



**EAST (OUTER) AREA COMMITTEE**

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**Meeting to be held in Civic Hall, Leeds on  
Tuesday, 7th September, 2010 at 3.00 pm**

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**MEMBERSHIP**

Councillors

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

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Shaid Mahmood  
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## **CONFIDENTIAL AND EXEMPT ITEMS**

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

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

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

### **9.2 Confidential information means**

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

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

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

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

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

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

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

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

## **A BRIEF EXPLANATION OF COUNCIL FUNCTIONS AND EXECUTIVE FUNCTIONS**

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

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

# A G E N D A

Item No	Ward/	Item Not Open		Page No
1			<p style="text-align: center;"><b><u>PROCEDURAL BUSINESS</u></b></p> <p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 25* of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting.)</p>	

Item No	Ward/	Item Not Open		Page No
2			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p><b>RESOLVED</b> – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:</p> <p>Agenda item 10 – Appendix 3 of Community Centres Report – Access to Information Procedure Rule 10.4 (3) – information relating to the financial or business affairs of any particular person (including the authority holding that information).</p>	
3			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p><b>DECLARATIONS OF INTEREST</b></p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct.</p>	

Item No	Ward/	Item Not Open		Page No
5			<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</p>	
6			<p><b>MINUTES - 6TH JULY 2010</b></p> <p>To confirm as a correct record the minutes of the meeting held on 6<sup>th</sup> July 2010.</p>	1 - 8
7			<p><b>OPEN FORUM</b></p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p> <p style="text-align: center;"><b><u>EXECUTIVE BUSINESS</u></b></p>	
8	Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam;		<p><b>WELL BEING BUDGET (REVENUE) 2010/11</b></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>	9 - 14
9	Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam;		<p><b>ACTIONS, ACHIEVEMENTS AND UPDATE REPORT</b></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 Area Committee meeting in July 2010.</p>	15 - 48

Item No	Ward/	Item Not Open		Page No
10	All Wards;	10.4(3)	<p><b>COMMUNITY CENTRES REPORT</b></p> <p>To receive and consider a report from the Director of Environment and Neighbourhoods providing information in relation to the management of Community Centres in the outer east area.</p> <p style="text-align: center;"><b><u>COUNCIL BUSINESS</u></b></p>	49 - 68
11	Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam;		<p><b>LICENSING ACT 2003 POLICY</b></p> <p>To receive a report from the Assistant Chief Executive (Corporate Governance) providing information on the impending review of the Licensing Act 2003 Statement of Licensing Policy and public consultation.</p>	69 - 72
12	All Wards;		<p><b>CHILDREN'S SERVICES PERFORMANCE REPORT</b></p> <p>To receive and consider a report from the Interim Director of Children's Services providing the Area Committee with various Children's Services performance data disaggregated at Area Committee or Ward level.</p>	73 - 94
13			<p><b>DATES OF FUTURE MEETINGS</b></p> <p>To note the following future meeting dates for the 2010/11 municipal year:</p> <ul style="list-style-type: none"> <li>• 19<sup>th</sup> October, 2010 at 2.00 pm</li> <li>• 7<sup>th</sup> December, 2010 at 3.00 pm</li> <li>• 8<sup>th</sup> February, 2011 at 2.00 pm</li> <li>• 22<sup>nd</sup> March, 2011 at 2.00 pm</li> </ul> <p>(All meetings to take place at Leeds Civic Hall.)</p>	

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# Agenda Item 6

## EAST (OUTER) AREA COMMITTEE

TUESDAY, 6TH JULY, 2010

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

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

### 1 Election of Chair 2010/11

A report was submitted by the Chief Democratic Services Officer which outlined the arrangements for the annual election of Chair of the East (Outer) Area Committee. It was reported that one nomination for the position of Chair had been received on behalf of Councillor Parker.

#### RESOLVED –

- (a) That the contents of the report be noted;
- (b) That following a vote by those Elected Members present at the meeting, Councillor Parker be elected Chair of the East (Outer) Area Committee for the 2010/2011 municipal year.

**(Councillor Parker took the Chair)**

### 2 Chair's Opening Remarks

The Chair welcomed all in attendance to the first East (Outer) Area Committee meeting of the new municipal year.

### 3 Declarations of Interest

Councillor Armitage declared a personal interest in agenda item 9, Well Being Budget (Revenue) 2010/11, in her capacity as a Member of Swarcliffe Good Neighbours Scheme. (Minute No. 9 refers)

Councillors W Hyde and Lyons declared a personal interest in agenda item 11, Community Engagement Plan and Election of Forum Chairs 2010/11, on the basis of their respective nominations as Chair of Halton Forum. (Minute No. 11 refers)

Councillor Murray declared a personal interest in agenda item 12, Actions, Achievements and Update, in his capacity as a Member of Jobs, Enterprise and Training (JET) Partnership. (Minute No. 12 refers)

Councillor W Hyde declared a personal interest in agenda item 15, Local Authority Appointments to Outside Bodies, in his capacity as a Member of Halton Moor and Osmondthorpe project for Elders (HOPE). (Minute No. 14 refers)

Draft minutes to be approved at the meeting  
to be held on Tuesday, 7th September, 2010

Councillor Lewis declared a personal interest in agenda item 15, Local Authority Appointments to Outside Bodies, in his capacity as a Member of Neighbourhood Elders' Team. (Minute No. 14 refers)

#### **4 Apologies for Absence**

Apologies for absence were submitted by Councillors Dobson and P Grahame.

#### **5 Minutes - 23rd March 2010**

**RESOLVED** – That the minutes of the meeting held on 23<sup>rd</sup> March 2010 be confirmed as a correct record.

#### **6 Matters Arising from the Minutes**

##### Minute No. 7 – 'Thorpe Park Progress Report'

Members expressed concern about ongoing issues at Thorpe Park, particularly relating to playing fields and alternative provision. The Chair agreed to raise these issues with the Chief Planning Officer and report back to the Area Committee.

It was reported that the Chief Planning Officer had written to local residents to provide an update on the current situation regarding new ponds.

#### **7 Open Forum**

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

#### **8 North East Divisional Community Safety Partnership Annual Report**

The East North East Divisional Community Safety Partnership submitted a report which provided an overview of the performance of the North East Divisional Community Safety Partnership and ward based Neighbourhood Policing Teams.

The following information was appended to the report:

- Final Divisional targets for 2009/10 based on actual outturns and Divisional targets set for 2010/11
- Structure Chart of the Divisional Community Safety Partnership
- Timetable of Champion Days of Action 2010
- Proceeds of Crime Act (POCA) – Summary of allocations in the outer east area

- Designated Public Place Order for the area of Kippax, Allerton Bywater and Great Preston
- Review of Police and Communities Together (PACT) Meetings.

The Chair welcomed to the meeting, Chief Inspector Melanie Jones, West Yorkshire Police and Beverley Yearwood, Area Community Safety Co-ordinator, to present the report and respond to Members' questions and comments.

The Area Community Safety Co-ordinator reported that separate Ward Member briefings were being arranged to consider the review of Police and Communities Together (PACT) meetings.

In brief summary, the main areas of discussion were:

- Concern about off road bikes, quads, noise, etc, and disruption caused to local residents. The Area Community Safety Co-ordinator reported that a pilot involving Leeds Watch was being conducted in Temple Newsam Ward, using video footage to collate evidence on nuisance fires, vehicles, etc.
- Update on Anti-Social Behaviour Orders (ASBO's) – issues around enforcement, some young people treating ASBO as 'badge of honour'.
- Clarification about additional police hours - some additional activity funded by the Area Committee.
- Success of Designated Public Place Orders (DPPO) in Kippax and Allerton Bywater and plans for the longer term.

**RESOLVED** – That the report and information appended to the report be noted.

## **9 Well Being Budget (Revenue) 2010/11**

The South East Area Manager submitted a report which updated the Area Committee on project work funded through the Well Being budget for 2010/11.

Appended to the report for Members' information was a copy of the Outer East small grant position as at 3 June 2010.

Martin Hackett, Area Management Officer, presented the report and responded to Members' questions and comments.

In brief summary, the main highlighted points were:

- It was reported that the Year of the Volunteer (part 2) event was taking place at Leeds Civic Hall on 4<sup>th</sup> November from 12.30 pm to 3.30 pm.
- Members were informed that interviews to appoint a second Community Environment Support Officer (CESO) were taking place later in the week.
- Members requested feedback from youth services on activities for young people (activities funded by the Area Committee), particularly

highlighting work undertaken, positive benefits, etc. One Member requested feedback about the areas that the young people were from to help inform whether funding from other areas should be invited in future.

- There was concern about the lack of youth provision in Swillington and Great Preston.

#### **RESOLVED –**

- (a) That the report and information appended to the report be noted;
- (b) That the £5,000 contribution to Leeds Credit Union (approved at the Area Committee in March) be met from the small underspend carried over from 2009/10;
- (c) That the Area Committee awards £3,300 to fund Older Persons Week 2010;
- (d) That the Area Committee awards £1,400 to the Year of the Volunteer event to be held in late 2010; and
- (e) That the Area Committee notes the finance and legal advice provided concerning part funding security shutters at Bronze Tanning Studio. The Area Committee declines £1,950 to fund this project.

(Councillor A McKenna left the meeting at 3.00 pm during the consideration of this item.)

#### **10 Area Delivery Plan 2010/11 - Annual Refresh**

The South East Area Manager submitted a report which presented a refresh of the Area Delivery Plan (ADP).

Martin Hackett, Area Management Officer, presented the report and responded to Members' questions and comments.

In brief summary, the main areas of discussion were:

- Concern that some of the thematic based partnerships were more active than others and acknowledgement of the need to improve reporting arrangements.
- Concern about ongoing maintenance costs at Community Centres (now delegated to the Area Committee). The Area Management Officer advised that a report on Community Centres was being presented to the September Area Committee meeting.

#### **RESOLVED –**

- (a) That the annual refresh of the Area Delivery Plan 2010/11 be approved;
- (b) That the following Members be approved as strategic champions for 2010/11:

- Culture – Councillor Bill Hyde
- Enterprise and Economy – Councillor Tom Murray

Draft minutes to be approved at the meeting  
to be held on Tuesday, 7th September, 2010

- Learning – Councillor Tom Murray
- Transport – Councillor Mick Lyons
- Environment – Councillor Keith Wakefield
- Health and Well-being – Councillor James Lewis
- Thriving Places (Housing) – Councillor Peter Gruen
- Thriving Places (Community Safety) – Councillor Mark Dobson
- Harmonious Communities – Councillor Pauleen Grahame

(c) That the content of the Community Charter be approved.

## **11 Community Engagement Plan and Election of Forum Chairs 2010/11**

The Director of Environment and Neighbourhoods submitted a report which presented the Community Engagement Plan for the Outer East Area Committee for 2010/11. The report also presented a timetable of forums and events for Members consideration.

Martin Hackett, Area Management Officer, presented the report and responded to Members' questions and comments.

Members wished to place on record their thanks to Lynne White and Ken Hill for their hard work and positive contribution in support of Year of the Volunteer.

### **RESOLVED –**

- (a) That the report and information appended to the report be noted;
- (b) That the Community Engagement Plan for 2010/11 be approved;
- (c) That the Forum Chairs for 2010/11 be approved as follows:

- Cross Gates – Councillor Pauleen Grahame
- Whinmoor – Councillor Peter Gruen
- Swarcliffe – Councillor Suzi Armitage
- Garforth and Swillington – Councillor Mark Dobson
- Kippax and Methley – Councillor Keith Parker
- Halton Moor and East Osmondthorpe Forum – Councillor Mick Lyons
- Halton Forum – Councillor David Schofield

(d) That the terms of reference for Outer East Forums be approved.

(Councillor Wakefield joined the meeting at 3.30 pm during the consideration of this item.)

## **12 Actions, Achievements and Update Report**

The South East Area Manager submitted a report which updated Members on the actions and achievements of the Area Management Team since the last meeting.

The following information was appended to the report:

- Minutes of Jobs, Employment and Training (JET) Partnership held on 1<sup>st</sup> March 2010
- Minutes of Children Leeds – East Leadership Team held on 27<sup>th</sup> May 2010
- Minutes of Health and Well Being Partnership held on 18<sup>th</sup> March 2010
- Minutes of North East Divisional Community Safety Partnership held on 25<sup>th</sup> February 2010
- Minutes of North Whinmoor Forum held on 29<sup>th</sup> March 2010
- Minutes of Swarcliffe Forum held on 7<sup>th</sup> April 2010
- Minutes of Cross Gates Forum held on 14<sup>th</sup> April 2010.

Keith Lander, Deputy Area Manager, presented the report.

Members were informed that a workshop on thematic partnerships was taking place on 16<sup>th</sup> July 2010, 1.00 pm - 5.00pm.

#### **RESOLVED –**

- (a) That the report and information appended to the report be noted;
- (b) That the Area Committee awards £2,000 to Swarcliffe in Bloom to undertake environmental work in the Dennils;
- (c) That the Area Committee awards £12,341 to renew kitchen facilities at St Gregory's Youth and Adult Centre;
- (d) That arrangements for future Area Committee meeting dates for 2010/11 be approved as follows:

- 7<sup>th</sup> September 2010
- 19<sup>th</sup> October 2010
- 7<sup>th</sup> December 2010
- 8<sup>th</sup> February 2011
- 22<sup>nd</sup> March 2011

(All meetings to take place on a Tuesday at Leeds Civic Hall. Times of future meetings to be agreed in consultation with the Chair and reported back to the Area Committee.)

### **13 Area Committee Roles for 2010/11**

The Director of Environment and Neighbourhoods submitted a report which presented a summary of the Area Functions and Priority Advisory Functions for 2010/11.

**RESOLVED** – That the report and information appended to the report be noted.

## **14 Local Authority Appointments to Outside Bodies**

The Chief Democratic Services Officer submitted a report which outlined the procedure relating to local authority appointments to outside bodies and invited Members to consider making appointments to those outside bodies detailed within the report.

The following information was appended to the report:

- Appointments to Outside Bodies Procedure Rules
- East (Outer) Area Committee Appointments to Outside Bodies 2010/11
- Further information on Outside Bodies relevant to East (Outer) Area Committee.

### **RESOLVED –**

- (a) That the report and information appended to the report be noted;  
(b) That approval be given to the following Outside Body appointments being made for the 2010/2011 municipal year:

- Cross Gates and District Good Neighbours Scheme – Councillor P Grahame
- HOPE (Halton Moor and Osmandthorpe 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 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 Well Being Partnership – Councillor Lewis
- Jobs, Employment and Training Partnership (JET) – Councillor Murray.

## **15 Dates, Times and Venues of Future Meetings**

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

(All meetings to take place on a Tuesday at Leeds Civic Hall. Times of future meetings to be agreed in consultation with the Chair and reported back to the Area Committee.)

**(The meeting concluded at 3.50 pm.)**

Draft minutes to be approved at the meeting  
to be held on Tuesday, 7th September, 2010

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## Report of the South East Area Manager

### East (Outer) Area Committee

Date: 7 September 2010

Subject: Well Being Budget (Revenue) 2010/11

#### Electoral Wards Affected:

Cross Gates & Whinmoor  
Garforth & Swillington  
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 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.

## 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).
- Funding towards the provision of a Credit Union at Halton Moor One Stop Centre - £5,000.

2.4 The CCTV commitment and cost of the other projects amounts to £135,200. This leaves a balance of £80,527 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
- Community Engagement
- Tasking Team (Community Safety and environmental work)

## 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 **Cricket Coaching.** This project has attracted greater numbers year on year with over 120 children attending each day of the two weeks of coaching at Kippax and Whitkirk. The increase in number has meant that more coaches were required and therefore the cost increased. This cost increase was offset by charging each youngster 50p per day for coaching. The coaching was provided by staff at Yorkshire County Cricket Club.

3.2.2 **Summer programme of activities for young people.** The programme of activities was provided in all four wards during the summer. An evaluation of the work is currently being undertaken by Youth Service and will be reported to Area Committee at a future meeting. All activities were advertised widely at local schools, community centres and libraries as well as through the youth service website.

### 3.3 Community Engagement

3.3.1 **Older Persons Week September 2010.** This programme of events is organised through the Older Persons Sub-Group and the dates have now been set. They are as follows:

- Monday 20<sup>th</sup> September – Great & Little Preston Village Hall
- Tuesday 21<sup>st</sup> September – St Gregory's Youth & Adult Centre, Swarcliffe
- Wednesday 22<sup>nd</sup> September – Kippax ex-service and social club
- Thursday 23<sup>rd</sup> September – Christ Church, Halton
- Friday 24<sup>th</sup> September – Garforth Liberal Club

3.3.2 Some of the organisations supporting this event include West Yorkshire Fire Service, West Yorkshire Police, Aire Valley Homes, Fuel Savers, Message in a Bottle, Telecare, Help the Aged, Joint Care Management, NHS Leeds, Lloyds pharmacy etc. As well as information and advice the events will include entertainment provided by local schools and Pocket Panto.

3.3.3 An arrangement has been made with Leeds Building Society who will attend each day of the week and will provide a free written will service to anyone attending who is over 50 years of age.

3.3.4 **Year of the Volunteer Awards Event.** The date of 4<sup>th</sup> November has been set for this event which will be held at the Civic Hall from 12.30 'til 2.30pm. Members will be contacted concerning the format for the day and which voluntary organisations are invited and recognised at the event.

3.3.5 **Christmas Lights – Cross Gates and Methley.** Area Committee is requested to provide funding towards Christmas Lights motifs in Cross Gates and Methley. The funding will be paid from the respective wards community engagement allocation. In both areas Festive Lights committees have or will be formed to support 'switch on' events that are planned. The cost for motif hire is as follows:

- Christmas lights at Cross Gates - £3,110. Inner East Area Committee will provide £500 towards this cost which means Area Committee are asked to award £2,610.
- Christmas lights at Methley - £2,145.

3.3.6 **Methley Gala.** This event occurred during the summer bank holiday and the request for funding is a result of unexpected security costs to stage the event. The amount of funding being requested is £1,000. This has been approved by the Ward Members for Kippax & Methley from their community engagement allocation and is included in this report to be noted by Area Committee.

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

3.4.1 At the time of writing this report 233 gardens have been completed and 10 decorating referrals made. It is anticipated that up to 400 gardens will have maintained, under the Area Committee funded scheme, by the end of October.

3.4.2 An apprentice from Corpus Christi High School will be taken on from September 2010 until July 2011 working 2 days with Swarcliffe Good Neighbours and 3 days at School.

### **3.5 Community Environment Support Officer (CESO)**

3.5.1 The position of CESO for Swarcliffe has now been filled. This is a three year funded project with year 1 being funded jointly by Swarcliffe PFI credits and Aire Valley Homes and years 2 and 3 funded by Swarcliffe PFI credits.

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

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

## **5.0 LEGAL AND RESOURCE IMPLICATIONS**

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

## **6.0 CONCLUSIONS**

6.1 The Well Being Budget will continue to fund projects that support its Area Delivery Plan and deliver local outcomes in relation to its key priorities of community safety, community engagement, improving the environment and providing activities for younger and older people.

## **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 requested to agree to support the following projects with funding from its Well Being Budget:

- Christmas lights in Cross Gates - £2,610
- Christmas lights in Methley - £2,145

7.3 Area Committee is requested to note the approval to support the Methley Gala with a £1,000 contribution from the Kippax & Methley community engagement allocation.

### **Background papers**

- East (Outer) Area Committee Report, 8<sup>th</sup> July 2008 – Area Delivery Plan 2008-11
- Executive Board Report, 16 July 2008 – Area Committee Roles 2008/09
- East (Outer) Area Committee, 23<sup>rd</sup> March 2010 – Well Being Report to Area Committee

**Appendix 1 Outer East small grant** (from 10/11 budget)

<b>Cross Gates &amp; Whinmoor ward</b>		<b>Ref</b>	<b>Paid?</b>	<b>£</b>
8th Seacroft (St Gregorys) Rainbows	Trips out (2010)	OE 10 03 S	Yes	165.00
1st Manston Guides	London trip	OE 10 05 S	Yes	500.00
				<b><u>665.00</u></b>

<b>Garforth &amp; Swillington ward</b>		<b>Ref</b>	<b>Paid?</b>	<b>£</b>
Garforth in Bloom	New planters	OE 10 01 S	Yes	500.00
Coupland Road Residents Association	Environmental project	OE 10 04 S	Yes	500.00
Swillington Saitns FC / Swillington Welfare	Replacement (Second Hand) Tractor	OE 10 06 S		500.00
				<b><u>1,500.00</u></b>

<b>Kippax &amp; Methley ward</b>		<b>Ref</b>	<b>Paid?</b>	<b>£</b>
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	Yes	500.00
Methleyfest	Methley Festival 2010	OE 10 07 S		500.00
				<b><u>1,500.00</u></b>

<b>Temple Newsam ward</b>		<b>Ref</b>	<b>Paid?</b>	<b>£</b>
Sutton Park Assoc Residents Committee	SPARC Showcase Gala	OE 10 08 S		500.00
				<b><u>500.00</u></b>

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Originator: Keith Lander

2243040

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## Report of the South East Area Manager

### East (Outer) Area Committee

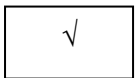
Date: 7<sup>th</sup> September 2010

### Subject: Actions, Achievements and update report

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#### Electoral Wards Affected:

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



Ward members consulted  
(referred to in this report)

#### Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council  
Function

Delegated Executive  
Function available  
for Call In

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

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## Executive Summary

This report provides Members with details of actions and achievements of the Area Management Team relating to priorities and work of the Area Committee since the Area Committee meeting in July 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 July 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 refreshed version of the Area Delivery Plan was approved by Area Committee in July 2010.

## **Updates by Theme**

### **Culture**

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

4. Drainage work was completed to sports pitches in Whinmoor at Skelton Woods and Fieldhead Carr which should allow them to be ready to use at the start of the new season. The issue regarding floodlighting to Fieldhead Carr sports pitches appears to be nearing a satisfactory conclusion between Fieldhead Carr Primary School and Whinmoor Warriors. The school had concerns regarding the initial proposal to erect floodlighting between the pitches. An alternative proposal to erect floodlighting at the edges of the playing fields now appears to be acceptable to the school subject to agreement with its Board of Governors. The funding for the floodlights was approved by Area Committee some time ago.
5. The Chair of the Area Committee held a meeting with the Chief Planning Officer in July to discuss progress with the playing fields at Thorpe Park. The conclusion of the meeting was to approach the owners of Thorpe Park with a view to them providing a masterplan for the whole project that would give Members a number of options for the site.

### **Enterprise and Economy**

#### **Training for young people on Social Enterprise projects**

6. Swarcliffe Good Neighbours Scheme (SGNS) continues to provide a gardening and decorating service to elderly people across Outer East Leeds. SGNS have now taken on a student from Corpus Christi High School as a gardening apprentice with the accredited course being to City & Guilds standard.

### **Learning**

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

7. The minutes of the JET partnership which met on the 15<sup>th</sup> of June are attached at the end of this report (appendix 1). This partnership, set up to improve employment and training opportunities, is represented from the Area Committee by Cllr Tom Murray.
8. The Job Shop at Kirkgate Market has been relocated to another unit due to the previous one being too small and outstanding issues with the risk assessment. The new unit is in a more advantageous area of the market in terms of footfall, while the



size and location will offer much more potential for focussed partner activity. The official launch of the new site is expected on the 10<sup>th</sup> of September.

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

9. The Area Committee champion for this 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). The minutes of the meeting held on the 27<sup>th</sup> of May 2010 are attached at the end of this report (appendix 2).
10. Key issues discussed at the May meeting included the first meeting of the Children's Trust Board and continual improvements in integrated working in Children's services.

### **Environment**

11. The Community Environmental Support Officer (CESO) for Swarcliffe has now been appointed. The whole Outer East area now has a named CESO to deal with issues in their designated areas.
12. The final phase of Micklefield Regeneration improvements that was scheduled to start in June was delayed until late July. 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 meeting held on 27<sup>th</sup> of May and 22<sup>nd</sup> of July. The minutes of the May meeting are attached at the end of this report (appendix 3). The minutes of the July meeting were not available at the time of the mail out.
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
15. Area Management Team have been working closely with local health providers to provide free health checks in key buildings across the Outer East area. Over 120 people attended the health check at Garforth and Halton Libraries. It is intended to roll this out to other areas over the next few weeks and months. Lloyds Pharmacy and Leeds City Council have organised the following health checks to date:

- 16<sup>th</sup> of July at Halton Library – blood pressure and diabetes check (10 ‘til 2)
- 27<sup>th</sup> of July at Garforth Library and One Stop Centre – diabetes check (10 ‘til 2)
- 10<sup>th</sup> September at Kippax Library – blood pressure and diabetes check (2 ‘til 4)

## **Thriving Places**

### **Creating Safer Environments**

16. The North East Divisional Community Safety Partnership met on the 13<sup>th</sup> of May 2010 and the minutes of the meeting are attached as appendix 4 to this report. Cllr Mark Dobson represents the Area Committee on this partnership. The main issues for discussion centred on the future of PACT meetings in East Leeds and the continued use of POCA (Proceeds of Crime Act) funding to support community projects in 2010/11.

### **Tasking Teams**

17. Since the last meeting of Area Committee the Tasking Team meetings were held on the following dates:
- Temple Newsam – 11 August
  - Cross Gates & Whinmoor – 11 August
  - Garforth/Kippax & villages – 1 September.
18. In Cross Gates & Whinmoor there has been a reduction in the level of anti-social behaviour around Stanks Parade shops and the shopping parade at Fieldhead Carr (Whinmoor). However, the Police and partner agencies remain vigilant. The tasking team has drawn up an action plan to deal with the main offenders involved in ASB in and around the Swarcliffe and Whinmoor areas. Also, CCTV cameras at Fieldhead Carr shops in Whinmoor are now linked up to Killingbeck Police Station thus providing a greater sense of security for those traders.
19. 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. There has been increased focus on addressing hate crime after youth workers became increasingly concerned about the attitude and language being used by some local youths. The Halton Moor One Stop Centre has also seen increased levels of ASB caused by known individuals and these individuals are being targeted by Police and ASBu.
20. In Garforth/Kippax and the villages the main issue for a long time 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. There have also been major concerns raised by local people about the illegal encampment of travellers with demands that things are put in place to prevent a repeat in 2011.

## **Swarcliffe PFI credits**

21. A Community Environment Support Officer (CESO) has now been appointed in Swarcliffe. The majority of the cost for this 3 year post (£69,095) will be met from Swarcliffe PFI credits. The other contributor, Aire Valley Homes, will cover 50% of the cost in year 1 totalling £13,819.
22. Other projects recently approved from the PFI credits include:
  - **Parking Areas in Swarcliffe** - £144,000 (Stanks Drive, Swardale Green, Swardale Road and Langbar Close). The cost at this time based on the information available and does not include for any statutory undertakers costs.
  - **Swarcliffe in Bloom** – agreed at further £2,000 to carry out work in the Dennyils.
  - **St Gregory's Youth & Adult Centre Kitchen**. The cooking facilities were recently condemned as having inadequate ventilation and requiring a new installation - cost £12,341.
23. The total budget allocated is £287,817 leaving a balance of £62,183.

## **Harmonious Communities**

### **Community Forums**

24. The following forums have been held since the last meeting of Area Committee on the 6<sup>th</sup> of July 2010.
  - Whinmoor – 19<sup>th</sup> of July 2010 ( minutes attached – appendix 5)
  - Swarcliffe – 21<sup>st</sup> of July 2010 ( minutes attached – appendix 6)
  - Cross Gates – 27<sup>th</sup> of July 2010 ( minutes not available at this time)
  - Halton Moor & East Osmondthorpe – 3<sup>rd</sup> of August 2010 ( minutes not available at this time)
  - Halton – 5<sup>th</sup> of August 2010 ( minutes not available at this time)

### **Year of the Volunteer**

25. Planning is underway for the volunteer awards event to be held on the 4<sup>th</sup> of November at the Civic Hall. The programme will include recognising voluntary groups across Outer East Leeds specifically around the following areas:
  - Supporting the elderly
  - Providing activities for young people
  - Environmental works
  - Sport

26. The format of the day is still being worked up but it is intended to recognise all voluntary groups with a certificate and there may be some form of entertainment provided by a local voluntary group. Members will be kept informed of plans and progress.

### **Further proposals for Community Engagement**

27. The July Area Committee, approved the Outer East Community Engagement Plan for 2010/11. The plan outlined community engagement activities that would provide opportunities for residents to identify their priority issues and so inform and influence the Area Delivery Plan.

To complement the Area Committees Community Engagement Plan, the Area Management Service have been piloting the use of the Council's Citizens' Panel and Website.

Area Management teams, including south east, are currently working to implement the positive outcomes of the pilot by March 2011; this work will include adopting the use of the Citizens Panel as a basis from which to undertake resident consultation, and to develop web content to underpin other engagement activities.

This work complements the Area Committee's engagement with local communities by increasing the number and demographic representation of local people contributing. It also allows for some consistency of approach within Leeds. There will only be a short term temporary impact on the capacity of the team to deliver the current Outer East Community Engagement Plan. Officers will continue work in key areas such as Community Forums, Community Charter, Older Persons week etc.

Members are asked to note that consideration is also being given to the development of a South East Public Sector Community Engagement Strategy which Area Management are coordinating. The strategy would aim to avoid duplication of engagement work by partners, identify barriers and how to remove them, and develop ways for partners to work better together on engagement activities.

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

27. No specific issues are identified.

### **Legal and Resource Implications**

28. No specific issues are identified

### **Recommendations**

29. Area Committee is asked to note the report and raise any questions.

### **Background papers:**

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

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

## Appendix 1 - JET Meeting

Best, EBOR Court, Westgate, Leeds  
15 June 2010

### Attendees

Diana Towler – Jobcentre Plus (Chair)  
Simon Betts – Jobcentre Plus  
Craig Longden - Jobcentre Plus  
Linda Warriss –Prospects  
Clr Tom Murray – Learning Partnerships  
John Clare –Learning Partnerships  
Lynette Falconer – Library Services  
John Woolmer – East/North East Area management  
Andrea Cook – Best Training  
Julian Kelly – East/North East homes  
Angela Higgins - Learning Partnerships  
Sabina Halliday- Leeds City Council  
Fiona Devenny– Working Minds

### Apologies

Diana Smith – Jobs and Skills  
Alice Winter - Leeds City Council  
Martin Hackett –Leeds City Council  
Tina Boden – Winning Moves Ltd  
Fiona Titterington – Leeds Library Service  
Shelly Riley – Leeds Ahead  
Akvinder Sohanpaul- A4E  
Claire Courtney – The Beck  
Alison Kinder – C+K Careers  
Naveed Khawaja- ESG  
Hayley Clifton - Neighbourhood Manager (Gipton, Harehills & Seacroft)  
Steve Lake - Neighbourhood Manager (Chapelton, Meanwood and Moor Allerton)

1.0	Welcome and Introductions were made
2.0	Minutes of previous meeting, were agreed & action points cleared
3.0	<b>Jobcentreplus Update</b>
3.1	Diana gave an update & overview on proposed changes within Jobcentre plus following announcement of the Welfare To Work Programme, which is expected to commence from Summer 2011

	<ul style="list-style-type: none"> <li>• Flexible New Deal (FND) will not be introduced in West Yorkshire. In districts across the country where FND commenced last year the programme will be rolled into the New Work Programme.</li> <li>• The commissioning for the Community Task Force (part of the Young Person’s Guarantee) has been pulled.</li> <li>• Expectation that existing programmes such as New Deal &amp; Pathways will be extended until new Work Programme commences</li> <li>• Work will commence to migrate customers from Incapacity Benefit to ESA/JSA as appropriate in 2011.</li> </ul> <p>Diana led some healthy discussion around proposals for the framework of new contracts under the Welfare To Work programme, with the expectation that contracts issued would be based around financial stability &amp; ability to deliver. She advised that payments are likely to be based around sustainable outcomes.</p>
3.1	<p>Diana advised that Local Employment Partnerships were being discontinued. Although this would not impact on Jobcentre Plus’ relationship or the way it works with employers to support unemployed claimants into work.</p> <p><b>A/P 1 Simon to confirm as to whether a note will be issued to partners to officially inform them of the position- Note has been received &amp; will be issued via Third Party Team to relevant providers to advise of position.</b></p>
3.2	<p>Diana issued and discussed went through the latest unemployment bulletin with partners &amp; linked to deprived areas gave an overview of a proposed pilot in South Seacroft</p> <p>This has followed work with the NEET Improvement Board where it was agreed to undertake some specific work to address the number of NEET customers across the city and better join up the young peoples and adult agendas..</p> <p>With South Seacroft also having a high number of Lone Parent claimants in addition to NEET customers, a project team has been developed to establish a mandate &amp; project brief to enable Jobcentre Plus, Children’s services (LCC), Regeneration (LCC), Youth Service &amp; Prospects to work together in a yet to be defined area of South Seacroft, adopting a “Think Family” approach to the employment needs of those unemployed in this area.</p> <p>There then followed some interesting discussion around how we link to other local initiatives &amp; how we can develop partnership to ensure effective outcomes. This included the need for the pilot to look how its fits within the agreed Team Neighbourhood approach to avoid being too narrow and being part of the bigger picture in contributing to neighbourhood improvement and workforce change. John Woolmer explained that the first meetings of Team Seacroft were taking place and</p>

	<p>one of the key priorities of the Neighbourhood Improvement Plan for Seacroft is Reducing NEETs. John agreed to make contact with Maz Asghar to ensure he is brought into Team Seacroft. Diana welcomed partners support for the initiative.</p> <p>As Simon Betts &amp; Linda Warriss are members of the project board the developments around the project will be fed back regularly to members of JET.</p>
4.0	<p><b><u>Update on Leeds Job Stop</u></b></p> <p>John gave the group an update on the “Job Stop”. He advised that Learning Partnerships have decided to locate to another unit due to the last one being too small and outstanding issues with the risk assessment.</p> <p>The new unit is in a more advantageous area of the market on terms of footfall, while the size &amp; location will offer much more potential for focussed partner activity.</p> <p>However, as a consequence of opting for a larger unit he would appreciate any further financial donations to meet increased overheads</p> <p>An update of resource for the unit was given &amp; Learning Partnerships would still welcome additional partner support, particularly for Wednesday &amp; Saturdays.</p> <p>John was anticipating refurbishment to start next week and for the stall to open either WC 9<sup>th</sup> or 16<sup>th</sup> of July, with an official launch of the site on the 10<sup>th</sup> September</p>
5.0	<p><b><u>Worklessness Action Plan</u></b></p> <p>No update on actions plans were possible as no initial meeting of area Leads has taken place to date A meeting has now been agreed for 28/06/10 &amp; update will be provided at future meetings. Diana confirmed that South Seacroft pilot (see 3.2 above) would form the basis of the Seacroft Worklessness plan.</p>
6.0	<p><b><u>Harehills Event – Library service</u></b></p> <p>Lynette has money available from European Union to run some work related events in Harehills area of the city. Lynette invited ideas from partners as to how the sum of £1,500 could best be utilised.</p> <p><b>A/P 2 All partners to advise Lynette direct with any thoughts or suggestions around appropriate events</b>  <b>Lynette.Falconer@leeds.gov.uk</b></p>

7.0	<p><b><u>Think Positive</u></b></p> <p>Fiona from Working Minds gave partners an update around provision the Think Positive provision. She issued a handout &amp; advised that customers can now self-refer to think positive &amp; rather than having to be referred via a JCP Disability Employment Advisors as previously required</p>
8.0	<p><b><u>Construction Leads</u></b></p>
8.1	<p>Partner was not able to attend the meeting so no update given</p>
9.0	<p><b>A.O.B</b></p>
9.1	<p>Fiona gave an update to partners around the Public Sector Agreement 16. She advised that they are now leading on a project for customers with mental health issues, which aims to integrate both JCP &amp; NHS route ways for customers &amp; make it clearer for these customers to understand &amp; access support available.</p>
9.2	<ul style="list-style-type: none"> <li>• Tom Murray gave an update on LCC funding with expectation of LCC having to cut 20 million from this year from this year's budget.</li> </ul>
10.0	<p><b>Next Meeting T.B.C</b></p>



## MINUTES - EAST CHILDREN LEEDS LEADERSHIP TEAM

Meeting held 27<sup>th</sup> May 2010 (Temple Newsam House)

Item	Description	Action
<b>1</b>	<b>Welcome, apologies and introductions.</b>	
<b>1.1</b>	Ken Morton Richard Mellard Jane Addy Cath Lennon Jackie Claxton Ruddock Yvonne Butterfield Richard Norton Ann Nicholl Jon Lund Mike Haworth Til Wright Pam Hill Margaret Green Mandy Voller Neil Bowden Flavia Doherty Kevin Paynes Angela Bailey Cllr Thomas Murray Christine Street John Woolmer	DCSU – Locality Enabler - East Head Teacher & Cluster Chair – <b>Temple Newsam Halton</b> Cluster Chair – <b>Garforth</b> Head Teacher (Secondary) Integrated Services Leader – Temple Newsam / Halton Integrated Services Leader – Seacroft / Manston VCFS – Re’new Primary – East Leeds Governors Rep Youth Offending Service Education Leeds Education Leeds – Integrated Children’s Services Head of Service – Children’s Services – NHS Leeds NHS Leeds Education Leeds – Attendance Adviser Area Youth Service Manager VCFS – Relate Leeds School Improvement Adviser – Education Leeds Extended Schools Adviser – East East Area Committee Children’s Champion Job Centre Plus East North East Area Management
<b>1.2</b>	<b>In attendance:</b>	
	Eleanor Brazil William Newham	Interim Director of Children’s Services DCSU - Support
<b>1.3</b>	<b>Apologies Received:</b>	
	Chris Walton Tim Bean Rosaleen Hamer Jeannette Morris-Boam Cllr Veronica Morgan Nahid Rasool Diane Reynard Helen Burniston Jackie Goodwin Dave Weetman Diane Brown John Roche Ian Garforth Jason Minott	Head Teacher & Cluster Chair – <b>Inner East</b> Head Teacher & Cluster Chair – <b>Brigshaw Federation</b> Head Teacher & Cluster Rep - <b>Seacroft Manston</b> VCFS – Leeds Voice East Area Committee Children’s Champion VCFS – Shantona Head Teacher – SILC Head of Children’s Centre Services E/NE Integrated Services Leader – Inner East Manager MAST Team NHS Leeds – East/North East CAMHS CYPSC – Service Delivery Manager – East Secondary – East Leeds Governors Rep Community Sports Officer – East

- 1.4 Ken Morton welcomed colleagues to the meeting and introductions were made.

## 2 Minutes of the last meeting and matters arising.

- 2.1 The minutes of the last Leadership Team held on Thursday 25<sup>th</sup> March 2010 were agreed as an accurate record of the meeting.
- 2.2 Ken Morton thanked Angela Bailey on behalf of the Leadership Team for her work in the East.
- 2.3 Re: Clarification of the way Clusters report back to the Leadership Team. Angela Bailey agreed to complete before moving to her new position. **Action: Angela Bailey**
- 2.4 Re: Safeguarding Board – A number of members of the Leadership team called for clarification of the developments around the LSCB. It was agreed an update would be provided at the next meeting.

AB

## 3 1<sup>st</sup> Children's Trust Board

- 3.1 Ken Morton delivered a brief verbal update in which he covered the key messages from the 1<sup>st</sup> Meeting of the new Children's Trust Board (Full report circulated with the agenda and papers). Key points arising from the resulting discussions were as follows:

## 4 Eleanor Brazil (Interim DCS)

- 4.1 Eleanor Brazil introduced herself as the Interim Director of Children's Services in Leeds and briefly covered, The Improvement Plan and Board, The Children's Services Transformation Programme, The new Leeds Safeguarding Board, budget, political developments and uncertainty.

Eleanor commented that she will be helping Leeds to implement the improvement plan arising from the announced inspection and take forward actions from the Improvement Board. Part of the work is building an integrated children's service and although we are in a time of significant change we have an opportunity to review how well different professionals / services delivering to CYP and their families work together.

Eleanor commented that it is not a future that is planned out. Eleanor called on the Leadership Team to identify barriers getting as well as identifying what are the things you would like to see Integrated Children's Services going forward that are not currently there.

- 4.2 Key points / comments raised by the leadership team for consideration by Eleanor were as follows:
- A number of members of the Leadership raised concerns

around the sustainability of cluster activities in light of the national context of travel. Eleanor commented that it is an ever changing picture and we have to expect abrupt endings to a number of funding streams. Leadership Teams need to think about what are the services most needed and retain those with the greatest benefit. It was agreed that cluster chairs would begin to consider as they will know what services are of most value in their areas.

- Eleanor commented that currently we are not as good as we should be at commissioning and de-commissioning of services and unsurprisingly we will be looking through in more detail what we are spending our money on. To a certain extent it is in the hands of Area Leadership Teams to influence what should be held at a local level and what should be city wide.
- Eleanor commented that we need to reduce the inconsistency across areas. We need to have a consistent framework across the city, with clear links and decision making. However this will not necessarily be the same response across the city. Local delivery that is consistent in outcome across the city but flexible to local need.
- The Leadership Team were explicit that the 5/3 area geographical issue in Leeds needs to be addressed as it particularly impact in East Leeds. Eleanor agreed that this is a difficulty that has been acknowledged and is apart of work being addressed at the moment as part of the Transformation Programme.
- Til Wright queried whether frontline staff are being included in consultations. Eleanor reassured the Leadership Team that frontline practitioners will be involved.
- The link between Local leadership Teams and the new Children's Trust Board needs to be clarified.
- Ken Morton added that locality is being seen as one of the key improvement routes and there will be opportunities to rethink and streamline the way in which we are doing things.

**4.3** It was agreed that the best way for the Leadership team to practically engage with the Transformation Programme will be for a small group from the Leadership Team to take part in a focused session with Jane Maxwell along with similar groups from the other 4 wedges.

**Action: Ken Morton**

**KM**

## **5 Integrated Working**

**5.1** Jackie Claxton-Ruddock delivered an update on the work of the Integrated Services Leaders in the East

- Along with ISLs in other areas of the city we are looking at how Intervention Panels can be used more flexibly. Currently the volume of CAFs are not coming through and panels are being cancelled unless there are cases.

- Supporting the development of individual cluster plans.
- The need for the Integrated Response Groups (IRGs) has reduced due to the introduction of the screening team at the contact centre. They will however remain as virtual groups that do not meet.
- Children Leeds Panels meeting regularly and dealing with cases. However Mike Howarth commented that most of the cases have been signposted on to MST or have not been appropriate.

- 5.2** It was agreed that the city map and up to date list of intervention panels locations will be circulated to the Leadership Team. **Action: Jackie Claxton Ruddock.**

**JCR**

## **6 Children and Young People's Plan**

- 6.1 Teenage Pregnancy – Action Plan:** Neil Bowden circulated a summary report from the Inner East Task Groups. The groups are made of a combination of staff from all levels of work and from a range of services across the East wedge of the city. There are 3 groups plus a linked LS14-1 group which meet on a monthly basis aimed at reducing teenage conceptions (SRE, Contraception, Aspirations, All 3)

Neil went on to describe the current issues the groups are working on and the priority action areas for improvement identified by the 4 groups. Neil also circulated a 'Key Themes' diagram highlighting the key links between the themes and workforce development links. The diagram also highlighted which of the groups are focusing on which key themes and the interrelationships between them

Neil called on the Leadership to consider whether your organisation is involved in the relevant tasking groups/action plans and to consider how we ensure that these plans mesh with other relevant local plans.

## **7 East Reports**

- 7.1 Area inclusion Partnership:** Ken Morton briefly updated that the key theme for next meeting will be Attendance.
- 7.2 14 – 19 Confederation:** Ken Morton briefly updated that the key area of discussion is currently around the statement of need for the city and what this means for the East.
- 7.3 East Family Support Group:** Jackie Claxton-Ruddock updated that she has taken over chairing this group. However the purpose and membership need to be reviewed and also there may be no need for the group if there is already other family support groups meeting currently. Jackie agreed to bring a proposal back to the next meeting

of the Leadership Team to provide clarity of the remit. **Action:**  
**Jackie Claxton-Ruddock**

**JCR**

## 8 AOB

8.1 No additional items were raised.

## 9 Date and time of next meeting / meeting schedule.

East – Children’s Services Leadership Team				
Date		Time		Venue
15 <sup>th</sup>	July	2010	8:30 – 10:30	Temple Newsham House

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**Minutes of South East Leeds Health and Wellbeing  
Partnership Meeting  
27<sup>th</sup> May 2010**

**Present:**

Cllr Terry Grayshon (Chair) – Leeds City Council Health Champion  
Bash Uppal – Leeds City Council Adult Social Care, Health & Wellbeing  
Keith Lander – Environment and Neighbourhoods  
Shaid Mahmood – Children’s Services  
Bridget Emery – Leeds City Council, Environment and Neighbourhoods  
Julie Bootle – Leeds City Council Adult Social Care  
Judy Carrivick – NHS  
Bob Mason – LINK  
Aneesa Anwar – LCC Support to Health & Wellbeing Partnerships

**In attendance:**

Karen Newbould, Jacky Pruckner.

**1. Welcome, introductions and apologies**

Round table introductions were made.

**2. Minutes of meeting held on 18<sup>th</sup> March 2010**

Agreed as an accurate record.

**3. Matters arising**

**Feedback from referral pathway sub group** – Bash circulated briefing note update see attached. Judy informed that health trainers new contract has been renewed now with Health for All in place for another year and they will be connecting with GP practices.

**Feedback on hospital discharge assessment processes** – Julie updated work taking place with regard to intermediate care and Reablement services by Adult Social Care and the NHS. Issue of improving communications being picked up by the Intermediate Tier Programme Board, which includes ASC and Health. Bridget added about housing pilot work around mental health with a more proactive response to ensuring minor adaptations and practical support which has shown an improved service response prior to discharge. Julie to keep partnership updated on progress.

Communication between hospitals and social care is being addressed.  
Housing elements have been addressed linking with Adult Social Care and NHS.

#### **4. Chair 2010 – 11**

Bash updated the group on the need to confirm a Chair for the partnership meetings for the 2010 – 11 period and thanked Cllr Grayshon for having undertaken this role from the start to date. The process suggested is for partnership members to email Bash with their nominations and for appointment to be confirmed at the July meeting, giving time for the Inner South and Outer East area committees an opportunity to appoint health and wellbeing champions.

**Action: Aneesha/Bash** to send membership details round in mid June so members are aware of which services are being represented which will help identify the nomination of a Chair.

**Action: All** to send nominations to Bash before July meeting.

#### **5. NHS Health check programme roll out**

Karen informed the group that there are significantly higher rates of people (35%) diagnosed with Cardiovascular diseases in the inner city area.

The NHS health check roll out is being rolled out to 40-74 year olds under the 'putting people first' policy with full rollout by 2012/13.

In other parts of the country pharmacies are doing checks but when consulted most patients in Leeds have said they prefer to have the check done at the GP practice.

The Health checks are being rolled out on invitation only basis across the city with priority given initially to practices with over 30% of their practice population living in the most deprived super output areas but excludes those already receiving treatments for high blood pressures, diabetes and cardiovascular diseases.

It was noted that an annual baseline of data will be provided., with approximately 40,000 people seen a year. Karen circulated leaflet used to promote the programme.

There's a need to develop a strategy to ensure that key disadvantaged groups in particular those who aren't registered with a GP such as gypsy traveller groups etc are offered and can access the NHS Health Check Programme. Initial consultation has been undertaken and valuable insight has been obtained.



**Action: Bash, Karen, Julie, Bridget** and any others interested in work to support people with mental health problems and disadvantaged groups etc in relation to the NHS Health Check and healthy living opportunities.

## **6. Inner South Area Delivery Plan**

This item was deferred to next meeting at which a presentation on all 3 ADPs will be made by the area management team.

Keith gave a brief update that ADPs are a reflection of strategic plans but at a local area. Noted that Area Management are looking at developing a charter which outlines meaningful information of events and projects taking place in the area and a pledge of keys actions.

## **7. South pathfinder – Shaid Mahmood**

Shaid informed the group that the pathfinder is to look at how directorates work together to deal with problem families and where there are disadvantaged groups.

A team of chief officers are being pulled together to look at 2 things that have come up on national agendas: Think family and Total place.

Looking at people centred agendas linking in with community groups, Children Leeds, South East Health and Wellbeing Partnership, worklessness group.

A number of issues identifying blocks and barriers have been discussed by Keith and Bash. Keith highlighted the example of alcohol and its impact on individuals, families and a range of key agencies.

## **8. Cancer bid update – Bash Uppal**

Noted that a steering group has been set up looking at signs of lung cancer. Due to changes in government the NAEDI bid is on hold but the steering group will continue to meet.

Bash thanked all for their comments for the submission of the bid and agreed to feedback on proposed plans for activity to support early diagnosis and intervention.

## **9. Commissioning & Communications discussion**

**Commissioning** - Bash informed the partnership that the health & wellbeing improvement managers have taken a report to SLT and JSCB which was supported by Practice Based Commissioning managers. See attached briefing note from Bash.

**Action: Bash/Aneesa** to circulate the report that went to JSCB along with the minutes. Also all to read key issues JSCB want partnerships to consider and cover at the next meet regarding their priorities.

The locality managers have been invited back to the September meeting. Bash asked if anybody would like to go and support the meeting in September.

**Action: All** need to feedback before next meeting to Bash with suggestions of questions they want Adult Social Care Mick Ward and NHS commissioning Manager Nigel Gray to consider and address. Housing supporting people commissioned services manager to also present at the July meeting. Bridget to send Aneesa details.

**Communications** - Lisa went through the diagram which outlined work packages. There are 20 work packages that have been identified, this list will be broken down to a manageable list. See attached summary paper which includes a proposal to develop a portal for all partners to have access to information.

The mechanism for local intelligence will be developed with support from a member from Paul Sandom's team to move this forward.

**Action: All** to recommend the diagram and put names forward of people who can help shape the packages.

Noted that area management can support several of the packages.

## **10. Neighbourhood Index – Jacky Pruckner**

Jacky mentioned that there are 26 neighbourhood indices within which 3 are health indices (cancer, low birth weight and circulatory disease). Opportunity exists to expand to have a further 3 indicators with suggestions made about looking at mental health aspects / dementia.

Ongoing discussions are being held further updates to follow.

**Action: Jacky/Aneesa** to circulate indicators used by other authorities for consideration along with minutes.

## **11. Any other business**

The IAPT (Increased Access to Psychological Therapies) service is now available and a link will be put to this on the extranet.

## **12. Next meeting**

### **22<sup>nd</sup> July agenda items**

- South East Health & Wellbeing activity overview – **Joanne Davis**

- ASC Commissioning – **Mick Ward**
- NHS Commissioning – **Nigel Gray**
- ADPs Inner South, Outer South & Outer East – **Sheila / Tom / Martin**

**30<sup>th</sup> September agenda items**

- Environment & Neighbourhoods – **Andy Beattie**
- Smoke Free Homes – **Gemma Mann**
- First Contact – **Bash Uppal**

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**East North East Divisional Community Safety Partnership Meeting  
13<sup>th</sup> May 2010, 2:00pm Unit 1, Acorn Business Park**

**Present:**

Matt Davison	West Yorkshire Police (Chair)
Beverley Yearwood	East North East Area Management, LCC
John Woolmer	East North East Area Management, LCC
Maggie Bellwood	EASEL
Sarah Ross	Youth Offending Service
Graham Heath	WYFS
Angela McAuliffe	Community Safety
Amanda Bradley	Attendance Strategy Team
Nick Bartrum	ASBU
Jeff Clarke	AVHL
Victoria Fuggles	Youth Service
Leanne Manning	East North East Area Management (Minutes)

Guest – Simon Featherstone from Gipsil

**Apologies:** Steve Vowles, Jon Lund, Tim Kingsman, Cllr Selby

		Action
<b>1.0</b>	<b>Minutes of Previous Meeting</b>	
1.1	Agreed as an accurate record.	
<b>2.0</b>	<b>Matters Arising</b>	
2.1	<ul style="list-style-type: none"> <li>• <b>(2.1, 5.0 – regarding Face the People Event):</b> Report still to be finalised.</li> <li>• <b>(3.1 – regarding CCTV Links):</b> Meetings/discussions have taken place but due to the costs of linking CCTV this is currently not feasible. A city wide review is currently taking place on all functions of CCTV. The project manager leading this is <a href="mailto:Kate.Dover@leeds.gov.uk">Kate.Dover@leeds.gov.uk</a>.</li> <li>• <b>(11.3 – regarding outstanding warrants document):</b> No further documents have been circulated. Angela McAuliffe to speak to Steve Lavelle in Safer Leeds.</li> </ul>	<b>AM</b>
<b>3.0</b>	<b>Domestic Violence / Serious Sexual Offences</b>	
3.1	MD circulated a report that looks at Domestic Violence and Serious Sexual offences for the last financial year (1/4/09 – 31/3/10). The DCSP were asked to consider the report and think about what partnership activity already exists and views were sought on ensuring that domestic violence is seen as a priority.	
3.2	MD gave an overview / summary of the domestic violence statistics. The total number of domestic violence assaults in the last year was 860 whereas the previous year had 1100 assaults. The shows a 22% decrease in offences. The overall detection rate in 12 months shown was 45% whereas the previous year had a detection rate of 53%. Detection Rates are	

	currently been looked at citywide by Safer Leeds.	
3.3	Amanda Bradley explained that it would be useful to know what the statistics are for domestic violence offences where school age children are present as this often impacts on attendance at school. Several suggestions around further data was fed back to MD such as perpetrator information, ie age, ethnicity etc. JW gave a quick update on the priority neighbourhoods and the neighbourhood improvement plans and agreed to incorporate the issue. Further information to be brought to the next meeting.	MD
3.4	BY explained that work was progressing in Harehills working with BME women and developing a women's group jointly with Hovingham Primary. Inspector Adams and Tony Mills have also utilised sessions on Asian Fever to raise awareness. BY informed the group that Inner East delivery plan has domestic violence as a priority and are currently planning three events in each of the inner east wards over the next year.	
3.5	MD gave an overview of the Serious Sexual Offences statistics. The last 12 months has had 2 more offences than the previous year so overall offence totals are fairly static. The main hotspot for SSO are Chapel Allerton, Burmantofts and Richmond Hill and Gipton and Harehills.	
3.6	A break down of figures would be useful for example, is this happening between strangers, in relationships, inside houses or outside? Matt explained that this usually takes place after a social event but would be useful to have this information so we can see if there is a pattern to when SSO are taking place. Matt to request this analysis and bring back to DCSP so we can see what agencies can do to assist.	MD
<b>4.0</b>	<b>Burglary Position</b>	
4.1	Two tables were distributed. Burglary dwelling over different cities and burglary dwellings over different city divisions. This showed that Leeds ranked to have the most burglaries over all the cities with around 29 burglaries in ever 1000 households, MD explained that the aim is to catch up to the city above Leeds (in this case it is Hillingdon) which has around 23. North East Leeds also has the most burglaries with around 7 in every 1000 households, we need to catch up to the West Midlands which have around 4.	
4.3	MD explained that burglary dwelling is a major problem and will continue to be the divisions biggest challenge through 2010/11. John Woolmer suggested that burglary dwelling goes into all the priority neighbourhoods improvement plans and this will influence tasking teams. BY informed the group that the three inner east wards are currently the strategic priority, a 22 plan is currently running involving partner agencies in the Seacroft/ Killingbeck Area and has seen a reduction in offences.	
<b>5.0</b>	<b>Operation Confidence</b>	
5.1	By and JL met with Tim Kingsman and Mel Jones around the future of Operation Confidence during 2010/2011.  The focus will remain much the same but develop the partnership articles. In addition it was agreed to reduce from 4 times a year to 3 times a year as it proved that the Christmas period was hard to staff and manage. The key dates will be: <ul style="list-style-type: none"> <li>• Prior to Easter</li> <li>• Prior to Summer holidays</li> <li>• Prior to October holidays</li> </ul>	

	The exact dates will be circulated.  BY agreed to pick up funding issues with East North East Homes, Aire Valley and Safer Leeds. It was also suggested to have key partners on the odd days joining up with NPT staff to talk to tenants and illustrate LCC and WYP working together.	<b>BY</b>
<b>6.0</b>	<b>PACT Proposals</b>	
6.1	“A review of PACT meetings” document was circulated to the group. This explained the background of PACT meetings, Current PACT provisions across North East Leeds, The future of PACT and preferred options.	
6.2	MD explained that we need to look at the different areas in North East Leeds and try and meeting everyone’s different needs and recognise what works for each area. Mel Jones asked each NPT inspector to do a report on the PACT meetings in their area and ask how they can be improved, some areas are working well.	
6.3	All those present at the DCSP agreed the principles and recommendations of the report.	
6.4	John explained that in the priority neighbourhoods he has been bringing together a community leadership team, an open meeting where a group of residents will meet quarterly to discuss the neighbourhood improvement plan. He explained that he wants this to be kept as a leadership team and not a forum. It would be good if PACT could get involved with this and as well as with tasking hopefully problems will be sorted faster. It was discussed that changing PACT to fit in with tasking every 6 week would make more sense.	
6.5	BY suggested that further discussions need to take place with the local inspector and ward members around Temple Newsam and Garforth and Villages NPT prior to a report going to area committee. Recommendations will also go to next 4 area committees for comment and support.	<b>BY MJ</b>
<b>7.0</b>	<b>POCA Update</b>	
7.1	BY explained that £50,000 was spent last year and that we only have £12,000 at the moment for this financial year. With this in mind the criteria has been changed from £500 maximum to £250. Funding has been given priority to voluntary and community groups but this doesn’t mean that other organisations can not apply. All the POCA funding we have given out so far has received positive feedback. It was noted that improvements still need to be made with regards publicity.	
<b>8.0</b>	<b>Outer East Community Safety Event</b>	
8.1	Outer East Area Committee have decided that they do want to run another community safety market place annual event. This will take place in November. Planning to commence during Summer.	<b>BY</b>
<b>9.0</b>	<b>Performance Matrix / Executive Highlights Report</b>	
9.1	A very successful year in relation to achieving the targets set by Safer Leeds and reductions of crime in all 8 NPT areas. The Exec Highlight report for period 1 <sup>st</sup> Jan – 31 <sup>st</sup> March 2010 was circulated. MD on behalf of Tim Kingsman thanked all partners for their commitment to partnership work reducing overall crime.	

<b>10.0</b>	<b>Date of Future Meetings</b>	
10.1	<p>The meeting dates for next year are:</p> <p>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>	
<b>11.0</b>	<b>Any Other Business</b>	
11.1	Graham Heath from the fire service handed out posters for people to take with them that shows where all the fire stations are, what the fire service do and contact details.	



**Appendix 5**

**Present:**

Cllr Peter Gruen (Chair), Cllr Suzi Armitage, Cllr Pauleen Grahame, Martin Hackett (Area Management), John Holmes (LCC - Youth Service), Dennis Smith (local resident), Pam Parker (Aire Valley Homes Leeds), Wendy Rogers (LCC - Environmental Action Team), David Armitage (LCC – EAT), Janice Linley (Whinmoor Wanderers), Dennis Faulkner (Skelton Woods Environmental Group), Heather Jackson (Skelkton Woods Env Group), Deborah Hillerby (Fieldhead Carr Primary School), Tracey Tansey (Whinmoor Warriors), Jason Askham (Whinmoor Warriors), PCSO 471 Devlin (WYP), Sgt Andy Hill (WYP).

**Apologies:**

None.

<b>1.0</b>	<b>Welcome / introductions / apologies</b>	<b>Action</b>
1.1	Cllr Gruen welcomed everyone to the meeting and introductions were made.	
<b>2.0</b>	<b>Minutes and matters arising from 29 March 2009</b>	
2.1	Agreed as true record.	
2.2	(3.1) Highways issues on Coal Road – Greg Sharpe sent notes on speed and accident surveys. There had been a major reduction in accidents since traffic calming introduced and recent monitoring showed very little traffic travelling in excess of 30mph limit.	
2.3	(3.8) Land at rear of Fieldhead Carr Primary School – the path is owned by highways and the grass by Aire Valley Homes (AVH). Mr Smith felt the grass cutting in this area was unsatisfactory. It was agreed that the AVH Environmental Officer would monitor maintenance of this piece of land.	
<b>3.0</b>	<b>Report from Aire Valley Homes</b>	
3.1	Work to the 5M properties is now completed.	
3.2	The Housing Manager provided details of arrears cases in Whinmoor with 200 tenants currently being in arrears. AVH have now employed a debt adviser to assist tenants with debt.	
3.3	There are currently 5 void properties in Whinmoor; between April and June there had been 13 re-lets.	
3.4	There are currently 4 active ASB cases in Whinmoor that have council tenancies.	
3.5	It will cost £29k per parking zone. At the moment there are no funds available to carry out this work. Hebden Green is having a lot of problems with parking and refuse collection vehicles have difficulty with collections.	
3.6	A garage survey is currently being carried out to determine demand. The results will influence future investment.	

<b>4.0</b>	<b>10 minute open floor</b>	
4.1	No issues.	
<b>5.0</b>	<b>Youth work programme – John Holmes</b>	
5.1	John gave an update about the current programme and distributed details of the activities available during the summer.	
5.2	Other key points raised included: <ul style="list-style-type: none"> <li>• In May it averaged 2 young people attending evening activities at Fieldhead Carr. It's now between 15 and 20.</li> <li>• Youth Services is providing more in the way of activities young people are asking for rather than assuming what they want.</li> <li>• John and his team are addressing ASB with individuals when they see it and challenging them about it.</li> <li>• More work with NEET's and connecting with colleges and further education establishments</li> <li>• Staffing – no plans to increase staffing levels.</li> <li>• The summer programme is working with younger aged children than Youth Service tends to deal with. Projects in Whinmoor every Wednesday from 2.30 til 4.30 and 5.30 til 7.30.</li> </ul>	
<b>6.0</b>	<b>Community Safety</b>	
6.1	<b>Police update</b> Sgt Andy Hill introduced himself to the Forum and crime statistics were discussed, with the following highlights:	
6.2	<b>Crime</b> <ul style="list-style-type: none"> <li>• There has been a 50% reduction in burglary from the same time last year. Some of this is down to 1 individual currently in gaol who was responsible for many burglaries.</li> <li>• Burglary is still a priority across the whole of Leeds</li> </ul>	
6.3	<b>ASB</b> <ul style="list-style-type: none"> <li>• Stanks Parade much quieter.</li> <li>• Off road bikes have been causing a nuisance. The video van has been used to identify the vehicles and owners and motorbikes are seized if owners continue to use them inappropriately.</li> <li>• The IT issues at White Laithe shops have now been resolved with pictures being transmitted to Killingbeck Police Station. There is still an issue about protocols that has to be resolved.</li> </ul>	
6.4	<b>Questions</b> <ul style="list-style-type: none"> <li>• Mr Smith is still having problems with youths outside his home. A previous study by Community Safety recommended alleygating. However 2 local residents objected and the scheme could not go ahead. Cllr Gruen requested that community safety re-look at this issue. MH agreed to pass this request to Beverley Yearwood (Community Safety). It was suggested BY contact the objectors to see if they have had a change of heart and clarify why they had objected to the gate closure.</li> </ul>	
<b>7.0</b>	<b>Parks &amp; Countryside</b>	
7.1	<b>Naburn Play Area.</b> This was deferred as no officers were in attendance.	

7.2	The Forum was informed that government funding had been withdrawn. <b>Top pitch at Fieldhead Carr.</b> Drainage work completed on 16 July. The pitch should be playable for the start of the season.	
7.3	<b>Floodlighting to other pitches.</b> It was reported that P&C had submitted plans to Fieldhead Carr Primary School recommending floodlights to the outer edges of the pitches after their initial suggestion to install floodlights in between the pitches was rejected by the school governors. It was agreed that a meeting would be arranged with Whinmoor Warriors, Fieldhead Carr School and Parks & Countryside to resolve this matter.	
<b>8.0</b>	<b>Environmental action and enforcement</b>	
8.1	A report on activities undertaken was read out, this included the following: <ul style="list-style-type: none"> <li>• April – July – 149 requests for service in the ward were received, mainly about noise.</li> <li>• There have been 12 cases of flytipping in Whinmoor</li> <li>• Sewage and drainage issues in the Redhalls</li> <li>• 2 notices served due to condition of gardens</li> <li>• Mice infestation in Sherburn Road</li> </ul>	
8.2	Cllr Gruen was pleased that the environmental officers were tackling problematic issues but suggested the service needs to be better connected with Ward Members, keeping them informed of what happens after notices served, action taken etc. It was agreed that there would be more direct communication with Ward Members concerning the outcome of notices being served, letters sent etc.	
9.0`	<b>AOB</b>	
9.1	Britain in Bloom is visiting various sites across Leeds in the next few weeks. The Skelton woods Environment Group are in with a chance of winning an award.	
9.2	It was asked if the notice board outside the library could be relocated opposite the shops on the grass verge near the school. It was also asked if additional keys could be provided. MH agreed to contact the company who installed the notice board and get a cost prior to raising any order.  <b>Date of next meeting: 11 October 2010 at 6pm, Fieldhead Carr Primary School.</b>	MH

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**Appendix 6**

**Present:**

Cllr Suzi Armitage (Chair), Cllr Pauleen Grahame, Martin Hackett (South East Area Management), Graham Ambler (Stanks Fire Station), Rita Grainger (Whinmoor 'B' Residents Association), Pam Parker (AVHL), Nathan Vaughn (LCC – CESO), Ken Hill (SGNS), PCSO 226 Vicky Robinson (West Yorkshire Police), PCSO 805 Sarah Hughes (WYP), PC852 Adams (WYP), PS 3561 Birkett (WYP), Mike Benwell (Churches Together), John Holmes (LCC – YS), Lizzie Haigh (Swarcliffe Childrens Centre), Jean Jackson (22 Stanks Way), Siddiga Austin (45 Stanks Gardens).

**Apologies:**

Cllr Peter Gruen, Doreen Scahill (W 'B' RA), Cllr Ron Grahame

<b>1.0</b>	<b>Welcome / introductions / apologies</b>	<b>Action</b>
1.1	Cllr Armitage welcomed everybody to the meeting and the above apologies were noted.	
<b>2.0</b>	<b>Minutes from 7 April 2010</b>	
2.1	Agreed as accurate.	
<b>3.0</b>	<b>Matters arising from those minutes</b>	
3.1	<b>(3.1) Wildlife area at Swarcliffe Children's Centre</b> Probation services have helped with the project and completion expected in September.	
3.2	<b>(4.1) Rear of Stanks Parade shops</b> <ul style="list-style-type: none"> <li>• railing now installed.</li> <li>• PP to pass details regarding request to purchase the land behind the parade to appropriate section in AVH.</li> <li>• Communal door at Stanks Way. Resident claims it is potentially hazardous. It has also been referred to Fire Safety. Cllr Armitage agreed to refer to Yorkshire Housing.</li> </ul>	PP Cllr A
<b>4.0</b>	<b>10 minute open floor</b>	
4.1	Nothing raised.	
<b>5.0</b>	<b>Community Safety</b>	
5.1	<b>Report by Police: Sgt Burkitt</b> Main issues May through June: <ul style="list-style-type: none"> <li>• increase of 22 offences on last year</li> <li>• 187 ASB calls (slight increase)</li> <li>• 39 arrests in the ward; 14 were amber nominals</li> </ul>	
5.2	Last few weeks: <ul style="list-style-type: none"> <li>• Burglary rates starting to reduce</li> <li>• ASB reducing</li> </ul>	

5.3	Drug dealing – the level of dealing has reduced. There has been 3 recent arrests and 30 warrants served.	
5.4	An issue was raised about one unnamed individual who was a known dealer. WYP confirmed that he was not currently in gaol.	
5.5	<b>Report of the Neighbourhood Warden:</b> Nathan Vaughn Reported that he had been successful in acquiring the post of Community Environment Support Officer (CESO) for Swarcliffe.	
5.6	It was asked to be noted that Ward Members had lobbied for the position of an officer dedicated to Swarcliffe and that they had been involved in the recruitment exercise.	
5.7	Nathan reported on some of the work recently undertaken which included: <ul style="list-style-type: none"> <li>• Improving condition of 2 local childrens parks</li> <li>• Removing logs in parks used by young people to sit and drink</li> <li>• Sorted flytipping problem in Eastwood Drive</li> <li>• Arranged for security fencing in Stanks Grove</li> <li>• Dealt with Akita dogs roaming free</li> </ul>	
5.8	Nathan reported on his new enforcement role and powers. It was agreed that Ward Members wanted to see enforcement letters prior to any distribution.	
5.9	<b>Aire Valley Homes</b> – PP reported on a joint operation with Police and Neighbourhood Warden around ASB in the area. It was also reported that Positive Activities for Young People (PAYP) funding may be available for project work with young people in the area.	
<b>6.0</b>	<b>Young People</b> – John Holmes	
6.1	JH introduced himself. He has been working in the ward for 3 months and was enjoying the experience. JH provided details on the following: <ul style="list-style-type: none"> <li>• Up to 30 young people regularly attending at St Gregs T&amp;A centre.</li> <li>• Project with teenage mums using facebook</li> <li>• Youth Service staff working with young people to challenge bad behaviour and asb</li> <li>• YS working much more with NEET's because of increases in unemployment</li> </ul>	
6.2	Issue re potential fire hazard on railway line near Barnbow. JH agreed to meet with Cllr Grahame.	
<b>7.0</b>	<b>Swarcliffe Good Neighbours Scheme</b> – Ken Hill	
7.1	The core funding review has taken place. At moments things stay as they are. The meeting will be updated as the situation progresses.	
7.2	Ken reported on the following: <ul style="list-style-type: none"> <li>• Older persons Week in September</li> <li>• The gardening and decorating scheme</li> </ul>	

	<ul style="list-style-type: none"> <li>• Christmas dinner for the elderly</li> <li>• Various trips that have been organised.</li> </ul>	
<b>8.0</b>	<b>AOB / next meeting</b>	
8.1	The was no other business.	
8.2	6 October at 6pm, St Gregory's Social Club	

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Originator:	Martin Hackett
Tel:	3368942

**Not for Publication:** Appendix 3 of the report only – Access to Information Procedural Rule 10.4 (3) – information relating to the financial or business affairs of any particular person (including the authority holding that information)

## Report of the Director of Environment and Neighbourhoods Directorate

### Meeting: East (Outer) Area Committee

Date: 7<sup>th</sup> September 2010

### Subject: Community Centres Report

#### 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

The management of Community Centres became a delegated function of area committees in 2006-07. Delivering the Community Centres function in the current financial climate will be extremely difficult. With budgets under increasing pressure over the next few years, it will be difficult to meet the expectations that were originally set out to Area Committees when this function was created.

A review of all the Area Committee delegated and enhanced functions will take place in the Autumn to assess progress to date and look at practical arrangements which make the functions more robust. It will also begin to look at how service efficiencies can be made through better integration and, in some service areas, rationalisation of locally based services. Central to the review will be the aim of putting Area Committees at the very heart of local decision making and service accountability.

The portfolio of centres to be managed by the Area Committees was created by the transfer of centres from the former Neighbourhoods and Housing and Learning and Leisure Directorates. The sponsoring service is currently the Regeneration Service. There are currently 71 centres across the city, 24 of which are leased out to voluntary organisations while 47 are directly managed by the council.

This report provides Area Committees with details of their actual expenditure for the 2009/10 financial year, information on the 2010/11 budget allocations for their centres, details of maintenance issues that have been dealt with by Corporate Property Management, rental support awarded to leased centres and other issues associated with the local portfolio of the Committee.

## **1.0 Purpose Of This Report**

1.1 This report provides:

- Actual spend against budgets for 2009/10
- Budget allocations for 2010/11
- Details of investment made via Corporate Property Management service (CPM) in 2009/10
- Rental support to leased centres for 2010/11
- Area specific information for each of the centres in the portfolio.

## **2.0 Background Information**

2.1 The Community Centres delegated function forms part of Leeds City Council's constitution, which provides the framework within which the council conducts its business and makes decisions. The constitution describes who is responsible for making decisions and how decisions are taken.

2.2 A detailed report outlining the delegation description was presented to all 10 Area Committees in October/November 2009. The delegation includes:

- The management of controllable revenue budgets
- Making investment decisions from their own Well Being budgets and applications for capital from the Councils Major Maintenance Fund
- Responsibility for setting charges and discounts for centres in their area within a common framework, and agree a schedule of charges for implementation.
- Allocating capital receipts arising from the disposal of a community centre to address category 1 (immediate) and 2 (essential) backlog maintenance on other Community Centres within the same area.

2.3 In addition, Area Management Teams on behalf of the Area Committees were given responsibility for the following functions:

- Liaising with users, user groups, Members and Area Committees on issues relating to centres in their area
- Developing proposals for re-shaping the portfolio
- Developing capital schemes and funding packages
- Monitoring the service level agreement for centres in their area and capital and revenue budgets
- Ensuring that leases and licenses are in place and reviewed periodically
- Developing, implementing and overseeing the administration of a new schedule of pricing and discounts for centre usage

2.4 Appendix 3 to the report is exempt under 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). The public interest in maintaining the exemption outweighs the public interest in disclosing the information as the market valuation of office space within its community centres is confidential between Leeds City Council and the client user.

### 3.0 2009/10 Budget Position

3.1 Table 1 sets out the year end budget position for 2009/10 for the city wide portfolio – budget v actual + income, while Table 2 shows the position for Outer East area committee for the same period. Appendix 1 provides detail of the budget v actual + income for each centre.

**Table 1 – City Wide Year End Out-turn 09-10**

<b>COMMUNITY CENTRES - OUTTURN POSITION 09/10</b>				
<b>TOTAL COMMUNITY CENTRES</b>	<u>Budget 09/10</u>	<u>Outturn 09/10</u>	<u>Variance</u>	
	£	£	£	
<b>Controllable</b>				
Caretaking Costs	1,015,180	919,605	-95,575	
Premises Costs	581,330	555,937	-25,393	
Supplies & Services	41,140	161,141	120,001	
	1,637,650	1,636,683	-967	
<b>Income</b>				
Internal	-260,590	-173,292	87,298	
External	-265,270	-210,100	55,170	
	-525,860	-383,392	142,468	
<b>Net Controllable</b>	1,111,790	1,253,291	141,501	
<b>Non-Controllable</b>				
CPM Management Fee	241,630	240,122	-1,508	
NNDR (Business Rates)	197,810	193,689	-4,121	
Insurance	26,100	27,390	1,290	
CPM Maintenance Charge	467,590	458,207	-9,383	
Capital Charges	1,082,230	1,212,460	130,230	
	2,015,360	2,131,868	116,508	
<b>Net Budget</b>	3,127,150	3,385,159	258,009	

**Table 2 – Outer East Year End Out-turn 09-10**

<b>OUTER EAST</b>		<u>Budget</u> 09/10	<u>Outturn</u> 09/10	<u>Variance</u>
		£	£	£
<b>Controllable</b>				
	Caretaking Costs	96,500	88,698	-7,802
	Premises Costs	59,300	58,739	-561
	Supplies & Services	560	4,978	4,418
		156,360	152,415	-3,945
<b>Income</b>				
	Internal	-18,660	-17,307	1,353
	External	-21,060	-17,559	3,501
		-39,720	-34,866	4,854
<b>Net Controllable</b>		116,640	117,549	909
<b>Non-Controllable</b>				
	CPM Management Fee	25,160	24,000	-1,160
	NNDR (Business Rates)	15,870	19,310	3,440
	Insurance	2,580	2,640	60
	CPM Maintenance Charge	35,660	35,660	0
	Capital Charges	93,450	118,104	24,654
		172,720	199,714	26,994
<b>Net Budget</b>		289,360	317,263	27,903

### 3.2 Savings to be retained.

It has been agreed that Area Committees can retain net revenue savings from across their portfolios, to support investment priorities within local centres. The table at 3.0 identifies that the net revenue balance for the Outer East committee at the end of 2009/10 was in deficit to £27,903. This means that there is no net revenue saving to retain.

### 3.3 City wide budget information for 2010/11

<b>Budget Heading</b>	<b>Controllable £,000</b>	<b>Non- Controllable £,000</b>	<b>Total £,000</b>	<b>Notes</b>
Caretakers	£1,034,560			
Premises	£562,420			
Supplies & Services	£84,650			Licenses & telephones
Income (internal)	<b>- £193,340</b>			LCC depts.
Income (external)	<b>- £332,130</b>			
Management Fee		£242,320		CPM
NNDR (business rates)		£192,760		
Insurance		£39,950		
Capital charges		£1,214,580		
CPM Maintenance budget		£387,570		Budgets now devolved to CPM
CPM City Buildings Charge		£257,880		Morley Town Hall
Central Recharges		£151,690		Legal, professional fees etc
<b>Grand Total</b>	<b>£1,156,160</b>	<b>£2,486,750</b>	<b>£3,642,910</b>	

- 3.4 The non-controllable budgets are managed by finance and include; capital charges, business rates, insurance and CPM service management costs.
- 3.5 For 2010/11 CPM have levied a management charge of £242,320 for services provided to directly managed centres. This will be allocated to community centres in proportion to their overall spend on staff and running costs. Centres with higher operational costs will therefore attract a higher proportion of the management fee. If Centre A's staffing and running costs represent 5% of the total community centre budget then they will attract 5% of the management fee. If Centre B's running costs represent 10% of the total community centre budget then they will attract 10% of the management fee. This would continue until the full 100% has been allocated.
- 3.6 The Regeneration Service and CPM have recently renegotiated a Service Level Agreement (SLA) which sets out the roles and responsibilities covered by each service in relation to the management of community centres within the portfolio.

### 3.7 Area Committee 2010/11 budget information

For 2010/11 the Outer East Area Committee has been delegated (controllable budget) £121,800. A summary of the budget for each centre is outlined in the table below.

Centre Name	Delegated Budget 2010/11 £,000	Notes
Allerton Bywater Y & A Centre	12,330	
Allerton Bywater Welfare Hall	5,780	
Fieldhead	27,500	
Kippax YC	14,330	
Methley Village Centre	18,640	
Micklefield YC	18,500	
St Gregory's Y & A Centre	22,740	
Firthfields (leased)	1,680	
Garforth Welfare Hall (leased)	240	
Kippax CC (leased)	60	

Appendix 2 of this document provides a detailed breakdown of the controllable budgets delegated to each of the centres in the committee's portfolio.

### 3.8 Income

All Area Committees have now agreed their pricing and lettings policies for the hire of space in community centres, the policies will be implemented from 1<sup>st</sup> October 2010.

In order to support Area Committees to generate income to invest in improvements to their local portfolio, it was agreed that a new procedure is put in place from 1<sup>st</sup> April 2010, which enables Area Committees to retain new income over and above the agreed income targets (based on previous years income).

For 2010/11 the Outer East Area Committee has an income target across the whole portfolio of £52,790. Subject to the overall revenue budget balancing, any income achieved over and above this amount, will be retained by the committee in 2011/12.

### 3.9 Capital Budgets

A ring-fencing arrangement for capital receipts arising from the disposal of community centre assets was agreed by Executive Board in 2006 and was incorporated into the Capital Strategy and Asset Management Plan 2007-08. This allows for up to 100% of the receipt to be retained by Area Committees to address category 1 (immediate) and 2 (essential) backlog maintenance on other Community Centres within the same area.

3.10 There has been no disposals in Outer East In 2009/10.

3.11 Area Committee proposals need to be supported by an individual business case which should be compiled prior to finalising the sale of the asset, for consideration by the Asset Management Board (AMB). Proposals with a total value of less than £100K require AMB support and final approval by the Director of Resources. Proposals for more than £100k require Executive Board approval. Further advice will be provided to Area Committees to develop their proposals on a case by case basis.

#### 4.0 Rental Support

##### 4.1 Rental Support for Leased Out Centres

A rental support programme for leased centres is currently administered by the Regeneration Service through an annual assessment process and is based on a market rental assessment of the property. In the Outer East Area the following organisation benefit from this arrangement:

Organisation	Centre	Market rent assessment	Rental Support Approved by RMT (30 April 2010)	Rent payable 2010/11	% of rent payable
Firthfields Community Association	Firthfields CC	£10,000	90%	£1,000	10%
Garforth Community Association	Garforth Welfare Hall	£23,600	90%	£2,360	10%
Kippax Community Association	Kippax CC	£9,500	100%	£0	0%

##### 4.2 Rental Support for Permanent Users of Office Accommodation and Activity Space

The Executive Board report of March 2006 specifies that Rental Support Agreements are put in place for organisations that are providing community services from Community Centres which meet local priorities.

Market rental assessments have now been carried out for all permanent occupiers of accommodation, including offices and activity space, in community centres. The confidential table at appendix 3 provides details of the organisations, activities and the value of the market rental assessment (MRA). It also outlines whether the organisation currently pays a fee, not necessarily the MRA rate, for the space they occupy.

As is evident from the table, most organisations do not pay for space occupied. Work is ongoing to develop a fair charging policy for organisations with permanent use of accommodation. This will be presented to a future area committee meeting for discussion.



## 5.0 Maintenance Update

The CPM Service, Resources Directorate is responsible for building maintenance of all Council buildings and miscellaneous land (except schools and ALMO housing property) and provides facilities management for community centres. All revenue maintenance budgets have been consolidated to form a corporate building maintenance budget which has been managed by CPM since 1 April 2009. As a result, the repair maintenance of community centres is no longer part of the delegated function for Area Committees.

- 5.1 Appendix 4 gives a break down of expenditure for work undertaken in community centres in 2009/10 and the first quarter of 2010/11.

## 6.0 Performance Management and Reporting

- 6.1 Baseline Position and key targets for the Service. Area Committees will receive mid year and year end budget update reports. Reports on key issues affecting centres in the committee's area will be provided alongside these.
- 6.2 From April 2011 reports will be available on the level of bookings in each centre, potential income and level of waived fees. This will enable area committees to identify centres that are well / under used etc which can help inform future management and development plans.
- 6.3 Performance will be reported to area committees twice a year, at the June/July and Nov/Dec committee cycles.

## 7.0 Equality Considerations

- 7.1 There is a perception that some centres are only accessible to some sections of the community. All centres need to demonstrate that they comply with the Council's equality commitments. This applies to both directly managed centres and leased centres. Advice and guidance and appropriate monitoring procedures need to be developed and implemented to better address this issue.

## 8.0 Recent issues relating to Outer East Community Centres

- 8.1 **St Gregory's Youth & Adult Centre.** The kitchen facilities were recently condemned after the flue and ventilation system were found to be inadequate. After making inquiries with Corporate Property Management (CPM) it was determined that these facilities were not covered by the maintenance budget as the kitchen had been installed without acquiring the necessary adoption by the department managing the centre at the time of installation. The funds to renew the kitchen (£12,500) have now been sourced from Swarcliffe PFI credits.
- 8.2 **Micklefield Youth & Adult Centre.** A similar position has arisen here where CCTV cameras were installed as part of the major refurbishment of the centre in 2003. The improvements were funded from a Yorkshire Forward grant with one item being the installation of CCTV cameras. This system has been surveyed and judged to be

beyond economic repair. The cost to replace is £8,000. At this moment there appears to be no obvious source of funding to replace these cameras.

8.3 **Fieldhead Carr Community Centre.** The user group continues to try and attract new users and new activities. There have been a few challenging issues to deal with between users of the centre, the challenges are mainly based upon long time users now having to share space with new users. The centre had considerable investment from the Area Committee Well Being Budget in 2009/10.

8.4 **Allerton Bywater Welfare Hall.** This community centre had been leased until the start of 2009 when it was returned to the council after the community organisation running the centre had financial difficulties. A meeting recently took place with the bowling club and cricket club who are interested in taking on the lease jointly. If there are further development Ward Members for Kippax & Methley will be kept up to date with progress.

## 9.0 Implications for Council Policy and Governance

9.1 The community centre issues detailed in this report comply with agreed Council policy and governance arrangements.

## 10.0 Consultation

10.1 Members and centre users have been consulted on the delegation of community centres for a number of years. Discussion has also taken place with the 10 Area Chairs, Area Management Teams and colleagues from Corporate Property Management (CPM) in compiling this report.

## 11.0 Legal and Resource Implications

11.1 The Community Centres delegated function allows the Area Committees to retain revenue savings which are made within the financial year, to enable them to deliver on their investment priorities, as identified within their local action plans or Area Delivery Plan.

## 12.0 Conclusions

12.1 The report gives a budget statement for the community centre's in the Outer East portfolio and highlights the current position regarding rental support for organisations that have permanent occupation of office and/or activity space within community centres and explains that this issue is being looked into with a further report coming back to Area Committee later in the year. The report also gives details of maintenance undertaken in 2009/10 and planned work for 2010/11. Area Committee is also informed of that capital receipts obtained from the sale of any of its community centres are ring fenced to invest in its remaining community centres should that situation ever arise.

## **13.0 Recommendations**

- 13.1 The Outer East Committee is asked to agree the content of this report and to raise any questions.

### **Background Papers**

- Community Centres report to Executive Board, March 2006
- Community Centres report to Area Committee, February 2008
- Community Centres report to Area Committee, October 2008
- Community Centres report to Area Committee, March 2009
- Community Centres report to Area Committee, July 2009
- Community Centres report to Area Committee, December 2009

**Appendix 1:**

	Expenditure			Income			Net
	Budget 09/10	Outturn 09/10	Variance	Budget 09/10	Outturn 09/10	Variance	Variance
	£	£	£	£	£	£	£
St Gregory's Centre	54,000	51,988	-2,012	-29,550	-28,494	1,056	-956
Micklefield Youth Centre	17,120	15,759	-1,361	-2,610	-60	2,550	1,189
Kippax Youth Project	14,220	11,300	-2,920	0	0	0	-2,920
Allerton Bywater Youth Project	18,130	16,996	-1,134	-4,880	-4,643	237	-897
Methley Village Centre	23,140	18,820	-4,320	-1,000	-1,058	-58	-4,378
Fieldhead Centre	26,370	24,967	-1,403	-200	-136	64	-1,339
Firthfields Community Centre	2,620	3,802	1,182	-1,000	0	1,000	2,182
Garforth Welfare Hall	620	1,848	1,228	-480	-475	5	1,233
Allerton Bywater Hall	70	4,045	3,975	0	0	0	3,975
Kippax Community Centre	70	2,890	2,820	0	0	0	2,820
	156,360	152,415	-3,945	-39,720	-34,866	4,854	909

**Appendix 2:**

OUTER EAST	Caretakers	Premises	Supplies	Total Expend	Intl Income	Extl Income	Total Income	Net Cost
ST GREGORY'S CENTRE	43,850	21,060	630	65,540	-32,800	-10,000	-42,800	22,740
MICKLEFIELD YOUTH CENTRE	11,970	9,040	100	21,110	0	-2,610	-2,610	18,500
KIPPAX YOUTH PROJECT	10,970	3,360	0	14,330	0	0	0	14,330
ALLERTON BYWATER YOUTH PROJ	11,640	5,390	0	17,030	-4,500	-200	-4,700	12,330
METHLEY VILLAGE CENTRE	14,070	5,220	350	19,640	0	-1,000	-1,000	18,640
FIELDHEAD CENTRE	10,440	17,260	0	27,700	0	-200	-200	27,500
FIRTHFIELDS CC (LEASED)	0	2,680	0	2,680	0	-1,000	-1,000	1,680
GARFORTH WELFARE HALL	0	720	0	720	0	-480	-480	240
ALLERTON BYWATER HALL	0	5,780	0	5,780	0	0	0	5,780
KIPPAX CC (LEASED)	0	60	0	60	0	0	0	60
<b>TOTAL OUTER EAST</b>	102,940	70,570	1,080	174,590	-37,300	-15,490	-52,790	121,800



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**Appendix 4 Environment and Neighbourhoods - Regeneration & Area Management**

**Community Centres as at 10 August 2010**

**(Actual Costs)**

**2009/10**

**1st Quarter  
2010/11**

**1 April 2009 t 25 March 2010  
March 2010 t 30 June 2010**

					<b>Actual</b>	<b>Actual</b>
Allerton Bywater Welfare Hall (AKA Cricket Club)	03509ABW	AA0172	ASSET/2142/BLDG	Centre	67	0
Allerton Bywater Youth and Adult Centre Leeds	03509ALL	LT1069	ASSET/0213/BLDG	Community centre	477	224
Alston Lane Community Centre	03509ALSC	AA0158	ASSET/0212/BLDG	Community Centre	1847	398
Bangladeshi Centre (Roundhay Rd)	03509BAN	AA2001	ASSET/0210/BLDG	Community Centre	200	0
Barleyfields Youth Centre	03509BAR	AA2002	ASSET/0209/BLDG	Community Centre	1561	0
Beckett Park Centre	03509BEC	AA0173	ASSET/4157/BLDG	Community Centre	0	0
Blackburn Hall Commercial Street Rothwell	03509BLA	AA0156	ASSET/2143/BLDG	03142000000	4750	0
Boston Spa YC	03509/BOS	AA0175	ASSET/0206/BLDG	Youth & Community Centre	771	0
Burley Lodge Centre 42-46 Burley Lodge Road			ASSET/5147/BLDG	Community Centre	0	0
Calverley Mechanics Institute Blackett Street	03509CAL	AA0152	ASSET/1294/BLDG	03134000000	4472	1345
Chapelton, Louis Street No 53	03509LOU	AA3050	ASSET/4926/BLDG	Community Centre	0	0
Churwell Community Centre (AKA Churwell Par	03509/CHL	AA0176	ASSET/2471/BLDG	Community Centre	317	0
Cranmore & Raylads Community Centre	03509/CRA	LA0954	ASSET/0517/BLDG	E&N Reg Centre	0	0
Cross Green YC (Otley)	03509CRS	LT1047	ASSET/0187/SITE	Site Record	319	272
Cross Green YC (Otley)	03509CRS	AA2004	ASSET/7012/BLDG	Community Centre	2687	573
Crossgates Community Centre Maryfield Avenu	03509CRO	AA0160	ASSET/0188/BLDG	Community Centre	5406	0
Deepdale Community Centre	03509/DEE	AA0178	ASSET/4819/BLDGC	Community Centre	0	0
East Ardsley Community Centre	03509/EAS	AA0179	ASSET/0519/BLDG	Community Centre	0	0
Ebor Gardens Community Centre	03509/EBC	AA2005	ASSET/0185/BLDG	Community Centre	1135	361
Fairfield Community Centre	03509/FAI	AA0180	ASSET/0516/BLDG	Community Centre	1195	745
Fieldhead Youth and Adult Centre, Whinmoor	03509/FIE	AA2006	ASSET/5943/BLDG	Community Centre	5036	269
Firthfields Community Centre	03509/FIF	AA0181	ASSET/5939/BLDG	Community Centre	194	0
Garforth Miners' Welfare Hall	03509/GAR	AA0151	ASSET/2139/BLDG	Community Centre	505	0
Gildersome Youth Club Street Lane	03509GYC	AA2007	ASSET/0183/BLDG	Youth Centre	17667	178
Greenacre Hall, Rawdon	03509/GRE	AA0182	ASSET/2193/BLDG	Community Centre	0	0
Harehills Place Community Centre	03509/HAR	AA2008	ASSET/0756/BLDG	Community Centre	3123	0
Headingley Community Centre North Lane	03509/HEA	AA0166	ASSET/0179/BLDG	Community Centre	2940	0
Henry Barren Centre	03509/HEN	AA0157	ASSET/0178/BLDG	Community Centre	1631	2591
Holbeck Youth Centre			ASSET/0177/BLDG	Community Centre	0	0
Kentmere Community Centre	03509/KCC	AA2010	ASSET/0175/BLDG	Community Centre	1793	830
Kippax Community Centre, Gibson Lane	03509/KPX	AA0185	ASSET/0514/BLDG	Community Centre	387	0
Kippax Youth Centre, Crosshills (AKA Kippax	03509/KIP	AA2011	ASSET/0181/BLDG	Community Centre	0	0
Lewisham Park Centre	03509/LEW	AA2033	ASSET/0585/BLDG	Community Centre	6571	221
Lincoln Green Youth Base Cromwell Mt No 29	03509/LGB	AA2013	ASSET/0173/BLDG	Community Centre	150	144
Little London Community Centre	03509/LIT	AA2014	ASSET/0172/BLDG	Community Centre	3445	0
Lower Wortley Community Centre	03509/LOW	AA0165	ASSET/9037/BLDG	Community Centre	1679	0
Mandela Centre	03509/MAN	AA2015	ASSET/0154/BLDG	Community Centre	1994	265
Meanwood Community Centre	03509/MEA	AA0016	ASSET/0171/BLDG	Community Centre	0	0
Methley Village Centre	03509/MET	AA2017	ASSET/0170/BLDG	Community Centre	1932	508
Micklefield Youth Club	03509/MIC	AA2018	ASSET/0169/BLDG	Community Centre	607	725
Middleton Skills Centre	03509/MID	AA0168	ASSET/0168/BLDG	Community Centre	7014	139
Morley Town Hall		AA0017			12985	616
New Wortley Community Centre	03509/NWC	AA3070	ASSET/4865/LAND	Community Centre	0	0
Nowell Mount Community Centre	03509/NOV	AA2019	ASSET/4864/BLDG	Community Centre	725	0
Old Cockburn Sports Hall	03509/OLD	AA2020	ASSET/0157/BLDG	Community Centre	1339	1133
Otley Civic Centre Cross Green LS21 1HD	03509/OCC	AA0150	ASSET/2157/BLDG	Community Centre	1942	0
Palace Project	03509/PAL	AA2022	ASSET/0159/BLDG	Community Centre	6110	52
Peel Street Community Centre, Morley	03509/PEE	AA0170	ASSET/0155/BLDG	Community Centre	0	0
Richmond Hill Community Centre	03509/RIC	AA0169	ASSET/0069/BLDG	Community Centre	2139	0
Rose Lund Centre John O'Gaunt's Recreation	03537/JOB	LT1140	ASSET/2281/BLDG	11001ROS0000000	1379	109
Sandford Community Centre	03509/SAN	AA0159	ASSET/0165/BLDG	Community Centre	0	0
Shantona Centre	03509/SHA	AA2023	ASSET/6801/BLDG	Community Centre	268	86
South Gipton Community Centre (AKA South S	03509/SOU	LT1078	ASSET/0160/BLDG	Community Centre	3711	128
St Gabriel's Community Centre	03509/GAB	AA2024	ASSET/0151/BLDG	Community Centre	670	280
St Gregorys Youth Adult Training Centre: Stan	03536/STG	AA2025	ASSET/0832/BLDG	03247000000	8093	283
St Matthews Community Centre	03509/STM	AA2026	ASSET/0202/BLDG	Community Centre	2615	187
Stanhope Drive Centre, Horsforth	03509/STD	AA3075	ASSET/0201/BLDG	Community Centre	84	0
Strawberry Lane Community Centre	03509/STR	AA2028	ASSET/0200/BLDG	Community Centre	8629	386
Swinnow Community Centre	03509/SWI	AA0186	ASSET/0512/BLDG	Community Centre	2955	93
Tingley Youth and Community Centre (AKA We	03509/WAF	AA2029	ASSET/0197/BLDG	Community Centre	515	0
Treetops Community Centre (Formerly Shadwe	03509/TRE	LH0965	ASSET/8510/BLDG	Community Centre	1532	60
West Ardsley Community Centre	03509/WAC	AA0189	ASSET/5169/BLDG	Community Centre	31	0
Weston Lane Community Centre	03509/WES	AA0163	ASSET/0196/BLDG	Community Centre	3588	790
Westroyd Park Annexe (AKA Westroyd Studios)	03509/WPA	LH0138	ASSET/0354/BLDGC	Community Centre	485	0
William Gascoigne	03509/WIL	AA3089	ASSET/0195/BLDG	Community Centre	1970	82
Windmill Youth Centre, Rothwell	03509/WIN	AA2030	ASSET/0192/BLDG	Community Centre	2715	0
Woodhouse Community Centre	03509/WDH	AA2031	ASSET/0194/BLDG	Community Centre	1101	86
Yeadon Town Hall Town Hall Square High S	03508/YEA	AA0159	ASSET/1293/BLDG	03136000000	3759	0

<b>Total</b>	<b>151212</b>	<b>14159</b>
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Originator: Sue Holden

Tel: 51863

## Report of the Assistant Chief Executive (Corporate Governance)

### East (Outer) Area Committee

Date: Tuesday, 7<sup>th</sup> September 2010

Subject: Licensing Act 2003 Policy

#### Electoral Wards Affected:

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



Ward Members consulted  
 (referred to in report)

#### Specific Implications For:

Equality and Diversity

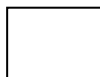
Community Cohesion

Narrowing the Gap

Council  
 Function



Delegated Executive  
 Function available  
 for Call In



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



## Executive Summary

This reports advises East Outer Area Committee of the impending review of the Licensing Act 2003 Statement of Licensing Policy and public consultation. This report provides the Area Committee with the opportunity to make comment on the current policy.

## **1.0 Purpose Of This Report**

- 1.1 This report advises the Area Committee of the review of the council's Licensing Act 2003 Statement of Licensing Policy.
- 1.2 This report also provides an opportunity for the Area Committee to make comment on the draft policy.

## **2.0 Background Information**

- 2.1 The Licensing Act 2003 came into force in 2005 and brought the licensing of sale of alcohol, regulated entertainment and late night refreshment into one system which is administered by the council's entertainment licensing section.
- 2.2 As part of the Licensing Act 2003 there is a requirement placed on licensing authorities to develop a statement of licensing policy which describes the principles the council will use when determining licences under the Act.
- 2.3 We developed and consulted upon the Leeds City Council Statement of Licensing Policy in 2005 and have since reviewed it in 2007 for the period 2008 to 2010. We are required to review the policy on a three yearly basis and it is due for review again this year.
- 2.4 The current policy can be found on the Leeds City Council website at the following address:  
[http://www.leeds.gov.uk/Advice\\_and\\_benefits/Licences\\_and\\_street\\_trading/Licence\\_alcohol\\_and\\_entertainment/Licensing\\_Act\\_2003\\_Leeds\\_statement\\_of\\_licensing\\_policy\\_20082010.aspx](http://www.leeds.gov.uk/Advice_and_benefits/Licences_and_street_trading/Licence_alcohol_and_entertainment/Licensing_Act_2003_Leeds_statement_of_licensing_policy_20082010.aspx)  
or by contacting Sue Holden on 0113 395 1863 who will provide a printed copy.

## **3.0 Main Issues**

- 3.1 Officers have undertaken an initial review of the Licensing Policy and intend to make minor amendments to the main body of the policy which include the addition of the minor variation process and the provision for community halls to remove their Designated Premises Supervisor (person responsible for the authorisation of sale of alcohol), which will pass the responsibility of sale of alcohol to their Committee.
- 3.5 Public Consultation
- 3.6 As part of the review of the policy, the council consults with a number of stakeholders including the trade, existing licence holders, ward members, religious and community groups, the responsible authorities, MPs, the PCT, licensing solicitors and any other interested party that has requested to added to the consultation list during past consultations.
- 3.7 The public consultation normally runs for twelve weeks and it is expected that it will run from 12<sup>th</sup> July to 1<sup>st</sup> October.

### 3.8 Approval Process

3.9 The Policy is a matter for full Council. It is expected that the final draft of the policy will be taken to the full Council meeting in November. If the responses to the consultation require a major amendment to the policy, it is possible that there will be a smaller more directed consultation on these major changes, with the Policy going to full Council for adoption at a special meeting in December.

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

4.1 In drafting and approving the revised policy, the council will need to have regard to the Section 182 guidance in the same way members of the Licensing Committee need to have regard to the guidance when making individual licensing decisions.

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

5.1 No significant resource implications identified.

5.2 The policy lays down the council's main principals for exercising its functions under the Licensing Act 2003 and can be challenged by both the trade and the public. It is necessary to ensure that the policy is legally watertight and any departures from the Section 182 guidance can be justified.

### 6.0 **Conclusions**

6.1 The three yearly review of the licensing policy is due to take place this year. The public consultation is likely to take place between July and October. Any amendments should be agreed before the public consultation in August.

### 7.0 **Recommendations**

7.1 That members note the contents of the report.

### **Background papers**

- Licensing Act 2003 Statement of Licensing Policy 2008 to 2010

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## Report of the Interim Director of Children's Services

### East (Outer) Area Committee

Date: 7<sup>th</sup> September 2010

### Subject : Children's Services Performance Report

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

## Executive Summary

To provide the East (Outer) Area Committee with various Children's Services performance data disaggregated at Area Committee or Ward level.

### 1.0 Purpose Of This Report

- 1.1 The purpose of this report is to provide the Area Committee with performance data relating to Children's Services.
- 1.2 To provide information on the performance data to be provided at the January cycle of meetings.
- 1.3 To provide information on progress and activity that has taken place to improve safeguarding arrangements across the city during 2009-10.

### 2.0 Background Information

- 2.1 Following the last performance report that was presented in February 2010 an approach was developed and agreed with Locality Enablers which incorporated the feedback from the various Area Committee meetings. It was agreed that performance reports would be presented twice a year – January and September. The report to be taken to the September cycle of meetings would include data covering:

- **Looked After Children (LAC)** - Numbers of LAC - by Ward, 31st March 2010 position
- **Assessments**
  - **NI 68:** percentage of referrals to children's social care going on to initial assessment – by Ward and latest quarterly information available
  - **NI 59:** percentage of initial assessments for children's social care carried out within 7 working days of referral - by Ward and latest quarterly data available
  - **NI 60:** percentage of core assessments for children's social care that were carried out within 35 working days of their commencement - by Ward and latest quarterly data available
- **CAF data**
- **NEET** (end of year figure for NEET as well as the latest monthly figure available)
- **Not Known** (latest monthly figure available).

2.2 The report to be taken to the **January cycle of meetings** will include data covering:

- **attainment** (**NI 75** Proportion of pupils in schools maintained by the authority achieving five or more GCSEs at grades A\*-C or equivalent, including English and Maths; and **NI 76** - Reduction in number of schools where fewer than 55% of pupils achieve level 4 or above in both English and Maths at KS2)
- **absence / attendance**
- **exclusions**
- **Ofsted judgements** (Inspection reports published on the Ofsted website – latest data available).

2.3 It is important to note that it is a relatively recent development to be able to provide Ward level performance information in this way. Therefore the data produced for this report will provide a baseline for comparisons for future years.

### 3.0 Activity To Improve Safeguarding

3.1 A number of activities to improve safeguarding have taken place over the first quarter of the year including:

- Work is ongoing to update existing documentation to more clearly explain thresholds for appropriate levels of support for children and young people across the wide spectrum of need. It is intended to provide this to the Children's Trust Board in September.
- The Practice Standards Manual has been distributed in social care and is in use. The manual sets out the standards of service delivery and details key practice issues to be covered to ensure those standards are routinely met. It provides a quick reference point for practitioners and managers. Training is provided to support implementation.
- Children and Young People's Social Care continue to implement the Practice Improvement Programme. As part of this a programme of audit is being developed that will see more than 1,000 files examined in October and November this year. In addition an ongoing audit process will be developed to ensure continued monitoring and improvement.
- The Interim Head of Safeguarding is working with key colleagues to progress the development of the Integrated Safeguarding Unit, ready for implementation in September.



- The Interim Head of Safeguarding is also overseeing the collection of intelligence on the child protection process. Once the collection of data is complete this will inform resource allocation and improvement activity.
- Children and Young People’s Social Care are also continuing to undertake an analysis of why a higher than average number of children and young people are subject to a child protection plan for two or more years in Leeds.

3.2 In addition, Councillor Blake will oversee a review of the Governance arrangements for Looked after Children with members of the Corporate Carers Group, using the Corporate Parenting toolkit and self assessment developed by the National Children’s Bureau. This will ensure the structures and systems that are in place to undertake Corporate Parenting responsibilities are in line with best practice and meet the criteria for excellence as outlined in Ofsted reports.

#### 4.0 Numbers Of Looked After Children

4.1 The numbers of looked after children continue to rise as do the numbers of referrals made to Children and Young People’s Social Care. There is no evidence to suggest that thresholds for children entering local authority care are too low, and the continued rise seen in Leeds mirrors many other local authorities across the country. Since quarter four, 2009-10 the numbers of looked after children has increased by 19 as indicated in the table below (**disaggregated data for the numbers of looked after children by originating Ward can be found at Appendix 1**).

City-wide Position						
PI Ref.	Title	Frequency & Measure	Base-line	2009/10 Result	2010/11 Target	Q1 2010/11 result
LSP-HW2b(i) a	Number of looked after children (excluding unaccompanied asylum seekers)	Quarterly Numerical	1281 (07/08)	1362	Not Applicable	1381 provisional
LSP-HW2b(i) b	Number of children looked after - expressed as a rate per 10,000, excluding unaccompanied asylum seekers	Quarterly Rate	83.8 per 10,000 (07/08)	89.1 per 10,000	Not Applicable	90.7 provisional (child population is 152,200)

4.2 Work continues to be carried out to identify young people who are able to safely return to their families and to ensure appropriate levels of support are maintained following their rehabilitation. This has now been extended to include 16 and 17-year olds who are spending increasing amounts of time with their families and are able to be supported to return to the full-time care of their families. A HOSDAR (Head of Service decision and review) Panel has been established and meets weekly. The panel considers any new requests for children and young people to be accommodated, or for care proceedings to be instigated. The Panel has met five times since the end of June 2010 and continues to meet weekly.

4.3 Further analysis is required in order to better understand the characteristics and trends relating to the looked-after population. This will involve looking at the demographics of looked after children and analysing which ethnic groups have a disproportionate number of children going into care.

**5.0 Referrals To Children And Young People Social Care And Common Assessment Framework (CAF)**

5.1 NI 68, the percentage of referrals to children’s social care going on to initial assessment can act as a proxy measure for several issues. For example higher levels of referrals going onto become initial assessments demonstrates that the wide range of referrers understand the thresholds of children’s social care and are referring appropriately. The national average is 66.5% based on all local authorities for 2008-09 (**disaggregated data for the percentage of referrals to children’s social care going on to initial assessment by Ward can be found at Appendix 2**).

<b>City-wide Position</b>						
<b>Reference</b>	<b>Title</b>	<b>Frequency Base- &amp; Measure line</b>		<b>2009/10 Result</b>	<b>2010/11 Target</b>	<b>Q1 2010/11 result</b>
NI 68	Percentage of referrals to children's social care going on to initial assessment	Annual %	56.8%	60.7% (provisional result)	70%	62.5% (6,763/10,817 = (rolling 12 month figure)

5.2 It is anticipated that several work streams will coalesce to impact on the number of inappropriate referrals to Children and Young People’s Social Care, allowing the Service to concentrate on those individuals who require their support.

5.3 The Children’s Screening Team, which is based at the Contact Centre has been fully operational since 29 April 2010. The team is tasked with distinguishing between Requests for Service (RFS) and referrals, ensuring the RFS are dealt with by other areas of Children’s Services. The team is now made up of 4 qualified social workers who are able to use their knowledge and experience to determine whether a call is a referral or RFS. This will cause the percentage of referrals going on to initial assessments to rise, but it is not yet clear how much of an impact this will have.

5.4 Changes to Electronic Social Care Recording System (ESCR) have also been implemented to improve the contact centre process, assessment process and the validation of data; this gives better controls, simplifies recording and generates better accuracy.

5.5 The Common Assessment Framework (CAF) is starting to be embedded and is a key part of delivering frontline services that are integrated, and are focused around the needs of children and young people. The CAF is a standardised approach to conducting assessments of children's additional needs and deciding how these should be met. It can be used by practitioners across children's services. The CAF promotes more effective, earlier identification of additional needs, particularly in universal services. It aims to provide a simple process for a holistic assessment of

children's needs and strengths; taking account of the roles of parents, carers and environmental factors on their development. Practitioners are then better placed to agree with children and families about appropriate modes of support. The CAF also aims to improve integrated working by promoting coordinated service provision.

- 5.6 The end of May saw in excess of 2160 CAFs initiated on the database with approximately two thirds open on the system, and one third closed at any one time. Currently, each month on average 90 CAFs are registered, 10 are closed and 50 multi agency meetings are regularly recorded, though holiday times do see a drop in activity.
- 5.7 An average 40 calls and 40 emails are received daily by the CAF Team with a further 50 emails outgoing relating to CAF activity, although this continues to increase. Processing CAF documentation, following up or amending information, seeking or providing advice or guidance effectively improves month on month. Data demonstrates that a majority of CAFs are initiated on White, British children and young people with other diverse ethnic groups represented in 25%. In 13% of CAFs the child or young person is identified by parents or lead professional as disabled.
- 5.8 58% have been undertaken with Males, 41% with females, and 1% on unborn children. The majority of CAFs on the system are for children in the 0-5 age groups making up 38% of CAFs. 29% are children within the 6-11 age group, 30% for young people 12 - 16 and 3% on young people aged 17+. The majority of CAFs have been registered by Early Years (24%) followed by Primary Schools (19%), Health, including Intensive Family Support Services (13%), Voluntary/third sector (12%), High Schools (13%), Education Leeds (9%), Best teams (3%), Extended Services (2%) and Youth Offending Service and Youth Service (2%).
- 5.9 During June, a total of 17 cases were forwarded to the CAF team from Children and Young People's Social Care, recommending that a common assessment be initiated on a child or young person. Of these, 5 now have a CAF in place. Early Years and health undertake the majority of assessments on 0-5 year-olds, Education Leeds and primary schools on 6-11 year olds and Education Leeds and high schools on young people of 12 and above. Third sector undertake assessments across the age groups. **A more detailed breakdown of the numbers of CAFs raised and completed at Area Committee level can be found at Appendix 5.**
- 5.10 Furthermore, Integrated Service Leaders, who work in localities across clusters, have been in place since February 2010, (roles realigned from within existing staff resources). Their role is to provide leadership to services and partner agencies across clusters to embed integrated working at a locality level. This includes promoting and embedding the CAF process and Intervention Panels which are in place to help support agencies to improve outcomes for children. In addition, there are 3 Children Leeds Panels which consider cases of children and young people with complex problems who are on the edge of care, and more recently those in care to see whether they can be supported to live with their families. Since the first panels met in January 2010 there have been 82 families referred with a total of 267 children and young people supported.

## **6.0 Initial Assessments By Children And Young People's Social Care**

- 6.1 Performance for NI 59 - the percentage of initial assessments for children's social care carried out within 7 working days of referral - has steadily increased over the last five months, with the month of June being recorded at 84%. Furthermore, the result for quarter one 2010-11 was 80% which is a significant improvement on the same

period last year when the result was 68.7% (**disaggregated data for the percentage of initial assessments for children’s social care carried out within 7 working days of referral by Ward can be found at Appendix 3**).

<b>City-wide Position</b>						
<b>PI Title</b>	<b>Frequency &amp; Measure</b>	<b>Rise or Fall</b>	<b>Base -line</b>	<b>2009/10 Result</b>	<b>2010/11 Target</b>	<b>Q1 2010/11 Result</b>
NI 59: Percentage of initial assessments for children’s social care carried out within 7 working days of referral	Quarterly %	Rise	79.9 % (08-09)	61.2% (provisional result)	80%	80.0% (1,294/1,617) (Cumulative figure for Q1)

- 6.2 Current performance reflects the work that has been undertaken to develop capacity in iPerformer in ESCR (an interactive tool enabling the Service to download reports to assess how the indicator is performing, determine what work is outstanding and be made aware of any validation errors that need resolving). Utilising this information from Head of Service level down, has proved invaluable, as any small dips in performance can be quickly identified & addressed. The Children and Young People’s Social Care Service has also been assessing performance at a team level to identify the issue of poorly performing teams and to share best practice of teams that perform strongly.
- 6.3 The consistent level of performance reflects the hard work that has been carried out to ensure that the Service met the June 2010 target of 72% as set out in the Improvement Plan. A range of work had been carried out to influence the performance of initial and core assessments including:
- Continued focus on referral audits and reviews of case files and analysis of performance management information is on-going to ensure timeliness is not at the expense of quality.
  - Consolidating the staffing arrangements in the Contact Centre and introduced processes to distinguish between Requests for Service and Referrals; changes to systems have been implemented and training was delivered throughout Q1 2010/11; monitoring impact will continue throughout the year.
  - Matching the 35 new social work staff starting in the next three months to Assessment and Care Management teams based on profiles of need. These new staff are predominantly newly qualified social workers who are just completing their qualifications.
  - Further attempts to recruit more Advanced Practitioners failed to attract suitable candidates; there are currently 13 advanced practitioners against the target of 25.
  - Implementing the performance management framework; the on-line management information and the daily tracking of progress with trend analysis is informing social workers, team managers and senior managers that improved safeguarding is achievable and evidenced. It highlights potential delays and pressure points, allowing early intervention and risk reduction.

## 7.0 Core Assessments By Children And Young People’s Social Care

7.1 Performance for the month of June for NI 60 - Percentage of core assessments for children’s social care that were carried out within 35 working days of their commencement was 91.1%, which is testament to the work being done across the three service delivery areas. The first quarter’s performance is a significant rise on the year-end performance of 68.5%, and is slightly higher than the 79.4% result from the same period a year ago. However, 366/458 core assessments were completed in time this quarter, compared to only 143/180 in the same period last year (a 154% increase in volume), which emphasises the increase in performance in real terms. Although quarter one’s result is ‘red’, performance in June alone was particularly strong, and the Service is confident that this is the start of a period of good performance that will see the cumulative result rise over the next quarter **(disaggregated data for the percentage of core assessments for children’s social care carried out within 35 working days of their commencement by Ward can be found at Appendix 4).**

City-wide Position					
Title	Frequency and Measure	Base-line	2009/10 Result	2010/11 Target	Q1 2010/11 result
NI 60: Percentage of core assessments that were carried out within 35 working days of their commencement	Quarterly %	77.4% (08-09)	64.9% (provisional result)	84%	79.9% (366/458)

7.2 The Service is clearing up historical issues that have had a negative impact on the indicator in the past, and this should contribute to continued good performance. As with NI 59, the regular use of iPerformer in ESCR (an interactive tool enabling the Service to download reports to assess how the indicator is performing, determine what work is outstanding and be made aware of any validation errors that need resolving) from Head of Service level down has proved invaluable, allowing any potential issues to be quickly identified and dealt with.

7.3 The consistent level of performance reflects the hard work that has been carried out to ensure that the Service met the June 2010 target of 80% as set out in the Improvement Plan. The range of development work as described in 6.3 has also supported this improvement in the performance of core assessments.

## 8.0 NEET and Not Knowns

8.1 The annual result for the NI 117 - 16 - 18 year olds who are not in education training or employment (NEET) – indicates that the recent trend of sustained improvement has continued. NEET has declined from 9.6% in 2008-09 to 8.2% in 2009-10, however, the target has been missed by 0.4 percentage points. There is concern that the full impact of the economic recession has not yet been felt and that there will be a ‘lag’ effect resulting in a temporary increase in NEET later this year. Other local authorities are currently experiencing this effect which has resulted in Leeds moving into the top half of the statistical neighbours table for the first time. This provides some evidence that the recent measures put in place in Leeds are having the desired positive effect **(disaggregated data for the number of young people who are**

NEET and Not Knowns for the month of June 2010 by Ward can be found at Appendix 6).

City-wide Position						
PI Ref:	Title	Frequency & Measure	Rise or Fall	Baseline	2008/09 Result	2009/10 Result
NI 117	16 - 18 year olds who are not in education training or employment (NEET)	Annually %	Fall	9.1% (An average of Nov, Dec 2006 and Jan 2007)	9.6%*	8.2%

**\*Although NEET data is collected monthly, this indicator use an annual result which is based on three one month snapshots at the end of November, December and January each year.**

8.2 To build on this improvement, ongoing activities include:

- the Core Team of the Corporate NEET Improvement Board implementing the actions identified in the Improvement Plan and tracking progress
- the NEET action plan being updated to include the Improvement Plan priorities
- the establishment of a time-limited project to solve the IT/database issues
- the mobilisation of the Connexions Wedge Contracts (Targeted Support) and;
- the first elements of the Phase 3 Specialist Support contracts ensure close links are made with Universal and Specialist services, so that there are appropriate referral pathways for young people for support when needed.

8.3 Considerable action has been undertaken to reduce the Not Known figure which has dropped to 5.2% in March 2010. This measure also features in the Improvement Plan, whereby the target to be achieved by January 2011 is 6.3%.

8.4 Although year on year there has been some improvement, the NEET rate this quarter increased with the figure rising through each month of the quarter. The biggest improvement this quarter is the number of Not Knowns. Over the last year there has been a clear downward trajectory in the number of Not Knowns and the June position saw the lowest number of Not knowns ever at 965 young people (5%) compared to 1983 young people (9.9%) for same period last year. This significant reduction can be attributed to the work done by the Connexions Service.

8.5 Significant progress has been made in improving access to the Connexions database which will enable better recording and tracking of data. Improvements in recording are demonstrated by the reduction in Not Known figures. Connexions is working with individual colleges to ensure that systems are put in place for identifying, tracking and prioritising young people who are at risk of becoming NEET.

8.6 The Children Leeds Learning Partnership is merging with the 14-19 Strategy Group, Integrated Youth Support Services Board and Learning and Support Partnership from September 2010. This will ensure clear ownership of the NEET Strategy on a permanent basis.

8.7 Due to the in year reductions to the Area Based Grant, work is underway to assess the implications across children's services.

8.8 As mentioned at paragraph 2.3, it is important to note that it is a relatively recent development to be able to provide Ward level performance information in this way. Therefore the data produced for this report will provide a baseline for comparisons for future years.

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

9.1 The performance data and ongoing activities mentioned in this report will help inform future policy in the redesign of Children's Services. The transformation programme is working on the design of future options to create a fully integrated Children's Service. It is intended there will be more information available in the near future, at which point members will be invited to make comment.

## **10.0 Legal and Resource Implications**

10.1 There are no legal and resource implications.

## **11.0 Conclusions**

11.1 Not applicable as the report is information based.

## **12.0 Recommendations**

12.1 Area Committees are requested to note the contents of this report.

## **Background Papers**

- Developing local arrangements for Children's Services performance management reporting – December 2009
- Children's Services – Area Committee Performance Report – February 2010.

## **Index of Appendices**

- Appendix 1 – Number of children in care
- Appendix 2 – Percentage of referrals
- Appendix 3 – Percentage of initial assessments
- Appendix 4 – Core assessments
- Appendix 5 – Common Assessment Framework (CAF)
- Appendix 6 – NEET and Not Known data

## Appendix 1

### Number Of Children In Care At 31<sup>st</sup> March 2010 By Originating Ward Address

The information in the table below is based on the 903 return (statutory statistical return submitted to the DfE) and is correct as at 31 March 2010. There were 1,362 children in care (excluding UASC) at 31 March 2010, but ongoing data cleanup meant that not every child had a home postcode recorded when the information was extracted from the ESCR database. Approximately 12 children had no home postcode recorded, and this information was added directly to the DfE's secure website at a later date. This site does not store postcodes for confidentiality reasons, so these 12 are not factored into the data below.

Area Committee	Ward	Nos. of children in care	Percentage
Inner East	Gipton & Harehills	146	11.06
Inner East	Killingbeck & Seacroft	80	6.06
Inner East	Burmantofts & Richmond Hill	131	9.92
<b>Total</b>		<b>357</b>	<b>27.04</b>
Outer East	Cross Gates & Whinmoor	30	2.27
Outer East	Garforth & Swillington	4	0.30
Outer East	Kippax & Methley	20	1.52
Outer East	Temple Newsam	40	3.03
<b>Total</b>		<b>94</b>	<b>7.12</b>
Inner North East	Moortown	9	0.68
Inner North East	Roundhay	15	1.14
Inner North East	Chapel Allerton	70	5.30
<b>Total</b>		<b>94</b>	<b>7.12</b>
Outer North East	Alwoodley	12	0.91
Outer North East	Harewood	5	0.38
Outer North East	Wetherby	5	0.38
<b>Total</b>		<b>22</b>	<b>1.67</b>
Inner North West	Hyde Park & Woodhouse	59	4.47
Inner North West	Kirkstall	36	2.73
Inner North West	Weetwood	12	0.91
Inner North West	Headingley	15	1.14
<b>Total</b>		<b>122</b>	<b>9.25</b>
Outer North West	Adel & Wharfedale	5	0.38
Outer North West	Guiseley & Rawdon	6	0.45
Outer North West	Horsforth	29	2.20
Outer North West	Otley & Yeadon	28	2.12
<b>Total</b>		<b>68</b>	<b>5.15</b>
Inner West	Armley	82	6.21
Inner West	Bramley & Stanningley	79	5.98
<b>Total</b>		<b>161</b>	<b>12.19</b>
Outer West	Calverley & Farsley	10	0.76
Outer West	Farnley & Wortley	34	2.58
Outer West	Pudsey	19	1.44
<b>Total</b>		<b>63</b>	<b>4.78</b>
Inner South	Beeston & Holbeck	72	5.45
Inner South	City & Hunslet	123	9.32
Inner South	Middleton Park	85	6.44
<b>Total</b>		<b>280</b>	<b>21.21</b>
Outer South	Ardsley & Robin Hood	6	0.45
Outer South	Morley North	14	1.06
Outer South	Morley South	20	1.52
Outer South	Rothwell	19	1.44
<b>Total</b>		<b>59</b>	<b>4.47</b>
<b>Grand Total</b>		<b>1320</b>	<b>100</b>



Appendix 2

<b>Q1 – 2010-11</b>				
<b>NI 68: Percentage of referrals to children’s social care going on to initial assessment</b>				
<b>Area Committee</b>	<b>Ward</b>	<b>No. of Referrals</b>	<b>No. of Initial Assessments</b>	<b>% of Referrals going on to Initial Assessment</b>
Inner East	Gipton & Harehills	192	140	72.92%
Inner East	Killingbeck & Seacroft	119	70	58.82%
Inner East	Burmantofts & Richmond Hill	217	111	51.15%
Outer East	Cross Gates & Whinmoor	50	27	54%
Outer East	Garforth & Swillington	37	28	75.68%
Outer East	Kippax & Methley	42	27	64.29%
Outer East	Temple Newsam	72	48	66.67%
Inner North East	Moortown	19	10	52.63%
Inner North East	Roundhay	31	9	29.03%
Inner North East	Chapel Allerton	80	61	76.25%
Outer North East	Alwoodley	43	31	72.09%
Outer North East	Harewood	5	2	40%
Outer North East	Wetherby	23	10	43.48%
Inner North West	Hyde Park & Woodhouse	72	55	76.39%
Inner North West	Kirkstall	87	70	80.46%
Inner North West	Weetwood	30	23	76.67%
Inner North West	Headingley	10	4	40%
Outer North West	Adel & Wharfedale	25	14	56%
Outer North West	Guiselley & Rawdon	37	20	54.05%
Outer North West	Horsforth	28	14	50%
Outer North West	Otley & Yeadon	43	27	62.79%
Inner West	Armley	167	92	55.09%
Inner West	Bramley & Stanningley	160	117	73.13%
Outer West	Calverley & Farsley	31	21	67.74%
Outer West	Farnley & Wortley	80	65	81.25%
Outer West	Pudsey	49	34	69.39%
Inner South	Beeston & Holbeck	136	100	73.53%
Inner South	City & Hunslet	121	91	75.21%
Inner South	Middleton Park	188	121	64.36%
Outer South	Ardsley & Robin Hood	42	26	61.90%
Outer South	Morley North	37	24	64.86%
Outer South	Morley South	52	47	90.38%
Outer South	Rothwell	48	29	60.42%

Appendix 3

Q4 – 2009-10

NI 59: Percentage of initial assessments for children's social care carried out within 7 working days of referral

Area Committee	Ward	Total No. of IA	No. of IA carried out within time-scales	% of IA carried out within time-scales	No. of IA not carried out within time-scales	% of IA not carried out within time-scales
Inner East	Gipton & Harehills	70	45	64.29%	25	35.71%
Inner East	Killingbeck & Seacroft	118	81	68.64%	37	31.36%
Inner East	Burmantofts & Richmond Hill	91	70	76.92%	21	23.08%
Outer East	Cross Gates & Whinmoor	32	16	50%	16	50%
Outer East	Garforth & Swillington	11	6	54.55%	5	45.45%
Outer East	Kippax & Methley	30	10	33.33%	20	66.67%
Outer East	Temple Newsam	27	18	66.67%	9	33.33%
Inner North East	Moortown	19	13	68.42%	6	31.58%
Inner North East	Roundhay	20	12	60%	8	40%
Inner North East	Chapel Allerton	49	39	79.59%	10	20.41%
Outer North East	Alwoodley	15	15	100%	0	0%
Outer North East	Harewood	7	7	100%	0	0%
Outer North East	Wetherby	7	6	85.71%	1	14.29%
Inner North West	Hyde Park & Woodhouse	70	55	78.57%	15	21.43%
Inner North West	Headingley	16	11	68.75%	5	31.25%
Inner North West	Kirkstall	57	39	68.42%	18	31.58%
Inner North West	Weetwood	43	28	65.12%	15	34.88%
Outer North West	Adel & Wharfedale	33	19	57.58%	14	42.42%
Outer North West	Guiseley & Rawdon	38	29	76.32%	9	23.68%
Outer North West	Horsforth	14	5	35.71%	9	64.29%
Outer North West	Otley & Yeadon	47	30	63.83%	17	36.17%
Inner West	Armley	152	98	64.47%	54	35.53%
Inner West	Bramley & Stanningley	134	90	67.16%	44	32.84%
Outer West	Calverley & Farsley	31	20	64.52%	11	35.48%
Outer West	Farnley & Wortley	94	59	62.77%	35	37.23%
Outer West	Pudsey	41	18	43.90%	23	56.10%
Inner South	Beeston & Holbeck	105	52	49.52%	53	50.48%
Inner South	City & Hunslet	95	50	52.63%	45	47.37%
Inner South	Middleton Park	177	82	46.33%	95	53.67%
Outer South	Ardsley & Robin Hood	36	25	69.44%	11	30.56%
Outer South	Morley North	26	13	50%	13	50%
Outer South	Morley South	38	28	73.68%	10	26.32%
Outer South	Rothwell	30	12	40%	18	60%

Appendix 3

Q1 – 2010-11

NI 59: Percentage of initial assessments for children’s social care carried out within 7 working days of referral

Area Committee	Ward	Total No. of IA	No. of IA carried out within time-scales	% of IA carried out within time-scales	No. of IA not carried out within time-scales	% of IA not carried out within time-scales
Inner East	Gipton & Harehills	140	92	65.71%	48	34.29%
Inner East	Killingbeck & Seacroft	70	52	74.29%	18	25.71%
Inner East	Burmantofts & Richmond Hill	111	90	81.08%	21	18.92%
Outer East	Cross Gates & Whinmoor	27	20	74.07%	7	25.93%
Outer East	Garforth & Swillington	28	23	82.14%	5	17.86%
Outer East	Kippax & Methley	27	24	88.89%	3	11.11%
Outer East	Temple Newsam	48	34	70.83%	14	29.17%
Inner North East	Moortown	10	6	60%	4	40%
Inner North East	Roundhay	9	5	55.56%	4	44.44%
Inner North East	Chapel Allerton	61	36	59.02%	25	40.98%
Outer North East	Alwoodley	31	24	77.42%	7	22.58%
Outer North East	Harewood	2	1	50%	1	50%
Outer North East	Wetherby	10	7	70%	3	30%
Inner North West	Hyde Park & Woodhouse	55	47	85.45%	8	14.55%
Inner North West	Kirkstall	70	60	85.71%	10	14.29%
Inner North West	Weetwood	23	22	95.65%	1	4.35%
Inner North West	Headingley	4	4	100%	0	0%
Outer North West	Adel & Wharfedale	14	10	71.43%	4	28.57%
Outer North West	Guiseley & Rawdon	20	19	95%	1	5%
Outer North West	Horsforth	14	14	100%	0	0%
Outer North West	Otley & Yeadon	27	17	62.96%	10	37.04%
Inner West	Armley	92	85	92.39%	7	7.61%
Inner West	Bramley & Stanningley	117	101	86.32%	16	13.68%
Outer West	Calverley & Farsley	21	15	71.43%	6	28.57%
Outer West	Farnley & Wortley	65	55	84.62%	10	15.38%
Outer West	Pudsey	34	29	85.29%	5	14.71%
Inner South	Beeston & Holbeck	100	77	77%	23	23%
Inner South	City & Hunslet	91	76	83.52%	15	16.48%
Inner South	Middleton Park	121	100	82.64%	21	17.36%
Outer South	Ardsley & Robin Hood	26	22	84.62%	4	15.38%
Outer South	Morley North	24	20	83.33%	4	16.67%
Outer South	Morley South	47	36	76.60%	11	23.40%
Outer South	Rothwell	29	19	65.52%	10	34.48%

Appendix 4

Q4 – 2009-10

NI 60: The percentage of core assessments that were completed within 35 working days of their commencement

Area Committee	Ward	CA Total	No. of CA completed within 35 working days	% of CA completed within 35 working days	No. of CA not completed within 35 working days	% of CA completed within 35 working days
Inner East	Gipton & Harehills	36	21	58.33%	15	41.67%
Inner East	Killingbeck & Seacroft	29	21	72.41%	8	27.59%
Inner East	Burmantofts & Richmond Hill	26	22	84.62%	4	15.38%
Outer East	Cross Gates & Whinmoor	14	7	50%	7	50%
Outer East	Garforth & Swillington	1	1	100%	0	0%
Outer East	Kippax & Methley	9	6	66.67%	3	33.33%
Outer East	Temple Newsam	2	0	0%	2	100%
Inner North East	Moortown	9	7	77.78%	2	22.22%
Inner North East	Roundhay	2	2	100%	0	0%
Inner North East	Chapel Allerton	14	9	64.29%	5	35.71%
Outer North East	Alwoodley	9	6	66.67%	3	33.33%
Outer North East	Harewood	7	7	100%	0	0%
Outer North East	Wetherby	1	1	100%	0	0%
Inner North West	Hyde Park & Woodhouse	18	12	66.67%	6	33.33%
Inner North West	Kirkstall	19	8	42.11%	11	57.89%
Inner North West	Weetwood	11	6	54.55%	5	45.45%
Inner North West	Headingley	2	2	100%	0	0%
Outer North West	Adel & Wharfedale	7	7	100%	0	0%
Outer North West	Guiseley & Rawdon	12	8	66.67%	4	33.33%
Outer North West	Horsforth	5	5	100%	0	0%
Outer North West	Otley & Yeadon	10	6	60%	4	40%
Inner Armley	Armley	42	28	66.67%	14	33.33%
Inner West	Bramley & Stanningley	66	44	66.67%	22	33.33%
Outer West	Calverley & Farsley	7	5	71.43%	2	28.57%
Outer West	Farnley & Wortley	36	23	63.89%	13	36.11%
Outer West	Pudsey	13	11	84.62%	2	15.38%
Inner South	Beeston & Holbeck	41	26	63.41%	15	36.59%
Inner South	City & Hunslet	47	13	27.66%	34	72.34%
Inner South	Middleton Park	41	28	68.29%	13	31.71%
Outer South	Ardsley & Robin Hood	6	6	100%	0	0%
Outer South	Morley North	11	3	27.27%	8	72.73%
Outer South	Morley South	6	2	33.33%	4	66.67%
Outer South	Rothwell	20	15	75%	5	25%

## Appendix 4

Q1 – 2010-11

NI 60: The percentage of core assessments that were completed within 35 working days of their commencement

Area Committee	Ward	CA Total	No. of CA completed within 35 working days	% of CA completed within 35 working days	No. of CA not completed within 35 working days	% of CA completed within 35 working days
Inner East	Gipton & Harehills	22	18	81.82%	4	18.18%
Inner East	Burmantofts & Richmond Hill	17	16	94.12%	1	5.88%
Inner East	Killingbeck & Seacroft	33	26	78.79%	7	21.21%
Outer East	Cross Gates & Whinmoor	9	8	88.89%	1	11.11%
Outer East	Garforth & Swillington	2	2	100%	0	0%
Outer East	Kippax & Methley	7	5	71.43%	2	28.57%
Outer East	Temple Newsam	12	9	75%	3	25%
Inner North East	Moortown	0	N/A	N/A	N/A	NA
Inner North East	Roundhay	1	1	100%	0	0%
Inner North East	Chapel Allerton	15	14	93.33%	1	6.67%
Outer North East	Alwoodley	4	3	75%	1	25%
Outer North East	Harewood	0	N/A	N/A	N/A	NA
Outer North East	Wetherby	1	0	0%	1	100%
Inner North West	Hyde Park & Woodhouse	6	5	83.33%	1	16.67%
Inner North West	Kirkstall	15	11	73.33%	4	26.67%
Inner North West	Weetwood	10	8	80%	2	20%
Inner North West	Headingley	1	1	100%	0	0%
Outer North West	Adel & Wharfedale	2	2	100%	0	0%
Outer North West	Guiseley & Rawdon	8	3	37.50%	5	62.50%
Outer North West	Horsforth	10	6	60%	4	40%
Outer North West	Otley & Yeadon	8	8	100%	0	0%
Inner West	Armley	37	31	83.78%	6	16.22%
Inner West	Bramley & Stanningley	43	36	83.72%	7	16.28%
Outer West	Calverley & Farsley	5	5	100%	0	0%
Outer West	Farnley & Wortley	19	15	78.95%	4	21.05%
Outer West	Pudsey	11	11	100%	0	0%
Inner South	Beeston & Holbeck	25	15	60%	10	40%
Inner South	City & Hunslet	25	19	76%	6	24%
Inner South	Middleton Park	44	32	72.73%	12	27.27%
Outer South	Ardsley & Robin Hood	0	N/A	N/A	N/A	N/A
Outer South	Morley North	8	4	50%	4	50%
Outer South	Morley South	8	8	100%	0	0%
Outer South	Rothwell	4	3	75%	1	25%

**Please Note: For certain Wards the numbers of Core Assessments is at zero. This is due to the fact that either a Core Assessment is yet to be carried out as they are within the 35 working days or it was deemed that no further action required.**

## Appendix 5

The complete list of agencies / sectors who can potentially raise CAFs is: Behaviour and Education Support Team - BEST; Early Years; Education Leeds; Health; IGEN; LCC; Multi Agency Support Team; Third Sector (including voluntary, community, charity); Youth Offending Service; Youth Service; Primary Schools; High Schools; Extended Services; CYP Social Care; Environments and Neighbourhoods; Connexions; Schools – Specialist Inclusive Learning Centres; Schools – Pupil Referral Unit; Prospects; Housing (LCC); Connect Housing and the Private Sector.

### CAF Data – Number of Assessments Initiated by Agency – Quarter 1 – 2010-11

Area Committee	Assessors/Agency/Group	Number of Assessments Initiated
Inner East	CONNECT HOUSING	1
	EARLY YEARS	7
	EDUCATION LEEDS	1
	EXTENDED SERVICES	1
	HEALTH	5
	HIGH SCHOOL	8
	PRIMARY SCHOOLS	13
	SCHOOLS (SILC)	1
	THIRD SECTOR	1
	YOUTH OFFENDING SERVICE	1
	YOUTH SERVICE	1
<b>Inner East Total</b>		<b>40</b>
Outer East	CONNEXIONS	1
	EARLY YEARS	5
	EDUCATION LEEDS	1
	EXTENDED SERVICES	1
	HEALTH	2
	HIGH SCHOOL	8
	IGEN	2
	PRIMARY SCHOOLS	11
	YOUTH OFFENDING SERVICE	1
	YOUTH SERVICE	1
<b>Outer East Total</b>		<b>33</b>
Inner North East	EARLY YEARS	14
	EDUCATION LEEDS	1
	EXTENDED SERVICES	3
	HEALTH	3
	HIGH SCHOOL	5
<b>Inner North East Total</b>		<b>30</b>
Outer North East	EARLY YEARS	5
	HEALTH	2
	HIGH SCHOOL	2
	PRIMARY SCHOOLS	5
<b>Outer North East Total</b>		<b>14</b>
Inner North West	EARLY YEARS	5
	EDUCATION LEEDS	2
	HIGH SCHOOL	2
	PRIMARY SCHOOL	8
	SCHOOLS (SILC)	1
<b>Inner North West Total</b>		<b>20</b>

<b>Area Committee</b>	<b>Assessors/Agency/Group</b>	<b>Number of Assessments Initiated</b>
Outer North West	EARLY YEARS	3
	EDUCATION LEEDS	1
	HIGH SCHOOL	11
	PRIMARY SCHOOL	6
<b>Outer North West Total</b>		<b>21</b>
Inner West	BEST (Behaviour & Education Support Team)	4
	EARLY YEARS	2
	EDUCATION LEEDS	4
	EXTENDED SERVICES	1
	HEALTH	1
	HIGH SCHOOL	3
	MULTI AGENCY SUPPORT TEAM	1
	PRIMARY SCHOOLS	7
	THIRD SECTOR	5
	YOUTH SERVICE	1
<b>Inner West Total</b>		<b>29</b>
Outer West	BEST	2
	CONNEXIONS	1
	EARLY YEARS	5
	EDUCATION LEEDS	4
	HEALTH	2
	HIGH SCHOOL	9
	IGEN	1
	PRIMARY SCHOOLS	4
	THIRD SECTOR	3
<b>Outer West Total</b>		<b>31</b>
Inner South	EARLY YEARS	10
	EDUCATION LEEDS	3
	EXTENDED SERVICES	1
	HEALTH	4
	HIGH SCHOOL	7
	HOUSING (LCC)	1
	IGEN	1
	PRIMARY SCHOOL	7
	SCHOOLS (SILC)	3
	THIRD SECTOR	4
<b>Inner South Total</b>		<b>41</b>
Outer South	EARLY YEARS	12
	EXTENDED SERVICES	1
	HEALTH	1
	HIGH SCHOOL	3
	PRIMARY SCHOOLS	6
<b>Outer South Total</b>		<b>23</b>
<b>Grand Total</b>		<b>218</b>

Appendix 5

CAF Data – Number of Assessments Completed by Agency – Quarter 1 – 2010-11

Area Management Wedge	Assessors/Agency/Group	Number of Assessments Completed
Inner East	CYP SOCIAL CARE	1
	EARLY YEARS	1
	EDUCATION LEEDS	1
	EXTENDED SERVICES	2
	HEALTH	7
	PRIMARY SCHOOL	3
	THIRD SECTOR	1
<b>Inner East Total</b>		<b>16</b>
Outer East	EXTENDED SERVICES	2
	HEALTH	3
	HIGH SCHOOL	3
	PRIMARY SCHOOL	1
<b>Outer East Total</b>		<b>9</b>
Inner North East	EARLY YEARS	4
	HEALTH	3
	PRIMARY SCHOOL	1
	THIRD SECTOR	1
<b>Inner North East Total</b>		<b>9</b>
Outer North East	EARLY YEARS	2
	EXTENDED SERVICES	1
	HEALTH	1
	PRIMARY SCHOOL	1
<b>Outer North East Total</b>		<b>5</b>
Inner North West	EARLY YEARS	1
	THIRD SECTOR	2
<b>Inner North West Total</b>		<b>3</b>
Inner West	EARLY YEARS	2
	EDUCATION LEEDS	3
	PRIMARY SCHOOL	1
	SCHOOL (SILC)	1
	THIRD SECTOR	2
<b>Inner West Total</b>		<b>9</b>
Outer West	THIRD SECTOR	2
<b>Outer West Total</b>		<b>2</b>
Inner South	EARLY YEARS	2
	EDUCATION LEEDS	2
	HEALTH	2
	HIGH SCHOOL	1
	PRIMARY SCHOOL	1
	THIRD SECTOR	1
<b>Inner South Total</b>		<b>9</b>
Inner South	EARLY YEARS	2
	EDUCATION LEEDS	2
	HEALTH	2
	HIGH SCHOOL	1
	PRIMARY SCHOOL	1
	THIRD SECTOR	1
<b>Inner South Total</b>		<b>9</b>



<b>Area Committee</b>	<b>Assessors/Agency/Group</b>	<b>Number of Assessments Completed</b>
Outer South	EARLY YEARS	2
	HEALTH	1
	IGEN	1
	PRIMARY SCHOOL	1
	THIRD SECTOR	1
	YOUTH SERVICE	1
<b>Outer South Total</b>		<b>7</b>
<b>Grand Total</b>		<b>56</b>

## Appendix 6

### NEET And Not Known Data Disaggregated By Ward – Standalone data for the month of June 2010

It should be noted that these figures will not include young people who are in education or training in Leeds and not resident in Leeds, those young people are included in the headline figures for the authority. If a young person's address is unknown it is recorded as the Connexions Centre. This means the large number of young people in the city centre does not reflect the number of young people who actually live in the city centre. Errors in the recording of postcode on the Connexions database mean there are a number of young people who can not be matched to a ward or a super output area. For this reason these figures should be viewed as indicative. City wide figures for June 2010 are:- Adjusted NEET: 8.8 % (1638 young people); Not Known: 5.0% (965 young people)

Area Committee	Ward	NEET		Not Known		Total No. of YP
		Count	%	Count	%	
Inner East	Gipton & Harehills	103	11.74%	70	7.98%	877
Inner East	Killingbeck & Seacroft	90	11.46%	57	7.26%	785
Inner East	Burmantofts & Richmond	91	14.22%	61	9.53%	640
Outer East	Crossgates & Whinmoor	41	7.03%	21	3.60%	583
Outer East	Garforth & Swillington	22	4.26%	9	1.74%	517
Outer East	Kippax & Methley	28	6.02%	15	3.23%	465
Outer East	Temple Newsam	51	7.85%	31	4.77%	650
<b>East Total</b>		<b>426</b>	<b>9.43%</b>	<b>264</b>	<b>5.84%</b>	<b>4517</b>
Inner North East	Moortown	26	4.96%	5	0.95%	524
Inner North East	Roundhay	25	4.35%	20	3.48%	575
Inner North East	Chapel Allerton	75	11.59%	46	7.11%	647
Outer North East	Alwoodley	20	4.42%	10	2.21%	452
Outer North East	Harewood	7	2.46%	4	1.40%	285
Outer North East	Wetherby	3	1.13%	9	3.38%	266
<b>North East Total</b>		<b>156</b>	<b>5.67%</b>	<b>94</b>	<b>3.42%</b>	<b>2749</b>
Inner North West	Headingley	10	10.75%	4	4.30%	93
Inner North West	Hyde Park & Woodhouse	41	13.95%	17	5.78%	294
Inner North West	Kirkstall	43	9.39%	23	5.02%	458
Inner North West	Weetwood	28	6.24%	6	1.34%	449
Outer North West	Adel & Wharfedale	15	3.64%	9	2.18%	412
Outer North West	Guisley & Rawdon	19	3.82%	11	2.21%	498
Outer North West	Horsforth	17	3.42%	14	2.82%	497
Outer North West	Otley & Yeadon	34	6.13%	16	2.88%	555
<b>North West Total</b>		<b>207</b>	<b>6.36%</b>	<b>100</b>	<b>3.07%</b>	<b>3256</b>
Inner West	Armley	104	15.05%	27	3.91%	691
Inner West	Bramley & Stanningley	78	12.50%	34	5.45%	624
Outer West	Calverley & Farsley	15	3.18%	14	2.97%	471
Outer West	Farnley & Wortley	61	8.76%	47	6.75%	696
Outer West	Pudsey	35	6.25%	25	4.46%	560
<b>West Total</b>		<b>293</b>	<b>9.63%</b>	<b>147</b>	<b>4.83%</b>	<b>3042</b>
Inner South	Beeston & Holbeck	79	12.78%	38	6.15%	618
Inner South	City & Hunslet	91	11.36%	166	20.72%	801
Inner South	Middleton Park	104	13.38%	54	6.95%	777
Outer South	Ardsley & Robin Hood	35	6.68%	14	2.67%	524
Outer South	Morley North	25	5.06%	19	3.85%	494
Outer South	Morley South	28	5.76%	19	3.91%	486
Outer South	Rothwell	35	7.26%	19	3.94%	482
<b>South Total</b>		<b>397</b>	<b>9.49%</b>	<b>329</b>	<b>7.87%</b>	<b>4182</b>

## Comparison With Other Local Authorities For June 2010

The figures for Leeds Statistical Neighbours are detailed in the table below. Leeds is in line with statistical neighbours for the percentage of young people NEET. The percentage of young people Not Known in Leeds has reduced but requires further improvement, 1.6 percentage points above the mean indicator for statistical neighbours.

Statistical Neighbours	16-18 NEET %	Age 16 NEET%	Age 17 NEET%	Age 18 NEET%	16 - 18 NK %	Age 16 NK%	Age 17 NK%	Age 18 NK%
<b>Leeds</b>	<b>8.8%</b>	<b>7.8%</b>	<b>8.6%</b>	<b>9.2%</b>	<b>5.0%</b>	<b>2.9%</b>	<b>3.1%</b>	<b>7.1%</b>
Mean indicator for statistical neighbours	8.8%	7.1%	8.0%	9.8%	3.4%	1.4%	1.9%	5.3%
Sheffield	9.4%	7.9%	8.0%	11.0%	4.5%	1.9%	2.5%	6.8%
Bolton	10.8%	9.7%	9.9%	11.7%	5.1%	2.9%	3.8%	6.5%
Stockton-on-Tees	10.6%	7.1%	9.0%	12.7%	1.0%	0.7%	0.3%	1.7%
Darlington	8.4%	7.5%	8.3%	8.7%	1.4%	0.3%	0.7%	2.5%
Calderdale	7.9%	5.2%	6.9%	9.4%	3.0%	0.2%	1.2%	5.1%
St. Helens	7.6%	5.6%	7.1%	8.5%	2.0%	Not Available	0.9%	3.3%
Derby	8.3%	7.0%	7.7%	9.1%	6.5%	3.1%	3.3%	10.3%
Kirklees	8.6%	8.0%	7.8%	9.5%	3.8%	1.5%	1.9%	6.2%
North Tyneside	9.2%	7.5%	9.1%	9.6%	3.5%	0.6%	1.3%	5.9%
Milton Keynes	7.3%	5.3%	6.7%	8.2%	3.4%	1.0%	2.6%	4.5%

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