday 28th January**

Time: **8:30 – 10:30**

Location: **John Smeaton (Room G10)**

**CHILDREN LEEDS EAST LEADERSHIP TEAM.**

**AGENDA**

**Date:**

**Thursday 28<sup>th</sup> January 2010**

**Time:**

**8:30 – 10:30am**

**Venue:**

**John Smeaton Community College  
(Room G10)**

**Attendees:**

Ken Morton (CHAIR)	DCSU – Locality Enabler – East
Angela Bailey	Extended Services Adviser – East
Chris Walton	Head Teacher
	Cluster Chair – Inner East
Richard Mellard	Head Teacher
	Cluster Chair – Temple Newsham / Halton
Tim Bean	Head Teacher
	Cluster Chair – Brigshaw Federation
Jane Addy	Head Teacher
	Cluster Chair – Garforth
Rosaleen Hamer	Head Teacher
	Cluster Rep – Seacroft Manston
Cath Lennon	Secondary Head Teacher
Melanie Robinson	Head of Children's Centre Services
John Roche	CYPSC – Service Delivery Manager – East
Julie Clarkson	Integrated Processes Coordinator – East
Cllr Vonnie Morgan	Children's Champion (Inner East)
Cllr Tom Murray	Children's Champion (Outer East)
Jason Minott	Community Sports Officer – East
Jeannette Morris-Boam	VCSF – Leeds Voice
Nahid Rasool	VCFS – Shantona
Richard Norton	VCFS – Re'new
Jon Lund	YOS – Operational Manager – East
Neil Bowden	Youth Service
Tbc	West Yorkshire Police
Kevin Paynes	Education Leads
Til Wright	Education Leads
Mike Haworth	Ed Leads – Senior Psychologist
Pam Hill	NHS Leeds
Diane Brown	NHS Leeds
Margaret Green	NHS Leeds – Safeguarding Group
John Woolmer	ENE Area Management
Christine Street	Job Centre Plus
Diane Reynard	Principal East Leeds SILC
Ian Garforth	Secondary East Leeds Governor rep
Anne Nichol	Primary East Leeds Governors rep

Order	Mins Alloc.	Item	Lead Person(s)	Intended Outcomes
1.	5 min	Welcome, apologies, and introductions.	Chair / All	<ul style="list-style-type: none"> <li>To ensure that all attendees are aware of who is at the meeting, their role, and which organisation/agency they represent.</li> </ul>
2. Paper Attached	5 min	Minutes of the previous meeting and matters arising.	Chair / All	<ul style="list-style-type: none"> <li>To review the minutes of the previous meeting for accuracy and matters arising not on the agenda</li> </ul>
3. Paper Attached	15 min	East Targeted Connexions Resource.	Jenny Cryer (Igen)	<p>To provide the East LT with:</p> <ul style="list-style-type: none"> <li>An overview of the model</li> <li>Update on resources within the East</li> <li>Plans and progress so far</li> <li>An opportunity for discussion / suggestions arising from the meeting</li> </ul>
4	15 min	Healthy School Enhancement Model. <i>Presentation to be delivered</i>	Anne Cowling (Education Leeds)	<ul style="list-style-type: none"> <li>a) To Introduce the East LT to the new healthy school enhancement model.</li> <li>b) Introduction and consultation on the new school leadership model.</li> </ul>
5 Paper Attached	15 min	Feedback from the announced inspection of Safeguarding and Looked After Children's Services.	Ken Morton (DCSU)	<ul style="list-style-type: none"> <li>To inform the East LT on the outcome and findings of the Announced Inspection of Safeguarding and Looked After Children's Services, next steps of Improvement Planning.</li> </ul>
6 Papers Attached	10	Performance Reporting.	Ken Morton	<ul style="list-style-type: none"> <li>To update the East LT on work ongoing to develop effective performance reporting reporting to area committees to enable the committees and other groups such as the East LT to assess local progress against the priorities in the CYPP.</li> </ul>

7	10	<p><b>Governance</b></p> <ul style="list-style-type: none"> <li>• <b>Area Children Leeds.</b></li> <li>• <b>Election of Chair / Expressions of Interest.</b></li> <li>• <b>Area Inclusion Partnership:</b> <ul style="list-style-type: none"> <li>- Representation</li> <li>- 1<sup>st</sup> Meeting</li> <li>- Agenda Items</li> </ul> </li> </ul>	Ken Morton	<ul style="list-style-type: none"> <li>• To update the East LT on redrafted terms of reference agreed with exec board.</li> <li>• To agree how nominations will be finalised and agree a date to confirm chair / vice chair.</li> <li>• To agree appropriate representation from all partners, arrange a date for the first meeting and agenda items.</li> </ul>
8	15	<p><b>Integrated Working</b></p> <ul style="list-style-type: none"> <li>• <b>Integrated Service Leaders.</b></li> <li>• <b>System Changes:</b> <ul style="list-style-type: none"> <li>- Panels</li> <li>- CAF</li> <li>- Contact Centre</li> <li>- Contact Point</li> </ul> </li> </ul>	Ken Morton	<ul style="list-style-type: none"> <li>• To update the East LT on a range of items.</li> </ul>
9	15 min	<p><b>Cluster Feedback</b></p> <ol style="list-style-type: none"> <li>1) Inner East.</li> <li>2) Temple Newsham / Halton.</li> <li>3) Brigshaw Federation.</li> <li>4) Garforth.</li> <li>5) Seacroft Manston.</li> </ol>	<ol style="list-style-type: none"> <li>1) Chris Walton</li> <li>2) Richard Mellard</li> <li>3) Tim Bean</li> <li>4) Jane Addy</li> <li>5) Rosaleen Hamer</li> </ol>	<ul style="list-style-type: none"> <li>• To provide the East LT with an update from each of the Cluster Chairs on activities / work ongoing within their Cluster.</li> </ul>
10	5 min	A.O.B.	All	<ul style="list-style-type: none"> <li>• Items for urgent business identified at the start of the meeting or prior to the meeting through the chair.</li> </ul>
11	FYI	Date and time of next meeting	Chair	<ul style="list-style-type: none"> <li>• Next meeting to be held 8:30 – 10:30 Thursday 25<sup>th</sup> March 2010 @ John Smeaton Community College – Room G10</li> </ul>

Date		Time	Venue
25 <sup>th</sup>	March	8:30 – 10:30	John Smeaton Community College – Room G10
27 <sup>th</sup>	May	8:30 – 10:30	Tbc
15 <sup>th</sup>	July	8:30 – 10:30	John Smeaton Community College – Room G10

# Children Leeds – East Leadership Team

## MINUTES

Meeting held 26<sup>th</sup> November 2009

Item	Description	Action
<b>1</b>	<b>Welcome, apologies and introductions.</b>	
<b>1.1</b>	Ken Morton William Newham Ian Garforth Cllr Thomas Murray Angela Bailey Kevin Paynes Margaret Green Pam Hill Christine Street Cath Lennon Neil Bowden John Woolmer Tim Bean Jon Lund Diane Brown Richard Norton Ann Nicholl Rosaleen Hamer Richard Mellard Melanie Robinson Chris Walton Jason Minott Diane Reynard	DCSU – Locality Enabler - East DCSU – Support Secondary – East Leeds Governors Rep East Area Committee Children’s Champion Extended Schools Adviser – East School Improvement Adviser – Education Leeds NHS Leeds Head of Service – Children’s Services – NHS Leeds Job Centre Plus Head Teacher (Secondary) Area Youth Service Manager East North East Area Management Head Teacher & Cluster Chair – Brigshaw Federation Youth Offending Service NHS Leeds – East/North East CAMHS VCFS – Re’new Primary – East Leeds Governors Rep Head Teacher & representing Seacroft Manston Head Teacher & Cluster Chair – Temple Newsham Halton Head of Children’s Centre Services – East Head Teacher & Cluster Chair – Inner East Community Sports Officer – East Head Teacher – SILC
<b>1.2</b>	<b>In attendance:</b>	
	Anne Cowling	Manager – Leeds Healthy School and Wellbeing Programme
	Rory Barke	ENE Area Manager – Environments and Neighbourhoods
<b>1.3</b>	<b>Apologies Received:</b>	
	Jane Addy	Head Teacher & Cluster Chair – Garforth
	John Roche	CYPSC – Service Delivery Manager – East
	Julie Clarkson	Integrated Processes Coordinator – East
	Jeannette Morris-Boam	VCFS – Leeds Voice
	Nahid Rasool	VCFS – Shantona
	Til Wright	Education Leeds – Integrated Children’s Services
	Mike Haworth	Education Leeds
	Cllr Morgan	East Area Committee Children’s Champion
<b>1.4</b>	Ken Morton welcomed colleagues to the meeting and introductions were made.	
<b>2</b>	<b>Minutes of the last meeting and matters arising.</b>	
<b>2.1</b>	The minutes of the last Leadership Team held on Thursday 22 <sup>nd</sup> October were agreed as an accurate record of the meeting.	



### **3 Ofsted Inspection of Safeguarding and LAC Services.**

- 3.1** Ken Morton delivered a brief update on the Inspection of Safeguarding and Services for Looked After Children currently taking place and due to end on Friday 4<sup>th</sup> December. The final report findings will be published on the 7<sup>th</sup> January 2010. Ken highlighted that the inspection is not just an inspection of social care but of Children's Services and Partners as a whole although there has been a significant focus during the first week of the inspection on social work and individual case files . Any further queries relating to the inspection to be directed to Ken Morton or to the Director of Children's Services Unit. Feedback from the Inspection will be brought back to the January Leadership Team.

**KM**

### **4 ECM Survey.**

- 4.1** Anne Cowling (Education Leeds) delivered a presentation on The Leeds Every Child Matters (ECM) Survey 09/10. The survey, delivered through schools aims to promote participation and provide valuable data around pupil behaviour and perceptions. The survey is an online and anonymous pupil survey available to all pupils in years 5, 6, 7, 8, 9 and 11. Anne highlighted that the survey will now be accessible from the learning platform (LLN) a system that schools are already familiar with. This is in response to the IT problems that were initially encountered with the original service provider. Last year over 50% of primary schools ran the questionnaire while only 6 secondary did. For 09/10 the survey will be piloted in Mid January and be available for Schools in February.
- 4.2** There was agreement from the Head Teachers present that if the IT problems have been resolved that the survey is likely to provide useful information. There was also agreement from the Leadership Team that the cluster chairs would report back to the cluster steering groups with a recommendation to adopt across the patch where schools were able. This was conditional on the IT problems from the first 2 years being resolved. Some schools raised the question of how it compared to existing surveys and stated they would compare the ECM survey to their current provider survey. It was agreed that the ECM Survey Questions and the presentation would be circulated the Leadership Team for further dissemination and information sharing at a cluster level.

**WN**

### **5 Children and Young People's Plan priorities.**

- 5.1** Ken Morton circulated a progress report on Integrated Working and Safeguarding priorities to provide an overview for discussion on issues / ideas / recommendations on:
- Intervention Panels
  - Children Leeds Panels

- Common Assessment
- Integrated Services Leaders
- The Leeds Safeguarding Board

**Threshold documents:** Ken also reminded the Leadership Team that the threshold documents / pathways of referral are available download as a link on the Children Leeds website ([www.childrenleeds.org.uk](http://www.childrenleeds.org.uk)). Ken encouraged all present to ensure that the documents are widely distributed and ensure awareness within their organisations.

All

**5.2** Specific points arising from these discussions were as follows.

**5.2.1 Re Intervention & Children Leeds Panels:** 1<sup>st</sup> meeting of the Temple Newsham Halton due to meet in early December, Melanie Robinson has agreed to chair. Discussions around implementation are ongoing in the Inner East, Seacroft Manston and Garforth/Brigshaw. John Lund has agreed to chair the E/NE Children Leeds Panel – 1<sup>st</sup> Meeting to be held 10<sup>th</sup> Dec.

**5.2.2 Re: CAF:** Concerns were raised over the capacity of schools to complete CAFs especially with the introduction of the Intervention and Children Leeds Panels and their reliance on the CAF process being sufficiently embedded. Ken Morton agreed to raise with Julie Clarkson to agree how best to take forward.

KM/JC

**5.2.3 Re: ISL secondments:** A number of members of the Leadership Team raised concerns over the new ISL posts in terms of:-

- the sustainability of the posts after the initial 1<sup>st</sup> year secondment.
- the haste at which the posts, now approved, have been put out to recruitment.
- the level of communication with key local leaders and partners through the leadership team structures.
- the possible cross over in work with the cluster manager's role.

However it was agreed the posts were clearly an opportunity to learn about how we can more effectively support the 'team around the child model' at a local level. The East Leadership Team need to consider how to support when appointments have been made, Sally Threlfall and Mark Hopkins will be managing the ISLs.

**5.2.4 Re Safeguarding Board:** It was agreed that the review of the Safeguarding Board would be brought back to the Leadership team when finalised.

## **6 Extended Services Subsidy Grant (Activities Fund)**

**6.1** Alison Shaffner delivered a presentation on the 08/09 pilot that took

place in the Inner East, recommendations that have arisen from this pilot local to the E as well as city wide learning from the pilots in other wedges. Alison Asked the Leadership Team to consider the following

- Identifying specific wedge priorities
- Asking clusters to support the wedge priorities and allocate a % to support the wedge priorities
- Asking all establishments / partners to identify a “key driver” to joint the Activity Group.

- 6.2** Alison reminded the Leadership Team that free school meals is the criteria for eligibility. Allocation for the East will be around £670,000 The resource is likely to be for 1 year. It was agreed that the Activities fund requires further discussed at the Cluster steering groups and also would be brought back to the Leadership Team in January.

**Cluster  
Chairs**

## **7 Cluster Monitoring Reports**

- 7.1** Monitoring reports from the 5 clusters were circulated prior to the meeting. Each cluster chair delivered a brief update highlighting where things are going well. Angela Bailey commented that a more formalised approach for reporting to the Leadership is needed. A column is needed which evaluates impact in specific areas. It was agreed that a structured standard monitoring report should be implemented.

**AB/  
Cluster  
Chairs**

## **8 East Leeds Children’s Trust Arrangements.**

- 8.1 Area Inclusion Partnerships:** Ken Morton circulated the Terms of Reference for the Area Inclusion Partnerships from the LILS Programme Board (21<sup>st</sup> October 2009). Ken then raised the question of whether it would be appropriate to extend/incorporate the AIP into the Leadership Team as many of the attendees of this group would be the same. It was agreed by the Leadership Team that the agenda is sufficiently sizeable to require a separate meeting. Ken Morton agreed to pick up the set-up of the East AIP.

**KM**

- 8.2 East Leadership Team Chair:** Following on from the discussions around the AIP Ken Morton suggested that it may be timely to elect a new chair of the Leadership Team. Ken commented that he would be happy to remain the vice chair to support the transition. It was agreed that an expression of interest form would be created and circulated at the next Leadership Team in January.

**KM**

- 8.3 Post 14 Confederation:** Minutes of the East 14+ Confederation Meeting circulated for information.

**9 Team Neighbourhood.**

- 9.1** Rory Bark (E/NE Area manager – Environments and Neighbourhoods) delivered a presentation outlining new approaches to neighbourhood management. Rory circulated a report “Managing our Priority Neighbourhoods” to the Leadership team with the agenda.

**Team Neighbourhood Approach:** Rory outlined the report as seeking to encourage all those involved in helping improve the fortunes of our most deprived communities to come together as a ‘team’ with dual accountabilities – one to their organisation and other to the neighbourhood itself and the residents.

John Woolmer is leading the project and will be in touch with colleagues to set up the project.

**10 AOB**

- 10.1** No additional items were raised.

**11 Date and time of next meeting / meeting schedule.**

<b>East – Children’s Services Leadership Team</b>				
<b>Date</b>		<b>Time</b>		<b>Venue</b>
28 <sup>th</sup>	January	2010	8:30 – 10:30	John Smeaton – Room G10
25 <sup>th</sup>	March	2010	8:30 – 10:30	John Smeaton – Room G10
27 <sup>th</sup>	May	2010	8:30 – 10:30	Tbc
15 <sup>th</sup>	July	2010	8:30 – 10:30	John Smeaton – Room G10

## Wedge Based Connexions Intensive Support Services- Summary of proposals

### Background

Igen has been awarded the contract to manage the delivery of wedge based Connexions intensive support in the localities in Leeds. In our proposal we identified the following key principles which we now wish to action.

- Young people in Leeds deserve access to high quality services
- PAs in the wedges, both community based and in schools have been delivering excellent services, and making a difference to the lives of the young people they work with
- We can get better outcomes for young people in Leeds if we work through integrated partnerships
- Sub contracting the delivery of local services to a range of providers in a “mixed economy” approach
- Locality Management groups of providers and other agencies
- Coordination through a “Locality Manager” based in each wedge
- Locality Managers recruited from a range of different sectors, seconded to or employed by igen
- PAs continue to be employed by and based with current providers, if the providers are willing to do so

### Our vision for a Connexions Service for Leeds

The vision we expressed in our tender is outlined below.

The Connexions service in Leeds will be:

- for all young people ensuring an entitlement to high quality, impartial information, advice and guidance (IAG) and personal support when, where and how they need it enabling all young people to make effective transitions to adult and working life.
- Responsive to young people’s diverse and changing needs, making sure that at all times every young person has the level of support from their PA that they need
- inclusive and personalised, responsive to the voiced needs of young people and their families, taking full account of the barriers they may face, supporting and enabling them to participate in learning and to achieve their potential.
- an integral partner within IYSS and Children Leeds Partnerships, evidencing its contribution to achievement of ECM and LAA targets, providing something for everyone and more for those who need it in order to lead happy, safe and fulfilled lives within harmonious communities and contributing to Narrowing the Gap and to the City Going up a League
- Delivered by partnerships of providers, working closely together to deliver a service that supports all young people building on the strengths of each organisation

- Recognised locally and nationally for its innovative and leading edge effective practices which impact positively on the quality and accessibility of impartial IAG services across the City.

## Wedge based management groups

### Locality Management Group

In each wedge we will convene a Locality Management Group, which will consist of all key stakeholders. This includes as a minimum all organisations hosting PAs, and those organisations offering other services that have a Connexions Access point within their provision. These groups will also include key agencies such as YOS, Looked After Children and Locality Enablers. These groups will work with other locality based and City Wide groups including the NEET strategy group, the September Guarantee Group and the IYSS Information Group.

### Young people's advisory group

Within each locality wedge there will be a young people's advisory group which will specifically target young people who may be accessing intensive support. This will be achieved through partnership work with the youth service/community partners, who will work with igen to identify and facilitate the group. We will allocate funding in each wedge to support empowerment activities, which we will commission from youth service and community partners and will focus on funding activity in ward/super output area level to address geographical NEET hotspots. The Young People's Advisory Group, working with the Locality Management Group, will identify the priorities and project areas for each wedge.

## Managing the delivery

The contract will be managed by a senior manager based at igen who will lead negotiations with subcontractors, working with the 5 Locality Managers. PAs within the wedge will be coordinated by the Locality Manager who will report to the igen contract manager.

The Locality Managers will undertake day to day management and support of service delivery teams and the contract management of partners. They will monitor and review the overall plan for each locality and service area, put into place service level agreements and protocols with partners, review delivery with partners and liaise with a wider network of organisations in their locality, undertake professional supervision and

caseload reviews, manage and monitor referrals, and supervise the tracking of young people and the recording and quality of management information on Insight.

The role profile for the Locality Managers jobs is attached to this report, and it is our intention, once we have had initial discussions with providers, to put these jobs out for recruitment as soon as possible, as they are key to moving forward. We actively welcome applications from staff from partner organisations on a secondment basis, as well as direct applications. It is our vision that locality managers will come with backgrounds in each of the sectors who are currently delivering Connexions services, bringing strengths from each sector to the team across the City.

### Wedge delivery plans

For each wedge the Locality Manager, Locality Management Group, and Igen Contract Manager will develop a delivery plan for consultation and agreement with partners which will include detailed information about the resourcing and deployment of advisers. The plan will be reviewed and reported, on a quarterly basis to the Locality Management group and evaluated annually.

There will be a review of services in the wedge in the first 3 months of the contract, where factors relating to assessment of need will be used by the Locality Management Group to evaluate current placement of PAs and to put forward plans for any changes. This will then be subject to an annual review conducted by the Locality Manager, fed back to the Locality Management Group who will undertake an annual process of resource allocation within the wedge linked in with delivery planning to meet the NEET and Not Known Targets.

### Where will PAs be based?

It is our intention that subject to agreement with existing providers, PAs will continue to be employed by, and based at their current organisations. We would like to move to a model, where all PAs are based in public access and institutional settings, and backed up by the resources of a Connexions Access Point. PAs based at the Access Point.

We know that this will be easier to achieve in some settings than others, and we will be talking with all partners about how this might work.

- We hope to work with a wide range of places where young people go to encourage them to develop Connexions Information Points, where they can be signposted to the Access Points.



## The locality teams

It is our intention that the Locality Managers will lead teams of PAs in each wedge, who will work with the Locality Management Group to develop and deliver intensive support services.

The Locality Manager will ensure that in each locality wedge, PAs offering intensive support services are brought together as a team, are aware of the roles of contributions of each other, and are actively referring young people to each other. We will establish referral processes in each of the wedges and will ensure that recording on Insight clearly gives the named PA for each young person. Referral protocols will be agreed with the Universal Service provider which looks at both referral to intensive support PAs and then back to the Universal Service should the support needs of the young person change. We will work with the Locality Management Group and the Locality Manager to ensure that all young people in each of the wedges have named PA and are receiving the appropriate level of support from the Connexions Service.

The Locality Manager will lead a locality approach to establishing referral networks and processes. These will establish clearly the intensive PA support service offered within the wedge, and will ensure that young people needing intensive support are identified and referred to the most appropriate PA. Identification will be through strong relationships with schools local community agencies, statutory agencies, and the Universal Service Connexions provider. The Locality Manager will be responsible for working with a range of agencies in the locality including health, education and youth and community sector to ensure that young people requiring additional support are identified and referred to the most appropriate intensive support PA. The Locality Management Group and the Locality Manager will, using Insight, have a clear understanding of the cohort of young people who are in education and or living within the wedge, and will ensure that where they require intensive support they are identified, case loaded to a Lead PA, and offered appropriate support. The support offered and the outcomes for these young people will be recorded on Insight.

All Transition PAs based in schools will offer transition support, focusing on key groups of young people, including looked after children not supported by another PA, young carers, teenage parents not supported by another PA, those supervised by the YOT, and those identified by schools using diagnostic grids, as being unlikely to make a transition into positive outcomes. PAs based in community bases will continue to support vulnerable groups of young people, including where appropriate, referrals from young people approaching the transition from school, as well as young people who are already NEET, and to target 17 year old NEET young people.

## Model in each wedge

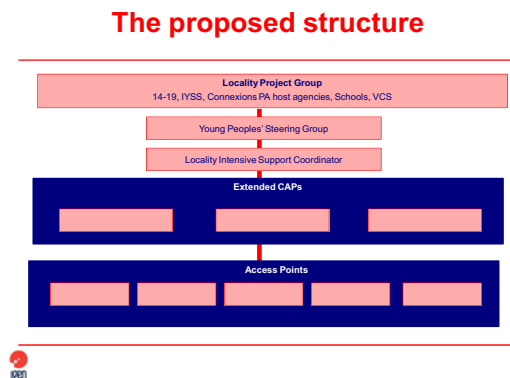
We have proposals for the delivery of services in each wedge, which we are keen to discuss with the providers in each area. In each locality the management structure will be the same, but the detail of PA numbers and where each is based will vary.

The principles are:



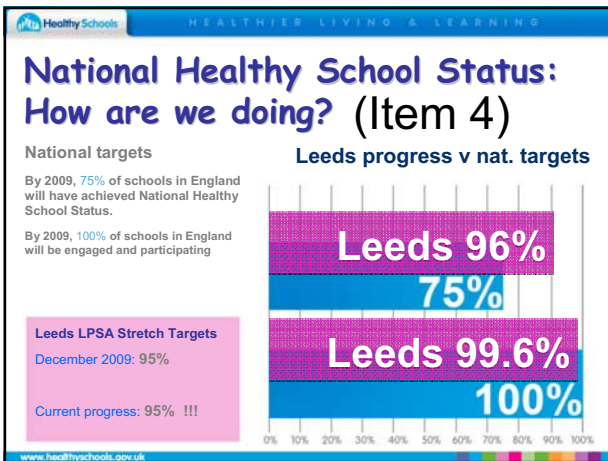
- In each of the wedges there will be either the same or more PAs than there are currently.
- They will continue to be split evenly between school based and community based PAs, this will include any plans for additional PAs
- For additional community based PAs, we will seek to work with community partners to employ and host these
- Any additional school based PAs will be employed by igen but based full time in a school

The model in principle, looks like this:



### What happens next?

- It is our intention to contact and meet with all current providers as soon as possible, to discuss the model, and to hopefully plan how we can move forward together.
- We are happy to come and meet with individuals in organisations, with groups of staff and with Boards and Management Groups, to talk through our vision and model.
- We will put in place consultation process with a wide range of partners in each wedge- young people and their parents and carers, PAs, all schools and VCFS organisations. The findings will be fed back to the Locality Management Groups.
- Once these meetings are completed, we will establish the Locality Management Groups and the young people's advisory groups as soon as possible, so that they can start to influence services.
- Advertise the Locality Managers jobs
- We will meet with providers to discuss or aims and will establish contracts with each



### The National Healthy School Enhancement Model

It is an outcomes based model for improving the health and wellbeing of children and young people, which will:

- involve a mixture of school-based, local and national priorities, which will be flexibly developed by schools in conjunction with key partners
- provide universal and targeted health interventions.

April 2009  
www.healthyschools.gov.uk

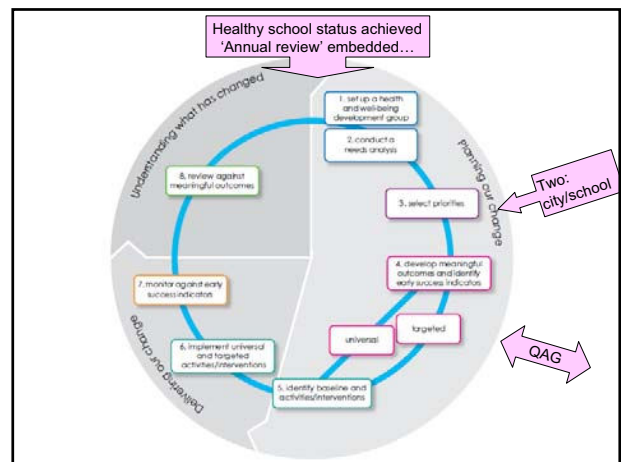
### Maintaining National Healthy School Status

Schools will be expected to maintain the universal provision established through achieving NHSS. This will be done in the form of an online tool called the 'Annual Review'

### How will schools be guided through enhancement?

Using an online 'Health & Well-being Improvement Tool', which enables them to: plan, record & monitor their ongoing progress towards achieving meaningful outcomes.

www.healthyschools.gov.uk



attendance safeguarding

Ofsted: HSEM supports 7 pupils' outcomes: ECM x 5, behaviour, SMSC.

Targeted work supports 'taking account of any variation between groups'.

Engagement with parents

Community cohesion

Planning

Healthy

### Benefits for schools

- Focus on pupil need – universal *and* targeted
- SEF - hard evidence, that is figures, percentages, tangible evidence, might be gathered to support assertions: wellbeing
- National benchmarking
- School report card - wellbeing

## Item 4

### Healthy School and Wellbeing Team

#### Proposed 'service to schools' model (DRAFT)

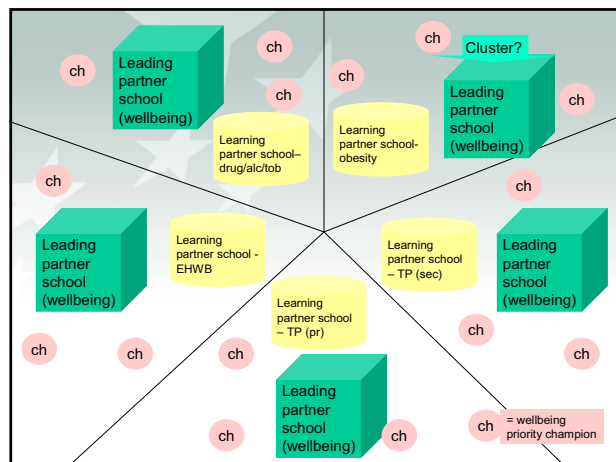
You may think of questions as we go along – please write these down and ask them at the end of the presentation

### Why a new model?

- Context -
  - New enhancement model (& 21<sup>st</sup> century school vision)
  - TaMHS model
  - Sustainable schools
  - Participation
  - Clusters, locality working, SSPs
  - Increasingly collaborative models

### Proposal...

- a package that delivers a variety of services to schools
- develops leadership and collaboration at all levels
- increases school involvement in leading service delivery
- but maintains existing 'central' functions



### Leading partner

#### Role of leading partner school/cluster

- Hosts (but doesn't line manage) healthy school consultant, who gives
  - In-reach capacity building
  - Out-reach for remainder of week
    - healthy school roll-out for locality/wedge
- Is/becomes 'demonstration school'
- School HT/senior leadership expertise with training
- Facilitates collaborative model

### Leading partner

- Benefits for leading partner school/cluster?
  - 'Free' additional capacity
  - Develops excellent wellbeing practice/outcomes
  - Other knock-on factors?
- Benefits for schools in locality
  - Credible, collaborative support from local school/cluster with good practice
  - Better possibilities of joint commissioning from/of... ?
- Benefits for HS programme/city
  - Consultant expertise 'grounded' in school experience
  - Leading HS work within the wedge – local access, local ownership
  - Outreach 'additionality' gained from HT, other lead staff

Learning partner – specialist consultants

- School/cluster hosts specialist consultant
  - Out-reach
    - Specialist support city wide
  - In-reach
  - Is/becomes 'demonstration school' for specialism expertise
  - School leadership supports outreach
  - School specialist lead expertise

Learning partner – specialist consultants

- Benefits for learning partner school?
  - Free in-reach work
  - Develops excellent wellbeing practice/outcomes
  - other 'knock-on' benefits
- Benefits for schools in city
  - Credible, collaborative support from local school with good practice
  - Development of 'champions', collaboration
- Benefits for specialists
  - Staff expertise 'grounded' in school experience
  - Outreach 'additionality' gained from HT, other lead staff

ch = wellbeing priority champion

#### Role –

- Enthusiast, communicator, coach/mentor, network lead –
  - receives leadership/coaching/expertise training
  - In-reach work with own school, year 1?
- Out-reach to locality with specialism by year 2?
  - Could be one of a number of areas of expertise:
    - Enhancement model, TP, EHWB, bullying, behaviour, obesity, drugs,
- Becomes another 'demonstration school' for specialism expertise
- May take 2 years to develop

ch = wellbeing priority champion

- Benefits to 'champion' school
  - CPD/career enhancement for champion
  - Area of expertise developed for school
- Benefits to other schools in locality
  - Local expert on hand
  - Framework for schools to collaborate

## Roll out

- Leading /learning schools – by invitation?
- Contracts! Summer term - negotiated at school level
- Enhancement model roll-out: balancing...
  - in-reach / leadership capacity building and
  - wedge outreach –
  - increased focus on deprivation
- Potential for innovation

Lead partner

Learning partner

- Some of the risks Ed Leeds:
  - inter-team communication, coordination, development of systems/processes/ models/creativity/PM support
  - Administration systems? Particularly for training
  - info management – recording/reporting
  - Storage of resources?
  - Space in schools?
- Some of the risks - schools
  - Not all schools will be leaders -
  - Capacity - commitment might compromise other work
  - No funds attached to it (as yet) – in kind staff only – less flexibility
  - Space in schools – contract with schools will include clear specifications for office space – could be difficult to honour
  - Longer term commitment: takes time to build staff confidence/skills to deliver outreach (year 2 is always better than year 1)

**Selected quotes relating to integrated working from the Ofsted report on the inspection of safeguarding and looked after children services January 2010**

- *Services have been reorganised in localities to deliver sharply focused early intervention services which are closely aligned to meet local community needs.*
- *Multi-agency early intervention services in localities are having an increased impact on positive outcomes for families. For some children where there were child protection concerns, the level of risk has been reduced and they have not been made the subject of a child protection plan because of this early intervention.*
- *The well-planned implementation of integrated services in localities is leading to some good joined-up multi agency work. These services are making a difference in relation to the most challenging aspects of safeguarding work.*
- *The council has provided proactive and inclusive leadership on behalf of the partnership in the development of services in localities and there has been good support from a wide range of partners, including NHS Leeds, police, youth justice service and voluntary sector.*
- *The roll out of locality services is helping to deliver more integrated, multi-agency services which are increasingly successful and designed to meet local needs.*
- *Work in partnerships is good. There is good partnership working at a strategic and local level to improve outcomes for looked after children. Strong and effective partnership working with schools, early years' providers and other educational settings has made a demonstrable difference to the attainment and progress of looked after children and care leavers and to their enjoyment, as evidenced in their increasing attendance rates at school.*
- *The development of locality and inter-agency working is increasingly developing the capacity of local areas to meet the diverse needs of looked after children and is making a positive difference to outcomes for them.*
- *Impressive partnership working with the specialist inclusive learning communities (centres?) and partners across localities is helping to include and meet the individual needs of young looked after children*
- *Voluntary and community sector representatives are strongly involved in partnerships but feel insufficiently involved in strategic planning.*

Shaid Mahmood 14 January 2010



Originator: *Ken Morton*  
Tel: *3950572*

**Report of the Director of Children's Services  
To: East (Inner) Area Committee**

**Date: 4th February 2010.**

**Subject: Children Services – Area Committee Performance Report**

**Electoral Wards Affected:**  
**All**

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**

To provide the Area Committee with a dashboard of Children Services performance data.

**1.0 Purpose of This Report**

This report introduces a dashboard of Children Services performance data disaggregated at an Area Committee or ward level.

**2.0 Background**

At the last meeting of the area committee members discussed an outline of performance indicators which would support the Committee to assess local progress against the ambitions of the Children and Young People Plan. The report does not at this stage seek to provide a full commentary and interpretation of progress against each individual indicator but to provide sufficient information to enable the Committee to further inform development of effective performance reporting. Comments made by members in the last cycle of committee meetings and by Children Champions have been included in this report. It is acknowledged that further work is needed, for example, to provide a more qualitative

analysis of progress particularly from the voice of children, young people, parents and carers.

### **3.0 Structure of the information.**

Appendix 1 disaggregates information at an area committee level in 2 sections.

Section 1 - Performance of settings (e.g. Primary and Secondary schools, sixth forms, colleges, children centres, child minders) as assessed by OFSTED.

The information available in Appendix 1 covers Primary and Secondary school and sixth form OFSTED inspection judgments. Individual inspection reports can be seen on the OFSTED website.

Section 2 – is an analysis of a small number of the indicators selected from the Children and Young People Plan priorities. During the course of the next year this list of indicators will be further developed in discussion with the Area Committee Children Champions. Some data has been disaggregated at a ward level which has been included as Annexes to Appendix 1.

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

There are no implications for Council policy and governance. The report supports the agreed functions of the Area Committee as outlined in the Area Function Schedule 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 Recommendations**

Elected Members are asked to:

- note the report and comment on further development they would like to see;
- discuss and agree items they would like to take forward arising from the report.

## NEET and Not Known Breakdown - December 2009 Figures

It should be noted that these figures will not include young people who are in education or training in Leeds and not resident in Leeds, those young people are included in the headline figures for the authority.

If a young person's address is unknown it is recorded as the Connexions Centre. This means the large number of young people in the city centre does not reflect the number of young people who actually live in the city centre.

Errors in the recording of postcode on the Connexions database mean there are a number of young people who can not be matched to a ward. For this reason these figures should be viewed as indicative.

Ward Wedge	Ward	NEET		Not Known		Number of young people
		Count	%	Count	%	
Inner East	Gipton & Harehills	110	10.45%	103	9.78%	1053
Inner East	Killingbeck & Seacroft	73	7.65%	103	10.80%	954
Inner East	Burmantofts & Richmond Hill	96	11.41%	100	11.89%	841
Outer East	Crossgates & Whinmoor	49	6.53%	68	9.07%	750
Outer East	Garforth & Swillington	24	3.71%	33	5.10%	647
Outer East	Kippax & Methley	21	3.41%	27	4.38%	616
Outer East	Temple & Newsam	53	6.65%	56	7.03%	797
Inner North East	Moortown	20	3.03%	29	4.40%	659
Inner North East	Roundhay	22	3.15%	34	4.87%	698
Inner North East	Chapel Allerton	67	8.16%	61	7.43%	821
Outer North East	Alwoodley	20	3.58%	20	3.58%	559
Outer North East	Harewood	5	1.36%	10	2.72%	368
Outer North East	Wetherby	2	0.54%	14	3.81%	367
Inner North West	Hyde Park & Woodhouse	33	9.02%	27	7.38%	366
Inner North West	Kirkstall	50	8.82%	38	6.70%	567
Inner North West	Weetwood	24	4.44%	34	6.28%	541
Inner North West	Headingley	10	8.40%	10	8.40%	119
Outer North West	Adel & Wharfedale	9	1.71%	16	3.05%	525
Outer North West	Guiseley & Rawdon	24	3.77%	25	3.93%	636
Outer North West	Horsforth	17	2.75%	36	5.82%	619
Outer North West	Otley & Yeadon	35	4.90%	40	5.59%	715
Inner West	Armley	94	10.94%	86	10.01%	859
Inner West	Bramley & Stanningley	79	10.10%	75	9.59%	782
Outer West	Calverley & Farsley	19	3.16%	28	4.66%	601
Outer West	Farnley & Wortley	63	7.45%	92	10.87%	846
Outer West	Pudsey	34	4.93%	44	6.39%	689



		<b>NEET</b>		<b>Not Known</b>		<b>Number of young people</b>
<b>Ward Wedge</b>	<b>Ward</b>	<b>Count</b>		<b>Count</b>		
Inner South	Beeston & Holbeck	78	10.43%	66	8.82%	748
Inner South	City & Hunslet	111	10.22%	212	19.52%	1086
Inner South	Middleton Park	107	10.92%	109	11.12%	980
Outer South	Ardsley & Robin Hood	33	4.86%	61	8.98%	679
Outer South	Morley North	31	4.99%	47	7.57%	621
Outer South	Morley South	42	6.93%	35	5.78%	606
Outer South	Rothwell	37	6.15%	40	6.64%	602

## Teenage Pregnancy

## Annex 2

The data in the table below is produced nationally by the Office for National Statistics on a three year cycle and covers the period from 2004-06. This is the most up to date ward data available. Old ward descriptors have been used as the ward boundaries in Leeds changed in spring 2004. The headline figure for Teenage Conception in Leeds for 2008 will be made available in February 2010. It is expected that the ward breakdown (using the current ward boundaries) for 2005-07 will also be available in February 2010. The 2006-08 ward breakdown data is due in November 2010.

The target is to reduce the under 18 conception rate by 55% by 2010 (compared to the 1998 baseline rate). The rates are calculated by the national Teenage Pregnancy Unit. There is a 14 month time lag in the release of conception statistics as they are partly compiled from birth registrations which may not be available for up to 11 months after the date of conception. The table below shows the ward rates for Leeds 2004-06. Numbers are aggregated over three years because at ward level numbers can vary significantly year on year. The wards have been allocated to area commit not been calculated as this would mask the variation.

Management Areas	Ward	Under 18 conception (number) (2004-06)	Under 18 conception (rate) (2004-06)	Index of Multiple Deprivation Score 2007
<b>City wide</b>		<b>2049</b>		
Inner East	Burmantofts	113	90.7	51.3
Inner East	Harehills	83	52.8	49.9
Inner East	Richmond Hill	127	97.1	50.0
Inner East	Seacroft	128	101.7	52.0
<b>Total</b>		<b>451</b>		
Inner North East	Chapel Allerton	92	78.2	40.1
Inner North East	Moortown	28	20.4	16.1
Inner North East	Roundhay	23	15.6	11.8
<b>Total</b>		<b>143</b>		
Inner North West	Headingley	20	38.6	18.2
Inner North West	Kirkstall	73	75.3	29.0
Inner North West	University	76	80.8	34.9
Inner North West	Weetwood	35	34.9	17.2
<b>Total</b>		<b>204</b>		
Inner South	Beeston	59	53.3	36.7
Inner South	City and Holbeck	112	93.9	49.5
Inner South	Hunslet	103	85.7	47.3
Inner South	Middleton	91	73.6	32.8
<b>Total</b>		<b>365</b>		
Inner West	Armley	93	72.2	36.5
Inner West	Bramley	106	68.0	34.5
<b>Total</b>		<b>199</b>		
Outer East	Barwick and Kippax	49	33.3	14.9
Outer East	Garforth and Swillington	53	38.3	13.2
Outer East	Halton	33	26.5	13.0
Outer East	Whinmoor	45	41.9	27.5
<b>Total</b>		<b>180</b>		
Outer North East	Wetherby	32	21.2	8.1
Outer North East	North	28	20.3	14.1
<b>Total</b>		<b>60</b>		
Outer North West	Aireborough	40	25.9	11.5
Outer North West	Cookridge	29	22.7	14.2
Outer North West	Horsforth	22	19.2	9.9
Outer North West	Otley and Wharfedale	28	21.5	10.1
<b>Total</b>		<b>119</b>		
Outer South	Morley North	44	29.9	16.3
Outer South	Morley South	68	39.6	19.7
Outer South	Rothwell	44	38.0	18.2
<b>Total</b>		<b>156</b>		
Outer West	Pudsey North	33	29.6	14.3
Outer West	Pudsey South	53	41.0	20.8
Outer West	Wortley	86	64.1	30.0
<b>Total</b>		<b>172</b>		

Area	Ward	Referrals to CYPSC between 1st Nov 09 - 30th Nov 09 with outcome of Initial Assessment or Immediate S47 enquiry
Inner EAST	Gipton and Harehills	19
	Killingbeck and Seacroft	17
	Burmantofts and Richmond Hill	33
<b>TOTAL</b>		<b>69</b>
Outer EAST	Crossgates and Whinmoor	18
	Garforth and Swillington	13
	Kippax and Methley	6
	Temple Newsam	13
<b>TOTAL</b>		<b>50</b>
Inner NORTH EAST	Moortown	4
	Roundhay	12
	Chapel Allerton	29
<b>TOTAL</b>		<b>45</b>
Outer NORTH EAST	Alwoodley	7
	Harewood	5
	Wetherby	0
<b>TOTAL</b>		<b>12</b>
Inner NORTH WEST	Hyde Park and Woodhouse	13
	Kirkstall	7
	Weetwood	6
	Headingley	4
<b>TOTAL</b>		<b>30</b>
Outer NORTH WEST	Adel and Wharfedale	8
	Guiseley and Rawdon	8
	Horsforth	0
	Otley and Yeadon	18
<b>TOTAL</b>		<b>34</b>
Inner WEST	Armley	37
	Bramley and Stanningley	47
<b>TOTAL</b>		<b>84</b>
Outer WEST	Calverley and Farsley	4
	Farnley and Wortley	18
	Pudsey	18
<b>TOTAL</b>		<b>40</b>
Inner SOUTH	Beeston and Holbeck	53
	City and Hunslet	39
	Middleton Park	47
<b>TOTAL</b>		<b>139</b>
Outer SOUTH	Ardsley and Robin Hood	11
	Morley North	7
	Morley South	16
	Rothwell	8
<b>TOTAL</b>		<b>42</b>

23 additional referrals with outcome of Initial Assessment or Immediate S47 enquiry are not included in the above table due to post codes needing to be verified.

Breeze card holders (Dec 09)	Total CYP 0-19	Total CYP Aged 0-19 by area
13592	23187	58.6
14341	19787	72.5
11361	16428	69.2
7087	13692	51.8
7582	17994	42.1
11754	19468	60.4
8781	12151	72.3
10260	16193	63.4
11490	18523	62.0
11570	20554	56.3
<b>107818</b>	<b>177977</b>	

Total CYP Aged 0-19 by area								
23,187	19,787	16,428	13,692	17,994	19,468	12,151	16,193	18,523
Total CYP Aged 0-19 by area								
58.6%	72.5%	69.2%	51.8%	42.1%	60.4%	72.3%	63.4%	62.0%

20,554		
56.3%		

**SECTION 1**

Primary Schools - Block A Performance Profile setting judgement - Inspection reports published on Ofsted website as at 12 Jan 2010.											
Inner East	Outer East	Inner North East	Outer North East	Inner North West	Outer North West	Inner West	Outer West	Inner South	Outer South	City Wide Result	City Wide Target
3 - Out.	3 - Out.	3 - Out.	6 - Out.	3 - Out.	6 - Out.	1 - Out.	2 - Out.	1 - Out.	4 - Out.	32 - Out.	N/A
10 - Gd.	13 - Gd.	7 - Gd.	15 - Gd.	9 - Gd.	17 - Gd.	7 - Gd.	11 - Gd.	12 - Gd.	14 - Gd.	115 - Gd.	
10 - Sat.	11 - Sat.	6 - Sat.	2 - Sat.	7 - Sat.	5 - Sat.	7 - Sat.	7 - Sat.	9 - Sat.	7 - Sat.	71 - Sat.	
0 - Inad.	1 - Inad.	0 - Inad.	0 - Inad.	0 - Inad.	0 - Inad.	0 - Inad.	0 - Inad.	0 - Inad.	0 - Inad.	1 - Inad.	
Secondary Schools - Block A Performance Profile setting judgements - Inspection reports published on Ofsted website as at 12 Jan 2010.											
Inner East	Outer East	Inner North East	Outer North East	Inner North West	Outer North West	Inner West	Outer West	Inner South	Outer South	City Wide Result	City Wide Target
0 - Out.	1 - Out.	1 - Out.	0 - Out.	0 - Out.	0 - Out.	2 new schools, no current Ofsted reports.	0 - Out.	0 - Out.	1 - Out.	3 - Out.	N/A
2 - Gd.	3 - Gd.	1 - Gd.	2 - Gd.	1 - Gd.	4 - Gd.		0 - Gd.	0 - Gd.	0 - Gd.	13 - Gd.	
2 - Sat.	1 - Sat.	2 - Sat.	1 - Sat.	1 - Sat.	2 - Sat.		4 - Sat.	1 - Sat.	4 - Sat.	18 - Sat.	
0 - Inad.	0 - Inad.	0 - Inad.	0 - Inad.	1 - Inad.	0 - Inad.		0 - Inad.	0 - Inad.	0 - Inad.	1 - Inad.	
Sixth forms (includes SILCs, therefore total can be more than number of secondaries) - Block A Performance Profile setting judgements - Inspection reports published on Ofsted website as at 12 Jan 2010.											
Inner East	Outer East	Inner North East	Outer North East	Inner North West	Outer North West	Inner West	Outer West	Inner South	Outer South	City Wide Result	City Wide Target
1 - Out.	0 - Out.	1 - Out.	0 - Out.	0 - Out.	0 - Out.	2 new schools, no current Ofsted reports.	0 - Out.	0 - Out.	0 - Out.	2 - Out.	N/A
1 - Gd.	3 - Gd.	1 - Gd.	2 - Gd.	1 - Gd.	4 - Gd.		0 - Gd.	0 - Gd.	1 - Gd.	13 - Gd.	
1 - Sat.	2 - Sat.	2 - Sat.	2 - Sat.	2 - Sat.	2 - Sat.		4 - Sat.	1 - Sat.	4 - Sat.	20 - Sat.	
1 - Inad.	0 - Inad.	0 - Inad.	0 - Inad.	0 - Inad.	0 - Inad.		1 - Inad.	0 - Inad.	0 - Inad.	2 - Inad.	

**SECTION 2**

**Priority: Improving early learning and primary outcomes in deprived areas**

**Measure: NI 76 - Reduction in number of primary schools where fewer than 55% of pupils achieve level 4 or above in both English and Maths at KS2**

Inner East	Outer East	Inner North East	Outer North East	Inner North West	Outer North West	Inner West	Outer West	Inner South	Outer South	City Wide Result 08-09 ac yr	City Wide Target 08-09 ac yr
5 (of 23 primary schools)	4 (of 28 primary schools)	4 (of 16 primary schools)	0 (of 18 primary schools)	4 (of 19 primary schools)	0 (of 25 primary schools)	5 (of 15 primary schools)	3 (of 20 primary schools)	8 (of 22 primary schools)	1 (of 23 primary schools)	34 schools (of 209 schools)	11 schools (of 209 schools)

**Info about PI**

The data above in the areas relates to academic year 08-09. This indicator relates to maintained mainstream schools with end of KS2 cohorts with more than 10 pupils where less than 65% are achieving Level 4 or above in both English and maths at the end of KS2. Pupils' attainment is assessed in relation to the National Curriculum and pupils are awarded levels on the National Curriculum scale to reflect their attainment.

**Comments**

There has been an increase in the number of schools below this floor target, both in Leeds and nationally. The government's aim is that local authorities achieve reductions by 2011 of 40% in the number of schools below floor target compared to 2007 levels. For Leeds this means having 19 or fewer schools at this level in the next two years. School improvement advisors and School Improvement Partners will continue to provide targeted support to schools below floor target. Evidence shows that where schools receive interventions including rigorous monitoring, analysis of pupil progress and booster work that is effective in raising attainment. An additional initiative this year is the introduction of one-to-one tuition in English and maths for small groups of pupils who do not make the progress they should in small group or whole-class settings. Outcomes for schools involved in improvement programmes show a better than national rate of improvement. 2009-10 academic year provisional results will be available by Autumn 2010.

**Priority: Providing places to go, things to do**

**Measure: LK1 - IYSS9 - Number of BreezeCard holders (figures correct at end of Dec 09)**

Inner East	Outer East	Inner North East	Outer North East	Inner North West	Outer North West	Inner West	Outer West	Inner South	Outer South	City Wide Result	City Wide Target 09-10
Card holders 13,592	Card holders 14,341	Card holders 11,361	Card holders 7,087	Card holders 7,582	Card holders 11,754	Card holders 8,781	Card holders 10,260	Card holders 11,490	Card holders 11,570	123,298 (Q3 09-10)	116,000
Total CYP 23,187	Total CYP 19,787	Total CYP 16,428	Total CYP 13,692	Total CYP 17,994	Total CYP 19,468	Total CYP 12,151	Total CYP 16,193	Total CYP 18,523	Total CYP 20,554	Total CYP 177,977	Total CYP 177,977
58.6% of CYP in area with card	72.5% of CYP in area with card	69.2% of CYP in area with card	51.8% of CYP in area with card	42.1% of CYP in area with card	60.4% of CYP in area with card	72.3% of CYP in area with card	63.4% of CYP in area with card	62% of CYP in area with card	56.3% of CYP in area with card	69.3% of CYP in area with card	69.3% of CYP in area with card

<b>Info about PI</b>											
2009-10 was the first year this indicator was reported corporately. All young people under 19 can apply for the free card. Once members they can access a range of free events and activities and receive discounts at leisure and entertainment venues including all Leeds City Council museums and galleries.											
<b>Comments</b>											
The annual target for this indicator was exceeded in quarter 2 and quarter 3 sees the figure being extended further. This good performance is a result of four key factors: 1) the impact of the government's free swims initiative; 2) promotional work with the Youth Service; 3) the need to have a Breeze card to gain access to summer Breeze activities and events and to receive discounts at leisure centres and other venues; 4) the fact that take up is always higher in Quarter 1 and Quarter 2 in preparation for the school holidays; and 5) Breeze on tour takes place during quarter 2.											
A joint initiative is being undertaken by the Breeze card Team and Education Leeds to ensure all Leeds school children have a Breeze card by May 2010. This work will lead to a large increase in the number of Breeze card holders.											
<b>Priority: Raising the proportion of young people in education or work</b>											
<b>Measure: NI 117*(LAA) - The proportion of young people aged 16-18 Not in Education, Employment or Training (also in the basket of poverty indicators)</b>											
<b>Inner East</b>	<b>Outer East</b>	<b>Inner North East</b>	<b>Outer North East</b>	<b>Inner North West</b>	<b>Outer North West</b>	<b>Inner West</b>	<b>Outer West</b>	<b>Inner South</b>	<b>Outer South</b>	<b>City Wide Result</b>	<b>City Wide Target 09-10</b>
<b>SEE ANNEX 1</b>											
<b>Info about PI</b>											
Data relates to young people who were aged 16-18 on the day of the count. Young people aged 16 to 18 years are counted as EET (education, employment or training) if they are in:											
<ul style="list-style-type: none"> <li>• Education (including gap year students who have an agreed deferred HE entry date)</li> <li>• Government supported training</li> <li>• Employment</li> </ul>											
Young people aged 16 to 18 years are counted as NEET (not in education, employment or training) if they are not engaged in one of the EET activities above, including those:											
<ul style="list-style-type: none"> <li>• Undertaking a personal development opportunity, voluntary work or activity agreement</li> <li>• Seeking or waiting to start work or learning</li> <li>• Not available to the labour market (including those experiencing ill health, caring for child, or out of the country).</li> </ul>											
<b>Comments</b>											
The figures provided at Annex 1 are for December 2009.											



Measure: Not Known - percentage of young people whose status is Not Known as defined by national CCIS rules.											
Inner East	Outer East	Inner North East	Outer North East	Inner North West	Outer North West	Inner West	Outer West	Inner South	Outer South	City Wide Result	City Wide Target 09-10
<b>SEE ANNEX 1</b>											
<b>Info about PI</b>											
Young people are classed as 'not known' if they have not had contact with the Connexions service within a certain period. How regular the contact needs to be depends on whether the young person is NEET or EET. Therefore the 'not known' figure includes young people who may be in contact with other services, but whose record has not been updated on the Connexions database.											
<b>Comments</b>											
The figures provided at Annex A are for December 2009.											
Measure: NI 75 Proportion of pupils in schools maintained by the authority achieving five or more GCSEs at grades A*-C or equivalent, including English and Maths.										City Wide Result 08-09 ac yr	City Wide Target 08-09 ac yr
30.9%	51.2%	46.4%	52.0%	41.2%	62.1%	27.1%	41.3%	26.0%	49.3%	45.90%	51.60%
<b>Info about PI</b>											
The data above in the areas relates to academic year 08-09. This indicator covers the number of pupils achieving 5 or more A*-C GCSEs or equivalent including English and Maths at KS4 as a percentage of the number of pupils at the end of KS4. The school element relates to all maintained mainstream schools including Academies. Key Stage 4 (KS4) is the stage of the National Curriculum between the ages of 14 and 16 years. GCSE is the principal means of assessing pupil attainment at the end of compulsory secondary education. Grades A* to G are classified as passes, grades A* to C as good passes and grades U and X as fails.											
<b>Comments</b>											
Please note: Results are included for Intake, South Leeds, West Leeds and Wortley schools which are now closed. Results are also included for David Young Community Academy.											

Priority: Reducing teenage conception											
Measure: NI 112 Under 18 conception rate											
Inner East	Outer East	Inner North East	Outer North East	Inner North West	Outer North West	Inner West	Outer West	Inner South	Outer South	City Wide Result 08-09	City Wide Target 09-10
<b>SEE ANNEX 2</b>											
<p><b>Info about PI</b>                      The 2007 rate for Leeds is 48.1 per 1000 female population aged 15-17, a reduction from the 2006 figure of 50.9 (conceptions per 1000 female population aged 15-17), still above the national rate of 41.7.</p>											
<p><b>Comments</b>                      The next nationally produced city wide data will be available in February 2010 and will be the data relating to 2008. However, although the first and second quarter data for 2008 showed an increase, the third quarter for 2008 is 46.3, producing a rolling quarterly average of 49.7 (conceptions per 1000 female population aged 15-17). It should also be noted that overall the national rate has fallen and within core cities, Leeds is the second lowest above Newcastle.                      Levels of teenage pregnancy vary immensely between localities. Better quality data providing more timely information at the local level is supporting the development and coordination of services which are starting to have a positive impact on reducing the level of teenage pregnancy across the city. Priority actions will focus on recognising the interdependencies between teenage pregnancy and improving other outcomes for children and young people; providing young people with the means to avoid early pregnancy; tackling the underlying circumstances that motivate young people to want to, or lead them passively to become parents</p>											
<p>at a young age; working in effective partnerships to ensure universal provision for all young people with strengthened delivery and services to those most at risk; and acknowledging that effective interventions require significant time to deliver sustainable change.</p>											
<p>Recent achievements include:</p> <ul style="list-style-type: none"> <li>• The Contraception and Sexual Health (CaSH) service from Sept 09 will be offering an after school contraception outreach clinic in the six priority wards.</li> <li>• From Sept 09 on-site contraception clinics will be running in the three main FE providers in the city.</li> <li>• The Family Nurse Partnership is operational and is working with young pregnant women and mothers and their families to improve early parenting, antenatal health, enhance child development and school readiness and link the family to wider social networks and employment.</li> <li>• The 'Be Smart: Use a Condom' Publicity Campaign was highly commended at the 'Making a Difference in Yorkshire and Humber Awards'</li> </ul>											

Priority: Strengthening Safeguarding											
Measure: NI 68 Percentage of referrals to children's social care going on to initial assessment.											
Inner East	Outer East	Inner North East	Outer North East	Inner North West	Outer North West	Inner West	Outer West	Inner South	Outer South	City Wide Result 08-09	City Wide Target 09-10
<b>SEE ANNEX 3</b>											
<p><b>Info about PI</b>                      This indicator helps to determine the appropriateness of referrals to Children &amp; Young People Social Care (CYPSC). A 'referral' is defined as a request for services to be provided by children's social care services. This is in respect of a case where the child (aged 0-17 years inclusive) is not previously known to the local authority, or where the case was previously open but is now closed. A referral can be made by a professional from one of many different agencies (typically in the health and education sectors), but for the purposes of this indicator a more broader term is used which encompasses referrals from any source, including self-referrals. Local authorities will make an 'initial consideration' to decide, when looking at the details of the referral, whether there are concerns about the child's health and development or actual and/or potential harm that justifies an initial assessment. The initial assessment is a brief assessment of the child's needs, to be carried out by children's social care within a maximum of seven working days of the date of referral.</p>											
<p><b>Comments</b>                      This is a bell shaped PI and the optimum range for this indicator is between 49% and 63%. Leeds performance falls well within this optimum range and is broadly comparable with statistical neighbours and the national average.                      A project is being undertaken with the contact centre and partners agencies to ensure children's needs are handled by the right agency at the right time. The impact of this will be a reduction in the number of inappropriate referrals to the service therefore allowing the service to spend more time on initial assessments for children that meet the service's thresholds.</p>											

## Children Leeds East – Area Inclusion Partnership (AIP).

The Children Leeds East Leadership Group agreed at its December 2009 meeting that there was a case for establishing a separately convened partnership sub group to undertake the functions of the Area Inclusion Partnership as envisaged through the latest information from the Leeds Inclusive Learning Programme Board.

### Recommendation 1.

The focus of the work of the AIP is detailed below. It is recommended that the framework and terms of reference are adopted as the starting point for the AIP in East. Education Leeds through the LILS Programme Board will be making recommendations about targets and relevant indicators which will need to be taken into account when available.

### Recommendation 2.

**It should be particularly noted that:**

***The Area Inclusion Partnership will take specific responsibilities in relation to the management of delegated and/or devolved resources by Education Leeds and be accountable for a range of specific processes, procedures and outcomes.***

It is recommended that the East AIP will undertake the above function within the terms of reference outlined below. Children Leeds East Leadership group will expect the AIP to contribute to the overall development of the Partnership in accordance with achieving the standards set by the Councils significant partnership framework. Children Leeds East Leadership Group will offer a dispute resolution arrangement where the Chair of the AIP concludes that the disagreement between members of the AIP in relation to the delegated or devolved resource warrants external arbitration.

### Recommendation 3.

CLE agrees the following membership:

- Secondary Headteachers (2) – Cath Lennon to agree with Secondary Headteachers.
- Primary Headteachers – 1 per cluster. Cluster chairs to agree nominations.
- Diane Reynard East SILC Principal
- School Governor – through the East Leeds Governor Forum.
- Head of Centres from PRUs/short stay schools – Head of Oakwood PRU (Wendy Winterburn – Head of EOTAS to confirm)
- Education Leeds (2)
- Locality Enabler
- NHS
- Integrated Service Leader (Inclusion) – this post is currently under discussion with Headteachers and would play a key role in leading the partnership (a copy of the draft JD is included in Appendix 1 below).

It is envisaged that managers from services commissioned by the AIP will be in attendance when required – this includes the manager of the Behaviour and Attendance Team (BEST/MAST, manager of the PDC).

The Chair and Locality Enabler will work with the broader range of partners through the Children Leeds East Leadership Group.

#### **Recommendation 4.**

It is recommended that the first meeting of the East AIP should take place on March xx 2010.

It is recommended that the initial agenda should include:

Election of chair

Terms of Reference

LILS – context

Performance information / provision profile information.

Evaluation reports from clusters, Behaviour and Attendance Team, Pupil Development Centre re devolved resource which identifies resource devolved, key activities, assessment of impact, key challenges for 2010/11. Where an existing cluster report (for example) covers the above it is not envisaged that a separate report will be required.

2010/11 budget

Frequency of meeting.

#### **Framework**

The Leeds Inclusive Learning Strategy (LILS) is the overarching framework which will drive forward developments in relation to the future organisation and delivery of services for special educational needs and behaviour across the city. The Strategy has placed an increasing emphasis on the role of the Area Inclusion Partnerships as the mechanism for delivering targeted and specialist services to children and young people in the city. The strategy enables the Area Inclusion Partnerships to develop flexible local solutions to meet local need.

Locally and nationally the focus of future developments are focused on meeting the needs of individual children and young people, in their localities supported by personalised learning programmes. For the majority of young people their needs will be met within the Universal setting of their local early years setting, mainstream school or college. Increasingly effective partnerships have the responsibility for strengthening this offer through resource realignment.

The role of the Area Inclusion Partnerships will be to:

- To contribute to the effective delivery of the ECM five outcomes.
- To provide a leadership role in developing educational provision for pupils in the wedge.
- To support schools in developing inclusive provision.
- To further develop targeted provision at a local level.
- To audit and monitor further provision and provide challenge.
- To maximise use of external resources in the Universal setting to meet the needs of children.
- To commission alternative provision including procurement.

## Terms of Reference

The Area Inclusion Partnerships are an integral part of the locality Leadership Team. They offer schools and the Local Authority the opportunity to fulfil the statutory role of Attendance and Behaviour Partnerships. In East Leeds the 'cluster' arrangements will be a key part of the partnership and delivery arrangements. It is, however, fully acknowledged that the needs of some children and young people will be addressed through more specialist delivery arrangements at an area or city level. Broader responsibilities for inclusion will be developed over time in line with local and national expectations.

The purpose of the partnership is to work with key officers and agencies to develop inclusive practice across each area. The Area Inclusion Partnerships will take specific responsibilities in relation to the management of delegated and/or devolved resources and be accountable for a range of specific processes, procedures and outcomes.

The first task of the Area Inclusion Partnerships over 2009/10 will be to ensure that all core statutory behaviour and attendance duties are met. The responsibilities set out below are drawn directly from Sir Alan Steer's final recommendations on Pupil Behaviour Implementation Plan. As a result all Area Inclusion Partnerships will need to take responsibility for:

- Supporting the further development of the Behaviour and Attendance Partnerships including the implementation of the DCSF guidance to formulate a framework upon which partnerships can assess their own performance.
- Gaining and maintaining the active engagement of all member schools and governing bodies within the partnership reflecting ownership of the partnership and their commitments to all local children.
- The inclusion within the partnership of the local Pupil Referral Unit if they exist, together with other major Alternative provision.
- Engagement of the partnership with primary schools and further education.
- Alignment of the behaviour and attendance partnerships with the local Safer School Partnerships (SSP). There should be full engagement with the police so that each partnership has at least one allocated SSP officer.
- Engagement with extended services to improve support to pupils and parents in the partnership and to facilitate reintegration into mainstream provision as required.
- Clear protocols for pupils managed moves and placement of 'hard to place' pupils. These protocols need to be operated by all members of the partnership. Guidance to schools should detail the legal rights of parents.
- Focus on behaviour and attendance and on effective early intervention.
- The use of 'pooled' resources to buy in specialist support.
- The transparent use of data so that partnerships can monitor its performance and identify strategic objectives.
- Staff training programme related to behaviour and attendance to provide opportunities for ongoing CPD and joint networking.

## Membership

- Representative primary and secondary headteachers
- SILC Principal
- Head of Centres from PRUs/short stay schools
- Attendance Adviser
- Locality Enabler
- Local Co-coordinator with responsibility for Behaviour and Attendance
- Senior School Improvement Adviser
- Children Trust Representatives
- Education Leeds senior officers

### **Frequency of Meetings**

### **Accountability/Reporting Arrangements**

Behaviour and Attendance Partnerships should provide the Children's Trust and Education Leeds with an annual report on the standards of behaviour and attendance existing partnerships. This report should include the perception of schools on the quality of those services for which the trust is responsible and their views on key future developments. (The reporting requirements for this will come into effect in September 2010). In addition the annual reports will need to include:

- a financial statement of all delegated and devolved resources and how they have been allocated, including a best value review.
- any commissioning arrangements for services and activities within partnerships.
- an analysis of services managed by or through the partnership and those commissioned by the partnership.

### **Appendix 1**

<b>Job Title</b>	<b>Integrated Service Leader – Inclusion (Draft as a starter for discussion with Headteachers).</b>
<b>Purpose of role</b>	<p>On behalf of the East Leeds Area Inclusion Partnership (AIP) the postholder will be expected:</p> <ul style="list-style-type: none"> <li>• To contribute to the effective delivery of the ECM five outcomes.</li> <li>• To provide a leadership role in shaping educational provision for pupils in the wedge.</li> <li>• To support and challenge schools in developing inclusive practice.</li> <li>• To further develop targeted provision at a local level.</li> <li>• To maximise use of external resources in the universal setting to meet the needs of children.</li> <li>• To support the commissioning of appropriate provision.</li> <li>• To make a significant contribution to improve outcomes and narrow the gap.</li> </ul>
<b>Responsibilities TO:</b>  <b>FOR:</b>	<p>The Headteacher of the East Leeds SILC on behalf of the Area Inclusion Partnership.</p> <p>Delegated authority to manage the allocation to East Leeds under the Education Leeds / AIP arrangement including:</p> <p>Direct management of the Behaviour and Attendance Team manager (formerly BEST/MAST) Commissioning arrangements for the Pupil Development Centre (based at Woodlands), allocations made via extended service clusters.</p> <p>Work in partnership with the Director and Heads of Service within Integrated Children’s Services, Education Leeds, to influence the deployment and future development of Education Leeds staff devolved into East Leeds.</p> <p>To ensure appropriate representation of the East Leeds Area Inclusion Partnership in ‘city wide’ partnership/panel arrangements.</p> <p>To support the further development Children Leeds East through the Area Inclusion partnership to provide an inclusive framework for schools in relation to Behaviour and Attendance Partnerships.</p> <p>To promote the active engagement of all member schools and governing bodies within the partnership reflecting ownership of the partnership and their commitments to all local children.</p> <p>To lead on developing inclusive practice and inclusive learning across all universal learning centres in the East, Children’s Centres and schools.</p> <p>To lead on auditing local need and developing appropriate inclusive targeted and alternative provision in the East, including Short Stay Schools (PRUs) and alternative provision.</p> <p>To promote the alignment of the Area Inclusion Partnership with local Safer School Partnerships (SSP) through the District Community Safety Partnerships.</p> <p>To further develop clear protocols for pupils managed moves and placement of ‘hard to place’ pupils. These protocols need to be operated by all members of the partnership. Guidance to schools should detail the legal rights of parents.</p> <p>To promote a workforce development programme related to behaviour and attendance to provide opportunities for ongoing CPD and joint networking.</p> <p>To work with Education Leeds to analyse the current provision profile in East Leeds with a view to influencing future development.</p> <p>To provide leadership for the Area Inclusion Partnership in its response to the Leeds Inclusive</p>



	Learning Strategy.
<b>Salary Grade</b>	EL – Head of Service ?

**Integrated Service Leader - Inclusion  
Person Specification**

<p><b>Knowledge and understanding</b></p>	<ul style="list-style-type: none"> <li>• An in-depth knowledge and understanding of outstanding inclusive practice and its impact on narrowing the gap and promoting achievement across the five outcomes.</li> <li>• Ability to adopt a senior management role and promote organisational values and beliefs.</li> <li>• Strong interpersonal skills and the ability to manage change and develop teams and individuals to deliver key priorities of the team.</li> <li>• High level communication skills and the ability to challenge and influence.</li> <li>• Data Protection and Data Sharing Legislation and Procedures.</li> <li>• Ability to develop and effectively maintain relationships with colleagues and partners at a range of levels.</li> <li>• Ability to effectively manage a challenging workload within a pressurised environment and meet tight and often conflicting deadlines.</li> <li>• Good knowledge of the workings of local government and the legal, financial and political context of public sector management.</li> <li>• Knowledge of the current issues facing local authorities, local communities and education services.</li> <li>• Common Assessment Framework and Safeguarding Procedures</li> <li>• An extensive knowledge of current education legislation and guidance, with particular reference to in relation to exclusions, Pupil Referral Units and Parenting Contracts.</li> <li>• Knowledge of school and Local Authority obligations.</li> <li>• A thorough understanding of child protection procedures.</li> <li>• Thorough understanding of issues related to keeping children safe, linked to the safeguarding agenda.</li> <li>• Sound knowledge and understanding of school improvement policies and procedures particularly in relation to National Strategies and school improvement partners.</li> </ul>
<p><b>Skill and experience</b></p>	<ul style="list-style-type: none"> <li>• Experience at senior management level.</li> <li>• A record of building positive and collaborative relationships with colleagues and other organisation partner representatives.</li> <li>• Experience of project, resource and risk management.</li> <li>• Ability to work in partnership with other managers to ensure effective implementation of strategies.</li> <li>• Ability to provide professional advice, guidance and reports to senior managers, Head teachers, DCSF, Elected Members and customers.</li> <li>• Experience of effectively managing change and implementing change within a team.</li> <li>• Experience of interpreting strategies and implementing appropriate operational practices to deliver those strategies.</li> <li>• Experience of working with parents, carers and young people.</li> <li>• Experience of working in a multi-agency environment.</li> <li>• Experience of managing complex and sensitive enquiries and information requests relating to children, young people and their families, schools and team functions.</li> <li>• Ability to work across a range of key organisational priorities using knowledge, understanding and expertise.</li> <li>• Experience of actively leading and promoting high quality inclusive teaching and learning.</li> </ul>

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# **Minutes of South East Leeds Health and Wellbeing Partnership Meeting 24<sup>th</sup> February 2010**

## **Present:**

Cllr Terry Grayshon (Chair) – Leeds City Council Health Champion  
Bash Uppal – Leeds City Council Adult Social Care, Health & Wellbeing  
Judy Carrivick – NHS Public Health  
Philip Bramson – Leeds Voice  
Aneesa Anwar – LCC Support to Health & Wellbeing Partnerships

## **1. Welcome, introductions & apologies**

**Apologies were received from:** Rob Kenyon, Julie Bootle, Keith Lander, Sheila Fletcher, Andy Beattie, Liz Cook, Dave Mitchell

## **2. Minutes of meeting held on 14<sup>th</sup> January 2010**

Agreed as an accurate record.

## **3. Matters Arising**

Sheila will be able to share draft Area Delivery Plan for inner south at the next meeting.

## **4. Practice Based Commissioning Action Plan (Dave Mitchell)**

Dave unable to make meeting but has agreed to present Leodis action plan at the next meeting in March.

## **5. Locality Partnership Plan**

Bash updated on progress made through the sub groups on commissioning and communications action plans. Copies circulated. Partnership members raised key questions at the meeting held on 18<sup>th</sup> February that they feel need addressing as follows:

**Commissioning** – The following were identified:

- Need to identify what are current commissioned services within the area?
- Identify and agree robust mechanisms for assessing local needs?
- What are the risks associated with partnerships being part of the commissioning process?

- What are the impacts/benefits of partnership involvement and how is the impact to be measured?
- The group noted that a request for a Commissioning Officer has been made to the NHS for all 3 partnerships – **Bash to raise again through lead NHS officers.**

**Communications** – Dan Barnett from healthy leeds has been working on embedding partnerships communications plan within the wider healthy leeds framework – Bash circulated copy.

Following communication points were raised by members:

- Partnership unaware of the referral system for GPs to signpost people to community activity following people undertaking a vascular health checks? **Bash to request lead officers feedback as part of their presentation on the health check programme.**
- Noted limitations on people being able to access alcohol support services
- Suggestion made to engage with community foundation trust in order to get messages out to hard to reach groups
- Also noted the need for hospital discharge systems and self care needs to be better co-ordinated. Question raised about care management assessments in particular following attendance at Accident and Emergency - **Julie Bootle to provide update on processes at next meeting**
- Need to share case studies as this is a good way to check when and at what stage services should support. Judy suggested health trainers will have good examples of case studies that the partnership could review to identify any gaps and barriers
- Noted the link to wider housing and environment issues that partnership need to influence. Bash reported that planning services confirmed at spatial planning conference the link between their work and health and wellbeing and are now looking to link with local health & wellbeing partnerships. **Bash to follow up.**
- There's a need for setting up mechanisms including website to engage with communities. Leeds Strategic Involvement Leads group to update on proposals. **Bash to invite to a future meeting rep to provide update**

**Action: All** to let Bash have comments or questions that they would like to see addressed at a higher level around the partnerships priorities.

Bash updated on her meeting with frontline managers with a health and wellbeing remit and found the majority more comfortable with taking issues, gaps and barriers back into their hierarchy arrangements and unsure about bringing issues to the local partnerships.

It was agreed that the role of the locality health and wellbeing partnership needs to be promoted. Suggestion made to launch the 3 partnerships and promote in an informal setting outlining the priorities briefly, one event to be aimed at organisations and another aimed at the community providing key messages. Suggested hold events in the summer once initial priorities of all 3 partnerships are agreed and endorsed.

**Action: Bash** to discuss with key officers i.e. Health & Wellbeing Improvement Managers in East North East and West North West, Healthy Leeds etc.

Need to engage with faith sector groups to ensure key messages get out to wider audiences e.g. BME groups.

Suggestion also made for a member from faith sector to be asked to join the partnership.

**Action: Philip** to discuss with faith sector organisations and report back at next meeting.

Bash informed the group that the action plans will be taken to the Joint Strategic Commissioning Board (JSCB) in May for their sign up.

It was agreed to think about how we measure successes and the impact at a future meeting.

## **6. NHS Health checks – paper to be circulated (Alex Hammond)**

Due to poor turn out Alex was cancelled at this meeting. This item is deferred to the next meeting.

**Action: Aneesa** to invite Alex to the next meeting.

## **7. Integrated Working and Children's Partnership (Shaid Mahmood)**

Deferred to next meeting.

## **8. Any other business**

Judy informed the group about the children's accident and emergency services at St James is to transfer to LGI.

A leaflet to inform the public is being prepared and will go into circulation in the next few weeks. NHS are currently looking at different ways in which the leaflet could be published.

Need to ensure message goes out to all the community including hard to reach groups, send the information to Area Committees for dissemination.

**9. Future meetings**

Thursday 18<sup>th</sup> March 11 – 1, Conference Room, 1<sup>st</sup> Floor West Merrion House

**Action: Aneesa** to arrange bi monthly meetings for the year. It was agreed to hold meetings in the City Centre where possible.

**Appendix 3**

**Present:**

Cllr Mick Lyons (Chair), Cllr David Schofield, Martin Hackett (South East Area Management), James Nundy (SE AMT, minutes), Maggie Bellwood (LCC EASEL regeneration), Susan Upton (LCC – Waste Management), Andrew Lingham (LCC – WM), Andrea Dolan (East North East Homes), Vicki Hooper (ENEH), K. Townend (Save Our Homes and Environment), Gladys Townend (SOH&E), D. Gill (SOH&E), V. Broadley (SOH&E), Rev. Mark Heather (St Wilfrid’s Church), PCSO 226 Vicky Robinson (West Yorkshire Police), PC1159 Ian Phillips (WYP), Rachael Rowley (Affinity Sutton)

**Apologies:**

Inspector Tom Harrison (WYP), Dayvid Cox (ENEH), Wendy Rogers (Neighbourhood Warden), Ron Bool (Osmondthorpe TRA), Virgil Meikle (LCC - Youth Service)

<b>1.0</b>	<b>Welcome / introductions / apologies</b>	<b>Action</b>
1.1	Cllr Lyons welcomed everybody to the meeting, introductions were made and the above apologies noted.	
<b>2.0</b>	<b>Minutes from 24 November 2009</b>	
2.1	Agreed as accurate.	
<b>3.0</b>	<b>Matters arising from those minutes</b>	
3.1	(9.1) <b>Housing downsizing scheme</b> – update to be given in item 9	
<b>4.0</b>	<b>10 minute open floor</b>	
4.1	<p><b>Save Our Homes and Environment</b> – Gladys</p> <p>Issues were raised about the demolition of properties on Osmondthorpe Lane.</p> <ul style="list-style-type: none"> <li>• Shanklin own the site but aren’t sure that they will do with it at the moment – could be a railway siding or a mixed use development with housing at the back</li> <li>• The Land Use Framework is not yet approved – was due back in November 2009. It is currently suspended</li> <li>➤ Residents need to know what is going to happen as a matter of urgency. Maggie Bellwood to find out and let them know</li> <li>➤ MB also offered to set up a special meeting with SOH&amp;E and the EASEL Team</li> </ul>	<p>MB MB</p>
<b>5.0</b>	<b>Residual waste treatment proposals</b>	
5.01	In Leeds we are already recycling 30% of our household waste, but need to do more. We are aiming to recycle over half of Leeds’ household waste by 2020 but there will still be waste that can’t be recycled economically. If we do not massively reduce the amount of waste we bury Leeds could be fined, with taxpayers footing the bill. We need to build a new facility to treat this rubbish; otherwise it will be buried in the ground which is bad for the environment, it’s a waste of resources and it’s bad for your wallet.	
5.02	<p>The following handouts were tabled:</p> <ul style="list-style-type: none"> <li>• What is Leeds doing with its waste?</li> <li>• The City’s Waste Solution – technologies and bidders</li> </ul>	

5.03	<ul style="list-style-type: none"> <li>Information on the health effects if waste incineration</li> </ul> <p>The process began in 2008 with the government offering £68.8 million. The long list contained 2000 sites across the city, but as of February 2010, the shortlist now contains two sites from two different companies:</p> <ul style="list-style-type: none"> <li>Aire Valley Environmental with a site at Knowsthorpe sewage treatment site</li> <li>Veolia Environmental Services with a site at the former wholesale market site at Cross Green</li> </ul>	SU/AL
5.04	<p>The site would run a three phase operation:</p> <ol style="list-style-type: none"> <li>Mechanical pre-treatment: machines to extract recyclables</li> <li>Incinerator – to produce electricity</li> <li>Use the waste ash to make products such as breeze blocks</li> </ol>	
5.05	Preferred bidder is expected late 2010.	
5.06	Planning decision expected late 2011.	
5.07	It was noted that local residents have not had any consultation up to now.	
5.08	Summary of historic consultations to be put together by the Waste Management Team. The summary should include information on which factors were considered to get from 2000 sites down to two.	
5.09	Reservations about the plans can be put forward following the formal planning consultation in 2011.	
5.10	Planning Officers were requested for future forums.	
5.11	It will be a Private Finance Initiative (PFI) between the Council and the preferred bidder.	
5.12	<p><b>Traffic impact</b></p> <ul style="list-style-type: none"> <li>Overall waste collection would remain the same – the number of lorries on the road will remain broadly similar</li> <li>86% of household waste (22,000 tonnes per year) collected goes to Skelton Grange landfill site</li> <li>Recycling rate will increase from 30% to 50% (figures based on future growth of the city) ie less will be sent to the processing plant</li> </ul>	
5.12	<p><b>Capacity of the sites</b></p> <ul style="list-style-type: none"> <li>Cross Green would be 190,000 tonnes per year</li> <li>Knowstrop would be 230,000 tonnes per year</li> </ul>	
5.13	1% of waste could be from outside of Leeds but it should be stressed that it would not be the case of whole sale import from other places.	
5.14	Environmental permits would be required and the emissions would be constantly monitored.	
<b>6.0</b>	<b>Land at the site of the former Whitebridge School – Affinity Sutton</b>	
6.1	Purchase of the site is complete and management responsibility is with Affinity Sutton. There are no immediate plans for the site which has been land banked for future use, when the market recovers. A scheme for two and three bedroom houses (and a few four bedroom houses) is expected to be worked up from	



	2012. The site is to be fenced in the near future.	
6.2	When the draft proposals are ready, Affinity Sutton offered to come back to the Forum to give an update.	
6.3	The site is not an EASEL development site. It was rejected by Bellway.	
6.4	Affinity Sutton are a registered provider of affordable housing.	
6.5	<b>Current development site</b> 54 properties are due for handover in September / October 2010. Lettings will be by nomination via the choice based lettings system	
<b>7.0</b>	<b>Community Safety</b>	
	<b>Police update</b>	
7.1	PC Phillips ran through the crime statistics for the ward. Highlights included overall crime level is down on the last six week period by 18.6% for example including ASB and rowdy behaviour, however vehicle crime is up.	
7.2	Current hotspots are Selby Road and Neville Road	
7.3	Prominent time for calls is 6-9pm.	
7.4	PACT meetings were highlighted.	
7.5	The Police were commended by the Forum.	
	<b>Neighbourhood Warden</b>	
7.6	The neighbourhood warden service has now ceased. Nearly all of the wardens have now taken up posts as either Community Environmental Officers (CEOs) or Community Environmental Support Officers (CESOs). Appointments were made on 19 February 2010 but are still to be allocated their areas.	
7.7	The new posts have an environmental enforcement / action and community engagement role.	
7.8	Outer East had 2.75 neighbourhood wardens, and this has now been reduced to 2.5 CESOs. Area Committee may choose to increase that number from its Well Being budget. A meeting of Outer East Area Committee is scheduled to determine deployment and additional funding. A strong case is being put to Area Committee for a dedicated warden for Halton Moor and East Osmondthorpe..	
<b>8.0</b>	<b>Youth Service</b>	
8.1	Virgil Meikle sent his apologies, but Vicki Hooper gave a brief update.	
8.2	Been working with Youth Offending Service and some new staff are coming to the area in the near future.	
8.3	Any questions can be sent directly to Virgil.	
<b>9.0</b>	<b>Update from East North East Homes – Vicki Hooper</b>	

9.1	There are 33 open ASB cases. A mini-tasking group has been set up with the One Stop Centre and Youth Service to help with breaches of tenancy Three ASB cases have been sent to ASBU following burglaries in the area	
9.2	Groundwork Leeds and the area panels have been working on the Halton Moor Master Plan which is an environmental project	
9.3	The target for rent collections is 97%. ENEH are currently achieving 97.65% collection rate.	
9.4	Including the Gipton estate, ENEH have 77 voids. Approximately 30 are in Halton moor and East Osmondthorpe.	
9.5	The downsizing scheme is still open. You receive £1000 for every bedroom you release by taking a lower demand property.	
10.0	<b>AOB and next meeting</b>	
10.1	Road and pavement audit of Neville Close, Approach and Garth in November 2009: <ul style="list-style-type: none"> <li>• Photos are still with Wendy Rogers (Martin Hackett to chase)</li> <li>• No action yet</li> </ul>	MH
10.2	Garden audit took place two weeks ago, so the letters were sent out last week.	
10.3	Next meeting date to be set by Area Committee.	

**Minutes from North Whinmoor Forum  
14 December 2009  
Fieldhead Carr Primary School**
**Present:**

Cllr Peter Gruen (Chair), Cllr Suzi Armitage, Cllr Pauleen Grahame, Sam Lowe (South East Area Management), Dennis Holmes (LCC - Adult Social Care), Pam Parker (Aire Valley Homes Leeds), Shelly Musik (LCC – ASC), PC 5440 Healy (West Yorkshire Police), CO 869 Dutton (WYP), PCSO 803 Deakin (WYP), Sharon Smith (Whinmoor Bowling Club), Rita Green (WBC), D Smith (resident), Derek Lawrence (LCC - Youth Service), Dennis Faulkner (Skelton Woods Environmental Group), Mike Weaver (Neighbourhood Warden), James Nundy (SE AMT, minutes)

**Apologies:**

Nick Edensor (Head teacher Fieldhead Carr Primary), Mechelle Myers (Wellington Hill Residents Assoc), Jane Greenwood (AVHL), Linda Bowen

<b>1.0</b>	<b>Welcome / introductions / apologies</b>	<b>Action</b>
1.1	Cllr Gruen welcomed everyone to the meeting and introductions were made.	
<b>2.0</b>	<b>Minutes from 21 September 2009</b>	
2.1	Agreed as accurate.	
<b>3.0</b>	<b>Matters arising from those minutes</b>	
3.1	<b>(3.1) Highways issues on Coal Road</b> Update to follow in due course. Area management to request the information before the next forum.	SL
3.2	<b>(7.1) PFI Street lighting programme</b> Hebdens and Ashwoods were completed five weeks ago, but some of the streets appear to have dark spots. Alan Brummitt has been requested to do a site visit to ensure everything is as it should be.	AB
<b>4.0</b>	<b>10 minute open floor</b>	
4.1	No issues.	
<b>5.0</b>	<b>Day Centre update – Adult Services</b>	
5.1	Further to (6.0) from the last forum... Dennis Holmes provided an update regarding the proposed changes to the local Day Centre services.	
5.2	Naburn Court and Doreen Hamilton Centre remain open three days a week (Monday, Tuesday and Wednesday). A letter about the changes to the days of operation will be sent to the users after Christmas.	
5.3	Decisions are expected in late January / early February and it is expected that all requests will be accommodated.	
5.4	There will not be any capital investment in the day centres.	
5.5	Ward members requested updates and discussions on proposals and	SM / DH

5.6	progress. Councillor Gruen requested a copy of the plans.	SM
5.7	[6:20pm Cllr Grahame arrived]	
<b>6.0</b>	<b>Whinmoor Warriors issues</b> – Sam Lowe	
6.1	The revised Pricing and Lettings Policy introduced charges and discounts for its charges for building hire, resulting in significant cost to Whinmoor Warriors. However, the policy has now been revised and it has since been agreed to charge the club for the changing rooms only. The Warriors are also exempt from other room charges as they are now classified as a weekend venue.	
6.2	The Outer East Area Committee approved an initial application for floodlighting and revised options are now being looked into, with consultation with local residents etc.	
6.3	LCC Parks and Countryside are investigating the drainage issues on the top pitch and appropriate action to take to rectify problems.	
<b>7.0</b>	<b>Whitelaithe Approach shops</b> – Sam Lowe	
7.1	Community safety at the shops will be improved as funding for a CCTV system has been approved and will hopefully be installed in January 2010. All being well, it will be monitored at Killingbeck Police Station subject to the necessary approvals.	
<b>8.0</b>	<b>Grimes Dyke planning application</b> – Sam Lowe	
8.1	A planning application for Grimes Dyke has been submitted for 500 dwellings however it has been refused by LCC Planning as it conflicts with the policy of using brownfield sites rather than Greenfield sites, the layout of the site and access issues.	
8.2	The roads are also of concern, as is the non-sustainability of the plan and bio-diversity losses (eg loss of trees, bats, birds and greenspace)	
8.3	There is also no provision for affordable housing.	
8.4	The contractors have appealed.	
<b>9.0</b>	<b>Community Safety</b>	
9.1	<b>Report from the Police</b> <ul style="list-style-type: none"> <li>• 52% of the known criminals are currently in prison</li> <li>• There have been 15 more calls this year compared to the same period last year</li> <li>• PubWatch is being reinstated</li> <li>• Burglary of sheds and garages is on the increase – peak time is afternoons and early evenings</li> <li>• Patio doors have become a recent target for entry to properties via lifting or smashing the glass</li> <li>• Naburn View has had a spate of damages to cars – wing mirrors being knocked off</li> </ul>	
9.2	Cllr Grahame requested a log of all calls to the Police re the local area, so the forum can see the priorities	Police

9.3	<p><b>Report from the Neighbourhood Warden</b> – Mike Weaver (tel :07891 279 200)</p> <ul style="list-style-type: none"> <li>• High visibility patrols ongoing</li> <li>• Still getting reports of ASB at Verona’s Pizza shop</li> <li>• A mini-moto has been seized from the Redhalls area</li> <li>• Visited sheltered housing complexes and schools</li> <li>• There is an Operation Champion coming to the area later this week</li> <li>• LCC Street cleansing are catching up with their backlog</li> <li>• Will be playing the role of Santa at Fieldhead Community Centre on 21 December – an evening of fun for young people from 5-7pm</li> </ul>	
<b>10.0</b>	<b>Report from Aire Valley Homes</b> – Pam Parker	
10.1	Been in post since October 2009	
10.2	The 5Ms are due to complete on 28 December 2009. The thermal efficiency of the properties has been commended – lots of people will receive reduced heating bills.	
10.3	Arrears are quite high at the moment	
10.4	Need to establish who owns the strip of land at the rear of Fieldhead Carr Primary – beyond the school perimeter and the grassed area, before the houses. Response required for Mr Smith	
<b>11.0</b>	<b>Fieldhead Carr Community Centre</b>	
11.1	There are to be a series of events to help the centre used more, for example, a Christmas party for young people on 21 December and one with Whinmoor Warriors.	
11.2	Kitchen improvements will begin in January 2010.	
11.3	The Centre will be available for room hire. For bookings, call 2143845	
11.4	Cllr Gruen and the Forum thanked Sam Lowe for all her great efforts in the area.	
<b>12.0</b>	<b>Youth work programme</b> – Derek Lawrence	
12.1	The youth programmes are being maintained. There is a youth group at Fieldhead Community Centre on Mondays and a 15 week Arts Award project is being run (similar to Duke of Edinburgh)	
12.2	Detached work is ongoing on Fridays, which includes a motorbike course at Armley Laser Centre.	
12.3	Weekend residentials at Herd Farm have also been well received.	
<b>13.0</b>	<b>AOB / Next meeting</b>	
13.1	Day Centres to be on next agenda.	
13.2	Neighbourhood wardens are due to have interviews for new positions in mid-January.	
13.3	Next meeting is scheduled for 29 March 2010.	

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**Appendix 5**

**Present:**

Cllr Suzi Armitage (Chair), Cllr Peter Gruen, Cllr Pauleen Grahame, Sam Lowe (South East Area Management), Inspector Stuart Mason (West Yorkshire Police), Sarah Hughes (WYP), James Deakin (WYP), Alan Weekes (WYP), Philip Marsden (Devonshire Neighbourhood Watch), Moira Flynn (Cross Gates and District Good Neighbours Scheme), Jody Hodgson (It's Roadrunners Ltd), Rowland Bell (Residents Association), Peter Thompson (Crossgates Lane Residents Association), Jean Barnbrook (1<sup>st</sup> Manston Guides), Ann Marie Vella (1<sup>st</sup> MG), Steve Seymour (Crossgates Shopping Centre), Kirsti Cale (Cross Gates Traders), James Nundy (SE AMT, minutes)

**Apologies:**

Cynthia Mawson (Devonshire Neighbourhood Watch), Barbara Lister (DNW), Jean James (DNW), Dave Coulthard (Cross Gates Shopping Centre), Greg Sharp (LCC – Highways), Jean Thacker (Grafton Villas), Tony Adams (GV), Pat Elwin (GV), Gordon Bonner (Cross Gates Avenue Road Safety Scheme)

<b>1.0</b>	<b>Welcome / introductions / apologies</b>	<b>Action</b>
1.1	Cllr Grahame welcomed everybody to the meeting, introductions were made and the above apologies noted.	
<b>2.0</b>	<b>Minutes from 14 October 2009</b>	
2.1	<b>(9.1) Landmark feature</b> - Cllr Grahame and Kirsti Cale have received positive comments about the gates.	
2.2	Agreed as accurate.	
<b>3.0</b>	<b>Matters arising from those minutes</b>	
3.1	None.	
<b>4.0</b>	<b>10 minute open floor</b>	
4.1	<b>It's Roadrunners Ltd, private hire cars</b> The Forum previously heard about the issues residents of Cross Gates were facing from Roadrunners. To try and help the situation, a number of actions have been implemented: <ul style="list-style-type: none"> <li>• a driver manager has been appointed who monitors all the Roadrunner cars</li> <li>• The company has taken over the shop below their base, which brings an additional five parking spaces at the rear of the base</li> <li>• Additional parking (at the rear) has been arranged with the Skyliner on Austhorpe View and Sandroys on Cross Gates Road</li> <li>• Additional parking has been arranged at the Cross Gates Shopping Centre</li> </ul>	
4.2	Peter Thompson presented Jody Hodgson with a log of the Roadrunners cars spotted illegally parked.	

4.3	No complaints had been received by the Police or councillors since the last forum	
4.4	The efforts of It's Roadrunners Ltd was acknowledged by the ward councillors and the Police.	
4.5	<b>Barnbo site: housing development concerns</b> – Philip Marsden Recently, a 450 unit housing application has been submitted for the former Barnbo site. Devonshire Neighbourhood Watch are not against the plans but have put in an objection on the grounds of an inadequate road network – the 450 houses could easily generate 900 cars which would have to use the existing roads for access. The current estate has approximately 450 houses already, so it is expected that the roads wouldn't cope. If agreeable improvements to the roads / new roads formed part of the planning application, DNW would be happier.	
4.6	Information from the councillors: Barnbo is known as a brownfield site, preferred for redevelopment over greenfield sites. Phase 1 of the development is for 250 houses. Cllrs has arranged a public consultation meeting for 2 February 2010, 7pm at the Barnbo Club. An invitation letter was tabled for all who were interested.	
4.7	Threadneedle have done three consultations, working in the thoughts of the residents and agencies attending.	
4.8	What is Thorpe Park's critical mass for developing the link road and what sized area are they up to now?	Cllr Gruen
<b>5.0</b>	<b>Grafton Villas</b>	
5.1	Grafton Villas is currently a Police priority due to information received at the PACT meeting: Analysis of the Police systems revealed that over the past 12 months there had been 19 reported offences for Kelmscott Lane / Grafton Villas. Of these 19, seven were related to the ginnel (criminal damage to the fence). Four of the seven reports were from the same person and three were relating to the same address, during December 2009.	
5.2	In summary, over the past 12 months there have been only two complainants regarding these two streets consisting of 144 houses, of which there are 129 on Kelmscott Lane and 15 on Grafton Villas.	
<b>6.0</b>	<b>Youth Service update</b> – Deeta Tren-Humphries	
6.1	Deferred - Deeta had to leave the forum to attend another meeting.	
<b>7.0</b>	<b>Community Safety</b>	
7.1	<b>Police update</b> Crime statistics were tabled and discussed.	
7.2	Burglary level is up again, but not nearly as bad as this period in	



	previous years.	
7.3	Some funding has been secured to 14 February 2010 for two PCs/PCSOs to double up on peak times (currently 1pm-7pm for burglaries)	
7.4	Current hotspot for burglaries is Stanks / Redhalls area.	
7.5	The next Operation Champion is coming on 4 February 2010.	
7.6	£2,000 has been secured for target hardening / Euro profile lock improvements. (Replacement locks cost approximately £80)	
7.7	Anti-social behaviour is down 25%	
7.8	One off-road police biker is to be attached to the Cross Gates and Whinmoor Neighbourhood Policing Team, and one to Killingbeck NPT. Other areas can borrow them, but if they do, they're replaced by a non-off-road officer.	
<b>8.0</b>	<b>Project updates</b>	
8.1	<p><b>Cross Gates Shopping Centre</b></p> <ul style="list-style-type: none"> <li>• The old Woolworths unit is being fitted out for an Iceland store. They hope to be in by Easter 2010.</li> <li>• The Adams unit is being refurbished, starting 18 January 2010 and should be ready in five weeks.</li> </ul>	
<b>9.0</b>	<b>AOB and next meeting</b>	
9.1	The forum passed on their condolences to Cllr Kabeer Hussain's family and friends.	
9.2	<p><b>Santa Parade 2010</b></p> <p>The festive lights on Austhorpe Road should be ready for December 2010 so it is hoped a 'switch on' night can be arranged. Cross Gates Shopping Centre would like to tie in with it too.</p>	
9.3	<p><b>Guides</b></p> <p>Cllr Grahame, Cllr Gruen and Stephen Seymour were thanked for being ambassadors for the 1<sup>st</sup> Manston Guides. They were presented with a tie pin / badge.</p>	
9.4	Sam Lowe and James Nundy were thanked by the ward councillors for their efforts over the last year.	
9.5	Next meeting is scheduled for Wednesday 14 April 2010 at 6pm.	

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Meeting held on 25<sup>th</sup> January 2010  
Brigshaw Language College School

**Present:**

Councillor Keith Parker (Chair), Lynne White (SELAM, LCC), Cllr Wakefield, Cllr Lewis, Cllr D Morgan, (Kippax PC), Michael Johnson (Methley Resident), P J Roden (OPSG), Pat Samy (Kippax in Bloom), Cllr Doug Morley (Kippax PC), Adrian Lee (LCC Youth Service), Cllr Jack Bate (Kippax PC), Cllr Joy Bate (Kippax PC), Mike Weaver (NHW LCC), PC 4674 Rogers (West Yorkshire Police), PC 1065 Goodwill (West Yorkshire Police) Simon Norman (Neighbourhood Warden), Sarah Hardcastle (Allerton Bywater Residents), Tom Rushworth (Allerton Bywater Resident), Cllr Martin Hall (Ledston Parish Council), Cllr A Needham (KPC), Cllr Gail Hardwick (Kippax PC), Cllr Paul Spivey (Kippax PC),

**Apologies:** Harold Wilson (NHW Allerton Bywater), Mrs Prewer, Kathleen Sambrook, Cllr Ron Shaw (Kippax PC), Joanne Harper (Voluntary & Community Forum),

<b>1.0</b>	<b>Welcome / Introductions and Apologies</b>	Action
1.1	Councillor Parker welcomed everyone to the meeting.	
<b>2.0</b>	<b>Minutes of the meeting held 27<sup>th</sup> April 2009</b>	
2.1	Minutes agreed as a true record	
<b>3.0</b>	<b>Matters arising from those minutes</b>	
3.1	Item 3.1 – JB wanted to give his commiserations on the death of Jas Panasar and complimented him on being such a good officer who was always polite and efficient. The Chair said everyone supported this	
3.2	Item 4.5 – DM asked if there was any further progress on the dangerous building on the High Street, Kippax. KP informed that Jim Wigginton, Enforcement Officer had inspected it and said it was not in a dangerous condition, therefore would not be treat as an emergency. KP will speak to Jim Wigginton again and express their concerns	
<b>4.0</b>	<b>10 Minute open floor</b>	
4.1	SH/TR informed of problems with youths on Beeston Way gathering around the play area, driving speeding cars and crashing into things, loud music, car horns, until after midnight, snapping newly planted trees, burnt the dog bin, shooting people with BB guns including the Security Guard who isn't there anymore. AL will send his staff down to try and connect with them. KW said this is not a new problem and was being monitored by the Police. The Police had a purge on this area and it went quiet but had come back. The Security Guard was taken off because he wasn't effective and although he noted the incidents he wasn't calling the Police. Police will make it a priority over the next few months. SH/TR will pass on the car registrations to the Police. KP asked if the Police would check the addresses and bring the information to the ASB meeting next week.	
4.2	MW informed there had been problems also at the Skate Park, Blands Play Area and Edward the VII Working Men's Club and asked AL if outreach workers could visit.	

<b>5.0</b>	<b>Community Safety</b>	
	<b>Police Report</b>	
5.1	SG gave out Crime Statistics and said there was a 20% reduction in crime for this area.	
5.2	Local Neighbourhood Policing Team has adopted a pro-active approach to tackling incidences of ASB. Trend is for activity of this type to be transitional in that certain areas will become a 'Hotspot' for a time (e.g. Kippax Leisure Centre/Station Road last Summer) and then the problem seems to move elsewhere. Tactics are evolving all the time in an effort to reduce behaviour of this kind and keep it under control.	
5.3	A DPPO is now in force in Kippax and Allerton Bywater and this has seen a definite reduction in drinking in the street by Adults close to pubs and clubs and as a result drink related disorderly behaviour is also on the wane	
5.4	Local Garforth & Kippax 'Pubwatch' schemes were merged in August 2009 and resulted in closer links within the licensed community. Anyone banned from local pubs or clubs now find they are banned from all premises in the areas. This means that people causing trouble in Garforth or Swillington are no longer free to just change their drinking habits and use premises in this Ward instead as done in the past. This has led to a reduction in drink related criminal behaviour locally	
5.5	KW Welcomed stats and the trend going down and finds it reassuring.	
5.6	KP asked if assaults were mainly centred round one village, PR said it was across the villages and 99% of all assaults were done by someone they know and majority are domestic.	
5.7	DM welcomed the downward trend in crime and asked if the outcomes of arrests were reported in stats. SG said this is not a requirement but the detection rate is 31% and the National requirement is 27%. Victims are informed of the outcome.	
5.8	JB said a picture in the Evening Post of Yob Culture was from 10 years ago and thought majority of young people are good, Police agreed and AL said Police have a good attitude towards young people	
5.9	PS Asked if Police could follow up broken windows on Kippax High Street. KP asked if Police could take advantage of CCTV and they said yes but cannot look through all the footage, SN said the CCTV operator should log all incidents.	
	<b>Neighbourhood Warden Report</b>	
5.10	SN (NHW) passed round a report with details relating to Community Engagement, Community Safety and the Environment	
5.11	SN informed residents were concerned about removal of rubbish since the bin strike and then the heavy snow.	
5.12	Dog Fouling is still an issue around Ashtree Primary School and fly tipping around Methley quite bad especially on Hungate Lane for which he has had the Probation Team out twice.	
5.13	PR raised concerns about tipping near Senior Windows, SN will check it out. Concern raised also about cigarette ends outside the Swan Public House, Kippax, SN will speak to them	
5.14	SN informed installation of A-Frame in Apple Tree Lane Kippax within the first two weeks of February 2010	
5.15	JB asked about Dog Wardens KW informed there is only 5 in the City	

<b>6.0</b>	<b>Youth Service and Activities for Young People</b>	
6.1	AL gave summary of events and future plans and informed he has 2 new staff and increased targets. They are having regular meetings with the Police and working alongside Youth Offending Services forming partnerships with other agencies.	
6.2	AL informed of new project at Kippax Leisure Centre on 12 <sup>th</sup> February	
6.2	AL informed they have received funding for equipment for Micklefield with support from Outer East Area Committee.	
6.3	AL – Health Bus no longer in the area but staff now are up to date with Health issues and do Health Checks, he has three new volunteers and two more in the pipeline	
6.4	AL – Allerton Bywater Youth Club will be increasing from one session a week to two	
6.5	AL – Kippax Cabin – 30 young people attend	
6.6	AL – Micklefield – two evening per week and the new staff are having a positive effect. There is a Regular Job Club at Micklefield	
6.7	AL – Working with groups Thursday/Friday at Methley with mobile unit to reach young people in Methley i.e. Embletons and has had a positive response.	
6.8	AL – Youth Shelter at Methley – a lot of consultation work has been done for this (Saville Park Methley). If there is a breakdown with the residents and community it will be removed.	
6.9	DM asked for details of project at Kippax Baths. AL - PAYP have come in with potential for the project and formed partnerships with Community Sports, Leisure Centre, Police and applied for funding for coaches	
6.10	GH – asked about Breeze. KW informed it has been cancelled saying this is a short sighted measure as it gave an outlet to young people and is quite sad.	
6.11	JB asked if AL knows of any youths attending school at Belle Isle. KW is getting an evaluation but has no information yet. JB asked if there was any funding for transport and how do they get from this side of Leeds to Belle Isle	
<b>7.0</b>	<b>AOB/date of next meeting</b>	
7.1	DM – before Christmas Kippax Parish Plan did trips round the lights and loaned a bus from Sherburn Transport Scheme and asked if a special licence was required to drive a bus and also did anyone know of a scheme that would hire a bus out. It was suggested Leeds Alternate Travel – KP will make enquiries	
7.2	Next meeting – (date to be decided)	

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**Appendix 7**

**Present:**

Cllr Suzi Armitage (Chair), Cllr Pauleen Grahame, Martin Hackett (South East Area Management), Sheila Corcoran (Stanks / Swarcliffe Tenants Association), PCSO 803 James Deakin (West Yorkshire Police), PCSO 805 Sarah Hill (WYP), Nathan Vaughn (Neighbourhood Warden), Mike Benwell (Churches Together), Ken Hill (Swarcliffe Good Neighbours Scheme), Deeta Tren-Humphries (LCC Youth Service), Graham Ambler (Stanks Fire Station), Christine Spencer (resident), Jean Jackson (resident), James Nundy (SE AMT, minutes)

**Apologies:**

Cllr Peter Gruen, Insp. Tom Harrison (WYP), Sgt. Weekes (WYP), Doreen Scahill (Whinmoor 'B' Residents Association), Rita Grainger (W 'B' RA), Ron Grahame (Swarcliffe Residents Association)

<b>1.0</b>	<b>Welcome / introductions / apologies</b>	<b>Action</b>
1.1	Cllr Armitage welcomed everybody to the meeting and the above apologies noted.	
<b>2.0</b>	<b>Minutes from 7 October 2009</b>	
2.1	Agreed as accurate.	
<b>3.0</b>	<b>Matters arising from those minutes</b>	
3.1	(3.2) <b>Wildlife area at Swarcliffe Children's Centre</b> – Probation are now on board to help. It should take four weekends to complete, when the weather is a bit warmer.	
3.2	(7.3) <b>LCC Youth Service award ceremony for young</b> people in September 09 – The ward councillors attended and thanked the Youth Service for a great event.	
<b>4.0</b>	<b>10 minute open floor</b>	
4.1	<b>Rear of Stanks Parade shops</b> Further to the notes from the last forum, a fire officer has now visited the site and noted the four maisonettes have two communal entry/exit doors and would be happy for an inward opening wooden or uPVC door to be fitted. Fire safety was one of Carillion's main arguments to have an outward opening door.	
4.2	It was stated that Kingfisher don't mind whether the door opens inward or outward.	
4.3	The current door was installed eight months ago and has only ever worked properly for a few days at a time (the locking mechanism doesn't engage properly) leaving the flats vulnerable. Unfortunately, the door only came with a 12 month warranty, so only has four months left.	

4.4	The issues with door need addressing before the warranty expires, otherwise the tenants would be expected to cover the costs.	
4.5	The issue is ongoing with Carillion and the PFI Compliance Team.	
4.6	The chained refuse bin has been unchained. Nathan Vaughn to resecure.	NV
<b>5.0</b>	<b>Community Safety</b>	
5.01	<b>Report by Police:</b> PCSO Deakin ASB is down by 30% and damage is down by five per cent when compared to the last six week period.	
5.02	A Police officer was assaulted at Whitelaith shops on 30 January 2010	
5.03	Current hotspot areas are Swarcliffe Drive and Whinmoor Way.	
5.04	Ongoing issues with an off-licence selling alcohol to underage youths but the police are dealing with it.	
5.05	Currently, there is a Dispersal Order on Seacroft which is making some youths come over to Swarcliffe.	
5.06	<b>Report by Neighbourhood Warden:</b> Nathan Vaughn The resolution of the CCTV system at the shops has been improved and is now providing excellent footage.	
5.07	The rear door of Stanks Grove is to be bricked up in the near future.	
5.08	Environmental improvements are soon to be started at Brayton Green, Swarcliffe Children's Centre and Sherburn Place.	
5.09	New street furniture (eg benches, litter bins) to be installed in the near future, paid for from the Swarcliffe PFI Credits budget, as decided by the PFI Forum. Other items from this PFI pot include the Welcome stones, notice boards/display units and goal posts. <ul style="list-style-type: none"> <li>If you would like any information adding to the notice boards, please get in touch with Dot Scahill (Whinmoor 'B' Residents Association)</li> </ul>	
5.10	The Neighbourhood Warden Service is being disbanded and internal interviews for Environmental Officer positions are taking place next week. The new positions will focus more on the environmental issues in wards and it is hoped the ASB issues will be picked up by PCSOs and LCC ASB Unit <ul style="list-style-type: none"> <li>Nathan was wished all the best by the Forum for all his hard work in the area over the years</li> </ul>	
<b>6.0</b>	<b>Young People</b> – Deeta Tren-Humphries	
6.1	Derek Lawrence is at university today, so Deeta stepped in from annual leave to update the forum: <ul style="list-style-type: none"> <li>Activities handout was tabled</li> <li>The Youth Service are now working with Cross Gates Methodist Church to deliver issues / project based work</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Eleven young people are working towards their Duke of Edinburgh award</li> <li>• The 'Beck Project' is new for Thursdays – sending out the message about drugs / alcohol / healthy lifestyles</li> <li>• Daily drop-in session still ongoing at St Gregory's Youth and Adult Centre</li> <li>• The astro-turf pitches at John Smeaton Leisure Centre reopens on 8 February 2010</li> </ul>	
<b>7.0</b>	<b>Swarcliffe Good Neighbours Scheme – Ken Hill</b>	
7.1	<p>Ken gave an update on recent activities:</p> <ul style="list-style-type: none"> <li>• Monday 10am-1pm: drop-in at St Gregory's Youth and Adult Centre</li> <li>• Tuesday 11am-1pm: line dancing exercise classes</li> <li>• Wednesday 10:30am-1pm: luncheon club</li> <li>• Thursday 10:30-1pm: luncheon club</li> <li>• Thursday: computer café</li> </ul>	
7.2	The Outer East Area Committee were thanked for their funding contribution to allow the computer café to be set up.	
7.3	An intergenerational project is to start soon with local schools.	
7.4	A student placement will begin on 22 February 2010.	
<b>8.0</b>	<b>AOB / next meeting</b>	
8.1	Graham Ambler introduced himself as the new Station Commander for Stanks Fire Station. It was reported that Stanks Fire Station had 41 emergency calls in December 2009. The average number of emergencies has dropped from 1700 to 1000 over the last ten years, which is a great achievement. Community fire safety issues are welcomed.	All
8.2	Next meeting is scheduled for 7 April 2010.	All

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Originator: Dave Roberts/  
Paul Broughton

Tel: 247 4724 / 3760001

**Joint Report of the Chief Customer Services Officer and Director of City Development**

**East (Outer) Area Committee**

**Date: 23<sup>rd</sup> March 2010**

**Subject: Leeds City Credit Union Branch Network**

**Electoral Wards Affected:**

Armley	Morley North
Chapel Allerton	Morley South
City & Hunslet	Temple Newsam
Gipton & Harehills	Wetherby
Killingbeck & Seacroft	
Middleton Park	

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**

Leeds City Credit Union (LCCU) has around 26,000 members and a network of 10 branches across the City. Annually, the network handles 295,178 visits, (around 24,500 per month) with 215,075 cash withdrawals being undertaken (17,923 per month).

LCCU are reviewing the sustainability of this network. Council Officers have been working closely with LCCU for sometime in order to provide support in relation to both the operation of the core business and the branch network.

**1.0 Purpose of this report**

1.1 This report provides details on the services provided by LCCU to enable the Area Committees to engage in an informed debate about the future of Credit Union branches within their area. Paragraph 2.1 below describes the branches and locations relative to the various Area Committees and Ward boundaries.

## 2.0 Background Information

2.1 The credit union operates 10 public facing branches in Leeds as follows:

Location	Ward	Area Committee
<b>Council One Stop Centres locations</b>		
Great George Street	City & Hunslet	Inner South
Dewsbury Road	City & Hunslet	Inner South
Armley	Armley	Inner West
Halton Moor	Temple Newsam	Outer East
Wetherby	Wetherby	Outer North East
South Seacroft	Killingbeck & Seacroft	Inner East
Morley	Morley South	Outer South
<b>Other Locations</b>		
Belle Isle (BITMO)	Middleton Park	Inner South
Kirkgate (LCCU)	City & Hunslet	Inner South
Roundhay Road (LCCU)	Gipton & Harehills	Inner East
<b>New Joint Service Centres (not yet operational)</b>		
Chapeltown	Chapel Allerton	Inner North East
Harehills	Gipton & Harehills	Inner East

2.2 Two new joint service centres will be completed this year in Harehills (July 2010) and Chapeltown (October 2010). Both of these joint service centres were designed to include a fully operating cash office for the credit union. This design has been changed more recently in the light of the uncertainty around the future shape of the service.

## 3.0 Main Issues

3.1 In light of the LCCU review of their branch network, an officer group has been looking at options for support. One of the main areas for consideration was the possibility of staff in the Council's one stop centres delivering some or all of the functions of the existing credit union branch network. This option has been considered in some detail by management within customer services and assistance was received from the Council's BPR (Business Process Re-engineering) team who also considered the proposals.

3.2 The conclusion reached from this work is that whilst there is some capacity within customer services to provide an initial contact/signposting, service, there is insufficient capacity to deliver the whole of the function and particularly cash handling from within existing resources. In connection with the latter the main difficulties identified were in relation to separation of duties, location of counters and customer convergence. In addition it was also apparent that the need to staff the new joint service centres from within existing customer services resources (circa 11 FTE's) imposed a further significant constraint on the ability to provide assistance.

## 4.0 Council Financial Inclusion Policy Implications

4.1 Leeds City Council's Financial Inclusion Strategy has gained a national reputation for the work undertaken in the City. Leeds is generally seen as the pre-eminent authority in delivering financial inclusion (even when compared with the other two Beacon Councils, Sheffield and South Tyneside). Financial Inclusion initiatives in Leeds must be seen as part of an integrated and holistic network consisting of advice agencies, the Council and the Credit Union.

- 4.2 The advice agencies provide comprehensive and detailed casework support to citizens who find themselves with serious debt problems. The majority of residents who receive this form of support have successful outcomes i.e. an agreed approach to resolving their debt position. If locally provided affordable credit is not available there is a high likelihood that such residents will find themselves back in difficulties within a few years of receiving their debt casework support. The work of the Credit Union is thus seen as fundamental to supporting the work of other agencies and Council services.
- 4.3 An example of this joined up approach and an illustration of how the Credit Union supports LCC activity can be seen in relation to the payment of Housing Benefit to private tenants. The use of LCCU basic bank account facilities is particularly useful for privately rented benefit recipients whose Housing Benefit (HB) is paid into a Credit Union account, and a resulting direct debit set up to pay their landlords. Currently 916 tenants receiving HB have requested that their payments are made directly to a Credit Union Account. In January of this year benefit payments totalling £241,068 were made into credit union accounts.
- 4.4 Many of the tenants who have accounts with LCCU cannot access a mainstream bank account and their Credit Union account is vital to them managing their benefit payments, paying their rent and retaining their tenancy. This arrangement is also beneficial to a number of Leeds landlords who have set up rent transfer arrangements to coincide with HB payment for many of their tenants. This facility is particularly popular in South Leeds where there are over 220 tenants in a single postal area (LS11).
- 4.5 Further considerations in respect of the ongoing support which the Council can provide to the LCCU are included in the proposed exempt Appendix A attached to this report. The information contained in Appendix A to this report relates to the financial or business affairs of a particular person, and of the Council. It is therefore considered that this element of the report should be treated as exempt under Rule 10.4.(3) of the Access to Information Procedure Rules. It is further considered that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, as it deals with the financial and business affairs of LCCU, which it is regarded might be affected if the information was made public at this time.

## **5.0 Legal and Resource Implications**

- 5.1 LCCU are reviewing the sustainability of their branch network and are working closely with Council officers to consider options for future service provision.

## **6.0 Conclusions**

- 6.1 This report has identified that the LCCU are reviewing their branch network, has summarised the current position of that network and how it supports financial inclusion activity in the City.

## **7.0 Recommendations**

Area Committee are asked to:

- a) Note and support the ongoing work being undertaken by the Council in relation to LCCU.
- b) Consider whether the Area Committee would regard it as appropriate to invest in the existing LCCU branch network by making monies available from its Wellbeing Budget.

## **8.0 Background Papers**

8.1 None.

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