



EAST (OUTER) AREA COMMITTEE

**Meeting to be held in Civic Hall, Leeds on
Tuesday, 6th July, 2010 at 1.30 pm**

MEMBERSHIP

Councillors

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

**Agenda compiled by:
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**South East Area Manager:
Shaid Mahmood
Tel: 22 43973**

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
			PROCEDURAL BUSINESS	
1	Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam;		<p>ELECTION OF CHAIR 2010/11</p> <p>To elect a Chair for the 2010/11 municipal year.</p> <p>(Council Function)</p>	1 - 4
2			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</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
3			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-</p> <p>No exempt items or information have been identified on this agenda.</p>	
4			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
5			<p>DECLARATIONS OF INTEREST</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
6			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
7			<p>MINUTES - 23RD MARCH 2010</p> <p>To confirm as a correct record the minutes of the meeting held on 23rd March 2010.</p>	5 - 12
8			<p>OPEN FORUM</p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
			<p>EXECUTIVE BUSINESS</p>	
9	<p>Cross Gates and Whinmoor; Garforth and Swillington; Hyde Park and Woodhouse; Temple Newsam;</p>		<p>WELL BEING BUDGET (REVENUE) 2010/11</p> <p>To receive and consider a report from the South East Area Manager updating the Area Committee on project work funded through the Well Being Budget for 2010/11.</p> <p>(Executive Function)</p>	13 - 22
10	<p>Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam;</p>		<p>AREA DELIVERY PLAN 2010/11 - ANNUAL REFRESH</p> <p>To receive and consider a report from the South East Area Manager presenting a refresh of the Area Delivery Plan 2010/11 for Members' approval.</p> <p>(Executive Function)</p>	23 - 62

Item No	Ward/	Item Not Open		Page No
11	Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam;		<p>COMMUNITY ENGAGEMENT PLAN AND ELECTION OF FORUM CHAIRS 2010/11</p> <p>To receive and consider a report from the Director of Environment and Neighbourhoods presenting the Community Engagement Plan and timetable of forums / events for Members' consideration.</p> <p>(Executive Function)</p>	63 - 72
12	Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam;		<p>ACTIONS, ACHIEVEMENTS AND UPDATE REPORT</p> <p>To receive and consider a report from the South East Area Manager updating Members on actions and achievements around the Area Delivery Plan since the last Area Committee meeting.</p> <p>(Executive Function)</p>	73 - 128
			COUNCIL BUSINESS	
13	All Wards;		<p>AREA COMMITTEE ROLES FOR 2010/11</p> <p>To receive and consider a report from the Director of Environment and Neighbourhoods presenting a summary of the Area Functions and Priority Advisory Functions for 2010/11.</p> <p>(Council Function)</p>	129 - 138
14	Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam;		<p>NORTH EAST DIVISIONAL COMMUNITY SAFETY PARTNERSHIP ANNUAL REPORT</p> <p>To receive and consider a report from the East North East Divisional Community Safety Partnership providing an overview of the performance of the North East Divisional Community Safety Partnership and ward based Neighbourhood Policing Teams.</p> <p>(Council Function)</p>	139 - 166

Item No	Ward/	Item Not Open		Page No
15	Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam;		<p>LOCAL AUTHORITY APPOINTMENTS TO OUTSIDE BODIES</p> <p>To consider a report from the Chief Democratic Services Officer on Local Authority Appointments to Outside Bodies.</p> <p>(Council Function)</p>	167 - 182
16	Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam;		<p>DATES, TIMES AND VENUES OF FUTURE MEETINGS</p> <p>To note the following future meeting dates for the 2010/11 municipal year:</p> <ul style="list-style-type: none"> • 7th September, 2010 • 19th October, 2010 • 7th December, 2010 • 8th February, 2011 • 22nd March, 2011. <p>(All meetings to take place on a Tuesday. Times and venues to be confirmed.)</p>	

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Originator: Guy Close

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Report of the Chief Democratic Services Officer

East (Outer) Area Committee

Date: 6th July 2010

Subject: Election of Chair 2010/11

Electoral Wards Affected:

Cross Gates & Whinmoor
Garforth & Swillington
Kippax and Menthley
Temple Newsam

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council
Function

Delegated Executive
Function available
for Call In

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

Executive Summary

This report is submitted to remind Members of the arrangements for the annual election of the Committee Chair.

The nomination(s) received will be reported at the meeting and Members will be requested to elect from amongst themselves a Committee Chair for the 2010/11 municipal year.

1.0 Purpose Of This Report

1.1 The purpose of the report is to explain the arrangements for the annual election of the Chairs of the Area Committees.

2.0 Background Information

2.1 Article 10 of the Council's Constitution sets out the composition, functions and role of Area Committees.

2.2 Paragraphs 10.7 and 10.8 of Article 10 deal with the appointment (election) of Chairs of the Area Committees. It states that the Chairs of Area Committees will be appointed (elected) by the Area Committees themselves.

3.0 Main Issues

3.1 The Area Committee Procedure Rules, also contained in the Council's Constitution, detail the process whereby Chairs' are appointed (elected). For ease of reference the provisions are reproduced below. It is important to note:

- That, with the exception of Independent Members, all nominations have to be submitted via the respective Group Whips;
- That all nominations have to be received by the Chief Democratic Services Officer no later than one clear working day before the first meeting of the Area Committee at which the election will take place.

3.2 The nominations for Chair will be notified to Members at the meeting by the named Governance Services Officer on the front of this agenda.

4.0 RECOMMENDATIONS

Members are requested to elect from amongst themselves an Area Committee Chair for the 2010/11 municipal year.

Background Papers

Area Committee Procedure Rules

Area Committee Procedure Rules (Extract)

5.0 APPOINTMENT OF CHAIR

- 5.1 Each Area Committee will elect its own Chair, from amongst the City Councillors eligible to serve on that Committee.
- 5.2 Each Party Group with Members elected within an Area Committee area may put forward a nomination from amongst its Members on the Area Committee to Chair the Area Committee. An Independent Member may also put forward a nomination.
- 5.3 A nomination must be forwarded to the Chief Democratic Services Officer no later than 1 clear working day before the first meeting of the Area Committee (after the Annual Council meeting) each year.¹
- 5.4 The Chief Democratic Services Officer will ensure that nominations and the appointment of the position of Chair are dealt with at the Committee's first meeting of the municipal year.
- 5.5 The Chair will be appointed by overall majority of votes cast by those Members eligible to do so and present at the meeting. If no overall majority is achieved, then the nominee with the smallest number of votes will be eliminated from consideration, and the vote repeated.
- 5.6 Where an overall majority of votes cannot be obtained the Council will appoint a Chair.

¹ A nomination from a Party Group must be forwarded by the Whip of that Group.

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EAST (OUTER) AREA COMMITTEE

TUESDAY, 23RD MARCH, 2010

PRESENT: Councillor K Parker in the Chair

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

73 Chair's Welcome

The Chair welcomed everybody to the meeting and introduced Shaid Mahmood who would be taking up the currently vacant Area Manager's post, although with a new title (yet to be confirmed), of Locality Pathfinder Manager.

74 Exempt Information - Possible Exclusion of the Press and Public

RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information so designated as follows:

The Leeds City Credit Union Branch Appendix A referred to in Minute No. 86 under the terms of 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)) and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

75 Late Items

There were no late items but the correct Appendix 1 to Agenda Item 12 (Minutes of the Children Leeds Partnership meeting 28th January 2010) was made available to the Committee.

76 Declarations of Interest

In respect of Agenda Item 13 'Leeds City Credit Union Branch Network' (Minute No. 86 refers), Councillors Lyons, Murray and Grahame declared personal interests as account holders with the Leeds City Credit Union.

In respect of Agenda Item 12 'Actions, Achievements and Update Report' (Minute No. 85 refers), Councillor Murray declared a personal interest as the Area Committee's representative on the Jobs, Employment and Training Partnership and the Children Leeds - East Leadership Team.

(There was also a declaration of personal interest later in the meeting – see Minute No. 84.)

77 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors Armitage and Gruen.

78 Open Forum

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

79 Minutes of the Previous Meeting

RESOLVED – That the minutes of the meeting held on 9th February 2010 be confirmed as a correct record.

80 Matters Arising

Minute No. 67 – Children Services – Area Committee Performance Report
Ken Morton, Locality Enabler, Children Services Unit, briefly updated Members on the data reporting arrangements and advised that the key information being studied now was around turnover.

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

The Chief Democratic Services Officer submitted a report requesting Members give consideration to agreeing the dates, times and venues of their meetings for the 2010/11 municipal year, which commenced in May 2010.

The Chair requested that the Committee approve the dates as set out in para. 3.1 of the report and discuss whether the Committee should continue to hold all of its meetings in the Civic Hall or meet at Ward-based venues.

Members considered the location of their Area Committee meetings and whether it would be more appropriate to hold the meetings out in the Wards and at times which would perhaps make the meetings more accessible to members of the public. It was agreed that the Area Management Team would look at suitable potential Ward-based venues.

RESOLVED –

- (a) That the following dates be approved for meetings of the East (Outer) Area Committee in the 2010/11 municipal year:
6th July 2010, 7th September 2010, 19th October 2010, 7th December 2010, 8th February 2011 and 22nd March 2011.

- (b) That the Area Management Team investigate suitable potential Ward-based venues and times for future meetings and notify Members of the outcome.

82 Thorpe Park Progress Report

The Chief Planning Officer submitted a report setting out progress relating to the delivery of the green park, construction of the newt ponds on the green park area and proposals for the future development of Thorpe Park, including the revised Master Plan and construction of the Manston Lane Link Road.

The Chair welcomed to the meeting, Phil Crabtree, Chief Planning Officer, to present the report and to respond to Members' queries and comments.

The Chief Planning Officer updated Members on various aspects of the report, stressing that the relationship with the new owners had to be treated very delicately:

- The green park - Members were advised that the new owners, Scarborough International Ltd, were contesting whether the trigger figure of 600,000 sq ft was now occupied. Leeds City Council had carried out extensive calculations and estimated that this figure had now been passed.
- The newt ponds - agreement had now been reached with the developers but a new survey would need to be carried out to determine whether a new colony of newts had become established in the new holes in the last few months.
- Delivery of the Manston Lane Link Road, the Council was acting as facilitator and there was now a dialogue between the various parties.

In brief summary, Members raised general concerns regarding original agreements that had not been kept to and the need to press for these to be resolved as soon as possible. The following specific issues were also raised:

- The need for swift action on the delivery of the green park and the link road.
- Public concern about access to the playing fields through residential streets.
- That lessons should be learnt with regard to the assessment of the occupied square footage of the site.

The Chief Planning Officer responded that keeping a running total of the occupancy rates would have made admirable sense. However, with regard to the original location of the playing fields, this had had to be renegotiated due to the discovery of archaeological items of significance at the original site.

The Chief Planning Officer stated that he would keep Members up to date with developments and write to local residents with regard to the current situation with the newt ponds.

RESOLVED – That the contents of the report be noted.

(Note: Councillor A McKenna joined the meeting at 4.30pm during the consideration of this item.)

83 Streetscene Services Update Report

The Head of Environmental Services submitted a report which updated the Area Committee on the proposals for improvements within Streetscene Services. The report advised that the proposals had been agreed with the Trade Unions and workforce and were the result of the negotiation associated with the industrial action between September and November 2009. The report outlined the negotiated improvements and the programme to implement the proposals.

The Chair welcomed Stephen Smith, Head of Environmental Services, to the meeting to present the report and respond to Members' queries and comments.

Members discussed the report and requested that they be provided with more specific detail about the service, in particular the specific days that areas were street cleansed. Members also raised, in brief summary, the following issues:

- Saturday collections – The Head of Environmental Services advised that it had been a short term arrangement to collect some extra bins on Saturdays in order to use spare capacity. He also advised that the new build route had been discontinued, with new properties being incorporated into existing routes.
- Street cleansing – Members were advised that between September 2009 and February 2010, due to the industrial action followed by severe weather, little or no street cleaning had been carried out across parts of the city. However, the department was now endeavouring to bring standards up to the level they were previously.
- Recycling – Members were advised that an analysis of black bin contents was carried out every six months and this study was used to determine what category of waste it would be best to divert from landfill. Garden and food waste had been identified. A food waste collection was being piloted in Rothwell for a year, along with a fortnightly collection of black bins.
- The seven day street cleansing service and concerns that this would be difficult at weekends when cars were parked outside homes.

Members also expressed concern regarding complaints received from residents that bulky items were not being collected. They questioned whether there had been a change in the policy to now involve voluntary recycling organisations and that elderly residents in particular, would find this confusing. Members also stated that they had raised concerns with senior managers which had not been resolved satisfactorily and were concerned with their capabilities of being able to deal with these complaints.

The Head of Environmental Services advised that the bulky collection service had not changed, and was currently running 3½ weeks in advance on an appointment basis. The Council had however for a number of years encouraged residents to take their bulky items to furniture stores run by social

enterprise organisations. In the future it was hoped that the Council would enter into a more formal arrangement with these organisations, but at present these organisations did not have the capacity for an increase in volume. Members' concerns regarding elderly people would be raised within the department and if there had been a management failure to deal with complaints, the Head of Environmental Services advised that this also would be dealt with.

RESOLVED – That the contents of the report be noted.

84 Well Being Budget (Revenue) 2009/10

The South East Area Manager submitted a report advising that the Well Being budget for 2010/11 was £220,727 and recommending that the budget be divided evenly between the four Wards once the committed expenditure had been accounted for. The report also referred to one project that needed to be considered from the Well Being Budget 2009/10.

Martin Hackett, Area Management Officer, presented the report. He highlighted that if Members accepted the allocation of the budget as outlined in the report, it would mean that each Ward would have £8,000 remaining to spend on services to young people, £8,000 on community engagement and £8,000 for each tasking team. It was suggested that Members might prefer to cut back on funding for environmental projects and choose not to fund the 'community payback' scheme in 2010/11. This would create a saving of £15,000 that could be allocated against other projects during the course of the year.

The Area Management Officer referred Members to Appendix 2 of the report which detailed all the work completed by the 'community payback' scheme during 2009/10 and advised that the 10,200 hours of work carried out equated to £80,300, if based on the national minimum wage.

Members discussed this proposal but decided that the 'community payback' scheme was working well, and as it represented good value for money, that the Area Committee should continue to fund this scheme.

With regard to the allocation of the rest of the budget, concern was raised by a Member with regard to the future security of the gardening scheme, as it was managed by Swarcliffe Good Neighbours, a voluntary organisation which was itself vulnerable to changes in its funding.

The Area Management Officer then advised Members with regard to the request for funding from the Bronze Tanning Studio on Manston Approach for security shutters to the premises. He reminded Members that a decision had been deferred from the previous meeting in order to find out whether the owner would contribute towards the project costs. Members were also reminded that the Environment and Neighbourhoods Finance Section had advised not to support this project due to the reasons as set out in the report and Members were provided with a note with comments from Environment

and Neighbourhoods Finance which officers summarised and which stated the following:

‘In respect of the eligibility the guidance is contained in Andy Hodson’s report “Constitutional Considerations relating to Area Committees”, which was a report received at all Area Committees and which sets out how the executive functions of Area Committees may be exercised. One of the appendices of this report refers to the management and purpose of the Wellbeing budget and describes it as such:

“Decisions taken in relation to the utilisation of Well-Being budgets within the framework of the Council’s Constitution and having regard to the Community Strategy in accordance with Section 2 of the Local Government Act 2000. Specifically Area Committees will seek to:

Promote and improve the economic, social and environmental well-being of the Committee’s area, including enhancing service delivery outcomes within their area.”

Therefore this application needs to be judged as to whether it is consistent with this requirement and if it is then it can be submitted to the Area Committee for support.’

Keith Lander, Acting Area Manager, re-emphasised that approving this funding would set a dangerous precedent and potentially benefit an individual. He read out previous guidance that had been used for applicants and the Area Committee, and re-iterated that the Well-being funds were largely for the benefit of voluntary organisations, the wider community and to a lesser extent for shared space with businesses, but not for the benefit of one individual or business. In relation to business support, the Acting Area Manager also referred to how Council monies had been used within the Town & District Centre Regeneration Initiative.

Members were advised that the owner was prepared to fund 50% of the cost of the shutters at £1,950. Members then discussed their reasons in favour and against supporting this application and decided that it would be best to seek further legal advice before taking a final decision on whether to support this application.

In the meanwhile, the Acting Area Manager advised that he would explore if alternative security measures could be taken from within tasking to support this parade of shops.

RESOLVED –

- (a) That the contents of the report and appendices be noted.
- (b) That the division of the budget for 2010/11 be agreed as stated in the report, including funding of the ‘community payback’ probation scheme at £15,000.
- (c) That a decision on the request from the Bronze Tanning Studio on Manston Approach for the Area Committee to provide 50% of the

funding for security shutters be deferred in order for further legal advice to be sought.

(NB: Councillor W Hyde declared a personal interest during the consideration of this item as Chair of Cross Gates and District Good Neighbours Scheme.)

85 Actions, Achievements and Update Report

The Acting South East Area Manager submitted a report which provided Members with details of actions and achievements of the Area Management Team relating to priorities and work of the Area Committee since the last meeting in February 2010. The report also provided an update on issues relating to the work of the Area Management Team.

Keith Lander, Acting Area Manager, presented the report. Graham Wilson, Head of Environmental Action and Parking and Paul Spandler, Acting Service Manager, Environmental Services, were also in attendance to respond to Members' queries on Community Environment Support Officers (CESOs).

The Head of Environmental Action and Parking advised Members that CESOs would be managed through Environmental Services and that himself and the Acting Service Manager had direct links to the CESOs. He advised that CESOs would attend the community forums and there would be a named individual associated with individual localities.

The Area Management Officer advised the Committee that Aire Valley Homes had agreed to contribute funding towards 0.5 of a CESO post in Swarcliffe.

RESOLVED –

- (a) That the report and appendices be noted.
- (b) That the decision agreed in principle at the East (Outer) Area Committee meeting on 8th December 2009 to award £82,914 for a 3 year post of Community Environment Support Officer for Swarcliffe from Swarcliffe PFI credits be ratified.
- (c) That the decision agreed in the Well Being report (23rd March 2010) to provide an additional Community Environment Support Officer in Outer East be noted and that as Area Committee funding is year on year, that an 'in principle' agreement to fund the post for 3 years be also noted.
- (d) That the deployment of Community Environment Support Officers in Outer East be agreed as follows:
 - 1 post to cover Halton Moor & Osmondthorpe;
 - .25 of a post to cover the remainder of Temple Newsam (with flexibility built into the Halton Moor post to help out in the rest of Temple Newsam if required);
 - .75 of a post to cover Cross Gates & Whinmoor;
 - .75 of a post to cover Garforth & Swillington;
 - .75 of a post to cover Kippax & Methley;
 - 1 post for Swarcliffe (funded from PFI credits – geographically restricted).

86 Leeds City Credit Union Branch Network

The Chief Customer Services Officer and Director of City Development submitted a joint report providing Members with details of the services provided by Leeds City Credit Union (LCCU) to enable the Area Committee to engage in an informed debate about the future of Credit Union branches within their area.

The appendix to the report was designated as exempt under Access to Information Procedure Rule 10.4(3).

The Chair welcomed to the meeting Paul Broughton, Chief Customer Services Officer, Planning, Policy and Improvement, to present the report and respond to Members' queries and comments. Mr Broughton was accompanied by Chris Smyth, Chief Executive of Leeds Credit Union.

The Chief Customer Services Officer presented the report and advised that it was the Halton Moor branch in Temple Newsam Ward which was in the Outer East area.

Members discussed the importance and essential service provided by the Credit Union, in particular its role in protecting vulnerable people against loan sharks and doorstep lenders. In view of this, and Members' wishes to support the branch network, it was agreed that £5,000 be offered from the East (Outer) Area Committee's Wellbeing Budget to support the Halton Moor branch, subject to funds also being secured from other sources.

RESOLVED -

- (a) That the ongoing work being undertaken by the Council in relation to Leeds City Credit Union be supported and noted.
- (b) That £5,000 of funding be approved from the East (Outer) Area Committee's Wellbeing Budget to support the Halton Moor branch, subject to funds also being secured from other sources.

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

The meeting concluded at 6.15pm.



Originator: Martin Hackett

Tel: 3950705

Report of the South East Area Manager

East Outer Area Committee

Date: 6 July 2010

Subject: Well Being Budget (Revenue) 2010/11

Electoral Wards Affected:

Cross Gates & Whinmoor
Garforth & Swillington
Kippax and Menthley
Temple Newsam

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council
Function

Delegated Executive
Function available
for Call In

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

Executive Summary

This report updates Area Committee on project work funded through the Well Being budget for 2010/11. The budget for 2009/10 is £220,727.

1.0 PURPOSE OF THIS REPORT

- 1.1 The Well Being budget for Outer East Area Committee is £220,727 in 2010/11.
- 1.2 The budget has one commitment of £38,500 to cover the cost of LeedsWatch CCTV monitoring and maintenance for its 11 cameras.
- 1.3 The remainder of the budget was set against particular projects and priority themes in the Area Delivery Plan.
- 1.4 This report updates Area Committee on progress with some of the projects it has funded.
- 1.5 The report also provides Area Committee with a legal view on spending Well Being Budget funding to privately owned individual properties, shops, premises etc.

2.0 BACKGROUND INFORMATION

- 2.1 The Well Being Budget for 20010/11 is £220,727.
- 2.2 In 2010/11 Area Committee has a total commitment of £38,500 for CCTV monitoring and maintenance costs.
- 2.3 At its meeting held in March 2010 Area Committee approved the following projects:
- a gardening service for elderly and disabled people - £39,000
 - community payback probation scheme - £15,000
 - small grants budget - £10,000.
 - the cost of an additional Community Environment Support Officer(CESO) - 27,700 per year (including on costs).
- 2.4 The CCTV commitment and cost of the other projects amounts to £130,200. This leaves a balance of £90,527 to be split evenly across the 4 wards.
- 2.5 Area Committee agreed that the remainder of the budget was allocated against the following priority areas of work with these allocations:
- Additional Activities for young people - £32,000 (or £8,000 per ward)
 - Community Engagement - £32,000 (or £8,000 per ward)
 - Tasking Team (Community Safety and environmental work) - £32,000 (or £8,000 per ward)
- 2.6 The combined cost of all this work does slightly over commit the budget but it is anticipated that this overspend will be met by a similar sized underspend that will be carried over from 2009/10.
- 2.7 At the Area Committee meeting held on 23rd March 2010 a joint report from the Chief Customer Services Officer and the Director of City Development was considered concerning the Leeds Credit Union Branch Network. Area Committee approved a £5,000 contribution to ensure a service was retained at the Halton Moor branch. This approval was subject to the Credit Union acquiring the necessary match funding. This match funding has now been acquired and the £5,000 grant awarded to the Credit Union. This will have to be met from any budget underspend.

3.0 MAIN ISSUES

3.1 Small Grants

- 3.1.1 There is £10,000 available within the small grants budget which provides up to £500 per application. Small grant expenditure in 10/11 is detailed on **appendix 1**.

3.2 Activities for young people

- 3.2.1 The full amount of £32,000 has now been allocated to fund project work in all four wards. Details of the work and successful outcomes will be regularly reported to Area Committee meetings and Community Forums.
- 3.2.2 **Cricket coaching by Yorkshire County Cricket Club.** Area Committee has awarded £5,000 towards cricket coaching for 9 to 15 year olds to be delivered over 3 weeks during the summer. In 2009 it is estimated that up to 1500 youngsters received coaching from this programme.
- 3.2.3 In previous years the coaching has been free but due to the increased cost because of increase in demand and therefore the need to provide additional coaches there will a 50p charge per day.
- 3.2.4 The dates and venues of the coaching are:
- Methley Cricket Club – 1st to 4th June 2010
 - Kippax Welfare Club – 2nd to 6th of August 2010
 - Whitkirk Cricket Club – 16th to 20th of August 2010
- 3.2.5 **Activities for young people in Cross Gates & Whinmoor.** This project has been awarded £7,000 and will provide a wide range of activities in this ward with the lead agency being LCC Youth Services.
- 3.2.6 The funding provided will support holiday programmes and some one off projects over the course of the year. The programmes on offer will include activities that have a focus on sport, arts ,music, drama , dance and citizenship (ie youth participation projects) as well as trips and events during the Easter, Summer, October half-term, Christmas and Feb half-term 10/11.
- 3.2.7 The funding will also be used to support some targeted work in the local community in partnership with other agencies, to provide opportunities for young people to do voluntary work and environmental project. Most of the programme will be accredited and give the young people new skills and help with their personal development.
- 3.2.8 Youth Service anticipates engaging with approximately 250 additional young people from the Cross gates & Whinmoor ward over the duration of the year. This will allow Youth Services to further build relationships with young people who currently do not access regularly youth work provision and seek to engage them in meaningful and enjoyable youth work programmes.
- 3.2.9 **Activities for young people in Temple Newsam.** This project has been awarded £7,000 and will provide a wide range of activities in this ward with the lead agency being LCC Youth Services.
- 3.2.10 This project will provide out of school activities for young people 13+ from Temple Newsam Ward. The programmes available will include activities that have a focus on learning new skills, sports, arts; citizenship and youth participation; a range of trips

and local workshops intended to provide young people with opportunities to make positive use of their leisure time.

- 3.2.11 These programmes will be targeted to encourage access to local facilities and opportunity's in the local area as well as the wider region. Activities will also provide young people with the opportunity's to build on social skills, self esteem and confidence building. The programme's will include support for extended services working alongside young people from other parts of the locality and ward with the aim of increasing community cohesion.
- 3.2.12 The project will allow young people to channel their energies into positive activities while out of school and hence divert from possible nominal criminal activities. The project aims to provide opportunities for a minimum of 300 young people within the target age range.
- 3.2.13 **Activities for young people in Garforth, Kippax and villages.** This project has been awarded £13,000 and will provide a wide range of activities in this ward. The funding has been split between Youth Services, Garforth Schools Partnership Trust and Brigshaw High extended services.
- 3.2.14 The funding will help support Youth Services holiday activity programmes in the Kippax & Methley and Garforth & Swillington ward areas. The programmes available will include activities that have a focus on: learning new skills, sports, arts, citizenship & youth participation as well as a range of trips and local workshops intended to provide young people with opportunities to make positive use of their leisure time during school holidays between 01/04/10 & 31/03/11.
- 3.2.15 The work of the Schools Partnership Trust and Brigshaw High Extended Services programme will run in 2010 providing an out of school activities programme for young people aged 11-16yrs. The programme will provide a range of trips, visits and activities over Easter, Spring Bank, Summer and October covering 9 weeks of the school holidays.
- 3.2.16 The project will also attempt to address the frequent complaint from residents that there is nothing for young people of this age to do. The local sport centre will run activities for the younger age groups, but not for the 11-16 year olds.
- 3.2.17 The programme will also target Year 6 young people who attend primary school to support their transition into the high school in the September. The first week of the summer programme is solely for students in Years 6 and 7.
- 3.2.18 The grant will be used to publicise the programme to young people and their parents as well as to Police, Social Services, children's charities and other agencies who work with young people to enable them to offer access to the programme to their young people. The grant will also be used to part fund some of the activities that are particularly popular such as the mini BREEZE which attracted over 300 children, young people and parents and carers in 2009.

3.3 Community Engagement

- 3.3.1 **Year of the Volunteer events in April 2010.** A series of 4 events were held in April with the aim of recruiting new volunteers especially in the field of support to older people. The events were planned by Area Management with support from a variety of departments and agencies including the Older Persons Networks in Outer East.
- 3.3.2 The total numbers attending these events was around 500 and there has been up to 40 people putting their names forward for volunteering. The total cost for the full 4 days was approx £2,000.
- 3.3.3 **Garforth Community Gala.** This gala was awarded £1500 from the Garforth & Swillington ward allocation for community engagement. The gala will take place in July and is organised and managed by Garforth Lions.
- 3.3.4 **Older Persons Week September 2010.** This annual event is still at planning stage and in 2009 attracted up to 1000 people from across Outer East. It is scheduled to take place again in late September 2010 with at least one event in each ward. The total cost in 2009 was £3,300 and is estimated to be the same in 2010.
- 3.3.5 The request to Area Committee is that each ward contributes one-quarter of the cost from its community engagement budget to support this event. This is estimated at £825 per ward.
- 3.3.6 **Year of the Volunteer – part 2.** As part of this year to support and celebrate volunteering Area Committee has previously agreed in principle to support two events: the first was held in April to help recruit volunteers; the second is an awards event in late 2010 that will be held at the Civic Hall. To cover the room hire, buffet, certificates/flowers etc the estimated cost is somewhere between £1,000 and £1,400.
- 3.3.7 The request to Area Committee is that each ward contributes one-quarter of the cost from its community engagement budget to support this event. This is estimated at £350 per ward.

3.4 Swarcliffe Good Neighbours - gardening and decorating service for elderly and disabled people

- 3.4.1 The gardening project started in May 2010 and will last until the end of October. The project is advertised through the older person's networks and available to OAP's and disabled people who do not have family support to carry out this work.
- 3.4.2 Area Committee will be provided with details of numbers of gardens completed by ward on a regular basis. At the time of writing this report 116 gardens had been completed.
- 3.4.3 The decorating service starts in April 2010 and runs through until May 2011. At the time of writing this report there had been 10 referrals for decorating.

3.5 Community Environment Support Officer (CESO)

- 3.5.1 After the recent restructure of the Neighbourhood Warden Service in Leeds the new post of CESO was created and staff deployed across the city. From the core funded staff Outer East was allocated 2.5 CESO's.
- 3.5.2 Outer East Area Committee agreed to increase its allocation of CESO's funding 1 from the Well Being Fund to work in Garforth, Swillington, Colton and Halton. This post is now filled and the officer is working in those areas. A second post funded from Swarcliffe PFI credits and Aire Valley Homes funds is restricted to the Swarcliffe area. At the time of writing this report arrangements for interviewing applicants was taking place.

3.6 Bronze Tanning Studio, Manston Approach (Cross Gates)

- 3.6.1 At the last two meetings of Area Committee in February and March of 2010 it considered a request from Bronze Tanning Studio to provide shutters to either side of the premises. This was after a number of incidents of anti-social behaviour. The cost of this work is £3,900 (inclusive of VAT). The proposal was to consider paying half the cost provided that the owner paid the other half. Area Committee deferred any decision to support this project until it had received a legal view on Well Being Funds being used to fund work to a privately owned individual shop.
- 3.6.2 In respect of the eligibility the only guidance that appears to be available is contained in the report "Constitutional Considerations relating to Area Committees", which was a report received at all Area Committees and which sets out how the executive functions of Area Committees may be exercised. One of the appendices of this report refers to the management and purpose of the Well Being Budget and describes it as such:

"Decisions taken in relation to the utilisation of Well-Being budgets within the framework of the Council's Constitution and having regard to the Community Strategy in accordance with Section 2 of the Local Government Act 2000. Specifically Area Committees will seek to:

Promote and improve the economic, social and environmental well-being of the Committee's area, including enhancing service delivery outcomes within their area"

Therefore this application needs to be judged as to whether it is consistent with this requirement and if it is then it can be considered by Area Committee.

- 3.6.3 The Property and Finance section of Legal Services considered the issues relating to this application and have advised as follows:

The Area Committees can use their well-being budgets to fund anything that is likely to promote and/or improve the economic, social and/or environmental well-being of their area. This is within the terms of reference of the Area Committee.

The Local Government Act 2000 powers in this respect are cast very wide. The powers can benefit a whole LA area or just part of it as well as a group of persons or an individual person.

In making its decision on any application for well being funding, the Committee is entitled to have regard to local circumstances as well as to the wishes and needs of the local community. So, as regards the current application, it would be able to consider what the implications of making a contribution would be in terms of, say, the impact on the budget available to fund competing (or higher priority) projects; the greater or lesser extent of the environmental well-being likely to be brought about by the spend; would the spend create a precedent the Committee would not wish to be bound by in the future; the views of the local police. Having said this, the Committee also need to be aware that they must act reasonably in reaching their decision.

Whatever the committee determine, if they receive any similar applications in the future, they also need to bear in mind the determination of the current application so as to ensure consistency in decision making i.e. they wouldn't just be setting a precedent by approving the current application, they may also be setting a precedent by refusing it.

4.0 IMPLICATIONS FOR COUNCIL POLICY AND GOVERNANCE

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

5.0 LEGAL AND RESOURCE IMPLICATIONS

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

6.0 CONCLUSIONS

6.1 The report provides Area Committee with an update on its Well Being Budget expenditure in 2010/11.

6.2 The report recommends Area Committee allocate funding to two new projects.

6.2 The report also provides Area Committee with a finance and legal view on funding to install security shutters to Bronze Tanning Studio in Manston.

7.0 RECOMMENDATIONS

7.1 Area Committee is asked to note the content of this report and raise any questions.

7.2 Area Committee is asked to note that the £5,000 allocated to Leeds Credit Union will have to be met from any budget underspend.

- 7.3 Area Committee is recommended to award £3,300 to fund Older Persons Week 2010.
- 7.4 Area Committee is recommended to award £1,400 to the Year of the Volunteer event to be held in late 2010
- 7.5 Area Committee is asked to note the finance and legal advice concerning the part funding of security shutters at Bronze Tanning Studio at a cost of £1950 and decide if it wants to fund this project.

Background papers

- Outer East Area Committee Report, 8 July 2008 – Area Delivery Plan 2008-11
- Executive Board Report, 16 July 2008 – Area Committee Roles 2008/09
- Well Being Report to Area Committee, February 2010
- Well Being Report to Area Committee, March 2010
- Leeds City Credit Union Branch Network, March 2010

Appendix 1 Outer East small grant position as at 3 June 2010 (from 10/11 budget)

Cross Gates & Whinmoor ward		Ref	Paid?	£
8th Seacroft (St Gregorys) Rainbows	Trips out (2010)	OE 10 03 S		165.00
				<u>165.00</u>
Garforth & Swillington ward		Ref	Paid?	£
Garforth in Bloom	New planters	OE 10 01 S		500.00
				<u>500.00</u>
Kippax & Methley ward		Ref	Paid?	£
Kippax Welfare Sports & Social	Storage container (from 09/10)	OE 09 18 S	Yes	500.00
Ledston Luck Community Group	Ledston Luck fete 21 August 2010	OE 10 02 S		500.00
				<u>1,000.00</u>
Temple Newsam ward		Ref	Paid?	£
				<u>-</u>

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Originator: Martin Hackett
Tel : 3950705

Report of the South East Area Manager

East (Outer) Area Committee

Date: 6th July 2010

Subject: Area Delivery Plan 2010/11 – Annual Refresh

Electoral Wards Affected:
 Cross Gates & Whinmoor
 Garforth & Swillington
 Kippax and Mentley
 Temple Newsam
 Ward members consulted (referred to in this 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 presents a refresh of the Area Delivery Plan to ensure that priorities and actions meet with current local needs. It explains the context for the plan including its links to the Leeds Strategic Plan and actions planned relating to responsibilities delegated to Area Committee by the Executive Board, both around Council functions and partnership working.

Purpose of this report

1. This report presents a refresh of the Area Delivery Plan 2010-11 for approval.
2. It explains the context for the plan including its links to the Leeds Strategic Plan and actions planned relating to responsibilities delegated to Area Committee by the Executive Board, both around Council functions and partnership working.
3. The report presents the Outer East area priorities around which the work of the Area Management Team will be focused in 2010/11 on behalf of the Area Committee.
4. The Area Committee is asked to approve the priorities for 2010/11.
5. It is important to note that the ADP is a working document. Actions will be added to it as the year progresses; for example through issues raised at community forums, ward member meetings etc and project proposals that come forward for funding from Well Being budget. It will also be updated periodically to reflect the outputs and outcomes of actions in the ADP.

Background

6. The Area Committee will recall previous reports giving information on the development of the Leeds Strategic Plan (LSP). This sets out the Council's priorities for Leeds from 2008 to 2011 and what the Council will do itself and in partnership with others to deliver these priorities.
7. The Leeds Strategic Plan brings together the themes in the existing Vision for Leeds, Local Area Agreement and Regeneration Plan, to provide an integrated framework geared to tackling neighbourhood needs and priorities. The Area Delivery Plan 2008-11 was agreed by the Area Committee in July 2008, this plan has been refreshed as part of an annual review to ensure that priorities and actions meet with current needs.
8. The 2010/11 plan translates the city –wide local improvement priorities in the Leeds Strategic Plan to specific priorities relevant to the Outer East.
9. There will be a further report to Area Committee at its February 2011 meeting to update Members on progress against the Area Delivery Plan actions.

Delegated functions

10. The Executive Board agreed a number of recommended changes to Area Committee responsibilities and working arrangements at their meeting in November 2007 and changes to the constitution took effect in May 2008. There is an increase in the range and number of service and function responsibilities the Area Committee now have which include:
 - Community engagement
 - Community Centres
 - Community safety eg CCTV
 - Environment (e.g. green and open spaces, Streetscene, environmental action teams, grounds maintenance)

- Highways maintenance
- Conservation Area Reviews
- Children and young people (e.g. youth services)
- Health and Well Being (including adult social care and healthier communities)
- Regeneration and development including neighbourhood management coordination

11. The ADP reflects these additional responsibilities presented within the themes of the Strategic Plan. It includes any priority actions the Area Committee may want to progress relating to these responsibilities, including priorities that can be assisted in achievement through the Well Being Fund that the Area Committee administer.

Area Partnerships and developing local actions

12. The Area Delivery Plan is the local expression of the Leeds Strategic Plan and therefore it will be a partnership document, and partners have been consulted in putting it together.

13. The District Partnership was dissolved in 2008 and replaced by thematic based area partnerships set up under the umbrella of the Leeds Initiative, with increasing accountability and direct links to Area Committees. The following is a list of the partnership groups covering the east area:

- North East Divisional Community Safety Partnership
- Children Leeds - East Leeds Leadership Team
- Jobs, Enterprise & Training (JET) Partnership
- Health & Well Being Partnership

14. The Area Delivery Plan in 2010/11 will endeavour to make clearer which partnership will be responsible for reporting performance against which ADP priority.

15. The Area Delivery Plan incorporates the 8 strategic themes of the Leeds Strategic Plan with each theme having an Elected Member as its champion. The champions agreed by Area Committee in 2008/9 and 2009/10 are listed below.

Theme	Champion
Culture	Cllr Bill Hyde
Enterprise & Economy	Cllr Tom Murray
Learning	Cllr Tom Murray
Transport	Cllr Mick Lyons
Environment	Cllr Keith Wakefield
Health & Well Being	vacant
Thriving Places	Housing – Cllr Peter Gruen Community Safety- Cllr Mark Dobson

16. There is a vacancy for the role of Health & Well Being 'champion'. In relation to the other 'champion' roles Members are asked to confirm if they wish to continue as theme champion. This role falls outside of the Appointment to Outside Bodies as outlined in a separate report to this meeting.
17. The ADP will continue to include local priorities and actions as identified by elected members and residents through local engagement activity, including the allocation of Well-Being Funds. Where these do not naturally sit within a themed partnership, the ADP will make clear which service will report progress to the Area Committee on that particular action.
18. The Area Management Team will work with members through their individual ward member meetings on further actions they would like to see included in the plan. Where these are ward specific actions, progress will also be reported at ward member meetings.

Community Charter

19. Area Committee has previously agreed to develop a simpler, more user-friendly and accessible document or "charter" for distribution at key buildings such as community centres, libraries etc. This will be set out as a series of pledges and actions that can be easily understood and list recently funded projects. It will also include a calendar of local engagement opportunities such as the community forums and other local events/consultations. In this way it is felt that the understanding of the work of the area committees, local councillors and public service providers can be better understood and held accountable to local residents. In effect this will be the resident-friendly version of the ADP.
20. Appendix 1 provides some details of the type of information that will be included in the charter.

Community Engagement

21. The Area Committee has a community engagement strategy which is based around a cycle of community forums, a number of ward events and a number of partnership events. The aim is to create opportunities for local people to influence service planning and ensure that residents are informed of how their views have been listened to and what will be delivered as a result.
22. A separate report details the forum schedule for 2010/11.

Implications for Council Policy and Governance

23. The priorities for the Area Delivery Plan mirror the priorities of the Leeds Strategic Plan. This will enable local interpretations of the priority outcomes for the area to be developed and delivered against. Actions in the plan were formulated based on consultation with key stakeholders in the local area.

Legal and Resource Implications

24. The Well-Being budget delegated by Executive Board is used to finance projects which meet the objectives of the Area Delivery Plan, which links to the delivery of Leeds Strategic Plan outcomes. Members of the Area Committee are keen that wherever possible the use of well-being funds brings in additional match funding to the area.
25. The Area Management Team will be responsible for organising and co-ordinating community engagement activity from within their existing resource and use of well – being funds where agreed.

Conclusions

26. The Area Delivery Plan refresh sets out the key priorities for 2010 - 2011 for Outer East Leeds. This is attached at the end of this report.
27. The focus of the refresh is on actions to be delivered and developed during 2010/11.
28. The Area Management Team will support partnerships and local services in this process and continue to champion the role of the Area Committee through the ADP.
29. The introduction of a resident friendly version of the ADP through a “charter” will be a significant step in promoting the role of the Area Committee and elected members in influencing local services and holding them to account.

Recommendations

30. The Area Committee is requested to;
 - a) Approve the annual refresh of the ADP 2010-11 (attached at the end of this report)
 - b) Agree strategic ‘champions’ for 2010/11.
 - c) Agree the content of the community charter.

Background Papers

- Area Delivery Plan 2008/11
- Area Functions Schedule 2010/11

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Appendix 1 to ADP report

Outer East Area Committee Delivery Plan 2010/11

Community Charter - Our Promises to You

Dear Residents,

On behalf of the Area Committee, I am pleased to introduce the first ever community charter for our area.

Your Community charter

This charter sets out our promises to you in the year ahead and provides information on some of our achievements last year. These are additional things that will be done in response to the priorities that have been identified by residents and councillors. It also provides information on how we engage with our communities and how we give you the opportunity to become active in the community and influence decisions

Outer East - Your Area Committee

We are a formal local committee of Leeds City Council. Membership is made up of the 12 councillors covering the following wards:

Cross Gates & Whinmoor – Councillors Peter Gruen, Pauleen Grahame, Suzi Armitage

Temple Newsam – Councillors Bill Hyde, Mick Lyons, David Schofield

Garforth & Swillington – Councillors Mark Dobson, Andrea McKenna, Tom Murray

Kippax & Methley – Councillors Keith Wakefield, James Lewis, Keith Parker.

We have a local budget to help us deliver on our promises to you.

Supporting Community Action

The Area Committee runs a small grants scheme that can provide up to £500 towards discreet community projects that benefit local people. We also have access to Proceeds of Crime Act (POCA) funding that is available for similar things. If you are involved in a local community group and have a specific activity you would like to deliver we would be pleased to hear from you (contact details inside).

I hope you find the charter informative.

Yours

Councillor Keith Parker
Chair of Outer East Area Committee

Our Priorities for the year ahead – this spreads across the pages

Things to do

- Provide new sports pitches, car parking area and changing facilities in Methley and at Thorpe Park
- Improve sports pitches in Whinmoor and Garforth with better drainage schemes.
- Provide new children's play areas in Naburn Close, Whinmoor and Grove Road, Halton
- Provide support to local community and voluntary groups through a small grant budget and use of Proceeds of Crime Act (POCA) funding
- Make improvements to some of our community centres so that they can be better used for community activities.
- Provide a gardening and decorating service to elderly and disabled people. This will be provided through Swarcliffe Good Neighbours. The first cut is free and then there is a small charge for any subsequent visit. The decorating is charged at affordable rates.

Clean and Green

- Provide support to 'in bloom' groups in Garforth, Kippax, Micklefield and Swarcliffe
- Provide a dedicated probation services 'community payback' team to undertake community clean ups, help with painting and decorating jobs to community facilities and assist community groups on environmental projects
- Fund two additional Community Environment Support Officers for Outer East Leeds to increase the size of the team that will address issues of environmental enforcement including dog fouling, tipping and untidy gardens
- Support the work of fuelsavers by funding an aerial survey to identify houses with poor insulation in Outer East.
- Promote Aire Valley corridor schemes to become tourist attractions for the area eg Fairburn Ings and St Aidans.
- To create Halton Moor Nature Zone with the aim of enhancing the natural greenspace off Cartmell Drive and uplifting the area which runs alongside a well used path.

Community Life

- Hold the annual 5 day event to celebrate the contribution older people make to our communities
- Provide funding towards the Garforth Arts Festival and promote this festival to become part of Leeds' annual festival of events
- Support galas and fetes held throughout Outer East Leeds

- Hold community forums in the 4 wards across Outer east Leeds to ensure local people have a voice concerning local issues and how they are addressed
- Hold at least 2 partnership events for local residents that explain the work of partnerships in their area and how they can influence the setting of priorities.
- Support Christmas Lights events across the area.
- Hold an event to acknowledge and reward volunteers in East Leeds

Healthy Living

- Support Luncheon Clubs that exist for older people and provide them with a social outlet
- Support Neighbourhood Network schemes to develop local initiatives that encourage elderly independent living.
- Provide 3 separate weeks of cricket coaching through Yorkshire County Club for youngsters in Outer East Leeds during the summer of 2010
- Deliver a programme of activities in all 4 wards for young people during school holidays. The activities will include sport, dance, fun activities, confidence building and accredited training.
- Promote local allotments to encourage people to grow healthy foods.
- Develop local outreach initiatives linked to sexual health programmes aimed at raising the aspirations of young women

Safe Neighbourhoods

- Support project work to target harden properties at risk of break due to the vulnerability of residents or high break –in rates in the locality
- Introduce local schemes to ban the drinking of alcohol in public areas where it has led to rowdiness and ASB as has happened in Garforth and Kippax with the introduction of Designated Public Place Orders (DPPO's)..
- Providing CCTV to address criminal and anti-social behaviour in problematic shopping parades. Systems have been installed in Whinmoor, Stanks and Swarcliffe to deter ASB and identify those involved in ASB
- Providing CCTV linked to LeedsWatch in Garforth, Kippax, Swillington, Halton and Cross Gates. The Area Committee will continue to finance these cameras that act as an effective tool in deterring crime and identifying those involved in criminal activity.
- Continue with three inter agency partnership meetings that meet six-weekly to address and act upon the issues of crime, asb and environmental blight within communities. This Area Committee has provided funding to help this partnership agree discreet projects that make communities safer.
- The Police and partner agencies will hold 'operation champion' every six weeks in different neighbourhoods across Outer East. As well as Police partners include environmental enforcement officers, trading standards officers, fire officers, representatives from DVLA amongst others.
- Introduce local dispersal orders which will allow Police to break up public gatherings of young people where residents feel intimidated.
- Help residents protect their homes by providing property marking kits and trembler alarms for those who feel most at risk.

Local Economy

- Invest in community based social enterprise projects such as Swarcliffe Good Neighbours Gardening and decorating scheme that will employ local people to deliver this service.
- Support regeneration programmes aimed at promoting local businesses such as the work of the Micklefield Regeneration Partnership.
- Support planned actions to engage and signpost people to get back into work with projects like the Job Shop in Kirkgate Market.
- The Area Committee has recently invested in its town and district shopping centres through CCTV, new street furniture and other improvements. It will continue to support investment in its town and district centres by making them attractive to customers and potential businesses.

Learning for All

- Support the School Partnership Trust in Garforth to provide wireless broadband access to all entitled users in the town through Project Cirrus which will run out of Oak Road Community Centre. The Oak Road centre will act as a training centre children in the Garforth Schools cluster as well as for adult learners.
- Support ICT Projects in community centres throughout the Outer East area.
- Deliver out of school activities and accredited training programmes through the school clusters and Leeds City Council Youth Service
- Support targeted project work in neighbourhoods with high levels of unemployment to assist local people get back into work or training such as the 4Families project in Osmondthorpe.

Getting Around

- Deliver local schemes to help make roads safer in our neighbourhoods including parking improvements and traffic calming. Proposals in 2010 include improvements to parking in Swarcliffe and traffic calming in Halton.
- Deliver green gateway projects in Wykebeck Valley and Halton Moor to provide safe and attractive walking and cycling routes.
- Deploy additional salt bins in hotspot areas to assist residents in snow and icy weather

Engaging Communities

The following details engagement activities in Outer East Leeds during 2010/11.

Month	Date	Event	Venue/Time
June 2010	1st	TempleNewsam/Halton/Colton/Whitkirk PACT	St Mary's Church Hall Whitkirk, 7.15pm
	1 – 4 th (inc)	Cricket coaching 9 – 15year olds	Methley Cricket Club 10 til 3
	2nd	Halton Moor/Osmondthorpe PACT meeting	Corpus Christi Church Hall 6pm
	3rd	Cross Gates/Manston/Austhorpe PACT meeting	Garden Village Association Hall 6pm
	7th	Whinmoor/Swarcliffe/Stanks PACT meeting	St Gregory's Social Club 6pm
July 2010	1st	Cross Gates/Manston/Austhorpe PACT meeting	Garden Village Association Hall 6pm
	5th	Whinmoor/Swarcliffe/Stanks PACT meeting	St Gregory's Social Club 6pm
	6 th	Outer East Area Committee	Civic Hall, 4pm
	6th	TempleNewsam/Halton/Colton/Whitkirk PACT	St Mary's Church Hall Whitkirk, 7.15pm
	7th	Halton Moor/Osmondthorpe PACT meeting	Corpus Christi Church Hall 6pm
	19th	Whinmoor Forum	Fieldhead Carr Primary School, 6pm
	21st	Swarcliffe Forum	St Gregory's Social Club, 6pm
	27th	Cross Gates Forum	Cross Gates Good Neighbours Offices, 6pm
August 2010	2nd	Whinmoor/Swarcliffe/Stanks PACT meeting	St Gregory's Social Club 6pm
	3rd	TempleNewsam/Halton/Colton/Whitkirk PACT	St Mary's Church Hall Whitkirk, 7.15pm
	3 rd	Halton Moor & East Osmondthorpe	Halton Moor One Stop Centre, 6pm

		Forum	
	4th	Halton Moor/Osmondthorpe PACT meeting	Corpus Christi Church Hall 6pm
	5th	Halton Forum	Christ Church Hall, Halton 6pm
	5 th	Cross Gates/Manston/Austhorpe PACT meeting	Garden Village Association Hall 6pm
	2 nd to 6 th	Cricket Coaching 9 – 15 year olds	Kippax Cricket Club 10 til 3
	16 th to 20 th	Cricket Coaching 9 – 15 year olds	Whitkirk Cricket club 10 til 3
September 2010	1st	Halton Moor/Osmondthorpe PACT meeting	Halton Moor/Osmondthorpe PACT meeting
	2nd	Cross Gates/Manston/Austhorpe PACT meeting	Garden Village Association Hall 6pm
	6th	Whinmoor/Swarcliffe/Stanks PACT meeting	Whinmoor/Swarcliffe/Stanks PACT meeting
	6 th	Garforth & Swillington Forum	Garforth Community College, 6pm
	7th	TempleNewsam/Halton/Colton/Whitkirk PACT	St Mary's Church Hall Whitkirk, 7.15pm
	20 th til 24 th (inc)	Older Persons Events Week	20 th – Great & Little Preston Village Hall 21 st St Gregory's Youth & Adult Centre, Swarcliffe 22 nd Kippax Legion 23 rd Christ Church, Halton 24 th Garforth Liberal Club
27 th	Kippax & Methley Forum	Brigshaw High School, 6pm	
October 2010	6th	Swarcliffe Forum	St Gregory's Social Club, 6pm
	11 th	Whinmoor Forum	Fieldhead Carr Primary School, 6pm
	19th	Outer East Area Committee	Civic Hall, 4pm
	20 th	Cross Gates Forum	Cross Gates Good Neighbours Offices, 6pm
	26th	Halton Moor & East Osmondthorpe Forum	Halton Moor One Stop Centre, 6pm
	28th	Halton Forum	Christ Church Hall, Halton 6pm

Month	Date	Event	Venue/Time
November 2010	8 th	Community Safety Partnership Event	Garforth Community College, 5.30pm
	Date not yet set	Volunteers awards event	Civic Hall, 12.30pm
December 2010	7 th	Outer East Area Committee	Civic Hall, 4pm
January 2011	10 th	Whinmoor Forum	Fieldhead Carr Primary School, 6pm
	12 th	Cross Gates Forum	Cross Gates Good Neighbours Offices, 6pm
	18 th	Halton Moor & East Osmondthorpe	Halton Moor One Stop Centre, 6pm
	20 th	Halton Forum	Christ Church Hall, Halton 6pm
	31 st	Consultation event with young people in Kippax & Methley	Venue to be determined
February 2011	2 nd	Swarcliffe Forum	St Gregory's Social Club, 6pm
	8 th	Outer East Area Committee	Civic Hall, 4pm
March 2011	22 nd	Outer East Area Committee	Civic Hall, 4pm
April 2011	4 th	Whinmoor Forum	Fieldhead Carr Primary School, 6pm
	6 th	Cross Gates Forum	Cross Gates Good Neighbours Offices, 6pm
	11 th	Garforth & Swillington Forum	Garforth Community College, 6pm
	12 th	Halton Moor & East Osmondthorpe Forum	Halton Moor One Stop Centre, 6pm
	14 th	Halton Forum	Christ Church Hall, Halton 6pm
	18 th	Kippax & Methley Forum	Brigshaw High School, 6pm
	20 th	Swarcliffe Forum	St Gregory's Social Club, 6pm
May 2011	5 th	Local Government Elections	

PHOTOGRAPHS

1. Need one of the full committee
2. At least 1 of a landmark or feature and in each area to go round edges of from page:
 - Swarcliffe stone, cross gates stone, garforth stone, Micklefield wheel, kippax stone, Allerton Bywater stone, Temple Newsam House, Cross Gates shopping centre.
3. photos of older persons week, year of volunteer, community payback at work, town centre improvements, various project we have funded.

BACK PAGE – recent projects funded.

Mixed in with photos of projects

First - small grants

Facilities for Fieldhead Carr Community Centre Management Committee - £500
Woodview Tenants Association picture palace - £500
Whinmoor B Residents Association 'in bloom' group- £500
Whinmoor Wanderers older peoples coffee morning - £500
Equipment for Cross Gates Youth Club - £500
Swarcliffe & St Gregory's community playscheme - £500
Firthfields community association green scheme - £500
Neighbourhood Elders Team community activities - £500
Swillington in bloom group - £500
Swillington Ings Bird Group annual report - £428
Micklefield in bloom - £500
Micklefield drop in group - £500
Friends of Billy Wood (Kippax) town close hills nature day - £500
Equipment for Temple Newsam Halton Gymnastics Club - £250
Bowling green shelter for Grove Road Bowling Club, Halton - £500

Bottom – larger grants

Security Improvements to Woodview Allotments, Methley - £7,000
Instruments for Garforth Jubilee Brass Band - £1,000
Improvements to Swillington Parochial Hall - £13,500
New childrens play park at Glebelands, Garforth - £5000
Improvements to the footpaths at Cross Hills, Kippax - £3000
Improvements to Garforth Guides hall - £5,500
Providing a Ball Wall in Kippax - £2,000
Environmental Improvements at Hollyshaw Lane, Halton - £4,230
Providing a storage facility for bikes at Kippax North School - £1,350
Improvements to Fieldhead Carr Community Centre, Whinmoor - £3,200
Storage facilities for Swarcliffe Good Neighbours - £2,500
Floodlights for sports pitches in Whinmoor - £6,000
Improvements to community hall at Garforth Methodist Church - £10,000
Improvements to Colton Institute - £3000

Kippax Sports & Welfare Club storage facility - £1,500
Christmas Tree display in Garforth - £1,300
CCTV to shopping parade at Fieldhead Carr, Whinmoor - £9,800
Environmental Improvements to Halton Moor - £2,500
New kitchen to community hall at St Mary's, Whitkirk - £5,000
Improvements to community hall at St Wilfrids, Halton - £5000
Halton Moor Nature Zone - £10,000
Garforth Lions storage facility - £750
Oak Road Community Centre Cirrus IT facility - £7,500
New childrens playground in Naburn Close, Whinmoor - £20,000
Provide a free gardening for elderly and disabled - £39,000
Provide a dedicated probation scheme for Outer East - £15,000
Fund holiday programmes in all wards for young people - £28,000
Provide 3 full weeks of cricket coaching for youngsters - £4,000
Support the Garforth Gala - £1,500
Support the Garforth Arts Festival - £6,000
Provide additional Community Environment Support Officer - £28,000

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Outer East Area Committee - Area Delivery Plan 2008 - 11 : Actions Planned in 2010/11

Leeds Strategic Plan (LSP) Theme - Culture

Theme Champion: Cllr William Hyde

LSP Strategic Outcomes

- P1 Increased participation in cultural
- P2 Enhanced cultural opportunities through encouraging investment and development of high quality facilities of national and international significance

Actions

Local Improvement Priorities (as set out in the LSP) and performance indicator	Ref	Outer East ADP Priority	Action Planned for 2010/11	Who is responsible	Resources	status	Performance Monitoring and Current Year Actions/Achievements					
							Progress Against PJ Target		Qtr 1-2 Achievements	Qtr 3-4 Planned Actions		
							Baseline	Target			Current	
Enable more people to become involved in sport and culture by providing better quality and wider ranging activities and facilities. Performance Indicator NI 8	A1	Provide new and improved leisure facilities across Outer East	Development of sports pitches and associated facilities at Thorpe Park and at Fieldhead Carr; provision of new floodlights at Fieldhead Carr	Active Recreation	E&N/ WBF		Part of planning permission for developer to provide £750k sports pitch scheme	To have a start date in place by the end of 2010.	Location of site now agreed.			
			Improvements to sports pitches in Whinmoor and at Fieldhead Carr; provision of new floodlights at Fieldhead Carr	Active Recreation			Funding in place; work scheduled in Q1&2	Completion of schemes by August 2010	Drainage work scheduled for May 2010. Fieldhead Carr school not approved floodlight scheme at April 2010			
			Complete sports development of pitches and facilities in Methley	Active Recreation	External funding /WBF			Pitches complete; stage 2 parking to commence in Q1	Completion of scheme in fill by end of 2010/11 financial year	Pitches ready; work to parking area starts May 2010		
			Ensure that a wide menu of activities and opportunities are available to the whole community through Extended Services Activities.	Clusters	Activity Fund			programme in place for all areas	To have a full and wide ranging programme in 2010/11	Projects are in place		

Local Improvement Priorities (as set out in the LSP) and performance indicator	Ref	Outer East ADP Priority	Action Planned for 2010/11	Who is responsible	Resources	status	Performance Monitoring and Current Year Actions/Achievements			
							Progress Against PJ Traget		Qtr 1-2 Achievements	Qtr 3-4 Planned Actions
							Baseline	Target		
	A2	Improve community facilities and use of community facilities across Outer East	Supporting improvements to community centres in Outer East through any available capital resources and some revenue funding	AMT	WBF		Work completed at Kippax CC by end of summer 2010. To explore other forms of investment to other centres for 2010/11	Kippax CC work now scheduled		
			Provide small grants for groups delivering activities in community centres	AMT	WBF		Agreed by Area Committee March 2010	£10k of funding in place.		
			Provide support for user groups in community centres to ensure best use and wide range of use in centres.	AMT	WBF		2 user groups have been supported in Whinmoor at St Gregorys	Fieldhead Carr users now running their own business.		
	A3	Support Community and cultural activities	Support cultural events such as the Garforth Arts festival and various other community fetes and galas	Garforth Trust	External funding /WBF		£32k assigned by AC for community engagement	To support a wide range of this type of event	Funding already being accessed.	
			Provide cricket coaching to young people during school holidays	Yorkshire CCC	WBF		£32k assigned by AC for additional activities for young people	To provide 3 full weeks of cricket coaching in 2010/11	Dates set for 2010; costs provided.	
			Support the Year of the volunteer with 1 week of activities to promote volunteering in April 2010 and an event to recognise volunteers in November 2010	AMT	Core		1 week of events in April 2010 and 1 awards day in Nov 2010	Full week of events in April: 1 awards event in late 2010. Aim to attract more volunteers.	Week of events in April attracted over 1000 people and 50 people expressed interest in volunteering.	

Local Improvement Priorities (as set out in the LSP) and performance indicator	Ref	Outer East ADP Priority	Action Planned for 2010/11	Who is responsible	Resources	status	Performance Monitoring and Current Year Actions/Achievements				
							Progress Against PJ Target			Qtr 1-2 Achievements	Qtr 3-4 Planned Actions
							Baseline	Target	Current		
			Hold the annual week long celebration of older peoples contribution to their communities in September 2010	AMT	WBF		Older persons sub group meet monthly to plan event scheduled for September 2010	Target of 1000 older people to be engaged.	Planning in place through older persons sub group.		
			Provide financial support to a range of community galas a fetes across Outer East Leeds	AMT/3rd sector	WBF, various		£32k assigned by AC for community engagement	To support a range of events and engagement activities in all 4 wards.	Funding in place for all 4 wards.		
		Increase community involvement and engagement through Forums and other activities.	Community Forums to be held in 7 Neighbourhoods across the area. These will act as a tool to consult on priorities and projects as well as act as a forum to address local issues	AMT	WBF		Community Engagement Strategy to be agreed by AC in July 2010	Comprehensive engagement strategy in all 4 wards	Report to AC in July 2010		
			Hold at least 2 partnership events across Outer East in 2010/11. The events are likely to relate to the Community Safety Partnership and the childrens partnership	Partnerships	WBF, core		Community Engagement Strategy to be agreed by AC in July 2010	2 partnership events in 2010/11	Report to AC in July 2010		
			Provide financial support to Festive Lights groups already established and yet to be established. This may include community switch on events.	Leeds Lights/Events Team	WBF, Festive Committee funds		£32k assigned by AC for community engagement	Area Committee to consider funding in respective wards	Costs provided by Leeds Festive Lights.		

Outer East Area Committee - Area Delivery Plan 2008 - 11

Leeds Strategic Plan Theme - Enterprise and Economy

Theme Champion: Cllr Tom Murray

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

Actions

Local Improvement Priorities	Ref No.	Outer East ADP Priority	Action Planned for 2010/11	Who is responsible	Resources	status	Performance Monitoring and Current Year Actions/Achievements				
							Baseline	Target	Current	Qtr 1-2 Achievements	Qtr 3-4 Planned Actions
Increase innovation and entrepreneurial activity across the city.	B1	Support community enterprise projects	Support to Vol. Orgs/ community enterprises aiming to create / help access employment. Creation of at least 2 jobs within Swarcliffe Good Neighbours Gardening and decorating scheme	AMT/3rd sector	WBF		Funded SGNS Gardening & decorating scheme in 2010/11	create 2 local jobs and 1 apprenticeship	agreed funding by AC in March 2010		
	B2	Increase number of people assisted into employment	Family Outreach Workers based in Children's Centres in Outer East to engage and support families with children aged 0-5 years.	Childrens Services	core		Childrens Centre in Swarcliffe and Kippax.	Family Outreach workers to be based in these centres	This has now been achieved.		
	B3	Addressing worklessness in priority neighbourhoods	Worklessness Project - Jobs and skills to explore outreach activities in Osmondthorpe	Regeneration	Yorkshire Forward,			Funding acquired for 1 year project to fund worklessness outreach worker in Osmondthorpe	80 Families intensive support , 380 supported towards employment, 50 into employment	20 families intensive support, 50 supported towards employment 3 into employment	

Facilitate the delivery of major developments in the city centre to enhance the economy and support local employment	B4	Support regeneration work in priority estates.	Community Engagement and improving access to services for learning, jobs and skills and new opportunities through Learning Market events	Learning Partnerships	LP funds, WBF	Part of community engagement programme in Outer East	To hold 2 events in 2007/10	To be considered by AC in July 2010	
Support the pathfinder locality working in Halton Moor and Osmondthorpe	AMT	Support planned actions within the JET plan such as support for the Job Shop at Kirkgate Market	Jobs & Skills	core	JET partnership meets quarterly and action plan developed for Osmondthorpe area	Priorities contained in Jet Action Plans	Plans approved by partnership		
Environmental improvements to Swarcliffe estate including the provision of designated parking areas for residents and bringing green space back into use.	AMT	Provide support from AMT for consultation around EASEL in Halton Moor and East Osmondthorpe	Environmental improvements to Swarcliffe estate including the provision of designated parking areas for residents and bringing green space back into use.	PFI credits	£330k of funding in budget for env projects	Allocate funding to full programme of work, including parking scheme.	Funding spent approx £50k; CESO cost £80k leaving £200k remaining		
Complete the regeneration work in Micklefield village including environmental schemes and provision of new and improved facilities.	Micklefield Regeneration Partnership	Complete the regeneration work in Micklefield village including environmental schemes and provision of new and improved facilities.	Private/public	Yorkshire Forward, WBF, S106.	Community Consultation Strategy in Temple Newsam is through community forums.	EASEL Team has consultation strategy for whole EASEL area	EASEL Team has consultation strategy for whole EASEL area	Final scheme out to tender	

Outer East Area Committee - Area Delivery Plan 2008 - 11

Leeds Strategic Plan Theme - Learning

Theme Champion Cllr Tom Murray

LSP Strategic Outcomes

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

Actions

Local Improvement Priorities and performance indicators	Ref No.	Outer East ADP Priority	Action Planned for 2010/11	Who responsible	Resources	Status	Performance Monitoring and Current Year Actions/Achievements				
							Baseline	Target	Current	Qtr 1-2 Achievements	Qtr 3-4 Planned Actions
Enhance the skill level of the workforce to fulfil individual and economic potential. Performance indicators NI163 and NI 164	C1	Encourage initiatives which enhance the skill level of the local workforce	Support planned actions within the JET and Extended Services Cluster plans	Jobs & Skills	core		Action Plan agreed.	Targets set in 4 Families project for Osmondthorpe	Targets set in 4 Families project for Osmondthorpe		
			Worklessness project in Halton Moor & Osmondthorpe targeting individuals to obtain training and employment	Regeneration	YF		There are 3 SOA's in the bottom 3% within the target area.	80 Families intensive support , 380 supported towards employment, 50 towards employment	20 families intensive support, 50 supported towards employment 3 into employment		
			Support IT projects in community centres offering IT training to community groups	AMT	WBF		IT facilities provided in St Gregory's by Outer East AC and by AVH in Micklegate	No specific numbers targeted but made available for local residents	20 regularly accessing service at Micklegate, 15 to 20 at St Gregs		
Improve learning outcomes for all 16 year olds, with a focus on narrowing the achievement gap	C2	Improve learning outcomes for all 16 year olds	Funding project work through youth services to deliver accredited training	Youth Service	WBF		Summer Project funded by Outer East AC and led by Youth Service provided during summer 09	Accredited project work within youth service programme.	Programme of activities in place for summer.		

Local Improvement Priorities and performance indicators	Ref No.	Outer East ADP Priority	Action Planned for 2010/11	Who responsible	Resources	Status	Performance Monitoring and Current Year Actions/Achievements				
							Progress Against PI Target		Qtr 1-2 Achievements	Qtr 3-4 Planned Actions	
							Baseline	Target			Current
Improve learning outcomes and skill levels for 19 year olds. Performance Indicators N180	C3	Improve learning outcomes and skill levels for 19 year olds	Support planned actions within the JET partnership and cluster plans	Jobs & Skills	core		part of JET plan	To provide training and employment opportunities for all up to 19 years	JET plan includes for training and assistance for young people		
			Targeted work by Youth Service to engage NEET - (inc. provision of accredited courses)	Youth Service, Jobs and skills	core		part of JET plan	Positive outcomes for young people	partnership work with schools, YS etc		
	C4	Increase the number of adults and those with barriers to learning engaged in education, training or employment.	Support planned actions within the JET Partnership and Extended Services cluster plans	JET	JET, core		part of JET plan	Provide opportunities for re-training and employment	JET plan includes for training and assistance for adults		
Improve participation and early learning outcomes for all children, with a focus on families in deprived areas.	C5	Improve participation and early learning outcomes for all children, especially in most deprived neighbourhoods	Development of Childrens centres in Outer East including Swardcliffe and Kippax.	Early Years Service	Early Years capital grant; well-being		Childrens Centres in Swardcliffe and Kippax	Increased numbers using childrens centres in Outer East	both childrens centres operational.		

Theme Champion Cllr Mick Lyons

LSP Strategic Outcomes

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

Actions

Local Improvement Priorities and performance indicators	Ref No.	Outer East ADP Priority	Action Planned for 2010/11	Who responsible	Resources	Performance Monitoring and Current Year Actions/Achievements				
						Progress Against PI Target		Qtr 1-2 Achievements	Qtr 3-4 Planned Actions	
						Baseline	Target			Current
Deliver and facilitate a range of transport proposals for an enhanced transport system . Indicator 167	D1	support initiatives to enhance the transport system including cycling and walking.	Green gateways projects in Wykebeck Valley Way, Halton Moor and Osmondthorpe	Development Dept	Core	Included as priority in Local Transport Plan	completion by 2012	At planning stage.		
			Support initiatives to promote cycling networks	AMT	Core	Included as priority in Local Transport Plan	Consult through consultation strategy	Included in consultation agenda.		
			Support Walking Bus initiatives in local schools	Road Safety	Core	Included as priority in Local Transport Plan	Programmes in all primary schools to promote this	Programmes in all primary schools to promote this		
	D2	Improve road safety for users and pedestrians	Consult through community forums on strategies and projects being developed in Outer East	Highways	core	Included as priority in Local Transport Plan	Promote this through consultation process	Included in engagement programmes		

Local Improvement Priorities and performance indicators	Ref No.	Outer East ADP Priority	Action Planned for 2010/11	Who responsible	Resources	Performance Monitoring and Current Year Actions/Achievements				
						Progress Against PI Target		Qtr 1-2 Achievements	Qtr 3-4 Planned Actions	
						Baseline	Target			Current
		Improve quality and use of public transport	METRO to consult with community forums on changes to bus routes, new routes etc.	Metro	core	Included as priority in Local Transport Plan	To attend community forums and consult as required	Attendance ad hoc.		
Improve the condition of the streets and transport infrastructure by carrying out a major programme of maintenance and improvements. Indicator 169	D3	Ensure local communities are aware and have access to information on road maintenance programmes	Delivery of annual and forward programme of planned maintenance on local roads, traffic management schemes and minor maintenance schemes to keep highways safe. Consult with Parish Councils on proposals	Highways	Core	Consult locally with PC's	To consult with all PC's	This is in place.		
			Deploy salt bins in snow and ice weather conditions in hot-spot areas	Highways	WBI	Only provision currently through highways	Bins in place for winter 2010	To acquire funds from WBI for additional bins		

Outer East Area Committee - Area Delivery Plan 2008 - 11

Leeds Strategic Plan Theme - Environment

Theme Champion Cllr Keith Wakefield

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.

Actions

Local Improvement Priorities	Ref No.	Outer East ADP Priority	Action Planned for 2010/11	Partnership lead	Resources	Status	Performance Monitoring and Current Year Actions/Achievements				
							Progress Against PI Target		Qtr 1-2 Achievements	Qtr 3-4 Planned Actions	
							Baseline	Target			Current
Increase the amount of waste reused and recycled and reduce the amount of waste going to landfill.	E1	To increase the amount of recycling through raising public awareness	Educational programme on recycling in schools and community events.	Environmental Services supported by CESO's	Core		Programme of education at target communities.	Delivery of annual programme.	Reduction in the amount of waste sent to landfill and cleaner neighbourhoods.		
			Increase the amount of waste reused and recycled by ALMO tenants. (Area Panel funding)	Aire Valley Homes	ALMO budget (Area Panel)		Programme of education targeted at AVH communities.	increase recycling	Ongoing programme of educating AVH tenants		
			Raise residents awareness of recycling via events, leaflets, newsletters and warden activity.	Environmental Services, AMT and CESO's	Core		programme of education	Deliver programme of activity through AM work	programme of education		

Local Improvement Priorities	Ref No.	Outer East ADP Priority	Action Planned for 2010/11	Partnership lead	Resources	Status	Performance Monitoring and Current Year Actions/Achievements						
							Progress Against PI Target			Qtr 1-2 Achievements	Qtr 3-4 Planned Actions		
							Baseline	Target	Current				
Undertake actions to improve our resilience to current and future climate change.	E2	Support communities who wish to take action to improve our resilience to current and future climate change	Enforcement action on bonfires under statutory nuisance from smoke legislation.	Health and Environmental Action Services	Core		Enforcement action on bonfires under statutory nuisance from smoke legislation.	Number of enforcement cases successfully dealt with.	Reduction in smoke pollution. New CESO's in post.				
			Action on poor insulation in private sector, contribution of £3k towards a city wide aerial heat survey	AM, Fuel Savers team. EAS	Core, WBF		Information lacking on insulation.	Deliver thermal imaging survey for city	AC contributed £3k toward this poroject.				
			The role of Parks and green spaces in adapting to Climate Change by reducing temperature in dense urban environments and reducing surface run off of rain water.	P&C	Core Funds		To address poor drainage in target areas	Subject to funding and success of the scheme by main drainage the work is likely to commence in Q2, to be completed by 2011.	Currently in discussion with Planning and Drainage to provide flood alleviation at Barleyhill Recreation Ground(Garforth)				
			Promoting bio-diveristy by active management of local sites in line with national performance targets	P&C	Core Funds		Develop programme of key conservation management actions	Delivery of annual programme of active conservation	Currently developing site assessment and survey in order to identify key conservation management actions needed				
Address neighbourhood problem sites; improve cleanliness and access to and quality of green spaces.	E3	To reduce environmental blights caused by derelict/empty properties	Provide additional CESO's to Outer East to address environmental blight.	AMT, Enforcement, AVH, ENE Homes	Core Funds		4.5 CESO's on Outer East to address this issue	Enforcement action as required	AC funded 2 additional CESO's				

Local Improvement Priorities	Ref No.	Outer East ADP Priority	Action Planned for 2010/11	Partnership lead	Resources	Status	Performance Monitoring and Current Year Actions/Achievements				
							Progress Against PI Target		Qtr 1-2 Achievements	Qtr 3-4 Planned Actions	
							Baseline	Target			Current
	E4	Ensure local neighbourhoods are clean and well maintained	Use CESO team to address environmental issues across outer east	Area Management	Core, WBF, Aire Valley Homes		4.5 CESO's on Outer East to address this issue	Enforcement action as required	AC funded 2 additional CESO's		
			Funding of 2 additional CESO's to create larger team of 4.5 CESO's to cover the whole of Outer East, Leeds and focus on environmental blight, enforcement etc	HEAT's	WBF, PFI credits		2.5 core funded	cover for whole of Outer East	Currently recruiting		
			Use of community pay back team to work on environmental projects in Outer East. Community Groups, in bloom groups etc to use this resource in the community	AMT, Probation	WBF		Probation Team funded by Outer East Area Committee to work on various community projects	Probation Team have delivered 40 projects to date in 2009/10. To target at least same number of jobs in 10/11	Deliver Probation scheme, ensuring wide use by community groups, particularly considering changes to Warden scheme		
			Work with partners in tasking teams. £8k per ward allocated to facilitate tasking activity to tackle crime and grime issues across the 4 wards.	AMT, Tasking partners	WBF		3 x 6 weekly tasking meetings	To meet 6 weekly and reduce ASB and environmental crime across all 4 wards	All tasking meetings each 6 weeks; various outputs delivered in relation to ASB's served and community safety projects delivered.		

Local Improvement Priorities	Ref No.	Outer East ADP Priority	Action Planned for 2010/11	Partnership lead	Resources	Status	Performance Monitoring and Current Year Actions/Achievements			
							Progress Against PI Target			Qtr 3-4 Planned Actions
							Baseline	Target	Current	
			Targeted enforcement activity where flytipping and environmental crime are a blight on neighbourhoods. Specific work targeted by Op Champions, community clean ups.	Enforcement tasking partners	City Services core funding, tasking partners, WBF		Operation Champions now 6 weekly in NPT areas	To continue to increase partner involvement in operations	All partner agencies involved in planning and delivery of champions. Working with tasking teams to target specific areas.	
			Delivery of gardening scheme to maintain vulnerable and older people's gardens	AMT and Swarcliffe Good Neighbours Scheme	WBF		No gardening service provided by LCC	Target of 400 gardens completed in 2009	Scheme starts 1st of May	
			Support delivery of Operation Champion with funding and use of CESO staff as required through tasking..	Tasking Team partners & chairs	Multi-agency		6 weekly in each NPT	Ensure all areas in each NPT have at least 1 champion per year.	agreed through tasking.	
	E5	To improve the condition and appearance of open/public spaces	Working with various 'In Bloom' groups to improve main village and town streets.	In Bloom groups supported by NW	WBF		in bloom groups in many villages across Outer East.	Aesthetics improvements to towns and villages in outer East	Improved environmental appearance of outer east area.	
			Utilising additional resources from PFI credits to enhance the environment in Swarcliffe, bring green space back into use and improve provide parking bays	AMT	PFI credits		£330k of funding	To use full allocation to improve Swarcliffe	Full programme of work in place	

Outer East Area Committee - Area Delivery Plan 2008 - 11

Leeds Strategic Plan Theme - Health and Wellbeing

Theme Champion - POSITION VACANT

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

Actions

Local Improvement Priorities	Ref No.	Outer East ADP Priority	Performance Indicator - how we will measure	Action Planned for 2010/11	Who responsible	Resources	Status	Performance Monitoring and Current Year Actions/Achievements				
								Baseline	Target	Current	Qtr 1-2 Achievements	Qtr 3-4 Planned Actions
Reduce the rate of increase in obesity and raise physical activity for all	F1	Reduce the rate of increase in obesity and raise physical activity for all	NI 121 Mortality rate from circulatory diseases at ages under 75. All Age. All Cause Mortality(AAAC) target. NI 132, 137	<p>Promoting cardio vascular health check programme aimed at over 40's and referral into healthy lifestyle initiatives. Initially this will be in the bottom 10% SOA's then from October 2010 2013 to cover all areas</p>	Health & Well-NHS/Core Being Partnership		Orange	Initially working in bottom 10% SOA's out to all areas.	From 2013 to be rolled out to all areas.	Initially working in bottom 10% SOA's		
			NI 157 childrens and young peoples participation in high quality PE and sport; NI137,39,119,139	Promote take up of fuel poverty programmes	Library Services	Core	Orange	programme roll out across south east.	To reduce fuel poverty in 1200 households by 2013.	programme roll out across south east.		
			39 indicators to prevent recurring hospital admissions.	Provide a programme of free health check ups in key building accessible to the local community	Area Management	Lloyds pharmacy	Green	Provision is through partnership work with local providers	To provide check ups in all wards over course of the year	Dates set during summer in Kippax, Halton and Garforth		
				Commission a full programme of school holiday and positive activities throughout the year in each Ward.	AMT	WBF	Green	£32k funding approved by AC in 2010/11	Numbers reached to be set	Working with service providers to set reached figures.		

Local Improvement Priorities	Ref No.	Outer East ADP Priority	Performance Indicator - how we will measure	Action Planned for 2010/11	Who responsible	Resources	Status	Performance Monitoring and Current Year Actions/Achievements					
								Progress Against PI Target		Current	Qtr 1-2 Achievements	Qtr 3-4 Planned Actions	
								Baseline	Target				
				Support to Youth Service led healthy lifestyles programmes.	Youth Service	core		Youth Service priority	Delivery of healthy lifestyles programmes.	Increased awareness of healthy lifestyles.			
				Deliver cricket coaching an tournament throughout the summer	AMT YCCC	WBF		Project delivered by Yorkshire CCC	To have 3 weeks of coaching: target 1000 young people involved	Weeks being scheduled in			
				Implement schemes to increase community resources including Mickelfield Skate park, Methley playingfields and Kippax MIUGA	AMT, Leisure	various funds		AC priority to improve community facilities	Increase the number of community based sports resources	A number of projects completed, some pending including Halton scheme.			
				Outdoor recreation opportunities including fixed play, playing pitches, bowling greens and golf courses.	P&C	core		Maintain facilities in good working order	Maintain facilities in good working order	Maintain facilities in good working order			
				General benefits of parks and green spaces to health, fitness and wellbeing ie Health walks and Ranger led activities and provision & improvements of allotments	P&C	core		Maintain facilities in good working order	Maintain facilities in good working order	Maintain facilities in good working order			
Reduce teenage conception and improve sexual health.	F2	Reduce teenage conception and improve sexual health.	NI 112 Under 18 conception rate.	Develop local outreach initiatives that complement sexual health programmes and aimed at raising aspirations of young women	Children's Services	core		Awaiting information					

Local Improvement Priorities	Ref No.	Outer East ADP Priority	Performance Indicator - how we will measure	Action Planned for 2010/11	Who responsible	Resources	Status	Performance Monitoring and Current Year Actions/Achievements				
								Progress Against PI Target		Qtr 1-2 Achievements	Qtr 3-4 Planned Actions	
								Baseline	Target			Current
				C Card scheme delivered from local libraries and youth centres	Youth Service	core		Awaiting information				
Increase the number of vulnerable people helped to live at home.	F3	People are able to live independently in their own homes longer.	NI 141 No. of vulnerable people achieving independent living. NI 136 People supported to live independently through social services (all ages).	Provide gardening and decorating service for older people throughout year. Develop services to tackle health and well being issues for older people via the Older Persons Sub Group	AMT, Good Neighbours AMT	WBB core		AC Well Being Budget funded scheme for 2010/11 Older Persons Sub Group re-established in 2008	400 gardens to be completed; 20 decorating jobs completed Manage an effective sub group to tackle issues affecting older people. At least 6 migs per year	To start 1 May 2010 Dates set for 2010		
				Ensure vulnerable people are aware of and able to access integrated services and assistive technologies such as telecare.	Various local networks such as telecare team	Core		Awaiting information.		Telecare etc to attend outer east consultative events eg older persons week.		
				Support Neighbourhood Network schemes to develop initiatives that encourage elderly independent living.	Older Peoples Services	core		4 Elderly Support networks exist in Outer East	Support the work of the Elderly Support Networks	Support provided financially for projects delivered by these groups throughout the year.		
				Provision of 12 Luncheon Clubs and develop further clubs in new areas.	Older Peoples Services	core, WBF		8 Luncheon Clubs existed in the area at start of 09/10	Increase the number of older people accessing the clubs and social activities	Support to luncheon clubs i.e. help with funding, constitutions, book keeping etc		

Outer East Area Committee - Area Delivery Plan 2008 - 11

Leeds Strategic Plan Theme - Thriving Places

Theme leads: JET - Cllr Tom Murray, Divisional Community Safety Partnership - Cllr Mark Dobson

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

Actions

Local Improvement Priorities	Ref No.	Outer East ADP Priority	2010/11	Partnership lead	Resources	status	Performance Monitoring and Current Year Actions/Achievements				
							Progress Against PJ Target		Qtr 1-2 Achievements	Qtr 3-4 Planned Actions	
							Baseline	Target			Current
Increase the number of "decent homes"	G1	Increase the number of 'decent homes'	Delivery of the "decent homes" annual programme of work.	ENEHL; Aire Valley Homes	Core		80% at April 08	Reach 100% decency by March 2011. April 2008 at 80%.	current decency at 85.12%		
Increase the number of affordable homes	G2	Increase the number of affordable homes	Seek to identify and monitor empty private properties and back into use. Provide and monitor affordable housing in Halton Moor and East Osmondthorpe, Swarcliffe, Allerton Bywater	EAT EASEL, PFI, Millenium Village	Core Private/public		Team established to target this work	Reduce number empty properties	awaiting information.		
Reduce the number of people who are not able to adequately heat their homes	G3	Reduce the number of people who are not able to adequately heat their homes	Delivery of NHS Leeds Fuel Poverty Strategy.	PCT	Core		40% increase in winter deaths regionally	240 additional referrals across South East Leeds to energy saving services	This message is being spread mainly through neighbourhood networks.		

Local Improvement Priorities	Ref No.	Outer East ADP Priority	2010/11	Partnership lead	Resources	status	Performance Monitoring and Current Year Actions/Achievements				
							Progress Against PI Target		Qtr 1-2 Achievements	Qtr 3-4 Planned Actions	
							Baseline	Target			Current
			Carry out decent homes improvements for all ALMO properties so that all properties meet the required SAP rating.	ENELH, Aire Valley Homes	Decent Homes Funding		72% at April 08	100% of properties to meet the required SAP rating by March 2011. April 2008 at 72%.	currently 85.12%		
			Promote energy efficiency schemes for example Health through Warmth	HEAS, Neighbourhood Wardens, promote via Older people's sub group	core		awaiting information.	Reduction in the number of people in fuel poverty.	awaiting information.		
			Deliver targeted events to identify vulnerable individuals such as Older People's Week to make HTW referrals	Fuel savers team and AMT	Core		AC deliver annual older persons week; older persons sub group.	Increase referrals to Health Through Warmth scheme	awaiting information.		
	G4	Create Safer Environments by tackling crime and anti-social behaviour	Tasking Meetings to deliver activities to tackle community safety and identify and target offenders committing crime and ASB.	AMT, Tasking partners	core		3 tasking teams meet 6 weekly	address priority environmental and crime issues	various actions delivered in 2009/10		
			Implement programme of neighbourhood crime and grime days of action (Operation Champion)	AMT, Tasking partners	core		To have 1 operation per NPT per month	1 operation champion per NPT per month	Currently meeting target		
			Make best use of CCTV in Outer East to tackle community safety issues; this includes Leedswatch schemes and schemes to shopping parades. Outer East AC control 11 cameras linked to Leedswatch.	Leeds Watch & AMT	Well Being, T&DC capital, PFI credits		12 CCTV Leedswatch cameras managed by Area Committee. 14 Homes in Halton Moor/Osmondthorpe	Cover in priority locations	Cover in priority locations		

Local Improvement Priorities	Ref No.	Outer East ADP Priority	2010/11	Partnership lead	Resources	status	Performance Monitoring and Current Year Actions/Achievements				
							Progress Against PI Target			Qtr 1-2 Achievements	Qtr 3-4 Planned Actions
							Baseline	Target	Current		
			Tackle Hate Crime in Halton Moor and East Osmondthorpe: identify and target perpetrators of hate crime	AMT, WYP, ENEHL	Safer Leeds		Hate Crime Group formed in 2007	reduce hate crime	target area of Halton Moor and Osmondthorpe has seen significant reduction		
			Making best use of Halton Moor community house to tackle community safety issues and act as a tool of community cohesion	AMT, WYP	Safer Leeds, Well Being Budget		No facility other than One Stop Centre prior to community house	Increase hours that officers are available for residents in community base	There is an increased usage of the house and YOTS are delivering an environmental project.		
			Increase security for vulnerable properties both residential and commercial including target hardening	AMT,	Well Being Budget		To address through tasking	Project work carried out through tasking to address high burglary areas.	Information provided through tasking.		
Reduce anti-social behaviour	G5	Tackle ASB through a combination of prevention, diversion and enforcement activities. Improve public reassurance and the fear of crime by communicating, engaging and involving local people.	Use a range of tools to tackle ASB. Such as ASBO's, ABC's, dispersal orders, parenting classes and crack house closures	WYP, ASBU and Tasking partners	various		To address these issues in hotspot areas.	Increase community confidence by addressing target areas.	Mainly dealt with through tasking, operation champion etc.		
			Devise action plans against core individuals involved in ASB	Victim Support, ASBU, Wardens, ALMO	Safer Leeds		Tasking meetings devise plans	Action plan on key individuals	Assessed at tasking.		
			Increase publicity in local communities by publicising individuals served with ASBO's				This is determined at court hearing	To use this tool as and when required	Has been used in Whinmoor, Garforth etc		
Reduce offending by managing offending behaviour better	G6	Reduce offending by managing offending behaviour better	Address risks and harm through sharing of local intelligence and referrals to specialist agencies ie Tasking, YOS.	WYP; YOS; Youth Service	Core		Tasking is a DCSP priority	Reduce re-offending	DCSP Priority to manage offender behaviour		

Local Improvement Priorities	Ref No.	Outer East ADP Priority	2010/11	Partnership lead	Resources	status	Performance Monitoring and Current Year Actions/Achievements				
							Progress Against PI Target			Qtr 1-2 Achievements	Qtr 3-4 Planned Actions
							Baseline	Target	Current		
			Offender Management programme embedded within Police division	WYP	Core		DCSP Priority to manage offender behaviour	Reduce re-offending	DCSP Priority to manage offender behaviour		
			Early intervention projects to prevent offending such as Signpost in Micklefield	Signpost	SSCF		Signpost working in Micklefield	Reduce re-offending	3 families in Micklefield received intensive support		
			Parks Watch team providing a safe parks and green space environment for the community to enjoy.	P&C	Core		Maintain ParkWatch.	Increase feeling of wellbeing and safety	Parkwatch scheme in place		
			Provision of diversionary activities on Parks land eg MUGA's, activity areas	P&C	Various		Provision of facilities for young people a priority of AC	New schemes in Whinmoor and Halton planned in 2010	Still awaiting complete funding packages on both schemes		
			Maximise use of Probation's Community Payback scheme. Dedicated team for Outer East allowing local offenders to make good in their communities	Probation and AMT	AC		AC funded project in 2010/11	Reduce re-offending, provide community service	Payback Team working on various schemes across Outer east		
Improve lives by reducing the harm caused by substance misuse	G6	Improve lives by reducing the harm caused by alcohol and drug abuse	Test purchase initiatives led by WY Police and targeted off licences and stores.	Trading Standards, WYP	Core		Ongoing work that is priority with DCSP	To target premises across the area	target areas established at tasking.		

Outer East Area Committee - Area Delivery Plan 2008 - 11

Leeds Strategic Plan Theme - Harmonious Communities

Theme Champion Cllr Pauleen Grahame

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

Action

Local Improvement Priorities	Ref No.	Outer East ADP Priority	2010/11	Partnership lead	Resources	Status	Performance Monitoring and Current Year Actions/Achievements				
							Progress Against PJ Target			Planned Actions	
							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	Encourage local people to participate in community activity within their local neighbourhoods	Provide a small grants budget for local community groups to access for discreet projects.	AMT	WBF		£10k small grants budget in 2010/11 awarded in 2010/11	20 small grants awarded in 2010/11	several applications registered.		
			Hold a week for volunteering event in April 2010 to encourage volunteering and support the Year of the Volunteer	AMT, Elder groups, Adult Services	WBF, core		Events week held in April.	Recruit volunteers	40 people submitted Expressions of interest in volunteering.		
			Hold an awards event to reward volunteers in Outer East	AMT	WBF		1 awards event in 2010	1 awards event in 2010	scheduled for November 2010		
			Deliver Older People's Event Week . 5 events in Sept 2010	AMT, Older Peoples Sub Group	WBF		5 day event in Sept 2010	To attract up to 1000 people	Older persons sub group planning the event.		
			Co-ordination and management of delegated community centres delivering services for local residents. Support to leased community centres.	AMT, Regen team, Property Mgt services	WBF, core		7 directly managed and 3 leased community centres in Outer East portfolio.Pricing and lettings policy in place.	To attract more users and wider range of activities	AC has provided funding to promote community centres		
		Development of and practical support to community centres user groups	AMT	WBF, core		2 new user groups established in 2009	To attract more users and wider range of activities	user groups now self service their meetings.			

Local Improvement Priorities	Ref No.	Outer East ADP Priority	2010/11	Partnership lead	Resources	Status	Performance Monitoring and Current Year Actions/Achievements				
							Progress Against PI Target			Planned Actions	
							Baseline	Target	Current		
		Involving volunteers and Friends groups in the development of green/ recreational spaces including design and physical implementation of schemes or site improvements	Involving volunteers and Friends groups/in bloom groups in the development of green/ recreational spaces including design and physical implementation of schemes or site improvements	P&C, AMT	core		A number of in place across Outer East	Increase participation in floral initiatives by supporting new groups.Engage at least one new group every two years.	New 'in bloom' groups supported financially in Garforth, Swarcliffe and Whinmoor		
	H2	Develop opportunities in and usage of community parks to get more people actively involved in their local parks	Support work at Temple Newsam to improve infrastructure and promotion of St Aidans as a city park.Develope new playgrounds/play areas in Templenewsam.	Regeneration Division	core		Friends of Temple Newsam group work closely with P&C	support environmental work and project work throughout the year	several projects will be actioned throughout the year		
	H3	Support activities to develop participation in sport and active recreation in the community.	Range of sports activities including cricket coaching and tournaments	AMT	WBF		Various clubs providing facilities	Provide cricket coaching during summer	3 weeks of coaching in summer		
			Support Community Centres who deliver physical activity within the centres	Volunteers	WBF		Varies by centre	Increase number of users	Increased usage at several centres.		
			Increase sports infrastructure within neighbourhoods ie Kippax MUGA, skate park, pitches in Whinmoor, Methley, Garforth etc	AMT; Sports Development; Youth Service	WBF,core, various grants inc S106		Outstanding projects in Methley and Garforth	To complete these projects in 2010	Methley project on site, Garforth project pending.		
	H5	Increase the number of local people that are empowered to have a voice and influence over local decision making and service delivery	Production of annual programme of local engagement activities including events and forums to enable range of community groups to have a voice and influence over local decision making.	AMT	WBF		Forums in all wards	6 forums per qtr	all forums being held in local communities.		
			New and innovative mechanisms developed to engage traditionally hard to reach group eg Podcasts (as carried out by East Leeds FM)	AMT	WBF		AC funded Podcasts through East Leeds Fmin 2009/10. No funding provided in 2010/11.	To engage young people who are traditionally a hard to reach group.	There will be engagement during Garforth Arts Festival; other engagement work with young people at planning stage or pending.		

Local Improvement Priorities	Ref No.	Outer East ADP Priority	2010/11	Partnership lead	Resources	Status	Performance Monitoring and Current Year Actions/Achievements				
							Progress Against PI Target			Achievements	Planned Actions
							Baseline	Target	Current		
Enable a robust and vibrant community and faith sector to facilitate community activity and directly deliver services			Partnership events to be held under strategic themes.	AMT	WBF		to hold 2 partnership events in 2010/11	To hold a community safety events and childrens partnership event.	Both events planned for end of 2010 beginning of 2011		
	H6	Support Town and Parish Councils to enhance the well-being and service provision of the communities they serve.	Provide support and advice to Parish councils in accordance with the Parish Council Charter	AMT	Core		Worked with Parish Councils at Forums and Mickelfield Regeneration Forum	Maintain good working relationships	Working on projects in Mickelfield with PC		
	H8	Support to Voluntary, community and faith sector to deliver priority service provision.	Provide support to community and voluntary organisations in the area to enable them to sustain local service delivery	AMT	WBF		practical support provided to Luncheon clubs and other organisations as required	Continue to support community and voluntary work	assisting luncheon clubs, in bloom groups etc.		
			Well Being Small Grants budget for community projects	AMT	WBF		£10k available for small grants	20 projects funded per year	several projects pending.		
			Support and develop usage of Community Centres as a local facility	AMT	Core		Annual reviews of usage at community centres	To attract more users and wider range of activities	Supporting users with small grants etc to promote centres.		

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Report of the Director of Environment & Neighbourhoods Directorate

Outer East Area Committee

Date: 6th July 2010

Subject: Community engagement plan and election of forum chairs 2010/11

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

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 outlines a community engagement plan for the Area Committee and describes how this will increase the number of people involved in, and who feel they have an influence over local decision making. It presents a timetable of forums/events for Members consideration.

1.0 Purpose Of This Report

1.1 The purpose of this report is to present a community engagement plan for the Area Committee which will enable the Committee to increase the number of local people involved in, and who feel they have influence over local decision making.

2.0 Background Information

- 2.1 In November 2007 the Executive Board agreed an increase in the responsibilities of area committees. This included community engagement.
- 2.2 At the same time, the Executive Board agreed to end the district partnership structure, which had previously provided a framework for multi-agency partnership working in the city under the Leeds Initiative.
- 2.3 The Area Committees now have more of a role in overseeing partnership work in their area. The Area Delivery Plans have been changed to reflect this, as they are now linked to the Leeds Strategic Plan and its priorities.

2.4 **Two of the key improvement priorities in the Area Delivery Plan under the Harmonious Communities theme are:**

‘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’.

‘an increase in the number of local people engaged in activities to meet community needs and improve the quality of life for local residents’.

3.0 **Main Issues**

3.1 **Outer East arrangements since 2004**

- 3.1.1 In 2004 community forums were established under the Area Committee structure. There were 7 in total and each met 4 times per year. In 2009 Members in Garforth & Swillington and Kippax & Methley agreed to a mixture of community forums and consultation events. In Temple Newsam and Cross Gates & Whinmoor Members decided to retain the structure of community forums.
- 3.1.2 The community engagement strategy is increasingly linked to the Area Delivery Plan. It is therefore suggested that over the course of the year some forum meetings have particular themes that have been agreed in advance with Members that will provide feedback that can be used to influence current and future work funded from the Well Being Budget and actions included in the Area Delivery Plan. It is suggested that these are the themes in the Leeds Strategic Plan.
- 3.1.3 There are clearly still benefits in retaining Community forums: they can enhance the representative role of local councillors; they are a contact point for citizens to express their views and concerns about issues that affect them; they can be a useful link between partner agencies and local people; they provide a useful link to get issues out into the community for consultation.
- 3.1.3 As part of the strategy for improving community engagement the Area Management Team will look continue to look at ways to improve attendance and have as wide a cross section of local people from the area attend the meetings. These will include:
- Updating invite lists to ensure all newly formed groups, neighbourhood watches etc are invited
 - Carry out an evaluation with current forum members to see if they have any ideas.
 - Advertising meetings in About Leeds, on the LCC website, in community fliers, in community buildings etc
 - Producing an equality framework action plan that includes an action on community engagement
 - Ensuring venues are DDA compliant
 - Possibly having the whole meeting on a theme or half the meeting on a theme.

3.2 Community Forums and events

3.2.1 The following tables list proposed dates for forums and events in 2010/11.

Cross Gates & Whinmoor Ward

Cross Gates Forum

Date	Venue	Time
27 July 2010	Cross Gates Good Neighbours (CGGN)	6pm
20 Oct 2010	CGGN	6pm
12 January 2011	CGGN	6pm
6 April 2011	CGGN	6pm

Swarcliffe Forum

Date	Venue	Time
21 July 2010	St Gregory's Club	6pm
6 October 2010	St Gregory's Club	6pm
2 February 2011	St Gregory's Club	6pm
20 April 2011	St Gregory's Club	6pm

Whinmoor Forum

Date	Venue	Time
19 July 2010	Fieldhead Carr	6pm
11 October 2010	Fieldhead Carr	6pm
10 January 2011	Fieldhead Carr	6pm
4 April 2011	Fieldhead Carr	6pm

Temple Newsam Ward

Halton Moor & East Osmondthorpe Forum

Date	Venue	Time
3 August 2010	Halton Moor One Stop	6pm
26 Oct 2010	Halton Moor One Stop	6pm
18 Jan 2011	Halton Moor One Stop	6pm
12 April 2011	Halton Moor One Stop	6pm

Halton Forum

Date	Venue	Time
5 August 2010	Christ Church Hall	6pm
28 October 2010	Christ Church Hall	6pm
20 Jan 2011	Temple Moor (if building works completed)	6pm
14 April 2011	Christ Church Hall	6pm

Kippax & Methley

Date	Type of consultation	Venue
20 to 24 September 2010	Older Persons Events week	various
27 September 2010	Forum	Brigshaw High School
31 January 2011	Consultation event working with Youth Service on priority issues for young people	venue to be determined
18 April 2011	Forum	Brigshaw High School

Garforth & Swillington

Date	Type of consultation	Venue
6 September 2010	Forum	Garforth College.
8 November 2010	Community Safety Event	Garforth Community College
28 Feb 2011	Engagement event re community priorities in 2011/12	Garforth Community College
11 April 2011	Forum	Garforth Community College

3.3 Forum Chairs

3.3.1 The Chairs for municipal year 2010/11 will have to be agreed by Area Committee. The Chairs for the following Forums are unopposed:

- Cross Gates – Cllr Pauleen Grahame
- Whinmoor – Cllr Peter Gruen
- Swarcliffe – Cllr Suzi Armitage
- Garforth & Swillington – Cllr Mark Dobson
- Kippax & Methley – Cllr Keith Parker

3.3.2 There have been no nominations for the Halton Moor & East Osmondthorpe Forum.

3.3.3 There are 2 nominations for the Halton Forum:

- Cllr David Schofield
- Cllr Mick Lyons

- 3.3.4 When considering the nomination for the Chair of the Halton Forum Members are advised to note a change in Area Committee Procedure Rules. In February 2010 the Council amended section 7 of Area Committee Procedure rules relating to 'Advisory or Consultative Forums'. The rules now include the following:

Where an Area Committee establishes a ward based Community Forum, the Chair of that Forum must be appointed by the Area Committee. In making that appointment however the Area Committee must ensure that Chairs are appointed with regard to the political balance of the ward to which a forum relates. Where a political group has the majority of members within a ward, the chair will be appointed from those Members. Where no political group has a majority, the chair will be appointed by the Area Committee from Members of the ward to which the forum relates.

3.4 Terms of Reference for Forums

- 3.4.1 Area Committee is requested to ratify the Terms of Reference for Outer East Forums as detailed on Appendix 1. There has been one alteration in 3.1 of the Terms of Reference that states that the chair is elected by Area Committee annually under its Area Committee Procedure Rules.

3.5 The Year of the Volunteer recruitment event

- 3.5.1 As part of the Year of the Volunteer a 4 day event was held from 12th to 15th of April 2010 at the following venues in the Outer East area:

- Garforth Liberal Club
- St Luke's Swarcliffe
- British Legion Kippax
- Christ Church Halton

- 3.5.2 The purpose of the event was to illustrate the benefits of volunteering, the type of volunteering work that is available and to encourage new volunteers. Over 500 people in total attended over the 5 days and 40 individuals registered an interest in becoming a volunteer.

- 3.5.3 There will be a volunteer recruiting event held at the Garforth Miners Welfare Hall in December 2010 that has been organised by Garforth Community Association. This has, in part, been inspired by the volunteer events week organised by South East Area Management on behalf of Outer East Area Committee.

3.6 The Year of the Volunteer recognition event

- 3.6.1 Outer East Area Committee will hold an awards event in October or November 2010 to recognise the contribution made by volunteers. It is planned to hold the event in the Civic Hall with a buffet being provided and awards/certificates presented by Members of Outer East Area Committee.

- 3.6.2 It is intended to recognise volunteering in specific categories and award organisations rather than individuals. The categories will include the following:

- Older people eg older persons networks, luncheon clubs etc
- Young People eg youth clubs, youth activities
- Sport

- Environment eg 'in bloom' groups

3.7 Older Persons Events Week – 20th to 24th September 2010

3.7.1 The Older Persons sub-group now meets monthly with one of its main objectives being to organise this annual event. In 2009 over 1000 people attended over the 5 days and it is anticipated that this figure will be matched in 2010.

3.7.2 Many agencies now use this event as a tool to communicate and consult with the elderly on matters ranging from fire safety to winter warmth, benefits, social care etc.

3.7.3 The events will be held at the following venues:

- 20th September – Great & Little Preston Village Hall
- 21st September – St Gregory's Youth & adult Centre
- 22nd September – Kippax (venue to be determined)
- 23rd September – Christ Church Halton
- 24th September – Garforth Liberal Club

3.8 Consultation events on specific issues. These types of consultation events occur from time to time on specific issues that require the views of local people. In recent years exhibitions have been held on The Town & District Centre Improvement schemes. There have also been consultation events held in various parts of East Leeds on the EASEL programme.

3.9 Community Engagement projects and events supported by Area Committee funds. The Area Committee has provided financial support to a number of galas, festivals and sports projects over recent years. All of these events have provided an opportunity to engage local people with some officer support being provided in either the organisation of the event or on the day itself.

3.9.1 The Garforth Arts Festival now has an Area Management Officer on its steering group; many galas are supported financially by the Area Committee; cricket coaching for youngsters is funded by the Area Committee and administered by Area Management staff with support having also been provided in previous years by Neighbourhood Wardens.

3.9.2 Between 2004 and 2008 the Area Committee funded a Luncheon Club co-ordinator to set up a number of clubs for elderly people across the area. Area Committee decided not to continue funding this post after 2008 and that decision did leave a gap in administrative support provided to these clubs. There are 12 clubs established and these are now running a regular service that is supported by a team of volunteers. Administrative support and assistance in obtaining funding is now provided by Area Management staff.

3.9.3 South East Area Management Team recently helped establish a new community group in Ledston Luck. Help was provided with a constitution, setting up a bank account and arranging a community fete to be held on the 21st of August 2010. There are also proposals to establish a luncheon club for the village.

3.10 Community Charters

- 3.10.1 Area Committee has previously agreed to produce a community charter that is made available to community and voluntary groups with spare copies also available at key buildings such as libraries and One Stop Centres.
- 3.10.2 The community charter acts as an executive summary of the priorities in the Area Delivery Plan; includes a series of pledges by the Area Committee to address priority issues; list projects the area committee has recently funded and include a list of key events in the year. More information on the community charter is provided in the Area Delivery Plan 2010/11 annual refresh report.
- 3.11 Neighbourhood Improvement Plan in East Osmondthorpe.** This document has now been completed and formed the main part of the final year of work by Re'new as part of the Neighbourhood Management programme funded from the Safer Stronger Communities Fund. This document will act as a tool to improve community engagement and service delivery in East Osmondthorpe which has the highest indices of deprivation in Outer East Leeds.
- 3.12 Other departments / agencies consultation activities**
- 3.12.1 Council departments and other agencies will be required to consult with residents in the locality, and it is important that this is recognised and linked in with the Area Committee's community engagement plan.
- 3.12.2 As part of the community engagement plan we will keep a list of area based consultation activities other agencies are carrying out, and where possible and appropriate, try and link these in with any community engagement events being organised by Area Management. This list will also be useful for informing members and community groups in the area as a source of publicity for the departments.

4.0 Implications For Council Policy and Governance

- 4.1 There are no direct implications associated with Council Policy and Governance as a result of this report.

5.0 Legal and Resource Implications

- 5.1 There are no direct legal implications associated with this report.

6.0 Recommendations

- 6.1 The Area Committee is requested to:
- Note the contents of this report
 - approve the community engagement plan for 2010/11
 - agree the Chair of the Halton Forum
 - ratify forum terms of reference.

Background Papers

- Report of the Assistant Chief Executive (Corporate Governance) to Full Council 24th of February 2010. Subject: Recommendations from General Purposes Committee – Constitution amendments
- Area Functions Schedule, July 2010

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Appendix 1 to Community Engagement Strategy

Terms of Reference – Community Forum of Outer East Area Committee

1.0 Purpose

- 1.1 To be consulted on joint action for shared priorities to:
- Address social exclusion, inequality and disadvantage experienced by people living in the defined boundary.
 - Take action to improve residents quality of life through better and more appropriate public and community led services
 - Support the economic regeneration of the area
- 1.2 To fully involve the community in the development of proposals to improve their area.
- 1.3 To report progress to the Outer East Leeds Area Committee through its Area Delivery Plan.
- 1.4 To monitor targets which shows that key performance indicators within the Area Delivery Plan are being achieved and having impact in their area.
- 1.5 To develop and implement an effective communication and consultation strategy for the target area to ensure as wide a cross section of the community as possible have access to information on the work of the Area Committee and the project work it supports.
- 1.6 To promote improvements in the delivery of public services to better meet the needs of local communities.
- 1.7 To promote community cohesion through public service provision and specific initiatives.
- 1.8 To encourage and promote cross-sector and inter-agency working to achieve the objectives of the Area Delivery Plan.
- 1.9 To liaise with other area based and generic partnerships as appropriate.

2.0 Membership

- 2.1 Elected Ward Members for the area.
- 2.2 Local representatives from all constituted and bona-fide community organisations that operate within the geographic boundary of the Forum.
- 2.3 Representatives of the following will be invited to be members of the Forum:
- Schools – local governors, headteachers etc
 - Faith groups
 - Local Business Forums/Associations
 - Youth Council representatives

- Local Neighbourhood Watch Schemes
- Good Neighbour Schemes
- Any other community based associations/organisations as agreed by the Chair.

2.4 The Forum will be an open meeting for any individual that resides within the area to attend. Such attendees can only speak however through the Chair.

2.5 Representatives of statutory agencies such as the Police, NHS Leeds, Aire Valley Homes, East North East Homes and Leeds City Council Departments, together with workers from voluntary organisations/projects in the area will be invited to attend the meetings on an advisory capacity.

2.6 Membership will be reviewed periodically.

3.0 Chair & Quorum

3.1 The Chair is agreed and appointed by the Area Committee annually (at the first meeting of the municipal year) under its Area Committee Procedure Rules.

3.2 The meeting will be considered quorate provided at least 1 Ward Member and 2 community representatives are present.

3.3 If the meeting is inquorate the Chair will have the discretion to determine if the meeting should continue in order to accept items for information.

4.0 The Meeting

4.1 The meetings will be held quarterly or bi-annually and set by the Area Committee

4.2 Items for the agenda can be requested within a specified time prior to the meeting as agreed by the Forum

4.3 Elected Members shall declare their interest, personal or personal and prejudicial, in any matter coming before the Forum and shall comply with the National Code of Local Government Conduct and or any other conduct or protocol relating to the conduct of Members which may be adopted by the Council. All other attendees should also declare their interest, pecuniary and non-pecuniary, in any matter coming before the Forum.



Originator: Keith Lander

2243040

Report of the South East Area Manager

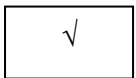
Outer East Area Committee

Date: 6th of July 2010

Subject: Actions, Achievements and update report

Electoral Wards Affected:

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



Ward members consulted
(referred to in this report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council
Function

Delegated Executive
Function available
for Call In

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

Executive Summary

This report provides Members with details of actions and achievements of the Area Management Team relating to priorities and work of the Area Committee since the Area Committee meeting in March 2010. It also provides an update on issues relating to the work of the Area Management Team.

Purpose of this report

1. This report provides Members with an update on actions, partnership work and progress since the last meeting in March 2010, particularly in relation to the Area Delivery Plan.

Background Information

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

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

3. The Area Delivery Plan for 2008-11 was approved by this Area Committee and a refreshed version of the plan for actions in 2010/11 is being considered today.

Updates by Theme

Culture

Providing new and improved leisure facilities in Outer East

4. Work has started to provide access and parking to the sports pitches at Methley. The work also includes soft landscaping which will provide screening to adjacent properties. This project received £83,000 from the Area Committee capital budget, which is the largest single contribution towards a project. On completion of this phase the only outstanding work is the provision of changing facilities and it is anticipated that these costs will be met by the Football Association and Rugby League respectively. The total project cost is around £300,000.
5. After a site meeting held earlier in the year Area Committee has now agreed on the site of the sports pitches at Thorpe Park. The project will require an access road to the site and is still subject to an agreement with planning and the owners of Thorpe Park as to when the work will start.

Enterprise and Economy

Addressing worklessness in priority neighbourhoods

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

Training for young people on Social Enterprise projects

7. As well as delivering a gardening and decorating service, Swarcliffe Good Neighbours also agreed to work with John Smeaton High School to provide an apprenticeship programme with an accredited qualification. From November 2009 until May 2010 a student worked with professional painters and decorators and acquired the relevant accreditation; a student is now working on the gardening scheme up until November 2010 to acquire a similar qualification.

Learning

Jobs Employment & Training (JET) Partnership

8. The minutes of the JET partnership which met on the 1st of March 2010 are attached at the end of this report (appendix 1). The partnership also met on the 15th of June but the minutes were not available at the time of writing this report. This partnership, set up to improve employment and training opportunities, is represented from the Area Committee by Cllr Tom Murray.
9. The partnership has agreed to hire a stall in Kirkgate Market where staff will be placed to provide advice and assistance to those looking for help in finding work or training, especially in the hotspot areas of unemployment. The partnership is also acting as the monitoring body of the worklessness projects operating across the city (see section 6 of this report).

Children Leeds – East Leadership Team

10. The Area Committee champion for the above partnership is Cllr Tom Murray. The work that this partnership is involved in crosses the boundaries of a number of themes in the Area Delivery Plan(ADP) and more information on this is included in the ADP report being tabled today. The minutes of the meeting held on the 25th of March 2010 are attached at the end of this report along with the agenda for the most recent meeting of the partnership held on the 27th of May 2010 (appendix 2).

Environment

11. Environmental enforcement is now the central task of the Community Environment Support Officers (CESO's) working in Outer East. Details of the work undertaken by the South Environmental Action Team in 2009/10 are detailed below.

In relation to the issue of dogs in public places a consultation report on dog control orders has been sent out to Members by e mail.

Requests for service

1220 requests for service were received by the South Environmental Action team between 01/04/2009 and 31/03/2010.

The team has a performance target of responding to 95% of requests for service within 5 working days. For the year 2009/10 the team response rate was 98%.

24% of all requests for service result from proactive reports. That is issues reported by members of the team or other council departments, councillors and MP's. Working proactively, addressing issues before they impact on the community and result in complaints is a key performance indicator for the team.

The greatest number of requests for service were,

1. Waste in gardens and other domestic waste issues
2. Flytipping
3. Overgrown vegetation
4. Domestic Noise Nuisance

5. Defective drainage

Dog fouling has emerged as an issue of great concern in the Outer East area. The recently appointed CEO's are undergoing training to enable them to issue fixed penalty notices to dog owners.

Other environmental issues addressed by the team include pest infestations, obstructions to the highway, commercial waste issues, smoke nuisance, light nuisance, empty properties, illegal advertising, filthy & verminous houses, and disconnection of utilities.

Notices served

A total of **245** legal notices were served in the Outer East area. The team uses a wide range of enforcement legislation. The list below highlights the most common notices used.

- 45** - fixed penalty notices for littering
- 49** - Waste in gardens and other domestic waste issues
- 5** – Noise abatement notices
- 82** – Defective drainage
- 16** – Overgrown vegetation and illegal advertising signs
- 4** – Boarding up of empty properties

Community Environment Officers & Community Environment Support Officers

The CEO and CESO's joined the Environmental Action team in February. A summary of the activities the CEO's and CESO's have undertaken to date follows,

- 50 commercial waste inspections of local shops (duty of care)
- 60 warning letters to clear gardens issued inc. 2 litter clearing notices
- 48 warning letters to householders for flytipping
- Clean up projects organised using Community Payback
- 48 warning letters for flytipping
- Attendance at resident forums
- Enforcement action to clear drain and provide oil disposal contract at Take Away
- 2 notices served to clear commercial land of refuse
- 3 Empty and derelict properties boarded up
- Participation in Operation Champions and Estate Walkabouts
- 100 dog fouling warning signs put up

12. The final phase of Micklefield Regeneration improvements started in June. The works are mainly environmental and based around the Milestone Banking near garden village. There will also be a stone bus shelter sited on the Great North Road.

The funding for the work is a combination of Yorkshire Forward, Section 106 and Area Committee capital.

Health and Wellbeing

Health & Well Being Partnership

13. The Health and Well Being partnership met on the 18th of March and the 27th of May. The minutes of the meeting on the 18th of March are attached at the end of this report (appendix 3).
14. The partnership has identified the following priorities that are included within its action plan for 2010 – 2013:
 - Prevent recurring hospital admissions
 - Identify and reduce risk of people at higher risk of dying prematurely
 - Reduce proportion of people living in deprived areas presenting late for cancers
 - Bringing together key stakeholders and agencies to work jointly on developing and improving local health and well being services
 - Enable local people to gain health related skills and knowledge to build community health capacity

Thriving Places

Creating Safer Environments

15. The North East Divisional Community Safety Partnership met on the 25th of February and the 13th of May 2010. The minutes of the meeting held on the 25th of February are attached as appendix 4 to this report. Cllr Mark Dobson represents the Area Committee on this partnership. There is a full report on this subject being presented to Area Committee at today's meeting.

Tasking Teams

16. Since the last meeting of Area Committee the Tasking Team meetings were held on the following dates:
 - Temple Newsam – 7 April, 19 May, 30 June 2010
 - Cross Gates & Whinmoor – 7 April, 19 May, 30 June 2010
 - Garforth/Kippax & villages – 28 April, 9 June 2010.
17. In Cross Gates & Whinmoor a major concern is still the level of anti-social behaviour around Stanks Parade shops and the shopping parade at Fieldhead Carr (Whinmoor). An action plan to deal with the main offenders is being drawn up by the team to tackle the behaviour of the main offenders. The shopkeepers have also been trained to use the CCTV systems funded by Area Committee.

18. In Temple Newsam the most problematic area continues to be Halton Moor and East Osmondthorpe. The group has continued to focus on particular problem individuals who are involved in crime, burglary and ASB on the estates.
19. In Garforth/Kippax and the villages the main issue has been ASB associated with under age drinking. A number of projects to fund additional Police hours has helped reduce the problem and a Designated Public Place Order (DPPO) in Kippax and Allerton Bywater has made it illegal to consume alcohol in public places.

CCTV

20. A separate report on CCTV has been distributed to Members by e mail. The information provided in this section is to inform Members of work being done to develop a one-LCC CCTV Strategy

Environment and Neighbourhoods (E&N) is a key stakeholder in the work as it has a large, well-established CCTV service, LeedsWatch. E & N has a vested interest in directing and developing the strategy to ensure its operational objectives and LCC's strategic priorities around community safety continue to be met, whilst taking advantage of any partnership working opportunities and service efficiencies.

The Council has established a CCTV strategic lead post to develop the vision and strategy, which will take account of current and potential uses of CCTV within Leeds City Council. Key objectives of the post are:

- Provision of a strategic, holistic view of Leeds' position and priorities for the implementation and development of CCTV and associated services
- Retain independent approach separate from service delivery to protect impartiality
- champion the use of public CCTV and lead on developing a corporate strategy
- ensure that all systems are fit for purpose, compliant with appropriate standards and good value for money
- develop a CCTV strategy including governance models and standards, closely aligned to the National CCTV strategy and LCC's strategic goals and priorities
- Identify the most appropriate way of delivering CCTV within LCC; covering operational practices, monitoring, technology requirements, procurement and ensuring value for money in purchase and support of CCTV systems

- 21 **Current Status.** An officer has been appointed a small project board has been established to oversee and direct the strategy development work, and to provide some interim governance around development and expansion of CCTV services/

The strategy work is being delivered using the Council's change management methodology, Delivering Successful Change (DSC). A number of key deliverables have been agreed, which include:

- Baseline analysis to gain clarity on the location, purpose, costs, operational context etc of existing CCTV services within LCC

- Appraisal of external drivers affecting CCTV services – this is particularly relevant now as the new Coalition Government has indicated that further regulation of CCTV will take place
- Development of a vision and strategy for LCC which takes account of both recognised good practice and the Council's core goals – this is being developed with stakeholders from across the Council
- Governance and operational model for CCTV services within LCC
- Options appraisal, Cost Benefit analysis and risk assessment
- Corporate support for the strategy and Business Case for change
- Roadmap for delivering the change

Work is now progressing in three key work-stream areas:

- Data collection and audit of CCTV service provision in Leeds City Council
- Data collection of good practice from external sources (Information Commissioner's Office, Home Office, other councils through CCTV User Group and other sources)
- Stakeholder engagement and communications prior to developing Vision and Strategy for LCC CCTV

Data collected from the CCTV audit, good practice and internal stakeholder meetings will be analysed and a draft strategy and supporting documents will be produced and consulted on during the latter part of 2010.

Any queries relating to this work should be addressed to Kate Dover, Strategic Lead for CCTV, contact details below

kate.dover@leeds.gov.uk; tel; 0113 2475998 or 07891 270050

Swarcliffe PFI credits

22. This budget of £350,000 has been delegated to Area Committee with proposals and approvals reported to it. In December 2009 Area Committee approved the funding of a Community Environment Support Officer (CESO) in Swarcliffe. The cost of this 3 year post is £82,914 and was initially to be funded in full from PFI credits. However Aire Valley Homes have now confirmed that in year 1 they will contribute 50% of the cost, £13,819, which therefore reduces the PFI credits contribution from £82,914 to £69,095. This in turn reduces the amount of PFI credits committed from £143,295 to £129,476.
23. **Parking Areas in Swarcliffe.** There is a proposal being brought forward by Housing Services to install parking bays at various locations on the estate. The estimated total cost for carrying out these areas is £120,000 works and £24,000 fees giving a total cost of £144,000. This cost is at this time based on the information available and does not include for any statutory undertakers costs. The schemes are at Stanks Drive, Swardale Green, Swardale Road and Langbar Close. At this point none of

these options have been discussed with the traffic section or road safety section. This will be carried out as part of the detailed design process and at that stage a more detailed estimate will be provided.

At the February 2010 meeting Area Committee agreed to commit up to £200,000 of PFI credits towards this project with any further costs being met by Housing Services. This is subject to the scheme specification and delivery being acceptable to Cross Gates & Whinmoor Ward Members.

24. **Swarcliffe in Bloom** are a recently formed environmental group that have carried out a number of environmental improvement projects across that area, most notably to the 5 Welcome Stones. It has been awarded £2,000 to carry out this work but has now extended its scope to include environmental work in the Dennils. In order to carry out improvements in the Dennils the group will require a further £2,000 of funding and Area Committee are requested to authorise this payment.

25. **St Gregory's Youth & Adult Centre Kitchen.** This facility is in the Outer East community centre portfolio. The cooking facilities were recently condemned as having inadequate ventilation and a cost has been provided to make good which is detailed below.

To supply and installation of the following:-

Stainless steel canopy with baffle cells inset lights Size 2400 x 2200 x 400 deep Price £3,173.69

New felted up stand to suit Roof mounted extract fan and ductwork required Price £2,325.31

Gas watch system Electrical work Control panel Price £2,595.00

Natural roof mounted filtered input system Price £1, 257.

Stainless steel survey to suit appliances and gas valve Price £1,236.00

Gas work and testing £1,754

Total cost of 12,341

Area Committee is asked to approve the cost of this work from Swarcliffe PFI credits.

26. The budget is therefore calculated as follows:

- Committed projects £129,476
- Car parking scheme - £144,000 (estimate)
- Additional £2,000 for Swarcliffe in Bloom for work in the Dennils - £2,000
- St Gregory's kitchen - £12,341

Total of budget allocated - £287,817

Budget remaining - £62,183

Harmonious Communities

Venues for Area Committee Meetings in 2010/11

27. At the Area Committee meeting held on the 23rd of March 2010 a report was presented by the Chief Democratic Services Officer concerning dates, times and venues for Area Committee meetings in 2010/11. The recommendation in that report was as follows:

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

28. The meeting dates were agreed but South East Area Management were asked to bring options for alternate venues to this meeting. The following list of venues were sent to Members for consideration prior to this meeting.

Cross Gates & Whinmoor

- John Smeaton High School
- St Gregory's Youth & Adult Centre
- St Gregory's Social Club
- Cross Gates Good Neighbours meeting room

Garforth & Swillington

- Garforth Community College
- Swillington Community Centre
- Firthfield Community Centre

Kippax & Methley

- Brigshaw High School
- Kippax Community Centre
- Kippax Leisure Centre

Temple Newsam

- Temple Moor High School
- Corpus Christi High School
- East Leeds Leisure Centre/Halton Moor One Stop Centre

29. The view of Cross Gates & Whinmoor Members is that one venue was too small and their preference would be to remain at the Civic Hall. Members for Temple Newsam

also felt one venue was too small and that proposed building work to the schools in their ward could be problematic. They too preferred to remain at the Civic Hall. Eight Members in total replied to the e mail and said they favoured keeping the Civic Hall as the venue.

30. There were four comments received from Members saying that they favoured an earlier start time of 2pm.

Community Forums

31. The following forums have been held since the last meeting of Area Committee on the 23rd of March 2010.
- Whinmoor – 29th March 2010 (minutes attached – appendix 5)
 - Swarcliffe – 7th of April 2010 (minutes attached – appendix 6)
 - Cross Gates – 14th of April (minutes attached – appendix 7)

Year of the Volunteer

32. A series of 4 events were held in April with the aim of recruiting new volunteers especially in the field of support to older people. The events were planned by Area Management with support from a variety of departments and agencies including the Older Persons Support Networks in Outer East.
33. The total numbers of people attending these events was around 750 and there has been up to 40 people putting their names forward for volunteering. These events formed the main part of the Outer East contribution towards the Year of the Volunteer. In late 2010 it is proposed to have an awards event for volunteers in Outer East Leeds with categories for volunteering such as older people, young people, sport and environment. It is planned to hold the event at the Civic Hall.

Community Centres

34. Meetings have been held with users of Allerton Bywater Community Centre with a view to the cricket club and bowling club jointly taking on a lease of the centre. The centre came back into LCC management in 2008 after the previous committee running the centre folded. Discussions are still at an early stage and it could still be several months before an agreement on a lease is made.

Implications for Council Policy and Governance

35. No specific issues are identified.

Legal and Resource Implications

36. No specific issues are identified

Recommendations

37. Area Committee is asked to note the report and raise any questions.
38. Area Committee is recommended to award £2,000 to Swarcliffe in Bloom to carry out environmental work in the Dennils.
39. Area Committee is recommended to award £12,341 to renew kitchen facilities at St Gregory's Youth & Adult Centre.
40. Area Committee is asked to agree the venues and times for its meetings for the rest of this municipal year.

Background papers

- Outer East Area Committee, 23 March 2010 – Chief Democratic Services Officer report concerning dates, times and venues for Area Committee meetings in 2010/11.
- CCTV report to Area Committee – Leeds Community Safety, July 2010

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Appendix 1

JET Meeting

Southern House, 529 York Road, Leeds
01 March 2010

Attendees

Diana Towler – Jobcentre Plus (Chair)
Simon Betts – Jobcentre Plus
John Woolmer – East/North East Area management
Clr Tom Murray – Learning Partnerships
John Clare – Learning Partnerships
Sarah Ager – Best Training
Linda Warriss – Prospects
Kate Balmford – Working Minds
Amanda Ashe - Early Years Service
Diana Smith – Jobs and Skills
John Clare – Learning Partnerships
Alison Kinder – IGEN
Lynne Faulkener- Library Service

Apologies

Jo Collins – Working Links
Jo Rowlands – LCC
Lisa Thornton - Jobs & Skills
Julie Brady – L.C.C.
Helen Carroll – A4E Pathways
Ruth Davaney- Renew
Sabina Halliday- LCC

1.0	Welcome and Introductions were made
2.0	Minutes of previous meetings were agreed subject to minor amendments.
3.0	<p>Update on Leeds Market Initiative</p> <p>Diana gave an overview of the partnership arrangement to develop an employment & training site within Leeds market, which is being led by Learning Partnerships. She explained that Jobcentreplus and Safer</p>

<p>3.1</p> <p>3.2</p> <p>3.3</p>	<p>Stronger Communities Funding (via Area Management) are jointly funding start up costs for 09/10. We are now looking for partners to help jointly staff the venue which will open Mon-Sat (closed Wednesday). Diana also mentioned that financial contributions will also be appreciated.</p> <p>John Clare (Learning Partnerships), as co-ordinator of the initiative, then updated the group to advice that the initiative would be known as “The Job Stop”. Based in a central location the site was due to be re furnished with a view to being operational from 12/04/10. It would provide the opportunity for a joint venture between Learning Partnerships & Worklessness partners across the city, offering job vacancies together with vocational & training support to unemployed customers.. John advised the group of projected outcomes of 5,000 contacts, 500 to be offered C.V. support, 1200 referrals to JCP provision, 450 to other provision and 155 customers into work. It was felt that with the market area generating a footfall of 200,000 that the projected outcomes should be easily obtainable.</p> <p>Alison Kinder raised a question to clarify how potential partners would manage contacts to the site. It was stated that an access point and signposting service was anticipated, rather than a promotion of individual partner’s service. It was recognised that some upskilling of partners was required to enable everyone to be competent in offering a full service. Alison felt that a briefing sheet for all partners would be beneficial and John agreed to prepare and issue a briefing sheet by the end of the week.</p> <p>A discussion then took place amongst partners with Working Links, Real Time Training, Working Minds, Best, Four Families, Library service committing to supporting the venture for at least ½ a day each week. Other partners agreed to confirm their commitment to John Clare.</p> <p>Kate also asked as to whether it would be possible for volunteers to support staff attending the venue and it was agreed by all to be a good opportunity to involve volunteers.</p> <p>John advised the group that via their co-ordinator they will be responsible for M.I. collection & full evaluation of the project.</p> <p>A/P 1 John Clare to send job description briefing, provider attendance stencil and SLA to all partners via Jobcentre Plus.</p>
<p>4.0</p>	<p>Diana then discussed the feedback from the Joint Worklessness Meeting, advising the attendance of local councillors who are undertaking a scrutiny of Worklessness. They had mentioned at how impressed they were with the work being achieved by partners to achieve a better coordination of services to the unemployed across the city.</p>

4.1	<p>Diana then said that one of the main focuses was around youth unemployment and NEET and outlined the opportunity to raise the profile of this work area and to better link to the work of the Integrated Youth Support Service.</p> <p>Cllr Tom Murray then offered to provide the coordination lead for Inner East and South Leeds.</p> <p>Diana mentioned the NEET innovation event on 17/03, with Mary Brittle being the lead for the LCC Corporate Leadership Team event aimed at improving NEET performance.</p>
4.2	<p>It was agreed that a separate meeting needs to be arranged to focus on youth unemployment and the potential to target those customers aged 17+ who are NEET, with the potential of preparing them for the Young Persons guarantee, including Future Jobs Fund, when they reach aged 18.</p> <p>A/P Simon Betts to co-ordinate meeting of key partners</p>
4.3	<p>Diana then moved on to discuss the local action Plans and the focus on streamlining to have one overall plan for N1 153 areas in each area wedge. Each key NI 153 area would then have separate key activities, which would need to be developed in line with the Council's Neighbourhood Improvement Plans.</p> <p>John Woolmer explained changes in Area Committee funding with the appointment of Neighbourhood Managers. He explained that three managers will cover the East/North East wedge of the city and he offered their support as a resource to develop the Area action plans.</p> <p>A/P – Meeting to be arranged between named action plan leads including the Neighbourhood Managers to start to populate the worklessness action plans.</p>
5.0	<p>A.O.B</p>
5.1	<p>Kate Balmford from Working Minds gave an overview to the group of their new E.S.F funded programme to assist JSA customers with mild to medium Mental health/Learning difficulties.</p>
5.2	<p>Lynn Faulkener – Library service remained all partners of an event at Graford library on 23/03/10 (2 -6.30) to provide vocational support to local community & offered partners the possibility of taking a stand at the event.</p>
6.0	<p>Next Meeting T.B.C</p>

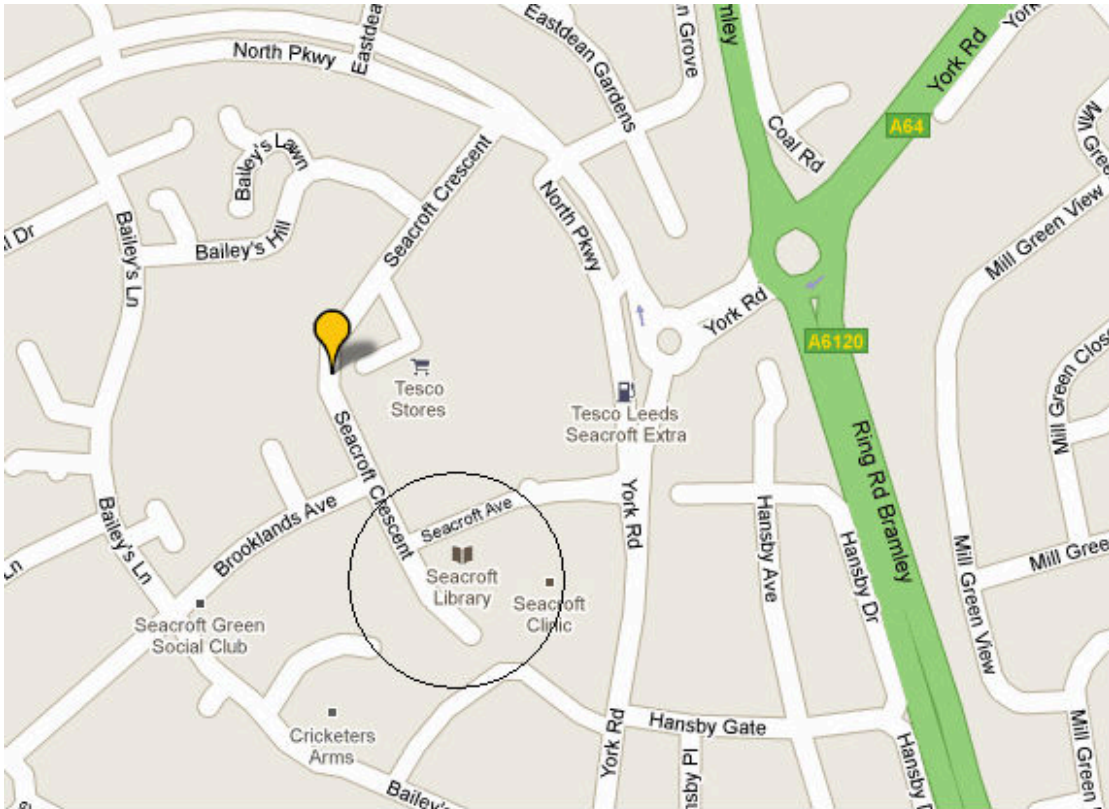
**Children Leeds
East**
LEADERSHIP TEAM

Meeting to be held on : **Thursday 27th May 2010**

Time: **8:30 – 10:30**

Location: **Seacroft Library** (Directions over the page)

**Seacroft Library
Seacroft Crescent
Leeds
West Yorkshire
LS14 6PA**



CHILDREN LEEDS EAST LEADERSHIP TEAM.

AGENDA

Date:

Thursday 27th May 2010

Time:

8:30 – 10:30

Venue:

Seacroft Library

Attendees:

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

Order	Mins Alloc.	Item	Lead Person(s)	Intended Outcomes
1.	5 min	Welcome, apologies, and introductions.	Chair / All	<ul style="list-style-type: none"> To ensure that all attendees are aware of who is at the meeting, their role, and which organisation/agency they represent.
2. Papers Attached	5 min	Minutes of the previous meeting and matters arising. (Minutes Attached) (Feedback from ISL's attached)	Chair / All	<ul style="list-style-type: none"> To review the minutes of the previous meeting for accuracy and matters arising not on the agenda
3 Paper attached	10 min	1 st Children's Trust Board	Martyn Stenton	<ul style="list-style-type: none"> To provide feedback on the discussion from the first Children's Trust Board.
4	45 min	Eleanor Brazil (Interim DCS)	Eleanor Brazil	<ul style="list-style-type: none"> Introduction from the Interim Director of Children's Services – Eleanor Brazil Opportunity for the East Leadership Team to ask Eleanor questions they may have with regards improvements to date within Children's Services and progress with the Children's Services Review.
5	15	Integrated Working	Jackie Goodwin Yvonne Butterfield Jackie Claxton-Ruddock	<ul style="list-style-type: none"> To give feedback on current progress, developments and issues relating, to support local integration.
6	15	Children and Young People's Plan <ul style="list-style-type: none"> Teenage Pregnancy – Action Plan 	Neil Bowden	<ul style="list-style-type: none"> For update.

7	20	<p>East Reports</p> <ul style="list-style-type: none"> • Clusters • East Area inclusion Partnership • East 14-19 Confederation. • East Family Support Group. 	<p>Cluster Chairs</p> <p>Ken Morton</p> <p>Ken Morton</p> <p>Jackie Claxton-Ruddock</p>	<ul style="list-style-type: none"> • East items for update / report back
8	5	<p>AOB.</p>	<p>All</p>	<ul style="list-style-type: none"> • Items for urgent business identified at the start of the meeting or prior to the meeting through the chair.
9	FYI	<p>Date and time of next meeting.</p>	<p>Chair</p>	<ul style="list-style-type: none"> • Next meeting to be held 8:30 – 10:30 Thursday 15th July 2010 (Venue TBC)

MINUTES - EAST CHILDREN LEEDS LEADERSHIP TEAM

Meeting held 25th March 2010 (@ Temple Newsam House)

Item	Description	Action
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1 Welcome, apologies and introductions.

1.1	Ken Morton	DCSU – Locality Enabler - East
	Tim Bean	Head Teacher & Cluster Chair – Brigshaw Federation
	Rosaleen Hamer	Head Teacher & Cluster Rep - Seacroft Manston
	Jane Addy	Cluster Chair – Garforth
	Richard Mellard	Head Teacher & Cluster Chair – Temple Newsham Halton
	Yvonne Butterfield	Integrated Services Leader – Seacroft / Manston
	Jackie Goodwin	Integrated Services Leader – Inner East
	Jackie Claxton Ruddock	Integrated Services Leader – Temple Newsam / Halton
	Jon Lund	Youth Offending Service
	Neil Bowden	Area Youth Service Manager
	Mike Haworth	Education Leeds
	Angela Bailey	Extended Schools Adviser – East
	Dave Weetman	Manager MAST Team
	Ann Nicholl	Primary – East Leeds Governors Rep
	Cath Lennon	Head Teacher (Secondary)
	John Woolmer	East North East Area Management
	Pam Hill	Head of Service – Children’s Services – NHS Leeds
	Mandy Voller	Education Leeds – Attendance Adviser
	Til Wright	Education Leeds – Integrated Children’s Services
	Diane Brown	NHS Leeds – East/North East CAMHS
	John Roche	CYPSC – Service Delivery Manager – East
	Ian Garforth	Secondary – East Leeds Governors Rep
	Jason Minott	Community Sports Officer – East

1.2 In attendance:

Martin Fleetwood	Head Teacher – Representing Temple Newsham Halton
Mark Smith	Extended School Manager (John Smeaton)
Liz Jones	Extended Services (Brigshaw Federation)
Aileen Larson	Extended Services (Garforth)
Lisa Oxley	Extended Services (TN / Halton)
William Newham	DCSU - Support

1.3 Apologies Received:

Chris Walton	Head Teacher & Cluster Chair – Inner East
Jeannette Morris-Boam	VCFS – Leeds Voice
Cllr Veronica Morgan	East Area Committee Children’s Champion
Nahid Rasool	VCFS – Shantona
Christine Street	Job Centre Plus
Richard Norton	VCFS – Re’new
Margaret Green	NHS Leeds
Diane Reynard	Head Teacher – SILC
Julie Clarkson	Integrated Processes Coordinator – E/NE
Cllr Thomas Murray	East Area Committee Children’s Champion
Helen Burniston	Head of Children’s Centre Services E/NE
Kevin Paynes	School Improvement Adviser – Education Leeds

- 1.4 Ken Morton welcomed colleagues to the meeting and introductions were made. Ken updated the Leadership team that the meeting will be split into a short business meeting and then 2 workshop sessions. The Leadership Team invitation was extended to cluster managers to bring together a wider group to:
- Take stock of the current position re integrated working in East Leeds to give us an overview of the current position
 - To provide information and consult on the intention to establish formal procedures for the area and locality working of Children's Trust Arrangements across East Leeds.

2 Minutes of the last meeting and matters arising.

- 2.1 The minutes of the last Leadership Team held on Thursday 28th January 2010 were agreed as a true record of the meeting. Minor amendments were made to the attendance.

3 Review of Children's Services

(Link to the full report was circulated with the papers)

- 3.1 Ken Morton delivered a brief update for information on the recently concluded review of organisational arrangements within children's services and the key recommendations made. Ken highlighted that the review went to Executive Board on the 10th March, and drew the Leadership Teams' attention to the key recommendation to move to a new integrated Children's Services Directorate model, with a recommendation for the Council's contract with Education Leeds to be terminated on 31st March 2011 and functions be brought into the new directorate.

4 East Cluster Business Plans – Wedge Approval

- 4.1 Angela Bailey updated that she met with a small working group from the Leadership Team to do an analysis of the cluster business plans. All were approved subject to minor clarifications. Angela updated that the approved plans will be going to the Extended Services partnership Board this afternoon (25th March). Angela also commented that it would be useful to clarify the way in which clusters report back to the Leadership Team. It was agreed Angela would bring a proposal to the next Leadership Team. **Action: Angela Bailey**

AB

5 East Reports

- 5.1 Ken Morton delivered brief updates from the East Area Inclusion Partnership, 14-19 Confederation and Family Support Group.
- 5.2 **East Area Inclusion Partnership (AIP):** The first meeting of the East AIP has now taken place. Currently working on cluster allocations being the same as they were 09/10. The group is also

looking at performance information re: behaviour and attendance, and clarity of provision re: SEN. The next meeting of the AIP will take place on Tuesday 4th May 2010.

5.3 East 14-19 Confederation: Work currently focused on NEET, Apprenticeships, Career development and advice and guidance. More focused data is becoming available around numbers of CYP NEET which is in turn giving a more accurate picture of the number of not known's in the city.

5.4 East Family Support Group: There was agreement from the Leadership Team that remit of this group needs clarification. **Action Ken Morton**

KM

6 AOB

6.1 No additional items were raised.

7 Date and time of next meeting / meeting schedule.

East – Children's Services Leadership Team				
Date		Time		Venue
27 th	May	2010	8:30 – 10:30	Tbc
15 th	July	2010	8:30 – 10:30	John Smeaton – Room G10

8 Workshop Sessions

The Leadership Team then split into 2 groups for the Workshop sessions (both sessions were ran twice so all members of the Leadership Team had an input into the 2 sessions)

8.1 1. Emerging Children's Trust Arrangements. (Led by Ken Morton)

8.11 Key Points / Feedback / Actions to take forward

- Ken Morton briefly outlined the proposals for the new Children's Trust Arrangements by leading the Leadership Team through a draft diagram of what the arrangements could look like. Ken highlighted the proposed remits of both the Children's Trust Board and the Safeguarding Board outlining the proposed make up of the new Children's Trust Board and its supporting arrangements / elements that will sit under it. (Executive report circulated with the agenda)
- A number of members of the Leadership Team commented on the Strategic Partnership Priorities which would sit under the Children's Trust Board. It was suggested that citywide priorities such as NEET, LAC, Teenage Pregnancy would be a more appropriate focus and that the 5 Every Child Matters Outcomes are too broad. Ken Morton commented that the sub-structure that will sit beneath the Children's Trust Board is

currently a draft and the Children’s Trust Board will receive a report on the Sub-structure as well as Locality Working at the first meeting of the children’s Trust Board in late April.

- A number of members of the Leadership Team also suggested that for the centre to listen to local partnerships there needs to be an active voice on the Children’s Trust Board representing the Leadership Team. The proposed link through an Integration Group might not be sufficient.
- There is a strong feeling that there needs to be a strong link between the Leadership Teams and the Children’s Trust Board, and needs to be involved in locality working.
- Safeguarding element of the new arrangements is a challenging area, we need to be clear how we work this at a cluster / area level
- There is a key role for the Leadership Team in communicating the new arrangements and changes that will arise from the Review of Children’s Services / providing confidence within organisations.
- The links between the different elements of the new arrangements are not fully clear at the moment and need to be clarified.
- The Leadership acknowledged and welcomed that within the setup of the new Children’s Trust Arrangements local partnerships will become significant partnerships within the councils significant partnerships arrangements which will provide clear governance and accountability arrangements. It was however reiterated that this needs to be clear and the links between the arrangements clear.

8.12 Ken Morton agreed to feedback the points raised during discussions to Martyn Stenton in the DCSU who is managing the set up of the new Children’s Trust Arrangements.

8.2 2. Integrated Working. (Led by East Integrated Services Leaders)

8.21 Jackie Claxton Ruddock, Yvonne Butterfield and Jackie Goodwin introduced themselves as the Integrated Services Leaders for the East Wedge.

Jackie Claxton Ruddock	Temple Newsam / Halton
Jackie Goodwin	Inner East
Yvonne Butterfield	Seacroft / Manston

The ISLs then delivered a presentation in which they recapped on the Integrated Services Leader role and the recent system changes such as Intervention and Children Leeds Panels. The presentation acted as a prompt for discussions which then fed into a ‘What works well’ / ‘Even better if’ group exercise.

Feedback / Actions to take forward – Jackie Claxton-Ruddock

briefly summarised some of the issues raised during the group discussions.

- There is some inconsistency around the use of the Intervention panels. There was agreement that currently there is some flexibility within the Intervention Panel meetings in the East to possibly be used slightly differently during their development stage.
- Better links need to be made with the voluntary sector.
- Communications needs to be improved. It was agreed that the people round this table should be taking an active role in cascading messages throughout their organisations.
- Boundary issues are getting in the way of practice, better communication is needed between wedges.

8.22 It was agreed that the template used during the 'What works well' / 'Even better if' group exercise would be circulated to the Leadership Team to feedback any further ideas and comments directly to Jackie Claxton Ruddock. (Jackie.Claxton-Ruddock@leeds.gov.uk) **Action All.**

All

8.23 It was agreed that the ISLs would review the output from this meeting and the discussions that took place and come back to the next with some initial proposals.

ISLs

East Leeds Leadership 25th March 2010
Integrated Services Leaders Workshop

Following the session held on the 25th March here is a summary of the main points captured and ‘next steps’ identified. It includes -what you asked for, learning needs and areas we feel needs further clarification.

ISSUE	ACTION
Practitioners need to better understand the difference between S47 and S17 assessments and who has responsibility for them now and who did do them in the past. Managers and Practitioners do not understand what ‘Levels of need and Service Delivery’ is and what it means for them	Levels of Needs and Service Delivery Workshops to be set up across the East – Integrated Services Leaders (ISLs)
Agencies require better understanding of what CYPSC do and do not do.	ISLs to meet with senior Managers from CYPSC to agree communication / link plan. Discuss CYPSC attendance on Intervention Panels.
Schools not understanding function of Integrated Response Group (IRGs) and how outcomes are recorded and how appropriate people are informed of outcome	Function of IRG and process to be communicated by ISLs if IRGs remain in existence.
Practitioners asking -Why we need to use CAF as first point of assessment whilst we have other assessments in place.	CAF briefings by ISLs, Work force Development Team (WDT) and Integrated Processes Coordinators (IPCs) explaining benefits of CAF and need to change the way we work (directed at managers). ISLs also to inform WDT to inform city wide training. CAF Refresher courses to put on across East by ISLs aimed at practitioner level
What people have asked for:	
ISSUE	ACTION
More support to complete CAFs and in how to sell the CAF process to families where there are difficulties in getting them to engage.	CAF Refresher courses to put on across East by ISLs aimed at practitioner level to include methods of ‘selling the caf’ by ISLs
Clarity of which panel they approach for what issue and when. Clarity also required link between CLP / IRG and IP	Promotion of information about the panels – ISLs to past request onto Multi-agency panel team.
Wish the cluster to remain the same (Temple Newsam / Halton)	ISL Jackie Claxton Ruddock to discuss strengths of cluster arrangement and areas for improvement with cluster partners.
Better Link with Adult Services	ISLs to establish links and key partners within Adult services
Training and Development for practitioners	ISLs to link with WDT and inform

working with the most vulnerable families and those presenting high levels of need. Developing engagement skills when working with families who have a history of poor engagement.	them of training / development need.
More CAF trained staff	ISLs to ensure all partners have access to CAF training dates. ISLs to target agencies where numbers of CAF trained personnel are low.
Local CAF training	ISLs to link with WDT and inform them of training requested / development
Information about who are making inappropriate referrals to CYPSC and why are they inappropriate so learning can take place.	ISLs to link with partners within CYPSC to obtain relevant data.
Possible changes to panels ?	Action
Utilising the attendance and coordination of the Intervention Panels and add other functions?	ISLs to meet with Barry Jones and MAP team on 26 th April to discuss this.
Ensuring time professionals give is used effectively.	ISLs to meet with Barry Jones and MAP team on 26 th April to discuss this.
Can we avoid duplication ie same attendees on the same panels. IRGs, IP, CLP and Ed Leeds panels.	ISLs to meet with Barry Jones and MAP team on 26 th April to discuss this.
Other professionals feel they would benefit from and the panel would benefit from attendance from Children and Young Peoples Social Care.	ISLs to meet with Barry Jones and MAP team on 26 th April to discuss this.
Can the Guidance and support panels and Integrated Response Group functions be merged into the Intervention Panel framework.	ISLs to meet with Barry Jones and MAP team on 26 th April to discuss this.
Improved screening of cases going to the panels to ensure the appropriate cases came to panels.	ISLs to meet with Barry Jones and MAP team on 26 th April to discuss this.

Jackie Claxton –Ruddock ISL for Temple Newsam Halton
Yvonne Butterfield ISL for Seacroft Manston
Jackie Goodwin ISL for Inner East

12th April 2010

Key Messages from the new Leeds Children's Trust Board

Thursday 29 April 2010: New Board meets!

Eleanor Brazil, Interim Director of Children's Services at Leeds City Council welcomed representatives to the first Board meeting. Eleanor will be the chair to start with and this will be reviewed later in the year.

Make up of the Board covers senior representatives of the Council, NHS Leeds, Leeds Youth Offending Service, West Yorkshire Police, West Yorkshire Probation, Job Centre Plus, local schools, colleges and children's centres, the voluntary sector and Government Office.

Setting the Scene

The Board will focus on the Children's Trust arrangements in Leeds, working in a way that suits local partners to drive improved outcomes for children, young people and their families.

The key themes which emerged from the recent Children's Services Review, involving over 120 stakeholders, were presented. These are:

- Think Family
- Locally tailored and targeted services
- Common processes
- Information sharing
- Locality arrangements

Key principles to underpin the work of the Board were discussed and identified as:

- Consistency – building on where things are working well
- Communication – improving communications at all levels and across partners
- Celebration – taking time to celebrate service delivery and partnership activity which is working well
- Co-operation – developing and strengthening multi agency approaches to tricky and hard to improve issues
- Challenge – providing challenge to existing ways of working and how we can work together better

The Board received a summary of responses to the proposed Children's Trust arrangements. These were informing governance and sub group arrangements for the Leeds Children's Trust Board (LCTB) and the Leeds Safeguarding Children Board (LSCB).

Developing the Governance and Functions of the Children's Trust Board

Martyn Stenton introduced a draft Governance document to provide the framework for how the Board would operate. This took account of the recent review and consultation, latest statutory guidance and the City Council's framework for corporate governance. This was written in a similar format to the document for the LSCB and it was intended to use it as a template for governance arrangements for any sub groups. Members were asked to provide comments on it by 27th May.

The Board asked for discussions to take place with the Youth Forum and other participation groups to ask them about representation and involvement.

Sarah Sinclair gave a presentation on developing the functions of the Board and the following elements for conducting business were considered:

- 'fixed' business functions to support the Board
 - Commissioning
 - Resources and assets
 - Performance management
 - Workforce development
- other 'flexible' elements reflecting key themed priorities which could be commissioned or decommissioned as required

The Board agreed to look at more detailed proposals for the business functions at its next meeting and to look at other elements alongside the development of the new Children and Young People's Plan.

Children and Young People's Plan (CYPP)

Barbara Newton and Stephen Featherstone provided a progress report on the delivery of the current CYPP. This highlighted the range of improvement work currently in place through the delivery of the CYPP and the Children's Services Improvement Plan.

The Board gave initial consideration to developing a new style CYPP which needs to be in place by April 2011. It agreed to have two focused half day sessions to look in detail at the vision, needs analysis, stakeholder participation and the setting of priorities.

Children's Workforce

Ken Morton highlighted that the CYPP should include a strategy which sets out how partners will work together to ensure that the local workforce is deployed effectively and specifies clear responsibilities for developing, delivering and reviewing local workforce reform. The 'One Children's Workforce Framework' is based on extensive evidence and is available as a tool for the Board and constituent partners to use.

Proposals will be developed after meetings with Board Members to allow a more detailed discussion at the next Board meeting.

Next Board Meeting

The next meeting is scheduled for **Wednesday 23 June 2010**.

Forward plan items currently include:

- **Reports/Key Issues from other Partnership Groups** such as the Leeds Safeguarding Children Board, Children's Services Improvement Board and other Leeds Initiative Strategic Partnerships (e.g. development of new Vision for Leeds Sustainable Community Strategy)
- **Children and Young People's Plan Development**
- **Performance Monitoring**
- **Sign off of the Governance Document and agreement of initial sub groups for Children's Trust Board**
- **Workforce Reform – developing an approach for Leeds**
- **Integrated Locality Working**
- **Development of Commissioning Plan for Children's Services**

Future Meetings

Future Board meetings for the year ahead are scheduled for 13 September, 22 October, 10 December, 2 February, 23 March and 18 April.

Regular items will include reports/key issues from other partnership groups (including sub groups), Children and Young People's Plan development and performance monitoring.

Specific items on the forward plan include:

- Finance and Resources
- Annual report on Safeguarding Effectiveness
- Mid and End Year Review of Children's Trust Arrangements

Further Information about the Children's Trust Board

Please contact Martyn Stenton, Leeds City Council on 0113 395 0215 or martyn.stenton@leeds.gov.uk

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Appendix 3

Minutes of South East Leeds Health and Wellbeing Partnership Meeting

18th March 2010

Present:

Cllr Terry Grayshon (Chair) – Leeds City Council Health Champion
Bash Uppal – Leeds City Council Adult Social Care, Health & Wellbeing
Andy Beattie – Health & Environmental Health Action
Dave Mitchell – Practice Based Commissioning
Keith Lander – Environment and Neighbourhoods
Shaid Mahmood – Children’s Services
Sue Wilkinson (rep for Rob Kenyon) – Leeds Community Healthcare
Aneesa Anwar – LCC Support to Health & Wellbeing Partnerships

In attendance:

Gemma Mann, Frances English

1. Welcome, introductions & apologies

All welcomed to the meeting.

Apologies were received from: Rob Kenyon, Julie Bootle, Philip Bramson, Sheila Fletcher

2. Minutes of meeting held on 24th February 2010

Agreed as an accurate record.

3. Matters Arising

Commissioning Officer - Bash informed the group that she has again requested a commissioning officer from NHS to sit on the partnership and is pending a response.

Transfer of Children’s Accident & Emergency services – Dissemination of the information on the children's accident and emergency services moving from St James to Leeds General Infirmary will be done shortly as a leaflet is currently being produced and will be in circulation over the next coming weeks.

Action: All encouraged to inform their networking groups in the meantime.

NHS Health checks - Karen Newbould is leading on NHS health checks and has agreed to attend future meeting to update the partnership.

It was noted that **Julie Bootle** at a future meeting may be able to answer queries regarding hospital discharge assessment processes.

4. Practice Based Commissioning Action Plan (Dave Mitchell)

Dave went through the Leodis Practice based commissioning plan.

In putting the plan together Karen Newbould has been working with the PBC. In undertaking health checks Dave pointed out that they were treating populations not patients. Gaps and issues that required more work including; raising practices awareness of exercise referral point in the community; healthy diet aspects with a lack of access to fresh fruit and vegetables available in deprived neighbourhoods such as Beeston and Holbeck. Dave also highlighted that even if healthy food options were available the lack of basic cooking skills was a further barrier.

Cllr Grayshon updated on fair share project which provides access to fresh fruit and vegetables and could be encouraged to target areas, however likely to incur a small cost to provide this service. Councillors may be able to fund this through one of their grants. Also mentioned was the Grab 5 fresh n fruity supermarket in Holbeck is popular amongst the local community. Andy also reported on the healthy living and wellbeing promotions using the stall in Kirkgate Market run until recently by Health and Environmental Action Service. This will be run in future along the lines of the “Ministry of Food” concept developed by Jamie Oliver, funded by the PCT and coordinated by ZEST (formerly East Leeds Healthy Living Centre). Sue also suggested integrating these skills into programmes as part of the role of Children’s Centres and Surestart.

The PBC have been making referrals to the fuel through warmth programme and evidence on uptake shows very little take up – figures suggest from 1000 mailouts only 16 referrals made and success of these is being evaluated as well as considering other less resource intensive mechanisms for increasing uptake. Andy highlighted how his team could assist with this initiative. Cllr Grayshon also suggested the group looked at the link to the ‘green doctor’ scheme www.yorkshire.groundwork.org.uk.

Dave explained that the aim of presenting the plan to the Partnership is to share what issues are to be addressed by the practice based commissioning plan and to identify how other partner organisations could help deliver the actions in the near future.

Agreed that there is a need for all partners to have a robust local knowledge of issues in the area and by sharing our individual priorities we could jointly review blockages and barriers.

Action: Aneesa to arrange a meeting inviting Mark Allman, Bash, Dave, Andy, Emma Croft and circulate details to wider partnership for colleagues interested to attend to take forward this item.

5. Area Delivery Plans

Bash shared briefly details of potential actions that can go into the Area Delivery Plans. The following could appear in all the three ADPs:

- Increasing take up of the fuel poverty programme health through warmth
- Promoting health check programme and referrals into healthy lifestyle initiatives.

Others were more pertinent to Inner South which included:

- Rollout of the smoke free homes initiative from Beeston to across LS10 area
- Tackling underage sales of illicit tobacco and alcohol within Belle Isle and Middleton that West Yorkshire Trading Standards would lead on.

Action: Sheila to share detailed at the meeting in May.

6. Smoke Free Homes Initiative roll out (Gemma Mann)

Gemma spoke about the roll out of smoke free homes project. The rollout will start in Middleton with a view to rollout across the area.

The aims of the project are to raise awareness of impact of second hand smoke; encourage people to make a pledge / promise to smoke out of sight of children either outside the house or in a separate room and ultimately to stop smoking.

Gemma highlighted the success of the initiative in Beeston which included events held to raise people's awareness on the impact on health when inhaling smoke. Health trainers were trained to help get messages out to people. Information was also provided to health visitors, midwives, GPs and practice nurses. Smoke free homes packs were issued to year 5 school children in Beeson where children take information home and discuss with parents. There was a view that it would be more effective to sending the information out with year 3 children as more likely to reach parents.

The effectiveness of this initiative was measured through a baseline survey questionnaire and follow up at six months with results showing from those that took part a 50% drop in numbers who smoked.

The rollout is to run across LS10 area and Health 4 All have been commissioned as an active organisation in Middleton to take the lead.

Gemma also provided details of the proposed project which will tackle underage sales of illicit tobacco and alcohol. This will initially run for a period of 12 months. Discussion took place on whether Middleton was the right place to run this initiative and about how the partnership may be able to add value.

Suggested that Aire Valley Homes needed to be made aware of the project as they can try and help roll out to their tenants.

Partnership to consider role in supporting mainstreaming successful programmes.

Action: Gemma to provide progress updates to the partnership on the work on a quarterly basis.

7. Integrated working and Children's Partnership (Shaid Mahmood / Frances English)

Shaid explained that his role as enabler was to integrate services to ensure that vulnerable children and families are safeguarded and forming a consistent approach. He did this with the agreement of area committees. Clusters core offer included using extended services to be the filter. Member champions were engaged in the Children's agenda with quarterly meetings of them and clusters. The journey took 12-15 months to embed and led to clusters working together as collaborative.

Frances (Project Officer 1 of 4 in Children's Services) explained that there are 2 Panels looking at aspects of this:

Intervention Panel - this group support families who are already receiving support from different agencies, there are 10 panels running and a new process being put in place. The panel is led by lead officers.

Children Leeds Panel – this group works on same model as above but it's focus is on specialist needs people.

Shaid went through services response to levels of vulnerability and risk of harm Diagram (which was tabled). A referral pathway paper was also tabled. Shaid pointed out that although early days the success of the approach was evident with more children prevented from having to go into social care.

A proposal for Health and Adult Social Care to integrate with Children's Services was made. The partnership to help integrate the services.

Action: Shaid to meet with Bash and Keith to look at bringing partnerships together in his role as lead for South East pathfinder. Shaid to provide further details of this programme at a future meeting.

8. Any other business

It was noted that the NHS net has been set up to share information and it's a vital tool to be able to receive NHS information.

Awareness raising and early diagnosis of cancer - Bash informed the group that the department of health have invited authorities to bid for funding to develop work on early diagnosing of cancer. NHS Leeds is working up a bid to undertake if successful a programme in South area. Bash provided everyone with details of the link.

Action: All encouraged to go on website link to get more information and get in touch with Bash with ideas that could help in scoping out the bid.

Partnership priorities – Bash highlighted the need now for everyone to assist in looking at delivery aspects of the locality partnership action plan. Proposals going to Joint Strategic Commissioning Board in May.

Action: Bash to invite partnership members to working group meetings to take forward work on communications and community engagement aspect.

Action: Judy to provide case studies from health trainers for future meetings for the partnership to work through looking at blockages and barriers to access. The partnership to set aside a dedicated slot on future agendas.

Pending agenda items:

- NHS Health check programme roll out
- NHS South East Health & Wellbeing action plan – Joanne Davis
- Area Delivery Plans
- South Pathfinder
- Nomination for partnership chair 2010 - 11

9. Future meetings

Action: Aneesa to send invites for future meetings and try booking rooms at Civic Hall where possible.

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**East North East Divisional Community Safety Partnership Meeting
25th February 2010, 2:00pm Unit 1, Acorn Business Park**

Present:	Tim Kingsman	West Yorkshire Police (Chair)
	Beverley Yearwood	East North East Area Management, LCC
	Steve Vowles	East North East Homes Leeds
	Neil Bowden	Safer Leeds
	Cllr Mohammed Rafique	Elected Member
	Cllr Brian Selby	Elected Member
	Maggie Bellwood	EASEL
	Jon Lund	Youth Offending Service
	Neil Marley	Student Police ASBU
	Jeanette Shakespeare	ASBU
	Melanie Jones	West Yorkshire Police
	Steve Watkins	WYFS
	Debbie Kong	Community Safety
	Leanne Manning	East North East Area Management (Minutes)

Guest – Simon Featherstone from Gipsil

Apologies: Neil E Bowden, Nick Bartrum, Cllr Alan Lamb, John Woolmer, John Roche

		Action
1.0	Minutes of Previous Meeting	
1.1	Agreed as an accurate record.	
2.0	Matters Arising	
2.1	<ul style="list-style-type: none"> • (2.1, 5.0 – Face the People Event): Report still to be finalised. • (7.1 – 6 Weekly Tasking Packages): WYFS were able to provide all relevant data to timescales and information was included on packages in three pilot areas , ASBU and housing had experienced some difficulties . Standard information such as graffiti, needle hot spots etc that DIU receive is only been included in specific areas - Tim to discuss issues with DIU regarding standardising packages. • (6.1 – Public Confidence / Newsletters) : The last quarterly round of neighbourhood management/NPT newsletters for 09/10 will commence at the end of march 2010. A meeting has been scheduled for 17th March 2010 at 10am Stainbeck Police Station to discuss the future of Operation Confidence and how public confidence can be increased around ‘ the police and council working together ‘. • (8.1 – Temple Newsam tasking) : Bev is currently co-chairing this meeting temporarily to support the new inspector whilst another appropriate agency is identified. 	Tim

3.0	NE Police Control Strategy 2010/2011 (Draft)	
3.1	<p>Tim Kingsman circulated a draft document 'NE Police control strategy 10/11' and briefly gave an overview of the intended priorities.</p> <p>A discussion took place around CCTV and links between ENEHL/Leedswatch, recent quotes had been received by area management for linking the two systems together. Steve Vowles confirmed joint discussions between agencies were taking place and agreed to keep Cllr Selby updated.</p> <p>Tim asked members of the group to take the document away from the meeting and look through it, any formal feedback please pass onto Bev to co-ordinate into one document.</p> <p>It was also confirmed that the documents had been circulated to ward members for comments.</p>	<p>Steve</p> <p>Bev</p>
4.0	Burglary Position – Update on Seacroft	
4.1	Tim explained that burglary was still a challenge for the division and NE are the only Leeds Division that are currently under target and are hoping to maintain this to the end of the financial year. Additional police resources are been committed to addressing burglary dwelling.	
4.2	Bev confirmed that the Seacroft area was the priority for partnership work on burglary dwelling and that a 22 week plan had been put together which includes target hardening, offender management, crime prevention.	
5.0	POCA Update / Expenditure	
5.1	<p>A summary of the applications to POCA broken down by NPT areas was circulated.</p> <p>POCA was allocated £50,000 when it first started, £46,839 has been approved up to date. A deadline has been set for the rest of the money to be spent by March 31st 2010.</p> <p>Tim Kingsman informed the group that current allocation for the next financial year was quite low at present, however he would like to see the project continue and will look into funding issues. Bev informed the group that positive feedback had been received and articles had also been place into the quarterly newsletters.</p>	
5.2	Cllr Selby suggested that the allotment organisations that have received POCA funding get together to do a community event. Bev to take this back to Anna Turner in the Area Management Team to discuss this idea.	Bev
6.0	Domestic Violence Early Interventions Project – Simon Featherstone	
6.1	<p>Simon Featherstone circulated a summary of the evaluation completed by 'Leeds Trinity'.</p> <p>Simon Featherstone, the Senior Services Manager at Gipsil, attended the meeting to talk about the proposal for the continuation of funding for the Domestic Violence Early Intervention project.</p> <p>Rachel Garnett is currently in the post of Early Intervention Coordinator that</p>	

	<p>has been funded for 12 months. She works with victims in the early stages of domestic violence that haven't been reported to social care. She supports the families who would not normally receive any intervention and therefore would not access universal and voluntary sector services, consequently often missing health services and other agencies.</p> <p>Tim K confirmed that there would be no capacity in the 10/11 budget but confirmed there may be some with 09/10 – Tim to discuss with Simon.</p> <p>The members of the DCSP were all supportive of the continuation of the project and recommended that the item/research be taken to the next childrens services leadership meeting in relation to future funding and gaps in safeguarding that the report highlighted. Jon L stated that he would discuss with Ken M to get the item on the agenda for March meeting.</p> <p>If you want a full copy of the "Leeds Trinity" document which outlines the findings relating to the independent evaluation of the East Leeds Domestic Violence Early Interventions Project please contact Bev.</p>	<p>Jon</p> <p>ALL</p>
<p>7.0</p>	<p>PACT / The Way Forward</p>	
<p>7.1</p>	<p>Tim gave an overview of the changes that the chief constable of West Yorkshire had made regarding PACT. The definition of pact has now changed from "Police and Communities together" to "Partners and Communities together". It was highlighted that this has been changed to recognise that partners are valuable and are contributing to overall objectives of reducing crime and disorder. Mel Jones Chief Inspector has been asked to carry out an internal review of attendance/locations and outcomes of the current system . It was noted that PACT meetings in their current format were not very successful in relation to attendance with the exceptions of a few (RAM and Chapel Allerton). A discussion took place around attendance of partners agencies at these meetings and the general consensus from agencies was that they would fully support attendance by invite where possible , or if there were specific issues relating to their service area. Agencies stated that due to capacity issues around staffing, evening meetings etc they would not be able to commit to all meetings in its current format.</p> <p>A further discussion took place around how we could change the system to involve partners and to look at possibly bolting on to existing mechanisms. It was agreed that existing community groups/forums would seem the most appropriate. Bev distributed a draft ' community engagement strategy ' for Inner North East that was to be presented at March area committees and gave a brief overview.</p> <p>It was agreed that the current format would be reviewed and a proposal drafted for the next DCSP with a view of consulting area committees at June's area committees.</p>	<p>Mel Jones</p>
<p>8.0</p>	<p>Performance Matrix / Executive Highlight Report</p>	
<p>8.1</p>	<p>Bev circulated the Executive highlight report for information on the previous quarters activity.</p> <p>The performance Matrix and targets were discussed, NE is the only division in Leeds currently within target for burglary dwelling.</p>	

10.0	Date of Future Meetings	
10.1	<p>The meeting dates for next year are:</p> <p>13 May 2010 9 September 2010 16 December 2010</p> <p>All meetings are 2.00 – 4.00 and are held at Unit 1, Acorn Business Park, Killingbeck Drive.</p>	
11.0	Any Other Business	
11.1	The successful neighbourhood wardens were informed on the 19 th February 2010 and were transferred on Monday 22 nd February into their new roles as Environment officers in The Environmental Enforcement Teams. The four remaining staff will remain with area management during the managing workforce change process.	
11.2	Leeds ASB review is underway – weekly updates will be coming out of the team so if you want this information please contact Neil Bowden.	
11.3	<p>Outstanding warrants document Neil to speak to Steve to find out how regular this document is and how widely it can be shared.</p> <p>Response from Neil - The item that was raised regarding the warrant list that was sent out by Inspector Steve Lavelle. He's advised me that the list should be going out on a regular basis. His intention is to send the list out on a monthly basis in future. The list is covered by the usual partnership information sharing protocols therefore it can be shared freely amongst partners / agencies, just how far they share it within their own organisations is a matter for them to establish and it should only be sent to relevant persons that would be in a position to locate or is in communication with the individual, in order to reduce crime and disorder. In order to make this easier Steve is looking at deleting the "offence" column to sanitise the document a little more.</p>	Neil Bowden

Appendix 5
Present:

Cllr Peter Gruen (Chair), Cllr Suzi Armitage, Cllr Pauleen Grahame, Jeanette Dowden (LCC – South East Area Management), Inspector Tom Harrison (West Yorkshire Police), PS Mark Birkett (WYP), PCSO Victoria Robinson (WYP), PCSO James Deakin (WYP), Mindi Singh (Local shopkeeper), Derek Lawrence (LCC - Youth Service), Dennis Smith (local resident), Pam Parker (Aire Valley Homes Leeds), Wendy Rogers (LCC - Environmental Action Team), Paul Spandler (LCC – EAT), Mechelle Myers (Wellington Hill Residents Assoc), Dennis Faulkner (Skelton Woods Environmental Group), James Nundy (SE AMT, minutes)

Apologies:

Caroline Elsworth (Aire Valley Homes)

1.0	Welcome / introductions / apologies	Action
1.1	Cllr Gruen welcomed everyone to the meeting and introductions were made.	
2.0	Minutes from 14 December 2009	
2.1	Pam Parker’s apologies were not noted on the previous minutes, otherwise, they were agreed as accurate.	
3.0	Matters arising from those minutes	
3.1	(3.1) Highways issues on Coal Road No update report on the traffic issues has been received from Greg Sharp as yet. <ul style="list-style-type: none"> • JD to pursue and ensure GS reports back to next meeting 	GS JD/GS
3.2	(3.2) PFI street lighting programme One of the lighting columns in the Hebden’s has been resited.	
3.3	(5.5) Naburn Court Day Centre The Naburn Court Day Centre is now being kept open three days per week. This is a successful outcome from local lobbying.	
3.4	(6.3) Drainage issues at the top pitch (Whinmoor Warriors) The pitches recently flooded again. Tony Stringwell is the LCC Parks and Countryside officer for this project. It is to be noted that Fieldhead Carr Primary School are against the installation of the pitch floodlights. <ul style="list-style-type: none"> • Cllr Gruen hasn’t had an update on the drainage issues and requested a report as to why no action appears to have taken place. JD to prompt TS to provide update for Cllr Gruen urgently 	JD/TS Urgent
3.5	(7.1) White Laithe Approach shops CCTV system Two cameras are now installed, allowing real-time viewing via the internet. <ul style="list-style-type: none"> • Signs need to be installed warning that the area is under surveillance of CCTV – but who is responsible? • Has anyone been arrested from the footage taken? • This item to go on the next agenda 	Police JN

3.6	(8.0) Grimes Dyke planning application Expecting a large number of objections from local residents and schools to the plans for 500 dwellings.	
3.7	(9.2) Police log of all calls received in connection with the local area, so the Forum can see the priorities The system has been interrogated but hundreds of reports came to light. The reports were difficult to analyse and wouldn't provide helpful information. Some calls might not have been logged as incidents and could have been sent straight to an officer to deal with.	
3.8	(10.4) Land at the rear of Fieldhead Carr Primary School Who owns the strip of land which runs between the school perimeter and the grassed area, before the houses? <ul style="list-style-type: none"> Wendy Rogers to investigate, inform the Chair asap and report back at next forum 	WR
4.0	10 minute open floor	
4.1	No issues.	
5.0	Youth work programme – Derek Lawrence	
5.1	Derek gave an update about the current programme including: <ul style="list-style-type: none"> Mondays – Fieldhead Carr Arts Award Project Group: bronze stage completed Tuesdays – Football World Wednesday – new group set up with detached work Thursdays – hope to start with a new mobile group soon. The BUMPY motorbike course needs £1,800 to move from the bronze to silver level Friday – detached work ongoing 	
5.2	Derek and his team were thanked by Cllr Gruen for the Easter event they ran at Fieldhead Carr on 27 March 2010.	
5.3	East Leeds Family Learning Centre has now been demolished and the temporary east area HQ is at the Denis Healy Centre in Seacroft, with an area base at St Gregory's Youth and Adult Centre	
5.4	Current vacancies are hoped to be released in April. <ul style="list-style-type: none"> Next agenda should include an update on Youth Service staffing 	JN
6.0	Community Safety	
6.1	Police update Inspector Tom Harrison introduced himself to the Forum and crime statistics were discussed, with the following highlights:	
6.2	Crime <ul style="list-style-type: none"> The last six week period recorded 80 crimes, with 117 recorded on the same period last year. There has been a steady reduction over the last three months Burglary is still a priority across the whole of Leeds North Whinmoor is not currently a hot spot area for crime 	
6.3	ASB <ul style="list-style-type: none"> Current hotspot is White Laithe Shops Footage obtained from the CCTV system is to be analysed in connection with the shop ceiling break-in and the theft of newspapers 	

	<ul style="list-style-type: none"> • Reports of a bogus official visiting the bungalows asking for £1 a week for St Gemma's • Damage to cars in Naburn View – no official reports of damage to cars have been received <p>LCC - Environmental Action Team</p>	
6.4	Paul Spandler attended the Forum to introduce Wendy Rogers. Since the Neighbourhood Renewal Funding ceased, the Neighbourhood Warden Service has been withdrawn and the wardens have had the opportunity to apply to be Community Environmental Officers (CEOs) and Community Environmental Support Officers (CESOs). 23 of the 33 wardens were successful with this recruitment and Wendy is covering the Cross Gates and Whinmoor Ward as a CESO. Her mobile number is 07891 277 700.	
6.5	CEOs and CESOs focus on environmental issues such as noise nuisance, dumping, litter, dog fouling, highway obstructions, overgrown vegetation and graffiti etc. The new roles comes with enforcement powers.	
6.6	Councillors want to supplement additional posts for the Outer East area.	
6.7	It was noted that Mike Weaver (former Neighbourhood Warden for this area) was successful in the recruitment and is now working as a CESO in Harehills, having expressed a preference to gain new experience in a different patch. <ul style="list-style-type: none"> • Mr Smith praised Mike for all his hard work in the area • Mr Singh summarised the situation well 	
6.8	Inspector Harrison welcomed Wendy to the area and looks forward to further positive working relationships.	
7.0	Report from Aire Valley Homes – Pam Parker	
7.1	Will be working with Wendy Rogers tackling waste in gardens, giving 28 days notice for action required. If the issue remains, then fines can be issued.	
7.2	Tenants leaving properties should be handed back in the same pristine condition as when they took the property (inside and out). The tenants are visited by housing officers before they move out to assess the property – if any issues aren't addressed, the tenants will be fined.	
7.3	There are currently five ASB cases ongoing across Whinmoor, two of which are drugs related.	
7.4	The 5Ms refurbishment completed in December 2009. The tenants are happy with it and are noticing improvements with their heating bills already.	
7.5	Properties in the Whinmoor area are receiving in the region of 100 expressions of interest at the moment.	
7.6	Still working with the Police and looking forward to working with Wendy.	
8.0	AOB / Next meeting	
8.1	<p>Items for next agenda:</p> <ul style="list-style-type: none"> • White Laithe Approach shops CCTV system (see 3.5) • Update on Youth Service staffing (see 5.4) 	JD JD
8.2	Next meeting date will be set at the forthcoming Area Committee meeting.	

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Appendix 6

Present:

Cllr Suzi Armitage (Chair), Cllr Peter Gruen, Cllr Pauleen Grahame, Martin Hackett (South East Area Management), Graham Ambler (Stanks Fire Station), Sheila Corcoran (Swarcliffe / Stanks Tenants Association), John Nicholson (SW TA), Rita Grainger (Whinmoor 'B' Residents Association), Nick Swithenbank (AVHL), Nathan Vaughn (LCC - Neighbourhood Warden), Deeta Tren-Humphries (LCC - Youth Service), Siddiga Austin (resident), Jean Jackson (resident), PCSO 803 James Deakin (West Yorkshire Police), PCSO 805 Sarah Hughes (WYP), James Nundy (SE AMT, minutes)

Apologies:

Ken Hill (Swarcliffe Good Neighbours Scheme), Christine Spencer (resident), Pam Parker (AVHL), Derek Lawrence (LCC - YS), Doreen Scahill (W 'B' RA), Ron Grahame (SS RA), Revd. Mike Benwell (St Luke's)

1.0	Welcome / introductions / apologies	Action
1.1	Cllr Armitage welcomed everybody to the meeting and the above apologies were noted.	
2.0	Minutes from 3 February 2010	
2.1	Agreed as accurate.	
3.0	Matters arising from those minutes	
3.1	(3.1) Wildlife area at Swarcliffe Children's Centre Still waiting for warmer weather before the work starts.	
3.2	(4.1) Rear of Stanks Parade shops <ul style="list-style-type: none"> • Ginnel railing is on order • A request to purchase the land behind the parade was made by a resident. Details were passed onto AVHL. 	
3.3	(7.0) Swarcliffe Good Neighbours Schemes Leeds Irish Health and Homes (LIHH) have been awarded the contract to provide the Good Neighbours Scheme in five areas of Leeds. The Forum and councillors were shocked and dismayed at the news, but were told the decision is under review: <ul style="list-style-type: none"> • There are transparency issues with the contract award • LIHH 12 month funding has been reduced to three • Letter requested from the Forum to LCC Chief Executive's and Yorkshire Evening Post, detailing how the service provided by Swarcliffe Good Neighbours Scheme is exactly what is expected, and the three ward councillors and George Mudie MP and against what LCC Adult Social Care have done • Letters of support were requested to be sent to the LCC Administration about how good a job SGNS are doing 	AMT All

4.0	10 minute open floor	
4.1	<p>Rear of Stanks Parade shops The issues with the door are still ongoing:</p> <ul style="list-style-type: none"> • Internet research shows that the door is classified as a fire door, not a communal door, therefore should have a seven second opening and three second closing time (via the automatic door opening / closing system). It's on a one-setting system which causes it to slam. Phil Brown (Compliance Team) has been informed several times, but nothing has been done. • Graham Ambler (Fire Service) offered to do a site visit 	
4.2	<p>Fire Service Telecare System This system links smoke alarms to the local fire station, much like a monitored burglar alarm links directly to your local police station. If you are interested in becoming part of the Telecare system, please contact Graham Ambler on 0113 273 1371.</p>	
4.3	The Neighbourhood Warden Service was discussed.	
5.0	Community Safety	
5.1	<p>Report by Police: PCSO Deakin There had been a major incident in the Redhall area today and the PCSOs had come straight from it so no crime statistics were available this time.</p>	
5.2	Swarcliffe Parade is still a hot spot along with KlemScott's and Manston Lane areas.	
5.3	The off-licence responsible for selling alcohol to underage people has received another warning.	
5.4	Police off-road bikers team is due to start again in June. The officers are in training at the moment. There will be a dedicated rider for the Swarcliffe area.	
5.5	Police were thanked for their recent efforts re an ASB issue.	
5.6	<p>Report of the Neighbourhood Warden: Nathan Vaughn Fly-tipping in the Small Plantation is on the rise again. Letters have been requested via Aire Valley Homes Leeds to be sent to local residents.</p>	
5.7	The rear doors at Stanks Grove have now been bricked up and fencing / gate has been installed.	
5.8	The display units installed in the area have had an issue with a faulty batch of sealant which holds the screen in place. The suppliers have been informed and will be remedying the situation.	
6.0	Young People – Deeta Tren-Humphries	
6.1	Holiday programmes are all set to go.	

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6.2	Lots of new young people starting to congregate at Swarcliffe parade shops. Deeta and Maxine to visit and get to know them.	
6.3	There have been some problems with a few young people at recent sessions at St Gregory's Youth and Adult Centre, leading to the sessions getting cancelled due to lack of staff. Letters were sent to parents.	
7.0	Swarcliffe Good Neighbours Scheme – Ken Hill	
7.1	The work is all going to plan.	
7.2	The Year of the Volunteer event is to take place at St Luke's Church on 13 April. They are an information and entertainment day for the elderly. The entertainment includes 'The Good Old Days' performance by Pocket Panto.	
7.3	The councillors thanked all the volunteers for their hard work in the area.	
8.0	AOB / next meeting	
8.1	'About Leeds' newspaper article It was hoped that we could run an article on the local In Bloom groups. The forum agreed that it would be a good idea.	
8.2	Carillion have now finished work in the area and have left, but the ginnel work (at top of Whinmoor Way) is not complete. Cllr Gruen requested an end of contract sign off. The issues are being dealt with by LCC Legal Services.	NS
8.3	Next meeting will be set at the forthcoming Area Committee meeting.	

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Appendix 7

Present:

Cllr Pauleen Grahame (Chair), Cllr Peter Gruen, Cllr Suzi Armitage , Martin Hackett (LCC - South East Area Management), David Bowcock (Cross gates Watch Residents Association), Andrew Milnes (LCC Streetscene), Thelma Renton (CGW RA), R. Dobson (resident), Alwyn Evans (resident), John Affleck (resident), Cynthia Mawson (Devonshire Neighbourhood Watch), Gordon Bonner (Cross Gates Avenue Road Safety Scheme), Jean Thacker (Grafton Villas), Dave Coulthard (Cross Gates Shopping Centre), Andy Hill (West Yorkshire Police), Mick Lister (Cross Gates Good Neighbours Scheme), Wendy Rogers (LCC – Environmental Action Team), Simon Norman (LCC – EAT), Alex Webb (LCC – Events), Janet Ryan (resident), John and Anthea Heywood-Guy (residents), Jean Barnbrook (1st Manston Guides), Ann Marie Vella (1st MG), Laurie Burwell (Crossgates Traders), Kirstie Cale (Cross Gates Traders), Fran Rhys (Crossgates Methodist Church), Deeta Tren-Humphries (LCC – Youth Service), James Nundy (LCC - SE AMT, minutes)

Apologies:

Paul Spandler (LCC – EAT), Steve Seymour (Cross Gates Shopping Centre), Philip Marsden (Devonshire Neighbourhood Watch), Jody Hodgson (It’s Roadrunners Ltd), Greg Sharp (LCC – Highways), Moira Flynn (Cross Gates and District Good Neighbours Scheme)

1.0	Welcome / introductions / apologies	Action
1.1	Cllr Grahame welcomed everybody to the meeting, introductions were made and the above apologies noted.	
2.0	Minutes from 13 January 2010	
2.1	Agreed as accurate.	
3.0	Matters arising from those minutes	
3.1	(2.1) Landmark feature - S. Seymour has received several positive comments from customers since the stones and lighting works have been completed.	
3.2	(8.1) Cross Gates Shopping Centre - The Adams unit was to be completed (landlord works) in approximately five weeks, which has been the case, but it is not ready to open yet. Awaiting a start date from the tenant.	
3.3	(9.2) Santa Parade 2010 – Potential for late night shopping at Cross Gates Shopping Centre and S. Seymour would like to be part of any Festive Committee, if one is established.	
4.0	10 minute open floor	
4.1	Speed cameras on Austhorpe Road? – Alwyn Jones, resident Dylan Taylor, the accident analyst, has been contacted and a survey completed. The results of the survey were that 35% of drivers travel over	

	<p>the speed limit, but only 10% travel over 35mph, which is the point when the Police will enforce the speed limit.</p> <ul style="list-style-type: none"> • A request was put forward for some kind of traffic calming measure on Austhorpe Road • A representative from LCC Highways was requested to be invited to the next forum 	AMT
4.2	<p>Parking in the Silkstones, off the A6120</p> <p>The issue of dangerous and bad parking on Silkstone Way and Court was highlighted. Commuters catching the train are leaving their cars in these residential streets, but are parking with disregard for the local residents by blocking drives, using driveways to turn around, parking on the bends, double parking etc. If residents politely ask them to keep their driveways clear, they are met with abusive language.</p> <ul style="list-style-type: none"> • The Police stated that as there are no parking restrictions in these streets, drivers are entitled to park where they want, unless they are causing an obstruction. • The councillors agreed it is a problem and will work towards a suitable outcome • A representative from LCC Parking Services was requested to be invited to the next forum 	AMT
4.3	<p>Refuse collections</p> <p>There is an issue with the brown bin collection service in the Marshall's (no issues with the black and green collections).</p> <ul style="list-style-type: none"> • There are no formalised collection points in the Marshall area at the moment, but it is an option <p>A discussion followed about pros and cons of collection points and kerbside collections</p> <ul style="list-style-type: none"> • Due to the car parking in the area, a smaller vehicle is needed to make the turns into the small back streets • Councillors, LCC Waste Management and local residents need to have a meeting to discuss and decide on the best way forward • Andrew Milnes to respond to councillors tomorrow 	<p>Cllrs</p> <p>AM</p>
5.0	Community Safety	
5.1	<p>Police update - Andy Hill and PCSO Jewett</p> <ul style="list-style-type: none"> • Priorities at the moment are ASB and house burglaries • Staffing levels over school holidays will remain constant • Local pubs have been generally quiet and the issue on 10 April 2010 with the white BMW incident at the Devonshire Arms has been chased up • ASB by youths outside at the Brownies sessions has been raised as a priority at the PACT meetings 	
6.0	The role of the Community Environmental Support Officer (CESO) in Cross Gates	
6.1	Paul Spandler wasn't able to attend, so Martin Hackett introduced the new CESO's, which have replaced Neighbourhood Wardens.	
6.2	Since the Neighbourhood Renewal Funding ceased, the Neighbourhood Warden Service has been withdrawn and the wardens have had the	

	<p>opportunity to apply to be Community Environmental Officers (CEOs) and Community Environmental Support Officers (CESOs). 23 of the 33 wardens were successful with this recruitment. The Cross Gates and Whinmoor Ward is now covered by two CESOs: Wendy Rogers (covering Cross Gates and Whinmoor) and Simon Norman (covering the Barwick Road to Cross Gates).</p>	
6.3	Wendy is available on 07891 277 700 and Simon is on 07891 278 378.	
6.4	CEOs and CESOs focus on environmental issues such as noise nuisance, dumping, litter, dog fouling, highway obstructions, overgrown vegetation and graffiti etc. The new roles comes with enforcement powers.	
6.5	CESOs don't do as many patrols as the wardens did but can enforce waste and environmental issues. There has been a successful prosecution already.	
6.6	There needs to be closer working between the CESOs, councillors and the public, as the calls go through the Contact Centre at the moment.	
7.0	Youth Service update – Deeta Tren-Humphries	
7.1	Starting 21 April 2010, additional detached sessions will run on Wednesdays and alternative Fridays now the nights are staying lighter for longer.	
7.2	The youth bus is still in action at St Gregory's Youth and Adult Centre and around the ward one night a week.	
7.3	Duke of Edinburgh Award scheme work is due to start again shortly.	
7.4	Crossgates Methodist Church is running issue based work and positive relations sessions on Fridays.	
7.5	There is potential to set up an allotment patch for young people.	
7.6	<p>Summer activities to come:</p> <ul style="list-style-type: none"> • Sessions in Manston Park • Football World Tournament has two teams from this area • Intergenerational work in the form of bike and film projects are hoped to happen, but need to submit a funding application • All sessions are advertised in schools and the clusters • Kirsti Cale offered to have the information in her shop and Dave Coulthard asked for some copies to add to the Shopping Centre notice boards. Deeta to supply. 	D.T-H
8.0	Festive Lights and switch on event 2010 – Alex Webb	
8.1	Festive lights would be welcomed by the Forum.	
8.2	<p>Alex from LCC City Development (Events Team) attended the Forum to gain insight as to what was desired for the 2010 festive lights switch on event:</p> <ul style="list-style-type: none"> • Suitable staging area on Austhorpe Road • Perhaps closing the road 	

	<ul style="list-style-type: none"> Late night shopping encouraged Costings are being looked into 	
8.3	The Town & District Centre (T&DC) regeneration scheme paid for the standard street lamps to be upgraded to heritage style. This included the fittings required to hold Christmas light motifs. However T&DC cannot fund ongoing revenue costs ie the motifs.	
8.4	There will be 14 lights that can carry motifs along Austhorpe Road and 6 on Station Road. The total cost is £3,110.96. As one side of Station Road is in Inner East it was agreed to approach the Inner East Area Committee to see if they will contribute toward the cost of 3 motifs (£466.64).	MH
8.5	A festive light committee was encouraged to be established. They would then be able to apply to the Outer East Area Committee for funding towards the event.	SS
8.6	Cross Gates Shopping Centre would be prepared to part-fund and join up with the festivities.	AW
8.7	Alex to liaise with Cllr Grahame to provide estimated costs and all the details required for a switch on.	Alex Traders Cllr Grahame
8.8	Plaques can be installed with the motifs on lamp posts, if traders want to sponsor a motif.	
9.0	AOB and next meeting	
9.1	<p>Cross Gates and District Good Neighbours Scheme</p> <ul style="list-style-type: none"> Funding for CGGNS has been withdrawn. Leeds Irish Healthy Homes won the tender, although the decision in being looked into at the moment Six months funding has been secured for the short term, to help run the voluntary service for older people, allowing social contact and access The decision to change things came from a senior LCC officer Cllr Armitage gave an overview of the situation The Forum supports Cross Gates Good Neighbours Scheme with its activities and was shocked to hear what has happened. CGGN currently has three months to continue running as it is, but it is hoped this will be extended to 12 months There would be a lot of additional work involved, eg with people with Alzheimer's, which is not something the Good Neighbours Schemes are set up for The media don't want to get involved 	
9.2	<p>Cross Gates Shopping Centre</p> <ul style="list-style-type: none"> The Iceland store has now opened and is exceeding all expectations – the car park was as busy in March as it was at Christmas! Building works at the Adams unit are complete but Heron Foods haven't moved in yet 23 April will see St George's Day celebrations complete with a dragon, face painting and other fun for children 5 May will host a community safety event with the Police 5 June is World Environment Day. There will be seed planting, a driving 	

<p>9.3</p> <p>9.4</p> <p>9.5</p>	<p>simulator, information about bins and Bjorn, the electronic polar bear</p> <ul style="list-style-type: none"> • 26 June will host Armed Forces Day <p>1st Manston Brownies and Guides</p> <ul style="list-style-type: none"> • Currently fundraising for the trip to London • Allotment project to start at Cross Gates Primary School • Environmental clean-ups are planned <p>Items for next agenda</p> <ul style="list-style-type: none"> • A representative from LCC Highways was requested for the next forum re item 4.1 • A representative from LCC Parking Services was requested to be invited to the next forum re item 4.2 <p>The next meeting dates will be set at the forthcoming area Committee meeting.</p>	
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Originator: Keith Lander

Tel: 43040

Report of The Director of Environment and Neighbourhoods

Outer East Area Committee

Date: 6th July 2010

Subject: Area Committee Roles for 2010/11

Electoral Wards Affected:
 Cross Gates & Whinmoor
 Garforth & Swillington
 Kippax and Menthley
 Temple Newsam

Ward Members consulted
 (referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

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

Executive Summary

This report presents the Area Committee with a summary of their Area Functions and Priority Advisory Functions for 2010/11. As there are no significant changes proposed to the functions agreed by the Executive Board for 2009/10, it has been agreed that this approval is rolled forward to 2010/11.

1.0 Purpose Of This Report

1.1 To provide the Area Committee with a summary of the Area Functions and Priority Advisory Functions for 2010/11.

2.0 Background Information

2.1 In 2009/10 the Executive Board agreed the number of functions to be delegated to the Area Committees. The Area Functions are included in the Council's Constitution (Part 3, section 3C), these are updated annually and presented to each of the 10 Committees.

2.2 This report does not propose any changes to the Terms of Reference for Area Committees or to their relationship to the Executive Board and its Members for 2010/11.

3.0 Main Issues

- 3.1 In 2009/10 Area Committees and service managers across the Council, delivered a programme of local service delegations across a wide range of service areas. The implementation of these has been taking place throughout the year.
- 3.2 This report does not propose any significant alterations to the number or scope of Area Functions delegated to Area Committees in 2010/11. The Area Committee Functions and Priority Advisory Functions were approved by the Executive Board in June 2009, this approval is to be rolled forward to 2010/11.
- 3.3 A summary of the functions to be rolled forward to 2010/11 is appended to this report. A full schedule of the Area Functions and Priority Advisory Functions for Area Committees for 2010/11 is currently being finalised and will be distributed to Committee Members in September 2010.
- 3.4 In order to assess the effectiveness of Area functions, a review will be undertaken in 2010/11 involving Area Committee Members, the responsible Service function leads and Area Teams.
- 3.5 The review will aim to identify progress to implement the functions; gain a better understanding in practical terms of how Area Committees can support service delivery at local level; gain an understanding of the challenges and opportunities they have encountered, and begin to understand how we can make the functions more realistic and deliverable moving forward. The review will also seek to identify further service areas where delegated powers could be assigned to the Area Committees in future.

4.0 Implications For Council Policy and Governance

- 4.1 The work described in this report and the recommendation fits with existing Council policy and governance arrangements. Area Committees' Executive Functions are exercised concurrently by Area Committees, the Executive Board and by Directors under the officer delegation scheme (executive functions).
- 4.2 Decisions taken by Area Committees, in relation to executive functions, remain subject to call in.
- 4.3 Officers will provide proper advice and support to Area Committees and their Chairs to ensure that delegated Executive Functions continue to be exercised in accordance with the Area Committee Procedure Rules.

5.0 Legal and resource implications

- 5.1 The budgets to deliver the 2010/11 Area Functions, were agreed by Full Council on 24th February 2010.
- 5.2 Any proposed changes to resources relating to Area Functions would need to be made in consultation with the relevant service Director/Chief Officer(s) and with the agreement of the Area Committee and Executive Board, where appropriate.

5.3 There are no new resource or legal implications arising from the proposed extended priority advisory functions of the Area Committees.

6.0 Conclusions

6.1 In 2009/10 the Executive Board agreed the number of functions to be delegated to the Area Committees. The Area Functions are included in the Council's Constitution (Part 3, section 3C), these are updated annually and presented to each of the 10 Committees.

6.2 There are no significant changes proposed to the Area Functions approved by the Executive Board in 2009/10. It has therefore been agreed that this approval is extended to 2010/11.

6.3 In order to assess the effectiveness of Area functions, a review will be undertaken in 2010/11 involving Area Committee Members, the responsible Service function leads and Area Teams.

7.0 Recommendations

7.1 Area Committee is asked to note the summary of approved the Area Functions and designated priority functions for 2010/11 which are appended to this report.

Background papers

- Area Committees Terms of Reference
- The Council's Constitution

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Well-Being Schedule	
Function	
To promote and improve the economic, social and environmental well-being of the Committee's area.	To take decisions about, and monitor activity relating to the use of the annual capital and revenue allocation to each Committee.

Area Functions Schedule	
Function	
Community Centres	In relation to each community centre identified by the Director of Environment and Neighbourhoods as within the Committee's area, to: <ul style="list-style-type: none"> • oversee controllable revenue budgets, operational arrangements and the use of the centres; • agree and implement a schedule of charges and discounts for directly managed centres; • make asset management and investment proposals to ensure the portfolio is sustainable and meets local needs.
Community Environmental Officers (CEO) and Community Environmental Support Officers (CESO)	In relation to the Committee's area, to agree priority areas for and deployment of CEOs and CESOs.
CCTV	To maintain an overview of the service in the Committee's area and receive regular information about it.
Neighbourhood Management Co-ordination	In relation to the Committee's area: <ul style="list-style-type: none"> • to agree priority neighbourhoods (through the approval of the Area Delivery Plan); and • to agree and monitor Neighbourhood Improvement Plans for the Committee's area.

Priority Advisory Functions

Role	Summary
Community Engagement	Each Committee will agree a local community engagement plan based on an agreed template to ensure consistency across the city. Information on how Area Committees have delivered on their community engagement plans, will be included in an annual report to the Executive Board, which outlines achievements from the previous year to deliver the Area Delivery Plans, and future priorities.
Changes for 2010/11	No change to role of Area Committees.
Community Greenspace	<p>This covers 73 community parks vested with the Parks and Countryside Service. These include a wide variety of recreation facilities, sports pitches, play areas, formal and informal horticultural features.</p> <p>Area Committees will influence the development and use of community parks and be consulted about proposals for the development and use of them, for example proposals for refurbishment and installation of new play equipment.</p>
Changes for 2010/11	No change to role of Area Committees.
PCSOs, Neighbourhood Policing Teams and Multi Agency Crime and Grime Operations	This covers the deployment of PCSOs, the work of Neighbourhood Policing Teams (which are now aligned to ward and Area Committee boundaries) and multi agency crime and grime initiatives to tackle local priorities and hot spots. The arrangements enable staff to work more closely together on the ground and improve consultation with and reporting arrangements to the Area Committees.
Changes for 2010/11	No change to role of Area Committees.
Environmental Action Teams	<p>Three area based teams of 20 staff working across the City, are responsible for a range of neighbourhood related enforcement activities including noise nuisance, waste in gardens, overgrown vegetation, littering, placards, A-boards, graffiti, waste from domestic and commercial bins, drainage, pest control. The teams will carry out the enforcement and preventative work, rather than the litter picking, waste collection role which is done by other staff.</p> <p>Area Committees will receive regular reports about</p>

	<p>this new combined service and be able to influence service planning and local priorities for action based on local knowledge about issues and hotspots. Operational policies will be created for Leeds, but the priority afforded these could be influenced by local issues, such as littering and bin yards. Close working arrangements will be developed with the newly established Community Environmental Officers (CEO)/Community Environmental Support Officers (CESO).</p>
Changes for 2010/11	No change to role of Area Committees. Links to closer working with new Community Environmental Officers (CEO) /Community Environmental Support Officers (CESO)
Street Cleansing	<p>This covers teams of staff and specialist equipment to provide mechanical sweeping of adopted carriageways and footpaths, manual litter picking and litter bin emptying.</p> <p>Area Committees will be regularly presented with information about the services in their area and given opportunities to influence service planning and local priorities and hotspots. This would be primarily based on ward level discussions with Elected Members. Priority will be given in the forthcoming review to how this service can be delegated.</p>
Changes for 2010/11	No change to role of Area Committees
Grounds Maintenance	<p>This covers various elements of maintenance work including grass cutting, shrub and rose bed maintenance and hedge maintenance. There are currently two contracts for Grounds Maintenance, which will end in February 2011. Members have been consulted on the new specifications and contract packaging. Regular client/contractor meetings take place to address both operational and financial issues relating to the delivery of the contracts, where concerns / issues raised by Members are fed in.</p>
Changes for 2010/11	No change to role of Area Committees.
Highways Maintenance	<p>Area Committees will be asked to Comment on annual and forward programme of planned maintenance of local roads, on traffic management proposals affecting local roads and minor maintenance schemes to keep highway safe.</p>
Changes for 2010/11	No change to role of Area Committees.
Local Children and Young	Area Committees will continue to influence the

People Plans	<p>strategic direction of actions within the area delivery plan in relation to the 5 Every Child Matters outcomes and local need.</p> <p>The committees will have a local democratic oversight, demonstrated by endorsing the plan and local priorities identified within it. Committees will have a monitoring function, ensuring the 5 Every Child Matters outcomes and the improved integration of children's services are embedded as part of the delivery objectives of the Children Leeds Area Partnership expressed through Area Delivery plans and extended service cluster plans.</p>
Changes for 2010/11	<p>No change to role of Area Committees. Key issues for Area Committees to be aware of: New Children Trust arrangements The role of the Leeds Safeguarding Children Board</p>
Health and Well Being. (including Adult Social Care)	<p>As part of their responsibility to promote local well being, Area Committees have an important role in helping to improve health and tackling health inequalities by ensuring coordinated and focused activity across Council services and with key partners such as the Leeds PCT at the local level. Adult Services and the PCT are organising their resources to work more effectively at a local level helping Area Committees through regular reporting arrangements to influence local priorities and action, and monitor the health and well-being targets linked to the Leeds Strategic Plan.</p>
Changes for 2010/11	No change to role of Area Committees
Area Based Regeneration Schemes and Town and District Centre Projects	<p>Also consistent with the promotion of well-being, Area Committees will have a role in relation to influencing, assisting and endorsing key aspect of area based regeneration schemes and town and district centre projects. They will be supported in this by officers in the Regeneration Service.</p>
Changes for 2010/11	<p>No change to role of Area Committees. Clearer distinction will be made in future between schemes where the committee has an influencing role, and those where their role is consultative only.</p>
Conservation Area Reviews	<p>This function covers a programme of reviews in 17 designated conservation areas commencing 2008/09 – to 2010/11. In each case to assess its special character, to propose any changes to its boundary and</p>

	to make proposals for its management. Area Committees agreed reviews in these areas and ward members have been directly involved in consultation work.
Changes for 2010/11	<p>No change to role of Area Committees</p> <p>Key issues for Area Committees to be aware of: Of the 17 conservation area reviews agreed, the final 7 will be completed in the 1st quarter of 2010/11. There is an opportunity for Area Committees to fund a continuation of the programme beyond what has been currently been agreed.</p>
Advertising on Lampposts	Propose that function is suspended until April 2012
Changes for 2010/11	<p>The council had agreed a 15 year contract for the installation of advertising on lamp posts in 2008. A 20% share of the income generated from this contract was due to come back to Area Committees to support local priorities. However, in February 2009 the company awarded the contract went in to administration. During the liquidation process, the hoardings on lamp posts were sold to a new company, City-ads Leeds, who will operate a much reduced service on an interim basis until a more permanent arrangement is put in place.</p> <p>A new company to deliver this contract will be selected through a competitive tender process, with the contract commencing around December 2011. The delay in tendering for the renewal of the contract is to enable the advertising market to recover from the economic downturn and thereby yield the Council (and Area Committees) with the best possible financial return.</p> <p>City-ads is a fledgling business, aspiring to build their advertising portfolio against an extremely difficult economic backdrop for the industry. An income share arrangement has been agreed but the returns are not expected to be significant. Initial indications are that the Council will receive around £300 per quarter, rising to around £1,000 per quarter as the business grows over the next 12months.</p> <p>It is therefore proposed that this function is suspended until April 2012 when a new contractor has been agreed, as the administrative costs of dividing the limited income that will be received to each of the 10 committees, is highly likely to outweigh the actual</p>

	return that each committee will receive.
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Originator: Beverley Yearwood

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Report of the East North East Divisional Community Safety Partnership

Outer East Area Committee

Date: 6 July 2010

Subject: North East Divisional Community Safety Partnership Annual Report

Electoral Wards Affected:

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

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council
Function

Delegated
Executive Function
available for Call In

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

Executive Summary

This report provides Members of the Area Committee with an overview of the performance of the North East Divisional Community Safety Partnership and ward based Neighbourhood Policing Teams. It will also include details of the key initiatives that have been delivered in local communities to reduce crime and disorder. The report focuses on the period 1 April 2009 to 31 March 2010.

The purpose of this report is to:

1.
 - Update Members on progress and outputs of the Neighbourhood Management Tasking Arrangements
 - Report on Thematic Sub Groups and activities
 - Report on the Performance of the NE Police Division and partnership
 - Summary of ward crime statistics, public confidence and user satisfaction
 - Report on multi agency 'Operation Champions'
 - Report on agreed community initiatives funded via Proceeds of Crime confiscations (POCA).
 - Provide information on the review of Police & Communities Together (PACT) meetings.

Update on the structure of the North East Police Divisional Community Safety Partnership and Neighbourhood Management Tasking Arrangements

2. The Divisional Community Safety Partnership (DCSP) Strategic Plan 2008-11 continues to be the framework upon which the DCSP will develop activity and manage performance against strategic outcomes of the city, Safer Leeds Strategy 2008–11 and the Area Delivery Plan. We are currently awaiting ratification on performance targets from Safer Leeds for 2010/11. Attached is a brief of final Divisional targets (09/10) based on actual outturns (see Appendix A) and Divisional targets set for 2010/11.
3. The neighbourhood management tasking teams continue to meet every six weeks and are now firmly embedded into agencies day to day business. The Divisional Intelligence Unit continue to produce 6 weekly reports for each of the 11 tasking teams which now include data from West Yorkshire Fire Service and Leeds City Council's Graffiti and Needle team. Members continue to attend and support the neighbourhood management tasking process.
4. Attached is an updated structure chart of the North East DCSP (see Appendix B) with details of the relevant lead officers.
5. A review took place around multi-agency operations 'Operation Champion' across neighbourhoods and how it would be delivered during 2010. It was agreed that each Neighbourhood Policing Team (8) would have a **minimum** of 1 day of action per 6 weekly tasking cycle. Where there are 2 neighbourhood management tasking teams this would be alternated. An agreement was taken that the planning of the operations would be devolved to the Neighbourhood Police Team Inspectors and agency co-chairs with support from the Community Safety Co-ordinator and the Safer Leeds Project Officer. In order to work more efficiently and reduce demand on staff resources, the operations would be planned around the 6 weekly tasking meeting. The area of focus is agreed using the analysis to identify areas of concerns and can be influenced by other data and partner agencies. A themed approach has been adopted, for example, burglary dwelling, offender management, reassurance, public confidence and satisfaction.

6. A time table has been produced for 2010 to maximise opportunities in accessing external partners such as customs & excise, DVLA and city wide resources (see Appendix C). Please note that on occasions these dates may change due to operational demands or unforeseen circumstances.

POCA

7. The North East Police Division allocated to the DCSP £24K in February 2009 funding that had been confiscated from criminals through the Proceeds of Crime Act. This was to support local groups with community projects/activities which help deliver local priorities and actions against strategic outcomes. In June 2009 a further £26k was allocated to be spent by the end of March 2010. During the period June 2009 to 31 March 2010, 149 applications have been processed. We have been successful in allocating and spending the £50k and are currently awaiting further allocations for 2010. In addition we have received several e-mails of thanks from local groups. Information about the awards have been communicated via neighbourhood management quarterly newsletters and some media articles (see Appendix D which provides a summary of allocations in the Inner East committee area).

Public Confidence and Satisfaction

8. Operation Confidence commenced in February 2009. The overall objective of the initiative was to increase public confidence in neighbourhood policing and partnership work. The North East Police Division produced 11 newsletters highlighting partnership activity undertaken by the neighbourhood management tasking and the neighbourhood policing teams. The leaflets, 128,000 in total, were hand delivered by Police Community Safety Officers (PCSO's) over a 6 week period every quarter. On average the PCSO's engaged face to face with one in four persons. Overall feedback we have received has been positive from community members. During the year, performance data from the police has highlighted an increase in public confidence in the police and how to contact NPT's. The DCSP has agreed to continue with Operation Confidence during 2010/2011 but to reduce from quarterly to three times a year. Discussions are currently underway with regards to joint funding from Safer Leeds, East North East Homes, Aire Valley Homes and North East Police Division and currently investigating ways of increasing public confidence in the Council and Police working together.
9. A very positive year for the North East Police Division and DCSP in relation to achieving performance targets and reducing overall figures of crime and disorder during 09/10 demonstrated by the reduction in the three crime categories listed in the key performance indicators.
10. Burglary Dwelling remains a key pressure in relation to allocation of resources both staffing and financial. Tackling burglary dwelling is a key priority within the Division and across the whole of Leeds, we will be working closely with Safer Leeds Strategic burglary group to maximise opportunities for closer working and sharing good practise and continue to deliver initiatives at a local neighbourhood level.

Key Achievements 09/10 – Neighbourhood management tasking teams

11. This is not an exhaustive list of activities but includes key achievements from each of the 11 neighbourhood management tasking teams (data extracted from Divisional Community Safety Partnerships Executive quarterly highlight reports).

12. **Garforth, Swillington, Kippax & Villages**

- Eviction of nominal following persistent ASB/community safety related incidents.
- Action taken on 2 young people involved in vandalism and ASB that was shown on You Tube. Liaison with ASBU and local secondary school.
- A project to provide additional Police hours on weekend evenings to address drunkenness and rowdy behaviour have delivered the following outputs: 29 arrests, 104 stops, 17 test purchases with 2 failures, 22 alcohol seizures and 43 follow up visits to parents.
- It was agreed to contribute £1k from tasking budget to provide trembler alarms to vulnerable residents.
- Targeted action around East View, Kippax regarding ASB and nuisance, AVH seeking possession order on tenancy.
- Commenced planning of Graffiti Project at Garforth Skate Park.
- 'Jackass Lads' – groups of youths involved in vandalism/ASB in Garforth. Active Crime Unit looking this by viewing You Tube – 5 members of the group identified and have signed ABC'S
- Target hardening - distribution of £1,000 worth of trembler alarms by PCSO's to vulnerable residents in outer villages.
- Bicycle Passport scheme - WYP marked pupils bicycles and recorded details on passport log at Garforth Community College and Brigshaw High - funded from tasking budget.
- DPPO area created in Kippax and Allerton Bywater to address rowdiness/ drunkenness - funded from tasking budget.

13. **Temple Newsam**

- Cutting back of trees to improve CCTV visibility.
- Following the opening of the Community House on Kendal Drive a number of tasking partners have established surgeries at the house including NPT, East North East Homes, Neighbourhood Wardens, 4 Families Project (worklessness project).
- Ongoing partnership work to tackle ASB including demotion of tenancy served, youth work engagement.
- Completion of burglary reduction work in Wykebecks including the fitting of burglar alarms, lights and target hardening.
- Detached youth work and Neighbourhood Warden patrols to Temple Newsam grounds following complaints of alcohol related ASB.
- Problems with off road bikes/quads/noise - Working alongside Parks and Countryside and Lord Halifax, access to the land has been restricted, logs were donated by P&C, private owner funded £400,00 for transportation, problems have reduced dramatically, no reports of access to field to date
- Additional patrols from off road bikers - numerous bikes seized
- Joint warning letter between Police and housing partners being issued to all tenants who are suspected of hiding known nominals informing them that they are in breach of tenancy and perverting the course of justice
- Meeting of all services at One Stop Centre arranged to tackle community safety issues, improvements have made and there has been a reduction in the number of incidents
- Funding for signage for building and community information notice board to promote and increase awareness to local residents of 119 Kendal Drive.
- Dog fouling signs purchased and distributed around the area to tackle

- environmental issues
- Increased services arranged via tasking group implemented at Community House including PCSO's, East North East Homes, Neighbourhood Warden, Benefits Advisor, 4 Families and exploring Green Doctor service to improve fuel efficiency for local residents
- Detached work to tackle ASB and under age drinking in and around Temple Newsam grounds.
- Funding of improvements to large planters on Halton Moor to tackle environmental concerns.
- Funding of crime prevention equipment to support series of Burglary Reduction events across the community throughout October, November and December. Events delivered by NPT and supported by Neighbourhood Wardens and Arson Task Force.
- Joint NPT and housing provider letters to warn against perverting the course of justice/ breach of tenancy agreed and sent to tenants suspected of housing wanted nominals.
- Environmental improvements to Community House including installation of signage and notice board, improvements to land surrounding One Stop and Youth Centre. Successful application to Area Committee to continue Youth Offending Service community garden scheme at Community House.
- Burglary Reduction – memo cameras to be installed in ALMO properties in bid to tackle burglary issues.

14 . **Crossgates and Whinmoor**

- New dusk till dawn bulk head lighting fitted at local shops to reduce ASB
- New monthly surgery set up by NPT in response to issues in the local area at Whinmoor Library
- Removal of leisure equipment that was causing ASB in Swarcliffe.
- Covert work to identify individuals involved in serious ASB and crime in Swarcliffe and Whinmoor. Further steps now being taken too from ASBU against identified perpetrators.
- Operation Champion was delivered in the Cross Gates and Whinmoor ward. The operation included the remaining target hardening work to improve the security of vulnerable properties in burglary hotspot areas funded by the Area Committee. 31 properties have been referred for works to reduce the risk of becoming the victims of burglary. The operation also focussed on awareness raising and delivering crime prevention messages across burglary hotspots in the ward.
- CCTV provided at Stanks Parade shopping area because of high levels of ASB Police and partners liaising to id culprits and take necessary action.
- CCTV to be installed imminently at White Laith approach (Whinmoor) shopping parade to address crime/ASB.
- Target hardening of 35 properties in Cross Gates where burglary has increased.
- Improved security to Stanks Grove flats where elderly residents being harassed by local youths. CASAC commissioned to provide a list of actions - this included bricking up one rear entrance and fitting security grills to other openings.
- Funding of crime prevention equipment to support series of Burglary Reduction Roadshow events across the community throughout October, November and December. Events delivered by NPT and supported by Neighbourhood Wardens and Arson Task Force.
- Joint NPT and housing letters to warn against perverting the course of justice/

breach of tenancy agreed and sent to tenants suspected of housing wanted nominals.

- Joint work with businesses at Colton retail park to introduce shop watch system for reassurance and enforcement purposes.
- 19 Warrants executed in 2010, 14 of which were under the Misuse of Drugs Act with strong ASBU/ ALMO involvement re: tenancy enforcement
- Crossgates purse theft Operation in company with CASAC and local businesses - issuing advice and anti theft straps to customers.
- Joint work with CASAC to install CCTV viewing software at Killingbeck Police Station in relation to white Laithe shops.
- Burglary Operation in Colton area across February 2010.
- Ongoing work with Leeds United to encourage youth engagement and deflection from crime.
- Target hardening operation in Templegates, securing £3k which will be spent on changing euro profile locks.
- Prevent funding agreed to match ward tasking funding for 'Rewind Training' for key professionals in area.
- CCTV installed at Whinmmor Parade after serious ASB.
- CCTV at Stanks Parade – coverage improved after initial cover did not view perpetrators' of ASB.
- Warning letters sent out to 1000 properties in Cross Gates regarding euro profile locks danger.

Thematic Sub Groups and Activities

15. The following are some examples of work co-ordinated via the thematic sub groups.

NE Divisional Property Marketing Initiative

16. An ultra violet pen was delivered to every household in the North East Division (128,000) with the quarterly NPT/tasking newsletters. The Police Community Safety Officers engaged face to face with approximately one in four people. Feedback has been positive and has contributed towards an increase in public confidence and satisfaction.

Pre- Area Committee Events

17. Three events were delivered to Inner East, Inner North East and Outer North East Area Committees with the theme 'Working together to design out crime'. The purpose of the event was to provide an opportunity for community members involved and interested in helping reduce crime to come together with councillors and agencies across the area and share ideas, make new contacts and look at funding opportunities. The events were well received and attended.

Kippax , Allerton Bywater and Great Preston Designated Public Place Order

18. An analysis of alcohol related crime in the above areas was produced by North East DIU to establish feasibility of pursuing a DPPO. Evidence was substantial to pursue legal process for implementation.
19. Local councillors joint funded a police initiative to tackle ASB/alcohol related issues at peak days, times during school summer holiday periods 2009 and to provide additional

evidence/support for the DPPO. The operation identified as 'Operation Budapest' led to 29 arrests, 24 pieces of intelligence gathered, 104 stops, 30 stop and searches, 30 letters sent out, 2 fixed penalty tickets for traffic offences, 17 test purchases with 2 test purchase successes, 25 licensed premises visits to on and off licensees and 22 seizures of alcohol.

20. A report setting out the proposals for a Designated Public Place Order for the area of Kippax, Allerton Bywater and Great Preston was presented to Leeds City Council's Licensing Panel on 6 October 2009 outlining the legal framework, summary of evidence and the consultation undertaken. The order was granted and came into force in November 2009 (see Appendix E) which outlines the boundaries of the order).

Legal Frame work

21. Designated Public Place Orders (DPPOs) are made under the Criminal Justice and Police Act 2001. Under the Act, the Council can, by Order (or a series of Orders), designate public places within which it is an offence to consume alcohol after being requested by a Police Constable or a Police Community Support Officer (PCSO) not to do so. An Officer can ask any person to surrender alcohol or open alcohol containers if the Officer reasonably believes the person is, has been or intends to consume alcohol in that place. In due course, wardens will be accredited to exercise these powers. Penalties for this offence include a penalty for disorder (PND) £50 or arrest and prosecution for a level 2 fine, maximum of £500. Bail conditions can be used to stop the individual from drinking in the public place pending prosecution for the offence. The legislation does not ban the drinking of alcohol in Designated Public Places, and therefore it **does not** prohibit drinking alcohol in authorised street cafes and at authorised public entertainment events in public areas. Legislation is designed to reduce anti-social street drinking either during the day (typically street users of alcohol and other substances) or in respect of night-time issues such as people drinking in the street and on the way to and from licensed areas or premises, e.g. in the queue for a club, having left a public house or in a fast food queue.
22. Section 26 of the Violent Crime Reduction Act 2006 came into force on 6th April 2007. It amended the Criminal Justice and Police Act 2001. Prior to this amendment pubs and clubs that have a licence to sell or supply alcohol under the Licensing Act 2003 could not form part of the DPPO. These premises would include public spaces licensed by local authorities for alcohol and regulated entertainment. This led to a conflict between the local authorities desire to licence public spaces for community events and the desire to use DPPOs to tackle anti-social drinking. This conflict was rectified by the amendment. There are no public places licensed by the Local Authority within the proposed area.
23. Under the amendment, premises where local authorities are permitted to sell or supply alcohol or premises that are occupied or managed on behalf of local authorities, for the sale and supply of alcohol will be excluded from a DPPO. The exclusion will only last while the premises are in use and for 30 minutes following the last supply/sale of alcohol. At all other times the premises will be subject to the DPPO.

Hate Crime Sub Group

24. The North East Hate Crime Sub group continues to case study victims and perpetrators of hate crime. The group has been identified as using good practise and has now been replicated across Leeds.

25. Racially aggravated crime made up 95% of hate crime in the last police year (April-March 10- Total 382 offences). Compared to the previous year hate crime totals in the division were down by 12% - 336 offences (Please refer to breakdown in ward crime statistics).

Domestic Violence Sub Group

26. Domestic Violence article in quarterly neighbourhood management/NPT newsletter delivered to 130,000 homes across the division.

Domestic Violence MARAC

27. The North East Divisional MARAC continues to meet monthly to develop multi-agency interventions to support victims of domestic violence.

Total ASBO's in North East Division

28. 5 full ASBO's and 4 bolt on ASBO'S (1 x Crossgates/Whinmoor ward) have been secured across the NE Division in 2009/2010.

Current ASBO's by ward 09/10 :

- 29.
- Garforth & Swillington – Nil
 - Kippax and Villages - 1
 - Temple Newsam - 1
 - Crossgates & Whinmoor – Nil

ASBO warnings have been served:

- 30.
- Garforth & Swillington -2
 - Kippax and Villages - 1
 - Temple Newsam - 4
 - Crossgates & Whinmoor - 5

Injunction Data

31. Analysis of data supplied by the Anti Social Behaviour Unit and Legal Services confirm that a total of 14 injunctions were secured across the whole division:
- Garforth & Swillington - Nil
 - Kippax and Villages- Nil
 - Temple Newsam NIL
 - Crossgates & Whinmoor - 1

32. Overall Performance of North Divisional Community Safety Partnership and Ward Crime Statistics

North East Leeds DCSP - Performance Matrix 2009/10 (Year End)

Safer Leeds ^{RAG} tackling drugs and crime Trend

Key Performance Indicators			Trend	Assessment
Reduce the level of serious acquisitive crime	7,547	7,239		Target achieved (variation = -308) Down 7.5% against previous year (590 fewer offences)
Reduce the level of assault with injury	1,917	1554		Target achieved (variation = -363) Down 20.6% against previous year (402 fewer offences)
Reduce the level of serious violent crimes	193	158		Target achieved (variation = -35) Down 19.8% against previous year (39 fewer offences)
Increase the proportion of residents who agree that their local area is a place where people from different communities get on well together	64.0%	68.3%		Target achieved (variation = 4.3%) A 5.4% improvement against previous year.
Reduce the proportion of residents who believe that anti-social behaviour increased in their local area	14.2%	13.6%		Target achieved (variation = -0.6%) A 1.6% improvement against previous year.
Increase the proportion of residents who agree that the police and local council are dealing with the ASB & crime issues that matter in their area	50.0%	53.7%		Target achieved (variation = 3.7%) A 8.8% improvement against previous year.
Reduce the percentage reduction in repeat victimisation for those domestic violence cases being managed by a MARAC	20.5%	22.0%		End of Q3 = Above standard to meet target
Increase the proportion of sanction detections for domestic violence	56.5%	52.8%		Target not achieved (variation = -3.7%)
Reduce the re-offending of priority offenders	-17.0%			N/Av

Police based operational targets

Crime & ASB: 09/10 – Garforth and Swillington

27. The below statistics show crime and anti-social behaviour from 1 April 2009 until 31 March 2010 compared to the same dates for previous year.

Crime & ASB Comparison: 2008/2009 to 2009/10

CRIME	Garforth & Swillington			
	08/09	09/10	Diff	% Inc / Dec
AGGRAVATED TWOC	3	2	-1	-33%
ARSON	8	10	2	25.00
ASSAULT	110	90	-20	-18.18
BURGLARY DWELLING	80	94	14	17.50
BURGLARY OTHER	188	137	-51	-27.13
CRIMINAL DAMAGE - BUILDING NON DWELLING	38	33	-5	-13.16
CRIMINAL DAMAGE – DWELLING	41	30	-11	-26.83
CRIMINAL DAMAGE - MOTOR VEHICLE	81	78	-3	-3.70
CRIMINAL DAMAGE - NON SPECIFIC	68	48	20	-29.41
ROBBERY	10	9	-1	-10.00
THEFT FROM PERSON	6	9	3	50.00
THEFT FROM VEHICLE	79	73	-6	-7.59
THEFT OF VEHICLE	22	13	-9	-40.91
TWOC	17	11	-6	-35.29
Grand Total	751	637	-114	-15.18
ANTISOCIAL BEHAVIOUR CALLS	687	857	170	24.75

28. Kippax & Methley

CRIME	08/09	09/10	Difference	% Inc / Dec
AGGRAVATED TWOC	6	1	-5	-83.33
ARSON	9	14	5	55.56
ASSAULT	141	91	-50	-35.46
BURGLARY DWELLING	118	87	-31	-26.27
BURGLARY OTHER	129	82	-47	-36.43
CRIMINAL DAMAGE - BUILDING NON DWELLING	15	20	5	33.33
CRIMINAL DAMAGE - DWELLING	53	39	-14	-26.42
CRIMINAL DAMAGE - MOTOR VEHICLE	96	88	-8	-8.33
CRIMINAL DAMAGE - NON SPECIFIC	45	51	6	13.33
ROBBERY	5	3	-2	-40.00
THEFT FROM PERSON	2	5	3	150.00
THEFT FROM VEHICLE	76	50	-26	-34.21
THEFT OF VEHICLE	30	15	-15	-50.00
TWOC	20	10	-10	-50.00
Grand Total	745	556	-189	-25.37
ANTISOCIAL BEHAVIOUR CALLS	775	1022	247	31.87

29. **Public Confidence and User Satisfaction in the Police (Garforth & Swillington and Kippax & Villages)**

Public Confidence	March 2009	March 2010	% Increase
Confidence in local policing	44.1%	56.2%	+14.1%
NPT ASB			% Decrease
% of residents who think ASB has increased	22.00%	15.8%	-6.2%
NPT Awareness			% Increase
% of residents aware of their NPT	36.4%	53.3%	16.9%
User Satisfaction	March 2009	March 2010	% Change
Overall satisfaction	80.3 %	78 %	-2.3 %
Ease of contact	91.6 %	90.9 %	-0.05 %
NPT Actions taken	73.2 %	73.6 %	+0.04%
NPT Progress	66.5 %	61.6 %	-4.9 %
NPT Treatment	89.9 %	93.9 %	+4.0%

30. **Crime & ASB Comparison: 2008/ 09 to 2009/2010**
Temple Newsam

CRIME	08/09	09/10	Diff	% Inc / Dec
AGGRAVATED TWOC	7	8	1	14.29
ARSON	17	16	-1	-5.88
ASSAULT	225	176	-49	-21.78
BURGLARY DWELLING	383	374	-9	-2.35
BURGLARY OTHER	208	175	-33	-15.87
CRIMINAL DAMAGE - BUILDING NON DWELLING	21	21	0	0.00
CRIMINAL DAMAGE - DWELLING	210	117	-93	-44.29
CRIMINAL DAMAGE - MOTOR VEHICLE	180	134	-46	-25.56
CRIMINAL DAMAGE - NON SPECIFIC	38	56	18	47.37
ROBBERY	23	24	1	4.35
THEFT FROM PERSON	17	20	3	17.65
THEFT FROM VEHICLE	145	104	-41	-28.28
THEFT OF VEHICLE	38	18	-20	-52.63
TWOC	30	16	-14	-46.67
Grand Total	1542	1259	-283	-18.35
ANTISOCIAL BEHAVIOUR CALLS	1083	1131	48	4.43

31. **Crossgates & Whinmoor**

Crime & ASB Comparison: 2008/90 to 2009/2010

CRIME	08/09	09/10	Difference	% Inc / Dec
AGGRAVATED TWOC	3	3	0	0.00
ARSON	18	16	-2	-11.11
ASSAULT	209	174	-35	-16.75
BURGLARY DWELLING	348	287	-61	-17.53
BURGLARY OTHER	193	176	-17	-8.81
CRIMINAL DAMAGE - BUILDING NON DWELLING	53	47	-6	-11.32
CRIMINAL DAMAGE - DWELLING	167	114	-53	-31.74
CRIMINAL DAMAGE - MOTOR VEHICLE	221	156	-65	-29.41
CRIMINAL DAMAGE - NON SPECIFIC	74	70	-4	-5.41
ROBBERY	12	12	0	0.00
THEFT FROM PERSON	28	29	1	3.57
THEFT FROM VEHICLE	153	95	-58	-37.91
THEFT OF VEHICLE	37	23	-14	-37.84
TWOC	41	198	157	382.93
Grand Total	1557	1400	-157	-10.08
ANTISOCIAL BEHAVIOUR CALLS	1257	1409	152	12.09

32. **NPT Public Confidence and User Satisfaction in the Police Temple Newsam and Crossgates & Whinmoor**

Public Confidence	March 2009	March 2010	% Increase
Confidence in Local Policing	42.2 %	56.2 %	+14%
			% Decrease
% of residents who think ASB has increased	16.00 %	13.4 %	-2.6 %
NPT Awareness			
% of residents aware of their NPT	37.7 %	52.4 %	+14.7 %
User Satisfaction	March 2009	March 2010	% Change
Overall satisfaction	76.3	79	+2.7
Ease of contact	89.8	90.9	+1.1
NPT Actions Taken	77.8	76.4	-1.4
NPT Progress	65.4	68.8	+3.4
NPT Treatment	90.8	91.6	+0.08

33. Hate Crime Statistics (all wards) – 09/10

BA Division 01/04/09 - 31/03/10 Hate crime type / Ward	Alwoodley	Burmantofts & Richmond H	Chapel Allerton	Crossgates & Whinmoor	Garforth & Swillington	Gipton & Harehills	Harewood	Killingbeck & Seacroft	Kippax & Methley	Moortown	Roundhay	Temple Newsam	Wetherby	Grand Total
AFFRAY	0	0	1	0	0	0	0	0	0	0	0	0	0	1
ARSON	0	0	0	1	0	0	0	0	0	0	0	1	0	2
ASSAULT	2	11	8	5	0	10	0	13	1	5	4	7	0	66
BURGLARY/DWELLING	0	0	0	0	0	0	0	0	0	0	0	2	0	2
BURGLARY OTHER	0	0	0	0	0	0	0	1	0	0	0	0	0	1
CRIMINAL DAMAGE - BUILDING NON DWELLING	0	1	1	0	0	0	0	1	0	0	1	1	0	5
CRIMINAL DAMAGE - DWELLING	0	3	0	0	0	5	0	3	0	1	3	4	0	19
CRIMINAL DAMAGE - MOTOR VEHICLE	2	4	1	1	1	4	0	8	0	1	2	4	0	28
CRIMINAL DAMAGE - NON SPECIFIC	1	1	0	0	0	0	0	0	0	1	0	1	0	4
HARASSMENT	1	0	0	0	1	4	0	3	1	0	2	0	0	12
HATE - CRIME	0	0	0	0	0	0	0	0	0	0	0	1	0	1
INTIMIDATE WITNESS OR JUROR	0	0	0	0	0	1	0	0	0	0	0	0	0	1
MAKE OFF WITHOUT PAYMENT	0	1	0	0	1	0	0	0	0	0	0	2	0	4
NUISANCE TELEPHONE CALLS / TEXTS / EMAILS	2	0	4	0	1	4	1	2	0	2	1	0	0	17
PUBLIC ORDER	7	25	19	10	1	42	2	21	1	2	7	18	1	156
ROBBERY	0	0	0	0	0	4	0	1	0	0	0	1	0	6
THEFT FROM VEHICLE	0	2	0	0	0	1	0	1	0	0	0	0	0	4
THEFT NON SPECIFIC	1	2	0	0	0	0	0	0	0	0	0	0	0	3
THEFT SHOP	0	2	0	0	0	0	0	0	0	0	0	0	0	2
THREAT TO COMMIT CRIMINAL DAMAGE	0	0	0	1	0	0	0	0	0	0	0	0	0	1
TWOC	0	1	0	0	0	0	0	0	0	0	0	0	0	1
Grand Total	16	53	34	18	5	75	3	54	3	12	20	42	1	336

Report on the multi agency Operation Champions

34. Operation Champion continues to be delivered in Outer North East Area as discussed in Paragraph 5 of the report.

CCTV Van Deployment

35. A separate report on CCTV will be provided to area committees by Leeds Watch.

Implications for Council Policy and Governance

36. There are no implications for the Council policy and governance.

Legal and Resource Implications

37. There are no legal implications.
38. There are no resource implications. However, the Area Committee currently supports the Neighbourhood Management arrangements by delegating Well-being Budget to the Area Manager as an enabling fund for tasking teams.

Recommendations

39. The Area Committee is asked to note the contents of this report of the North East Divisional Community Safety Partnership.
40. Members are asked to continue supporting the Divisional Community Safety Partnership in relation to prioritising and tackling Burglary Dwelling during 2010/11 through partnership work at neighbourhood level and the Area Delivery Plan.

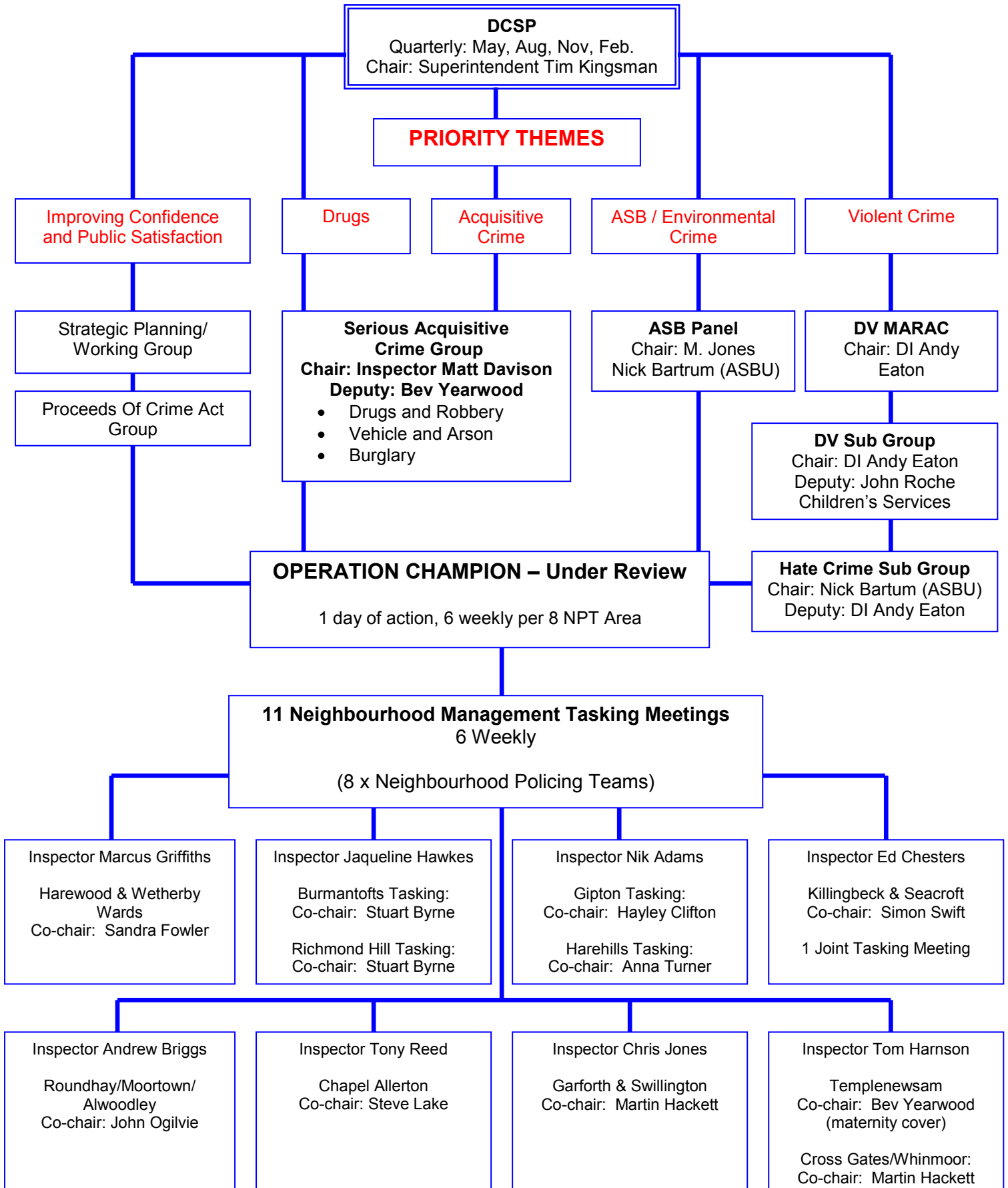
Background papers

None

Divisional Targets 2010/11

	North East Leeds		
	2008/9 Outturn	2009/10 Outturn	2010/11 Target
<u>Increase Public Confidence and Satisfaction</u>			
1. Increase the proportion of residents who agree that the police and local council are dealing with the ASB and crime issues that matter locally	44.9%	53.7%	54.7%
2. Increase the proportion of residents who believe that the police do an excellent or good job in their local area	49.6%	57.7%	58.9%
3. Increase the overall satisfaction of service users	83.3%	82.9%	83.9%
4. Reduce the satisfaction gap between white and BME victims of crime	8.5%	7.6%	5.1%
<u>Reduce Crime and Offending</u>			
5. Reduce the level of acquisitive crime (house burglary, robbery and vehicle crime)	7829	7239	7051
6. Maintain or reduce the number of assaults resulting in injury	1956	1554	1554
<u>Tackle ASB and create stronger and more cohesive communities</u>			
7. Reduce the proportion of residents who believe that ASB has increased in their local area	15.2%	13.6%	13.1%
<u>Strengthen Protective Services and reduce risk to the public and vulnerable people</u>			
8. Maintain or reduce the number of serious violent crimes	197	158	158
9. Increase the sanction detection rate for domestic violence	56.6%	52.8%	54.0%
10. Increase the sanction detection rate for serious sexual offences	21.8%	21.1%	28.5%
11. Increase the volume of confiscation orders	23	26	23
12. Increase the value of confiscation orders	£41,185	£58,560	£325,000
<u>Strengthen Organisational Capacity</u>			
13. Maintain or increase the number of the workforce in public facing roles	566	608	566
14. Maintain or reduce the proportion of working hours lost to sickness	4.1%	3.3%	3.53%

North East Division
Divisional Community Safety Partnership



Champion Days of Action 2010

Temple Newsam	Burmantofts & Richmond Hill	Chapel Allerton	Roundhay Moortown Alwoodley	Wetherby & Harewood	Gipton & Harehills	Killingbeck & Seacroft	Garforth and Villages
4 Feb	15 Jan	20 Jan	29 Jan	18 Jan	7 Jan	14 Jan	6 Jan
18 Mar	19 Feb	3 Mar	12 Mar	1 Mar	11 Feb	25 Feb	24 Feb
29 Apr	7 Apr	14 Apr	23 Apr	12 Apr	25 Mar	8 Apr	7 Apr
10 June	13 May	2 June	4 June	24 May	6 May	20 May	19 May
22 July	30 June	14 July	16 July	5 July	17 June	1 July	30 June
2 Sept	6 Aug	25 Aug	27 Aug	16 Aug	29 July	12 Aug	11 Aug
14 Oct	16 Sept	6 Oct	8 Oct	27 Sept	9 Sept	23 Sept	22 Sept
25 Nov	29 Oct	17 Nov	19 Nov	8 Nov	21 Oct	4 Nov	3 Nov
6 Jan 11	15 Dec	29 Dec	31 Dec	20 Dec	2 Dec	16 Dec	15 Dec

Crossgates and Temple Newsam				
POCA Ref	Date	Brief Description	Organisation	Amount Paid
44	24/06/2009	Nowt to do in Manston Park - the project will support young people to lead and engage in a community based project from Manston Park with the aim to contribute through a range of activities between July and August 2009. The project will link to the Community Safety and Cohesion Agenda's.	John Smeaton Community College	£500.00
46	24/06/2009	Project clean up of Whinmoor Part of Whinmoor in Bloom - A clean up on 4 August which will clean up and remove grass/weeds in two areas in Whinmoor. They will then be replanted and bark put down in both areas. Funding for shrubs, bark and delivery charges.	Whinmoor in Bloom	£200.00
65	17.09.09	Temple AFC (Team Kit) - To provide the U17 team with a new football kit. Requested £250-£400	Temple AFC	£250
66	01.10.09	Community Football Tournament - will take place 24th Oct 09 at Thomas Danby College, Reaching 200 players through 5 under 13s teams, 5 women's team, 10 men's teams from various communities incl: Somalian Youth Club, Hola UK, Refugee Council Staff, Hamara, Archway, Gipsy United, Middleton Football Project.	REPUBLICA INTERNATIONALE FC	£250
68	01.10.09	Safety Equipment - Gymnastic & exercise classes run, through out Leeds 15 area. Various ages from 4yrs to 16yrs allowing an exercise class to stop children from sitting at home & not getting exercise.	Templenewsam & Halton Gym Club	£460
80	03.11.09	Homework Room Project - The homework project allows young people the advantage of doing their homework in a safe & supervised environment away from sibling interruptions at home. The workers ensure the young people have support & their homework is completed whenever possible. Funding to be spent on two computer monitors, costing £125.35 each.	Inside Outside Chilcare	£251
99	01/12/2009	Homework Room Project - The homework project allows young people the advantage of doing their homework in a safe & supervised environment away from sibling interruptions at home. The workers ensure the young people have support & their homework is completed whenever possible. Funding to be spent on two computer monitors, costing £125.35 each.	Halton Moor Residents Assosication.	£500
109	09/12/2009	Project winter fun - We provide support both in and out of school for young people between 8-13 who are deemed vulnerable at risk of offending. Project winter fun will ensure the ongoing engagement of these young people keeping them off the streets on a evening.	Nocro Junior Youth Inclusion Project	£300
114	04/01/2010	Youth Football - Youth Football Club Affiliated with Leeds and District League Working within Charter Standard. LS 15	Leeds Lions under 15s FC	£250
121	19/01/2010	Equipment for foyer for our new Children's Centre - We are in the process of redeveloping a part of our Community Centre which is mainly used for children's activities. The total project cost is £200,000 and the Association is putting in a large part of its free reserves. We therefore need financial help with buying furniture and equipment for the new facility	Wellington Hill Residents Association	£425
123	15/01/2010	Beekeeping at byelawmensfield allotments - We have a vibrant allotment community of 50 people which include young families and grandchildren who will be the next generation of gardeners. In the past year we have	Byelawmensfield Allotment Association	£482

		established three beehives because of the concern about the decline in bee population		
137	09/02/2010	Swarcliffe and St Gregory's Children's Activity Weekend - In August 2010 we are hoping to run a Children's Activity Weekend for children who live within the Crossgates & Whinmoor ward plus some from surrounding wards. Most of the children may not normally have the opportunity for such activity owing to their family situations. Children will have the opportunity to learn how to build new effective relationships with new people, build personal confidence and self-esteem through gaining of new skills and marking their achievements through individual and group recognition	Swarcliffe and St Gregory's Community Play Scheme	£500
146	19/02/2010	New folding tables and chairs for Colton institute - we are a self funding community centre in Colton. We need new tables and chairs as our existing ones are heavy and as we have more young people using the centre they have become a health and safety risk, owing to their own weight and structure	Colton Institute	£500
159	26/03/2010	Halton Moor Community House - Young people from the YOS have been working on the garden at the community house since March 2009. During this time we have landscaped the outside area in preparation for a patio to be laid and raised beds to be built. Groundwork are planning to start building the patio during Easter 2010	Youth Offending Service	£250

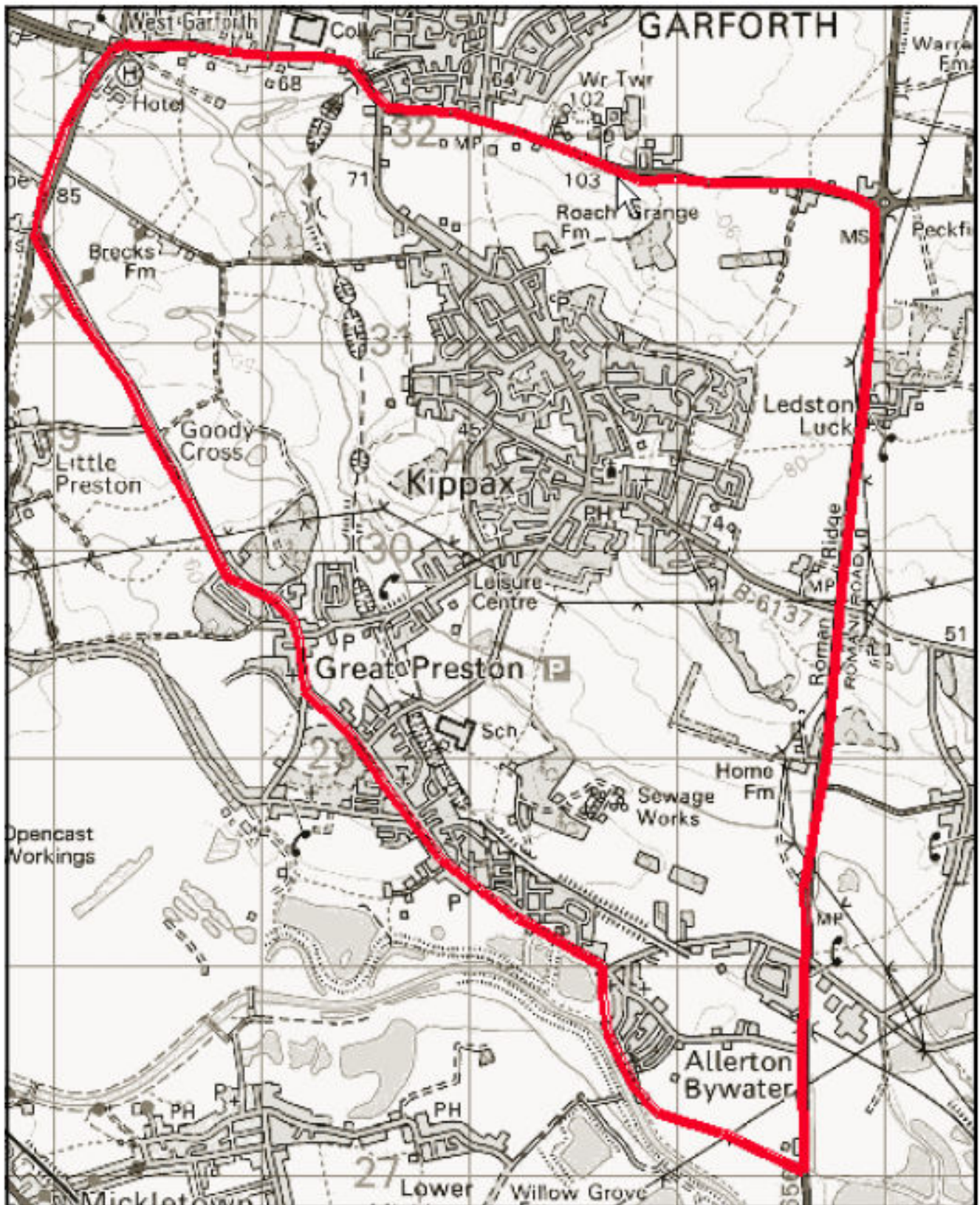
Garforth & Swillington and Kippax & Methley				
POCA Ref	Date	Brief Description	Organisation	Amount Paid
44	15/6/09	A summer play scheme - in July for children aged 2.5-5 yrs - extension of normal Methley Mites Playgroup. Will be 16 places per day for scheme for 2 hour sessions running various activities. Funding will pay for arts and crafts materials, cookery materials and a children's entertainer for circus skills.	Methley Mites	£250
45	23/6/09	Under 11's Ambassador Rugby Tour of France 2010 - the team are undergoing a tour of France in May 2010 to promote the club and the local community. Members and families will pay towards the cost of the trip and local fundraising is well under way to enable as many children to part as possible. Funding is requested for a tour kit and smart club clothing so they can attend functions whilst on tour.	Kippax Welfare JARLF	£500
70	5/10/09	Taking a pride in Garforth (litter pick) - Regular litter picks around Garforth two major ones around Nov & June/July but smaller ones at specific locations on a regular basis. T funding will be spent on litter pickers & Hi Viz jackets. Litter pickers £26.44, delivery charge & Hi Viz Jackets £4.00 + £25 for printing if required.	Garforth in Bloom	£200
71	5/10/09	Luncheon Club for the Elderly Social Outing - Taking the elderly who wouldn't normally be able to go on an outing of any sort with the help provided by the volunteers (4 day to Llandudno 30th Jan to 2 Feb 2010) Funding would pay towards transport & accommodation.	Church Gardens Luncheon Club	£200
75	23/10/09	Pressure Washer - Our pressure washer has been taken from the boiler room in the community centre & we need to replace it ASAP. All group using Fieldhead Community Centre will benefit because without it we are unable to	Whinmoor Warriors ARLFC	£88

		wash down the area after games. Pressure Washer from B&Q £87.66		
78	28/10/09	Xmas Tree For Garforth - Erection of a Christmas Tree in Main St. Garforth from 1st Dec 09 until 6th Jan 10. Purchase of tree lights, insurance & electricity.	Garforth in Bloom	£200
93	23/11/09	Churchyard renovation projet - Work started on Oct 15th 2009 to renovate the bordered graves on the old part of Allerton Bywater churchyard, bringing them to a high standard and making future maintenance easier.	Allerton Bywater community assosiacion	£250
94	30/11/2009	Christmas Experience - Wednesday 16th December 2009, all children that attend life skills unit will be taken to Xscape Castleford, where they will enjoy activities such as Bowling, climbing wall and having a round of aluminous adventure golf. They will also have a meal in the Mexican eatery Chiquittos. Based at Brigshaw High	Lifeskills Unit	£391
97	30/11/2009	Garforth Villa Under 12's Tour 2010 - We are taking 15 boys away for 3 nights to Holland in may 2010. Will be playing in football tournament and visiting a football stadium. We are raising funds so the boys go for free. We hop to raise over £5000 for this event. 28th - 31st May. In total we have 54 people travelling.	Garforth Villa	£250
103	08/12/2009	Kippax Brownies Weekend - Big Brownie Takeover - We are going on a trip to a PGL site in Lincolnshire to enable our group to participate in the Guiding centenary event on 17th to 19th September 2010.	3rd Kippax Brownies	£250
105	08/12/2009	New Equipment for Elderly persons - We are a luncheon club for the elderly which is held each Wednesday, we are run completely by volunteers and provide lunch a chance for the elderly to get out.	Church Gardens Luncheon Club	£250
119	08/01/2010	Replacement of Flower Planters - Replacement of flower planters in public areas of Swillington A642 Wakefield Road	Swillington in Bloom	£500
122	19/01/2010	Renewal of window curtains. Kippax community centre - During 2010 upgrading of the kitchen and decorating the main hall will be carried out. New curtains are required in the main hall and smaller meeting area	Kippax Community Association	£500
144	19/02/2010	We are a Coal Industry Social Welfare Organisation (CISWO) sports and social facility, Kippax Welfare Sports and Social Club. It is a registered charity and VAT registered also. There are three main sports played out of the facility, Rugby league- Cubs, 3 years old and upwards- mixed sex, under 8 & 9's mixed sex, 12's & 13's & 15's and three open age teams (2 winter, 1 summer). Football - Junior and open age 4 teams total. Cricket Junior and open age 4 teams total. The club is also the base for the local sub aqua and running clubs. The club neither discriminates on sex, age, gender, or religious grounds, it is a genuine community facility used by many many people.	CISWO	£500
153	11/03/2010	Friends of Billy wood - Kippax - Publicity for the F.O.B.W Group and the work that we do for the up keep of town close hills, known locally as billy wood. We work once a month clearing litter, keeping paths ope, dead hedging or clearing scrub. Also to promote awareness of the flora and fauna on the site and the events taking place there.	Friends of Billy wood	£250
154	11/03/2010	Make it grow - Planting of the borders at our bowling green May - June 2010	Valley Ridge Bowling Club	£200
155	11/03/2010	Cricket outfield boundary fence - Repair to hawthorne hedge and netting fence to main road adjacent main play and training area for platter	Methley Cricket Club	£250
162	26/03/2010	Allerton Bywater ARLFC Junior Development -	Allerton Bywater	£250

		Training Courses such as coaching, first aid and child protection. These courses will allow them to increase their own portfolio of skills with the possibility of gaining employment	ARLFC	
164	31/03/2010	To Enhance Swillington St Mary's Scout Group - To put cork boards up on our premises walls for display. To purchase a large play parachute. To Fund tobogganing trip to xscape	Swillington St Marys	£250
166	15/03/2010	Ledston Luck Fete - 25.7.10	Ledston Luck	£250

Kippax & Allerton Bywater (Proposed Designated Area)

Section 13 - Criminal Justice and Police Act 2001



Appendix F - Review of PACT Meetings

1. Background

The introduction of the Policing Pledge formalised the provision of public meetings by undertaking to arrange a public meeting at least once per month in order to agree priorities and provide an opportunity to meet local officers.

The Pledge suggests that such meetings are held on a neighbourhood level but the definition of a 'neighbourhood' has been open to interpretation. BCU's and Police areas have varied from a neighbourhood being defined as a council ward area to a small identifiable community.

When directives to introduce the Pledge first came, it was agreed at the NE Divisional Community Safety Partnership that preference would be for a 6-weekly cycle that aligned with Tasking Team arrangements. However it was acknowledged that the Police needed to implement the national guidance as a priority and therefore a monthly Police and Communities Together (PACT) meeting led by the NPTs focusing clearly on local policing of crime and ASB issues was accepted as the best way forward.

Information on how PACT was to be rolled out was provided to local Councillors through the Area Committees.

Most PACT meetings in North East Leeds are stand alone meetings held in public buildings in the heart of the community. Attendance is varied and fluctuates according to whether there are any particular concerns or issues ongoing at the time.

Attendance tends to be limited to member of the public who are already active within the community such as Neighbourhood Watch Coordinators or member of residents associations.

2. Current PACT Provision across Outer East NE Leeds BCU

The following section provides a summary of views of Inspectors on how the PACT meeting has developed in each NPT and highlights the main issues of concern regarding their effectiveness and ideas for improvements.

Cross Gates, Whinmoor and Temple Newsam NP Team

Number of Council wards	2
Number of PACT meetings per month	4

Attendance never less than 10.

Most PACT meetings are attended by a local councillor and sometimes are attended by housing staff or council wardens.

Regular attendance by chairs of local neighbourhood watch or other residents groups who represent the group rather than just themselves.

Would welcome the idea of guest speakers and feels that there are too many meetings all aiming to deliver the same things and these need to be more coordinated.

Garforth NP Team

Number of Council wards	2
Number of PACT meetings per month	4

Three stand alone PACT meetings – attendance is very poor and there have been some meetings with no attendees.

Kippax – linked in to residents meeting but the chair tends to run the meeting and this can limit the PACT input.

Would like Police attendance at all residents meetings to collate all PACT issues and then feed them into 1 monthly PACT meetings and invite those who have raised issues. Ideally the main meeting would have council and partners present.

Advance notice of issues being raised would allow the right partners to be present.

The main PACT meeting would be chaired by NP lead and supported where possible by the co- chair of partner tasking group.

3. The Future of PACT

(a) Priorities

To ensure compliance with the Policing Pledge by arranging public meetings to agree local priorities at least once per month which also provide an opportunity for communities to meet their local team.

To utilise the meetings to give monthly updates on local crime and policing issues and also provide details in partnership work ongoing in the area to make it safer.

(b) Constraints

Current financial pressures dictate that PACT meeting provision should be robustly managed and opportunities to deliver the provision without any cost to the Force should be capitalised upon. Opportunities for efficiencies by sharing meetings with partners should be explored.

PACT meetings should seek to engage with the wider community rather than just a small section or those residents and communities who are already involved with policing activity.

PACT meetings need to be carefully managed in terms of frequency and location to ensure that they remain fresh and interesting and inclusive of all communities and neighbourhoods.

Service delivery needs to take into account the requirement for a bespoke delivery taking into account the needs and wishes of the local community and should not follow the 'one size fits all' method.

(c) Opportunities for more efficient and effective engagement

Many of the issues raised at PACT meetings require partnership solutions/working. Each of the main agencies that have a role to play in tackling the issues have their own community engagement strategies and resources to support resident involvement. For example ENE and Aire Valley Homes each have a tenant involvement team and local Housing Support Assistants.

In the Priority Neighbourhoods the proposal is to develop Community Leadership Teams which will be made up from local residents who have a civic role in the community. ENE Homes, the NPT and local Neighbourhood Manager in Gipton are also looking at how a Community Champion role for residents could combine the desire to develop Key Individuals Networks, tenant champions and community leaders. This will see a move away from old style forum meetings to more inclusive and empowering involvement of residents in a way that better suits their own requirements. At the heart of this is better frontline engagement and relationships with residents at delivery level with local staff empowered to respond to issues as they arise.

There is an opportunity to link with the Community Engagement Strategies being developed for each of the Area Committees to put PACT meetings into the context of local partnership engagement with residents. This may help avoid duplication for residents and staff alike and if linked properly to tasking make the meetings more meaningful and effective.

4. Preferred Options

The pilot scheme in Kippax where the PACT meeting is linked in to the residents meeting has increased attendance and has some merit. The PACT part of the meeting needs to be more remote from the rest of the meeting and it is important that discussion and the focus of the debate is not lost.

Research suggests that there are sufficient residents and community meetings for the Police and Partners to join up with and more effectively deliver PACT.

NP Inspectors will plot the location of other meetings and then timetable a rotation of the PACT meetings to ensure that we engage with the widest possible audience.

The PACT provision will be widely advertised to all other groups and meetings as well as the wider community and the other meetings will be used as a feeder into the main meeting. This will inform any requirement for other partners to be present at the meeting. This system will be subject to review for a period of 6 months.

Police and partners will identify opportunities for relevant guest speakers to attend the PACT meeting to provide inputs and updates. This is in response to community feedback and a drive to keep the meetings interesting and relevant.

Partners have already agreed to attend PACT meetings where issues are specifically raised which require their action and feedback.

NP teams will develop a electronic mailing list of community contacts in order to provide timely updates and advertise future events.

Attendance will be monitored for a 6 month period and will be reviewed via the DCSP.

Cross Gates, Whinmoor and Temple Newsam NP Team

Number of Council wards	2
Number of PACT meetings per month	4

Intends to retain with 4 weekly PACT meetings as attendance is increasing at the moment . To investigate feasibility of joining up to the local ward forums (currently 5 per Quarter across the ward) where possible. If agreed by local members, there would be a need to co-ordinate a timetable to rotate across the forums and agree a format for the meeting with the area management team..

Garforth NP Team

Number of Council wards	2
Number of PACT meetings per month	4

Intends to progress the plan for Police attendance at different residents meetings to collate all PACT issues and then feed them into 1 monthly main PACT meeting. Intends to move to a six weekly PACT cycle and investigate the feasibility of joining up to the local forum meetings where possible . If agreed by local members, there would be a need to co-ordinate a timetable to rotate across the forums and agree a format for the meeting with the area management team.

Currently looking to rotate PACT meetings around different locations to capture every neighbourhood over a 3 month cycle.

In May the DCSP signed up to the review of PACT meetings as outlined, with the following principles:

- **Each NP area should be allowed to create the right PACT structure for its own area which must comply with the Policing Pledge and retain a focus on tackling local crime and ASB priorities.**
- **PACT meetings should look to join up police and partner agencies to make the most effective and efficient engagement in the NP area around issues of crime and ASB.**
- **Unless locally agreed with partners, PACT meetings should be arranged to follow the tasking team's 6 week cycle so that issues can be fed straight into local tasking**
- **Partner agencies confirm their commitment to attending PACT meetings when there is a specific item to address and will seek to support further where they can (e.g. through taking responsibility for actions that may come from them). This particularly applies within the priority neighbourhoods.**
- **Where possible PACT meetings will be scheduled to bolt onto existing residents meetings or local forums/engagement events.**

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Originator: Guy Close

Tel: 0113 24 74356

Report of the Chief Democratic Services Officer

Name: East (Outer) Area Committee

Date: 6th July 2010

Subject: Local Authority Appointments to Outside Bodies

Electoral Wards Affected:
 Cross Gates & Whinmoor
 Garforth & Swillington
 Kippax and Menthley
 Temple Newsam

Ward Members consulted
 (referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

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

Executive Summary

This report outlines the procedures for Council appointments to outside bodies, and the Committee are requested to consider and appoint to those bodies listed at Appendix 2 to the report.

1.0 Purpose of this Report

1.1 This report outlines the Area Committee's role in relation to Elected Member Appointments to Outside Bodies and asks the Committee to :

- Agree the nominations to those organisations which fall to the Committee to make an appointment to.

2.0 Background

2.1 In April 2004 Full Council agreed that in future Elected Member appointments to Outside Bodies should be undertaken by a constituted body of Elected Members and that appointments to all outside bodies should, where appropriate, be made with due regard to proportionality within the law.

- 2.2 Attached at Appendix 1 is the agreed Appointment Procedure Rules¹ that have been adopted by Full Council. The procedure addresses previous concerns raised by Elected Members relating to proportionality; introduces appointment categories; and places responsibility for appointment clearly with Elected Members both through this Committee and the Member Management Committee.
- 2.3 The Member Management Committee has responsibilities for Council Appointments to Outside Bodies and for exercising decision making in the following areas:
- Considering requests from all Outside Organisations seeking Elected Member representation
 - Determining the category of appointment which will govern which Committee will make the appointments
 - Making Elected Member appointments to Outside Bodies within the Strategic and Key Partnership category.
- 2.4 Full Council has agreed that due to the large number of organisations seeking Council representation, appointments within the Community and Local Engagement Category will be considered and approved by Elected Members serving on the relevant Area Committee.
- 2.5 The Member Management Committee have met to consider the allocation of appointments to each Area Committee. Attached at Appendix 2 are those that have been determined should be made by this Area Committee.
- 2.6 One of the delegated Member appointment functions which Area Committees had previously been asked to exercise was making Elected Member appointments to the Boards of Housing Management Arms Length Management Organisations. However, on the recommendation of the Executive Board, the Member Management Committee at its meeting on 22nd December 2006 resolved that in future appointments to the re-structured ALMO Boards (down from 6 to 3, with smaller numbers of Directors) would be made by the Member Management Committee itself, hence these appointments no longer appear in the schedule of appointments at Appendix 2.

3.0 The Appointment Procedure - Community and Local Engagement Category

- 3.1 The Area Committee must first consider whether it is appropriate for an appointment to be of a specific office holder² either by reference, if this is available, to the constitution of the outside body concerned or in the light of any other circumstances as determined by the Area Committee. Such appointments will then be offered on this basis.
- 3.2 Nominations will then be sought for the remaining places, having regard to trying to secure an overall allocation of places which reflects the proportion of Members from each Political Group on the Area as a whole.

¹ This Procedure is now incorporated into the Council's Constitution

² For example it may be considered necessary or otherwise appropriate to appoint a specific Ward Member

- 3.3 All appointments are subject to annual change unless otherwise stated in the constitution of the external organisation. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
- 3.4 Elected Members³ will fill all available appointments but it is recognised that Party Groups may not wish to take up vacancies which are made available to them. In such circumstances vacancies will be notified to the Area Committee and agreement sought as to whether the vacancy will be filled.
- 3.5 A vacancy occurring during the municipal year will normally be referred to the Area Committee for an appointment to be made, having regard to the principles as described above.
- 3.6 Area Committees may review the list of organisations to which they are asked to make appointments at any time and make recommendations to the Member Management Committee.

4.0 Appointments 2010/11

- 4.1 This year there are 12 appointments to be made by the East (Outer) Area Committee. In accordance with para 4.8 of the Appointments to Outside Bodies Procedure Rules, nominations should try to reflect the proportion of Members from each Political Group on the Area Committee. This would indicate that for 2010/11 10 of the appointments should be from the Labour group and 2 from the Conservative group. All the appointments are annual. Information on the individual organisations is included in Appendix 3 to the report.
- 4.2 Current appointees are:
- Crossgates & District Good Neighbours Scheme – **Councillor Grahame**
 - HOPE (Halton Moor & Osmondthorpe project for Elders) – **Councillors W Hyde and Lyons**
 - Neighbourhood Elders' Team – **Councillor J Lewis**
 - Swarcliffe Good Neighbours Scheme – **Councillor Armitage**
 - Outer East Area Panel of East North East Homes ALMO – **Councillor Lyons**
 - Outer South East Area Panel of Aire Valley Homes Leeds ALMO – **Councillors Murray and Parker**
 - North East Divisional Community Safety Partnership – **Councillor Dobson**
 - Children Leeds East Leadership Team – **Councillor Murray**
 - South East Leeds Health and Wellbeing Partnership – **Councillor Armitage**
 - Area Jobs, Employment and Training Partnership (JET) – **Councillor Murray**

³ Section 249 Local Government Act 1972 states that Aldermen and Honorary Freemen may attend and take part in civic ceremonies but do not have the right to attend Council/committee meetings or receive any allowances or payments under a Members Allowance Scheme. This establishes the principle that such persons should not to be treated as Councillors, and therefore cannot be appointed to outside bodies in place of a Councillor if the request from an organisation is for a Councillor

Members are requested to review the above appointments, and to re-appoint, or appoint a new Member, in respect of each Body or Partnership.

5.0 RECOMMENDATIONS

- 5.1 The Area Committee is asked to confirm the nominees to work with the Outside Bodies identified in the Schedule at Appendix 2, having regard to the Appointment Procedure Rules outlined in this report and detailed at Appendix 1.

Background Papers

Appointment Procedure Rules - Appendix 1 (attached)

APPOINTMENTS TO OUTSIDE BODIES PROCEDURE RULES

1.0 Scope

- 1.1 These Procedure Rules relate to those external organisations and partnerships (referred to as *Outside Bodies*) which have requested the Council to appoint an Elected Member (or suitable nominee¹) to them
- 1.2 For the avoidance of doubt, these Procedure Rules do not apply to appointments to Joint Committees/authorities which are reserved to Council. These are listed separately in Part Three (Section 1) of the Constitution - Responsibility for Local Choice Functions.
- 1.3 Additionally it is recognised that, often at a local level, individual Elected Members may be personally approached to attend meetings of a variety of organisations in their personal capacity rather than in their capacity as a Councillor. Such instances are not covered within the scope of these Procedure Rules

2.0 Determination of Outside Bodies to which an Appointment should be Made

- 2.1 The Chief Democratic Services Officer will maintain a list of all Outside Bodies to which the Council appoints an Elected Member.
- 2.2 Each year the Member Management Committee will review the list of notified Outside Bodies and will determine whether the Council should make/continue to make an appointment to those bodies.
- 2.3 Determination will be based on one or more of the following criteria being met:
- the proposed appointment is a statutory requirement;
 - the proposed appointment would be consistent with the Council's policy or strategic objectives; and/or
 - the proposed appointment would add value to the Council's activities.
- 2.4 Requests to make an appointment received after such an annual review will be similarly referred to the Member Management Committee for determination by reference to the same criteria.

3.0 Determination of how an Appointment should be made

- 3.1 Where an organisation is deemed to have met one or more of these criteria, the Member Management Committee will allocate it into one of the following categories.
- **Strategic and Key Partnerships** – participation contributes to the Council's strategic functions, priorities and community leadership role.

¹ Which shall include an appointment of an individual, who is not an elected member, made upon the nomination of an elected member when such a nomination is a requirement of statute and/or the Trust Deed of a registered charity.

Appointments to Outside Bodies Procedure Rules

- **Community and Local Engagement** – not necessary to fulfil strategic or key partnership role but, nonetheless, beneficial in terms of leading, engaging and supporting the community from an area or ward perspective
- 3.2 Where an Outside Body has been categorised as **Strategic and Key Partnership**, appointment to it will be made by the Member Management Committee.
- 3.3 Where an Outside Body has been categorised as **Community and Local Engagement**, appointment to it will be made by the appropriate Area Committee.
- 3.4 Where it is not clear as to which particular Area Committee should make an appointment, the Member Management Committee will refer the request to the relevant Area Committee Chairs who will determine which is the appropriate Area Committee to make the appointment. This will be reported to the next meeting of the Area Committee.

4.0 The Appointment Procedure

Strategic and Key Partnerships

- 4.1 The Member Management Committee will first consider whether it is appropriate for an appointment to be of a specific office holder² either by reference to the constitution of the outside body concerned or in the light of any other circumstances as determined by the Member Management Committee. Such appointments will then be offered on this basis.
- 4.2 Nominations will then be sought for the remaining places. The Member Management Committee should have regard to a Member's current interests prior to making any appointment. The Member Management Committee will have regard to the principle of securing an overall allocation of places which reflects the proportion of Members from each Political Group on the Council as a whole.
- 4.3 All appointments are subject to annual change unless otherwise stated in the constitution of the external organisation. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
- 4.4 Elected Members³ will fill all available appointments but it is recognised that Party Groups may not wish to take up vacancies which are made available to them. In such circumstances vacancies will be notified to the Member Management Committee and agreement sought as to whether the vacancy will be filled

² For example it may be considered necessary or otherwise appropriate to appoint a specific Executive Board Member

³ Section 249 Local Government Act 1972 states that Aldermen and Honorary Freemen may attend and take part in civic ceremonies but do not have the right to attend Council/committee meetings or receive any allowances or payments under a Members Allowance Scheme. This establishes the principle that such persons should not to be treated as Councillors, and therefore cannot be appointed to outside bodies in place of a Councillor if the request from an organisation is for a Councillor

- 4.5 A vacancy occurring during the municipal year will normally be referred to the Member Management Committee for an appointment to be made, having regard to the principles as described above.
- 4.6 The Assistant Chief Executive (Corporate Governance) will have Delegated authority to make an appointment in the following circumstances:
- (i) where an appointment has been agreed by the Member Management Committee as a Whips nominee and the appropriate group Whip subsequently submits a nomination;
 - (ii) where a group Whip wishes to replace a Member previously approved by the Member Management Committee with another Member of the same group; and/or
 - (iii) where an organisation requires an appointment prior to the next meeting of the Member Management Committee, subject to this appointment being agreed by all Group Whips or their nominee.

That any instances of this delegation being used be reported to the next meeting of the Member Management Committee

Community and Local Partnerships

- 4.7 The Area Committee will first consider whether it is appropriate for an appointment to be of a specific office holder⁴ either by reference to the constitution of the outside body concerned or in the light of any other circumstances as determined by the Area Committee. Such appointments will then be offered on this basis.
- 4.8 Nominations will then be sought for the remaining places, having regard to trying to secure an overall allocation of places which reflects the proportion of Members from each Political Group on the area as a whole.
- 4.9 Elected Members⁵ will fill all available appointments but it is recognised that Party Groups may not wish to take up vacancies which are made available to them. In such circumstances vacancies will be notified to the Area Committee and agreement sought as to whether the vacancy will be filled.
- 4.10 All appointments are subject to annual change unless otherwise stated in the constitution of the external organisation. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.

⁴ For example it may be considered necessary or otherwise appropriate to appoint a specific Ward Member

⁵ Section 249 Local Government Act 1972 states that Aldermen and Honorary Freemen may attend and take part in civic ceremonies but do not have the right to attend Council/committee meetings or receive any allowances or payments under a Members Allowance Scheme. This establishes the principle that such persons should not be treated as Councillors, and therefore cannot be appointed to outside bodies in place of a Councillor if the request from an organisation is for a Councillor

Appointments to Outside Bodies Procedure Rules

- 4.11 A vacancy occurring during the municipal year will normally be referred to the Area Committee for an appointment to be made, having regard to the principles as described above.
- 4.12 Area Committees may review the list of organisations to which they are asked to make appointments at any time and make recommendations to the Member Management Committee.
- 4.13 The Assistant Chief Executive (Corporate Governance) will have Delegated authority to make an appointment where an organisation requires an appointment prior to the next meeting of the relevant Area Committee, subject to all Members of that Area Committee being consulted on the proposals.
- 4.14 That any instances of this delegation being used be reported to the next meeting of the relevant Area Committee

Support for Elected Member Appointees To External Organisations

Lead officer: A lead officer will be identified by the Chief Democratic Services Officer in consultation with the relevant Director for all relevant appointments in the Strategic and Key Partnerships category .

This officer will work closely with the appointed Member(s) to provide briefings and support. Further advice will also be offered by the Chief Finance Officer and/or the Chief Officer (Legal Licensing and Registration) as appropriate.

Briefings: For organisations in the Community and Local engagement category, a lead officer will not be allocated unless the Director and/or relevant Executive Member for the service area deem that this will be beneficial. However, the representative may still seek support and briefings from Council officers.

Induction: Partner/external organisations are expected to provide an induction into their affairs for newly appointed Council representatives. In the case of Strategic and Key Partnership Category appointments it is the lead officer's responsibility to ensure that an induction is arranged.

Area Committee Appointments to Outside Bodies (East Outer) 2010/11

APPENDIX 2

Outside Body	Charity /Trust	No of Places	Review Date	No of places to review	Current appointees	Cllr Y/N	Review Period	Group
Cross Gates & District Good Neighbours Scheme	Yes	1	Jul-10	1	Councillor Grahame	Y	Annual	Labour
HOPE (Halton Moor & Osmondthorpe project for Elders)	Yes	2	Jul-10	2	Councillor W Hyde Councillor Lyons	Y	Annual	Conservative Labour
Neighbourhood Elders' Team	Yes	1	Jul-10	1	Councillor J Lewis	Y	Annual	Labour
Swarcliffe Good Neighbours Scheme	Yes	1	Jul-10	1	Councillor Armitage	Y	Annual	Labour
Outer East Area Panel of East North East Homes ALMO	No	1	Jul-10	1	Councillor Lyons	Y	Annual	Labour
Outer South East Area Panel of Aire Valley Homes Leeds ALMO	No	2	Jul-10	2	Councillor Murray Councillor Parker	Y	Annual	Labour Labour
North East Divisional Community Safety Partnership	No	1	Jul-10	1	Councillor Dobson	Y	Annual	Labour
Children Leeds East Leadership Team	No	1	Jul-10	1	Councillor Murray	Y	Annual	Labour
South East Leeds Health and Wellbeing Partnership	No	1	Jul-10	1	Councillor Armitage	Y	Annual	Labour
Area Jobs, Employment and Training Partnership (JET)	No	1	Jul-10	1	Councillor Murray	Y	Annual	Labour

	12	12	12	
Number of places	12			
Places held pending review	12			
Places currently filled beyond July 09	0			
Number of places to fill	12			
Number of Members in the Committee Area	12			
		Percentage of Members on the Committee		Notional Places Allocated
Labour	10	83		10.00
Liberal Democrat	0	0		0.00
Conservative	2	17		2.00
<i>Other to list</i>				
Total	12			12

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INFORMATION ON OUTSIDE BODIES – EAST (OUTER) AREA COMMITTEE

1.0 Cross Gates & District Good Neighbours Scheme

This organisation is a registered charity (no. 1119526). Its Management Committee consists of up to twelve Trustees and meets at least six times per year. The Scheme provides a variety of activities and services to promote healthy and independent living and to reduce social isolation to older people aged 60+ living in the Cross Gates and surrounding LS15 districts. These activities and services include group work, advocacy, advice and information and practical support.

This is an annual appointment and the current appointee from the East (Outer) Area Committee is Councillor Grahame.

2.0 HOPE (Halton Moor & Osmondthorpe Project for Elders)

This organisation is a registered charity (no. 1096626). The Management Committee meets at least twice a year and consists of up to 16 Trustees. The objectives of the organisation are for the benefit of the elderly living within east Leeds to relieve poverty, sickness or distress and provide or assist in the provision of facilities for general welfare, recreation and leisure time activities with the object of improving the conditions of life of the elderly.

Up to two appointments can be made from the East (Outer) Area Committee to HOPE's management committee, however these are restricted to Members in the Temple Newsam Ward. **These are annual appointments and the current appointees from the East (Outer) Area Committee are Councillors W Hyde and Lyons.**

3.0 Neighbourhood Elders' Team

This organisation is both a registered charity (no. 1088836) and a company limited by guarantee (no. 422178). It was first established in April 1995 by the four churches in Garforth (Churches Together in Garforth). Charitable status was obtained in 2001.

The Management Committee comprises six local people and there is a staff team of three. Some 70 volunteers work with the charity in a variety of roles. The Team is based in Garforth and provides services to older people in 13 villages in East Leeds. Its aims are: 'to identify and respond to the needs of older people and their carers, to provide services that fill the gaps in statutory provision and enable older people to remain within their own community.'

This is an annual appointment and the current appointee from the East (Outer) Area Committee to the Management Committee of this organisation is Councillor J Lewis.

4.0 Swarcliffe Good Neighbours Scheme

This local voluntary organisation was established in 1994 to work with and for older people and their carers living in the Whinmoor Ward, covering Stanks, Swarcliffe and Whinmoor. It is based at St Gregory's Youth and Adult Centre on Stanks Gardens, Leeds 14. In 1996 the organisation became a registered charity, (no. 1055018).

The Scheme's aims are: 'to provide services which promote the health and well being of older people and their carers to live independently within the local community.' The Management Committee comprises 13 local people. There are four members of staff as well as a team of volunteers.

Councillor Armitage is the current appointee of the East (Outer) Area Committee to the Management Committee of the Swarcliffe Good Neighbours Team. This is an annual appointment.

5.0 ALMO Area Panels

Although the appointments to the ALMO Board of Directors are now made by the Member Management Committee (see Paragraph 2.6 of report), Area Committees appoint to the ALMO Area Panels. This Committee appoints one Member to the Outer East Area Panel of East North East Homes ALMO and two Members to the Outer South East Area Panel of Aire Valley Homes ALMO.

Outer East Area Panel of East North East Homes

The two main roles of East North East Homes Area Panels are:

- To ensure that the organisation is providing a good service to its customers; and
- To deliver environmental and community safety schemes that benefit its customers.

The four Area Panels of East North East Homes are called 'Inner North East', 'Outer North East', 'Inner East' and 'Outer East'.

The Outer East Area Panel covers Seacroft, Cross Gates, Halton Moor and Osmondthorpe (Wykebeck and Nevilles).

The Area Panel meets every 6 weeks to discuss priorities they have identified within Outer East areas. Priorities identified by the Panel so far are:

- Tenancy management
- Tenant involvement
- Repairs and empty properties, and
- Budgets.

The Panel also discuss Estate Investment Bids and smaller environmental schemes which have been identified through an Estate Walkabout and which have been put forward by local groups or tenants for funding approval. The

Outer East Area Panel also considers requests for funding from voluntary organisations which deliver their work within Outer East.

The Panel consists of two Ward members, one Board representative and 12 tenants. **The Council's current representative from the East (Outer) Area Committee is Councillor Lyons.** Councillor Morgan was appointed by the East (Inner) Area Committee. These are annual appointments.

Outer South East Area Panel of Aire Valley Homes Leeds

The main roles of Aire Valley Homes Area Panels are:

- To monitor the performance of Aire Valley Homes, including tenant satisfaction with services; and
- To consult on new policy initiatives being considered by the Board.

The three Area Panels of Aire Valley Homes are called 'Inner South', 'Outer South' and 'Outer South East'.

The Outer South East Area Panel meets on a regular basis. The Panel has a broad remit which includes managing an annual budget of £100,000 for environmental projects and £10,000 for community activities. Their Terms of Reference include:

- Budget responsibility
- Business Plan and Delivery Plan
- Tenant Inspection
- Performance
- Tenant Participation
- Tenancy Management
- Repairs and Improvements
- Lettings
- Tenant Satisfaction
- Staff Issues
- Service Development

The Panel is made up of six tenants, a Board Member and two Ward Councillors. **The Council's current representatives from the East (Outer) Area Committee are Councillors Dobson and Parker.** These are annual appointments.

6.0 District and Area Based Partnerships

In November 2008, the Council's Member Management Committee agreed that Member appointments to District and Area – based partnerships should be categorised under the Appointments to Outside Bodies Procedure Rules (see Appendix 1) as 'Community and Local Engagement' appointments, to be made by the relevant Area Committee. For governance and administration purposes, it has been decided to review these appointments annually.

At present, there are a number of area based partnership groups established as part of Leeds Initiative – the local strategic partnership. These are:

- Divisional Community Safety Partnerships
- Area Children's Partnerships
- Area Health & Social Care Partnerships
- Area Employment Enterprise and Training Partnerships

There are three of each of these theme based district partnership groups for the City, all broadly co-terminus with the three Area Management wedges of Leeds City Council. The exception to this is the Area Children's Partnerships, where there are to be five, corresponding to the former five Area Management wedges across the City.

These partnership groups have requested that each Area Committee in their patch nominate a local elected Member representative (or 'champion') to participate in the work of the partnership and act as the link between the partnership and the Area Committee.

Local area based partnerships make an important contribution in determining the local actions that can be taken to support the delivery of the strategic outcomes and improvement priorities set out in the Leeds Strategic Plan. The broad commitments and actions of these local partnerships are captured in each Area Committee's Area Delivery Plan (ADP), and they are accountable to the Area Committees for these commitments. The accountability and feedback to Area Committees will be through the regular monitoring reports on each ADP and through an annual report from the partnership group to each Area Committee. The Area Management Teams will support local Member involvement and facilitate Member representatives to raise any issues at their Area Committee as appropriate. It is further proposed that the minutes of all such partnership meetings are available to all Area Committee Members.

There is an expectation that Area Committee representatives will share their knowledge and intelligence of the area, to help shape and determine the priorities and action plans of the partnerships, ensuring they are complimentary and supportive of the Area Committees' ADPs. Direct participation by elected Members on these local partnerships will strengthen the role of Members and their voice as 'community champions' within our partner agencies, and overcome any perceived 'democratic deficit' there may have been. Elected Members' participation will also help build the links between local partnership working and the work of the Council through the Area Committees.

The Committee's current designated partnership representatives, or 'champions', are as follows :-

- North East Divisional Community Safety Partnership – **Councillor Dobson**
- Children Leeds East Leadership Team – **Councillor Murray**

- South East Leeds Health and Wellbeing Partnership – **Councillor Armitage**
- Area Jobs, Employment, and Training Partnership (JET) – **Councillor Murray.**

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