



**NORTH WEST (OUTER) AREA COMMITTEE**

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**Meeting to be held at Greenacre Hall, New Road Side, Rawdon, Leeds LS19 6AS  
on Monday, 27th September, 2010 at 2.00 pm**

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**MEMBERSHIP**

Councillors

B Anderson	-	Adel and Wharfedale;
J L Carter	-	Adel and Wharfedale;
C Fox	-	Adel and Wharfedale;
G Latty	-	Guiseley and Rawdon;
P Latty	-	Guiseley and Rawdon;
Vacancy	-	Guiseley and Rawdon;
A Barker	-	Horsforth;
B Cleasby (Chair)	-	Horsforth;
C Townsley	-	Horsforth;
C Campbell	-	Otley and Yeadon;
R Downes	-	Otley and Yeadon;
G Kirkland	-	Otley and Yeadon;

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**Stuart Robinson**

**Acting W N W Area Manager:  
Jason Singh  
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## **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
			<b><u>PROCEDURAL BUSINESS</u></b>	
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting.)</p>	
2			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p><b>RESOLVED –</b> That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:</p> <p><b>No exempt information or items have been identified on this agenda</b></p>	

Item No	Ward	Item Not Open		Page No
3			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p><b>DECLARATION OF INTERESTS</b></p> <p>To declare any personal / prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct.</p>	
5			<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</p>	
6			<p><b>OPEN FORUM</b></p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
7			<p><b>MINUTES OF THE PREVIOUS MEETING</b></p> <p>To confirm as a correct record the minutes of the previous meeting held on 21<sup>st</sup> June 2010.</p>	1 - 10
			<p><b><u>EXECUTIVE BUSINESS</u></b></p>	

Item No	Ward	Item Not Open		Page No
8			<p><b>WELL-BEING BUDGET REPORT</b></p> <p>The Director of Environment and Neighbourhoods submitted a report providing the Area Committee with a current position statement on the well-being budget, details of proposed projects and small grant applications.</p>	11 - 16
9			<p><b>AREA MANAGER'S REPORT</b></p> <p>The Director of Environment and Neighbourhoods submitted a report informing Members of progress on a number of projects in Outer North West Leeds as determined by the Area Delivery Plan 2010.</p>	17 - 34
10			<p><b>CARBON REDUCTION SMALL GRANT SCHEME</b></p> <p>To consider a report of the Director of Environment and Neighbourhoods on a proposal for the establishment of an Area Committee Carbon Reduction Grant Scheme and to give an explanation of how such a scheme could be operated and managed in outer north west Leeds.</p>	35 - 40
11			<p><b>KEY MESSAGES FROM AREA COMMITTEE SUB GROUPS AND FORUMS</b></p> <p>To consider a report of the Director of Environment and Neighbourhoods providing the meeting with an update and summary on progress made at the Area Committee sub groups and ward forums that have taken place since the last Area Committee meeting.</p>	41 - 44
			<p><b><u>COUNCIL BUSINESS</u></b></p>	
12			<p><b>HEALTH AND WELLBEING UPDATE REPORT</b></p> <p>To consider a report of the Health and Wellbeing Improvement Manager outlining the key and health and wellbeing issues being considered by the West North West Partnership.</p>	45 - 48

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13			<p><b>CHILDREN'S SERVICES PERFORMANCE REPORT</b></p> <p>To consider a report of the Interim Director of Children's Services on children's performance issues</p>	49 - 70
14			<p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>Monday 8<sup>th</sup> November 2010 at 2.00pm (venue to be confirmed)</p> <p><b>MAP OF TODAY'S MEETING</b></p> <p>Greenacre Hall, New Road Side, Rawdon, Leeds LS19 6AS.</p>	71 - 72

# Agenda Item 7

## NORTH WEST (OUTER) AREA COMMITTEE

**MONDAY, 21ST JUNE, 2010**

**PRESENT:** Councillor B Cleasby in the Chair

Councillors B Anderson, A Barker,  
C Campbell, J L Carter, R Downes, C Fox,  
G Kirkland, G Latty, P Latty and  
C Townsley

### **1 Election of Chair 2010/11**

The Chief Democratic Services Officer submitted a report outlining the arrangements for the annual election of the Chair of the Area Committee.

In accordance with the agreed procedure, the Chief Democratic Services Officer reported that a nomination for the position of Chair had been received on behalf of Councillor B Cleasby and those Elected Members present at the North West (Outer) Area Committee meeting were asked to take a formal vote.

#### **RESOLVED –**

- a) That the contents of the report be noted.
- b) That following an overall majority of votes cast by those Elected Members present at the meeting eligible to vote, Councillor B Cleasby be elected as Chair of the North West (Outer) Area Committee for the Municipal Year 2010/11.
- c) That Councillor G Latty be appointed as Deputy Chair of the North West (Outer) Area Committee for the Municipal Year 2010/11 as proposed by Councillor J L Carter and seconded by Councillor R Downes.

### **2 Chair's Opening Remarks**

The Chair welcomed everyone to the first meeting of the North West (Outer) Area Committee held within the new municipal year in the Civic Hall, Leeds.

He also wished to place on record his appreciation to Councillor C Townsley, the outgoing Chair, for his past services as Chair of the North West (Outer) Area Committee.

### **3 Late Items**

The Chair agreed to include the following report as a late item of business:-

- Executive Board Report – 22<sup>nd</sup> June 2010 – Strategic Review of Household Waste Sorting Sites and Bring Sites – Report of the Director of Environment and Neighbourhoods (Minute 19 refers)

The report was late in order to seek Members views and comments on the Executive Board report prior to the meeting on 22<sup>nd</sup> June 2010.

Draft minutes to be approved at the meeting  
to be held on Monday, 27th September, 2010

#### 4 Declaration of Interests

a) The following personal interests were declared:-

- Councillor C Campbell in his capacity as a Member on the Leeds Bradford Airport Consultative Committee (Agenda Item 16) (Minute 8 refers)
- Councillor R Downes in his capacity as Chair of the West Yorkshire Passenger Transport Authority (Agenda Items 12 and 13) (Minutes 12 and 13 refer)
- Councillor B Anderson in his capacity as a Member on the West Yorkshire Integrated Transport Forum (Agenda Items 12 and 13) (Minutes 12 and 13 refer)
- Councillor C Fox in his capacity as Director of West North West Homes and as a Member on the West North West Area Panel (Agenda Items 13 and 15) (Minutes 13 and 15 refer)
- Councillor G Latty in his capacity as a Member on the West North West Area Panel (Agenda Items 13 and 15) (Minutes 13 and 15 refer)

b) The following personal and prejudicial interest was declared:-

- Councillor A Barker in his capacity as a Member on Horsforth Town Council (Agenda Item 9) (Minute 9 refers)

#### 5 Apologies for Absence

An apology for absence was received on behalf of Councillor S Andrew.

#### 6 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 ask questions on matters within the terms of reference of the Area Committee.

- a) Otley and District Road Safety Committee Sports Quiz  
Hazel Lee, Pool Parish Council thanked the Area Committee for their recent generosity towards the above event.

She informed the meeting that the three winning schools of the sports quiz were:-

- Yeadon Westfield
- Ashfield College
- Adel Primary

The Committee noted and welcomed that the organisers were hoping to extend the quiz to other schools in the future following the success of the event.



During a debate, the Committee recommended that, in future, the organisers should send a direct invitation to the Area Committee Members.

Hazel Lee responded and agreed to convey this decision.

b) Leeds Bradford International Airport  
Clive Woods, Aireborough Civic Society raised the following issues and questions which were contained in a letter he had prepared for submission to Leeds Bradford International Airport:-

- the need for Leeds Bradford International Airport to work with local agencies regarding the airport's future
- congestion problems in the area and the need for the airport to engage in marketing and publicity campaigns
- Airport Transport Forum – the need for more detail in this area
- Travel Plans for airport staff – the need for an update in this area
- Light aircraft noise/overhead flying at the weekends – the need for Leeds Bradford International Airport to address this issue within their Noise Action Plan

Following a brief discussion, the Area Committee agreed that Mr Wood's letter be referred to Leeds Bradford International Airport for a response and that Members of the Area Committee be furnished with a copy of their reply.

(Councillor C Townsley joined the meeting at 2.10pm during the discussions of the issue relating to Leeds Bradford International Airport)

## **7 Minutes of the Previous Meeting**

**RESOLVED** – That the minutes of the previous meeting held on 29<sup>th</sup> March 2010 be approved as a correct record.

## **8 Leeds Bradford International Airport**

Referring to Minute 87(a) of the meeting held on 29<sup>th</sup> March 2010, the Director of Environment and Neighbourhoods submitted a report on progress in relation to a Draft Noise Action Plan at Leeds Bradford Airport.

In addition to the report, Members received a presentation from Carl Lapworth, Director of Operation and Engineering from Leeds Bradford International Airport who responded to Members' queries and comments.

The presentation briefly covered the following specific issues:-

- Our Airport Today..context
- Noise Action Plan
- Responses by Area/Topic
- Light Aircraft Movements

Draft minutes to be approved at the meeting  
to be held on Monday, 27<sup>th</sup> September, 2010

- Next Steps

In summary, specific reference was made to the following issues:-

- clarification of the reasons behind the reduction in aircraft movements, especially light aircraft activity
- clarification of the responses and data received from other airports
- the need for the airport to consult with the Council/Elected Members/Area Committee and members of the public
- the concerns expressed about the airports failure to engage in a proper consultation exercise which was viewed to be over complicated
- the need for the airport to focus on increasing scheduled flights and the income generated by over priced taxi fares at the airport
- clarification of night time flights and the concerns expressed about the noise generated by certain types of aircraft used at different times of the day
- the concerns expressed about increased traffic levels and the dangers of speeding on local roads arising from people accessing the airport
- the need for the airport to undertake a survey of traffic accessing the airport at northern side of the Dynley Arms junction

**RESOLVED-** That the contents of the report and presentation be received and noted.

## 9 Well Being Budget Report

Referring to Minute 91 of the meeting held on 29<sup>th</sup> March 2010, the Director of Environment and Neighbourhoods submitted a report providing Members with a current position statement on the well-being budget, details of proposed projects and small grant applications received to date.

Jane Pattison, West North West Area Management, presented the report and responded to Members' queries and comments.

### **RESOLVED-**

- a) That the contents of the report and appendices be noted.
- b) That this Committee notes the current position of the Well-being budget as detailed in Sections 2.0 and 3.0 of the report.
- c) That the following projects outlined in Section 4.0 of the report be dealt with as follows:-

<u>Name of Project</u>	<u>Name of Delivery Organisation</u>	<u>Decision</u>
Community Skips Budget	West North West Area Management	Agreed £4,000 (revenue)
Small Grants Budget	West North West Area Management	Agreed £12,000 (revenue) (£3,000 per ward)

Draft minutes to be approved at the meeting to be held on Monday, 27th September, 2010

Horsforth PCSOs	West Yorkshire Police and Horsforth Town Council	Agreed £8,100 (revenue)
Horsforth CCTVs – Monitoring and Maintenance	Leeds Community Safety	Agreed £3,192 (revenue)
Otley CCTV	Leeds City Council Community Safety	Agreed £7,420 (revenue)
Yeadon CCTV	Leeds City Council Community Safety	Agreed £6,185 (revenue)
Outdoor activities for young people and their families – Leeds Sailing and Activity Centre Yeadon Tarn	Sport and Recreation Service – City Development	Agreed £3,793 (revenue)
Youth Mobile 2010/11	Youth Service	Agreed £8,400 (revenue) (£2,100 per ward) and for a report being submitted to the Children and Young People Sub Group for discussion addressing the specific issue of the total spent on youth service funding
Leodiensians Junior Rugby Club Kitchen Refurbishment	Leodiensians Junior Rugby Club	Agreed £4,850 (capital)
Energy Efficiency Campaign	Leeds City Council Health and Environmental Services	Deferred for more information

CASAC Burglary  
Reduction

CASAC Leeds  
United

Deferred for  
further  
discussion at  
the Community  
Safety Group

- d) That the small grants as detailed in Section 5.2 of the report be noted.
- e) That in order to assist Members with their deliberations, the Acting West North West Area Manager be requested to provide the meeting with a running ward by ward total of monies spent, together with an itemised spreadsheet, when considering future Well-being reports.

(Councillor C Townsley left the meeting at 3.30pm during discussions of the Energy Efficiency Campaign project)

## **10 Well-being 2009/10 Year End Monitoring Report**

The Director of Environment and Neighbourhoods submitted a report providing Members with a summary of Well-Being projects commissioned during 2009/10.

Appended to the report were copies of the following documents for the information/comment of the meeting:-

- Revenue Funded Projects for 2009/10 (Appendix 1 refers)
- Capital Funded Projects for 2009/10 (Appendix 2 refers)
- Quarter 4 2009/10 - Well-Being Projects Updates (Appendix 3 refers)

Jane Pattison, West North West Area Management, presented the report and responded to Members' queries and comments.

Specific discussion ensued on the five Conservation Area Reviews identified in Section 5.1 of the report and Members requested progress on the Yeadon Conservation Area Review project.

Jason Singh, Acting West North West Area Manger responded and agreed to report back on progress at the next meeting in September 2010.

### **RESOLVED-**

- a) That the contents of the report and appendices be noted.
- b) That in relation to the Yeadon Conservation Area Review, the Acting West North West Area Manager be requested to report back on progress at the next meeting in September 2010.

**11 CCTV Report for Leeds City Council Community Safety CCTV Service in North West (Outer) Area Committee**

The Director of Environment and Neighbourhoods submitted a report on the Community Safety CCTV service in relation to the North West (Outer) area.

Appended to the report was a copy of a document that provided Members with a financial breakdown and a summary of incidents reported to the North West (Outer) Area Committee for the information/comment of the meeting.

Zahid Butt, Environment and Neighbourhoods presented the report and responded to Members' queries and comments.

Reference was made to the maintenance costs for CCTV cameras and Members requested that details of the actual monitoring costs be reported back at the next meeting in September 2010.

Jason Singh, Acting West North West Area Manager responded and agreed to consult with the CCTV Co-ordinator on this issue.

**RESOLVED-**

- a) That the contents of the report and appendices be noted.
- b) That the Acting West North West Area Manager be requested to report back on details of the actual monitoring costs for CCTV cameras at the next meeting in September 2010.

**12 Area Delivery Plan Update - Quarter 4, 2009/10**

The Director of Environment and Neighbourhoods submitted a report on progress for Quarter 4 against actions in the 2009/10 Area Delivery Plan for Outer North West.

Jane Pattison, West North West Area Management presented the report and responded to Members' queries and comments.

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

**13 Key Messages from Area Committee Sub Groups and Forums**

The Director of Environment and Neighbourhoods submitted a report providing Members with an update and summary on progress made at the Area Committee sub-groups and Ward Forums that have taken place since the last Area Committee Meeting.

Jane Pattison, West North West Area Management, presented the report and responded to Members' queries and comments.

**RESOLVED-**

- a) That the contents of the report be noted.
- b) That approval be given to the membership of the sub groups for the coming year in accordance with the report now submitted.

- c) That in relation to the current vacancy on the Children and Young People Sub Group, Councillor P Latty be appointed with immediate effect.

**14 Area Committee Roles for 2010/2011**

The Director of Environment and Neighbourhoods submitted a report on Area Committee roles for 2010/11.

Appended to the report was a summary of the functions to be rolled forward to 2010/11 for the information/comment of the meeting.

Jason Singh, Acting West North West Area Manager presented the report and responded to Members' queries and comments.

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

**15 Dog Control Orders**

The Director of Environment and Neighbourhoods submitted a report regarding the Council's proposals to introduce Dog Control Orders in the City.

Stacey Campbell, Service Manger, Environment and Neighbourhoods presented the report and responded to Members' queries and comments.

In summary, specific reference was made to the following issues:-

- clarification of the dog on lead control order and areas to be targeted in the future
- clarification of the protocol in relation to dogs fouling on football pitches
- clarification of where Golden Acre Park and Chevin Forest Park would sit within the new legislation and how dog control orders would be implemented in such areas
- reference to the Scrutiny Board (Environment and Neighbourhoods) Inquiry into Dog Wardens and the resourcing difficulties encountered
- the concerns expressed over the Council's proposal to limit the number of dogs walked by an individual to as many as six

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

(Councillor J L Carter left the meeting at 4.00pm during discussions of the above item)

**16 New Generation Transport**

(This item was withdrawn at the request of the New Generation Transport Team)

**17 Heritage Open Days**

A report of the Leeds Civic Trust was submitted on Heritage Open days for the information/comment of the meeting.

Lynda Kitching, Leeds Civic Trust presented the report and responded to Member's queries and comments.

Discussion ensued on the merits of the event and the Chair encouraged Members of the Area Committee to forward any details of local groups, organisations, societies or charitable organisations within their area to the Leeds Civic Trust, who may wish to become 'hosts' to an event.

**RESOLVED-**

- a) That the contents of the report be noted.
- b) That the Heritage Open Days initiative be supported and welcomed.

**18 Local Authority Appointments to Outside Bodies**

The Chief Democratic Services Officer submitted a report outlining the Committee's role in relation to its Elected Member appointments to the community and local engagement category appointments to outside bodies which had been delegated to the Area Committee to decide.

**RESOLVED:-**

- a) That the contents of the report and appendices be noted.
- b) That in respect of the Outside Body schedule, approval be given to the following appointments being made for the Municipal Year 2010/11:-

Aireborough Educational Charity (All four year appointments with effect from 2010 until June 2014)	Michael Dunn S Waddington N Gledhill
Aireborough Voluntary Services to the Elderly with Disabilities	Councillor R Downes
Bramhope Youth Development Trust	Councillor C Fox
Horsforth Live at Home Scheme	Councillor B Cleasby
Rawdon and Laneshaw Bridge Trust (All three year appointments with effect from 2010 until 2013)	Councillor B Cleasby Mr S Waddington Mr J Peebles
ALMO Outer North West Area Panel	Councillor G Latty Councillor C Fox
Divisional Community Safety Partnership	Councillor A Barker
Area Children's Partnership	Councillor G Latty

Area Health and Social Care  
Partnership

Councillor G Latty

Area Employment, Enterprise and  
Training Partnership

Councillor B Cleasby

**19 Executive Board Report - 22nd June 2010 - Strategic Review of Household Waste Sorting Sites and Bring Sites**

The Director of Environment and Neighbourhoods submitted a report seeking Members views on the Executive Board report on the Council's ten household waste sorting sites due to be considered on 22<sup>nd</sup> June 2010. The report made specific recommendations affecting the waste sorting site at Calverley Bridge.

Appended to the report was a copy of the Executive Board report entitled 'Strategic Review of Household Waste Sorting Sites and Bring Sites' for the information/comment of the meeting.

Jason Singh, Acting West North West Area Manager presented the report and responded to Members' queries and comments.

Specific reference was made to the following issues:-

- the need to see kerbside collection in place as being a pre-requisite and condition to the closure of Calverley Bridge Household Waste Sort Sites (HWSS)
- the need for land at the current Calverley Bridge site to be retained for 'employment use'
- the view that Milners Road was not as accessible to current users of Calverley Bridge as the report suggested
- the fact that users come to Calverley Bridge from as far as the Holtdales in Holt Park who do not yet have access to kerbside facilities

**RESOLVED-**

- a) That the contents of the report and appendices be noted.
- b) That the Acting West North West Area Manager be requested to convey the above comments to the author of the Executive Board report prior to 22<sup>nd</sup> June 2010.

**20 Date and Time of Next Meeting**

Monday 27<sup>th</sup> September 2010 at 2.00pm (venue to be confirmed)

(The meeting concluded at 4.45pm)





Originator: Jane Pattison/  
Gerry Burnham

Tel: 336 7867

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**Report of: The Director of Environment and Neighbourhoods****Meeting: Outer North West Area Committee****Date: 27<sup>th</sup> September 2010****Subject: Well-being Budget Report**

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**Electoral Wards Affected:**

Adel & Wharfedale  
Guiseley & Rawdon  
Horsforth  
Otley & Yeadon

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

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**Executive Summary**

This report provides the Area Committee with a current position statement on the well-being budget, details of proposed projects and small grant applications received to date.

**1.0 Purpose of this report**

1.1 The purpose of this report is to provide Members with an update on the current amount of revenue and capital funding committed and available via the Area Committee Well-being budget for wards in the Outer North West area. It seeks approval for new projects and provides details of small grant applications received since the last Area Committee.

**2.0 Background**

2.1 Members will be aware that the Outer North West Area Committee has received an annual allocation of Well-being funding for capital and revenue projects from April 2004/05 to April 2010/11. This funding has been used to finance a number of projects approved by Area Committee and has been summarised in previous reports.

### 3.0 20010/11 allocation

- 3.1 Following projects agreed at the last meeting in June a total of £221,751 remains available for supporting revenue priorities in this year's Area Delivery Plan.
- 3.2 Members are advised that there is a proposal for a change in the rational for the allocation of well-being funding from 25:75 (deprivation/population) to 50:50. The current well-being allocation for Outer North West Area Committee is £203,800 for 2010/11. The proposal would reduce this amount to £183,343, a reduction of £20,457 in total. The revised allocations are reflected in table 1 however this is subject to final confirmation of budgets.

**Table 1: Revenue**

Ward	20010/11 revised allocation plus carry forward	Total revenue spent 10/11	Balance Remaining
Adel & Wharfedale	£103,876	£6,100	£97,776
Guiseley & Rawdon	£40,037	£7,395	£32,642
Horsforth	£50,827	£18,271	£32,556
Otley & Yeadon	£80,101	£21,324	£58,777

- 3.3 At the June 2010 meeting Members agreed in respect of small grants that a budget of £12,000 be allocated (£3,000 per ward) from the total 2010/11 revenue allocation. The table at 5.1 below provides details of the balance remaining in the small grant budget for each ward.
- 3.4 Members also agreed a budget of £4,000 to be allocated to providing community skips. In 2010/11 £236.00 has been spent on providing 2 skips. There is £3,764 remaining and this has been included in the figures above.

### Capital

- 3.5 Members are advised that Area Committee Well-being Funding will be exempt from the Capital Review however there will be no new allocation for this financial year.
- 3.6 At the June meeting Members were advised that an additional allocation of £20,000 would be injected into the Area Committee Well-being (ACW) Capital Programme for 2010-11. Members are advised that this is now being withdrawn.
- 3.7 At its last meeting Members were informed that the proposed 10% reduction in the capital well-being budget allocation would not be implemented. This decision has now been reversed and the 10% reduction will now take effect, resulting in an £11,500 reduction in the outer north west capital budget. This is reflected in table 2 below.
- 3.8 Following projects agreed at the last meeting in June a total of £58,660 remains available for supporting capital priorities in this year's Area Delivery Plan.

**Table 2: Capital**

<b>Ward</b>	<b>2009/10 carry forward less 10% reduction</b>	<b>Total spent 2010/11</b>	<b>Balance Remaining</b>
Adel & Wharfedale	£3,634	£4,850	- £1,216
Guiseley & Rawdon	£33,875	Nil	£33,875
Horsforth	£3,575	Nil	£3,575
Otley & Yeadon	£21,210	Nil	£21,210

#### **4.0 Well-Being Projects**

4.1 Details of new expressions of interest requesting funding from the well-being budget are outlined below. The Area Committee is asked to consider these projects.

4.2 **Name of Project:** Guiseley Senior Citizens Outing

**Ward Affected:** Guiseley & Rawdon

**Name of delivery organisation:** Guiseley Senior Citizens Association

**Amount Requested:** £2,500 revenue

Guiseley Senior Citizens Association provided a one-day trip for senior citizens of Guiseley on 1<sup>st</sup> August 2010. Trips have been provided every year for the last 20 years. Funding was required this year to celebrate 20 years of outings provided by the association. The trip was widely advertised and was open to all older people in Guiseley. Registration was carried out at Morrison's supermarket and 300 older people participated in this year's outing. The Area Committee funding covered the costs for lunch, afternoon tea, coach hire and purchasing badges for members. Due to the need for this funding to be paid prior to the Area Committee meeting, members should note this application has already been agreed in consultation with Guiseley & Rawdon members.

4.3 **Name of Project:** Westfield Community Sports Facility

**Wards Affected:** Guiseley & Rawdon and Otley & Yeadon

**Name of delivery organisation:** Saints Peter and Paul Primary School and Aireborough Extended Services

**Amount Requested:** £30,000 capital

(£7,500 from Otley & Yeadon and £22,500 from Guiseley & Rawdon)

This project is to design, build and maintain a multi-use games area based at Saints Peter and Paul Primary School site for access during the day by 3 schools (St Peter and Paul Primary school and Yeadon Westfield Infants and Juniors Schools) as well as by local community sporting groups and clubs and the general public, out of school hours. The provision for a multi-use games area is in response to a consultation held with parents and carers living in the local area who highlighted 'places to go and things to do' as lacking for children and young people. In addition, it will help to address local issues of obesity, anti-social behaviour and lack of appropriate sport

and play facilities to meet the needs of the local population. The Area Committee funding would be used to cover the costs of re-skimming the existing tarmac surface, pathway tarmac surfacing, installing safety fencing, line marking the games area, and purchasing and installing floodlights for the pitch.

**4.4 Name of Project:** Tranmere Park conservation area appraisal

**Ward Affected:** Guiseley & Rawdon

**Name of delivery organisation:** Sustainable Development Unit, Leeds City Council

**Amount Requested:** £11,000 revenue

This project is to designate and appraise a new Conservation Area covering the area of special architectural and historic interest of Tranmere Park. Boundaries for the new area will be proposed and an appraisal of its special character produced including management proposals for protecting and enhancing that character. It is considered that for the conservation area at Tranmere Park to be successful an Article 4 Direction would be required to control changes that would otherwise be permitted development. An Article 4 Direction will be proposed, drafted and taken through the adoption process. This will include a dated photographic condition survey and an information guide for residents.

**5.0 Small Grants**

5.1 The following table details the small grants allocations per ward, the total spend on small grants to date and the balance remaining.

Ward	Allocation	Details of spend	Balance remaining
Adel & Wharfedale	£3,000	Nil	£3,000
Guiseley & Rawdon	£3,000	£405	£2,590
Horsforth	£3,000	Nil	£3,000
Otley & Yeadon	£3,000	£1,205	£1,795

The following small grant applications are reflected in the above table and are presented for information:

- Otley Carnival (O & Y)
- Rawdon over 55s (G & R)
- Irish Gathering (O & Y)
- Yeadon High Street Leaflet (O & Y)

**6.0 Recommendations**

6.1 Members of the Outer North West Area Committee are requested to:

- Note the current position of the well-being budget as set out at 2.0 and 3.0
- Consider and agree the projects as outlined at 4.0
- Note the project already agreed by ward members at 4.2
- Note the small grants detailed at 5.2

## **Background papers**

None

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## Report of the Director of Environment and Neighbourhoods

To: Outer North West Area Committee

Date: 27<sup>th</sup> September 2010

Subject: Area Manager's Report

### Electoral Wards Affected:

Adel & Wharfedale  
Guiseley & Rawdon  
Horsforth  
Otley & Yeadon

Ward Members consulted  
(referred to in report)

### Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council  
Function

Delegated Executive  
Function available  
for Call In

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

## Executive Summary

The purpose of this report is to inform members of progress on a number of projects in Outer North West Leeds as determined by the Area Delivery Plan 2010/11. The Area Delivery Plan is the key strategic document produced by the Area Committee and the local expression of the Leeds Strategic Plan.

### 1.0 Purpose of This Report

1.1 This report informs Members of the progress against Area Committee functions and roles as agreed by Executive Board in July 2010. The report is formatted under the themes of the Leeds Strategic Plan.

### 2.0 Background Information

2.1 The Area Delivery Plan for this Area Committee was agreed by Executive Board in July 2010 together with the Area Committee functions and enhanced roles.

### 3.0 Main Issues

#### Environment

3.1 A multi agency action group for Horsforth was set up last year and is coordinated by the West North West Area Management team in response to residents' concerns

about issues in and around Town Street, Broadway, King George's and other areas nearby. Participating agencies include West Yorkshire Police, Horsforth Town Council, Anti-social Behaviour Unit, Safer Leeds, Fire Service, Extended Services, Environmental Action Team, Youth Services and West North West homes Leeds (WNWhL).

- 3.2 As part of the Project Horsforth, a 'Have your say' event was organised in Horsforth St Margaret's Church Hall on 27<sup>th</sup> July 2010. Nine agencies were represented and over 30 residents attended the event. The event gave residents an opportunity to report issues and discuss any concerns they have about crime, grime and anti social behaviour in the area. It also gave residents the opportunity to find out about the work the agencies have been involved in and what work is planned over the coming months. Residents were also encouraged to sign up to the next environmental visual audit. All referrals have been passed on to the relevant agencies to be investigated.
- 3.3 After the successful Environmental Visual Audit (EVA) carried out in Horsforth on 23<sup>rd</sup> February, further work was undertaken in the area. This included a second EVA focusing on the residential areas held on 4<sup>th</sup> June in preparation for the Horsforth Operation Champion held on 30<sup>th</sup> June. A final environmental visual audit is planned for October 2010, which will include participation from local residents.

### **Learning**

- 3.4 Members are asked to note that The Scrutiny Board (Children's Services) agreed the attached report on youth service surveys at its meeting on 22<sup>nd</sup> April (see Appendix 1). The Scrutiny Board resolved to send the report to all Area Committees to make them aware of the work that the Scrutiny Board has undertaken. In particular the Scrutiny Board was keen that all Area Committees should be aware of recommendation 3 in the report, regarding Area Committees being routinely informed of the findings of surveys. Members are asked to note the attached statement from the Scrutiny Board and provide any comments. Councillor Lancaster chaired the working group which undertook this piece of work. Other Members of the Scrutiny Board (Children's Services) were Councillors Cleasby, Coupar, Driver, Ronnie Feldman, Gettings, Bill Hyde, Kirkland, Renshaw, Selby, E Taylor.

### **Thriving Communities**

- 3.5 **Town and District Centre Regeneration** – In 2006, funding was allocated to two schemes in Outer North West – Otley Market Place and Yeadon High Street. A further three projects – the restoration of the Brook Crompton clock in Guiseley, the refurbishment of the former Horsforth library and the refurbishment of Otley Civic Centre were then added. Work on all schemes has been progressed in consultation with local ward members.
- 3.6 **Promotion of Yeadon High Street** - Following the Yeadon High Street regeneration scheme, a leaflet promoting the High Street is now being developed and will be ready



in autumn 2010. A letter and a questionnaire were sent to all shops and businesses owners in the targeted area in early July to inform them of the project and ask for their participation in the leaflet. The response rate was approximately 50% with all shops, except one High Street bank, replying wanting to be included. All of the responses received expressed their support to the development of such a leaflet. The leaflet will give details of local places of interests and will include a map of the town centre and details of local shops. When completed the leaflet will be distributed throughout the area, as well as to Council venues across Leeds. WNW area management team is now coordinating the work with the Council's Graphics Team who will be involved in the technical design and production of the leaflet. The leaflet will be funded from the small grant scheme.

- 3.7 **Horsforth library** - Work commenced in January 2010 to redevelop the former Horsforth library to provide a new youth centre for all of Horsforth and new area management offices. The work was undertaken by the Council's Property Maintenance division and was completed in June 2010. The WNW area management team moved into the building at the end of June. A launch of the new youth centre will be organised by the Youth Services. A date for it is to be arranged. A work programme for the youth centre is now being developed.
- 3.8 **PFI Round 6** - At the 12<sup>th</sup> February Executive Board meeting, approval was given, subject to consultation, to the proposals for improvements to older peoples housing and care as a result of the Councils successful Expression of Interest for Round 6 of the national Housing PFI programme.
- 3.9 The Lifetime Neighbourhoods for Leeds Round 6 PFI project is the result of a partnership between Housing, Regeneration, Adult Social Care and Health. The project proposes the development of 675 homes for older people, a mix of extra care and general needs housing. The project has a citywide coverage, with 11 sites proposed for development. The project seeks to strengthen existing neighbourhood regeneration strategies and focuses on the provision of new and high quality, affordable homes with extra care options for older people.
- 3.10 A business case has now been produced and was formally approved by Executive Board on 25<sup>th</sup> August 2010 and is anticipated to be submitted to the Homes & Community Agency in September 2010.
- 3.11 Of the sites proposed for inclusion in the project, two fall within the outer north west area committee boundary, these being Haworth Court (Yeadon) and Farrar Lane (Holt Park). Community and stakeholder consultation took place between March and June 2010. Many feedbacks have been received from local residents regarding both sites. Most of the comments are positive and there are no significant objections or issues that have been raised so far.
- 3.12 Outline Planning Applications have been submitted for both sites, with Farrar Lane being approved in principle on 15<sup>th</sup> July and Haworth Court being approved on 12<sup>th</sup> August. The Council should hear whether the project has been successful in securing funding either late 2010 or early 2011.

- 3.13 **Outer North West Week of Action** -From 1<sup>st</sup> to 4<sup>th</sup> June inclusive, a week of action was carried out in various sites across outer north west area to identify any issues on the environment and community safety, with the aim of reassuring the public and strengthening public confidence. West Yorkshire Police and WNW Area Management worked together during the week with officers attending the retail parks in the area to speak to drivers about vehicle security and keeping things hidden and to hand out satellite navigation cloths to remove windscreen marks. Women were also approached at Morrisons in Guiseley and Horsforth as well as Asda in Holt Park by officers to fix purse chains to tackle purse dipping and show them how to use them. Officers also identified key streets to door knock and offer property marking and crime reduction advice. Local residents were shown how to use the property marking pens to mark their property. The second Environmental Visual Audit was carried out on the last day of the week and targeted residential areas in Horsforth in preparation for the Operation Champion which was held at the end of June. All issues were noted down to be forwarded to relevant agencies for actions and followed up in the Horsforth Operation Champion.
- 3.14 **Operation Champion** – was held in Horsforth on 30<sup>th</sup> June. The day focused on anti-social behaviour (ASB) in the St James’ area with 220 ASB questionnaires distributed to residents and over 100 garden letters issued in the area. West Yorkshire Police undertook an insecure check on properties and had cause to advise 20 householders on making sure they locked their doors and windows. The DVLA clamped 4 cars for no tax and Civilian Court Officers collected over £2,000 in fines, due to the courts.
- 3.15 **Otley Neighbourhood Community Safety Plan** - is being developed to help prioritise the work needed in the area to manage crime and anti social behaviour. The plan will last a year and will be lead by the Neighbourhood Policing Inspector and Area Community Safety Co-ordinator. The plan will commence with a “face the people” event in October which will help establish local priorities from a resident perspective. The plan is a working document and is intended to be fluid and evolve as the year progresses.

### **Health and Wellbeing**

- 3.16 **Swimming Pool Improvement Works** - Following the decision to end the Free Swimming Programme in June 2010, the Government has also confirmed that the remaining £25 million set aside for pool improvement works has also been withdrawn. This affects the proposed refurbishment of Aireborough Leisure Centre and Otley Chippendale Swimming Pool. The schemes are therefore suspended.
- 3.17 **Holt Park Wellbeing Centre** – The Treasury confirmed in June 2010 that the Holt Park Wellbeing Centre scheme had been suspended, along with a number of other capital projects. Adult Social Services have been informed that the scheme will be reviewed as part of the forthcoming Comprehensive Spending Review and that a decision is anticipated in mid-October 2010.

## Transport

- 3.18 **Leeds Core Cycle Network** – The Executive Board has approved the design and implementation of the Leeds Core Cycle Network project proposed by City Development department in October 2009. It was also agreed that the estimated expenditure of £1,446,305 for the first elements – Route 3,5,15 and 16 - of the proposed Core Cycle Network Project is to be funded from the Integrated Transport Parent Scheme within the approved Capital Programme. Route 5 is from Cookridge to the City Centre. Work has not yet commenced. Previous problems identified at Cardigan Road relating to the scheme cost and external funding have been sorted out. The detailed revised design at Cardigan Road was approved. Approval for the route through the University of Leeds campus was expected by the end of August before orders for construction can be placed. Work is expected to substantially be completed within this financial year if there are no further delays.

## Harmonious Communities

- 3.19 **Year of the Volunteer 2010** - Letters and emails were sent out in April and May to all contact lists to get nominations for the West North West Volunteer Awards. Award categories include health and wellbeing, neighbourhoods, across the generations, literacy and learning, sports/leisure/arts and culture, environment/parks and wildlife, Safer Leeds, inclusive volunteering, children and young people. So far we have received 16 nominations for the whole west north west area, including 6 from the outer north west. Members in each area will be requested to play a key role in selecting winners for their areas under the above categories.
- 3.20 A volunteer celebration event for the West North West area is planned to be held in November at the Banqueting Suite, Civic Hall. The event will be an opportunity for Area Committees to recognise the role of volunteers in improving their areas and thank them for their efforts.
- 3.21 **Horsforth Design Statement** – The consultation with Leeds City Council departments was completed and the draft design statement was revised to reflect the comments received. The document was then submitted to Planning Board in August for adoption as a Supplementary Planning Document and was successful in achieving this. A thank-you event was held in the Civic Hall in May to recognise the voluntary support of the group with the development of the Horsforth Neighbourhood Design Statement. The launch of the document is planned for the Autumn.
- 3.22 **Community Centres' Management** – Stanhope Drive Youth Centre in Horsforth is no longer fit for purpose due to its condition and the fact that it no longer meets local needs or those of its users. A decision has been made with the support of the three Horsforth Members to sell the building and to use the capital receipt from the sale to off-set the refurbishment costs at the Old Library on Town Street in Horsforth. The newly re-furbished building now houses the WNW Area Management Team on the first floor and Leeds Youth Service on the ground floor. Development department are

currently consulting with local residents in the Stanhope Drive area regarding the future development of the site.

- 3.23 **Cumulative Impact Policy** - A review of the Cumulative Impact Policy for Horsforth is being carried out by the Entertainment Licensing Section. Based on the information received from ward members, local policing teams, Environmental Health Service and an interrogation of the Section's own statistics, it is proposed that the New Road Side area is added in the review. This proposal is now part of the public consultation on the draft Licensing Policy which can be accessed at [www.leeds.gov.uk/lpc](http://www.leeds.gov.uk/lpc). Licensing have attended a drop in session in Horsforth and have placed copies of the proposals in libraries, one stop shops and leisure centres across the district. Comments can also be made via an online questionnaire. The consultation ends on 1<sup>st</sup> October. The final draft will be going to Council in November for approval and adoption.
- 3.24 **Yeadon Conservation Area Review** – work on the conservation area review for Yeadon commenced in August with the research and the pre-consultation community involvement stage. This will take up until October and then the public consultation will take place during November and December for consideration for adoption by Planning Board in January.

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

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

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

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

#### **6.0 Conclusions**

- 6.1 The functions and roles of the Area Committee aim to:
- Improve the quality and value for money of Council service delivery

- Improve the quality of democracy and find new ways to facilitate citizen participation in local government through the development of links between ward members and their communities.
- To co-ordinate policy and service delivery between the local service providers.

## **7.0 Recommendations**

7.1 Outer North West Area Committee members are invited to:

- note the contents of the report and comment on any aspect of the matters raised
- suggest items for inclusion on future agendas

### **Documents referred to in this report:**

Executive Board Report July 2008.  
Executive Board Report 14 October 2009

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# Scrutiny Statement

## Youth Service surveys

Scrutiny Board (Children's Services)  
April 2010







# Introduction and Scope

## Introduction

1. The Scrutiny Board (Children's Services) carried out an inquiry on Youth Services which reported in May 2007. Recommendation 7 of our report was that

*"We recommend that the Director of Children's Services ensures that, in addition to existing consultation with service users, specific efforts are made to consult with non service users about their views on the Youth Service."*

2. The Scrutiny Board monitored progress in relation to this recommendation until the summer of 2009, taking in the surveys conducted in 2008 and 2009.
3. In considering the 2009 survey, members of the Scrutiny Board were particularly concerned about the consultation that had taken place with non-users.

## Scope of the Inquiry

4. The Scrutiny Board established a working group that would have an input into plans for the next survey, in order to ensure that the Board's concerns were adequately addressed, including the potential involvement of schools.
5. The working group met with officers in January 2010. The working group's findings, which were endorsed by the full Scrutiny Board, are presented below.



# Conclusions and Recommendations

## 2009 Survey

6. In June 2009, the Children’s Services Scrutiny Board considered an analysis of both the Youth Service user and non-user surveys carried out earlier in the year.
7. By way of context, we were reminded that the Youth Service carries out an annual user consultation with young people to canvas their thoughts on a range of issues, from what causes them concern to the quality of their local provision. The requirement to carry out this activity was first established in the government policy Transforming Youth Work in 2002.
8. The user consultation was carried out through the use of questionnaires. These were provided to young people during youth work sessions being delivered by Youth Service staff. A total of 1,726 questionnaires were returned from across the city, up from 864 the previous year. The geographical spread of returns broadly reflected wedge populations.
9. A wedge based analysis was conducted in addition to the city-wide analysis, to assist the Youth Service to identify local priorities in different areas of the city.
10. We learned that the headline finding from the user survey showed high levels of satisfaction with the service. 1,514 young people answered the question “Overall, how do you rate your youth provision?” as follows:

Excellent	Good	OK	Poor	Very poor
758 50%	611 40.4%	126 8.3%	6 0.4%	13 0.9%

11. In addition to the user survey, the Youth Service commissions a separate consultation carried out with young people known to be ex-users or non-users of direct Youth Service provision. The purpose of this is to identify whether there are any responses the Youth Service needs to consider in respect of the views of these young people.
12. West Yorkshire Youth Association (The Project) were commissioned to conduct the consultation with ex-users and non-users of Youth Service provision. They reached 148 young people through high schools; the care system; voluntary, community and faith sector partners; and Connexions.
13. The non-user survey was based on relevant elements of the Youth Service user consultation questionnaire and included exploring how young people would like to be consulted in the future.
14. We were told that the full findings of the two consultation exercises would be taken into account by Youth Service staff when planning future activities.
15. We also heard that following the previous year’s consultation exercise Youth Service managers implemented local action plans to respond to key findings. The wedge analysis of the findings highlighted where such action planning had been most successful or could usefully be replicated or improved upon.
16. An example of learning from the previous year’s survey was that some areas raised awareness of the youth worker’s role in providing support with problems. As a result the proportion of young people saying that they would



# Conclusions and Recommendations

turn to a youth worker for support rose from 5-10% the previous year to 21-42%, depending on the nature of the problem.

17. When discussing the survey members initially expressed concern at what was perceived to be a low response rate. However it was explained that, on the basis of the industry norms for similar opinion surveys, a survey response of this size gave a 99% confidence level for its results. In other words, surveying the full cohort of young people would be expected to have a less than 1% impact on the results.
18. Members were reminded that Area Committees could use the wedge-based analysis of results in looking at localised delivery in their areas, given the role of Area Committees in shaping local Youth Service delivery.
19. The Scrutiny Board was also reminded that government funding to the local authority for youth services is based on a target to engage with 25% of 13-19 year olds. Leeds exceeds the target, with a spend per head currently just above the national average.
20. The Board was particularly concerned about the level of consultation with non-users, and resolved to set up a working group to discuss plans for the next survey with officers. In particular the Board felt that there should be scope for greater involvement of schools in the survey, as well as in relation to raising awareness of Youth Service activity generally.

## Clarifying the scope of the survey

21. When the working group met, in January 2010, we were reminded that the Youth Service surveys that had been presented to us for the last couple of years were specific to Leeds City Council's direct youth work provision through its Youth Service. This is just one part of the council's Integrated Youth Support Service.
22. It was also important to distinguish this from the wider provision of youth work in the city. This includes council youth workers, but also encompasses a range of other providers, some funded by the council. In addition many young people access activities outside the scope of youth work, for example the various uniformed organisations and sports clubs.
23. The Youth Service survey we have been looking at is essentially a user satisfaction survey carried out by the council in relation to its own direct youth work provision. It arose from the requirements of 'Transforming Youth Work'. It was important to bear these limitations in mind in deciding what kind of survey work was desirable for the future.

## Developments in Youth Service consultation

24. We were also told about the developments in user consultation since the Youth Service survey was initially set up. Consultation is now embedded in youth work practice, with



# Conclusions and Recommendations

young people more routinely engaged in service planning on an ongoing basis.

25. The council's Youth Service has also established a core participation group of young people from among its users, set up in October 2009. The membership consists of 5 young people from each wedge and 5 from the city centre. They undertook a training residential at the outset, and will be meeting every couple of months. At their residential they had considered the results of the survey, and they were developing ideas for further consultation such as mystery shoppers and interviewing young people at shopping centres.
26. In addition we were told that in the north west area of the city each cluster was setting up a cluster council, and young people would be included on the cluster councils.
27. We asked how other cities approached gathering the views of non-users. Although we were surprised to learn that there was little evidence from elsewhere of user surveys including non-users, we were pleased to note that Leeds is apparently in the forefront of this type of activity.

## Purpose of survey

28. We discussed the purpose of conducting the current Youth Service survey, and what we, as Scrutiny Board members, would like to see achieved as a result of the survey.
29. One of the issues concerning us was that some young people who would potentially benefit greatly from participation in some form of youth

service activity are not currently accessing any services of this type. We are keen to better understand the reasons for this, but we also feel that some young people will need support and encouragement before joining any activity. For them this is not likely to be achieved through a survey or awareness raising activity.

30. Nevertheless, the 2009 non-user survey also raised issues about young people's lack of knowledge of what opportunities are available to them, and offered suggestions about how to tackle this. Members suggested that youth officers in schools and also school councils would be useful resources to promote the availability of, and access to, youth service activities to a wider audience within schools, building on the ideas explored in the non-user survey.

**Recommendation 1** – That the Director of Children's Services and the Chief Executive of Education Leeds report to us within 3 months on how awareness of youth service activities generally can be more proactively promoted in schools, and young people be directly encouraged to participate in such activities.

## Constraints

31. We discussed the fact that some other providers of youth service activities will be conducting their own user satisfaction work. It is unlikely that it would be possible or practical to require all organisations to sign up to a single survey.



# Conclusions and Recommendations

32. In some areas of the city voluntary, community and faith sector organisations are the predominant providers, and some areas are developing better links between the different providers, particularly through area and cluster commissioning arrangements. Furthermore our Leeds Voice representative told us that an Integrated Youth Support Service Voluntary Sector Forum has been established.
33. We also acknowledged that it would be virtually impossible to conduct any sort of school-based survey and identify accurately whether young people were users of Leeds City Council Youth Service provision. Young people are not always aware that the service they are using is provided by the council. To some extent this may reflect the fact that youth work is often taking place in smaller settings and groups than the traditional youth club, to meet the requirements for recording outcomes and aiming for accreditation of achievements.
34. However, if as we discussed, our priority for a city-wide survey is to identify young people not accessing any provision, then this question of provider becomes less relevant, and the Every Child Matters survey may be an appropriate way of gathering information.
35. The Every Child Matters survey is an annual survey administered by Education Leeds and completed by young people in schools.
36. The survey is an online, anonymous pupil survey available free of charge to schools in Leeds. The survey covers the five Every Child Matters outcomes and is designed to provide information for both schools and Children's Services to inform self-evaluation and needs analysis.
37. The survey is produced in different versions for Years 5 and 6, Year 7, Year 9 and Year 11, with age appropriate questions.
38. The survey was first conducted in 2007/08 when 4,300 children and young people took part. In 2008/09 this rose to 6,800, although take-up by primary schools is higher than in secondary schools.
39. The Performance Management and Information team in Education Leeds administers the survey and analyses the results. Questions for the next survey had recently been finalised when we met, and we were also told that in future Cluster Managers would be able to access data from the survey at a cluster level.
40. We feel that the Every Child Matters survey potentially offers a good opportunity to explore young people's participation in activities in more depth, as well as barriers to participation, at a city level. Alternatively, it may be appropriate to use the 'Be Heard' survey tool that has been developed for delivering the Every Child Matters survey in schools to deliver a separate youth survey to school based pupils.

## Every Child Matters survey



# Conclusions and Recommendations

**Recommendation 2 –**

That the Director of Children's Services and the Chief Executive of Education Leeds explore children and young people's participation in activities and identify barriers to participation in more depth, either by including questions in the next Every Child Matters survey or by developing a separate survey using the Be Heard survey tool.

**Recommendation 3 –** That the Director of Children's Services ensures that the local analysis of findings from surveys such as the Every Child Matters survey and the Youth Service user survey is routinely made available at a local level to Area Committees and Clusters to inform their planning of future activity.

41. Having had the opportunity to consider the context for survey work in this area in more detail, we agreed with officers that it was appropriate to refine the focus of the current Youth Service survey.
42. We recognise that the Leeds City Council Youth Service continues to need to carry out some form of user satisfaction survey. We also welcome the developments in young people's direct involvement in consultation on an ongoing basis in individual Youth Service activities, and also through the core participation group established by the Youth Service. We are pleased that the young people are developing their own ideas for future surveys.
43. We feel that the information gained from this work, combined with information from the inclusion of participation questions in the Every Child Matters survey, will continue to provide useful information to guide future service delivery, especially when analysed at a more local level.





# Evidence

## Monitoring arrangements

Standard arrangements for monitoring the outcome of the Board's recommendations will apply.

The decision-makers to whom the recommendations are addressed will be asked to submit a formal response to the recommendations, including an action plan and timetable, normally within two months.

Following this the Scrutiny Board will determine any further detailed monitoring, over and above the standard quarterly monitoring of all scrutiny recommendations.

## Reports and Publications Submitted

- Youth Service user and non-user surveys 2009 – Report to Scrutiny Board (Children's Services) – July 2009
- Youth Service User Consultation 2009 – Full analysis of responses
- LCC Youth Service Non-user Survey 2009
- Proposal for Youth Service User Surveys 2010

## Witnesses Heard

**Councillor Richard Harker - Executive Member, Learning**

**Keith Burton - Deputy Director of Children's Services**

**Jean Davey – Principal Youth Officer, Integrated Youth Support Service**

**John Bradshaw – Curriculum Development Manager, Integrated Youth Support Service**

**Heather Eyre – Research and Information Manager, Education Leeds**

**Vincent Foster – Youth Work Manager, Integrated Youth Support Service**

**Suzanne Wainwright – Senior Youth Officer, Integrated Youth Support Service**

## Members of Working Group

**Councillor Lancaster (Chair)**

**Mr Britten**

**Ms Morris-Boam**

## Dates of Scrutiny

**Scrutiny Board meeting - 9 July 2009**

**Working Group meeting - 29 January 2010**

**Scrutiny Board (Children's Services)**  
**Youth Service surveys**  
**April 2010**  
**Report author: Kate Arscott**



[www.scrutiny.unit@leeds.gov.uk](http://www.scrutiny.unit@leeds.gov.uk)



**Report of the Director of Environment and Neighbourhoods**

**To: Outer North West Area Committee**

**Date: 27<sup>th</sup> September 2010**

**Subject: Carbon Reduction Small Grant Scheme**

**Electoral Wards Affected:**  
 Adel & Wharfedale  
 Guiseley & Rawdon  
 Horsforth  
 Otley & Yeadon

Ward Members consulted  
 (referred to in report)

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

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

**Executive Summary**

The purpose of this report is to propose to members the establishment of an Area Committee Carbon Reduction Grant Scheme and explain how such a scheme could be operated and managed in outer north west Leeds.

**1.0 Purpose Of This Report**

1.1 To inform members of the proposal for a Carbon Reduction Grant Scheme and how such a scheme could be operated and managed in the outer north west area.

**2.0 Background Information**

2.1 In 2006, Leeds produced almost 6.1 million tonnes of carbon dioxide (CO<sub>2</sub>). The three biggest contributors are the commercial and industrial sector (37%), domestic (30%) and transport (26%). Over the past four years, total emissions have declined by just 1% with falls in domestic and transport emissions offset by rising commercial and industrial emissions.

2.2 The UK Government has adopted a legally binding target in the Climate Change Act to cut UK emissions by 80% between 1990-2050 and by at least 26% between 2005-2020.

- 2.3 Leeds City Council has committed to encourage all sectors in the local community to take the opportunity to adapt to the impacts of climate change and to reduce their CO2 emissions. The council itself is committed to achieve a significant reduction of CO2 emissions from its own operations.
- 2.4 The commitment has been made by signing the Nottingham Declaration on 5<sup>th</sup> June 2006 which required the council, within the following two years, to develop plans with partners and local communities to deal with the causes and impacts of climate change to secure maximum benefits of the communities.
- 2.5 In the Leeds Strategic Plan, one strategic outcome linked to the environment is *“Reduced ecological footprint through responding to environmental and climate change and influencing others”* and three improvement priorities are identified as:
- Reduce emissions from public sector buildings, operations and service delivery, and encourage others to do so;
  - Undertake actions to improve our resilience to current and future climate change; and
  - Improve the quality and sustainability of the built and natural environment.
- 2.6 In the Leeds Climate Change Strategy – Vision for Actions published in July 2009, Leeds City Council and partners have committed to adopt a target to also reduce emissions from Leeds by 80% between 2005 and 2050. This means cutting total emissions to no more than 1.21m tonnes of CO2 which equates to a reduction of 107,000 tonnes every year. These are very tough targets, but cities around the world will face similar targets over coming years. Early action now to make cost-effective carbon reductions will put Leeds in a strong position in future.
- 2.7 Leeds City Council provided part funding towards the EtheKwini Fruit Tree Initiative ahead of the 2010 World Cup to help implement a programme of fruit tree planting in selected low income housing projects in South Africa.
- 2.8 The Outer North West Area Committee has also paid great attention to environment protection and the reduction of CO2 emissions. Since 2004, well-being funding has been allocated every year to community projects and organisations to carry out works which bring benefits to the environment and help to reduce CO2 emissions. In 2009/10, nearly £80,000 was allocated to environment-focused projects from the well-being fund, including the Green Check Energy Savers project to help participating schools reduce their CO2 emissions and become more energy efficient as well as to help form energy saving habits among their pupils.
- 2.9 The idea to have a scheme to fund carbon reduction projects in the area was suggested by members of the Outer North West Area Committee. The scheme has been an action in the Area Delivery Plan since last year. It is also in this year’s Area Delivery Plan which was approved by the Outer North West Area Committee on 29<sup>th</sup> March 2010 (action E2 – “Investigate a Carbon Reduction Grant Scheme in order to encourage and assist a variety of tree planting projects and help reduce CO2 emissions”). If the scheme starts in 2010/11 it will be in good time to join in with efforts

of the City Council and partners in dealing with the climate change as specified in the Vision for Actions.

### **3.0 Main Issues**

#### **3.1 Aims of the Scheme**

- 3.1.1 The aim of the Carbon Reduction Grant Scheme is to encourage and assist a variety of tree planting projects, on both a large and small scale, that will help raise the awareness of climate change and contribute to reducing the amount of CO2 emissions present within the Outer North West Leeds area.
- 3.1.2 Projects that involve children, young people and the community in the planting and maintenance of trees will be encouraged.
- 3.1.3 Approaches to local businesses will be made to request additional funding to be contributed to the scheme to encourage corporate social responsibility and to maximize the potential funds available for the scheme.

#### **3.2 Eligible Work**

3.2.1 To be eligible for the scheme, projects need to involve:

- Planting of trees, small woodlands, hedgerows;
- Grant funding request must be no more than 75% of the project's total cost. Match funding can be in the form of cash (other funding) or in kind (volunteer work)
- Land must be available and consent given to be used;
- It is encouraged that planting takes place between November and March.

3.2.2 What is not eligible?

- Projects which have already been carried out or completed;
- Maintenance of existing woodlands;
- Creation of flowerbeds;
- Trees in tubs;
- Woodland intended for the production of Christmas trees or biomass as a fuel;
- Land currently in receipt of public funding for other purposes

#### **3.3 Who can and can not apply for the grant**

- 3.3.1 It is proposed that voluntary organisations, schools, Parish or Town Councils and formal groups such as clubs, guides or youth clubs could apply. Alternatively it could be a community team assembled for the purpose of the project. A promotional leaflet will be circulated throughout the area and an application pack will be uploaded onto the West North West Area Management website which can also be emailed or posted to interested groups. Please see appendix 1 for a copy of the draft leaflet.
- 3.3.2 Landowners, individuals and statutory organisations will not be eligible to apply.

### **3.4 The level of grant available**

- 3.4.1 The grant award will range from £200 to £500 and will be up to 75% of the total costs of the project.
- 3.4.2 Depending on the project involved, there may be a need to supply two independent quotes for the work/planting to be undertaken.

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

- 4.1 Projects funded under this scheme will be processed and managed according to the procedures and regulations on managing small grant Wellbeing-funded projects.

### **5.0 Legal And Resource Implications**

- 5.1 There are no new legal implications arising from the contents of this report.
- 5.2 It is proposed that the funds to support this scheme are allocated from the Well-being revenue budget of Outer North West Area Committee. It is recommended that an amount of £3,000 per ward is set aside for the scheme each year, and £1,500 per ward for the remainder of the financial year 2010/11.
- 5.3 The continuation and allocation for this scheme will be reconsidered in the following years depending on the public interest and outcomes of the funded projects.

### **6.0 Equality, Diversity and Cohesion implications**

- 6.1 There are no new equality, diversity and cohesion implications

### **7.0 Conclusions**

- 7.1 The Carbon Reduction Grant Scheme is to encourage and assist tree planting projects, that will help raise the awareness of climate change and carbon emissions reduction. It is in line with the commitments of Leeds City Council and its partners on environment protection and climate change. It is also a local priority of outer north west Leeds as identified in the Area Delivery Plan of the area.

### **8.0 Recommendations**

- 8.1 Members are asked to:
- Agree the approach to be taken and allocate the amount requested as detailed at 5.2

- Authorise officers to approach local businesses and employers on their behalf to request additional funding towards the project
- Provide comments on the draft promotional leaflet (to be circulated)

**Documents referred to in this report:**

The Climate Change Act 2008

Leeds Strategic Plan 2008 – 2011

Leeds Climate Change Strategy – Vision for Actions, July 2009.

Ethekwini Fruit Tree Initiative Ahead of 2010 Soccer World Cup- City of Leeds Progress Report 2

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Originator: Emma Nguyen/  
Jane Pattison  
Tel: 336 7874

## Report of the Director of Environment and Neighbourhoods

### Outer North West Area Committee

Date: 27<sup>th</sup> September 2010

Subject: Key Messages from Area Committee Sub Groups and Forums

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

### Executive Summary

The purpose of this report is to provide Members with an update and summary on progress made at the Area Committee sub groups and ward forums that have taken place since the last Area Committee meeting.

### 1.0 Background

- .1 The Area Committee currently has five sub groups looking at service provision within the delegated functions of Community Safety, Children & Young People, Streetscene, Health & Well-being and Business & Transport. All members receive the full minutes for each of the sub groups.
- .2 There are currently two ward forums in the outer area for Guiseley & Rawdon and Yeadon. The forums meet on a regular basis approximately four or five times a year.

## **2.0 Environment and Streetscene Sub Group**

There has been one meeting of the sub group since the last Area Committee held on 20<sup>th</sup> July. Key points from the meeting were:

- 2.1 Mark Jefford from Parking Enforcement attended the meeting to answer questions on parking issues. Parking Services are responsible for the enforcement of Traffic Regulation Orders (TROs), double yellow line parking, dropped kerbs and double parking.
- 2.2 Abigail Sandham from the Dog Warden Service provided an update on the Dog Control Orders consultation which is currently being undertaken. Leeds City Council is proposing to make Dog Control Orders under the Clean Neighbourhoods and Environment Act 2005.
- 2.3 Graham Hollings from Streetscene Services advised the meeting that Streetscene are still undertaking the route rationalisation process. Final routes will be road tested in the near future.
- 2.4 Members requested that when Streetscene issue letters to residents to advise of new routes the letter stipulates that if there is a collection failure the bin will be collected within a specified timescale, for example within 24 hours.
- 2.5 The sub group expressed their disappointment that one of the outcomes from the route rationalisation process is not fortnightly green bin collections. The group had been expecting a significant improvement in the green bin collection service after the review.
- 2.6 West North West Area Management presented a proposal for a Carbon Reduction Small Grant Scheme for Outer North West Leeds. The sub group agreed this scheme could be put forward to be considered at the September Area Committee.

## **3.0 Health and Well-Being Sub Group**

There has been one meeting of the Health and Well-being sub group since the last Area Committee held on 12th July. Key points from the meeting were:

- 3.1 Neil Holt from Metro attended the meeting to discuss transport issues which affect access to services in Outer North West Leeds.
- 3.2 The new rail station schemes for Kirkstall and Apperley Bridge are currently on hold due to possible cuts in capital funding.
- 3.3 A discussion took place on the Health & Well-being actions in the outer north west Area Delivery Plan. It was agreed that a representative from Children's Services should be invited to attend the next meeting to provide an update on their actions.
- 3.4 The next meeting of the Sub Group will be held on 21<sup>st</sup> September 2010.

## **4.0 Children and Young People Sub Group**

- 4.1 There has been no meeting of the sub group since the last Area Committee meeting. A date for the next meeting is to be arranged.

## **5.0 Community Safety Sub Group**



There has been one meeting of the Community Safety sub group held on 8<sup>th</sup> September. Key points raised were:

- 5.1 The meeting received an update on Area Committee funded community safety projects.
- 5.2 Members also received a paper outlining project proposals for CASAC to continue the target hardening project in Outer North West areas. Members asked CASAC to complete an application for the Area Committee meeting on 8<sup>th</sup> November 2010, providing details of the work undertaken in each ward during the last year and their priorities if the project continued for a further 12 months.
- 5.3 The next meeting will be held in January 2011.

## **6.0 Business and Transport Sub group**

There has been no meeting of the Business and Transport subgroup since the last Area Committee. A date for the next meeting is to be arranged.

## **7.0 Guiseley and Rawdon Forum**

There have been two meetings of the forum since the last Area Committee held on 16 June and 8 September 2010. The forum in June heard presentations from the following services:

- 7.1 A summary of services at Wharfedale hospital from the matron Zoe Kirk.
- 7.2 An overview of new initiatives and investment at Leeds Bradford Airport, and a summary of the findings of the noise action plan from Carl Lapworth, Director of Operations and Engineering.
- 7.3 The forum in September heard a presentation from Matt Podd, manager of Guiseley Children's Centre, on the services available at the centre, including family outreach and toddler groups.
- 7.4 Members of the forum asked Cllr Latty to convene a meeting with residents, council representatives from Bradford and Leeds and the local MPs to discuss traffic congestion on the A65. This will be held after a visit to the area by Eric Pickles MP, Secretary of State for Communities and Local Government who has been invited by local residents to hear more on their campaign for a change to planning law and transport policy.
- 7.5 The next meeting is to be held on Wednesday 8<sup>th</sup> December, 2010 from 7pm at a venue in Guiseley to be confirmed.

## **8.0 Yeadon Forum**

- 8.1 There has been no meeting of the forum since the last Area Committee. The next meeting of the forum will be held on 22<sup>nd</sup> September in Yeadon Town Hall from 7 pm.

## **9.0 Recommendations**

- 9.1 The Area Committee is asked to note the contents of the report.

List of background documents: None



Originator: Tim Taylor

Tel:

**Report of : Tim Taylor (Health and Wellbeing Improvement Manager)**

**Report to Outer North West Area Committee**

**Date: 27<sup>th</sup> September 2010**

**Subject: Health and Wellbeing update report**

**Electoral Wards Affected:**

Adel & Wharfedale  
Horsforth  
Guiseley & Rawdon  
Otley & Yeadon

**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 will outline the key health and wellbeing issues being considered by the West North West Partnership. Health and Wellbeing issues affecting Outer North West Leeds will be discussed in the presentation to the Area Committee.

**1.0 Purpose Of This Report**

1.1 To explain the background of the Health and Wellbeing Partnerships and how initial priorities have been developed.

**2.0 Background Information**

2.1 Citywide partnership arrangements for health and wellbeing were established in 2008 to complement existing themed partnerships around children, worklessness, community safety and officer coordination groups. Consultation workshops in March 2009, involving over 150 people led to Health and Wellbeing partnerships being formed for each of the three city wedges (East North East, South East and West North West) which since February 2010 in the West North West of the city have begun to help partners to work together at the local level. The partnerships are based on the area management divisions of the Council and each is supported by a joint funded LCC/NHS Leeds Health and Wellbeing Improvement Manager.

2.2 The area partnerships have representation from a number of key agencies including: Area Management, NHS Leeds, Community Healthcare Services, Adult Social Care, Children's Services, Housing, Practice Based Commissioning and Leeds Voice Health Forum. In addition, elected member health champions from each of the ten Area Committees are also included on the partnerships.

### **3.0 Main Issues**

3.1 In ONW, there is an ageing population. There is a low rate of unemployment and crime compared to the rest of the city, whilst educational attainment is high.

3.2 Generally, ONW has good health and wellbeing data and compares well to the rest of Leeds. The only area that stands out is Yeadon (Henshaws, Southway and Westfields), which has relatively high hospital admissions for heart attacks and dementia.

3.3 There are, however, pockets of deprivation (especially around older people issues) and areas of service change that need addressing. These may be harder to detect because of the relative affluence that surrounds them.

3.4 West North West Partnership Plan - see appendix 1

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

4.1 The partnerships will through identification of shared priorities encourage a more responsive and seamless service delivery approach, increasing efficiency, reducing duplication and ultimately re-investment of resources.

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

5.1 None

### **6.0 Conclusions**

6.1 The partnership will ensure a coordinated response to health and wellbeing issues in NW Leeds. The health and wellbeing champion (Councillor Latty) will represent the needs of residents and ensure that their voices are heard.

### **7.0 Recommendations**

7.1 That Outer North West Area Committee note progress to date and discusses and advises on the development of the area partnerships work programme priorities.

7.2 That the Health and Wellbeing improvement manager provide an update report to Area Committee on an annual basis that highlights the key improvement priorities and how these are being addressed.

**Challenges in 10% SOAs**  
 Low life expectancy  
 Fewer disability free years  
 Low income  
 High levels of cardiovascular related admissions and deaths  
 High levels of alcohol related admissions and deaths  
 Ageing population and pressure on services

**West North West Health & Wellbeing Programme  
 (appendix 1)**

**Reporting Arrangements**  
 JSCB  
 SLT  
 WNW Area Committees

**Lead data template for partnerships**

**WNW Health & Wellbeing Partnership Priorities**

**WNW Postcodes**  
 LS21  
 LS20  
 LS19  
 LS16  
 LS18  
 LS28  
 LS13  
 LS6  
 LS2  
 LS4  
 LS5  
 LS12

**10% SOAs**  
 Little London  
 Farnley  
 Hawksworth  
 Wood  
 Armley  
 Upper Wyther

**Alcohol**  
 GP interventions and impact on hospital related admissions in SOAs  
 Target training  
 Predictive modelling identification  
 Trading standards  
 Blue light interventions  
 Think family interventions with WNW Housing  
 University interventions

**Vascular Health Checks**  
 Focus on smoking, diet, physical activity, obesity  
 Map  
 Evidence base from CLAHRC  
 Activity mapped by area management level  
 Referral pathway to intervention and back to GP

**Older people**  
 Excess winter deaths  
 - Affordable warmth  
 - Benefits entitlement  
 - Vaccines  
 - Health promotion plan  
 - Falls prevention  
 - Telecare / telehealth  
 - Linking ASC / Primary care database  
 - Student volunteers  
 Dementia

**WNW Long term ambitions**

**Commissioning role**  
 - overview of local service delivery  
 - robust local intelligence gathering mechanism  
 - agreed impact monitoring measures  
 - systematic integrated approach to influencing commissioning processes

**Communications / community involvement**  
 - Citizens panel  
 - Outer North West Area Committee Health & Wellbeing sub group, Little London Health and Wellbeing group, Heights and Gambles HW and LAMP, Neighbourhood action in Farnley, New Farnley and Hill top, Pudsey and Swinnow forum, Bawns LAMP.

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

**Outer North West Area Committee**

**Date: 27<sup>th</sup> September 2010**

**Subject : Children’s Services Performance Report**

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

N/A Ward Members consulted (referred to in report)

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

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

**Executive Summary**

To provide the Outer North West 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).

City-wide Position						
Reference	Title	Frequency	Base- & Measure line	2009/10 Result	2010/11 Target	Q1 2010/11 result
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**).

City-wide Position						
PI Title	Frequency & Measure	Rise or Fall	Base -line	2009/10 Result	2010/11 Target	Q1 2010/11 Result
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	Guiseley & 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
	PRIMARY SCHOOLS	4
<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
	THIRD SECTOR	2
<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

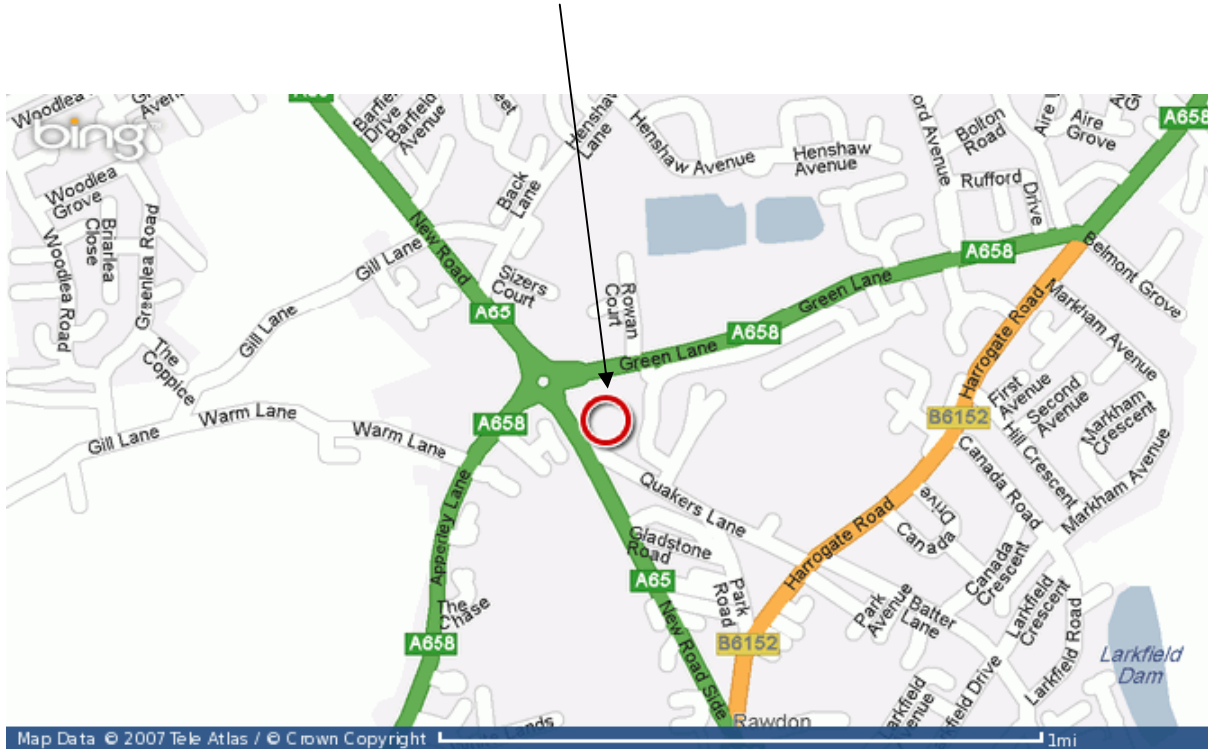
The figures for Leeds Statistical Neighbours are detailed in the table below. Leeds is in line with statistical neighbours for the percentage of young people NEET. The percentage of young people Not Known in Leeds has reduced but requires further improvement, 1.6 percentage points above the mean indicator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

Greenacre Hall, New Road Side, Rawdon, Leeds LS19 6AS



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