



**WEST (INNER) AREA COMMITTEE**

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**Meeting to be held at Stanningley Amateur Rugby Football Club, Coal Hill Drive, LS13 1PA,  
on Wednesday, 14th April, 2010 at 5.00 pm**

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**MEMBERSHIP**

Councillors

J Harper	- Armley;
A Lowe	- Armley;
J McKenna	- Armley;
D Atkinson	- Bramley and Stanningley;
T Hanley	- Bramley and Stanningley;
N Taggart	- Bramley and Stanningley;

Co-opted Members

Hazel Boutle	- Armley Forum
Stephen Longley	- Bramley & Stanningley Community Forum
Stephen McBarron	- Bramley & Stanningley Community Forum
Morgan Pugh	- Armley Forum

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**Acting Area Manager:  
Jason Singh  
Tel: 39 52836**

## **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>	

Item No	Ward	Item Not Open		Page No
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>Agenda item 17, Leeds City Credit Union Branch Network – Access to Information Procedure Rule 10.4 (3) (information relating to the financial or business affairs of any particular person (including the authority holding that information)).</p>	
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>DECLARATION OF INTERESTS</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>	

Item No	Ward	Item Not Open		Page No
5			<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</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 - 17TH FEBRUARY 2010</b></p> <p>To confirm as a correct record the attached minutes of the meeting held on 17<sup>th</sup> February 2010.</p>	1 - 10
8			<p><b>MINUTES - COMMUNITY FORUM MEETINGS</b></p> <p>To receive for information purposes the attached minutes of the Armley Community Forum meetings held on 16<sup>th</sup> February 2010 and 16<sup>th</sup> March 2010.</p>	11 - 14
9	All Wards;		<p><b>CHILDREN'S SERVICES - AREA COMMITTEE PERFORMANCE REPORT</b></p> <p>To receive and consider the attached report of the Director of Children's Services.</p> <p><b>(Council Function)</b></p>	15 - 30
10	Armley; Bramley and Stanningley;		<p><b>INNER WEST AREA COMMITTEE WELL-BEING FUND UPDATE</b></p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods.</p> <p><b>(Executive Function)</b></p>	31 - 50

Item No	Ward	Item Not Open		Page No
11	Armley; Bramley and Stanningley;		<p><b>AREA MANAGER'S REPORT</b></p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods.</p> <p><b>(Executive Function)</b></p>	51 - 60
12	Armley; Bramley and Stanningley;		<p><b>DEPLOYMENT OF COMMUNITY ENVIRONMENT OFFICERS AND SUPPORT OFFICERS WITHIN THE COMMITTEE'S AREA</b></p> <p>To receive and consider the attached report of the Environmental Action Team Service Manager.</p> <p><b>(Executive Function)</b></p>	61 - 64
13	Armley; Bramley and Stanningley;		<p><b>PRICING AND LETTINGS POLICY FOR COMMUNITY CENTRES</b></p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods.</p> <p><b>(Executive Function)</b></p>	65 - 74
14	Armley; Bramley and Stanningley;		<p><b>INNER WEST AREA DELIVERY PLAN 2008/09 - 2010/11</b></p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods.</p> <p><b>(Executive Function)</b></p>	75 - 102
15	Armley; Bramley and Stanningley;		<p><b>INNER WEST AREA DELIVERY PLAN 2009/10 - PROGRESS REPORT: QUARTERS 3 AND 4</b></p> <p>To receive and consider the attached report of the Acting Area Manager.</p> <p><b>(Executive Function)</b></p>	103 - 106
16	Armley; Bramley and Stanningley;		<p><b>DATES, TIMES AND VENUES OF FUTURE MEETINGS</b></p> <p>To receive and consider the attached report of the Chief Democratic Services Officer.</p> <p><b>(Council Function)</b></p>	107 - 110

Item No	Ward	Item Not Open		Page No
17	Armley; Chapel Allerton; City and Hunslet; Gipton and Harehills; Killingbeck and Seacroft; Middleton Park; Morley North; Morley South; Temple Newsam; Wetherby;	10.4(3)	<p data-bbox="676 181 1257 248"><b>LEEDS CITY CREDIT UNION BRANCH NETWORK</b></p> <p data-bbox="676 293 1406 398">To receive and consider the attached joint report of the Director of City Development and the Chief Customer Services Officer.</p> <p data-bbox="676 443 994 477"><b>(Executive Function)</b></p> <p data-bbox="676 725 1106 759"><b>MAP OF TONIGHT'S VENUE</b></p> <p data-bbox="676 799 1362 869">Stanningley Amateur Rugby Football Club, Coal Hill Drive, Leeds, LS13 1PA</p>	111 - 118



# Agenda Item 7

## WEST (INNER) AREA COMMITTEE

WEDNESDAY, 17TH FEBRUARY, 2010

**PRESENT:** Councillor N Taggart in the Chair

Councillors D Atkinson, T Hanley, J Harper, A Lowe and J McKenna

**Co-Optees:** Hazel Boutle - Armley Community Forum  
Stephen Longley – Bramley and Stanningley Community Forum  
Stephen McBarron – Bramley and Stanningley Community Forum  
Morgan Pugh – Armley Community Forum

### 67 Late Items

In accordance with his powers under Section 100B(4)(b) of the Local Government Act 1972, the Chair admitted to the agenda, as late items of urgent business, the minutes of the Armley Community Forum meeting held on 19<sup>th</sup> January 2010 and the minutes of the Bramley and Stanningley Community Forum meeting held on 28<sup>th</sup> January 2010, neither of which had been available at the time of agenda despatch. It was regarded that these should be dealt with as late items of urgent business at this meeting, as the next meeting of the Area Committee was not until 14<sup>th</sup> April 2010 (Minute No. 71 refers).

### 68 Declaration of Interests

The following declarations of personal interest were made:-

Councillor Taggart – Agenda Item 13(Minute No. 76 refers) – West North West Homes Update Report – in his capacity as a member of the ALMO Inner West Area Panel.

Councillor J McKenna – Agenda Item 13(Minute No. 76 refers) – West North West Homes Update Report – in his capacity as a member of the ALMO Inner West Area Panel.

Mr S McBarron – Agenda Item 13(Minute No. 76 refers) – West North West Homes Update Report – in his capacity as a member of the ALMO Inner West Area Panel.

Mr M Pugh - Agenda Item 13(Minute No. 76 refers) – West North West Homes Update Report – in his capacity as a member of the ALMO Inner West Area Panel.

(NB: See also later Minute No. 72.)

## **69 Open Forum**

The Chair gave notice that, in accordance with the Area Committee Procedure Rules, there was provision on the agenda for an Open Forum session of up to 10 minutes in order to allow members of the public an opportunity to ask questions or to make representations on any matter which fell within the remit of the Area Committee.

Two local residents spoke in favour of the traffic management proposals in respect of Aviary Road and Truro Road, Armley, as contained in the report under Agenda Item 9, Wellbeing Fund Update Report.

The Chair stated that these representations would be taken into account when the Committee came to Item 9 later in the meeting.

(NB: Councillor A Lowe joined the meeting at 17:17 during the consideration of this item.)

## **70 Minutes - 9th December 2009**

**RESOLVED** – That, subject to the addition of Stephen McBarron to the list of people present at the meeting, the minutes of the meeting held on 9<sup>th</sup> December 2009 be confirmed as a correct record.

## **71 Minutes - Community Forum Meetings**

**RESOLVED** – That the minutes of the meetings of the Armley Community Forum held on 19<sup>th</sup> January 2010 and the Bramley and Stanningley Community Forum held on 28<sup>th</sup> January 2010 be received and noted.

## **72 Well-Being Fund 2009/10 - Update Report**

The Director of Environment and Neighbourhoods submitted a report updating Members on the current balances on the Committee's revenue and capital Wellbeing budgets, and setting out details of applications for funding before the Committee today for consideration.

Representatives of the applicants were invited to speak in support of their applications.

The Chair made reference to concerns regarding likely reductions in the Wellbeing monies available to Area Committees in 2010/11 and also to the retrospective proposed 'claw-back' of 10% of the 2009/10 capital allocation to each Area Committee, regardless of whether or not those monies had already been allocated. The Council's budget meeting would be taking place on 24<sup>th</sup> February, and representations and alternative proposals would be made by the Labour Group.

**RESOLVED** –

Draft minutes to be approved at the meeting  
to be held on Wednesday, 14th April, 2010

- a) That the report be received and noted;
- b) That the following decisions be taken in respect of the applications before the Committee today for decision:-

### **Capital**

- i) St. James Mews – gating – £1,668.25 – Approved;
- ii) Fairfield Community Centre – improvements - £850 – Approved;
- iii) CCTV – Broadleas roundabout – £23,130 – Agreed in principle, subject to clarification of the details at the next meeting on 14<sup>th</sup> April;
- iv) Armley traffic management scheme – Aviary Street/Truro Street – £22,000 – Approved;
- v) Bramley improvement scheme – £8,730.60 – Approved, subject to confirmation in writing of the future maintenance arrangements;
- vi) Armley – Designated Public Places Order signs – £1,200 – Approved;
- vii) Bramley shopping centre – security radios for shopkeepers – £3,660 – Approved, subject to the proviso that the radios should be funded for small, local retailers only, not national chains;
- viii) Fuelsavers – Aerial thermal survey overflight – £3,000 – Approved;
- ix) Armley Moor – improvements – £16,730 – Local Members to seek to use Ward Based Initiative funds to fund this scheme, with the full support of the Area Committee;

### **REVENUE**

- i) Town Centre Manager – extension of contract until March 2011 – £20,000 salary costs + £5,000 events budget = £25,000 – Approved;
- ii) ‘I Love West Leeds’ Festival 2010 – £25,000 – Approved;
- iii) Summer Bands in the Parks Concerts – £1,200 – Deferred to next meeting;
- iv) CCTV Broadleas roundabout – £3,568 – Agreed in principle, subject to clarification of the details at the next meeting;

- v) Community Centres – New post of Business Facilities Manager – £75,680.32 – Approved in principle, subject to the outcome of proposed urgent discussions with representatives of the New Wortley CC, further Member consultation and possible officer delegated decisions. The outcome to be reported back to the next meeting;
  - vi) West Yorkshire Police – Off-Road motorcycle scheme – £1,497 – Approved;
  - vii) 4 Families – Development Worker – Fairfields and Wyther estates – £65,000 – Deferred to next meeting;
  - viii) Inner West Holiday Sports Scheme etc – £6,000 – Approved;
  - ix) Small Grants/Community Skips Fund – Agreed in principle, subject to report back to the next meeting.
- (NB: 1) Nigel Conder, Town Centre Manager, declared a personal and prejudicial interest in respect of the item relating to the possible extension of his contract and left the meeting during the consideration of this particular issue.
- 2) Councillor A Lowe declared a personal interest in respect of Agenda Item 13(Min No. 76 refers) – West North West Homes Update Report – in her capacity as a Director of the ALMO).

### **73 Leeds Metropolitan University - Draft Community Engagement Statement**

Sue Holmes, Director of Estates, Leeds Metropolitan University, presented a report regarding a draft Community Engagement Statement produced by the University which sought to establish the broad principles of its social responsibility and community engagement/partnership commitments.

In brief summary, the main points of discussion were:-

- a perceived need to expand the draft statement into a more detailed action plan for interaction with the local community;
- previous problems associated with rowdy behaviour on the part of students to the detriment of local residents, and how the University was attempting to tackle the issue;
- the need to open up more of the University's facilities to the local population;
- the possibility of 'open days' to enable the students to learn more about the local community, and vice versa, and to allow local residents to view the facilities which might be available to them.

**RESOLVED** – That, subject to the above comments and suggestions, the report be received and noted.

(NB: Councillor A Lowe left the meeting at 19:00, during the consideration of this item.)

**74 Area Manager's Update Report**

**RESOLVED** – That the report of the Acting Area Manager be received and noted.

**75 West North West Community Engagement Programme - Update**

**RESOLVED** – That the report of the Acting Area Manager be received and noted.

**76 West North West Homes ALMO - Management Update Report**

The Head of Tenancy Management and Customer Services, West North West Homes ALMO, submitted a report updating the Committee on a wide range of issues. Mick Parker, West North West Homes, attended the meeting and responded to Members' queries and comments. In brief summary, the main issues discussed were:-

- the 2008 decision of the ALMO Board not to bid for the Sheltered Housing Service contract for the area, and the fact that no other bids had been received either. The lack of certainty regarding the future of this service was a cause for concern in the area;  
  
In response, Mick Parker stated that another review was currently being undertaken. In the absence of any other interested parties, it was the intention of West North West Homes to carry on providing this service itself;
- the imminent Audit Commission inspection and the hope that two star status might be achieved;
- the Council's decision to utilise ALMO reserves to off-set expenditure in other spending areas, the effects of this decision on ALMOs and the lack of consultation with local Members;
- whether or not current ALMO areas were too large.

**RESOLVED** – That, subject to the above comments, the report be received and noted.

**77 Health & Environmental Action Service - Update Report**

The Director of Environment and Neighbourhoods submitted a report updating Members on the activities of the Health and Environmental Action Service over Quarter 2 of 2009/10, broken down on a Ward by Ward basis. It was the intention to submit similar regular reports in the future.

**RESOLVED** – That the report be received and noted.

## **78 Neighbourhood Wardens Restructure - Update Report**

The Chief Officers for Regeneration and Health and Environmental Action Services submitted a joint report updating Members on the latest situation regarding the restructuring of the former Neighbourhood Warden Service into a revised service utilising new posts of Community Environment Officers (CEOs) and Community Environment Support Officers (CESOs).

Graham Wilson, Head of Environmental Action and Parking, attended the meeting and responded to Members' queries and comments. In brief summary, the main issues discussed were:-

- the demise of the former Neighbourhood Wardens, brought about principally by the withdrawal by the Government of Neighbourhood Renewal Funding and the subsuming of many of the duties of the former Neighbourhood Wardens by Police Community Support Officers;
- the new revised service would be a reactive one, with CEOs and CESOs responding to issues and 'hot spots' as and when they occurred, rather than patrolling a particular 'patch';
- the proposed deployment of the one CEO currently allocated to cover the Committee's area, and whether one post was sufficient;
- the need for close liaison between the CEO and the Neighbourhood Policing Team, to share intelligence and to ensure the best use of the CEO's time and efforts.

**RESOLVED** –

- a) That the report be received and noted;
- b) That a further report be submitted to a future meeting regarding the proposed deployment of the new Community Environment Officer.

## **79 Children's Services - Safeguarding and Integrated Working**

**RESOLVED** – That the report of the Director of Children's Services be received and noted.

## **80 Children's Services - Developing Local Arrangements for Children's Services Performance Management Reporting**

Draft minutes to be approved at the meeting  
to be held on Wednesday, 14th April, 2010

The Director of Children's Services submitted a report providing an outline of the proposed Children's Services performance management reporting arrangements for Area Committees.

Amanda Jackson, Locality Enabler, Children's Services, attended the meeting and responded to Members' queries and comments. In brief summary, the main areas of discussion were:-

- Amanda Jackson reported that in the first instance, she was liaising with Councillor Alison Lowe, the Committee's Children's champion, regarding the issues highlighted in the report;
- Members expressed dismay at the implications of some of the raw data contained in the report relating to children in the Committee's area, and the need to drill down to get to the causes of the difficulties in order to be able to tackle them. The report should be re-submitted to the next meeting, as an early agenda item, and sufficient time allocated for a discussion;
- In particular, Members expressed concern regarding some of the statistical information in relation to the education service and instructed that Chris Edwards, Chief Executive of Education Leeds, should be invited to attend the next meeting to explore these matters in greater depth.

**RESOLVED –**

- a) That the report be received and noted, and re-submitted to the next meeting for further discussion.
- b) That Chris Edwards, Chief Executive of Education Leeds, also be invited to attend the next meeting on 14<sup>th</sup> April 2010.

(NB: Councillors D Atkinson and T Hanley and Mrs S McBarron left the meeting at 20:00, towards the end of the discussion on this item).

**81 Town Centre Manager Update**

**RESOLVED –** That the report of the Town Centre Manager be received and noted.

**82 Community Safety Partnership - Update Report**

**RESOLVED –** That the report be received and noted.

**83 Leeds/Bradford Corridor - Update Report**

The Leeds/Bradford Corridor Programme Manager submitted a report informing the Committee of work done to date in relation to setting up and

delivering a programme of work designed to improve and enhance the prospects and appearance of the area. This was the first of what was intended to be regular update reports.

Fergus Mitchell, the Leeds/Bradford Corridor Programme Manager, attended the meeting and responded to Members' queries and comments, as follows:-

- West Leeds Gateway – Councillor J Harper had been informed of the Council's intention to wind-up the West Leeds Gateway project. If this was the case, it made it even more imperative that the West Inner Area Committee had Member-level representation on the Leeds/Bradford Corridor Programme Board, and this should not be, as had been suggested, at the expense of Councillor R Lewis stepping down.
- The potential importance of a rail halt, perhaps at Kirkstall Brewery, in terms of enhancing the employment opportunities and prospects of residents in the area.

#### **RESOLVED –**

- a) That, subject to the above comments, the report be received and noted.
- b) That further update reports be submitted periodically.

#### **84 Proposed Expansion of Primary Schools**

The Chief Executive, Education Leeds, submitted a report regarding proposals to expand certain primary schools in West Leeds.

Viv Buckland, Head of Service, Admissions and Transport, Education Leeds, attended the meeting and responded to Members' queries and comments. In brief summary, the main points of discussion were:-

- concerns regarding the possible effect and longer term implications for children in the Rodley area of the proposed expansion of primary school provision in Horsforth.
- the reasons behind the proposals – an increase in the birth rate, plus migration and immigration into Leeds;
- the need for individual consultation with Inner West Members regarding the proposals relating to the proposed relocation of the West Leeds SILC.
- the demand and need in Leeds for an all-girls school, and potential sites for such an establishment – perhaps the former City of Leeds Girls High School site.



**RESOLVED** – That, subject to the above comments and requests for further individual local Member consultation, the report be received and noted.

(NB: Councillor J Harper left the meeting at 20:30, during the consideration of this item, thereby rendering the meeting inquorate.)

**85 Date and Time of Next Meeting**

Wednesday, 14<sup>th</sup> April 2010 at 17:00 hours, venue to be confirmed.

The meeting concluded at 20:35.

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# Agenda Item 8



Environments & Neighbourhoods  
West Leeds Area Management

Armley Community Forum

Date: 16<sup>th</sup> February 2010

**Present:**

Cllr Janet Harper, Cllr Alison Lowe, H Boutle, D Boutle, E Bowes, E & B Rayworth, A Paul, G Atack H Gardiner, H Shields, J Ramell, K & B Draper, M Bruce, JK & JP Newsome, S Vasey, B Holmes V Harratt, H Summan, W Anderson, B Cromack, J Gill, M Pugh, S Clark, Sohail Effendi (WNWAMT)

		ACTION
<b>1.00</b>	<b>Welcome</b>	
1.01	Cllr Harper welcomed everyone to the meeting	
<b>2.00</b>	<b>Apologies</b>	
2.01	K Lemm, D Peck, A willis, S Grimwood, D Newsome, D & m Stead, Mr & Mrs Maynard	
<b>3.00</b>	<b>Minutes of the last meeting</b>	
3.01	The Minutes of the last meeting were agreed as a true record.	
<b>4.00</b>	<b>Matters arising</b>	
4.01	There were no matters arising.	
<b>5.00</b>	<b>Police update</b>	
5.01	Not present	
<b>6.00</b>	<b>Highways</b>	
6.01	<p>A proposed traffic calming scheme relating to Hilltop Road/ Greenhill Road was presented to the forum by Lee Scott.</p> <p>The scheme outlined the proposals to introduce a series of pedestrian refuges, a formal zebra crossings, various lining alterations and a number of vertical traffic calming features. The scheme aims to reduce personal injury accidents and significantly reduce speeds along its entire length.</p> <p>A number of questions relating to traffic issues in the area were raised , some of the questions were answered by Lee Scott, the rest will be addressed by Chris Way at the next meeting.</p>	
6.02	<p>Residents of Armley Grange Avenue are not happy with the blockage of the road. Cllr Lowe informed the meeting that councillors were also unhappy with this and will keep on asking for the road to be opened for left turning traffic</p> <p>A representative of planning will be asked to come to a future meeting to address the issue.</p>	<b>Cllr Harper</b>
<b>7.0</b>	<b>Armley Leisure Centre</b>	
7.01	<p>Simon Clark Leisure Centre manager attended the meeting and provided following feedback</p> <ul style="list-style-type: none"> <li>a) Multi use Games area is complete</li> <li>b) From 8<sup>th</sup> March onwards there will be an information desk at the Armley One Stop Centre , the information desk will be available on Monday, Wednesday and Friday's during the opening hours of the centre.</li> <li>c) Some of the old staff will be coming back, some new staff will be recruited to meet the needs of bigger staffing levels.</li> <li>d) Proposed opening dates is 18<sup>th</sup> May 2010.</li> </ul>	

	e) SC stated that he is still looking for ideas for a chief guest to open the centre, and welcomed all suggestions	
<b>8.0</b>	<b>A.O.B</b>	
8.01	A number of issues relating to street scene services were raised a) Litter pickers picking the litter in the council estate but missing the private estate b) bin collection in the area is also hit & miss c) bins are being left all over by residents . d) litter and bin issues at Nunnington Avenue and back Aviary Road. e) a complaint was also made regarding the worsening behaviour of the bin collector following a complaint.	
8.02	It was decided to invite a representative of the Street Scene Services to address the issues raised.	<b>AM</b>
<b>8.0</b>	<b>Date &amp; Time of next meeting</b>	
8.01	<b>Tuesday 16<sup>th</sup> March 2010, Armley OSC from 7:00.p.m.</b>	

**Armley Community Forum**

**Date: 16<sup>th</sup> March 2010**

**Present:**

Cllr Janet Harper, Cllr Alison Lowe, H Boutle, D Boutle, E Bowes, E & B Rayworth, A Paul, G Atack J Ramell, D & M Stead, M Southwell, G & M Litherland, J Grainger, E Thomas, G Eastwood, W Eastwood, D & D Armitage, B Holmes, H Gardinar, D Smith, P Kompster, B & M Guthrie, E Meadowcroft, J Ford, E Egan, A Willis, M & E Bruce, JK & JP Newsome, J Gill, W Anderson, J Kerry, Sohail Effendi (WNWAMT)

		<b>ACTION</b>
<b>1.00</b>	<b>Welcome</b>	
1.01	Cllr Harper welcomed everyone to the meeting	
<b>2.00</b>	<b>Apologies</b>	
2.01	K Lemm, D Peck, D Newsome, Mr & Mrs Maynard, D Newsome, B Clegg, B & K Draper.	
<b>3.00</b>	<b>Minutes of the last meeting</b>	
3.01	The Minutes of the last meeting were agreed as a true record.	
<b>4.00</b>	<b>Matters arising</b>	
4.1	None	
<b>5.0</b>	<b>Police update</b>	
5.1	<p>Representing Mark Bownass, Inspector Andrew Norgate introduced himself and invited questions from the audience.</p> <ul style="list-style-type: none"> <li>a) A number of complaints were made regarding the increase in the burglaries in the area.</li> <li>b) Christchurch and Christchurch school have suffered the theft of lead roof tiles.</li> <li>c) People are being threatened with repercussions for reporting the incidents.</li> <li>d) AN replied that incidents have to be reported in order for police to take any action.</li> <li>e) Telephone numbers for police listed at the back of the agenda to be checked for accuracy.</li> <li>f) <b>Next Neighbourhood Watch Meeting PACT is to be held on 29<sup>th</sup> March 2010 @ Armley One Stop Centre.</b></li> </ul>	<b>All SE</b>
<b>6.0</b>	<b>Community Centres Pricing &amp; Letting Policy</b>	
6.1	<p>Sohail Effendi from Area Management presented this item</p> <ul style="list-style-type: none"> <li>a) Papers detailing the new proposed pricing and lettings policy were circulated and comments and feedback was invited.</li> <li>b) No comments or feedback was received</li> </ul>	
<b>7.0</b>	<b>Townscape Heritage Initiative ( Shop Front Consultation)</b>	
7.1	<ul style="list-style-type: none"> <li>a) No one was present for this item</li> <li>b) Cllr Harper will contact Wyn Jones to ascertain the reason for non attendance.</li> </ul>	<b>Cllr Harper</b>
<b>8.0</b>	<b>Street Scene Services</b>	
8.1	Glenn Maud introduced himself and informed the meeting that he is responsible for Refuse collection, Street cleansing, Gully maintenance, Litter bin servicing and maintenance, Litter picking and flytipping removal, Graffiti removal, Needles and sharps removal and collection, Medi waste collection, Public toilets and 11 Household	

	<p>Waste Sort Sites across the city.</p> <p>GM then talked about the turbulent year due to Industrial action culminating with a three month strike and contractors collecting refuse. An agreement to return to work was reached and then extreme weather conditions (snow and ice) hit the service.</p> <p>Gm then explained what is to come over the next year.</p> <ul style="list-style-type: none"> <li>• Route rationalisation</li> <li>• Change in working practices (refuse)</li> <li>• Change in working practices (streets)</li> <li>• Waste management review.</li> </ul> <p>A question and answer pursued</p> <p>a) Cllr Harper asked for a walk about of the Town Street with the representative of street scene services. <b>GM</b></p> <p>b) Residents of Aviary's and Nunington complained about the non collection of bins – on 17/03/2010 GM sent an e-mail to area staff asking them to address these complaint. <b>GM</b></p> <p>c) Resident from Eyres Terrace also complained for non collection of her rubbish bag – on 17/03/2010 GM sent an e-mail to his staff instructing them to collect the bag and also monitor the future collections. <b>GM</b></p> <p>d) Needles at the back of the old clinic on Theaker Lane was reported - GM reported this to the Environmental Action Team by e-mail. <b>GM</b></p> <p>e) Residents at The Towers complained of not having green bins. <b>GM</b></p> <p>f) Issues of litter and overflowing skip was reported <b>GM</b></p> <p>g) One resident stated that she moved to the area three years ago and that she is very happy with the services provided by the Street Scene Services. <b>GM</b></p> <p>h) Responding to the dog fouling issue at the Town Street, the members were informed that dog owners can be prosecuted and fined, but name and address of the offender is needed for prosecution. <b>GM</b></p> <p>i) Litter issues near Kentucky Fried Chicken and litter issues at private land at Hall Road will be reported to Environmental Action Team <b>GM</b></p> <p>j) Graffiti issues at Strawberry Lane Gas substation and Low Lane Electric substation were raised, which will be reported to Environmental Action Team. <b>GM</b></p>	
	<b>A.O.B</b>	
	<p>a) Chris Way from Highways provided the feedback on a number of schemes in the area and took details of a number of traffic enforcement issues raised at the meeting. Issues raised will be addressed and feedback will be provided at the next meeting.</p> <p>b) Cllr Harper informed that the proposed HOV lane will not be going ahead due to funding restraints.</p>	<b>CW</b>
	<b>Date &amp; Time of next meeting</b>	
	<b>Tuesday 20<sup>th</sup> April 2010, Armley OSC from 7:00.p.m.</b>	



Originator:	Amanda Jackson
Tel:	2243952

## Report of the Director of Children's Services

To: Inner West Area Committee

Date: 14<sup>th</sup> April 2010

Subject: Children Services – Area Committee Performance Report

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

### Executive Summary

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.

### **Background Papers**

None



## Area Performance Reporting - Area Committee Cycle January / February 2009-10

### 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	0 - Out.	0 - Out.	1 - Out.	3 - Out.	N/A
2 - Gd.	3 - Gd.	1 - Gd.	2 - Gd.	1 - Gd.	4 - Gd.	Ofsted reports.	0 - Gd.	0 - Gd.	0 - Gd.	13 - Gd.	
2 - Sat.	1 - Sat.	2 - Sat.	1 - Sat.	1 - Sat.	2 - Sat.	Ofsted reports.	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.	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	0 - Out.	0 - Out.	0 - Out.	2 - Out.	N/A
1 - Gd.	3 - Gd.	1 - Gd.	2 - Gd.	1 - Gd.	4 - Gd.	Ofsted reports.	0 - Gd.	0 - Gd.	1 - Gd.	13 - Gd.	
1 - Sat.	2 - Sat.	2 - Sat.	2 - Sat.	2 - Sat.	2 - Sat.	Ofsted reports.	4 - Sat.	1 - Sat.	4 - Sat.	20 - Sat.	
1 - Inad.	0 - Inad.	0 - Inad.	0 - Inad.	0 - Inad.	0 - Inad.	1 - Inad.	1 - Inad.	0 - Inad.	0 - Inad.	2 - Inad.	

## Area Performance Reporting - Area Committee Cycle January / February 2009-10

### 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 Breeze-card 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	
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	

## Area Performance Reporting - Area Committee Cycle January / February 2009-10

<p><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.</p>											
<p><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.</p> <p>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.</p>											
<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>											
<p><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:</p> <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> <p>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:</p> <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>											
<p><b>Comments</b> The figures provided at Annex 1 are for December 2009.</p>											

## Area Performance Reporting - Area Committee Cycle January / February 2009-10

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.											

## Area Performance Reporting - Area Committee Cycle January / February 2009-10

### 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
										48.1 per 1,000 females aged 15-17) (677)	42.7 per 1,000 females aged 15-17)

### SEE ANNEX 2

#### Info about PI

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.

#### Comments

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

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.

Recent achievements include:

- The Contraception and Sexual Health (CaSH) service from Sept 09 will be offering an after school contraception outreach clinic in the six priority wards.
- From Sept 09 on-site contraception clinics will be running in the three main FE providers in the city.
- 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.
- The 'Be Smart: Use a Condom' Publicity Campaign was highly commended at the 'Making a Difference in Yorkshire and Humber Awards'

## Area Performance Reporting - Area Committee Cycle January / February 2009-10

### 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>											
										54.6% (4732 - referrals that have gone onto initial assessment / 8667 - total no. of referrals)	60%

#### Info about PI

This indicator helps to determine the appropriateness of referrals to Children & 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.

#### Comments

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 screen referrals 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.

Breeze card holders (Dec 09) 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>	

<b>Total CYP Aged 0-19 by area</b>									
23,187	19,787	16,428	13,692	17,994	19,468	12,151	16,193	18,523	20,554
<b>Total CYP Aged 0-19 by area</b>									
58.6%	72.5%	69.2%	51.8%	42.1%	60.4%	72.3%	63.4%	62.0%	56.3%

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## 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	Guiselley & 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

		NEET		Not Known		Number of young people
Ward Wedge	Ward	Count		Count		
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

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>		

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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.

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Originator: Shazad Kibria

Tel: 395 2828

## Report of the Director of Environment and Neighbourhoods

### West (Inner) Area Committee

Date: 14<sup>th</sup> April 2010

### Subject: Inner West Area Committee Well-Being Fund Update

#### Electoral Wards Affected:

Armley  
Bramley & Stanningley

Ward Members consulted  
(referred to in report)

#### Specific Implications For:

Equality and Diversity	<input checked="" type="checkbox"/>
Community Cohesion	<input checked="" type="checkbox"/>
Narrowing the Gap	<input checked="" type="checkbox"/>

Council  
Function

Delegated Executive  
Function available  
for Call In

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

## Executive Summary

This report provides details of the amount of well-being capital and revenue funding available for the financial year 2010-2011, and an update on commitments already made. Members are asked to note this information, comment on any new applications and consider them for approval.

### 1.0 Purpose of This Report

1.1 This report seeks to update Members on the current amount of capital and revenue funding committed and available via the Area Committee Well-Being Budget for wards in the Inner West area. It seeks approval for new and continuing projects commissioned by the Area Management Team.

### 2.0 Well-Being Budget 2009/10

2.1 The Well-Being budget available for projects in 2010/11 has been calculated as follows:

Revenue Allocation 10/11	£153,000
Revenue carry forward from 09/10	£1,170.22
<b>Total Revenue</b>	<b>£154, 170.22</b>

Capital carry forward from 09/10 £24,891.15  
**Total Capital £24,891.15**

2.2 The revenue projects already agreed for 2010/11 are detailed at Appendix 1. A total of **£133,177.32** has been approved to date, this leaves a remaining balance of **£20,992.90**.

2.3 The Capital projects already agreed for 2009/10 are detailed in Appendix 2. This leaves a remaining balance of **£24,891.15**

### 3.0 New applications for Well-Being Funding

#### 3.1 Capital

There is a budget of **£24,891.15** for 2010/11 remaining.

3.2 A scheme to install CCTV on the Broadleas, costing **£22030 – £23130** was agreed in principle at the February Area Committee, it was agreed that Derek Whitehouse would attend the April Area Committee to discuss the project in more detail and for Members to consider final approval.

Project Title	2009-10	2010-11	2011-12	Appendix
CCTV Broadleas - Installation		£22030 - £23,130		3
<b>TOTAL</b>	<b>£22030 - £23,130</b>			

#### 3.3 Revenue

The following revenue applications have been received for this Area Committee for 2010/2011. Detailed information regarding these applications is attached at Appendix 3, 4 and 5.

Project Title	2009-10	2010-11	2011-12	Appendix
CCTV Broadleas - Maintenance		£3490- £3,568		3
4 Families Project		£65,000		4
Refugee Week Exhibition *		£2,571.23		5
<b>TOTAL</b>	<b>£71061.23-£71,139.23</b>			

\* Exhibition will take place 14<sup>th</sup> – 20<sup>th</sup> June, therefore need a decision at April Area Committee.

***Please note the small grant and skips request under paragraph 4.5.***



#### 4.0 Small Grants and Skips

4.1 The following small grants have been approved since the February 2010 Area Committee:

Small Grants	
Organisation	Amount
Armley Mosque Women's Group	£500
Total	£500

4.2 There is a balance of **£863.68** remaining for small grants 2009/10.

4.3 There are three small grant applications being considered by Members (see Appendix 6, 7 and 8). However, given the remaining small grant balance of **£863.68**, if approved this would generate an overspend of **£486.32**. If a small grants budget is allocated as in previous years these three applications could be funded out the 2010/11 allocation. Members are asked to consider whether the Area Committee could allocate a small grants budget, perhaps of **£5,000** given the remaining revenue budget, and whether to fund the three small grants as set out in Appendix 7, 8 & 9).

4.4 After the last Area Committee there was a balance remaining of **£890.00** in the skips budget 2009/10. Since the February Area Committee meeting the Community Safety Co-ordinator for West requested a skip for a clean-up at Lincroft Ginnel/Landseer Drive at the cost of **£110.00**, therefore leaving a balance of **£780.00** for skips. Members are asked to consider whether the Area Committee could allocate a skips budget, perhaps of **£1,000** given the remaining revenue budget.

4.5 The Committee in previous years has allocated a budget towards small grants and skips as follows.

Revenue Projects	Budget 2009/10	Proposed allocation 2010/11
Small Grants	£10,000	£5,000
Skips	£ 2,500	£1,000
<b>Total</b>	<b>£12,500</b>	<b>£6,000</b>

There is a remaining balance of **£20,992.90** in Revenue, if Area Committee agreed to allocate **£6,000** for small grants and skips, this would leave a balance of **£14,992.9**.

## **5.0 Update on Previous Well-being Funded Applications**

- 5.1 New Wortley Community Centre – At the December 2009 Area Committee, Members agreed to pay up to **£2,000** for four months (Dec, Jan, Feb, March) to keep the Community Centre running until March 2010, so far we have paid **£2,552.84**, this was to cover shortfalls incurred in December and January, **£1,060.34** is to be paid for February to cover a shortfall (awaiting invoice). This means in total we will have committed **£3,613.18** out of a possible **£8,000** with one months payment remaining for March (yet to be calculated – awaiting reports from New Wortley Community Centre).
- 5.2 An application was submitted for Summer Bands (Project Summary see appendix 9) to the February Area Committee. This was deferred to the April Area Committee and as a result Summer Bands have now withdrawn their application because unfortunately April will be too late for a decision to be made as the brochure containing all the Summer Bands in Leeds Parks 2010 concerts have been designed and printed in April. A decision taken by Area Committee in April would give no time to book the bands. They aim to book the bands in December, or at the very latest January and therefore it is suggested that an application could be considered earlier next year for 2011/12.
- 5.3 Community Centres Consortium Update – Since the February Area Committee meeting, Area Management Team have met with BARCA Leeds, there has been a Community Centre Consortium meeting and subsequent to this the Area Management Team and BARCA Leeds have met with representatives from each of the Community Centres (New Wortley, Fairfields, Wythers) to discuss the BARCA bid and confirm the allocations that were put in the original application. In view of this the Area Management Team have therefore made necessary revisions to the running costs and financial assumptions on which the bid was initially based.
- 5.4 Each centre had originally included **£7,200** for caretaking and cleaning salaries, this gave a total of **£21,600**. Each centre, now feels there is greater need for an administration worker than a caretaker, therefore it is proposed that after taking out cleaning salaries for each of the centres, the remaining portion of the £21,600 (originally kept for caretaker's salary) be used to fund a administration worker to cover all three centres with an even split of hours for each, this person would be employed by BARCA – Leeds. Each Centre felt volunteers would be able to carry out the role of a caretaker.
- 5.5 The total amount approved by Area Committee is **£75,680.32**, of this **£41,500** has been set aside for the Business Facilities Manager (this includes the salary and on-costs), this leaves us with **£34,180.32**, if we take out the cleaning and admin salary of **£21,600**. This leaves us with **£12,580.32** to provide additional revenue support to the centres.
- 5.6 Based on the meetings subsequent to the February Area Committee there have been some re-calculations to the original costings and gaps in funding for the three community centres, which will mean that the Well Being Funds will not cover all the gaps in funding, and that this will need to be a role for the Facilities Manager to work on.

- 5.7 BARCA will propose to the consortium group how best to allocate this amount across the three centres shortly. They are also in the process of writing the terms of reference for the consortium group and a protocol for governance structures in relation to administering the funds.

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

- 6.1 Well-Being projects support the actions contained in the Inner West Area Delivery Plan. Ward Members have been consulted on the Inner West Area Delivery Plan for 2008-11 and on the projects commissioned to deliver improvements to the area. The Area Delivery Plan contributes to the priorities of the Departmental, Council and Corporate Plans by aiming to create better neighbourhoods and confident communities.

## **7.0 Legal and Resource Implications.**

- 7.1 The financial resource implications of well-being projects will be processed through the Area Management's well-being budget. Staff resources will be provided by Area Management and partner agencies.

## **8.0 Conclusions**

- 8.1 The well-being fund provides financial support for key projects in the Inner West Area.

## **9.0 Recommendations**

- 9.1 The Area Committee is asked to:
- a) note the financial status of the Well-Being Budget, capital and revenue.
  - b) comment upon and approve where appropriate requests for funding for revenue, capital allocations, small grants and skips.
  - c) consider allocating a budget for small grants and skips for 2010/11.

## **Background Papers**

None

### Breakdown of Revenue Spend

Table 1: Revenue spend by theme 2010/11

Project Name	Project Details	Amount Approved (£)	Delivery Organisation
<b>Community Safety</b>			
Police Off Road Motorcycle Scheme	Leasing of 2 off road motorbikes	£1,497	West Yorkshire Police
	<b>TOTAL COMMUNITY SAFETY</b>	<b>£1,497</b>	
<b>Community Development</b>			
West Leeds Sports Development Programme	A series of events to encourage active participation in sport	£6,000	Leeds City Councils Community Sports Officer
Town Centre Manager	To support traders and businesses in Pudsey and Armley Town Centre	£25,000	Leeds Ahead
I Love West Leeds	Delivery of the I Love West Leeds Festival	£25,000	Interplay
Community Centres	New post of Business Facilities Manager and supporting three Community Centres in Inner West Priority Neighbourhoods	£75,680.32	BARCA - Leeds
	<b>TOTAL PARTNERSHIP WORKING</b>	<b>£131,680.32</b>	
<b>TOTAL APPROVED:</b>		<b>£133,177.32</b>	

**Breakdown of Capital Spend**

Table 1: Capital spend by theme 2009/10:

Project Name	Project Details	Amount Approved (£)	Delivery Organisation
<b>Thriving Places</b>			
Operation Argus Thermal Image Camera	Thermal image camera to detect cannabis farms	£2,250	West Yorkshire Police
Fairfields Community Centre	Improvements to Fairfields Community Centre	£850.00	Fairfields Community Partnerships
Fuelsavers	Aerial Thermal Photography of the City to identify domestic properties in the Leeds administrative area that are losing excessive heat through their roofs.	£3,000	HEAS – Fuelsavers
Armley – DPPO Signs	Give all local businesses a poster about the DPPO area and how to contact the police if there are issues of street drinking, and DPPO posters to Pubs and off licences	£1,200	WNW AMT
<b>Total Thriving Places</b>		<b>£7,300</b>	
<b>Community Safety</b>			
Capture House	Establishment of a capture house	£4,000	West Yorkshire Police
Alleygating Project	Alleygating of Astons footpath and Wyther Park Hill footpath	£4,382	Safer Leeds
Bramley Shopping Centre	Shopping Centre to provide Security Radios to smaller businesses running in the Centre.	£3,660	
St. James Mews	Install rails and a pedestrian gate on the St James Mew estate in Armley	£1,668.25	Community Safety
<b>Total Community Safety</b>		<b>£13,710.25</b>	
<b>Enterprise and Economy</b>			
Alert Boxes	30 alert boxes installed in businesses in the centre of Armley	£10,000	Leeds Ahead
Alert Boxes		£6,000	Town Centre Manager
<b>Total Enterprise and Economy</b>		<b>£16,000</b>	
<b>Environment</b>			
Haleys Field Allotments – toilet and fencing	The installation of a disabled toilet and new fencing	£15,000	Parks & Countryside
Armley Traffic Scheme	Closure of through road	£22,000	Traffic Management
Bramley Improvement Scheme	Cultivate land creating lawned areas and mixed shrubs/herbaceous planting.	£8,730.60	Parks & Countryside

	<b>Total Environment</b>	<b>£45,730.60</b>	
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<b>Young People</b>			
Youth Mobile	To pay for the purchase of a Youth Mobile for West Leeds	£15,000	Youth Service
	<b>Total Young People</b>	<b>£15,000</b>	

	<b>TOTAL APPROVED:</b>	<b>£97,740.85</b>	

**Area Committee Well-being Fund – Project Summary**  
**Inner West Area Committee**

**Project Name:** CCTV – Broadleas Roundabout

**Lead Organisation:** Environments & Neighbourhoods, Community Safety

*Project Delivery - How will the project be delivered? (list any partners involved in the project):*

**Project Summary (include a brief description of the main activities, why the project is needed and links to key priorities):**

Problems of crime and anti-social behaviour have become more prevalent on the Broadlea Area of Bramley & Stanningley ward. In other areas across the City, the installation of CCTV with regards to a crime strategy has reduced such incidences. This has been discussed with partners at the Inner West Crime and Grime Tasking meeting, where support was given for CCTV to address the hotspot area in the Broadleas. The Sandfords Tenants and Residents Group have raised the need for CCTV in this area for sometime.

The preferred site for one single CCTV camera within the estate has been chosen at Broadlea Hill near to the Off Licence (copy of map attached). This preferred site has been identified via discussions with the police and local residents on the estate; the location determined provides coverage of the Off Licence frontage, the Community Youth Club entrance and frontage, both bus shelters and the telephone box.  
 Costs of the project:

**Outcomes (summarise the main outcome/output/benefit the project will achieve):**

- Reduce instances of anti-social behaviour and criminal damage within the Broadleas.
- Enhanced community safety (and perception of safety);
- Promote business confidence.

**Project Cost. Please indicate**

**How much the project will cost? (List all partners and their contributions)**

- Capital Funding for the installation of a one camera system is £22,030 (without a contingency budget). Allowing for a contingency budget of 5% of that total £1100 this is a capital outlay of £23130.
- Revenue Funding: BT £1490 (per year) if a 5 year contract is signed if not the cost is £1568 (per year).
- There is then the additional revenue cost of £1000 maintenance and £1000 monitoring.

**Identify which geographic areas will benefit:**

Bramley & Stanningley

**How much Well Being Funding is sought and breakdown between capital and revenue)**

Capital	22030	23130	
Revenue 1	1490	1568	BT annual cost
Revenue 2	2000	2000	annual maintenance & monitoring
Total Cost	<b><u>£25520</u></b>	<b><u>£26698</u></b>	

**Who will be in receipt of the financial order. (name of the organisation and contact details)**

Derek Whitehouse - 3950806

**Approved**  
Date

**Not Approved**  
Date



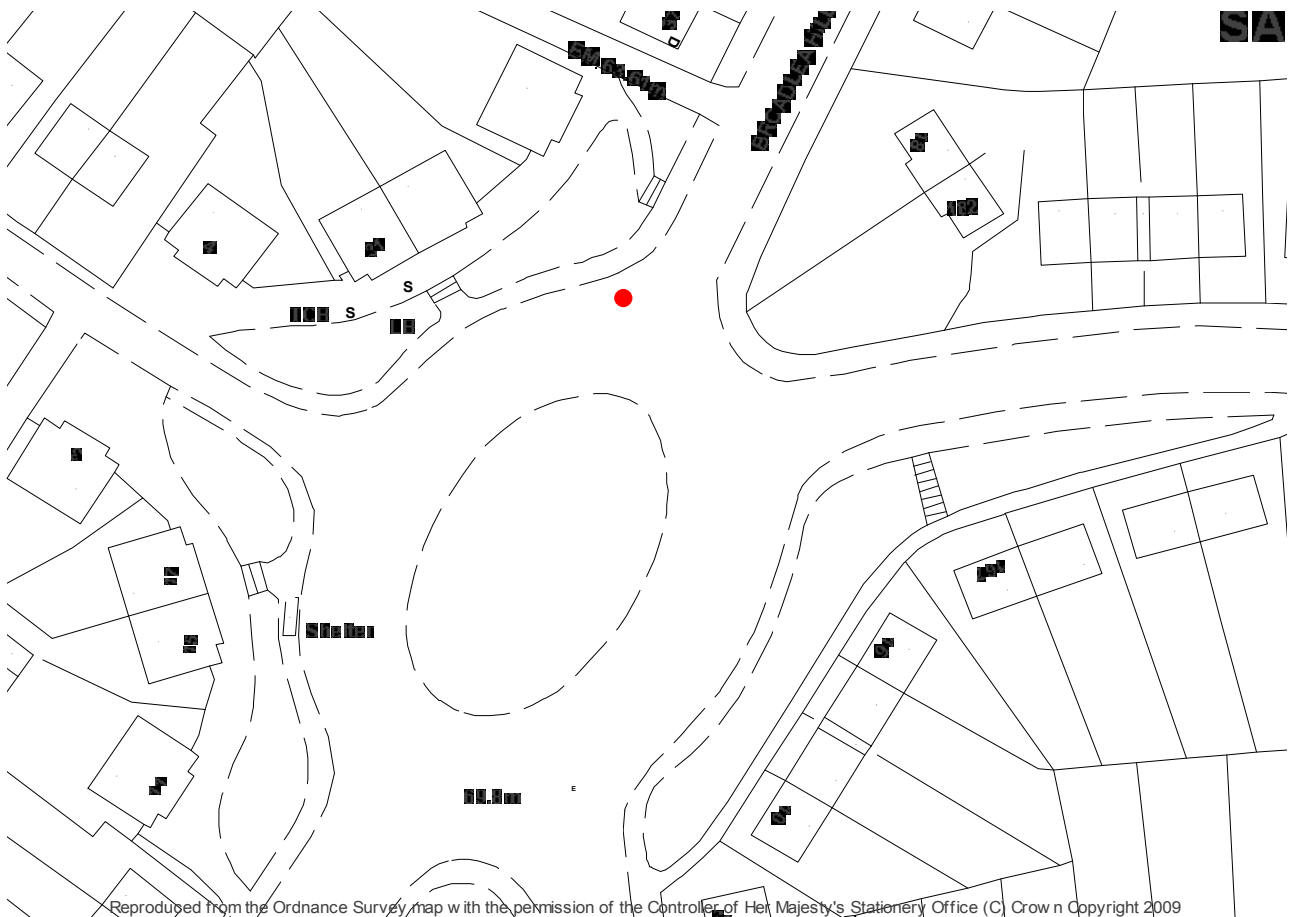


**LEEDS**  
CITY COUNCIL

Leeds Community Safety

**Location.**

**Ref:**



**Description: - Leeds City Council Community Safety proposed CCTV Camera.**  
**Grid Ref:425233:435790**  
**Drawing: Issue 1**  
**Derek Whitehouse: Tel: 0113 39 50806 Date. 4<sup>th</sup> November 2009**

**Area Committee Well-being Fund – Project Summary**  
**Inner West Area Committee**

**Project Name:** 4 Families

**Lead Organisation:** 4 Families

*Project Delivery - How will the project be delivered? (list any partners involved in the project):*

- May 2010 Develop Action Plan for the year, meet with partners in the area including housing, community groups, Children's Services, health and community groups
- May 2010 – Run regular surgeries for advice relating to training and Employment – ongoing
- June 2010 develop new publicity for the area and distribute across Fairfields and Wyther estates
- June 2010 –March 2011– Respond to referrals from various agencies – Ongoing
- Ongoing continuous review and updates to Area Committee and Members
- March 2011 Evaluation of the project including outputs, final report

This funding is to fund a worker to cover the Fairfields and Wythers area, to compliment and expand the work being undertaken in New Wortley.

The 4 Families project entails the development of a case management approach to supporting workless families and individuals who have the most difficulty entering the labour force.

**Project Summary (include a brief description of the main activities, why the project is needed and links to key priorities):**

This funding is to fund 1.5 workers to cover the Fairfields and Wythers area, to compliment and expand the work being undertaken in New Wortley. The project has had one staff member working in the target area but an extension of another half time post would help to be able to do some targeted work and hope to make an impact in this challenging area.

The staff would be based with in the community at Fairfield's Community Centre and Wyther House currently used by BARCA, links have already been developed with local schools, extended services, children's centre, outreach workers, West North West Homes. The workers can build on the links already made and multi agency working will be important.

The 4 Families project entails the development of a case management approach to supporting workless families and individuals who have the most difficulty entering the labour force.

The project, which has been developed as a pilot has been running since April 2009, and aims to address two issues in respect of worklessness in the target areas. It tests out a new approach to worklessness via the creation of family mentors who work with families and individuals facing multiple and complex barriers to work; secondly it seeks to improve the co-ordination and accessibility of services within localities. It works collaboratively with agencies to improve service delivery and promote creative ways of tackling the problems experienced by this client group.

4 Families works with individuals who are seeking to engage (or re-engage) with the labour market. The mentors will work with any aspect of the family's life which represents a barrier to this whether this is connected to children, debt, housing issues or issues such as lack of skills or confidence. Clients engage with the 4F mentors on a voluntary basis (as distinct from mandatory programmes such as New Deal) although tries to engage those who are reluctant to do so whether as a result of self confidence or an attitude that they wish to and are entitled to remain on welfare benefits. It will also gather evidence on why people don't engage with mainstream services or have fallen through the net.

The mentor acts as a single point of contact for the client initially and uses a three stage approach: analysis of the issues (a tool called the "Rickter Scale" has been used here which is a powerful way of allowing individuals to define for themselves what prevents them getting a job, all mentors have undergone training in the use of this tool); agreeing an action plan or routeway and then sequencing support and acting as an advocate.

**Outcomes (summarise the main outcome/output/benefit the project will achieve):**

Number of families supported (20) per Family Mentor	80
Number of people into employment	15
Number of people completing back to work development plans	240
Number of people assisted to access complementary support	120
Number of people assisted in their skills development	80

The project is hoping to become closely involved with the 2010 Year of the volunteer programme of activity in recognition of this.

Success for individuals is measured also on distance travelled and also job outcomes.

The main achievements of the project constitute the measurable activity which the project delivers in support of the overall objective of reducing worklessness in the NI 153 areas.

The nature of the project is such however, that as part of helping people on the journey back to work, all aspects of economic exclusion and personal barriers such as school exclusion, debt, young family members who are NEET (not in employment, education or training) will be reduced in these neighbourhoods.

This will be measurable in two ways – as the cost benefit model as part of the project evaluation (referred to above) is completed it will show the extent to which actual case interventions have resulted in reductions (and savings) across a range of issues; secondly through using the Rickter Scale the individual's own expression of distance travelled and improving sense of well-being can be captured and data will be available to show the numbers of clients whose "scores" improve.

Given the client group our customers need time and intensive support, before they will be ready for work and these impacts become apparent. It is important that the project is able to continue to time is needed to test this model and fully understand its potential.

**Project Cost. Please indicate**

**How much the project will cost? (List all partners and their contributions)**

Staffing 1 full time post, 1 Part time post £45,000  
Project Activities, office space, booking venues £20,000

Leeds City Council – LPSA Funding – Amount Requested £250,000 – Decision Expected April 2010

**Identify which geographic areas will benefit:**

Armley and Bramley

**How much Well Being Funding is sought and breakdown between capital and revenue)**

£65,000 Revenue

**Who will be in receipt of the financial order. (name of the organisation and contact details)**

Diana Smith – Leeds City Council - Environment and Neighbourhoods

**Approved**  
Date

**Not Approved**  
Date

**Area Committee Well-being Fund – Project Summary**  
**Inner West Area Committee**

**Project Name:** Refugee Week Exhibition

**Lead Organisation:** Integrate

*Project Delivery - How will the project be delivered? (list any partners involved in the project):*

Integrate will lead the project.

They plan to work with a school on this project (they are in touch with Artforms regarding this.)

They (Integrate artist and pairs/fours of school children) will interview a member of each of the partner organisations about their work. The school children will paint a picture to depict the work. The paintings will be exhibited in a city centre location. The exhibition will be publicised by all involved; Integrate taking the lead on this; schools will be invited to visit.

Confirmed partners:

Pafras  
 Retas  
 Refugee Council  
 Meeting Point  
 Chiva  
 Manuel Bravo  
 Leeds Refugee and Asylum Service  
 Refugee Integration and asylum service  
 Solace  
 I love West Leeds

**Project Summary (include a brief description of the main activities, why the project is needed and links to key priorities):**

Main activities:

Interviewing organisations about their work  
 Producing paintings and one page of information to depict work of each organisation (about 12 paintings and information in total).  
 Exhibition in city centre location. (They have contacted City Museum; Refugee Council have links with the Royal Armouries.)

Why the project is needed:

The project will offer the school taking part a huge learning opportunity about refugee and asylum issues; as well as the chance to produce a city centre exhibition.

The exhibition will inform the public about the many hurdles a refugee/asylum seeker faces.

The exhibition will show how the different services of the individual organisations complement each other in a wider context.

They have many ideas for making this project bigger and reaching even more people, but aim to keep it relatively small this year.

**Outcomes (summarise the main outcome/output/benefit the project will achieve):**

Provide creative, informative, productive learning for a school about refugee/asylum seeker issues.

Depict for the public, the numerous hurdles an asylum seeker/refugee faces in settling into a new country.

Show, for the public and organisations, how the various different services offered fit into a broader context.

**Project Cost. Please indicate**

**How much the project will cost? (List all partners and their contributions)**

Below is an approximate budget.

Some partners have offered meeting space, all have offered publicity; none have offered financial contribution.

	Number of units	Cost per unit	Total Cost
Artist/Facilitator (per day)	15	£70.00	£1,050.00
Canvases	15	£12.00	£180.00
Paint	10	£5.00	£50.00
Paint brushes	10	£3.00	£30.00
Hanging string	1	£4.00	£4.00
Stationary	1	£100.00	£100.00
Flyers	500	£0.05	£25.00
Refreshments	50	£2.00	£100.00
Transport costs for project coordinator	10	£4.00	£40.00
Exhibition space	1	£150.00	£150.00
Expenses for artist	15	£4.00	£60.00
Hours for Project Coordinator	45	£9.93	£446.85

Management fee (15% of total cost) £335.38

Total £2,571.23

**Identify which geographic areas will benefit:**

Leeds wide (partner organisations work and are based across Leeds).

(Specific areas included: city centre, Bramley and Stanningly, Armley)

**How much Well Being Funding is sought and breakdown between capital and revenue)**

£2,571.23

**Who will be in receipt of the financial order. (name of the organisation and contact details)**

Integrate

**Approved**  
Date

**Not Approved**  
Date

**INNER WEST AREA COMMITTEE**

## 1.1 WELL BEING FUND – SMALL GRANT APPLICATION

1.1.1 Date:

**03/03/10**

Reference number:

**IW/09/14/S**

Organisation:

**FRIENDS OF BRAMLEY CARNIVAL**

Name of Project:

**BRAMLEY CARNIVAL**

Funding Requested:

**£500**

Summary of Project:

**A grant to help fund a one day community event due to be held on Sunday 18<sup>th</sup> July 2010 within the remit of Bramley Park and Town Street Bramley.**

**The aim of the carnival is to create peace and harmony, bring people together, bring out the talents of the people and to encourage social inclusion. Agencies involved will include West Leeds Schools Partnership, Bramley Family of Schools, Bramley Elderly Action, West Leeds Youth Service and Connexion.**

**The grant will help pay for security, radio systems hire and rubbish skip hire.**

Area Committee Priority Met:

**Culture, Harmonious Communities**

Total costs:

**£6600**

Other grants applied for:

**£900 – Community Foundation  
Approx £2000 – stall rents  
£1500 – sponsorship  
£1750 – Awards For All**

Area Manager Approval:

**Alison Pickering**

Date:

**03/03/10**



**INNER WEST AREA COMMITTEE****1.2 WELL BEING FUND – SMALL GRANT APPLICATION**

1.2.1 Date:	<b>03/03/10</b>
Reference number:	<b>IW/09/15/S</b>
Organisation:	<b>RAYNVILLE PRIMARY SCHOOL</b>
Name of Project:	<b>RAYNVILLE MOSAIC ARTS PROJECT</b>
Funding Requested:	<b>£500</b>

## Summary of Project:

**A project to engage children and parents from the school and wider community in a collaborative work of art. The aim is to produce an alphabet mosaic outside the Key Stage 1 area led by Seagulls Re-use Ltd who will deliver six workshops.**

**The school serves families from top and bottom Wythers and feels this project will help build bridges between the two geographical areas. The project is intended to show parents and carers how they can help support their children's learning through play and creative work, and to build relationships between the school and parents.**

**The grant will help fund materials for creating the mosaic.**

Area Committee Priority Met:	<b>Learning</b>
Total costs:	<b>£2061.90</b>
Other grants applied for:	<b>£500 – Raynville Primary School £500 – WNW Homes</b>
Area Manager Approval:	<b>Alison Pickering</b>
Date:	<b>03/03/10</b>

**INNER WEST AREA COMMITTEE**

## 1.3 WELL BEING FUND – SMALL GRANT APPLICATION

1.3.1 Date:

**03/03/10**

Reference number:

**IW/09/16/S**

Organisation:

**INTERPLAY**

Name of Project:

**LS12 TRIP TO LONDON**

Funding Requested:

**£350**

Summary of Project:

**“LS12 Film” is a project for teenagers and young adults with special needs (up to 25 years old) which gives them a platform to express themselves through the medium of film, allowing them to work with industry professionals like script writers, set designers and directors in order to develop their skills.**

**Two films have been entered into a major national competition run by the youth arm of the UK Film Council – First Light, and nominated for a prestigious award. The children have been invited to attend the award ceremony in Leicester Square, London.**

**The grant will help pay for 30 young people to go down to London.**

Area Committee Priority Met:

**Enterprise & Economy, Learning, Thriving**

Total costs:

**£1200**

Other grants applied for:

**£250 – Leeds City Councillors  
£500 – Yorkshire Bank Community Fund  
£100 - Amber Cars donation**

Area Manager Approval:

**Alison Pickering**

Date:

**03/03/10**



Originator: Alison  
Szustakowski  
Tel: 395 1968

## Report of the Director of Environment and Neighbourhoods

To: West (Inner) Area Committee

Date: 14<sup>th</sup> April 2010

Subject: Area Manager's Report

### Electoral Wards Affected:

Armley  
Bramley & Stanningley

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 this report is to inform members of progress against Leeds Strategic Plan and the Inner West Area Delivery Plan.

### 1.0 Purpose of This Report

1.1 This report informs Members of the progress against Leeds Strategic Plan and the Inner West Area Delivery Plan.

### 2.0 Background Information

2.1 The Area Delivery Plan is the delivery of the Leeds Strategic Plan in the Inner West area. This report identifies progress against the themes of the Leeds Strategic Plan.

### 3. Main Issues

#### Culture

3.1 The West North West Area Management Team will be working with organisations such as I Love West Leeds, the Armley Town Centre Manager, Armley Leisure Centre, Bramley Elderly Action, Youth Service, Armley Common Rights Trust, Aire Action Leeds and Extended Services to ensure a varied programme of events,

especially over the summer. In addition, the Arts & Regeneration Team has this year had some significant input to the ADP. The Area Management Team will ensure their suggested actions are implemented.

### **Thriving Places**

- 3.2 In New Wortley, work is underway to demolish 36 dwellings. Discussions are also ongoing with the local community regarding the potential of creating a temporary community garden on one of the sites made available as a result of the demolition.

#### Town Centre Manager update

- 3.3 The Town Centre Manager is exploring ways of working with local businesses to prevent businesses closing or moving out of the area. These include working with partners who are already working on these issues and taking a joint approach to liaising with landlords and letting agents. Currently, the TCM and Area Management Team are examining ways of most effectively utilising the CDLT funding and alternative uses for empty properties.
- 3.4 The TCM is also working on the promotion of the town to other businesses and has written to retailers asking them to consider locating on Armley Town Street. The initial feedback has been cautious and all have asked for information on the car parking provision in the area.
- 3.5 The Armley business forum is continuing, although support from the local businesses is fairly weak. It has been agreed that it would focus on specific issues in the town and try to develop a strategy for tackling these problems. The first priority is to tackle the parking problem as this is identified as a major issue for businesses and shoppers. The TCM is arranging business training and support but businesses are reluctant to take up this offer.
- 3.6 The Reward Card scheme has now been launched in Armley but there have been some initial problems:
- traders are not promoting the scheme to their customers – within 3 weeks of the scheme being launched, only 600 cards had been distributed to shoppers, compared with 4000 in Pudsey
  - negative comments from customers
  - retailers not displaying the Shop Local / Reward Card scheme poster
- 3.7 The TCM is focusing on pushing this scheme over the next 6 months, at which point it will be reviewed.
- 3.8 The TCM is planning to re-launch the 'Keep Armley Tidy', linked in with local schools and Streetscene Services to improve the standards of cleanliness following the completion of the Town Street improvements.
- 3.9 The Alertbox scheme has proved highly successful. It has given traders a sense of empowerment, safety and community spirit. Traders are happy to respond when the system activates and are actively looking out for each other.

## Harmonious Communities

### Community Cohesion

- 3.10 The Area Management Team set out the approach that Leeds City Council is taking towards Community Cohesion at the June Area Committee meeting. The approach being to pilot and evaluate different interventions in different neighbourhoods in order to build effective community relations, and to gain an improved understanding of how to measure and improve cohesion at the local level.
- 3.11 Within West North West the area in which this approach is being implemented is Armley, and presently the focus is on the Wythers neighbourhood. The Area Management Team is leading on this piece of work and has set up a steering group to take this piece of work forward. Work in the Wythers neighbourhood was supplemented by COGS: Communities & Organisation: Growth & Support. COGS is a small training, development and action research consultancy organisation. They were funded by Leeds City Council to support the work being undertaken in Armley and Middleton, specifically to undertake some qualitative research to help inform interventions.
- 3.12 Work to develop a toolkit and methodology on how to take forward community cohesion in other neighbourhoods is being finalised by Area Management Team and Policy and Planning in Regeneration. The qualitative and quantitative research has been completed and interventions for the Wythers neighbourhood are currently being developed, and will be delivered through the Wyther Improvement Group to ensure that partners are engaged, involved and take ownership of this piece of work. The Area Management Team will report progress on this project to future Area Committee meetings.
- 3.13 On the back of this an Openspace event was held by Area Management Team and the Equalities Team aimed at frontline members of staff (public sector staff, community groups, schools, health, libraries, youth and faith groups) working in the Armley area. Together 4 Peace were commissioned by LCC to host the event, which was held at Safety Central on the 9<sup>th</sup> March.
- 3.14 The objective of the day was to do some myth busting and capacity building with front line members of staff on what cohesion means to us, and how this can help build cohesive communities; enable networking, relationship building and identifying who is doing what and where and how we can work more closely together to create a 'Team Armley' feeling, and information sharing on recent work undertaken in Armley to help build cohesive neighbourhoods.
- 3.15 The event was very well attended by 45 people from frontline services in Armley, inclusive of such organisations and services as Leeds Voice, West Yorkshire Police, Armley Helping Hands, Foundation Housing, Jobs and Skills, NHS Leeds, Christ Church Armley Youth Project, Armley Mosque and Armley Primary School. The morning session covered thoughts and views around community cohesion, what the term means to us and what the positive attributes of Armley are, utilising methods to enable networking, and building relationships amongst those present at the event. The afternoon session featured an openspace event, where attendees could post discussion topics and invite others to join them. Discussion topics included 'Team Wythers', activities for young people and integrating different cultures, creating a directory for 'Team Armley', a community centre for Armley, community cohesion,

responsibilities of front line services, children's play areas in Armley and one on myth busting.

- 3.16 The day's event is a pilot to analyse the benefits of hosting such events, an event briefing session is organised for April and the results will be reported on at the next Area Committee meeting.

#### Local Area Management Plans (LAMPs)

- 3.17 Area Management Team organised three workshops were held in January to review the current action plans and make them fit for purpose for 2010/11. The purpose of the workshops was to review and agree priorities for each of the LAMPs in order to deliver tangible economic, social and physical improvements in our priority neighbourhoods. The new action plans are themed. They have now been revised and are being implemented.

#### New Wortley Local Area Management Plan (LAMP)

- 3.18 Inter-generational work has taken place as well as work to support the community centre and promote social enterprise. Initiatives to tackle worklessness and promote financial inclusion have been developed. Various courses have taken place including Health Literacy. Community Pride initiatives have also taken place.

#### Fairfields Local Area Management Plan (LAMP)

- 3.19 Work has progressed on the Community Engagement Strategy and community cohesion as well as the development of social enterprise opportunities. BARCA Leeds and NHS have worked together to deliver advice around financial support and services and are considering the potential for providing a money management course in conjunction with 4 Families.

#### Wythers Improvement Group (WIG)

- 3.20 The Wythers Action Plan will deal with issues such as repairs at Wyther Community House, community development, integration and engagement work, developing a calendar of community events, raising awareness of alcohol misuse, promoting physical activity opportunities and developing a plan of multi-agency Wyther clean-up days.

#### Broadleas Neighbourhood Improvement Plan (NIP)

- 3.21 Action plan has been reviewed to focus on crime and grime. It requires input from key partners to ensure that actions address current short term and longer term issues. The ALMO is instrumental in driving this forward. They are currently looking for commitment from partners to sign up to help deliver on key priorities within the action plan. The NIP includes a range of actions to address crime and anti-social behaviour problems, improve housing and the environment. Further actions will be developed and agreed to improve health and well being and increase youth engagement.

## Community Centres Consortium

- 3.22 There are five community centres in Inner West, these being Moorside Community Centre, New Wortley Community Centre, Fairfield Community Centre, Strawberry Lane/ St. Batholomew's Centre and Wyther Community House. All of these are leased to independent organisations who manage the centres via their management committees. The exceptions are Strawberry Lane/ St Batholomew's Centre, which is vested with Environments and Neighbourhoods Directorate of Leeds City Council and Wyther Community House, which is managed by West North West Homes Leeds. The Heights Centre, which although located in Outer West, is part of the Inner West Community Centre Consortia group and is close to the Armley ward boundary.
- 3.23 The community centres are a valuable asset in engaging with residents in deprived communities. They offer many services and facilities, as well as being a local focus from which partner agencies can deliver initiatives, such as worklessness and health. However within the next 12 months most of the community centres (with the exception of Strawberry Lane/ St Batholomew's) will run out of funding. Consequently a Community Centre Consortia group was convened by Area Management to address the impending funding issues and deliver a more sustainable management model.
- 3.24 To date a proposed business model has been drawn up as to how the community centres can be managed. This involves a lead organisation taking responsibility for managing the centres and co-ordinating the day to day running (recruitment, legal issues such as health and safety, organisation of staff etc.), which will free up community centre staff and volunteers to engage with local people and to develop and deliver programmes of work. A similar model exists in Huddersfield and has proved to be very successful; a visit by the Community Centre Consortia group has taken place.
- 3.25 To address the lack of funding, bids to external funding organisations have been submitted, including a recent application to the Hardship Fund. Unfortunately these applications have been unsuccessful. In view of this an application was made to the Inner West Area Committee for funding towards a Facilities Manager to cover the three community centres within the three priority neighbourhoods in Inner West, and a pot of funding to help address any issues or gaps in funding between the three community centres.
- 3.26 Since the February Area Committee meeting, Area Management Team have met with BARCA Leeds, there has been a Community Centre Consortium meeting and subsequent to this the Area Management Team and BARCA Leeds have met with representatives from each of the Community Centres (New Wortley, Fairfields, Wythers) to discuss the BARCA bid and confirm the allocations that were put in the original application. In view of this the Area Management Team has therefore made necessary revisions to the running costs and financial assumptions on which the bid was initially based.
- 3.27 Each centre had originally included **£7,200** for caretaking and cleaning salaries, this gave a total of **£21,600**. Each centre, now feels there is greater need for an administration worker than a caretaker, therefore it is proposed that after taking out cleaning salaries for each of the centres, the remaining portion of the £21,600 (originally kept for caretaker's salary) be used to fund a administration worker to cover all three centres with an even split of hours for each, this person would be

employed by BARCA – Leeds. Each Centre felt volunteers would be able to carry out the role of a caretaker.

- 3.28 The total amount approved by Area Committee is **£75,680.32**, of this **£41,500** has been set aside for the Business Facilities Manager (this includes the salary and on-costs), this leaves us with **£34,180.32**, if we take out the cleaning and admin salary of **£21,600**. This leaves us with **£12,580.32** to provide additional revenue support to the centres.
- 3.29 Based on the meetings subsequent to the February Area Committee there have been some re-calculations to the original costings and gaps in funding for the three community centres, which will mean that the Well Being Funds will not cover all the gaps in funding, and that this will need to be a role for the Facilities Manager to work on.
- 3.30 BARCA will propose to the consortium group how best to allocate this amount across the three centres shortly. They are also in the process of writing the terms of reference for the consortium group and a protocol for governance structures in relation to administering the funds.

### Community Engagement

#### Citizens Panel

- 3.31 Following a series of detailed discussions with the Corporate Communications Team, the WNW Area Management Team are working to enhance the use of the city-wide Citizens Panel by developing an area-based approach to conducting surveys and focus group sessions. Existing city-wide panel members have been asked to join one of the four area based panels. As members of the Area Citizens Panel they will be invited to respond to print and on-line surveys and to attend focus group discussions. This element of the community engagement plan will make an important contribution to achieving the team's goals for achieving diversity within the demographics of its consultation responses.
- 3.32 A Focus Group for Inner West took place in early March to consider environmental issues in Inner West, engaging with people on the West North West Citizen's Panel. Five people attended and a useful discussion was had. A full report has been submitted by the consultants who facilitated this group and the Area Management Team is considering rolling this approach out to other areas of West North West. The findings of the report are currently being evaluated and appropriate action taken.

#### Online Services

- 3.33 A Leeds City Council webpage for the West North West area of the city has been developed with the aim of raising the profile of Area Committees, Area Management Team and the Area Delivery Plans. In addition to providing a source of useful information to the public on pages that relate to their locality, it will provide a vehicle for conducting on-line surveys which will be undertaken through Talking Point. The online services project will provide an important mechanism for undertaking surveys and will serve as a "shop front" to engage with the public and partners on a range of issues.



### Year of the Volunteer

- 3.34 As part of Leeds Year of Volunteering, Area Teams have been asked to participate in a programme to increase the number of volunteers and improve access to a wide range of volunteering opportunities.
- 3.35 A West North West market-place style event took place 10am-2pm on Saturday 6<sup>th</sup> March at Pudsey Civic Centre, to promote the March theme of 'Volunteering in Every Neighbourhood'. The event aimed to promote volunteering opportunities and increase volunteering in West North West. The event was attended by around 30 organisations and approximately 30 members of the public attended. Very positive comments were received and although the turn out was relatively low, the majority of people attending did sign up for volunteering. A full evaluation is currently being undertaken.
- 3.36 In addition to the promotional event, the Area Management Team will promote volunteering throughout the year at community events and the Town Centre Manager is developing some ways of linking businesses, agencies and schools in volunteering opportunities. The small grants programme will continue to support voluntary and community groups throughout 2010.
- 3.37 The Area Committee has also agreed to host a series of volunteer celebration events to recognise the contribution of volunteers to improving its local area. It is suggested that one event is arranged for West Leeds as a whole, a further event for Inner North West and an additional event for Outer North West to recognise the size of these areas.

### **Enterprise and Economy**

- 3.38 The worklessness action plans for the priority neighbourhoods in West North West have now been pulled together into a Local Action Plan for West North West, with an overall lead from Jobs and Skills. Champions from Area Management and partner agencies have been assigned to various activities to drive this work forward to meet NI 153 which seeks to narrow the gap between the Leeds out-of-work claimant rate and the overall rate for the combined SOA areas in West North West. A meeting took place on 22<sup>nd</sup> March to clarify roles and responsibilities.

### Armley Town Street Town and District Centre Regeneration Scheme (TDC).

- 3.39 This scheme seeks to improve the vitality and viability of Armley town centre for workers, residents and visitors, reverse the physical decline and increase the popularity of the area as a desirable place to work and shop. It will also contribute to improving the general appearance of Armley town centre and is an element of the West Leeds Gateway Regeneration Programme (WLGRP).
- 3.40 The works include resurfacing pavements, replacing kerbs, street furniture and public art. SEC have installed the Heritage style lighting columns, there are a number to be painted when the weather improves.
- 3.41 Phase 2 of the Armley Town Centre improvement scheme has been completed. There were some areas where the York stone have heaved during the bad weather, this is currently being investigated, maintenance work to rectify damaged areas of

York stone and kerbing have been undertaken along with the installation of additional traffic management works to combat damage caused by heavy vehicles.

### Townscape Heritage Initiative (THI)

#### 2 Branch Road (Critical Project)

- 3.42 Work is continuing to bring about improvements to the property through the use of enforcement action. The property owner has expressed an interest in participating in the Armley THI scheme and the THI Officer is preparing grant scheme information to guide the property owner. The Council is considering making a formal offer to the property owner for the Council to acquire the building. This would be through Leeds LEGI funding. An options appraisal for developing the building, is being prepared. This will enable the Council to assess the various options that are available for encouraging the development of the building.

#### Target Properties

- 3.43 A grant rate of up to 80%, for buildings in use, has been established with the Townscape Heritage Initiative Monitor. Legal Services has been commissioned to carry out property searches and check and make recommendations on grant scheme documents. This is to enable grant scheme information packs to be sent out to all the property owners who are entitled to apply for a grant.

#### Heritage Training

- 3.44 The grant scheme includes raising awareness. This may take the form of providing training opportunities, in conservation standard construction skills, ideally for local unemployed people. Through the Armley Heritage Advisory Group the local community has an opportunity to become involved with heritage issues as part of raising heritage awareness.

### **Health & Well Being**

- 3.45 The Health and Wellbeing Improvement Manager in the West / North West of Leeds is a jointly funded post that works to Leeds City Council and NHS Leeds. The post aims to address health inequalities and improve community well-being. It will improve efficiency and reduce costs by integrating partnership working and through problem solving. It will ensure that local issues are heard by central commissioning structures. A full report highlighting progress to date and future plans of this post will be brought to a future Area Committee meeting.

### **Environment**

- 3.46 Work is continuing to identify possible funding sources for environmental improvements to Armley Moor. It is proposed to submit an application for GrantScape funding and the closing date for this round of applications is May 24<sup>th</sup>.

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

- 4.1 The Area Delivery Plan for Inner West is administered through the West North West Leeds Area Management Team.
- 4.2 Well-Being projects develop from Inner West's Leeds Area Delivery Plan and through consultation with Area Committee members. The plan helps to fulfill the Council's Corporate Plan objectives by aiming to create better neighbourhoods and confident communities.

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

- 5.1 In order to meet the Area Committee's functions, funding is supplied via Well Being budgets and the Community Centres Budget.
- 5.2 In order to meet the Area Committee's roles, funding is in the main supplied by other Leeds City Council Departments mainstream budgets, and external partner agencies e.g. the Police and Primary Care Trust, which is in turn reflected by the fact that the Area Committee's role here is to influence, develop and consult. However, wellbeing funding has resourced some projects here e.g. area based regeneration schemes and conservation area reviews.

#### **6.0 Conclusions**

- 6.1 The functions and roles of the Area Committee aim to:
- Improve the quality and value for money of Council service delivery
  - Improve the quality of democracy and find new ways to facilitate citizen participation in local government through the development of links between Ward Members and their communities.
  - To co-ordinate policy and service delivery between the local service providers.

#### **7.0 Recommendations**

- 7.1 Inner West Area Committee members are invited to:
- note the contents of the report and comment on any aspect of the matters raised
  - suggest items for inclusion on future agendas

#### **Background Papers**

Executive Board Report, July 2008.

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Originators: Alison Gilliland  
Tel: (0113) 2476545

## Report of Environmental Action Team Service Manager

### West (Inner) Area Committee

Date: 14<sup>th</sup> April 2010

**Subject: Deployment of Community Environment Officers and Support Officers within the Area Committee.**

Electoral Wards Affected:	Specific Implications For:						
Armley Bramley and Stanningley	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;">Equality and Diversity</td> <td style="text-align: center; width: 50px;"><input type="checkbox"/></td> </tr> <tr> <td style="padding: 5px;">Community Cohesion</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> </tr> <tr> <td style="padding: 5px;">Narrowing the Gap</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> </tr> </table>	Equality and Diversity	<input type="checkbox"/>	Community Cohesion	<input checked="" type="checkbox"/>	Narrowing the Gap	<input checked="" type="checkbox"/>
Equality and Diversity	<input type="checkbox"/>						
Community Cohesion	<input checked="" type="checkbox"/>						
Narrowing the Gap	<input checked="" 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"/>
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## Executive Summary

The new Community Environment Officer and Community Environment Support Officer posts in Environmental Services have now been created. This paper proposes a draft suggestion of where these posts could work within the boundaries of the area committee. These suggestions are made having taken into account local knowledge from the EATs and Area management and statistical information where appropriate.

The suggestions are a “starter for 10” only and are only intended to stimulate debate with area Committees over where the resources should be finally deployed. Final deployment will be for area committees to confirm.

## Purpose of report

1. The purpose of this report is to facilitate debate and agree where CEOs will work within the area.

## Background

2. This report follows those which have updated members on the Neighbourhood warden and CEO, CESO review process. The deployment within the area is for area Committees to decide and this reports hopes to facilitate that decision.
3. The proposed localities which local intelligence suggests should benefit from CEO resources working in the area are:

Locality	Issues to deal with	FTE proposed
Armley hotspots to include Armley Town St, Little Scotlands, Cedars, Aviaries, Whythers/Raynviles, New Wortley	Commercial bins, littering. Bins, flytipping, waste in gardens	0.75
Bramley and Stanningley hotspots:- Broadleas and Fairfields,	Bins, flytipping, waste in gardens, binyards	0.25

4. The localities are relatively small as it is believed that intensively working in a small area is more likely to achieve visible results quickly, rather than a larger area producing diluted results. The locality boundaries would be “porous” boundaries. This proposal means that the area is defined in order to provide focus for the staff member but, as issues may arise outside but close to the boundaries and could have an impact on the overall result, the boundary would not preclude that issue from being dealt with.
5. This Area Committee is allocated the following posts
  - a. 1 CEO
  - b. 0 CESO

The CEO posts were allocated because of the following deprived areas which need support:

6. It is hoped that deployment is reviewed by the Area Committee on an annual basis or when there are significant changes in circumstances, such as an achieved outcome in terms of improvements.

## Recommendations

7. Members of the area committee are asked to debate and agree the localities where CEOs and CESOs are to work and highlight those issues which they should tackle.

## **Background Papers**

West (Inner) Area Committee: Restructure – Wardens to Local Community Environment Officers and Support Officers – February 2010

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**Report of: Director of Environment & Neighbourhoods**

**Report to: West (Inner) Area Committee**

**Date: 14<sup>th</sup> April 2010**

**Subject: Pricing and Lettings Policy for Community Centres**

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

**Executive Summary**

This report provides details of a revised Pricing and Lettings Policy which the Area Committee is asked to endorse. It outlines the centres which would be affected by the implementation of the revised policy and also provides examples of what the new terms and conditions would mean to community organisations using the facilities. The suggested lettings policy will only impact on directly managed Leeds City Council facilities and not those leased to community organisations. In Inner West Leeds there is only one directly managed centre, Strawberry Lane/St. Bartholomew's Centre which has been transferred from Learning and Leisure.

**1.0 Purpose of This Report**

1.1 This report outlines a draft new Pricing and Lettings Policy which West Area Management Team would like to implement across Inner West Leeds on behalf of the Area Committee. The policy details how much groups would be charged for the use of community facilities which are managed by Area Committees. This is required to ensure the portfolio of centres becomes financially stable and viable. These proposals are based on consultation work that has been under taken for community centres in south Leeds.

**2.0 Background information**

2.1 In July 2006, as part of the annual Area Function Schedule, the Area Committees became responsible for a portfolio of community buildings across west Leeds. There were a number of responsibilities that also transferred for the Area Management Team to carry out on behalf of the Area Committee, these responsibilities were:-

- Liaising with users, user groups, local members and management committees on issues related to centres in their area
- Developing proposals for re-shaping the portfolio in the area
- Developing capital schemes and funding packages
- Monitoring the service level agreement with City Services for centres in their area and monitoring capital and revenue budgets
- Ensuring that leases and licences are in place and reviewed periodically
- Developing, implementing and overseeing the administration of a new schedule of pricing and discounts for centre usage.

2.2 To drive forward the key responsibilities in terms of the management of Area Committee facilities, Area Management Teams across the city were asked to re-visit previous work carried out on the development of a revised community centres letting policy to ensure that it is appropriate to each area. Information is detailed in this report about the previous draft lettings policy and how the suggested new policy would affect LCC managed centres in Inner West Leeds.

### **3.0 Previous work done on a city-wide lettings policy**

3.1 In October 2004, Executive Board considered a draft revised lettings and pricing policy and agreed that a city-wide consultation exercise should be undertaken. The widespread consultation took place up to spring 2005. Over 110 responses were received - they reflected the variations in existing policy across the different centres with some groups having had free use and free accommodation for some time whilst others were paying a contribution for their use of a centre. Understandably, the main comments arising from the consultation were about charges and discounts rather than the principles of the policy.

3.2 At present there is a complex pricing structure for the centres which has been in operation for some time. A large number of centres have two basic prices for rooms with a relatively generous range of discounted rates. For other centres the structure of prices is different for each building and room. These tend to have lower standard charging rates and more restricted discount regimes. The result of this is that a user in one centre using a large space may have free use, whereas a similar user elsewhere may be charged for a small space.

3.3 Taking all the above information into account, officers carried out work on a proposed schedule of charges and discounts for community centres and some minor revisions to the draft pricing policy. Initial consideration was made to the practical consequences of revised charges on individual organisations prior to finalising these proposals. This included an assessment of the likely impact on known existing users in a sample of community centres and considerations of the impact on any change in charging to different types of organisations, some of which are informally organised groups with very modest resources. Information was also collated on the charges to use a variety of non-council owned community centres across the city.

3.4 Assessing the full implications of these proposals to the Authority, to individual Area Committees and to service users is difficult to do as there are many variables and influencing factors (e.g. the range of existing charges and discounts, the number of users, centres and types of organisation using them). There have been significant usage and income variations in centres from year to year under current arrangements. Whilst clear and fair charging with increased promotion may increase usage and potentially income (if those new users have to make a contribution), it is also possible that a number of users may be unhappy with the proposed arrangements and may seek alternative arrangements or cease activities.

3.5 In view of the issues highlighted above and the delegated responsibilities given to the Area Committees, it is suggested that Area Committees are cognizant of local issues, budgetary implications and priorities of the Committee in setting its local pricing policy.

#### 4.0 A draft Lettings policy for Inner West Leeds Community Centres.

4.1 Based on the work undertaken in South Leeds, a benchmarking exercise was undertaken to look at other non Council facilities to ensure any schedule of charges put together are reasonable and comparable to other buildings available for hire. Following on from this exercise, a draft pricing schedule has been created on a banding structure based upon the size of a room within community centres. The table below details the current and proposed charges per hour for community facilities:-

<b>Room Band</b>	<b>Current Standard Charge in Leeds City Council Directly Managed Buildings across the city</b>	<b>Proposed Standard Charge for Leeds City Council Directly Managed Buildings in Inner West Leeds</b>
Band A - Large, typically up to 40ft X 40ft (1600 sq ft)	£17.00 - £30.00	£25.00
Band B - Medium, typically up to 30ft x 30 ft (900 sq ft)	£10.00 - £17.00	£18.00
Band C - Small, typically up to 20ft x 20ft (400sq ft)	£5.00 - £10.00	£12.00
Band D - Kitchens	Variable	£5.00
Band E – Store rooms	Some centres apply charges	Subject to negotiation

4.2 Minimal use of a kitchen (e.g. to make refreshments for a meeting) will be included in the standard charge. More extensive use will be covered by booking a kitchen under the Band D charge rate. Some groups use storage facilities on a permanent basis and it is felt that a charge could be implemented for the use of this service to any commercial or profit making organisations using the centres.

4.3 The main aim of the revised lettings policy is not to have an immense budgetary impact; it is about creating a standardised charging system for all LCC community facilities in the area, as the current policy hasn't been reviewed for over 10 years. At present, the directly managed community facilities which are the responsibility of the Area Committee, are operating within their budget parameters. Even with the possibility of increased income being generated through this policy, there are still high levels of backlog maintenance costs that need to be addressed. The income will assist with the running costs associated with the buildings in the area, and where possible, go towards some enhancements to the facilities we have to offer.

4.4 Within the pricing structure outlined above, there will be a series of discounts applied for various groups. The groups which would receive discounts will be organisations that provide a service which helps achieve Area Delivery Plan themes and demonstrate that they are meeting local community needs. The schedule of discounts is detailed in Appendix 1. With the implementation of this revised policy, it will impact and affect some groups more than others. This is also detailed in Appendix 1. It is also suggested that if groups are unable to pay any of the lettings

fees outlined, they can request for a subsidy from the Area Committee. A lettings subsidy would only be granted in exceptional circumstances. Area Committee would not be asked to cover the subsidy through its Area Well Being Budget but through the operational budgets for each facility.

- 4.5 In terms of commercial businesses wanting to use the facility, this will be reviewed on a case by case basis – it may be felt that a business, large company or profit-making organisation who wants to use community centres for activities, should be charged a higher rate than a regular community user due to their financial status and revenue generating ability. It is suggested that office space within community centres could be promoted to businesses. Any revenue generated through this would be used to subsidise community lettings or used to improve the buildings further. It will be ensured that there will be sufficient space within the facilities for the provision of community use if a business requests to use one of the facilities for a base.

## **5.0 Key holding and lease agreements**

- 5.1 In addition to the new pricings and lettings policy, there will be further work to ensure organisations that use LCC community centres as office bases or for more than 20 hours per week, become designated key holders. The suitability of an organisation to become a designated key holder will be assessed against the following criteria;
- That the organisation / group has had an operational base in the community centre for over a year or can provide a reference from a Council Department to evidence a positive working relationship with the Council
  - The organisation / group have a management committee that meets regularly.
  - The organisation / group have a Constitution/Memorandum & Articles of Association.
  - Where appropriate, the organisation / group keeps accounts and can provide a copy of their latest audited annual accounts.
  - They have a signed lease, licence agreement or regular letting agreement in place.
- 5.2 This would entail the selected organisation signing up to various terms and conditions and paying a service charge in relation to the area of space that they occupy rather than incurring a lettings fee relating to the number of hours which they use the building.

## **6.0 Next steps and the way forward**

- 6.1 Strawberry Lane Centre has four main users. Armley Helping Hands and the Intensive Youth Service Support team both occupy office premises at Strawberry Lane full time and therefore fall outside the pricings and lettings policy. The Youth Service and Youth Offending Service run regular sessions at the centre, but fall within the 'Under 19s non charged activities' and therefore would not be impacted upon by the proposed charging schedule. Armley Counselling Service is an unfunded, non-charging organisation which uses the centre on an ad-hoc basis up to four days per week. They would not be charged within the proposed pricing schedule.
- 6.2 A large hall is available to hire within the centre. Although it is used on occasions by Armley Helping Hands and one or two evenings per week by the Youth Service, it is available to hire at other times and could therefore be subject to the proposed pricing and lettings policy.

- 6.3 In other areas of Leeds, consultation has taken place with users prior to the policy being implemented. However, in the case of Strawberry Lane, there are no current users that would be affected by the proposed policy. In order to gauge community opinion on the proposed policy, a summary of the policy was submitted to the Armley Forum on March 16<sup>th</sup> 2010. The meeting was attended by 35 people and the Chair invited comments on the policy but none were received.
- 6.4 The policy is now presented to the Area Committee for comments and if supported it is suggested that the policy is implemented in Inner West. The policy will be available to all future users of Strawberry Lane and processes and procedures for managing the lettings under the revised policy will be discussed with the Lettings Unit.
- 6.5 The timetable for implementation is 1<sup>st</sup> October 2010. This will ensure that there will be a smooth transitional period for organisations switching over to the new lettings and pricing policy from existing arrangements that are in place.

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

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

## **8.0 Legal and Resource Implications**

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

## **9.0 Resources**

- 9.1 There could be some budgetary impact in terms of increased or even reduced income for community facilities. Any increased income will be re-invested into the buildings to make them of a higher standard for all users. If the income levels were to fall, efficiency saving measures would have to be explored to see how these costs could be recovered.
- 9.2 In terms of staffing resources, an officer from the Area Management Team will oversee the implementation of the new policy with the City Services Lettings Unit, who will still be responsible for the management of lettings for all directly managed community facilities across the city.

## **10.0 Recommendations**

The recommendations for this report are as follows;

- For the Area Committee to note the report
- For the Area Committee to agree to the policy being implemented in Inner West Leeds for the LCC directly managed community centres.
- For an indicative implementation date of 1<sup>st</sup> October 2010 to be agreed

## **Background papers**

None

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Categories	Main Group	Sub Group	Inner West
Cat 1	<b>Adult Learning / Educational Classes (inc. provision for under 19s) (inc. Colleges)</b>	Colleges as per rates agreed corporately (£2.50 ph under 2000 hrs, percentage of running costs above 2000. Colleges this applies to - Leeds City College (ex T Danby, P Lane, C of Technology) and Joseph Priestley. Colleges are invoiced at academic year end. <b>Schools</b> - Core business delivery to 4 - 19yr during school hours 8.30 - 16.00. This applies to projects involving young people in statutory education who are not in mainstream school, at risk of exclusion etc <b>WEA</b> (Workers Education Association)	£2.50 per room for all rooms. (This rate applies up to 2000hrs use) The charging year for colleges runs from Sept-Aug. Above 2000 hrs NST to calculate annual charge for college block bookings.  £2.50 per room for all rooms  Suggest £2.50 per hour where WEA charge users, free use if they do not charge users. No charge Monday to Friday. £5 per room per hour at weekends/council holidays. No charge Monday to Friday £5 per room per hour for weekend/council holiday usage of rooms. No charge Monday to Friday and £5 per room per hour for weekend/council holiday usage of rooms. No charge Monday to Friday £5 per room per hour for weekends / council holiday usage of rooms.
Cat 2	<b>Centre Management Committees / User</b>	Applies to meetings to discuss building related issues held either by the centre management	
Cat 3	<b>Meetings of Community Benefit</b>	i.e. Pubwatch, TARA, N'hood Watch, Community Forums, crime reduction advice, fire safety advice, 'In Bloom', Friends of Councillors & MPs surgeries	
Cat 4	<b>Commercial use</b>	<b>ADP (Area Delivery Plan) Priority events</b> Groups which fall under this category will only be put forward by Area Management, lettings will not assess groups against this criteria, they will be advised by AMT.  General - sale of goods - including gold, jewellery, carpets clothing, auctions TV Filming Public performance	Standard charges + 50% seven days per week £1000 per day £250 per half day (four hours)

<b>Cat 5</b>	<b>Council Departments or Statutory Agencies</b>	Internal / inter-agency meetings, public meetings, consultations, hosting of open days (recruitment, new service being launched), WYP Authority meetings Town & Parish Councils	Standard charges to be applied seven days per week. Use by the Area Management Team would be free of charge
<b>Cat 6</b>	<b>Lifestyle and leisure groups</b>	Lifestyle and leisure groups - charged activity, income reinvested in service (no profit) Lifestyle and leisure groups - charged activity income not reinvested (profit) Lifestyle and leisure - free activity	If town and parish councils in your area do not have any buildings of their own, their use of our CCs will be free for meetings. For any other activity they can be charged so you'll need to agree a charge No charge Monday - Friday. 50% charges at weekends and Council Bank Holidays Standard charges seven days per week
<b>Cat 7</b>	<b>Older Peoples Groups</b>	Older Peoples' groups (60+) free activity Older Peoples' groups (60+), charged activity, income reinvested (no profit) Older Peoples' groups (60+), charged activity, income not reinvested (profit)	No charge Monday - Friday. £5ph charges at weekends and Council Bank Holidays No charge Monday - Friday. £5ph charges at weekends and Council Bank Holidays No charge Monday - Friday. 50% charges at weekends and Council Bank Holidays
<b>Cat 8</b>	<b>Amateur Productions by by community and voluntary organisations.</b>	Performances Rehearsals Set Building	50% charge Monday - Friday. Standard charges at weekends and Council Bank Holidays Performances charged at the hourly room rate. Rehearsals charged at 50% of the hourly room rate. No charge when building is already in use / caretaker on site. Otherwise group will have to pay caretakers charge
<b>Cat 9</b>	<b>Private Functions</b>	General functions e.g. conferences, seminars, presentations Wedding Ceremonies and Civil Partnerships	Standard charges for room hire for other functions. Additional charges as appropriate based on costs of any extra services needed for the function – security, caretaking and cleaning. £90 seven days per week



	<p>Wedding Reception</p> <p>Birthday parties under 13 yrs</p> <p>Parties upto 100 people</p> <p>Parties upto 100 - 200 people</p> <p>Parties upto 300 - 400 people</p> <p>Parties upto 500 - 600 people</p>	<p>The wedding reception falls under charges for parties</p> <p>Children's Birthday parties (under 13) room rate only plus cost of cleaning</p> <p><b>Parties of up to 100 people</b> Room rate + £100 cleaning</p> <p><b>Parties 100-200 people £315</b> made up of: £25 room rate x 5 hours £100 cleaning and skip £9 x 2 stewards x 5 hours</p> <p><b>Parties 300 – 400 people £405</b> made up of £25 room rate x 5 hours £100 cleaning &amp; skip £9 x 4 stewards x 5 hours</p> <p><b>Parties 500-600 people £495</b> made up of £25 room rate x 5 hours £100 cleaning &amp; skip £9 x 6 stewards x 5 hours</p> <p>50% discount on standard charge seven days per week</p>
<b>Cat 10</b>	<b>Not for profit organisations (Changed from Charities)</b>	<p>Charities, Company Limited by Guarantee, un-registered groups, social enterprises, Industrial societies or co-operatives carrying out charitable fundraising events (jumble sales, charity auctions etc),</p>
<b>Cat 11</b>	<b>Young People</b>	<p><b>Young people – Under 19. Charged activities, income reinvested</b> - Breakfast clubs, after school clubs, playschemes, playgroups, uniformed services (scouts, guides, St John's Ambulance)</p> <p>No charge Monday - Friday. 50% charges at weekends and Council Bank Holidays</p>

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



Originator: Alison  
Szustakowski

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**Report of the Director of Environments and Neighbourhoods**

**West (Inner) Area Committee**

**Date: 14<sup>th</sup> April 2010**

**Subject: West (Inner) Area Delivery Plan 2008/9 – 2010/11**

**Electoral Wards Affected:**

Armley  
Bramley & Stanningley

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 report informs Members of the proposed content and format of the Area Delivery Plan (ADP) for 2010-11. It should be noted that this is the final year of a three year plan.

Members are asked to approve the draft plan attached (Appendix 1), and agree whether they are happy to continue with the current list of members of the Area Committee who act as “Champions” for the partnership themes.

**1.0 Purpose Of This Report**

1.1 The report seeks to inform Members of the proposed content and format of the Area Delivery Plan (ADP) for 09/10, which forms part of the wider 2008/9-2010/11 plan. Members are asked to comment upon and approve the contents of the draft plan. In addition the Area Committee is asked to make a decision on whether they wish to continue with the current list of Member Thematic Champions.

**2.0 Background Information**

2.1 The ‘Corporate Planning Framework – A One Council Approach’ September 2007 stated that ADPs would set out how an area contributes to achieving strategic outcomes and improvement priorities as set out in the Leeds Strategic Plan and the Thematic Priority Plans.

### **3.0 Main Issues**

- 3.1 A report to Executive Board on 4<sup>th</sup> July 2007 proposed the merger of the new Local Area Agreement and the Council's Corporate Plan into a single document called the 'Leeds Strategic Plan' (LSP) to cover the period 2008-11.
- 3.2 Once approved by the Area Committee, the Area Delivery Plan will be submitted to the Executive Board for its approval. Like all Council bodies the Area Committee is accountable to the Executive Board and will be subject to scrutiny by the Council's Scrutiny Boards. The Area Delivery Plan requires agreement by the Executive Board, which will monitor the performance of the Area Committee.
- 3.3 The ADP for 2008/9 – 2010/11 was developed under the headings/themes contained within the Vision for Leeds (which all had specific implications for equality and diversity, community cohesion and narrowing the gap) and would be a local expression of the city's commitment to the Local Area Agreements and partnership working. The themes are:
- Culture
  - Enterprise and Economy
  - Learning
  - Transport
  - Environment
  - Health & Wellbeing
  - Thriving Places
  - Harmonious Communities
- 3.4 The Inner West Area Delivery Plan demonstrates a wide range of projects and actions which exemplify the 'added value' that Area Management's involvement can generate. It sets out lead agencies, resource implications and how the actions link to Performance Indicators and Improvement Priorities.
- 3.5 Member theme champions are set out in the Area Delivery Plan attached at Appendix 1. However, a full report will be submitted to June Area Committee clarifying champion roles and responsibilities. The Area Committee will then be asked to confirm Member appointments.

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

- 4.1 Members have been fully consulted and involved in the process of collecting information regarding the Area Delivery Plan.
- 4.2 The Area Management Team and its partners will be responsible for driving forward the delivery of the Area Delivery Plan.

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

- 5.1 There are no specific legal implications, however resource implications will be picked up by the well-being budget and the Area Management Team and its partners.

## **6.0 Conclusions**

- 6.1 The ADP acts as an effective planning process to meet the aims of the Leeds Strategic Plan at a local level, thus helping to empower the local community.

## **7.0 Recommendations**

- 7.1 The Area Committee is asked to:

- a) comment upon and agree the contents of the draft Area Delivery Plan prior to its submission to Executive Board

## **8.0 Background Papers**

- 8.1 None

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# Inner West Area Committee - Area Delivery Plan 2008/11

## Leeds Strategic Plan Theme - Culture

### Theme leads: Area Management Team

Theme Member Champion : Cllr Taggart

### LSP Strategic Outcomes

P1 Increased participation in cultural opportunities through engaging with all our communities.

### CYPP Priorities

Places to go, things to do

### Actions

Local Improvement Priorities	Ref No.	Performance Indicator - how we will measure success	Actions			Partnership lead	Resources	Performance Monitoring and Current Year Progress Against PI Target		
			2009/10	2010/11	2011/12			Baseline	Target	Current
Enable more people to become involved in sport and culture by providing better quality and wider ranging activities and facilities.	A1	NI 11: Engagement in the Arts . NI 9: Use of public libraries.	Support the delivery of the I Love West Leeds Festival, Breeze events, Armley Fun Day, Bramley Carnival and other community groups in West Leeds.	<b>Support the delivery of the I Love West Leeds Festival, Breeze events, Armley Fun Day, Bramley Carnival and other community groups in West Leeds.</b>		AMT, Interplay Theatre Company, Armley Common Rights Trust, Bramley Elderly Action.	Well being Funding £25K plus Arts Council England Funding		Delivery of festivals and events.	
	A2	NI 11: Engagement in the Arts	Support the delivery of the Summer Bands concerts.	<b>Creating opportunities for all young people to engage in arts, dance, music and graphics and sporting activities.</b>		Youth Service			Availability of varied opportunities.	
	A3	NI 57: Children & Young People's participation in high quality PE and sport.	Support the delivery of the 'Out of School' activities pilot to improve participation of all pupils.	<b>Roll out of the Activities Fund in every cluster to improve participation of all pupils.</b>		Extended Services and partners.			Increased participation in varied activities.	
	A4	NI 57: Children & Young People's participation in high quality PE and sport.	Support the delivery of Sports Programme 2009/10 in inner west wards.	<b>Support the delivery of Sports Programme 2010/11 in inner west wards.</b>		Extended Services. Sport, Active Recreation Community Sports Development Officer & AMT	Wellbeing funding £6,000		Increased participation in sport and active recreation.	
	A5	NI 8: Adult participation in sport and active recreation.	Increased numbers of adults accessing local facilities to take part in sport and active recreation.	<b>Opening of new Armley Leisure Centre. Working towards Inclusive Fitness Initiative (IFI) at Armley Leisure Centre targeting the over 50s through GP and Health Centre referrals to enable those in need to access facilities at the Leisure Centre to help with health and well being and increased mobility.</b>		Armley Leisure Centre			Increased participation in sport and active recreation.	

Local Improvement Priorities	Ref No.	Performance Indicator - how we will measure success	Actions			Partnership lead	Resources	Performance Monitoring and Current Year Progress Against PI Target		
			2009/10	2010/11	2011/12					
	A6	NI 8: Adult participation in sport and active recreation.	Undertake feasibility study for new facilities in Moorside/ Ganners neighbourhood and raise finance.	Undertake research to identify interventions to overcome findings which show that there are a proportion of women aged between 16 and 28 that are absent from sport and physical activities. Exploring funding opportunities to deliver interventions.		Armley Leisure Centre and Sport & Active Recreation Community Sports Development Officer			Increased participation in sport and active recreation.	
	A7	NI 11: Engagement in the Arts		Implement and open the new Community Gallery at Leeds Industrial Museum		Museums & Galleries; dedicated steering group of community members	Hub funding £68,000	number of participants from targeted groups	Increased numbers of participants from targeted groups.	
	A8	NI 11: Engagement in the Arts		National Science and Engineering Technology Week; March 2011		Leeds Industrial Museum & York College	Science Grant £1,000	number of participants from targeted groups	Increased numbers of participants from targeted groups.	
	A9	NI 11: Engagement in the Arts		Installation of Hydro Power - establishing project plan to implement Archimedes Screw; beginning of Sept 09		Museums and Galleries and other departments to be identified	tbc		reduction in site running costs and increased revenue for LCC	
	A10	NI 11: Engagement in the Arts		Support the delivery for the Leeds Waterfront Festival in 2010 and engage other partners for future years.		Aire Action Leeds	external funding		increased attendance from 2009 to 2010	
	A11	NI 11: Engagement in the Arts		Deliver the Waterfront 'Walk It Map' in partnership with LCC City Centre Management Team and investigate opportunities for associated signage.		Map: LCC CCM team Signage opportunities: Aire Action Leeds	external funding		delivery of waterfront map and action plan for signage	
	A12	NI 11: Engagement in the Arts		Encourage greater attendance at theatres generally and specifically within under 26 age group by promoting special offers.		Arts & Regeneration Service & AMT	staff time and partner resources	% of adult population that has engaged in the arts at least 3 times in the last 12 months	increased % of adult population engaged from baseline	
	A13	NI 11: Engagement in the Arts		Work with Arts and Regeneration Service to develop series of satellite events which are a spin off from city centre arts based events e.g. public performance and workshops, outreach work from West Yorkshire Playhouse.		Arts & Regeneration Service / WNWAMT / Youth Service	staff time and possible Wellbeing funding	% of adult population that has engaged in the arts at least 3 times in the last 12 months	increased % of adult population engaged from baseline	



Local Improvement Priorities	Ref No.	Performance Indicator - how we will measure success	Actions			Partnership lead	Resources	Performance Monitoring and Current Year Progress Against PI Target		
			2009/10	2010/11	2011/12					
	A14	NI 11: Engagement in the Arts		Consider match funding opportunities with Arts Grants Scheme and Wellbeing funding		Arts & Regeneration Service / WNWAMT	staff time / Wellbeing funding / Arts Grants Scheme	% of adult population that has engaged in the arts at least 3 times in the last 12 months	increased % of adult population engaged from baseline	
	A15	NI 11: Engagement in the Arts		Use WNWAMT web site to promote calendar of cultural events		WNWAMT / Arts & Regeneration Service	WNWAMT / Arts & Regeneration Service staff time	% of adult population that has engaged in the arts at least 3 times in the last 12 months	increased % of adult population engaged from baseline	

**Leeds Strategic Plan Theme - Enterprise and Economy**

**Theme leads: West North West Employment, Education and Training Partnership (WNWEET)**

Theme Member Champion Cllr Hanley

**LSP Strategic Outcomes**

P1 Increased entrepreneurship and innovation through effective support to achieve the full potential of people, business and the economy

P2 Increased international competitiveness through marketing and investment in high quality infrastructure and physical assets, particularly in the city centre

**CYPP Priorities**

NEET Child Poverty Outcomes for looked after children

Local Improvement Priorities	Ref No.	Performance Indicator - how we will measure success	Actions			Partnership lead	Resources	Performance Monitoring and Current Year		
			2009/10	2010/11	2011/12			Progress Against PI Target		
			Baseline	Target	Current					
Reduce the number of unoccupied business premises in Armley Town Centre and support the continued regeneration of Bramley Shopping Centre. Reduce the number of businesses who relocate out of the area.	B1	NI 172: Percentage of small businesses in an area showing employment growth (continued)	Establish and co-ordinate business initiatives in Armley to help reinvigorate local trade and encourage visitors to the area. Develop a business plan that will ensure the sustainability of the post after the second year. Support local businesses to sustain trade.	<b>Respond to the changing economic climate through the development of initiatives to reinvigorate and regenerate Armley and Bramley district centres.</b>		AMT, Leeds Ahead & Bramley Shopping Centre Management.	Well Being funding to support post in 1st year		Increased visitor footfall, reduced number of vacant units and charity shops.	
	B2	NI 182: Satisfaction of business with local authority regulation services	Co-ordinate and manage business forums. Monitor and ensure that statutory bodies respond to business feedback.	<b>Focus on the identification of income generating initiatives and the development of a business plan that will ensure the future sustainability of the TCM post. and the initiatives, activities and events in Armley. Monitor and evaluate exiting initiatives and events to ensure maximum effectiveness and achievement of outcomes and outputs.</b>		AMT & Leeds Ahead.	TCM staff resources		Increased long term sustainability of the TCM post.	
	B3		Link the local high schools to business activity in a range of creative and innovative ways that ensure businesses both support the curriculum and develop a more employable local skilled workforce. Strengthen employee partnerships and work with businesses to identify training and work opportunities for local people.	<b>Signpost businesses to varying training, support and advice, and the LEGI West Leeds Enterprise Centre to assist them in improving their business. Strengthen employee partnerships and work with businesses to identify training and work opportunities for local people. Coordinate and manage effective communication and interface with local traders and the wider community.</b>		AMT, Leeds Ahead and Jobs and Skills.	staff resources			
Increase the number of new businesses in the West Leeds Gateway Area	B4	NI 171: New business registration rate	Develop the West Leeds LEGI catalyst centre as a hub for new business support. Further investigations to progress the development of a new and innovative Business Support Centre.	<b>Develop the Hub for children and young people, business and enterprise and other partners focusing on enterprise, information, advice and guidance. Support new business start up in LEGI areas, inclusive of those registered, delivering enterprise awareness initiatives, events and workshops, providing training, such as business skills.</b>		BARCA - Leeds,	BARCA staff time / LEGI funding			

Local Improvement Priorities	Ref No.	Performance Indicator - how we will measure success	Actions			Partnership lead	Resources	Performance Monitoring and Current Year		
			2009/10	2010/11	2011/12			Progress Against PI Target		
								Baseline	Target	Current
Increase the number of local people in receipt of Incapacity Benefit accessing training and employment	B5	NI152: working age people on out of work benefits.	Re-engage those on health related benefits into work.	Increased no. of local people on Incapacity Benefit accessing employment.		Jobs and Skills, LCC, in partnership with Leeds Mental Health Employment Consortium.	staff time			
Delivery of improved Town and District Centre in Armley	B6	NI 175 Access to services and facilities by public transport, walking and cycling.	In the District Centre of Armley implement the public realm works as part of the Town and District Centre Scheme and the group repair improvements as part of the Townscape Heritage Initiative.	Promote Armley externally as a regenerated district centre to attract shoppers, visitors, and new businesses. Promote initiatives to encourage a sense of pride to help keep the district centre tidy.		AMT & Leeds Ahead.	T&DC funding and THI initiative			
Develop Leeds Industrial Museum at Armley Mills as an improved visitor attraction and economic driver for the District Centre and Gateway area	B7	NI 10: Visits to museums and galleries	Continue with feasibility study to determine way forward for the museum complex development; the redisplay of the collections and the complementary uses possible within the site.	Have in place a clear development prospectus and business plan including short, medium and long term sustainable projects.		Museums service at LCC, City Development and local community	staff time			
Promote financial inclusion within Inner West	B8	LSP TP1E: To increase financial inclusion in deprived areas		Promote the existing financial advice services in the area, including advice sessions held in Children's Centres and the national 'loan sharks campaign'.		Economic Policy team & AMT	staff time			Increase the number of new customers on low incomes accessing credit union services (savings, loans, current accounts)
	B9	LSP TP1E: To increase financial inclusion in deprived areas		Promote Leeds City Credit Union membership to residents.		Economic Policy team & AMT	staff time			Increase the number of new customers on low incomes accessing credit union services (savings, loans, current accounts)
	B10	LSP TP1E: To increase financial inclusion in deprived areas		Evaluate the outcome of the West Leeds Debt Advice Pilot.		Economic Policy team & AMT	staff time			Increase the number of new customers on low incomes accessing credit union services (savings, loans, current accounts)

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Local Improvement Priorities	Ref No.	Performance Indicator - how we will measure success	Actions			Partnership lead	Resources	Performance Monitoring and Current Year		
			2009/10	2010/11	2011/12			Progress Against PI Target		
								Baseline	Target	Current
	B11	LSP TP1E: To increase financial inclusion in deprived areas		Consider funding Debt First Aid training run by CAB to make available to all front line staff within the area.		Economic Policy team	staff time and possible Wellbeing funding application		Increase the number of new customers on low incomes accessing credit union services (savings, loans, current accounts)	

**Leeds Strategic Plan Theme - Learning**

**Theme leads: Children Leeds West Partnership**

**Theme Member Champion** Cllr Lowe

**LSP Strategic Outcomes**

P1 Enhance skills of the current and future workforce through fulfilling individual and economic potential and investing in learning facilities

**CYPP Priorities**

Early Learning Outcomes in Deprived Areas Outcomes for Looked After Children Persistent absence

NEET Teenage Conception Places to go, things to do

**Actions**

Local Improvement Priorities	Ref No.	Performance Indicator - how we will measure success	Actions			Partnership lead	Resources	Performance Monitoring and Current Year		
			2009/10	2010/11	2011/12			Progress Against PI Target		
								Baseline	Target	Current
Enhance the skill level of the workforce to fulfil individual and economic potential	C1	NI 163 Proportion of population aged 19-64 for males and 19-59 for females qualified to at least Level 2 or higher.	Develop a West Leeds location for Leeds Building College.			Education Leeds		70.60%	75.60%	
Improve learning outcomes for all 16 year olds, with a focus on narrowing the achievement gap	C2	NI 78 Reduction in number of schools where fewer than 30% of pupils achieve 5 or more A*-C grades at GCSE and equivalent including GCSEs in English and Maths. NI102: Achievement gap between pupils eligible for free school meals and their peers achieving the expected level at Key Stages 2 and 4.	Focus on learning outcomes for Key Stage 4 and 16 year olds -analyse level of engagement in most vulnerable groups and widen opportunities and access to Extended Services provision. Support the development of the Swallow Hill High School and the academy at Intake High School.	<b>Work with Clusters around self evaluation to make explicit the link between engagement in extended services and raising aspiration and attainment. Improving attendance, through in school provision, via alternative curriculum's focusing on the most disaffected.</b>		Schools and Extended Services, Children Leeds West & BARCA Leeds.		13* Schools	2* schools	*Opened Swallow Hill Community College. *Family learning consultations. *run a 'raising aspiration' career event with Leeds Ahead

Local Improvement Priorities	Ref No.	Performance Indicator - how we will measure success	Actions			Partnership lead	Resources		Performance Monitoring and Current Year		
			2009/10	2010/11	2011/12				Progress Against PI Target		
									Baseline	Target	Current
Increase the proportion of vulnerable groups engaged in education, training or employment	C3	NI 117: 16-18 yr old who are not in education, training or employment (NEET). NI 106: Young people from low income backgrounds progressing to higher education	Support the work of BARCA in delivering NEET work in Inner West.	<b>Working towards EET (Engaged in Education, Employment and Training) through Connexions Youth Worker. Reduce the level of unknown NEET young people to improve the levels from NEET to EET. Source funding for NEET whole family working to offer information, advice to tackle worklessness and raise aspirations.</b>		BARCA Leeds & Youth Service	A2E Funding.		9.10%	7.8%*	
Improve participation and early learning outcomes for all children, with a focus on families in deprived areas	C4	NI152: working age people on out of work benefits.	Develop work with Children's Centres through the Clusters and develop family support and transfer arrangements from the Children's centres to school.	<b>Continued work with Children's Centres through the Clusters, including family support and transfer arrangements from the Children's centres to school.</b>		Children's Centres & Extended Services.	Children's Centres & Extended Services staff time			improved links between Children's Centres and schools	
Enhance the skill level of the workforce to fulfil individual and economic potential	C5	NI 117: 16-18 yr old who are not in education, training or employment (NEET).		<b>Promote sports coaching scholarship for young people.</b>		Community Sports	potential bid for Wellbeing funding			Increased take up of sports coaching scholarship.	

**Leeds Strategic Plan Theme - Transport**

**Theme leads: City Development Directorate**

**Theme Member Champion** Cllr Harper, Cllr McKenna

**LSP Strategic Outcomes**

P1 Increased accessibility and connectivity through investment in high quality, integrated transport influencing others and changing behaviours

**CYPP Priorities**

Places to go, things to do

**Actions**

Local Improvement Priorities	Ref No.	Performance Indicator - how we will measure success	Actions			Partnership lead	Resources	Target	Performance Monitoring and Current Year		
			2009/10	2010/11	2011/12				Progress Against PI Target		
									Baseline	Target	Current
Deliver and facilitate a range of transport proposals for an enhanced transport system, including cycling and walking	D1	NI 167 (Congestion - average journey time per mile during the morning peak). Possible MAA (possibly add 167 or 177). Increase no of cycle trips to the city centre at peak times. NI 176 working	Connect people across West Leeds and to and from Bradford in a safe and sustainable manner. Investigate evening public transport opportunities.	<b>Investigate the potential for new rail halts in Armley and Bramley.</b>		Transport Policy Team, Metro, AMT	staff time		4 mins 5 secs*	4 mins 20 secs*	
	D2	age people access to employment by public transport (and other specified modes).	Develop a plan for encouraging cycling along canal tow path. Support investigations into improved cycle routes and links to local facilities.	<b>Deliver a Priority Lane for High Occupancy Vehicles (HOVs) from Armley Gyratory to Armley Leisure Centre - conclude detailed design work and incorporate bringing greenspace back into use.</b>		Inner West City Project, City Development & Highways.	LTP funding	work planned to start on site Jan 2010.	4 mins 5 secs*	4 mins 20 secs*	
Improve the condition of the streets and transport infrastructure by carrying out a major programme of maintenance and improvements.	D3	NI 169 (Non-principal classified roads where maintenance should be considered). NI5: Overall/general satisfaction with local area. NI 175 access to services and facilities by public transport, walking and cycling.	Deliver Town & District Centre improvements.	<b>Explore the possibility of a one way traffic system in Armley.</b>		Highways. City Development and Inner West AMT WNWHL			12%	10%	

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Local Improvement Priorities	Ref No.	Performance Indicator - how we will measure success	Actions			Partnership lead	Resources	Target	Performance Monitoring and Current Year		
			2009/10	2010/11	2011/12				Progress Against PI Target		
			Baseline	Target	Current						
	D4	NI 47 People killed or seriously injured in road traffic accidents		Delivery of safety improvement scheme along Armley Town Street including speed tables and a junction re-profiling as well as a pair of chicanes.		Highways. City Development	LTP funding	Construction during 2010/11 and 2011/12.		positive % change	



**Inner West Area Committee - Area Delivery Plan 2008/11**

**Leeds Strategic Plan Theme - Environment**

**Theme leads: Local Tasking Partnerships; Environment Action Teams & Wardens**

Theme member champion Cllr Taggart

**LSP Strategic Outcomes**

P1 Reduced ecological footprint through leading the response, influencing, mitigating and adapting to environmental and climate change.

P2 Cleaner, greener and more attractive city through effective environmental management and changed behaviours

**CYPP Priorities**

Places to go, things to do

**Actions**

Local Improvement Priorities	Ref No.	Performance Indicator - how we will measure success	Actions			Partnership lead	Resources	Performance Monitoring and Current Year		
			2009/10	2010/11	2011/12			Progress Against PI Target		
			Baseline	Target	Current					
Increase the amount of waste reused and recycled and reduce the amount of waste going to landfill.	E1	NI 192 % Household Waste sent for re-use, recycling and composting	Roll Out of Brown Compost Bins, and where feasible ensure households all have green bins. Evaluate progress with composting initiative and success of recycling initiative. Evaluate the amount of waste going to landfill.	<p><b>Continued Roll out of brown bins. Evaluate progress with composting initiative and success of recycling initiative</b></p> <p>(Phase 1 now completed. Any properties identified to form part of phase 2 will only be implemented after the phase 1 trial is deemed to be successful. This is unlikely to be during 2010/11.)</p> <p>An assessment was carried out in 2009/10 to ensure that all identified sites have been included on the new modified routes that should be implemented in late 2009/10 and early 2010/11.</p>		Streetscene	Core	Litter 30.26%* Detritus 11%	33.94%* 10%	
Address neighbourhood problem sites; improve cleanliness and access to and quality of green spaces.	E2	NI 195 Improved street and environmental cleanliness.	Cast & Pride Teams to continue in inner wards. Monthly inspections of estates by ALMO & x2 walkabouts per year. Review schedules, frequency and timetables.	<b>Role of Pride team being re-evaluated due to loss of SSCF funding.</b>		Streetscene.	Core	9%*	8%*	

Local Improvement Priorities	Ref No.	Performance Indicator - how we will measure success	Actions			Partnership lead	Resources	Performance Monitoring and Current Year			
			2009/10	2010/11	2011/12			Progress Against PI Target			
								Baseline	Target	Current	
	E3		Enforcement via EAT of hot spot areas. To target enforcement activity where fly-tipping and environment crime are a blight on the neighbourhood. To enforce action re tidiness of bin yards and investigate opportunities to improve hotspot bin yards. Tackle noise nuisance.	<p><b>Enforcement via EAT of hot spot areas. To target enforcement activity where fly-tipping and environmental crime are a blight on the neighbourhood.</b></p> <p><b>To enforce action re tidiness of bin yards and investigate opportunities to improve hotspot bin yards. Tackle noise nuisance.</b></p> <p><b>To deliver an educational project in a local high school to tackle littering.</b></p>		EAT, ALMO, Streetscene & AMT.	Core		Improved environmental conditions		
	E4		Champion events to be held 1 per LAMP area.	<b>Champions events to take place in areas determined on crime issues – alternating between Inner and Outer West</b>		Partner Agencies	Partner Agencies		Multi-agency problem solving through Operation Champion.		
	E5	NI 195 Improved street and environmental cleanliness.	<b>City Projects Team pursuing transfer of ownership of Holdforth Place to LCC to enable the land to be included within West Leeds Gateway masterplanning.</b>			City Projects, Parks & Countryside and Armley Common Right Trust					
	E6	NI 195 Improved street and environmental cleanliness.		<b>Develop the Aire Action Leeds stewardship project and action plan through community engagement and consultation.</b>		Aire Action Leeds	Aire Action Leeds members in kind resource		Stewardship project and action plan in place		
	E7	NI 195 Improved street and environmental cleanliness.		<b>Produce a revised Leeds Waterfront Strategy and / or Action Plan which takes into account changes in waterfront development, stewardship, community and the Leeds Flood Alleviation Scheme proposals.</b>		Aire Action Leeds	External funding and in kind resource.		revised strategy and action plan		

Local Improvement Priorities	Ref No.	Performance Indicator - how we will measure success	Actions			Partnership lead	Resources	Performance Monitoring and Current Year		
			2009/10	2010/11	2011/12			Progress Against PI Target		
								Baseline	Target	Current
Percentage of parks and countryside sites assessed internally that meet the Green Flag Criteria	E8	NI 195 Improved street and environmental cleanliness.	To work towards 'Green Flag' or similar status for parks in Inner West Leeds, in Gotts Park, Bramley Falls, Armley Park, Bramley Park, Stanningley Park and Rodley Park.	<p><b>Parks &amp; Countryside to continue to seek funding for a scheme of improvements which has been drawn up for all Inner West parks.</b></p> <p><b>New exercise trail at Bramley Falls is now complete.</b></p> <p><b>Armley Moor ownership issues to be resolved to allow proposals for greenspace improvements including a 'green gym' to be delivered. 'Playbuilder' funding has been identified for an informal play area at Armley Moor.</b></p>		Parks and Countryside and Friends of Groups, AMT & City Projects.			Increased numbers of parks achieving Green Flag status	

**Leeds Strategic Plan Theme - Health and Wellbeing**

**Theme leads: WNW Health & Wellbeing Partnership**

**Theme Member Champion** Cllr Harper

**LSP Strategic Outcomes**

P1	Reduced health inequalities through the promotion of healthy life choices and improved access to services
P2	Improved quality of life through maximising the potential of vulnerable people by promoting independence, dignity and respect
P3	Enhanced safety and support for vulnerable people through preventative and protective action to minimise risks and wellbeing

**CYPP Priorities**

Child Poverty	Teenage conception	Early Learning in Deprived Areas
Places to go, things to do	Reducing need for Children in Care	

**Actions**

Local Improvement Priorities	Ref No.	Performance Indicator - how we will measure success	Actions			Partnership Lead	Resources	Performance Monitoring and Current Year Actions/Achievements			
			2009/10	2010/11	2011/12			Progress Against PI Target			
								Baseline	Target	Current	
To reduce premature mortality in the most deprived areas	F1	Develop additional local indicator around narrowing the gap between the most deprived SOAs and the rest of Leeds.  NI 120 All-age all cause mortality rate disaggregated to focus on narrowing the gap between the 10% most deprived SOAs and the Leeds average.  NI 123: Stopping smoking	Develop a number of initiatives including non-smoking days.	<b>Promote the NHS Health Check programme for over 40s and referral into healthy lifestyle initiatives.</b>		NHS Leeds, Primary Care & AMT	NHS (10% SOA deprived areas)		high risk patients over 40 screened for cardiovascular disease		
To increase the number of vulnerable people helped to live at home.	F2	NI 139 The extent to which older people receive the support they need to live independently at home.		<b>Ensure local GPs have information to signpost over 40s to locally delivered healthy lifestyle initiatives.</b>		NHS Leeds					
	F3			<b>Energy Champions in Inner West to identify and refer vulnerable patients into energy grants. Raise awareness of fuel poverty and energy saving grants within deprived areas. Targeted Winter Wellbeing activity in deprived neighbourhoods.</b>		NHS Leeds (Public Health) / Leeds Community Health Care / LCC Fuelsavers / Care & Repair, & AMT	£13k NHS Leeds		Over 40s aware of locally available healthy lifestyle initiatives.  Vulnerable people referred to in energy saving grants. Vulnerable people receive information about keeping well in winter.		

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Local Improvement Priorities	Ref No.	Performance Indicator - how we will measure success	Actions			Partnership Lead	Resources	Performance Monitoring and Current Year Actions/Achievements			
			2009/10	2010/11	2011/12			Progress Against PI Target			
								Baseline	Target	Current	
Enable local people to gain health related skills and knowledge to build community health capacity	F4	NI 187: Tackling fuel poverty - % of people receiving income based benefits living in homes with low energy efficiency rating	Assist with community transport facility provided to older people.			Armley Helping Hands, Local Social Support team, LCC, Armley Helping Hands, and Bramley Elderly Action	£10k Wellbeing funded		Reduced numbers of older people living in isolation. Increased numbers of older people accessing local services and activities and services, leading to improved health & well being.		
	F5		Promote the uptake of direct payments to older people in need.	Evaluate the uptake of direct payments made to older people.		Local Adult Social Care team, LCC, Armley Helping Hands, and Bramley Elderly Action			Reduced numbers of older people living in isolation. Increased numbers of older people accessing local services and activities and services, leading to improved health & well being.		
	F6		Support the Fresh and Fruity campaign			Healthy Living Network Leeds (Fresh and Fruity Project)	HLNL (PCT is not involved in this project)		Effect a reduction in obesity levels' is not an anticipated outcome of this project which is why it has been moved into 'community health capacity'		
	F7			To deliver Community Health Educator sessions within bottom 10% SOA areas in Inner West Leeds, focusing on alcohol, smoking, healthy eating and physical activity).		Healthy Living Network Leeds (CHEs project)	09/10 £60k from NHS Leeds for CHEs sessions		2 CHE sessions will be delivered in bottom 10% neighbourhoods per week		

Local Improvement Priorities	Ref No.	Performance Indicator - how we will measure success	Actions			Partnership Lead	Resources	Performance Monitoring and Current Year Actions/Achievements			
			2009/10	2010/11	2011/12			Progress Against PI Target			
			Baseline	Target	Current						
	F8		To deliver community development work in the Wyther neighbourhood, addressing health education, training and employment opportunities.	<b>To deliver community development activity in bottom 10% neighbourhoods in Inner West Leeds (Wythers, Fairfield, New Worley, Broadleas)</b>		BARCA Leeds in partnership AMT, through Local Area Management Plan (LAMP) priorities and Neighbourhood Improvement Priorities (NIPs).	08/09 £40k from NHS Leeds 09/10 £60k from NHS Leeds for community development activity  09/10 £60k from NHS Leeds for community development activity		SLA is measured against a wide range of community development outcomes		
To bring together key stakeholders and agencies to work jointly in developing and improving local health and well-being services	F9	Moving towards integration through roll out of Common assessment Framework.  NI133 Timeliness of social Care packages following assessment (all adults)	<b>Ebbed Common Assessment Framework (CAF) in all appropriate services / agencies throughout the West wedge.</b>  <b>To review and monitor the local impact of the roll out of the CAF.</b>  <b>To develop the WNW Health &amp; Wellbeing Partnership and to identify priorities for joined up action.</b>		Integrated Process Co-ordinator. WNW Health & Wellbeing Partnership Group. AMT7	Health Improvement Manager		Integrated service planning			
Improved access to psychological, mental health, and learning disability services for those who need it.	F10	NI 58 Emotional and Behavioural health of looked after children	<b>Identification and promotion of appropriate family counselling services throughout the wedge.</b>		Children's West Partnership with Family Support Sub-Group. Head of Children's Centre Services. (HOCCS)						
	F11	VSB 12 Effectiveness of children and adult mental health services	<b>Provision of co-ordinated, appropriate parenting/ family support throughout the wedge. Ensuring all frontline workers are aware of existing parenting support available to increase use of resources and provision.</b>		Children's West Partnership with Family Support Sub-Group. Head of Children's Centre Services. (HOCCS) & AMT						

**Leeds Strategic Plan Theme - Thriving Places**

**Theme leads: Strategic Landlord, /WNW Homes, West North West Employment, Education and Training Partnership (WNWEET), Divisional Community Safety Partnership**

**Theme member champions : Cllr McKenna**

**LSP Strategic Outcomes**

P1	Improved quality of life through mixed neighbourhoods offering good housing options and better access to services and activities
P2	Reduced crime and fear of crime through prevention, detection, offender management and changed behaviours
P3	Increased economic activity through targeted support to reduce worklessness and poverty

**CYPP Priorities**

Early Learning Outcomes in deprived areas	Teenage conception	Persistent absence
NEET	Reducing the need for children to be in care	Child Poverty
Outcomes for looked after children	Places to go, things to do	

**Actions**

Local Improvement Priorities	Ref No.	Performance Indicator - how we will measure success	Actions			Partnership Lead	Resources	Performance Monitoring and Current Year		
			2009/2010	2010/11	2011/12			Progress Against PI Target		
			Baseline	Target	Current					
Increase the number of "decent homes"	G1	NI158 % Decent Homes.	Submit bid for funding for Group Repair Facelift Scheme.	<b>Implement Face Lift Scheme.</b>		Regeneration & Env Health	Regional Housing Bid			
Increase the number of affordable homes	G2	NI 154 Net additional homes provided. NI 155 (number of affordable homes delivered (gross)).	Support affordable housing developments in Inner West, including Mistress Lane, Highfield Gardens, Silver Royd Hill, Evelyn Place and Fairfields.	<b>West Leeds Gateway: Island site: establish a working group and develop a land assembly strategy to look at multi use opportunities. New Wortley: Phase 1 Holdforth and T Block demolition, concluding ownership of Holdforth Place and agreement on short and medium term use prior to long term development.</b>		Partnership of Strategic Landlord, Firebird, WNW Homes, West AMT & City Projects.	Northern Housing Challenge. Bradford CHT, Accent. WNW Homes.	NI 154 0 NI155 0	NI154 At least 6800 after year 2* NI155 800	
	G3		Develop a strategy to improve social, economic and physical improvements to Leeds Bradford Corridor and West Leeds Gateway.	<b>Evaluate outcomes and the successes of the West Leeds Gateway Board, Stakeholder Advisory Group meeting and the Strategic Delivery &amp; Investment Plan .</b>		West Leeds Gateway Board & Stakeholder Advisory Group and Leeds Bradford Corridor Group.				
Reduce the number of people who are not able to adequately heat their homes	G4	NI 187 Tackling fuel poverty - people receiving income based benefits living in homes with a low energy efficiency rating	Deliver an Affordable Warmth event in each ward in partnership with the Older People's networks.	<b>Undertake thermal imaging of the Inner West area to identify energy inefficiencies. Bramley Elderly Action to be involved in promoting a reduction of fuel poverty.</b>		Fuel Poverty Unit, AMT / BEA	WB Funds	City Baseline 2007/8 7.90% (SAP<35) 34.59% (SAP>=65)	City target 2009/10 SAP>35 = 5.86% (550 properties) SAP>=65 = 37.44% (3900 properties). Inner West pro-rata notional target = 55 (SAP 35) properties and 390 (SAP 65) properties.	This is an older persons target. Fulesavers have not undertaken any events in inner west so far this year.
Increase financial inclusion in deprived areas	G5	LAA EDE 12 - No. of people with a bank account in SOAs in the 10% most deprived in the country for the Income Domain	Continue to promote and expand Leeds City Credit Union and Bramley Credit Union in deprived neighbourhoods. Support the delivery of the Inner West Debt Advice Pilot.	<b>Evaluate the outcome of the West Leeds Debt Advice Pilot.</b>		Leeds Debt Forum Credit Unions. Area Mgmt Team, City Development (Economic Development).				

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Local Improvement Priorities	Ref No.	Performance Indicator - how we will measure success	Actions			Partnership Lead	Resources	Performance Monitoring and Current Year		
			2009/2010	2010/11	2011/12			Progress Against PI Target		
								Baseline	Target	Current
Reduce offending	G6	NI 30 Re-offending rate of prolific and priority offenders. NI 18: Adult re-offending rates for those under probation supervision	Use of Information sharing protocol to address problematic offenders. Multi-Agency Prolific and Priority Offenders meeting working to deliver Offender Mgmt Programme.	<b>Working with young people to help reduce the risk of offending and Anti-Social Behaviour. Work towards reducing offending through Offender Management Programme working to break the cycle of offending.</b>		AMT, Police, Youth Service, YOS, Prison Service, NHS Leeds.		The cohort on which targets are set for this target are set annually. The baseline and target for 2010/11 will be agreed as part of the annual review for 10/11.	-17%	
Reduce the harm from drugs and alcohol to individuals and society	G7	NI 40 Drug users in effective treatment NI 38: Drug-related (Class A) offending. NI 39: Rate of Hospital Admissions per 100,000 for Alcohol Related Harm. NI 42: Perceptions of drug use or drug dealing as a problem	Deliver a Drugs Action week plus Drugs Action days in a relevant neighbourhoods. To deploy a Thermal Image Camera in the West Inner area of Leeds to assist in the detect of cannabis farms which are set up in domestic-dwellings and to assist in apprehending suspects.	<b>Tackle drug and alcohol misuse: targeted supportive and enforcement action to resolve issues and underlying problems, undertake alcohol and drug awareness work in schools, target cannabis farms and drug dens to prevent local distribution and increase drugs warrant turnovers and scope out initiatives and resources to work with sex workers to identify and work to resolve the underlying issues. Work with Pub Watch and Trading Standards to reduce access to alcohol by minors. n Target provision to young people to tackle harm reduction issues relating to substance misuse (drugs and alcohol) through educational input and support to local schools to deliver health education messages.</b>		AMT, Police, BARCA-Leeds, Leeds Ahead, Trading Standards. WYP.	Well Being Funds	2939	3028*	
Reduce anti-social behaviour	G8	N 24 Satisfaction with the way the police and local council dealt with anti-social behaviour	Continuation of work undertaken by Youth Work Partnership, in particular early intervention work. To identify and agree hotspot area's, individuals and families in Inner West at the Crime & Grime meetings and deliver multi-agency interventions to include enforcement, diversionary activities and support. Working in partnership with schools and the Safer Schools Officers in tackling anti-social behaviour in schools.	<b>Review every case of ASB and links to race hate, increasing targeted resources to deal with the route cause of problems and impact on victims. Reduce the perception of ASB, through effective interface with frontline workers and members of the public through community engagement and sharing of information. Engaging young people in developing strategies to reduce ASB. Deployment of Off Road Bike Team to tackle nuisance in neighbourhoods. Roll out of DVD made by local schools and children on ASB.</b>		AMT, Police. ASB Panel. ASBU, YIP. YS & BARCA Leeds. Children Leeds West.	WB funds			



Local Improvement Priorities	Ref No.	Performance Indicator - how we will measure success	Actions			Partnership Lead	Resources	Performance Monitoring and Current Year		
			2009/2010	2010/11	2011/12			Progress Against PI Target		
			Baseline	Target	Current					
Reduce worklessness across the city with a focus on deprived areas	G9	NI 152 working age people on out of work benefits. NI 153 working age people claiming work benefits in the worst performing neighbourhoods. NI 150 Adults in contact with mental health services in employment. NI 151: Overall Employment rate (working-age)	Find opportunities for those unemployed to work with businesses and gain skills and training. Deliver the Worklessness Pilot in New Wortley, Wythers and the Fairfields neighbourhoods. Work in SOAs to engage and signpost people into training. Deliver jobsearch activities through a number of delivery sites. Work with offenders and substance misusers to engage them into work. Provide an adult learning facility to support first steps back into work.	<b>Opportunities for NEETs through the Future Jobs Fund.</b>		Jobs and Skills. Access to Employment Funding & £40k Wellbeing funding	11.20%	0.6 percentage point reduction to 10.6%*		
Reduce crime and fear of crime	G10	NI 16 Serious acquisitive crime rate. NI 120 Assaults with injury crime rate	<b>Thematic Sub groups are in place to address Acquisitive Crime, and Violent Crime within the North West Division Community Safety Partnership which also links to DIP &amp; DOMU (offender mgmt unit). Identify 'hot spots' through the multi-agency tasking groups for burglary, vehicle crime, violent crime and ASB by focusing action on operations, and action days, increased PC &amp; PCSO visibility, improving intelligence, accessing specialist equipment, providing crime prevention information and advice to improve quality of life and increased satisfaction levels. Reduce the perception of crime, through effective interface with frontline workers and members of the public through community engagement and sharing of information.</b>		AMT, Police and partners.	WB funds	NI 116 27 (rate per 1000 population) NI120 8 (rate per 1000 population)	NI 116 25.8 rate per 1000 population* 4.7% reduction on baseline NI120 7.5 rate per 1000 population* 6% reduction on baseline		
Develop extended services, using sites across the city, to improve support to children, families and communities	G11	NI 88 Number of Extended Schools.	<b>To ensure the Extended Services Clusters in Inner West are delivering the full core offer of childcare, parental support, out of school activities, access and signposting to other services and access to school facilities.</b>		Extended Services Clusters.					

**Leeds Strategic Plan Theme - Harmonious Communities**

**Theme leads: Area Management Team**

**Theme member champion - Cllr Atkinson**

**LSP Strategic Outcomes**

P1 More inclusive, varied and vibrant neighbourhoods through empowering people to contribute to decision making and delivering local services

P2 Improved community cohesion and integration through meaningful involvement and valuing equality and diversity

**CYPP Priorities**

Early Learning Outcomes in deprived areas      Teenage conception      Persistent absence

NEET      Reducing the need for children to be in care      Child Poverty

Outcomes for looked after children      Places to go, things to do

**Actions**

Local Improvement Priorities	Ref No.	Performance Indicator - how we will measure success	Actions			Partnership lead	Resources	Performance Monitoring and Current Progress Against PI Target		
			2009/10	2010/11	2011/12			Baseline	Target	Current
An increased number of local people engaged in activities to meet community needs and improve the quality of life for local residents.	H1	NI 6 Participation in regular volunteering. NI 110 Young people's participation in positive activities.	Evaluate the outcomes of the Participatory Budget Scheme in the Broadleas.	<b>Deliver WNW new approaches to community engagement: citizens panels, focus groups, questionnaires and surveys both postal and online, WebPages, and Area Vision.</b>		AMT and partners.	Well being Funding & Area Panel Funds from WNW Homes		Effective consultation mechanisms in place which reach a wide range of citizens.	
	H2		To develop Parent Ambassadors within the Clusters to support new parents and provide advise and signpost to activities.	<b>Focus on participation through peer led work and learning - young people identifying own needs and supported to develop their needs and set up activities for other young people . Focus on inter-generational work and community cohesion activities, incorporating learning outcomes around anti racism and respect.</b>		Youth Service, ALMO, AMT.				
	H3		Increase the level of engagement with young people with local services.	<b>Build a network of young people from across West, maximising the use of youth facilities utilising the hub in Bramley and satellite centres.</b>		Youth Service, ALMO & AMT.				
	H4		To deliver an intergenerational/ celebrating diversity event in Bramley & Stanningley ward. Accessing hard to reach groups, both young people and those aged over 45 years.	<b>Delivery of intergenerational event in Bramley.</b>		AMT, Bramley Elderly Action and partner agencies.		WB Funds		

Local Improvement Priorities	Ref No.	Performance Indicator - how we will measure success	Actions			Partnership lead	Resources	Performance Monitoring and Current Progress Against PI Target		
			2009/10	2010/11	2011/12			Baseline	Target	Current
An increase in the number of local people that are empowered to have a greater voice and influence over local decision making and a greater role in public service delivery.	H5	NI 4 Percentage of people who feel they can influence decisions in their locality.	Continued support and development of community forums in Armley and Bramley, ensuring representation and diversity. Investigate web based approaches and resident panels.	<b>Continued support and evaluation of community forums in Armley and Bramley.</b>		AMT and community representatives.	staff time	73.70%	No Place Survey	
	H6		Continued support and development of viable community centres in deprived neighbourhoods. Development of Community Centre Consortium to address the funding issues and deliver a more sustainable management model.	<b>Develop and implement action plans for directly managed community centres. Delivery of Community Centre Consortium plans to address the funding issues of the priority neighbourhood community centres to deliver a more sustainable management model.</b>		AMT, BARCA Leeds and partner agencies.	Fundraising from partner agencies Community Assoc		Sustainable network of community centres in Inner West.	
	H7		To continue the LAMP and NIP activity in New Wortley, Wyther, Fairfield and Broadleas, involving local residents and partner agencies. Develop team neighbourhood action oriented work to improve neighbourhoods and LAMP and NIP plans.	<b>Manage and administer LAMP meetings, coordinate actions, resources and provision, and evaluate achievements. Work to implement interventions with multi agency partners to address local need. Evaluate improvements and perceptions in the neighbourhoods. Review structures and approaches to social and economic regeneration and apply to working practices.</b>		AMT & partners.	All Partner Agencies		Range of improvements in most deprived neighbourhoods through LAMPs.	
Enable a robust and vibrant voluntary, community and faith sector to facilitate community activity and directly deliver services	H8	NI 7 Environment for a thriving third sector.	To commission £10,000 for small grants to voluntary and community groups.	<b>Evaluate impact of community group activities on community capacity and cohesion.</b>		AMT	£10,000 Wellbeing funding		Evaluation of impact of community group activities.	
	H9	NI 6 Participation in regular volunteering. NI 110 Young people's participation in positive activities.		<b>Support 'Leeds Year of Volunteering' by</b>  <b>a) holding a volunteer market place event to increase numbers of volunteers in WNW area</b>  <b>b) hosting a celebration / thank you event to recognise the role of volunteers in the area</b>		AMT / Voluntary Action Leeds	Wellbeing funding	19% of people undertaking 3 or more hours volunteering per week	24% of people undertaking 3 or more hours of volunteering per week	

Local Improvement Priorities	Ref No.	Performance Indicator - how we will measure success	Actions			Partnership lead	Resources	Performance Monitoring and Current		
			2009/10	2010/11	2011/12			Progress Against PI Target		
								Baseline	Target	Current
An increased sense of belonging and pride in local neighbourhoods that help to build cohesive communities.	H10	NI 1 Percentage of people who believe people from different backgrounds get on well together in their local area. Develop local indicator around the prevention of all forms of violent extremism.	To commission £2,500 for skips to support community initiatives.	<b>Evaluate impact of skips allocations to support community initiatives.</b>		AMT	£2.5K WB Fund	73.70%	No Place Survey	
	H11	NI 2: Percentage of people who feel that they belong to their neighbourhood. NI 13: Migrants' English language skills and knowledge. NI 23: Perceptions that people in the area treat one another with respect and consideration.	Deliver the Armley Community Cohesion project.	<b>Implement interventions in the Wyther neighbourhood, complete community cohesion methodology and toolkit to enable roll out in other neighbourhoods to help assess cohesion at a neighbourhood level. Scope out roll out of second audit. Take forward actions from the 'Openspace' event for frontline workers. Evaluate outcomes and apply to delivery of social and economic regeneration approaches in priority neighbourhoods.</b>		AMT and partners.				
	H12		Prevent, identify and respond to community tensions through Neighbourhood Mgmt Tasking and Reporting (Race Hate Crime) within communities through Neighbourhood Wardens and Community Forums.	<b>Work with Armley Mosque and the Sikh Temple on diversity issues and develop community cohesion initiatives.</b>		AMT & Police.				
	H13	NI23: Perceptions that people in the area treat one another with respect and consideration.		<b>The Bramley for All Ages alliance plans to improve intergenerational relations and attach a group of older people to each school in the locality subject to resources.</b>		BEA / Bramley for All Ages Alliance	BEA staff time / other resources tbc			
	H14	NI23: Perceptions that people in the area treat one another with respect and consideration.		<b>Investigate the development of an intergenerational Bramley Parliament.</b>	BEA / AMT	BEA / Bramley for All Ages Alliance	BEA staff time / other resources tbc			

## Glossary of Terms

<b>Term</b>	<b>Description</b>
AMT	Area Management Team
CYPP	Children and Young People
Dev	Development Department
EAT	Environmental Action Teams
WNWH	West North West Homes
LCC	Leeds City Council
P&C	Parks and Countryside
T&DC Funds	Town and District Centre Funds
Vol & Comm Groups	Voluntary and Community Groups
WBF	Well Being Fund
WYP North West Division	West Yorkshire Police

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Originator: Clare Wiggins

Tel: 395 1973

**Report of the West Leeds Area Manager**

**West (Inner) Area Committee**

**Date: 14<sup>th</sup> April 2010**

**Subject: Inner West Area Delivery Plan 2009/10 – Progress Report: Quarters 3 and 4**

**Electoral Wards Affected:**

Armley  
Bramley & Stanningley

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 informs Members of the progress to date for the second two quarters of the Area Delivery Plan (ADP) 2009-10.

Members are asked to note the progress outlined at Appendix 1.

**1.0 Purpose Of This Report**

1.1 This report seeks to inform Members of the progress to date for the second two quarters of the ADP for 2009-10.

1.2 Members are asked to note the progress outlined in Appendix 1 and comment or query on this progress where necessary.

**2.0 Background Information**

2.1 The Area Committee approved the 2008 – 2011 ADP in July 2008. The ADP contributes to achieving strategic outcomes and improvement priorities set out in the Leeds Strategic Plan and the Thematic Priority Plans.

2.2 Since the approval of the ADP, the Area Management Team have used the plan to steer their work programme, identify key actions, inform allocation of the Well-being fund and to monitor progress. This progress has been reported back periodically to

Members via Area Committee meetings, through formal monitoring of Well-being funded projects, and feedback meetings with Members. Most recently, a full progress report on actions undertaken in quarters 1 and 2 of 2009/10 was reported to the Area Committee in December 2009.

### **3.0 Main Issues**

3.1 The ADP for 2008/9 – 2010/11 has been developed under the headings contained within the Leeds Strategic Plan, which all have specific implications for equality and diversity, community cohesion and narrowing the gap. It is a local expression of the city's commitment to the Local Area Agreements and partnership working. These headings are:

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

3.2 Progress against each of these headings is outlined in Appendix 1 attached. The table demonstrates how the ADP actions support Local Improvement Priorities and help achieve success against performance indicators. It also sets out the lead agencies, resources available to deliver the actions and details of progress to date.

### **4.0 Progress to date**

4.1 Members will note that Appendix 1 shows that significant progress has been made in all areas of the ADP, particularly where the Area Management Team has a direct responsibility for the action.

4.3 The Area Management Team has consulted widely with partners to identify actions for the third year of the 2008-11 ADP. The West North West Team's Community Engagement Strategy will provide opportunities for residents to input into the development of the ADPs in future through on-line and postal surveys and Citizen's Panel focus groups. In the meantime, residents priorities have informed the 2010/11 ADP actions. These have been gained through feedback meetings with Members, Armley and Bramley forum meetings, Local Area Management Plans, Police PACT meetings and Armley Business Forum. A more robust public engagement strategy will be implemented shortly and will allow a thorough review of the ADP and enable the development of a well informed ADP for 2011/12.



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

- 5.1 Members have been fully consulted and involved in progressing the action points set out in the second two quarters of the 2009-2010 ADP.
- 5.2 The Area Management Team and its partners have been responsible for driving forward the delivery of the ADP.

## **5.0 Legal and Resource Implications**

- 5.1 The Well-Being Fund continues to finance projects which meet the objectives of the ADP. The Area Management Team work with Council Services, partner agencies and local communities to take a strategic approach to using the Well-Being Fund which ensures best use of funding and levers in match funding where possible.

## **6.0 Conclusions**

- 6.1 The new planning framework within which the ADP sits, has provided a more coherent and effective planning process. In turn, the role of the ADP has been strengthened as a tool to steer actions in the Inner West area over the period 2008 – 2011.
- 6.2 Significant progress has been made in implementing the actions outlined in the ADP for the second two quarters of 2009-10.

## **7.0 Recommendations**

- 7.1 The Area Committee is asked to note the progress outlined in Appendix 1 and comment where necessary.

## **Background Papers**

December 2009, West (Inner) Area Committee meeting: Inner West Area Delivery Plan 2009/10 – Progress Report.

June 2009, West (Inner) Area Committee meeting: Inner West Area Delivery Plan 2008 – 2011

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Originator: Mike Earle

Tel: (0113) 2243209

**Report of the Chief Democratic Services Officer**

**West (Inner) Area Committee**

**Date: 14<sup>th</sup> April 2010**

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

**Electoral Wards Affected:**

Armley  
Bramley and Stanningley

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 – the venues can if necessary be agreed at a later date.

**2.0 Options**

2.1 The options are:-

- To approve the list of dates and times provisionally agreed with the Chair and the Area Manager based on the existing pattern (see Paragraph 3.1);

- To consider other alternative and extra dates;
- To continue to meet at 5.00pm, or to consider alternative times;
- To continue to alternate between suitable venues within the two Wards, or to seek some other venues.

### **3.0 Meeting Dates**

3.1 The following provisional dates have been agreed in consultation with the Chair and the Area Manager. They follow roughly the same pattern as last year, i.e. Wednesday's in June, September, October, December, February and April :-

23<sup>rd</sup> June 2010, 8<sup>th</sup> September 2010, 20<sup>th</sup> October 2010, 15<sup>th</sup> December 2010, 16<sup>th</sup> February 2011 and 6<sup>th</sup> April 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 is likely to lead to co-ordination problems between the Area Committees.

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

4.1 Currently the Committee meets on Wednesday at 5.00pm, 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 an evening meeting.

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 Currently the Committee alternates between local venues in the two Wards.

5.2 If the Committee were minded to request the officers to explore possible alternative venues, then the considerations Members and officers would have to taken 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.

5.3 From time to time, Members of some Area Committees suggest moving all meetings back to Civic Hall, Leeds. The meeting facilities might arguably be better in some

instances, and the venue possibly more convenient for Members, and possibly also the public, as Leeds is the hub of the public transport system. However, Members are reminded of the stated role of Area Committees, as set out in Paragraph 2.1 the Area Committee Procedure Rules :-

- Act as a focal point for community involvement;
- Take locally based decisions that deal with local issues;
- Provide for accountability at 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 District Partnerships and Parish and Town Councils.

These aims and this role is unlikely to be enhanced by holding all meetings at the centre, and rather than move all meetings to Civic Hall, Members might wish to look again at other ways of publicizing meetings and encouraging greater community engagement.

Another option is to alternate meetings between the centre and local venues, and this is what some Area Committees currently do.

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

**West (Inner) Area Committee**

**Date: 14<sup>th</sup> April 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	<input checked="" type="checkbox"/>
Community Cohesion	<input checked="" type="checkbox"/>
Narrowing the Gap	<input checked="" type="checkbox"/>

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.

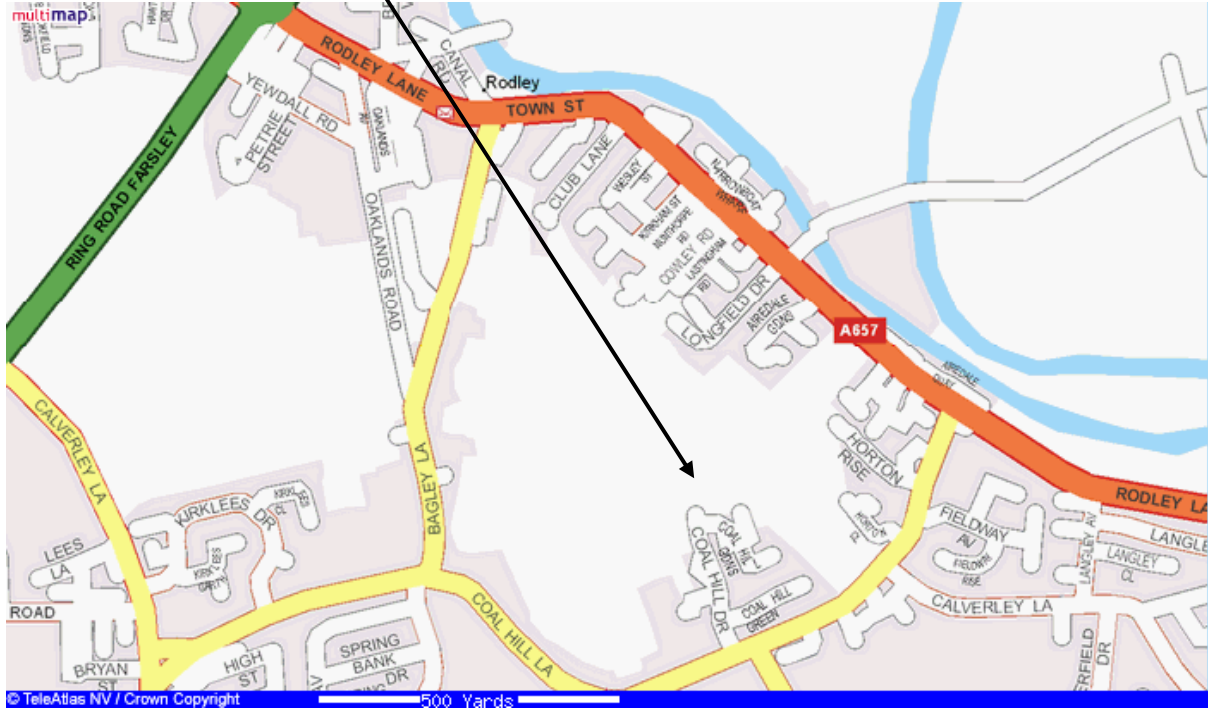
## **8.0 Background Papers**

8.1 None.

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## Stanningley Amateur Rugby Football Club, Coal Hill Drive, Leeds, LS13 1PA



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