



EAST (OUTER) AREA COMMITTEE

**Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Tuesday, 13th September, 2011 at 3.00 pm**

MEMBERSHIP

Councillors

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

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

A BRIEF EXPLANATION OF COUNCIL FUNCTIONS AND EXECUTIVE FUNCTIONS

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

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

A G E N D A

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

Item No	Ward/	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p>DECLARATIONS OF INTEREST</p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
6			<p>OPEN FORUM</p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
7			<p>MINUTES</p> <p>To approve the minutes of the East Outer Area Committee meeting held on 5th July 2011</p> <p>(minutes attached)</p>	1 - 10

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8	Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam;		<p>A SUMMARY OF KEY WORK</p> <p>To consider a report of the Assistant Chief Executive (Planning, Policy and Improvement) setting out priority work within the Outer East area in recent months, together with details of the working arrangements for PACT (Police and Communities Together) meetings and minutes relating to community engagement activities, partnership meetings and meetings of Area Committee Chairs</p> <p>(report and minutes attached)</p> <p>(Executive Function)</p>	11 - 40
9			<p>CONSULTATION ON EXPANSION OF PRIMARY SCHOOL PROVISION FOR SEPTEMBER 2013</p> <p>To consider a report of the Director of Children's Services providing information on work being carried out across the city to ensure there are sufficient school places to address an increasing birth rate. Whilst no schools in the area covered by Outer East Area Committee are directly affected, the report seeks to advise Members of plans in adjacent areas</p> <p>(report attached)</p> <p>(Council Function)</p>	41 - 44

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10	Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam;		<p>DELEGATION OF ENVIRONMENTAL SERVICES - SERVICE LEVEL AGREEMENT</p> <p>Further to minute 13 of the East Outer Area Committee meeting held on 5th July 2011 where Members received a progress report on work towards the delegation of certain environmental services to Area Committees, to consider a report of the Director of Environment and Neighbourhoods providing details of the Service Level Agreement (SLA) which has been drawn up for the Outer East area and seeking approval of the SLA</p> <p>(report attached)</p> <p>PLEASE NOTE: The appendices to this report, due to their size, have been supplied to the Committee in CD format. Further copies can be requested from the report author</p> <p>Executive Function</p>	45 - 64
11	Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam;		<p>THE MAJOR BENEFITS AND ADDED VALUE OF CAPITAL WELL BEING FUNDING IN SOUTH EAST LEEDS</p> <p>To consider a report of the Assistant Chief Executive (Planning, Policy and Improvement) providing information on the benefits and added value of capital Well being funding in South East Leeds together with details on where funding has been provided and the benefits gained from this</p> <p>(report attached)</p> <p>Executive Function</p>	65 - 72

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12	Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam;		<p>AIRE VALLEY HOMES LEEDS INVOLVEMENT IN AREA COMMITTEES</p> <p>To consider a joint report of the Assistant Chief Executive (Planning, Policy and Improvement) and the Chief Executive of Aire Valley Homes Leeds outlining the current involvement Aire Valley Homes Leeds has with East Outer Area Committee and exploring ways of furthering that involvement</p> <p>(report attached)</p> <p>Council Function</p>	73 - 80
13	Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam;		<p>AREA MANAGEMENT PERFORMANCE REPORTING</p> <p>To consider a report of the Director of Children's Services providing key performance information in relation to the East Outer area together with Children's Services inspection information and key developments taking place in Children's Services</p> <p>(report attached)</p> <p>Council Function</p>	81 - 106
14	Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam;		<p>OUTER EAST BUSINESS PLAN 2011 - 2012</p> <p>To consider a report of the Assistant Chief Executive (Planning, Policy and Improvement) setting out the draft 2011/2012 Area Committee Annual Business Plan setting out the work to be undertaken in relation to each of the Area Committees delegated roles and functions along with the methods of monitoring performance and forward plan of reports to be presented to Outer East Area Committee for the 2011/2012 Municipal Year</p> <p>(report attached)</p> <p>Council Function</p>	107 - 128

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15			DATE AND TIME OF NEXT MEETING Tuesday 18 th October 2011 at 3.00pm in the Civic Hall, Leeds	

EAST (OUTER) AREA COMMITTEE

TUESDAY, 5TH JULY, 2011

PRESENT: Councillor K Parker in the Chair

Councillors S Armitage, M Dobson,
P Grahame, P Gruen, W Hyde, J Lewis,
M Lyons, A McKenna, K Mitchell and
K Wakefield

1 Notification of appointment of Area Committee Chair for 2011/2012 and revisions to area committee procedure rules

The Chief Officer, Central and Democratic Services, submitted a report formally notifying the Area Committee of the appointment of Councillor Keith Parker as Chair of the Area Committee for the 2011/12 Municipal Year. The report also highlighted revisions made to the Area Committee Procedure Rules affecting arrangements for the annual election of Chairs and the items of business to be included on future agendas

RESOLVED - To note the following:

- i) That Councillor Keith Parker was elected as Chair of the East Outer Area Committee for the duration of the 2011/2012 Municipal Year by Council at its Annual Meeting on 26th May 2011
- ii) The revised arrangements for the annual election of Area Committee Chairs, as approved by Council on the 26th May 2011 and reflected within the amended Area Committee Procedure Rules
- iii) The revision to Area Committee Procedure Rule 6.7, as approved by Council on the 26th May 2011, requiring the minutes from the Area Chairs' meetings to be formally considered by Area Committees

2 Chair's remarks

The Chair welcomed Councillor Mitchell to her first East Outer Area Committee

3 Declarations of Interest

The following Members declared 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

Well-Being Budget (Revenue) – Councillor Armitage declared a personal interest in relation to the continuing funding proposed for the gardening service for the elderly and disabled through being the Chair of Swarcliffe Good Neighbours (minute 11 refers)

Building Schools for the Future Phase 5 – E-ACT Leeds East Academy Project – Councillor Dobson declared a personal interest as a family member

taught at Parklands Girls' School, which would become Leeds East Academy from September 2011 (minute 14 refers)

Building Schools for the Future Phase 5 – E-ACT Leeds East Academy Project – Councillors Gruen, Lyons and Parker declared personal interests through being members of Plans Panel East which had received two pre-application presentations on the proposals and would determine the formal application. It was stressed that any comments they might make on the report would not relate to planning matters and would be confined to educational issues (minute 14 refers)

A further declaration of interest was made later in the meeting (minute 14 refers)

4 Apologies for Absence

Apologies for absence were received from Councillor Murray

5 Open Forum

In accordance with paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, the Chair allowed a period of up to 10 minutes for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee

On this occasion, there were no matters raised by members of the public

6 Minutes

RESOLVED - That the minutes of the East Outer Area Committee meeting held on 22nd March 2011 be approved

7 Local Authority Appointments to outside bodies

The Chief Officer, Central and Democratic Services, presented a report outlining the procedures for Council appointments to Outside Bodies and requesting the Committee consider appointments for the 2011/2012 Municipal Year

RESOLVED - That the following appointments be made

Outside Body	Name (s)	Review Date
Cross Gates and District Good Neighbours Scheme	Councillor P Grahame	July 2012
HOPE (Halton Moor &	Councillor W Hyde	July 2012

Draft minutes to be approved at the meeting to be held on Tuesday, 13th September, 2011

Osmondthorpe project for Elders)	Councillor Lyons	
Neighbourhood Elders' Team	Councillor J Lewis	July 2012
Swarcliffe Good Neighbours Scheme	Councillor Armitage	July 2012
Outer East Area Panel of East North East Homes ALMO	Councillor Lyons	July 2012
Outer South East Area Panel of Aire Valley Homes Leeds ALMO	Councillor P Grahame Councillor Parker	July 2012
North East Divisional Community Safety Partnership	Councillor Mitchell	July 2012
Children Leeds East Leadership Team	Councillor Murray	July 2012
South East Leeds Health and Wellbeing Partnership	Councillor J Lewis	July 2012
Area Jobs, Employment and Training Partnership (JET)	Councillor Murray	July 2012

8 North East Divisional Community Safety Partnership Annual Report

Ms B Yearwood, Area Community Safety Co-ordinator and Chief Inspector M Jones of West Yorkshire Police attended the meeting to present the North East Divisional Community Safety Partnership Annual Report

The report provided an overview of the performance of the Partnership and ward based Neighbourhood Policing Teams and included details of the key initiatives delivered in the local communities to reduce crime and disorder during the previous year

Members were informed that overall there had been a reduction in the level of crime although there was an increase in the Cross Gates and Whinmoor Ward

Funding from the proceeds of crime to support local groups with community projects/activities had been spent and would continue to be provided up to 2012

The focus of the Police would remain on public confidence and satisfaction levels, particularly around communication as well as Anti-Social behaviour and burglary (dwelling)

The Committee discussed the report and raised the following matters:

- the timescale for incidents included in the report with concerns that some of these related to incidents which occurred in previous years, whereas some incidents had not been included
- that an incident which had been exaggerated had been included in the report which as a public document misrepresented the situation and created a negative view of the ward concerned
- the proposed changes by Government on ASBOs and how this was being dealt with
- the impact of reduced funding for the Police
- that the re-introduction of police motor cycle patrols was welcomed and had already made a positive impact

The following responses were provided:

- that the incidents raised in the report were representative and was not an exhaustive list. The information for the report came from issues raised in tasking meetings in the previous year
- regarding ASBOs, these were continuing as changes had not yet been made although staff had been fully trained on Community Behaviour Orders
- that whilst funding was a concern, there would be no changes to the resource levels set out in the report and that the priority was to maintain front-line staff

RESOLVED -

- i) To note the contents of the report of the North East Divisional Community Safety Partnership
- ii) That Members continue to support the Divisional Community Safety Partnership in relation to prioritising and tackling burglary (dwelling) during 2011/2012 through partnership work at neighbourhood level

9 CCTV Report for Leeds City Council Community Safety CCTV Services in East (Outer) Area Committee

The Director of Environment and Neighbourhoods submitted a report highlighting the services provided by LCC Community Safety CCTV Service (Leedswatch). The report demonstrated the effectiveness of the Service in reducing the fear of crime and facilitating the apprehension and detection of offenders in areas covered by both mobile and fixed CCTV cameras

Details of the costs of the provision and the Service Level Agreement were included within the report. Ms Yearwood presented the report and responded to questions from Members

The Committee raised the following issues:

- the effectiveness of CCTV footage in detecting crime and that Members would welcome some data demonstrating where it had been used to secure prosecutions

- the importance of monitoring CCTV
- the need to ensure CCTV footage was clear enough to be used and concerns that some cameras due to their locations could be obscured by trees. Specific details were provided which Ms Yearwood agreed to investigate
- the cost of CCTV and that consideration should be given to commissioning a report on this due to the large sums of money invested by the Council

Ms Yearwood suggested that examples could be provided to Ward Members of where CCTV had been used to good effect

RESOLVED –

- To note the report, the comments now made and that further information be provided on the effectiveness of CCTV cameras in prosecutions in the Outer East area
- To request that appropriate reporting mechanisms are in place to highlight areas of concern within the community to local NPTs and for the NPTs to ensure there is a reciprocal line of communication back to the Area Committees and other Council Departments such as ASBU and enforcement services to ensure that CCTV, both fixed and mobile, are effectively used

10 Area Committee Roles for 2011/12

The Area Committee considered a report of the Assistant Chief Executive (Planning, Policy and Improvement) summarising the Area Functions and Priority Advisory Functions for 2011-2012. It was noted that amendments had been made to the environmental delegations, dealt with under a separate report, but that all other functions remained the same

A review of the effectiveness of the functions, locality operating arrangements and delegated powers would be undertaken during the 2011-2012 Municipal Year

In respect of the Area Committee's Role for Local Children and Young People's Plans, Members were informed of the need for the Area Committee to nominate a Corporate Carer to sit on the Council's Corporate Carer Group

RESOLVED - To note the summary of the approved area functions and designated priority functions for 2011-2012 appended to the submitted report and to note that Councillor Mitchell be appointed as the East Outer Area Committee representative on the Council's Corporate Carer Group for the 2011-2012 Municipal Year

11 Well Being Budget (Revenue) 2011/2012

The South East Area Leader presented a report including an overview of spending to date. The report also included monitoring information on projects previously funded, information on small grants awarded and an outline of new proposals seeking funding, these being:

- East Leeds Leisure Centre £10,000

- Hire of 'off road' motorcycles for West Yorks Police £3,000
- Cricket coaching for young people £5,000
- Summer programme for young people in Temple Newsam £7,000
- Summer programme for young people in Cross Gates and Whinmoor £7,000
- Summer programme for young people in Kippax and Methley £5,000
- To provide a celebratory week for older people £3,500

The Committee considered and commented on the report

Off Road Motorcycles – Members were informed that £3,000 of funding was being sought and that other Area Committees were expected to provide similar funding, apart from Outer North East Area Committee which had declined to do so

Cricket Coaching – that a small charge was being levied this year for this activity and the hope that numbers attending would be at the usual level. The Chair informed Members that some sponsorship had been obtained and that the five best players from the event would be selected to attend five hours of free professional coaching at Headingley in the hope that new, local talent would be unearthed

East Leeds Leisure Centre and One Stop Centre (Halton Moor Community Centre – that £10,000 had been provided from the Well Being Budget to keep the community centre section of the building open until October 2011 with concerns being raised about the position after this time. The Area Management Officer stated that the Council's Asset Management Section was looking at future proposals for the whole building and that if the community centre element was to remain open after October 2011, the Area Committee would not be asked for future funding. A discussion took place on funding proposals for the Council as a whole; expenditure and previous proposals for East Leeds Leisure Centre. Concerns about Traveller activity in the area and funding associated with this was raised. Concerns were also expressed about utility and cleaning bills for the use of the community centre by the Youth Service, with the Chair agreeing to take this matter up with Officers

Gardening scheme for the elderly and disabled – the spread of this service across the four wards was raised. The Area Management Officer explained that there was a need for the service to be efficient so jobs tended to be planned in close proximity. Members were assured that the funding provided to retain the Halton Moor Community Centre had not impacted on the funding for this scheme. The Chair informed the Committee that it was his intention to inspect some of the gardening work which had been undertaken and would take photographs to display at a future meeting

RESOLVED -

- i) That the current position of the Area Committee's Wellbeing budget as set out in the submitted report be noted
- ii) That Wellbeing funding be approved for the following projects:

- £10,000 – East Leeds Leisure Centre
 - £3,000 – hire of ‘off-road’ motorcycles for West Yorks Police
 - £5,000 – cricket coaching for young people
 - £7,000 –summer programme for young people in Temple Newsam
 - £7,000 – summer programme for young people in Cross Gates and Whinmoor
 - £5,000 – summer programme for young people in Kippax and Methley
 - £3,500 – to provide a celebratory week for older people
- iii) That the Outer East small grant position as set out in Appendix 1 of the submitted report be noted

12 Outer East Area Committee Business Plan 2011-2012

The South East Area Leader submitted a report informing the Committee of a proposal to replace the Area Committee’s Area Delivery Plan (ADP) with a new annual Business Plan which would outline local priorities and actions for the Outer East. A draft structure for the new plan was appended to the report

RESOLVED –

- i) That the contents of the report be noted
- ii) To agree an annual Business Plan replacing the Area Delivery Plan and incorporating the Community Engagement Plan
- iii) To agree to the structure and content outlined in Appendix 1 of the submitted report
- iv) To agree to the Area Management Team continuing to develop a Business Plan for the Outer East Area Committee and to provide an update to the next meeting

13 Delegation of Environmental Services Update

The Director of Environment and Neighbourhoods submitted a progress report on the establishment of a new locality based Environmental Service and its delegation to Area Committees. The report also highlighted the consultation on the Service Level Agreement (SLA) yet to be agreed between the new service and the East Outer Area Committee and the feedback on issues previously raised at Area Committee workshops. Andy Beattie, the Locality Manager for South and South East Leeds, attended the meeting and presented the report

The main functions to be delegated were outlined with Members being informed that if this proved to be successful other services might be delegated

In terms of staffing, appointments had been made to the management group with the structure being established

The service was currently working 7 days a week on a shift system and it was hoped that by working with Members at workshops, it would be possible to identify where improvements to the service could be made. A workshop

for the Outer East Area Committee would be held on 18th July where it was hoped that Members' input would inform the final SLA

Members were informed that the proposals offered the opportunity for fundamental reform of the service which would lead to long-term improvements. Amongst the aims of the delegation there would be:

- consideration of an effective mechanical sweeping service
- full integration with Environmental Enforcement
- how to address issues and resolve problems without detriment to other parts of the service
- working collaboratively with other agencies, particularly around enforcement issues with the help of PCSOs, Park Rangers and ALMOs

Andy Beattie stressed that whilst many of these issues could not be resolved quickly it was the intention to be more responsive when the new arrangements went live later in the year

Members commented on the following matters:

- that litter clearance schedules should be made available to Members
- street sweeping and that down time needed to be properly managed
- that greater consultation with Ward Members was needed
- that extensive consultation had been carried out on this service and that by delegating responsibility for environmental services to the Area Committees it would allow Ward Members to shape the service in their areas
- that the way in which litter and cleansing was dealt with was outdated and that it was hoped by agreeing a SLA which was deliverable that real improvements would be made

The Chair asked that information about litter clearance schedules in the Temple Newsam Ward be made available to the Ward Members

RESOLVED - That the contents of the submitted report be noted and the intention to submit, for approval, a full Service Level Agreement to the September meeting

14 Building Schools for the Future Phase 5 - E-ACT Leeds East Academy Project

The Director Children's Services submitted a report on proposals to build the new E-ACT Leeds East Academy on the site of Parklands Girls' High School and seeking the Committee's comments on the plans

Craig Taylor from the Public Private Partnership Unit and Amanda Jahdi from Children's Services attended the meeting and presented the report

Members were informed that the original intention had been to refurbish the existing buildings but due to the poor condition of many of these a new building to be sited to the rear of the current school was proposed, with the location of the building being the best value for money which could be achieved. The intention was to submit the formal planning application in the next week

Councillor Hyde declared a personal interest at this point through being a Governor of West Leeds Academy which had been involved with E-ACT, the sponsors of the proposed Leeds East Academy

Members raised the following matters:

- the governance arrangements for the Academy and whether this would be similar to the Board put together for West Leeds Academy which had proved to be very successful and effective
- the capacity of the Leeds East Academy and whether this would be large enough to provide what was needed in terms of Secondary provision in East Leeds
- that less funding was being proposed for the scheme and which areas this would affect

A discussion took place in terms of funding and the previous proposals for the school, with concerns being raised that the financial information being provided to the Area Committee differed from that given to Plans Panel East. Officers were also asked to provide demographic information and reassurances that the school was large enough to cater for the children in the area. Amanda Jahdi agreed to circulate this information to Members

RESOLVED – To note the comments now made and support for the proposals to build the new E-ACT Leeds East Academy on the site of Parklands Girls' High School

(During consideration of this matter Councillor James Lewis left the meeting)

15 Summary of key work

The South East Area Leader submitted a report which provided a summary of key work undertaken in the Outer East Area over recent months, including community engagement activities, partnership work and project work, for Members' information. Appended to the report were details of numbers visiting the Job Shop in Kirkgate Market, together with minutes from forum meetings

It was noted that Councillor Grahame's name had been put forward to represent Cross Gates & Whinmoor ward at the Outer East Environmental sub-group but this had not been included in the report

RESOLVED - To note the report and the comments now made

16 Date and Time of next meeting

Tuesday 13th September 2011 at 3.00pm in the Civic Hall, Leeds

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Report of the South East Area Leader

Report to Outer East Leeds Area Committee

Date: 13th September 2011

Subject: A summary of Key Work

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Garforth & Swillington Kippax & Methley Cross Gates & Whinmoor Temple Newsam		
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number: Appendix number:		

Summary of main issues

1. The report will detail priority work carried out in the area over recent months.
2. The report will provide the background and current working arrangements for PACT (Police and Communities Together) Meetings.
3. The report will provide minutes relating to community engagement activities, partnership meetings and meetings of Area Committee Chairs.

Recommendations

4. Area Committee will be requested to note the report and raise any queries.

1 Purpose of this report

- 1.1 The report will provide Area Committee with details of key activities in recent months including project work and community engagement.
- 1.2 The report provides background to PACT meetings and how these are progressing in Outer East Leeds.

2 Background information

- 2.1 Since 2008 Area Committee has produced an annual Area Delivery Plan. In 2011/12 this will be replaced by a Business Plan with a focus on community engagement, partnership work, integrated working and locality working. This report will update Area Committee on priority work, including project work and community engagement as well as key issues for discussion.
- 2.1 The report will include relevant attachments such as community forum minutes, partnership minutes etc.

3 Main issues

3.1 Wyke Beck Valley Pride (Temple Newsam ward)

3.1.1 Wyke Beck Valley Pride is a 3 year project which started in November 2010. It is primarily funded through the Big Lottery Changing Spaces Programme called Access to Nature. The main focus of the project is to encourage local residents to use the natural environment around them and learn about the Wyke Beck Valley. Leeds City Council is the accountable body; the partners are LCC Regeneration Service, Parks & Countryside, Groundwork Leeds, Wyke Beck Valley Community Forum, BTCV, Leeds Ahead and Leeds Voice. To deliver this the project has 4 strands of activities:

- Environmental Education – This strand is delivered by P&C and Groundwork. It includes assemblies in primary schools, site visits, wildlife and site management courses for secondary school pupils, environmental learning days for out of school clubs, work placements for over 18's and a junior rangers club.
- Community Volunteering – BTCV have set up a weekly volunteering group; Groundwork are delivering community volunteering activities days; Leeds Ahead are delivering corporate volunteering days all with a view to increase usage of the valley and to establish 2 new friends of groups in Halton Moor and Killingbeck.
- Environmental Improvements – This strand provides tasks for the volunteers to do throughout the valley plus enhancing 2 key sites Killingbeck Fields and Halton Moor. Other capital works will include entrance features throughout the valley, path improvements and habitat creation and restoration.
- Public Participation – partners will deliver a range of activities including guided walks, biodiversity days, family wildlife events, health walks.

3.1.2 Groundwork and the Wyke Beck Valley Community Forum have been leading on the consultation with the community. Initial plans have been drawn up and they were shared with residents and Councillors at the Halton Moor and East Osmondthorpe Community Forum on the 12th July. In addition fliers have been distributed to 300 households in the Cartmel Drive area, members of the Wyke Beck Community

Forum, via the Cluster coordinator, residents who attended the Halton Moor and East Osmondthorpe Forum, the church, post office, schools, social club and there is also information on Facebook and Twitter. The fliers asked residents to attend a site visit on the 27th July or come to the Halton Moor Unity Day on the 6th August to give their comments on the scheme. Following comments received final plans will be drawn up. The scheme will be delivered by P&C and an approved contractor; residents will be involved through the volunteering programme.

3.1.3 To date 12 volunteer events, accounting for 110 volunteer days, have taken place in Primrose Valley and Halton Moor. A corporate and resident volunteer day was held on the 29th July. P&C are starting a Wildlife & Site Management Course in September 2011 at Corpus Christi High School. Taster sessions were held on 18 and 19 July. Meadowfield and Corpus Christi primary schools have expressed interest in the educational programme including site visits and assemblies. The Project Coordinator is working with Temple Moor High School linking activities and volunteering into their Duke of Edinburgh programme.

3.1.4 Halton Moor is a key site for the project in total there is £45K capital to spend in 2011/12. The work is due to take place between September 2011 and December 2011. The table below shows the breakdown of funding:

Halton Moor Nature Area				
	Green Leeds	A2N	Area Committee Capital Budget	Total
Preliminaries (Insurance, health & safety etc)		£2,000.00		£2,000.00
Woodland management & enhancement	£7,000.00		£3,000.00	£10,000.00
Wildflower plugs / turf	£1,000.00			£1,000.00
Pathworks	£11,000.00	£3,000.00	£6,000.00	£20,000.00
Remove existing metal features		£500.00		£500.00
Entrance enhancement at Cartmell Drive	£4,000.00	£500.00		£4,500.00
A Frames	£2,000.00			£2,000.00
Renovate outdoor gym equipment		£500.00		£500.00
Design fee		£3,500.00	£1,000.00	£4,500.00
Project Total	£25,000.00	£10,000.00	£10,000.00	£45,000.00

3.2 Area Committee Chairs Meetings

3.2.1 Following recommendations by the General Purposes Committee, full council approved on 26th May 2011 that minutes of the Area Chairs Forum meetings should be reported to Area Committees.

3.2.2 Area Chairs Forum minutes will only be available to be considered by Area Committees once they have been agreed as an accurate record by the subsequent Area Chairs Forum meeting.

3.2.3 The scheduled Area Chairs Forum meeting dates for 2011 / 12 are:

- Friday 17th June 2011, 10:00am – 12:00pm
- Monday 5th September 2011, 10:00am – 12:00pm
- Friday 11th November 2011, 9:00am – 11:00am
- Friday 13th January 2012, 10:00am – 12:00pm
- Friday 2nd March 2012, 10:00am – 12:00pm

3.2.4 All efforts will be made to include Area Chairs Forum minutes in papers issued prior to Area Committee meetings, however due to some tight deadlines between meetings, it may be necessary to table the minutes at certain Area Committee meetings.

3.3 Stanks and Garforth Fire Stations – local fire service changes

3.3.1 The Station Commander covering Stanks and Garforth Fire Stations will be in attendance to take questions from Members.

3.3.2 The main purpose of his attendance is to update Area Committee with regards to how the future restructuring of West Yorkshire Fire and Rescue Service is progressing and how this affects West Yorkshire and the Leeds District. In addition, it will be to remind Members that in order to continue the work of the service in reducing risk more effectively we will require partners to help identify vulnerable individuals, poor standards of fire safety or sites of constant fly tipping or antisocial behaviour.

3.4 Area Committee sub-groups and partnership bodies

3.4.1 **Environmental sub-group.** The Environmental champion, Cllr Katherine Mitchell, chairs the Environmental sub-group which has agreed to meet for one hour before each Area Committee meeting. The first meeting of the group was held on the 5th of July 2011 and the minutes of that meeting are attached as **appendix 1**.

3.4.2 The primary objective of the group for meetings held during 2011/12 is to ensure a Service Level Agreement for the first 6 months is in place and that robust monitoring procedures are put in place to ensure an improvement in the service over that period.

3.4.3 **Health & Well Being Partnership.** The Area Committee is represented by Cllr James Lewis on this partnership which most recently met on the 28th of July 2011. The minutes of that meeting are attached as **appendix 2**.

3.4.4 One particular issue of note relevant to the Outer East relates to 'Integrated Health and Social Care Teams' that will be established with 3 initial sites. The preferred site in Outer East will be in Garforth or Kippax because (i) most GP's in the area have carried out predictive modelling work, and (ii) a high number of referrals come from these areas. The site will be dependant upon finding suitable accommodation.

3.4.5 **Divisional Community Safety Partnership.** Cllr Katherine Mitchell represents the Area Committee on this partnership that most recently met on the 8th of September 2011. The minutes of that meeting were not available at the time of the mail out.

3.5 Community Engagement

3.5.1 At the most recent meeting of the Older Persons sub-group the dates and venues for Older Persons Week were agreed as follows:

- 26th September – Great Preston & Little Preston Village Hall
- 27th September – St Gregory's Youth & Adult Centre, Swarcliffe
- 28th September – Christ Church Hall, Halton
- 29th September – Kippax Social & Welfare Club
- 30th September – Garforth Liberal Club

3.5.2 The following community forums were held since the last meeting of Area Committee:

- Halton Moor & East Osmondthorpe Forum – 12 July (minutes attached as **appendix 3**)
- Halton Forum – 14 July (minutes attached as **appendix 4**)
- Whinmoor Forum – 19th July (minutes not available at time of mail out)
- Swarcliffe Forum – 20th July (minutes not available at time of mail out)
- Cross Gates Forum – 27th July (minutes not available at time of mail out).

3.5.3 The minutes of the Cross Gates Forum held on the 27th of April that were not available at the last meeting are attached as **appendix 5**.

3.6 Partners and Communities Together (PACT) Meetings

3.6.1 The Executive Member for Neighbourhoods and Housing has requested that information be provided to Area Committee concerning the background and effectiveness of PACT meetings.

3.6.2 PACT meetings were originally called Police and Communities Together but the title was altered in 2010. The meetings were set up as part of the Neighbourhood Policing drive that formed part of the Policing Pledge, established in 2008. The objective of PACTs was to agree local priorities within communities.

3.6.3 In the Outer East Area there are 2 Neighbourhood Policing Teams(NPT): one covers the whole of Temple Newsam and Cross Gates & Whinmoor ward; the other covers the Garforth & Swillington ward and Kippax & Methley wards.

3.6.4 **Temple Newsam/Cross Gates & Whinmoor.** This NPT has the following arrangements:

- Separate PACTs covering Swarcliffe and Whinmoor are 6 weekly and are combined with Forums every other meeting. There is a total number of 16 meetings per year
- PACTS for Crossgates, Halton/Colton and Halton Moor every month = total number of 36 per year.

Total number of PACTs in this NPT is 52 per year. The Police also attend community forums that do not have the PACT combined.

3.6.5 In terms of attendance the best attended PACT in this NPT is at Halton/Colton where up to 10 residents regularly attend and these are often representatives from Neighbourhood Watch schemes that operate within the area. All the other PACT meetings in this NPT vary from 2 to 10.

3.6.6 The NPT Inspector for Temple Newsam/Cross Gates & Whinmoor has provided a number of personal observations concerning PACT meetings:

- Most attendees are regular at their respective PACT meeting
- The only occasions where others attend is when there is a very specific issue or an incident has occurred
- PACT's have failed to reach young people probably because it is not something that many young people would want to be associated with.
- The time PACT meetings are held (evenings) is probably a busy time for people with families and therefore unless there is a burning issue few people aged from 20 – 45 attend.
- Combining PACT's with forums does not appear to have increased numbers attending.

3.6.7 In Outer East PACT meetings are organised by North East Police Division via the Police internet, Quarterly Police leaflets (posted to the vast amount of residents), Cross gates 'really useful guide', Forum letters (if incorporated). Posters are also displayed at venues and key buildings.

3.6.8 **Garforth/Kippax/villages.** This NPT has the following arrangements:

- PACT meetings are held six-weekly, or 9 per year
- Originally there were 4 per month (48 per year) but this was reduced due to low attendance.
- The meetings are held at various points across both wards.

- In Garforth the PACT is incorporated into the Community Forum.

3.6.9 Attendance is very poor with most meetings usually having a maximum of 3 people attending and on occasion there have been no attendees. There appears to have been no increase in attendance where PACTs have linked in with the established Community Forum in Garforth.

3.6.10 The views of the NPT Inspector for the villages are similar to those expressed by the Cross Gates/Temple Newsam Inspector in 4.6.5.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The community forums and older persons event week outlined in section 4.5 form the main part of the Area Committees face to face community engagement strategy that is incorporated into its Business Plan. The PACT meetings outlined in 4.6 form an important part of the Policing Pledge, to engage and set policing priorities with local people.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 Under equality legislation the Council has a legal duty to pay due regard to the need to eliminate and promote equality in relation to race, disability, gender, age, sexual orientation, pregnancy and maternity, and religion or belief.

4.2.2 The work included in this report that support this legal duty includes: Wyke Beck Valley pride; local fire service changes; community engagement, especially in relation to older persons week; and partnership work.

4.3 Council Policies and City Priorities

4.3.1 The proposals contained within this report contribute to the existing targets and priorities set out in the Council's Policy Framework in the following plans:

- Safer & Stronger Communities Plan
- Children & Young Peoples Plan
- Health & Well Being City Priority Plan

4.4 Resources and Value for Money

4.4.1 There are no resource implications as a result of this report other than funding that has previously been agreed by Area Committee from its respective capital and revenue budgets.

4.5 Legal Implications, Access to Information and Call In

4.5.1 All decisions taken by the Area Committee in relation to the delegated functions from Executive Board are eligible for Call In.

4.5.2 There are no key or major decisions being made that would be eligible for Call In.

4.5.3 There are no legal implications as a result of this report.

4.6 Risk Management

4.6.1 This report provides an update on project work and key issues in Outer East. Any projects funded from the Well Being Budget complete a section identifying risks and solutions as part of the application process.

5 Conclusions

5.1 The report provides up to date information on key work and key issues for Area committee to consider. Members are requested to note the content of the report and raise queries relating to issues raised within the report.

6 Recommendations

6.1 Area Committee is requested to note the content of the report and raise queries relating to issues raised within the report.

7 Background documents

7.1 Outer East Area Committee capital budget report – February 2010.

7.2 General purposes committee report – 26th May 2011.

7.3 Outer East Area Committee report – Local Authority appointments to outside bodies July 2011

7.4 Outer East Area Committee Business Plan report July 2011.

Appendix 1

Present:

Cllr Keith Parker (Chair), Cllr Mark Dobson, Cllr Katherine Mitchell, Cllr Pauleen Grahame, Cllr Keith Wakefield, Andy Beattie (Env Services), Kris Nenadic (P&C), Martin Hackett (SE AMT), George Munson (LCC).

Apologies:

Cllr Tom Murray

Item	Welcome, introductions and apologies	Action
1.1	Cllr Parker welcomed everyone to the meeting and introductions were made. It was agreed that future meetings would be chaired by Cllr Mitchell and held 1 hour before Area Committee in the Leaders Boardroom.	
2.0	Solar PV scheme	
2.1	George Munson attended regarding this item. This scheme to install solar panels on roofs managed by the 3 ALMO's would provide free electricity. The scheme was a partnership with LCC and 2 social enterprises with profits from the scheme being shared between LCC and a local community fund.	
2.2	There area a number of scheme proposals in the city. In phase 1 there are 2 areas in Outer East included: Swillington and Micklefield. There will be future phases.	
2.3	Various questions were answered: <ul style="list-style-type: none"> • Each one takes ½ day to fit. • No one needs to change supplier. All LCC does is co-ordinate the supplies into the feeding tariff. 	
3.0	Terms of Reference	
3.1	There was a general consensus that the terms of reference distributed fit the purpose of the meeting.	
4.0	Environmental Services Delegation	
4.1	A copy of the new environmental structure was distributed. It was agreed that the first point of contact for Ward Members dealing with issues such as non collection of bins, overflowing street litter bins etc would be the 2 supervisors: <ul style="list-style-type: none"> • Michelle McGill (07891 277577) • Chris Pierpoint (07891 273794) 	
4.2	It was agreed that the service needs putting on a more businesslike setting. Things such as lost time through travel etc needs resolving. The first year service level agreement will be reported to Area Committee in September. However, it is likely that year 2 SLA will differ from this years version.	

4.3	<p>Key issues include:</p> <ul style="list-style-type: none"> • How the service works collaboratively with other departments to improve the environment. • Collaborative work on enforcement i.e. other departments enforcement teams, police enforcement etc. • Ginnels – at moment ginnel clearing is on demand and under resourced. There needs to be a joined up programme for ginnels rather than being passed from department to department. 	
5.0	AOB	
5.1	Need to include representatives from AVH and ENE Homes to the meeting.	
5.2	P&C have depots – there may be opportunities to share.	
6.0	Date of Next Meeting	
6.1	13 th September at 2pm, Leaders Boardroom, Civic Hall.	

Appendix 2
Minutes of South East Leeds Health and Wellbeing Partnership
Meeting 28th July 2011

Attendees:

Dave Mitchell (Chair) – Leodis CCG
Bash Uppal – Adult Social Care/NHS Leeds
Pat McGeever – VOICE Representative
Shaid Mahmood – SE Area Leader
Cllr Kim Groves – Inner South Health Champion
Cllr James Lewis – Outer East Health Champion
Cllr Shirley Varley – Outer South Health Champion
Julie Bootle – Adult Social Care (Access and Inclusion)
Brenda Fullard – NHS Leeds
Sue Gamblen – Adult Social Care Commissioning
Aneesa Anwar (minutes) – LCC, Support to Health & Wellbeing Partnerships
Ruth Middleton (observer) – NHS Leeds

1. Welcome, introductions and apologies

Apologies were received from Jane Moran, Andy Beattie, Samantha Middleton, Gillian Teoli (rep for Samantha), Gerry Shevlin.

2. Minutes of meeting held on 31st March 2011

Agreed as an accurate record.

3. Matters arising

Min 3 - the wellbeing site has been down as there have been some problems with the Leeds Initiative website and all linked sites are down due to this technical problem. Further updates on when the sites will be working again will be sent out to the partnership.

Min 3 - noted that the MSOA profiles will be available in September which Bash and Brenda are working on during August to get narrative of the data and there is a launch in September of the JSNA data.

Draft Terms of Reference see attached – were discussed and the following points were highlighted:

- the locality partnerships will have some delegated powers which will be decided by the Health & Wellbeing Board
- there is a role to strengthening the partnership
- the TOR links to the Area Leadership Teams – need to wait for the Area Leadership Team roles to be established
- need to maximise resources across the board to ensure appropriate links are made with partner organisations
- the partnership will influence and shape priorities with all partners
- priorities will be determined by quantitative, qualitative intelligence data
- partnership will facilitate community engagement.

Overall all present at the meeting were happy with the draft Terms of Reference.

Noted that the Shadow Health & Wellbeing Board will meet for the first time on 14th October where the Terms of Reference of the locality partnerships will be discussed.

The Area Locality Team events are scheduled to take place in September and their first meeting is scheduled in November.

Action: Aneesa to circulate the Terms of reference of the Area leadership Team with the minutes for information.

Strengthening role of partnerships – Bash asked members to comment on the proposals for strengthening existing arrangements that she had put together and circulated with the agenda.

All agreed with the proposals paper to go with TOR to health and wellbeing board.

Noted that Leodis are looking at population grouping and needs in Garforth and Kippax.

Action: **Bash** to ask Leodis to present risk stratification integrated working demonstration activity at the next partnership meeting in September.

4. Partnership priorities and outcomes

A draft paper was circulated prior to this meeting outlining the priorities proposed at the last meeting along with potential outcomes. Bash wanted to:

1. Confirm and agree priorities - consider potential for flexibility to ensure we are responsive to citywide plan and any emerging evidence that may come from the JSNA and area profiles work.

2. Discuss outcomes we wish to achieve from agreed work streams along with key actions.

3. Agree a lead person/s from the partnership to take ownership for each work stream.

Action: **Aneesa** to circulate the updated SE Health & Wellbeing Partnership activity plan with the minutes.

Alcohol – 7 strands identified - Gerry and Bash are leading on this.

High intensive user – multi agency approach agreed to trial in south to start in September with case identification. Lead is Diane Powell from NHS Leeds.

Community capacity building and addressing social norms – Addiction dependency Solutions working with trading standards and Renew to put a bid together to drink aware to fund activity to be submitted for September.

Anti social behaviour and reducing impact on children & young people have been merged - Police and Youth service jointly leading this activity.

Addressing alcohol related Domestic Violence – an OBA workshop took place on 13th July and a turning the curve report card being drafted to be circulated in the next week to all attendees.

Reduce numbers of licensed premises through a cumulative impact policy for Beeston – Susan Holden from Licensing supporting the group to collate evidence and develop workshops on giving a good representation in preparation for next year when legislation changes will allow for more localised CIPs.

Retailer engagement – A virtual forum of retailers has been set up for Middleton following work by trading standards. Further work is being progressed on influencing future retailers (ASDA, Tesco) who are coming into the area to support this work. Ruth highlighted that NHS Leeds have funding to tackle brief interventions through social norms.

Community engagement – the development of a citizens panel has been approved by the councils leadership team. Panel to have 6000 residents, 2000 from each area. The health & wellbeing questionnaire has been drafted and key issue is to identify resources for analysing findings. Joint information group to support.

Shaid / Pat to lead, a meeting to be convened to explore locality plan for community engagement and capacity building.

Action: Bash to put together the current picture.

Brenda highlighted that Janette Munton and Pat Fairfax are looking at this on a Citywide basis. The Inspiring leaders programme delivered in the West area would be beneficial in capacity building with community health champions.

Action: Bash to circulate the report of the West findings when ready.

MARS – coming to end of trial period, a report will be produced in August which will be circulated to the partnership for comments. There will be a presentation to the Locality Programme Board in September/October at which consideration will be given to future direction.

Referral Pathways – there's a need for closer relationships between commissioners and providers. Difficulty in getting this work off the ground.

Action: Bash to pull together a meeting inviting Shaid, Sue, Pat, Cllr Groves and Ruth to explore this priority further.

Air pollution – Dave and Bash met with Jon Tubby to look at potential for developing work around this and Jon confirmed limited as Leeds not taking this forward beyond transport programmes. The partnership agreed to drop this as a priority.

NAEDI Lung Cancer – Need to ensure that messages are being sent out regarding the lung cancer early detection programme.

Action: Bash to get a summary of how the programme is going.

Action: Bash to also get an update on health educators in south.

5. Update on healthchecks

Bash circulated report and gave apologies on no officer being present to provide briefing. It was noted that data produced was at a high level with not found to be meaningful to the partnership. Request was made for a breakdown of health checks data on a demographic layout would be beneficial.

Action: Brenda to progress request with Diana Burke for a breakdown for the next meeting on outcomes of the programme.

6. Update on Smoke Free Homes

The Smoke free homes paper was discussed, Health for All are commissioned to deliver this service in Middleton and Belle Isle as part of the wider tobacco control agenda.

Some of the figures in the document were not clear as to the outcomes of the pledges. A breakdown of the service provided was requested.

Action: Pat/Ruth to progress request for details.

7. Update on Air Pollution

This item was covered as part of item 4 earlier in the meeting.

8. Update on Alcohol and Community Safety

Action: Bash to circulate latest alcohol action plan with the minutes.

9. MARS update

This item was covered as part of item 4 earlier in the meeting.

10. Any other business

Agenda items for next meeting were agreed as follows:

- NAEDI Cancer Screening update
- Area Profiles/JSNA
- Financial Inclusion – Myrte Elbers

November agenda items:

- Update from Health & Wellbeing Board

11. Next meeting

29th September 2011 at 1:30 – 3:30 at Civic Hall.

**Minutes from Halton Moor Forum
at Halton Moor One Stop Centre
12 July 2011**

Appendix 3

Present:

Cllr Katherine Mitchell (Chair), Cllr Mick Lyons, Martin Hackett (SEAMT), Brian Mumby (Halton Moor Residents Association), Margaret Wilson (H Moor resident), Valerie Broadley (Osmondthorpe resident), Diane Gill (Osmondthorpe resident), John Pearson (LCC EAT), Virgil Meikle (Youth Service), Sylvia Marsh (resident), Lisa Thornton (LCC Regeneration), Rob Meetham (Groundwork), Vicky Nunns (LCC P & C), Chris O'Brien (LCC Env Services), Kate Daly (LCC Env Services), K Townend (Osmondthorpe), S Townend (Osmondthorpe SOH), PC3763 Neil Marley, Steve Sheriffe (ENE Homes), PC1159 Phillips, David Davenport (Wyke beck Community Forum), PS3561 Birkett.

Apologies:

Cllr Bill Hyde.

Item	Welcome, introductions and apologies	Action
1.1	Cllr Mitchell welcomed everyone to the meeting, introductions were made and the above apology was noted.	
2.0	Minutes of the meeting held on 12 April 2011	
2.1	Agreed as an accurate record.	
3.0	Matters arising from those minutes	
3.1	There were no matters arising.	
4.0	10 minute open floor	
4.1	The 'Save our Homes' group were concerned that one of the proposed incinerator sites will be 250 yards away from housing. Cllr Lyons informed the meeting that progress in this matter needs to be reported to the Area Committee.	
4.2	Several residents were unhappy about the closure of the sports centre. Virgil informed the meeting that the community centre part of the building was being well used and that he had been allowed access to other parts of the building for use by young people.	
5.0	Report from the Police	
5.1	The crime statistics being reported referred to the last 6 weeks.	
5.2	There had been a decrease of 27 crimes in the last 6 weeks; the highest reduction was in theft from motor vehicles; there had however been an increase of 6 asb incidents.	
5.3	The message that needs to go out is that many burglaries are preventable e.g. sneak ins. The Police are targeting known offenders in relation to burglaries.	
5.4	The off road bikes are back in the area with 17 bikes being seized as a result of their use. Because of cutbacks the Police had feared the bikes	

	being withdrawn. It was noted that Outer East Area Committee provided funding from its Well Being Budget to keep the bikes in East Leeds.	
6.0	Waste Treatment Facility	
6.1	There area 2 bidders and their chosen sites are: <ul style="list-style-type: none"> • Former wholesale market site (Pontefract Lane) • Knothrop near sewage works <p>The winning bid will be decided in Autumn 2011. After that a planning application will be submitted and the plans considered.</p>	
6.2	Residents in attendance felt that there had been insufficient consultation and that people were more opposed to the proposed location(s) for an incinerator rather than the incinerator itself.	
6.3	Q. Has PFI funding been secured for this facility? A. Yes.	
7.0	Green space improvements on Wyke Beck Valley	
7.1	This project started in April 2011 with funding from the lottery, Green Leeds and Outer East Area Committee Well Being Budget.	
7.2	Part of the funding supports work with local schools and volunteers. The project team will be attending the community gala on 6 th August to promote the project with local people. Questionnaires will also be distributed.	
7.3	The project team are working with Wyke Beck Valley Forum to ensure that the project meets local requirements. The project will encourage people to use greenspace by improving footpaths, walkways and access to that greenspace. Volunteers are meeting on the 29 th of July.	
8.0	Environmental Enforcement	
8.1	JP distributed a flier explaining the work that had been undertaken in recent months. He highlighted 2 particular issues concerning the environment: <ul style="list-style-type: none"> • Hedges to alleyways throughout Halton Moor & Osmondthorpe are being cut back • The Halton Moor Public House is soon to be demolished. 	
8.2	JP will be out of action for 6 weeks due to a knee operation. Any queries during that period should be reported direct to 2224406 . JP reported that he will hopefully get at least some part time cover during this period. MH agreed to inquire with enforcement if part time cover could be provided during this period.	MH
9.0	Report from the Youth Service (Virgil)	
9.1	Virgil felt the facility at Halton Moor was amongst the best in the city. Some of the activities being held included Life Skills Groups where there are 15 regular attendees. From this work these attendees will go onto an accredited course and from there on to an apprenticeship.	
9.2	Many of the activities provided by Youth Services are at high ASB periods such as Friday evenings.. The service is working with football	

9.3	<p>providers and the Sutton Trust to provide additional activities during the week.</p> <p>Cllr Lyons encouraged Virgil to get as many young people to attend the cricket coaching being provided at Whitkirk Cricket Club during the summer holidays. The coaching is for one full week and funded by Outer East Area Committee; the coaches are from Yorkshire CCC. In 2010 over 100 children (boys and girls) attended each day. The coaching has been advertised in local schools, youth clubs, one stop centres etc. The best players will be awarded additional coaching at Headingley.</p>	
10.0	Report of East North East Homes	
10.1	<p>The following was reported:</p> <ul style="list-style-type: none"> • 97.4% of rent has is currently being collected. This is 1% down on last year. Target for this year is 98% • There are currently 35 voids. This is an increase from the last quarter. Surveys of customers leaving are currently being carried out to determine reasons for leaving. • There were no ASB stats available. 	
10.2	Cllr Lyons raised the issue of families, supported by Signposts Family Intervention Team, which had been evicted from elsewhere being rehoused in Halton Moor. SS agreed to look into this.	SS
11.0	AOB	
11.1	Cllr Lyons thanked the new Chair of the Halton Moor & East Osmondthorpe Community Forum, Cllr Mitchell, for chairing the meeting.	
12.0	Date of next meeting - 11 October 2011	

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Appendix 4

Present:

Cllr Mick Lyons, Cllr Katherine Mitchell, Martin Hackett (LCC - South East Area Management Team), Colin & Denise Wilsher (Woodland & Whitkirk Neighbourhood Watch), Heather Sanderson (resident), Thelma Dixon (resident), P & B Huison (WW NHW), John Pearson (LCC – Environmental Action), Michelle McGill (LCC – EA), R Fisher (Field End), M Fisher (Field End), Terry Dennis (Templegates NW), Audrey Linley (Field End NW), Margaret Oates (Field End NW), Jo Goodall (Field End Crescent), B Ambler (Field End Crescent), N Goodall (Field End Crescent), Margaret Ward (Templegate Walk), Quentin Heaton (Templegate Close), Mr and Mrs Boucher (Field End Green), Mr & Mrs Thornton (Field End Gardens), Margaret Burton (Templestowe Gardens), Douglas McQueen (Templestowe Gardens), Margaret Walsh (Pinfold Hill), Gwen Green (Oak Crescent), Peter & Ann Conlon (Jean Avenue)

Apologies:

Cllr Bill Hyde, Coullin Meikle, Alan Wakefield, Jack Fitzpatrick, Joyce Schofield, Margaret Blenkorn, Mona Illingworth, Pat Wragg

1.0	Welcome, introductions and apologies	
1.1	Cllr Lyons welcomed everyone to the meeting and introduced Cllr Mitchell who had recently been elected to represent the ward.	
2.0	Minutes from 14 April 2011	
2.1	Agreed as an accurate record.	
3.0	Matters arising from those minutes	
3.1	<p>(3.1) Issues regarding Incinerator proposals – There was nothing further to update since the last meeting. Two bidders remained and the winner would be decided in the Autumn. That contractor would then submit a planning application outlining their proposals.</p> <p>The main element of consultation would then be around the planning application.</p>	
4.0	10 minute open floor	
4.1	<p>Parking issues at Whitkirk Primary School</p> <p>Mrs Dixon complained about parking around the school which were getting worse because of the schools expansion in numbers. Parents were blocking drives and creating traffic chaos at school opening and closing times.</p> <p>Action: Cllr Lyons agreed to contact Highways and education to arrange a site meeting. Mrs Dixon would be invited to this site meeting.</p>	
4.2	The issue of road safety at Colton Primary School was also raised. It was reported that traffic lights had been ruled out but other options were being considered. However, a major factor is funding and the deep cuts highways budgets have suffered in 2010/11.	

5.0	Community safety	
5.1	The Police were not in attendance so this item was deferred. It was reported that there had been a number of arrests made and the Police were busy processing the arrested people.	
6.0	Environmental report	
6.1	JP distributed a report outlining some of the activities that had been undertaken in recent months. This included: <ul style="list-style-type: none"> • Dealing with flytipping in Halton Moor • McDonalds – worked with management there who have agreed to extend the area near the take away that they will be responsible for keeping tidy • Dealt with smoke complaints – mainly relating to BBQ’s. 	
6.2	Q. Why aren’t the dog bins near Irwin Approach being collected? A. MM reported that new routes had caused problems but the service was now working 7 days per week and these problems will be resolved over coming weeks. MM will now manage bin street bin collections in the area.	
6.3	There were complaints about dog fouling especially around Grove Road. JP is handing out fines for littering and dog fouling.	
6.4	A complaint was made about parking and littering around Temple Moor High School. The school had previously agreed to keep the Field End gate closed but it still remains open. Cllr Lyons agreed to contact the Head Teacher concerning this matter requesting that for evening activities the main gates are the only one’s kept open.	
7.0	AOB	
7.1	Cllr Lyons recommended that residents visit the new Phys-Cap playground for disabled children in Temple Newsam park.	
7.2	Virgil (Youth Service) is working with housing to ensure apprenticeships are available for local young people with the new contractor working for the ALMO.	
8.0	Date of next meeting: 13 October 2011	

Appendix 5

Present:

Councillor Pauleen Grahame (Chair), Cllr Peter Gruen, Cllr Suzi Armitage, James Nundy (LCC - South East Area Management, minutes), Jean Thacker (resident), Helen Moxon (resident), Eamonn Judge (Cross Gates Watch Residents Association), Gwenda Towers (resident), B. Broughton (resident), Nadien Wood (resident), Brenda Hardy (resident), Roy Dobson (resident), Shirley Evison (Devonshire Neighbourhood Watch), Cynthia Mawson (DNW), Simon Norman (LCC – Environmental Action), Andrew Derra (LCC – Youth Service), Julie and Barry Hamilton (residents), Moira Flynn (Cross Gates Good Neighbours Scheme, Natasha Tierney (West Yorkshire Police), Michelle Hunton (WYP), Dave Coulthard (Cross Gates Shopping Centre), Jean Barnbrook (1st Manston Guides), Ann Marie Vella (1st MG)

Apologies:

Virgil Meikle (LCC - Youth Service), Insp tom Harrison (WYP), PC Ian Phillips, Paul Spandler (LCC - EAT), Mildred Horner (resident), Phillip Marsden (DNW), Tony Pickles (resident), Revd Fran Rhys (Cross Gates Methodist Church), Father Johannes Arens (Manston Vicarage) – moving to the Midlands

1.0	Welcome, introductions and apologies	Action
1.1	Cllr Grahame welcomed everyone to the meeting and introductions around the table were made.	
1.2	The apologies above were noted.	
1.3	The new Chair of the Devonshire Neighbourhood Watch was formally welcomed to the Forum.	
2.0	Minutes of the meeting held on 12 January 2011	
2.1	Agreed as an accurate record.	
3.0	Matters arising from those minutes	
3.1	<p>(1.3) Crossgates Traders – Alan Haysom has stepped up to take the position of chairperson but he currently doesn't trade in the Cross Gates & Whinmoor ward. It was put to the Forum vote whether Alan should attend the Forum meetings, or Dave Coulthard should continue being the link.</p> <ul style="list-style-type: none"> • It was agreed that for the time being Dave should continue being the link person for the Traders as he still works in the Cross Gates area <ul style="list-style-type: none"> ○ DC added that the Traders are having monthly meeting and the Traders Association is being built back up slowly and a website is being developed at the moment. • There are currently 147 companies trading in the Cross Gates area of the Cross Gates and Whinmoor ward. It was noted that there are only ten companies the Crossgates Traders, and of these ten, only seven companies operate within the Cross Gates area of the Cross Gates and Whinmoor ward. It is hoped that the plans to increase numbers and participation is successful. 	

3.2	(5.0) Christmas lights – It is hoped a festive light committee will be established to bring the celebrations back to Cross Gates in 2011. <ul style="list-style-type: none"> • Cllr Grahame to write to all traders in the Cross Gates area of the ward to assess the interest for sponsoring an event this year. It is hoped sufficient donations from local businesses will provide the funding towards a switch-on event, which would tie in with celebrations at the Crossgates shopping Centre on Sunday 27 November 2011 • Cllr Armitage was thanked for stepping into the breach and giving her generous MICE money donation for the 2010 event 	Cllr Grahame
3.3	(7.5) Former petrol station next to Marks & Spencer's <ul style="list-style-type: none"> • Drainage grills in front of the gates are still missing and therefore dangerous. <ul style="list-style-type: none"> ○ Simon Norman to do a land registry search and serve a notice on the land agents if appropriate • There has recently been some vegetation fly-tipping on the site within the last 24 hours <ul style="list-style-type: none"> ○ Simon to investigate tomorrow 	SN SN
3.4	(7.7) Cakewalk path – bins are to be installed	LCC
3.5	(9.1) 1st Manston Guides – Jean reported they are still having trouble with anti-social behaviour issues outside the club on Thursday evenings, which has escalated recently during the lighter nights <ul style="list-style-type: none"> • Police to continue to patrol the area on Thursday evenings 	Police
3.6	(9.2) Grafton Villas – Cllr Grahame has walked the long footpath with LCC officers to highlight the issues faced by local residents. A public meeting is to be arranged as soon as possible after the elections. <ul style="list-style-type: none"> • Cllr Grahame was thanked for her efforts to date 	Cllr Grahame
3.7	(9.3) Austhorpe Lane bridge: weight limit signs – the signs are now installed and local residents have noticed a difference already.	
4.0	10 minute open floor	
4.1	Ginnel running between Kennerleigh Glen and the Ring Road The ginnel was reported as having a defective walkway and insufficient lighting. <ul style="list-style-type: none"> • JN to investigate and work with the appropriate people to address the issues 	JN
4.2	Kingswear parade: parking issues The forum was informed there was still a problem there, as when there is a row of parked cars, the road isn't wide enough for two cars to pass each other, which causes problems eg extensive reversing back from the Ring Road. <ul style="list-style-type: none"> • Police to keep monitoring the situation and asked for registration numbers to be recorded if badly parked so they can report them to the DVLA 	Police
4.3	Devon pub It was reported that private hire vehicles are still ranking up outside, which is against the law. The pub has also been requested to turn the music down	

	<p>on a few occasions and local residents were still complaining about broken glass outside the boundary of the pub.</p> <ul style="list-style-type: none"> The forum was informed that if private hire vehicles are seen ranking up, they can phone through to the necessary base and tell them. The cars should move on 	All
4.4	<p>Cock Beck pub The pub is open again. The landlady was thanked for her efforts to make it a good pub again, but there were still concerns about music in the car park.</p>	
4.5	<p>Methodist Church, Stanks Grove The church is currently empty and looking in a poor state of repair. Police were recently called to the site and are now aware of it.</p> <ul style="list-style-type: none"> Cllrs to look into who is responsible for the upkeep of the building 	Cllrs
4.6	<p>Potential new allotments at former Manston Primary School site</p> <ul style="list-style-type: none"> Cllr Grahame to email Tony Pickles 	Cllr Grahame
5.0	Community Safety – Sgt Natasha Tierney	
5.1	Crime statistics for the last six weeks were discussed. Overall, this period was up on the last by 24 offences.	
5.2	Overnight burglaries when occupants have been at home are still occurring because residents aren't locking their doors and making sure their keys are safe.	
5.3	There has been a recent increase in reports of bogus callers eg Yorkshire Water, Census and the digital switchover for television. Forum members advised to be alert.	
5.4	The police have been working within Crossgates Shopping Centre raising awareness and giving away anti-tamper screw kits to help reduce the theft of car number plates.	
5.5	A crime prevention operation Champion will take place on 6 May 2011, where locks will be upgraded.	
5.6	Operation Thorndale took place 11-21 April, which concentrates on bus related issues. There had been 47 bus related incidents in ward 11. A school education programme was rolled out and the 40/40A service was targeted (buses and shelters).	
5.7	<p>PACT priorities from the last meeting:</p> <ul style="list-style-type: none"> Silkstone Way parking issues Manston Church in the evenings 	
5.8	The police CCTV van will be in the ward on 12 and 20 May and general footage from the static camera outside the Station pub is very useful.	
5.9	<p>Off-road police bikes The off-road service is back up to 50% capacity. It is hoped the injured rider will be back before too long (has a broken thumb). The service has been involved in seizing 559 nuisance bikes / mini motos / quad bikes etc.</p>	

5.10	Intelligence was requested to keep the success rate high. There is to be a police contact point set up at Cross Gates & District Good Neighbours. There will be a drop-in session with the PCSOs. The sessions will be advertised.	Police
6.0	Environmental Action update – Simon Norman, Community Environmental Support Officer (CESO) Tel: 07891 278 378 or email simon.norman@leeds.gov.uk	
6.1	There have been a few commercial issues around the Crossgates Shopping Centre which are being followed up.	
6.2	Dog issues: CESOs can fine £75, but PCSOs can only do a statement.	
6.3	Simon distributed his contact card for invitations to local meetings.	
6.4	Devonshire estate: dog issues It was reported that dog owners are going to the trouble of bagging the foul, but then dropping the bags and leaving them: A day of action was requested. <ul style="list-style-type: none"> • Simon to discuss with Paul Spandler 	SN
6.5	Simon to report the ginnel issues from Cllr Grahame.	SN
6.6	Simon was thanked by the forum for doing a 'sterling job' in the area.	
7.0	Youth Service update – Andrew Derra	
7.1	Andrew has been in post since April 2011.	
7.2	The current provision for the area is going well. The summer programme is largely sports based and is being worked up with input from local young people. The team is supported by a good selection of volunteers.	
7.3	The mobile provision is out in the area on Wednesday evenings	
7.4	Accreditation projects have been completed.	
7.5	Copies of the summer programme were tabled for information, and were available to take away. Many of the young people attend having heard about the sessions from word of mouth. <ul style="list-style-type: none"> • It was suggested copies were sent to all local schools 	AD / VM
7.6	The Breeze website has more details: www.breezeleeds.org	
8.0	Any Other Business and date of next meeting	
8.1	Crossgates and District Good Neighbours Scheme – Moira Flynn <ul style="list-style-type: none"> • Working with the over 60s in the LS15 area • They have 1.5 paid staff and 50 volunteers • 150 older people pass through the service per week • Funding issues facing all the 'good neighbour' schemes were highlighted • New sessions include a cookery class on Wednesday mornings 	

	<ul style="list-style-type: none"> • The March newsletter was tabled for information • Support and advice services are also available • Home visits can be arranged • Pleased that the ward councillors are very supportive of the scheme • If you want to get involved, or for more information, please phone 0113 260 6565 <p>8.2 Crossgates Shopping Centre – Dave Coulthard</p> <ul style="list-style-type: none"> • DC is still standing in for Steve Seymour, the previous Centre manager • There is one empty unit in the centre at the moment • Information boards are being installed inside the centre square at the moment, promoting 'your Cross Gates' as a hub of the neighbourhood for comments and to see what could be improved • Issue of cyclists riding and performing stunts on the pavement directly outside the shops was noted <ul style="list-style-type: none"> ○ The situation is being monitored and steps are being taken <p>8.3 Silkstone Way parking</p> <ul style="list-style-type: none"> • A letter has been sent out to residents by LCC Highways and the responses are being collated. The deadline for comments is next week • Two letters have been sent out – the first just went to Silkstone Way, and the second went to Silkstone Way and Silkstone Court • The installation and use of a 'residents only – no parking' sign was queried, even though no parking restriction would be in force • Cllr Grahame and Nick Borrás (LCC Highways) are to do another site visit in the near future <p>8.4 Next meeting To be set by the Area Committee.</p>	
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**Area Chairs Forum
Wednesday 17th June 2011
Committee Room 4, Civic Hall**

Attendance:

Councillors: P. Gruen (Chair), G. Hyde, G. Hussain, G. Wilkinson, K. Parker, A. Gabriel, R. Finnigan, J. Akhtar, G. Latty, T. Hanley, D. Blackburn

Officers: J. Rogers, R. Barke, S. Mahmood, J. Maxwell, S. Boyle, H. Freeman, B. Logan

Minutes: S. Warbis

Officers attending for specific items: D. Lynch, A. Clifford, M. Tynan, J. Lane, M. Phillott

Item	Description	Action
1.0	Apologies	
1.1	Cllr. Denise Atkinson.	
2.0	Minutes and Matters Arising	
2.1	The minutes of the previous Area Committee Chairs meeting on 11 th May 2011 were agreed as an accurate record.	
2.2	<u>1.7 of previous minutes – Youth Service Update</u> James Rogers informed Area Chairs that meetings have taken place with Cllr Blake and Nigel Richardson to review the proposals regarding the Youth Service. Cllr Blake and James Rogers will be attending the Children’s Services leadership team meeting to move this forward.	
2.3	<u>2.9 of previous minutes – Environmental delegation</u> Regarding the proposal to pilot the new Service Level Agreement (SLA) in one Area Committee area, it was agreed that Cllr Hussain would speak to officers in Environmental Services to move this forward.	Cllr Hussain Helen Freeman
3.0	Delegation of Environmental Services to Area Committees	
3.1	Helen Freeman attended to provide an update on the Environmental Services Delegation. Concerns were raised that there had only been a 60% attendance by Members at the series of workshops regarding the delegation, with some Members not having attended any workshops. Cllr Gruen proposed to send out reminders to Councillors on the importance of attending these events.	Cllr Gruen
3.2	It was agreed that the SLA needs to give accurate and honest information about the frequencies of services and that there needs to be a way of tracking and reporting where services have been missed. Helen Freeman stated that there was a commitment to deliver the SLA, that some frequencies may change to allow additional capacity that can be directed by Area Committees.	
3.3	A discussion took place around proposed cycles for mechanical cleansing services and the need to avoid certain areas regularly being scheduled for a weekend service, when there were problems with on street parking. Various options were discussed and it was agreed that these would be discussed further during future Members workshops.	Helen Freeman
3.4	Helen Freeman stated that there would be the capacity to tweak the schedules to take account of local knowledge and information regarding particular local issues and practicalities. Local co-ordination would manage potential clashes between services such as refuse collection and street cleaning.	

3.5	The issue was raised of land ownership and the work being carried out to address responsibilities for maintenance and remedial service provision. It was stated that there had been good co-operation with the ALMOs to address this issue and that early discussions had taken place with Education and Parks & Countryside. James Rogers stated that he was having discussions with the Directors responsible for Children's Services and Parks & Countryside regarding this matter. It was agreed that the Chairs Forum would receive an update on progress in this area at it's September meeting.	Area Leaders
3.6	An update report on the delegation is going to all Area Committees in the June / July cycle of meetings. Appointments within the restructure were almost complete for the team managers and supervisors operating in the areas, with internal changes due to go live on 1 st July. Information will be provided to Area Committee Members when the details have been finalised.	Helen Freeman
3.7	Questions were raised regarding the SLA and how issues of concern regarding performance would be dealt with. It was stressed that the delegation is a strategic partnership rather than a client / contractor relationship. There is a commitment to perform and there needs to be joint work to iron out any problems that may arise. Work is being carried out to minimise the downtime of operatives due to travel between sites, including a review of tipping points and looking at the types of vehicles being used and the possibility of increased compression of waste on vehicles.	
3.8	Work is being carried out to establish baselines for performance and a breakdown of budgets. When this is available another meeting with Area Chairs will be arranged.	Helen Freeman
3.9	Milestone dates are as follows: <ul style="list-style-type: none"> o Update report to Area Committees June / July o Member Workshops 11th – 22nd July o SLA to Area Committees in September 	
4.0	Future Options for Long-Term Residential and Day Care Services for Older People	
4.1	Anna Clifford and Michele Tynan attended for a discussion regarding the proposals outlined in papers circulated to the meeting. The issue of residential and day care services had previously been brought to the Area Committee Chairs meeting in December 2010 and a report had been taken to Area Committees in the February 2011 cycle of meetings.	
4.2	The implications of the Southern Cross situation was raised, with the impact in Leeds not felt to be as great as in other areas of the country. There are a number of other viable private providers in Leeds, as well as the services provided directly by Leeds City Council.	
4.3	The quality of private provision was also raised, particularly in light of the recent BBC Panorama program. It was stressed that the issues highlighted by Panorama were very much the exception, and that there is a programme to monitor private care provision as well as the services provided by LCC.	
4.4	Long term strategy planning is taking place, looking at both complex and basic needs, to reshape the market to meet the emerging demand. There will be a 33% increase of over 85 year olds by 2024 and there is a need to review existing LCC and private provision to make sure it is able to meet the demand.	
4.5	Michele Tynan explained that Adult Social Care were currently in week 5 of a 12 week consultation of service users and family carers. The consultation also includes stakeholders such as the voluntary sector and parish councils. There has also been a series of road-shows, and other consultative methods, to ensure that older people outside of care, and representative groups are included in the	

	consultation process.	
4.6	There is a commitment for Adult Social Care to discuss the options with all 99 elected Members, with discussions having taken place with 29 members already.	
4.7	Findings from the consultation exercise will be taken to the LCC Executive Board on 7th September 2011.	
5.0	2011/12 Annual Luncheon Club Grant	
5.1	Jason Lane and Mark Phillott attended to discuss the possibility of moving the administration of the small grant fund for luncheon clubs to a more local level so as to better reflect local issues and priorities. Liaison is already taking place with the Area Leaders regarding the pros, cons and practicalities of localising this process.	
5.2	Currently luncheon club funding is a responsive grant process, relying on luncheon clubs to make funding applications. This can lead to certain areas of the city receiving a greater proportion of available funding than areas where fewer applications are made. The grant process is being looked at to determine if the current central system is the best way forward, or whether there are advantages to localising the process. Discussions with luncheon club organisers and attendees concerning current grant processes and information gathering regarding clubs is planned to take place over the summer.	
5.3	Work is also being carried out to look at some of the health impacts of luncheon clubs and to improve awareness of which clubs are functioning well and which clubs are experiencing difficulties. This work would also encourage a networking approach for luncheon clubs to share information, knowledge and otherwise support each other.	
5.4	Area Chairs were clear that they were happy to see a move to a more local management of this grant, however they would not support a virtual delegation of the process. Chairs agreed that there needed to be more engagement to encourage applications and saw that Area Committees could be involved in tackling inequality across the areas.	
5.5	It was agreed that this issue should be brought back to a future meeting, with details of budgets, a mapping of the current provision, and relevant planning proposals.	Jason Lane
6.0	Area Support Team Roles	
6.1	The Area Leaders gave a presentation on the proposed roles for the Area Support Teams and tabled a document outlining their specific responsibilities. This information has been provided to staff, although job descriptions have yet to be circulated. There has already been a 20% reduction in Area Management staffing due to vacancies not being filled, and the proposed roles are designed to maximise the staff resource moving forward to support locality working. The proposed draft structure has 6 x PO5 posts, 13 x PO2 posts and 9 x SO1/2 posts.	
6.2	The PO5 posts will lead and manage local and city wide programmes, getting under the skin of issues and will be unburdened of Area Committee administration tasks. They will have responsibility for rolling out best practice across the area teams.	
6.3	The PO2 posts will be the key contact point for Area Committees and Members, and will provide the Area Committee support role. They will also be the key link with communities and the delegated services, providing initial support for services as new delegations are implemented.	

6.4	The SO1/2 posts will support the Area Committees, administer the well-being fund and maintain connections with frontline services and communities.	
6.5	Currently informal consultation with staff is ongoing which has been generally positive. This will be followed by job evaluation of the roles and formal consultation and it is envisaged that implementation will happen in the Autumn.	
6.6	Some Area Chairs raised concerns that the new structure could become overstretched, particularly as delegations increase and pressures increase on staff. It was pointed out that all partners and services were looking at locality working and would have a responsibility to play their part in the process. Area Team staff would assist services with the move to locality arrangements, using their experience to facilitate the transition, but services would then become better organised to operate at a local level themselves. It was suggested that services' budgets need to be utilised to support locality working arrangements.	
6.7	It was felt that the Area Committees needed to be able to influence the way that services are delivered, regardless of whether services have been delegated. It was suggested that the Area Chairs and Area Committees would be able to shape services through the PO5 officers.	
6.8	It was agreed that member briefings needed to be arranged on the proposed structures of the Area Support Teams.	Area Leaders
7.0	Any Other Business	
7.1	The minutes of the Area Chairs Forum meetings will now be taken to Area Committee meetings once they have received approval.	
7.2	Cllr Gruen expressed an intention to attend various Area Committee meetings. James Rogers stated that he would also be attending all 10 Area Committees before the end of March and would also be spending a half day with each of the three Area Teams.	
8.0	Date of Next Meeting	
8.1	5 th September 2011, 10am, Committee Room 1, Civic Hall.	

Report of the Director of Children's Services

Report to the Outer East Area Committee

Date: 13 September 2011

Subject: Consultation on expansion of primary school provision for September 2013

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): No Outer East Wards.		
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number: Appendix number:		

Summary of main issues

1. This report presents the Area Committee with an update on the work being undertaken across the city to ensure the authority meets its statutory duty to ensure sufficiency of school places in the context of an increasing birth rate. Although no schools in the area are directly affected, the report provides to opportunity to ensure members are aware of plans in adjacent areas.

Recommendations

2. Members of the Area Committee are asked to consider the consultation information and comment on the proposal.

1 Purpose of this report

- 1.1 This report is intended to ensure members are fully briefed on the proposals being brought forward in response to rising demand for reception places city wide and are able to comment on them.

2 Background information

- 2.1 The local authority has a legal duty to ensure there are enough school places to meet the needs of its children and families. We are now planning to create the extra places we believe will be needed from September 2013 onwards. At its meeting on 27 July 2011 Executive Board approved consultation on the following proposals:

- Expansion of Bramley St Peter's Primary School from 315 to 420 pupils from September 2013
- Expansion of Rawdon St Peter's Church of England Voluntary Controlled Primary School from 315 to 420 pupils from September 2013
- Expansion of Morley Newlands Primary School from 420 to 630 pupils from September 2013
- Creation of a new 420 place school through competition on land at Florence Street in Harehills from September 2013
- Creation of a new 420 place school through competition on the site of the former South Leeds Sports Centre on Beeston Road from September 2014

- 2.2 Under the Education and Inspections Act 2006 the last four of these require a statutory process, and this consultation forms the first part of that process. The expansion of Bramley St Peter's does not require significant new building, and therefore will be consulted on as an admission limit change during the annual consultation on admissions arrangements later in the year.

- 2.3 The consultation documents should be read in conjunction with this report. The Executive Board report 'Primary Basic Need Programme - Permission to consult on proposals for expansion of primary provision in 2013 and 2014' presented to the 27 July 2011 meeting provides further contextual information on the need for places, and the ongoing work to develop further proposals in each area.

- 2.4 The consultation period runs from Monday 12 September 2011 to Friday 21 October 2011. Children's Services are holding meetings to gather the views of the community and enable them to debate the proposal and ask questions. The findings from the consultation will be presented to the Executive Board.

3 Main issues

- 3.1 The details of the proposal are described in full within the consultation documents. In addition, the following points should be noted:
- 3.2 Any new school buildings will still be subject to the normal planning permission process, allowing any interested parties to comment, and meaning any traffic and access issues will receive due consideration. The two processes are independent and the outcome of one does not presuppose the outcome of the other.

3.3 Long-term planning for the city is continuing with the help of other stakeholders which includes:

- working with council officers to consider the impact of new housing.
- identifying sites / other buildings and interested parties to run new schools or split site / federated schools.
- collaboration with all primary, Early Years and secondary providers to optimise overall use of space.
- secondary planning for when the increased numbers work through to high school this needs to be linked for changes to the 14-19 provision, and BSF plans.
- Consultation with members to develop proposals, and throughout the process, using area committee meeting and specific ward member briefings.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 Any proposal to create additional school places requires engagement with a wide variety of stakeholders, and is managed in accordance with the relevant legislation. This occurs before a proposal has been developed as well as during the consultation period. All members have had copies of all 4 consultation documents supplied via hard copy and electronic copy. Further copies are available on www.educationleeds.co.uk/schoolorganisation .

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 This report does not have a particular impact on any of the following groups: Race, Disability, Gender, Age, Sexual Orientation, Pregnancy and maternity, Religion or belief.

4.2.2 For the proposal an Equality, Diversity, Cohesion and Integration Screening form has been completed, which determined that it is not necessary to carry out a formal impact assessment. We will however continue to consider this proposals impact on equality, diversity, cohesion and integration.

4.3 Council Policies and City Priorities

4.3.1 The proposal is brought forward to meet the Council's statutory duty to secure sufficient school places.

4.4 Resources and Value for Money

4.4.1 High level estimates for the schemes total £19,602,027. This high level estimate uses the modular accommodation cost basis and will be subject to significant development through detailed design. It does not include site acquisition costs or provision for any site specific conditions, risk or abnormalities.

4.5 Legal Implications, Access to Information and Call In

4.5.1 The authority has a legal duty to ensure sufficiency of provision. Under the Education and Inspections Act 2006 the proposed expansions and new schools are prescribed changes, requiring a public consultation in the first instance.

4.6 Risk Management

4.6.1 Should the proposal be approved, the delivery risks will be managed through a risk register by the project officer.

4.6.2 Should the proposal not be approved, alternative measures will need to be identified to ensure the council meets its statutory duties. This work is being developed in parallel with the proposal.

5 Conclusions

5.1 We are proposing these expansion and new schools because the birth rate has increased significantly over the past few years and there is a need for more school places. We have looked at the existing schools across the areas affected, and have expanded several of them already. We do not think we can create enough places in this way, and so have also looked at Council owned land and assets to see if any could be used for a new school. The two new sites have been identified, and the Council's Executive Board have agreed to earmark the land for that use while a competitions are held.

6 Recommendations

6.1 The Area Committee is requested to:

- Note and consider the report and consultation document
- Consider any response they wish to make as a part of the consultation

7 Background documents

7.1 Executive Board report of July 2011: Primary Basic Need Programme – Permission to consult on proposals for expansion of primary provision in 2013 and 2014.

7.2 Consultation documents for the expansion of Morley Newlands and Rawdon St Peter's Primary Schools, and for competitions for new schools in south Leeds and in Harehills.

Report of the Director of Environment & Neighbourhoods

Report to East Leeds (Outer) Area Committee

Date: Tuesday 13th September 2011

Subject: Delegation of Environmental Services – Service Level Agreement

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Garforth & Swillington Kippax & Methley Temple Newsam Cross Gates & Whinmoor		
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number: Appendix number:		

Summary of main issues

1. A Service Level Agreement has been drawn up for the delivery of environmental services in Outer East.

2. This report provides final details of the agreement and seeks approval of the document which will steer the work of the South and Outer East Environmental Locality Team over the next 6 months.

Recommendations

The Area Committee is asked to approve the attached Service Level Agreement for the delivery of delegated environmental services.

1 Purpose of this report

- 1.1 The purpose of this report is to present to the Area Committee, for approval, a final version of the Service Level Agreement (SLA) through which the work of the Environmental Locality team will be steered over the next six months.

2 Background information

- 2.1 Work has been ongoing with Members and Area Committees since late 2010 on achieving the successful delegation of certain environmental services in 2011/12.
- 2.2 At its meeting of 30th March 2011, the Executive Board approved revisions to the Area Committee Function Schedules to include a new delegated responsibility for Street Cleansing & Environmental Enforcement Services.
- 2.3 The delegation makes clear the responsibility of Area Committees to negotiate, develop and approve a Service Level Agreement (SLA) with the service that achieves as a minimum, the service standards set by Executive Board. The SLA should determine the principles of deployment of the available resources by:
- the identification of priorities for service delivery annually (both geographical and in terms of types of services delivered)
 - the agreement of the most appropriate approaches to be taken to achieve local environmental cleanliness and quality.
- 2.4 Services included in the delegation are:
- Street cleansing (mechanical and manual);
 - Leaf clearing;
 - Litter bin emptying;
 - Dog warden services;
 - Littering & flytipping regulation;
 - Domestic & commercial waste (storage & transportation issues);
 - Highways enforcement (abandoned & nuisance vehicles, A-boards on pavements, mud on roads and placards on street furniture);
 - Graffiti enforcement; and
 - Overgrown vegetation controls.
- 2.5 The delegation of the specified environmental services to Area Committee will mean that service resources, mainly staffing, which are currently managed centrally, will be devolved. These resources have been organised into three wedge based teams for East North-East, South South-East and West North-West, aligned to the new Locality Teams. The Service Level Agreement sets out the detail of the resources which will be allocated to the Area Committees.
- 2.6 Area Committee workshops have been held, in January, March and July, to involve Members in the development of Service Level Agreements (SLA), through which the delegated services will be delivered at a local level. The workshops also provided an opportunity for Members to consider current service schedules and activity, in terms of meeting the need of local areas.

- 2.7 In addition to the Area Committee workshops consultation has also been undertaken with the Environmental Sub-groups of the Area Committees, including the sub group representing Outer East Area Committee.

3 Main issues

- 3.1 A great deal of work has been undertaken over the past six months to review the street cleansing service, implement a restructure to create the three new locality teams and build trust with Members.
- 3.2 The completed review of street cleansing services, in particular mechanical sweeping, has looked in depth at a range of issues affecting productivity and overall effectiveness of the service.

Annual Leave & Sickness Capacity

Work has been undertaken to ensure a sound understanding of the capacity needed within the service to accommodate annual leave and sickness, something not previously factored into the delivery schedule. This has resulted in additional capacity being created within a revised service schedule, leading to a significant reduction in the number of sweeping routes not completed due to staff availability.

Downtime

A primary concern highlighted by both officers and Members has been the extent to which 'downtime', i.e. the time machines are not actively sweeping, affects service delivery. A robust analysis has been carried out of travel time to/from depot to routes, the time involved in vehicles tipping their load during each route, the time spent at the start and finish of each day on vehicle preparation, i.e. washing down and refuelling, and identification of other issues affecting productive working time e.g. moving of bins off the carriageway so that the sweeping machines can gain access to the pavements/roads.

This work is still ongoing, but has already resulted in a number of additional tip sites being identified which will reduce unproductive work time. Discussions are underway to further minimise travel time by having more localised bases from which the vehicles will operate (currently all vehicles operate out of just two depots, Henshaw in the Outer North West and Cross Green in the Outer East).

Route Completion Rates

A further element of the service that has been investigated is the completion rates of the individual sweeping blocks. Although specific data is not currently available to give a completely accurate figure, anecdotal evidence from frontline staff, service supervisors and Members strongly indicates to a high rate of routes not being completed within a working day. In most instances the part of a route that did not get swept would be left until the next scheduled cleanse, potentially up to six weeks later.

The inability to complete a route has been assessed as being largely down to the size of the current routes, which were designed to be approximately 10 linear kilometres each. However, when taken into consideration that both pavement and road sweepers have to go up and down each side of a street this coverage is

doubled. The most effective speed of a pavement sweeper is 2km an hour, thus to complete 20km would take 10 hours of productive cleaning.

As has been highlighted earlier in section 3.2 there are a number of factors which mean that, out of a ten hour working day, the amount of productive cleaning time available falls short of this, meaning that historically the routes were not deliverable.

We have therefore sought to redesign the routes to make them deliverable within the current level of resources. Throughout the July workshops Elected Members have been consulted about a solution that effectively reduces the size of routes and makes them more achievable within the available productive time.

3.3 Comments made by Area Committee Members during the Environmental Services workshop held in July included:

- The profile of the service needs to be raised with the public by communicating the good the service does, especially around enforcement issues/action;
- Working hours of the enforcement team should be more flexible, 9am-5pm doesn't always make sense;
- Keeping the main roads into the city clean, as this often gives the first and sometimes only impression of Leeds to visitors;
- Officers from the locality team should regularly attend community group meetings; and
- Concerns over the idea of quality vs. quantity of service, don't want to lose resource from the area.

3.4 As a result of the workshops a number of key priorities have been identified by the Area Committee, these being:

- Routes to High Schools – litter clean up and enforcement
- Town centres – litter clean up and enforcement
- Local shopping parades/areas – litter clean up and enforcement
- Work with partners to broaden the range of people who can enforce
- Address issues associated with dog fouling and dog control
- Joint approaches to clearing open space/land in the public realm
- Develop a maintenance programme for ginnels

These priorities are written into the SLA as priority areas for the Locality Teams and available capacity within the schedule street cleansing and/or enforcement services will be directed, as appropriate, to tackling these priorities.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 Various consultation and engagement exercises have been undertaken with Members on an individual basis, as well as at ward and Area Committee level.
- 4.1.2 Most significantly three rounds of Area Committee workshops have been held in January, March and July 2011, designed specifically to shape the delivery of environmental services within the Outer East wards.
- 4.1.3 A series of update reports have been provided to each Area Committee meeting since October/November 2010 (see background documents for full details).
- 4.1.4 Progress reports have been submitted to each Area Chairs' meeting since October, including seeking comments and confirmation of a template for the Service Level Agreement.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 A key principle of locality working and the Service Level Agreement is a focus on delivering the best outcome for residents across the area, so that the streets and neighbourhoods in which they live are of an acceptably clean standard. This principle underpins equality and community cohesion, seeking to bring neighbourhoods with poor environmental quality, up to an acceptable standard, whilst improving all areas of Leeds.
- 4.2.2 Moving forward through the first year of the Service Level Agreement it is intended to develop a community engagement strategy which will determine the extent and nature of involvement of local residents within the monitoring and delivery of environmental services. This strategy will be developed with due consideration given to all equality, diversity, cohesion and integration issues.

4.3 Council Policies and City Priorities

- 4.3.1 The proposed delegation of environmental services to Area Committees, via an approved Service Level Agreement, will significantly contribute towards the Stronger Leeds section of the new Safer & Stronger Communities Plan 2011-15. By delivering services at an Area Committee level, the priority to *'ensure that local neighbourhoods are clean'* will be much more achievable.
- 4.3.2 In order to formalise delegation of the listed environmental services, the Area Committee Function Schedule within the Council's Constitution has been amended, approved at Executive Board in March 2011 and ratified at the Annual Council meeting held on 26th May 2011.
- 4.3.3 Amendments have also been made to the Area Committee Procedure Rules to make allowance for the decision making powers being devolved to Committees, which will run concurrent to the same authority given to the Director of Environment & Neighbourhoods.

4.4 Resources and Value for Money

- 4.4.1 There is no change to resources at this point. The resources allocated to the South South East Environmental Locality Team are the same as those that would have been put into the area under the old Streetscene structure.

4.4.2 The Service Level Agreements detail a revised mechanical street cleansing service, which will deliver increased efficiencies in terms of achieving a greater quality of street cleansing and therefore providing better value for money.

4.5 Legal Implications, Access to Information and Call In

4.5.1 Following revision to the Council's Constitution, as detailed at 4.3.2, the Area Committee has the legal powers to approve the attached Service Level Agreement and therefore formally undertake the delegation of services set out within it.

4.5.2 There are no further legal implications.

4.5.3 The report contains no information that is deemed exempt or confidential.

4.5.4 The Area Committee's decision to approve, or not, the attached Service Level Agreement is eligible for call-in, within the standard five working day period from the date the decision is published.

4.6 Risk Management

4.6.1 The Area Committee is being asked to approve the attached Service Level Agreement, which will formalise the partnership arrangements between the South South East Environmental Locality Team and the Committee. Should the Service Level Agreement not be approved then the Locality Team will still be required to deliver environmental services within the area, however this will be without the significant input of the Area Committee.

5 Conclusions

5.1 A significant amount of collaborative work has been undertaken and real progress made in making ready for the services to operate under the terms of the SLA with effect from September 2011. This first SLA will apply for a period of 6 months, during which time performance monitoring will be reported to the Area Committee and Environmental Sub group.

5.2 The SLA will be reviewed annually to inform the production and approval of subsequent areements for future years, in line with corporate budget cycle and review process, with the first review beginning in October 2011.

6 Recommendations

6.1 The Area Committee is asked to:

- a) Note the contents of the report;
- b) Approve the attached Service Level Agreement.

7 Background documents

- Leeds City Council Constitution

- Area Committee report: Environmental Services Delegation – Update and Progress Report, 4th July 2011
- Area Chairs' Meeting report: Devolvement of Environmental Services to Area Committees – progress report, 15th April 2011
- Area Committee report: Delegation of Environmental Services, 14th March 2011
- Executive Board report: Delegation of Executive Functions in Relation to Streetscene Management to Area Committees, 30th March 2011
- Area Committee report: Delegation of Environmental Services, 31st January 2011
- Area Chairs' Meeting report: Devolvement of Environmental Services to Area Committees – Development of Service Level Agreements, 14th January 2011
- Area Chairs' Meeting report: Devolvement of Environmental Services to Area Committees, 3rd December 2011
- Area Committee report: Briefing note on proposed delegation of elements of Streetscene services, Oct/Nov 2010

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Services Level Agreement Delegation of Environmental Services

1 Parties

- 1.1 This Service Level Agreement is made between the **Outer East Area Committee** and the **South South-East Environmental Locality Team**.

2 Period of the agreement

- 2.1 This Service Level Agreement will take effect from 13th September 2011, until five working days after the first Area Committee meeting in the municipal year 2012, or an earlier date as agreed by both parties.

3 Purpose of the agreement

- 3.1 To set out the outcomes expected of the environmental Locality Team within the Area Committee's area and how success will be measured.
- 3.2 To set out the standards of delivery expected for those services that fall within the scope of the environmental delegation to Area Committees.
- 3.3 To promote greater accountability in the provision of environmental services. To enable elected Members to be more involved in decisions concerning the prioritisation and level of service delivered within the scope of the delegation.
- 3.4 To provide more flexibility in how the services are delivered so as to include specific service requirements to tackle local issues and plan/respond to local events and seasonal issues.

4 Scope of services covered by the agreement

- 4.1 In delegating a range of environmental services to the Area Committee, Leeds City Council's Executive Board has taken account of the ability of services to be effectively delivered, and directed at a local level. The following are those services that are covered by 'the delegation':

- **Street cleansing -**
 - Manual litter picking
 - Litter bin emptying
 - Mechanical path & road sweeping

- Leaf clearing
 - Flytipping removal
 - **Regulatory environmental services -**
 - Flytipping enforcement
 - Graffiti enforcement
 - Dog controls (e.g. strays, fouling)
 - Highways enforcement (e.g. illegal advertising/trading from the highway)
 - Domestic & commercial waste storage & transportation control
 - Overhanging vegetation control
 - Litter control (FPNs, flier controls etc)
- 4.2 The core services will continue to be delivered on an agreed citywide operational basis of:
- (a) Street Cleansing - deliver a 7 days a week service across the city. Staff work 10 hours shifts per day based on a 4 by 3 shift pattern over a fortnight. Operations commence between 6am and 8am.
 - (b) Regulatory Environmental Services - operate on a Monday to Friday, normal working hours basis. Weekend and evening working is possible by prior arrangement, but usually at additional expense.
 - (c) Meeting legal/statutory obligations and corporate policies; for example health and safety policies
- 4.3 The staffing structure of the South South-East Locality Team is provided in appendix A. The budget currently available to the Locality Manager to deliver service commitments made in the SLAs for the three Area Committees in SSE area is provided in appendix B.
- 4.3 Local variations to the above basis for the delivery of the service can be negotiated as part of the SLA as an agreed additional, bespoke service, paid for from Wellbeing budget for example.

5 Roles & responsibilities

- 5.1 The specific responsibilities of parties involved in the delivery, management and oversight of the SLA are set in the following paragraphs.

Elected Members

(a) Area Committee: responsibility delegated from Executive Board to develop and agree the SLA each year and to monitor the delivery of the service against the agreed specifications and outcomes. To negotiate changes to the SLA to address unforeseen issues/events and address service failure/inefficiencies.

(b) Area Committee Chair (Councillor Parker): To liaise with the Locality Manager to ensure that decisions on service delivery are being made

in accordance with the SLA and that timely and accurate reports/information are provided for Area Committee and relevant sub/ward meetings in order for the Area Committee to meet its responsibilities. To work in partnership with other Chairs across the relevant 'wedge' and the city as a whole as required (for example at the Area Chairs' meeting).

(c) Environment Champion (Councillor Mitchell): To work collectively with the other Environmental Champions and the Executive Board Member to help change attitudes and behaviours across the city that will improve the environment at a local level. To increase the understanding of the barriers and issues faced at locality level to improving local environmental quality and promote the delivery of solutions through partnership working.

(d) Outer East Environmental Sub-group: To receive regular (minimum quarterly) reports on the delegated services and closely monitor the performance and outcomes of the SLA. To consider in-year variations to the SLA, where necessary making recommendations to the Area Committee for the Locality Manager to implement. To undertake an annual review of the SLA and the development of a new SLA for 2012/13. To monitor and make recommendations on equality, diversity, community cohesion and community safety matters in relation to the delegation of environmental services.

Environmental Locality Manager (Tom Smith)

- To deliver services under the delegation in line with the preferences and guidance set out by Members within this SLA;
- To maintain records of service activity as necessary to monitor performance against the SLA outcomes;
- To report on progress embedding the service principles set out in the Agreement in how the service is being delivered;
- To report on service activity against the requirements of this SLA, in line with the review and performance monitoring framework;
- To establish and maintain productive relationship with Members to achieve the best outcomes from the available resources;
- To lead the SLA's annual review process, including the development of a new agreement for the following municipal year;
- To work in partnership with other organisations/agencies delivering environmental services, e.g. ALMOs, Parks & Countryside, to ensure a holistic approach to environmental cleansing and regulation regardless of land ownership; and
- To work with the Area Leader to ensure the SLA is contributing towards wider priorities set out in the Area Committee's Delivery/Business Plan and adding value to other activities/priorities where possible.

6 Service principles and priorities

6.1 Under the terms of the agreement the Locality Manager will ensure that the following principles be applied and priorities addressed in how the Locality Team plans and delivers its services across the South South-East area:

(a) **Outcome focused:**

The SSE Locality Team will focus on delivering the best outcome for residents across the Outer East area - so that the streets and neighbourhoods in which they live are of an acceptably clean standard. It is this equality of standard that every resident will be entitled to, not necessarily the same quantity of service. For example, not everyone will get their street swept the same number of times per year, but everyone will be entitled to get their street swept as and when needed if it is the best solution to make sure it is maintained to an acceptable standard of cleanliness.

The Code of Practice on Litter and Refuse was issued under Section 89 of the Environmental Protection Act (EPA) 1990, setting out the legal standards which every local authority has to achieve. This Code of Practice places a duty on the council to keep publicly accessible land – which is open to the air and is under the direct control of the council – clear of litter / refuse as far as is practicable. The minimum standard of acceptability is therefore the adherence to this code of practice.

(b) Responsive to local needs:

The service will be more responsive to local needs. There will be greater capacity built in to react to current 'grot-spots', plan for known local events that may affect the cleanliness of neighbourhoods and go where the problem is at that time.

(c) Common sense approach:

The service will have a common sense approach which supports getting the job done. No cleaning of clean streets, more flexible routes/coverage, no driving/walking past problems.

(d) Working as a team in our priority neighbourhoods:

The service will work as part of a multi-agency approach and contribute towards tackling problems identified in the agreed priority neighbourhoods of Halton Moor and East Osmondthorpe.

Whilst the above areas have initially been identified as priorities work will continue through the life of the SLA to develop future initiatives in other priority areas in conjunction with partners, the Environmental Sub-group and the Outer East Area Committee.

(e) Supporting community action:

We will work better with community based organisations that add value to what we do and contribute towards making our streets and neighbourhood cleaner.

(f) Education and Enforcement:

We will develop and implement local strategies which effectively combine education and enforcement approaches to tackling long standing problems such as:

- develop better relationships with schools to work together to prevent litter on school routes
- develop clearer policies around the cleaning of shop frontages that work in partnership with local businesses to make local shopping centres/main

streets clean and pleasant places to visit, to include full use of planning and Licensing conditions where applicable, and enforcement to ensure compliance by businesses under their “duty of care “.

- work with partners to broaden the range of people who can report or enforce against environmental problems, for example PCSOs, ALMO staff, Parks and Countryside staff and Registered Social Landlords.
- address issues associated with dog fouling and dog control.

(g) Working with Aire Valley Homes Leeds (AVHL), East North East Homes, (ENEH), Registered Social Landlords (RSLs), Parks and Countryside and other partners to deliver more effectively:

We will work in partnership with AVHL, ENEH, RSLs, Parks and Countryside Service and other partners to make more effective and efficient use of our combined resource; focusing initially on:

- joint approaches to cleaning open land/spaces; and
- developing a maintenance programme for ginnels (especially in Whinmoor, Garforth and Colton).

We will work to overcome problems caused by lack of clarity of ownership or responsibility for land and take a lead on taking action to resolve these problems.

(h) Planning for seasonal and annual events:

We will ensure that there is sufficient capacity and flexibility in the service to programme in work to deal with leaf fall in autumn and help clean up after significant community events planned during the year.

7 Service activity

7.1 The Environmental Locality Team, via this SLA, undertakes to provide the following service provision to the Outer East wards of Crossgates and Whinmoor, Garforth and Swillington, Kippax and Methley, and Temple Newsam, determined by the Committee and statutory obligations placed upon the Council. Activity type is split between programmed and reactive service provision, with activity detailed separately below for each service.

7.2 Street Cleansing Functions

(a) Mechanical Path & Road Sweeping

Sweeping is largely undertaken by pre-determined routes (blocks) which are scheduled to be completed on a cycle set on a weekly, 3 weekly, 6 weekly or 12 weekly basis.

Following a capacity review undertaken as a result of feedback from Area Committee workshops, each route/block has been revised to take into account local issues/’grot-spots’, ward member comments, new streets etc.

Each block represents approximately 20km of road/paths (i.e. 10km x 2 sides of the road) and is now split into 2 halves – and sweeping alternates between the two halves each time the block is scheduled to be cleaned. Those

streets/roads that have been identified as requiring a sweep/clean at every visit are indicated on the route maps. The service will work with Elected Members to review the new routes/blocks and seek agreement for changes to street cleansing approaches or frequencies where appropriate.

An overview of the routes and frequencies of mechanical sweeping within the Outer East is provided in appendix D:

As part of the capacity review for mechanical sweeping, the new work cycles are based on an 8-day “week”. This has enabled an extra day of “spare” capacity to be programmed in, which will allow the service to recover days lost for planned and unplanned leave. Any remaining capacity will be used to respond to local problems, support community clean ups, tackle seasonal issues and take part in joint-operations agreed through tasking meetings.

(b) Manual Litter Picking

Manual litter picking is undertaken on pre-set routes which are scheduled to be completed over a 7 day period, with each route completed by a team of two streetscene attendants who alternate duty through the 4 by 3 shift pattern. Daily coverage per attendant is expected to be approximately 11km.

The routes and frequencies covered by the Outer East SLA are provided in appendix E.

Where possible, variations to the routes will be negotiated at ward member meetings. This will be limited to instances where the total daily distance covered is not increased.

(c) Litter Bins

A map of all the litter bins in the Outer East area is provided as appendix F.

The provision, suitability of location and condition of litterbins will be subject to a validation audit during the term of the SLA to inform future operations and budget planning for future investment needs.

Litter bins will be emptied and the immediate vicinity checked for cleanliness by one of the two crews on duty in the SSE Locality Team. The SLA is for all bins to be emptied without any overflowing and the frequencies of visits to bins will be adjusted to ensure this commitment is met.

However, where a litter bin is full, for example because of a local event/exceptional busy period, the service will empty the bin within 24 hours of it being reported.

(d) Flytipping

The service will operate one sideloader vehicle seven days per week utilising four operatives on a 4 x 3 shift pattern. This effectively gives us one driver and one crew member each day.

Flytipping removal is largely undertaken as a reactive service, responsive to customer complaints and ‘in-house’ requests (e.g. from Members,

enforcement staff and partners), although the crews do have regular 'hot spots' to check on a pro-active basis.

We aim to remove all reported fly tips within 36 hours of receiving the request, unless it requires specialist equipment or treatment (e.g. asbestos/chemicals). The service will work with the Regulatory team to investigate, deter and prevent future instances of fly tipping, and to resolve long standing fly tipping 'hot spots'.

7.3 Environmental Regulation

The enforcement services to be delegated all operate on a Monday – Friday basis, although weekends and evening working is possible by prior arrangement, but usually at additional expense.

The majority of work undertaken by the Regulatory team involves responding to requests for service made by members of the public, via the Council's contact centre, or ward Members. Responding to these issues takes up approximately 70% of the time available within the team. On this basis the Area Committee is currently able to direct approximately 30% to be used best to fit with local priorities.

The requests for service made in 2010 in Outer East are detailed at Appendix C:

The work of this element of the service forms part of the next phase of the review of Environmental Services. The Area Committee's Environmental Sub-group will need to consider the following, in order to help inform the review and how the existing capacity to respond to local priorities can be best used;

- The Area Committee's top enforcement issues
- The preferred balance of approaches locally, i.e. between enforcement, clean-up and educational/promotional activity; and
- Geographical hotspots

At a ward level, local tasking arrangements will be used by the service to lead discussion and ensure the securing of partner resources in problem solving and addressing the priority "grime" issues through joint enforcement.

7.4 Responding to urgent issues

Urgent, unforeseen issues within the Area Committee area, wedge or elsewhere in the City may arise which require a service response outside of the capacity of the locality team. In such an event, resources may have to be temporarily diverted from scheduled work. If this occurs the Environmental Locality Manager will inform the Committee Chair and Environment Champion as soon as possible. The scale and impact of the diversion of resources will be fully detailed within subsequent performance reports to the Area Committee.

8 Service outcomes

8.1 Local Authority performance on local environmental cleanliness has in the past been measured at a city-wide level using the National Indicator 195 (NI195). Whilst this indicator is no longer in use nationally, it is proposed to continue its use locally, but to amend the methodology to measure cleanliness at an Area Committee level. The indicator measures the number of sites surveyed to be satisfactory in terms of the presence of:

- (i) litter
- (ii) detritus (eg leaf mould, dirt accumulations etc).
- (iii) graffiti
- (iv) flyposting.

8.2 Area Committee baseline

Baseline surveys have been carried (April/May 2011) for the Outer East Area Committee area. The results are as follows, showing the percent of sites surveyed deemed 'acceptable' in comparison to the citywide average:

Issue	Outer East	Citywide
Litter	87.7	86.7
Detritus	72.5	66.8
Graffiti	97.8	95.7
Flyposting	99.1	99.4

8.3 There are no baseline results that fall below the respective citywide average. On this basis the service improvement target will be to, wherever possible, increase the number of 'acceptable' sites across the other categories within the Outer East.

8.4 We acknowledge that the service will be measured not only through surveys of cleanliness but also through the perception of the quality of environments. We will work to develop appropriate mechanisms to capture information from our customers and Elected Members to effectively gauge the satisfaction and perception of our services.

9 Community Engagement

9.1 The SSE Locality Team will engage with the community via existing mechanisms set out in the Area Committee Business Plan and work with the Area Leadership team to avoid duplication and make the best use of any time spent consulting.

9.2 We will work with the South South-East Area Leadership Team to develop a pragmatic and efficient approach to regular engagement with Town and Parish Council's about the Team's performance and priorities.

9.3 The Team will work with Elected Members to identify local opportunities for engagement specifically around local environmental priorities, particularly with residents involved in helping improve the condition of neighbourhoods through In Bloom, Friends of and other such groups.

10 Accountability

- 10.1 The Environmental Locality Manager will be accountable to the Area Committee for the delivery of services as laid out in the SLA.
- 10.2 The Area Committee will be accountable to Executive Board for the achievement of service outcomes and the local execution of Executive Board policies on environmental quality.
- 10.3 As concurrent delegated authority exists with the Director of Environment & Neighbourhoods and Chief Environmental Services Officer, these positions will remain accountable to the Executive Board for the effective and efficient delivery of environmental services and related decisions.
- 10.4 Ultimately, however as an Executive Function, the Executive Board of Leeds City Council will remain accountable for delivery of environmental services to the residents of Leeds.

11 Reporting & performance monitoring

- 11.1 Environmental Sub-group
Regular (minimum quarterly) service activity reports will be submitted by the Environmental Locality Manager to the Outer East Environmental Sub-Group, or equivalent, for consideration. Through the sub-group, the report will be used to identify changes in issues and priorities, and therefore help guide service delivery over the following quarter(s).
- 11.2 Area Committee
Twice yearly performance monitoring reports will be submitted by the Environmental Locality Manager to the Area Committee for consideration. The report will detail the performance against service outcomes and the execution of Executive Board policy locally.
- 11.3 Executive Board
An annual report will be submitted by the Area Committee to Executive Board, detailing the performance against service outcomes and the execution of Executive Board policy locally.

12 Review process

- 12.1 The Agreement will be reviewed on an annual basis, to inform the production and approval of subsequent Agreements. The review will be undertaken in line with the corporate budget cycle and review process, to ensure that consideration is given to changes in budget allocation and corporate priorities.
- 12.2 The review process will be undertaken jointly with officers of the service and all, or nominated Members from the Area Committee.

- 12.3 The review process will commence in the October to December 2011 quarter and completed in the January to March 2012 quarter. Proposed updates to the service principles and priorities will be presented at the last Area Committee meeting of the municipal year (March/April) so that a full, revised SLA for 2012/13 can then be worked up to also incorporate any service activity changes required. Also provided will be the second service monitoring report outlining performance against the current year's agreement.
- 12.4 The new SLA for the 2012/13 municipal year will be formally approved by the Area Committee at its first meeting of that municipal year (June/July 2012).
- 12.5 Simple "in-year" changes to how an element of the service is organised and delivered in wards can be agreed outside of any formal review process of the Agreement between ward members and the Locality Manager. Providing the change can be met from within existing capacity in that ward. For example, the additional/amendments of litter bins locations, minor revisions to mechanical and manual sweeping routes/frequencies and agreeing localised enforcement priorities.
- 12.6 Where requested ward changes would have an impact on the service capacity across the Area Committee, the Environmental Sub-group would consider the matter and if necessary refer to the Area Committee for a decision.
- 12.7 Where requested changes to service delivery within an Area Committee would have an impact on capacity across the Locality, initial discussions would be held between Area Committee Chairs to agree the best way forward. If agreement can not be reached the current SLA arrangement would stand.
- 12.6 Both parties can request re-negotiation of the contents of the agreement in the event of changes to local need or preferences, service demand or citywide policy in respect of environmental cleanliness/services. Any requests will need to be formalised through either an Area Committee meeting or the Environment Sub-group, whichever is deemed most appropriate. Should urgent changes to service delivery be required, then under the Council's scheme of delegated authority, the Environmental Locality Manager will have the power to approve and implement such changes.

13 Resolving Disagreements

- 13.1 The Area Committee Procedure Rules in the Council's constitution set out the ultimate procedure to follow in the event of a fundamental disagreement between the Area Committee, and the service.
- 13.2 In general, it is expected that all parties will try to resolve a dispute locally in the first instance. If necessary this would involve the Area Leader, particularly where it is felt the dispute/potential solution necessitated influence elsewhere in the Council.

- 13.3 Where a mutually acceptable resolution cannot be reached, the matter will be referred to the Director of Environment & Neighbourhoods and/or the Executive Member for Environmental Services. Both have the right to refer the matter to the Executive Board for consideration. In instances where the dispute has an impact on service delivery, the Director of Environment & Neighbourhoods shall have the right to implement a temporary solution, pending Executive Board consideration of the disputed issue.
- 13.4 Where disagreements arise over decisions made by the Area Committee or the Director of Environment & Neighbourhoods, then the Area Committee Procedure Rules of the Constitution will be followed.

14 Confidentiality & Legal Requirements

- 14.1 Where information is supplied by either party that is deemed of a confidential nature, all individuals acting on behalf of the parties will treat the information as confidential and not disclose it to any groups or individuals outside of the Agreement.
- 14.2 The legal requirements placed upon the Council through various pieces of legislation such as the Environmental Protection Act 1990 and the Control of Pollution (Amendment) Act 1989. It is the duty of the Environmental Locality Manager to ensure that the Area Committee fully understands any impact that their priorities or service direction may have on the ability to meet these legal requirements.

Signed:.....
Date:

Signed:.....
Date:

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Report author: Sarah Gill/Shaid
Mahmood
Tel: 43973

Report of Area Leader - South East Leeds

Report to Outer East Area Committee

Date: 13th September 2011

Subject: The Major Benefits and Added Value of Capital Well Being Funding in South East Leeds

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s):		
Garforth & Swillington		
Kippax & Methley		
Temple Newsam		
Cross Gates & Whinmoor		
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number:		
Appendix number:		

Summary of main issues

1. This report presents to Members the major benefits and added value of capital Well being funding in South East Leeds.
2. It describes how the capital Well being budget in the South East has been spent, for what purpose and the benefits gained from its expenditure.
3. Comments will be fed back to Area Chairs Forum and the Executive Board.

Recommendations

4. Members are asked to note the contents of this report and make comment as appropriate.

1 Purpose of this report

- 1.1 To present to Area Committee the major benefits and added value of capital well being funding in South East Leeds.

2 Background information

- 2.1 This report was provided in response to a request by Cllr Gruen at a recent Area Leaders meeting to explore the added value of well being funding for capital projects. Cllr Gruen requested that this report be presented at the September round of Area Committees for Members to note and offer an opportunity to comment on. Comments will be fed back to Area Chairs Forum and the Executive Board.

3 Budget and expenditure

- 3.1 The capital budget for the 6 years between 2004 and end financial year 2010/11 is attached in **Appendix 1**. A budget of some £2.1m has been spent on 233 projects. 142 projects (60%) have been council led. 91(40%) projects have been led by partners. In monetary terms, £1.35m (64%) has been spent on Council led projects and £0.72m (36%) on partner led projects. In summary, one third of capital well being funding has been provided to external partners.

4. Benefits

- 4.1 A conservatively estimated £1.5m additional funding has been leveraged as match funding for capital works. This figure does not include in kind contributions from volunteers or officer time from Leeds City Council core services which would increase this value. Many of these projects simply would not have taken place without the Area Committee capital budget being available and targeted against local priorities and the budget provides for at least five major benefits –

1. Developing community capacity and pride
2. Sealing the deal
3. Leverage
4. Implementing planned local actions
5. Supporting council departments and partners

4.2 Developing community capacity and pride

- 4.2.1 Funding has been available to develop community capacity, pride and generating a sense of belonging often influenced by local residents. For example,
- Following the Area Committee contribution to support development works at Smithy Lane Recreational Ground, Tingley Tenants and Residents Association played a significant role in both the design and development of the site, working in partnership with Parks and Countryside to secure the £132,000 leverage from a number of funders.

- The capital budget matched funds secured by Groundwork Leeds to improve Primrose Valley, Halton. The project raised community spirit and engagement with local volunteers helping to deliver the improvements local people asked for; it also allowed volunteers to provide leadership by actively participating in the decision making, the delivery of the project and the final results of the improvements.
- Improved access to the Clarksfield Allotments allowed more community members to access the site and learn how to run an allotment. The increased number of local people involved in the site has helped the site flourish and train other community members to manage the site effectively.

4.3 Sealing the deal

4.3.1 In some cases capital well being has gap funded projects for the project to proceed. For example,

- Robin Hood Athletic Football Club had secured £35,000 funding for new changing facilities to enable them to run a ladies team and improve facilities for the junior teams. The £5,000 approved by the Area Committee completed the funding pot, allowing the project to be completed and providing an important facility for local community groups and provide opportunities for physical activities for all ages.
- Great and Little Preston Village Hall Committee secured £12,000 funding from Biffa Award, Great and Little Preston Parish Council and Coalfields Regeneration Trust for improvements to the flooring, heating and kitchen facilities at Great Preston Village Hall. £10,000 capital Well being funding completed the funding cocktail and allowed the works to be completed, benefiting a number of local groups who use the venue including a luncheon clubs and dance classes.
- As part of the building of the New Bewerley Community School, a Multi Use Games Area (MUGA) was built. £15,000 Area Committee capital funding for floodlighting supported the school in making the MUGA available for wider community use.

4.4 Leverage

4.4.1 Conversely, the Area Committee funding has acted as a catalyst to levering in funding from other sources. For example,

- Area Committee contribution to works at the sports pitches in Methley has led to both the FA and Rugby Football League considering financial support to complete the scheme. The total amount is still to be finalised and will provide shower and changing facilities on site; the anticipated cost will be in excess of £200k.
- £112,000 Section 106 funding matched £30,707 Well being funding to complete significant improvements to Windmill Community Centre, Rothwell. This included internal and external painting, roofing repairs, refurbishment of ladies and gents toilets and installation of a disabled ramp, lift and toilet.

4.5 **Implementing planned local actions**

4.5.1 Well being funding has enabled the Area Committee to implement key local developmental actions – particularly, environmental projects and community safety activities. For example,

- Improvements to greenspace and enhanced public realm in Whitkirk at the Hollyshaw Lane junction near Temple Newsam Park. At this location capital funding was used to replace old benches, provide new flagging and replace the plants and hedges with a species that was more easily maintained. As a result the area looks a lot better and is maintained to a better standard than previously.
- Morley and Rothwell Neighbourhood Policing Teams have used capital funding to purchase a Speed Indicator Device and a Pro Laser Device. The police have deployed the devices in targeted areas to reduce speeding and increase safety for both pedestrians and motorists. The SID project in particular has provided the Police with more opportunities to work with local community groups.
- As in other parts of the city, binyards are a particular problem in Beeston Hill, causing numerous issues to council services and local residents. Funding was provided to clear and repair the sites, and lower the height of the front walls. This has had a positive impact by increasing visibility into the yards and improving the appearance of the area. Proper use of the yards helps streetscene services to be able to complete their work more effectively and reduce the need for costly intensive clean ups.

4.6 **Supporting council departments and partners**

4.6.1 The Area Committee has been able to support our own council departments and supplement the funding of partner agencies to improve their services to the local community. For example,

- CCTV linked to LeedsWatch has been installed in the main shopping areas of Outer East Leeds including Garforth, Kippax and Halton Village. Halton Village in particular has had serious problems with ASB and vandalism to shops. Reports from tasking team in the area confirm that these problems have greatly reduced with Halton Village no longer registering as a hotspot area for the Neighbourhood Policing Team. A survey was carried out following the installation and respondents all said they felt safer both shopping and visiting restaurants, especially on an evening.
- Improvements to 'bring sites' in Morley and Rothwell Town Centre were delivered by Environmental Services encouraging recycling and improving the visual appearance of the recycling sites. Capital well being contributed to hard standings, new banks and attractive screening. Recycling rates have increased and the visual appearance was greatly improved.
- Funding to improve football pitches at Beeston St Anthony's Football Club supported this community group to provide out of school activities for children and young people.

5 Corporate Considerations

5.1 Consultation and Engagement

- 5.1.1 Projects developed are in consultation with Elected Members and local communities. Approval for a contribution from the Well being budget is secured at Area Committee.

5.2 Equality and Diversity / Cohesion and Integration

- 5.2.1 Community groups submitting a project proposal requesting funding from the Well being budget have an equal opportunities policy and as part of the application process, complete a section outlining which equality group the project will work with, how equality and cohesion issues have been considered.

5.3 Council Policies and City Priorities

- 5.3.1 The projects outlined in this report contribute to targets and priorities set out in the following council policies:

Vision For Leeds

Children and Young Peoples Plan

Health and Well being City Priority Plan

Safer and Stronger Communities Plan

Regeneration City Priority Plan

5.4 Resources and Value for Money

- 5.4.1 There are no resource implications as a result of this report.
- 5.4.2 The report presents the added value of capital Well being funding in South East Leeds.

5.5 Legal Implications, Access to Information and Call In

- 5.5.1 All decisions taken by the Area Committee in relation to the delegated functions from Executive Board are eligible for Call In.
- 5.5.2 There are no key or major decisions being made that would be eligible for Call In.
- 5.5.3 There are no legal implications as a result of this report.

5.6 Risk Management

- 5.6.1 This report provides an update for Members and therefore no risks are identifiable. Any projects funded through Well being budget complete a section identifying risks and solutions as part of the application process.

6 Conclusion

- 6.1 The capital Well Being budget has provided a valuable opportunity for Elected Members to work with residents and local community groups in the development, maintenance and enhancement of the physical infrastructure in their communities. Often residents and community groups have supported the delivery and assured the sustainability of these projects themselves. This engagement has empowered local residents and confirmed their role as community leaders alongside local Councillors. The multifaceted benefits - articulated above - are a powerful reminder of added value and the judicious, timely and targeted use of locally delegated budgets to make a difference.

7 Recommendations

- 7.1 Members are asked to note the contents of the report and make comment as appropriate.

8 Background documents

- 8.1 The Major Benefits and Added Value of Capital Well Being Funding in South East Leeds, Area Leaders Meeting, 19th July 2011

South East Budget and Expenditure

1. Budget

Between 2004 and 2010 the three South East Area Committees received the following capital allocations:

Area Committee	Capital (£)	Commitment at July 2011
Outer East	£725K	Fully committed.
Outer South	£683K	£41.2K uncommitted.
Inner South	£700K	Fully committed.

2. Expenditure

Area Committee	Inner South	Outer South	Outer East
Number of projects supported	61	76	96
Largest single project	Hunslet Library £70.5K	Smithy Lane Recreation Ground £43K	Methley Sports pitches £83.K
Council led projects	22 projects £269.5K	50 projects £447K	70 projects £633.2K
Partner led projects	39 projects £430.5K	26 projects £194.8K	26 projects £91.8K

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Report of Area Leader – South East and Chief Executive of Aire Valley Homes Leeds

Report to Outer East Area Committee

Date: 13th September 2011

Subject: Aire Valley Homes Leeds Involvement in Area Committees

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Garforth & Swillinton Kippax & Methley Temple Newsam Cross Gates & Whinmoor		
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number: Appendix number:		

Summary of main issues

1. To outline the current involvement Aire Valley Homes Leeds (AVHL) have with the Area Committee and to explore ways of making that involvement as meaningful and productive as possible.

Recommendations

2. Members of the Outer East Area Committee are requested to:
 - a) note the contents of the report and make comment as appropriate.
 - b) agree to Aire Valley Homes Leeds providing six monthly updates to the Area Committee on progress with areas of mutual interest.

1 Purpose of this report

- 1.1 This joint report from the South East Area Leader and Aire Valley Homes Leeds Chief Executive outlines the current involvement Aire Valley Homes Leeds (AVHL) have with the Area Committee and to explore ways of making that involvement as meaningful and productive as possible.

2 Background information

- 2.1 AVHL is one of three Leeds Arms Length Management Organisations (ALMOs) and provides a range of housing management services under the terms of a Management Agreement with Leeds City Council. Services provided by AVHL include the management of the Leeds Housing Register, repairs and property improvements to council homes, and tenancy management, including rent collection. AVHL also manage the Leeds Anti Social Behaviour Team (LASBT) following the recent QUEST Review, and have an extensive customer involvement network.
- 2.2 In 2010, AVHL was inspected by the Audit Commission and received a '2 star' rating, equating to the delivery of good housing management services, along with promising prospects for improvement.
- 2.3 The ALMO's are by definition arms length and have formal delegated powers to deliver front line housing services through a Management Agreement. Whilst AVHL is a company wholly owned by LCC it is governed by a Board of 12 Company Directors (4 elected Members, 4 Tenant reps and 4 Independents). Since the initial creation of ALMO's in 2003 the relationship with LCC, and its partners, has matured to become an integral part of joint service provision in local communities to deliver services that are responsive to local service priorities and also contribute to the strategic needs for service provision within a City Wide context. AVHL, along with other ALMO's have welcomed the invite to explore joint working arrangements with the Area Committees across Leeds.

3 Current Working

- 3.1 AVHL currently have a good relationship with the Area Committee and are keen to build on this and explore opportunities for increasing coordination and cooperation within localities as part of the integrated locality working agenda.

3.2 Community Safety

- 3.2.1 In order to address a number of concerns about the need to improve community safety from a customer perspective, there have been a number of new initiatives introduced to improve the way ASB is dealt with at a local level.

A comprehensive service review has been jointly facilitated by Leeds community Safety, the ALMO's and WYP which has resulted in the creation of three geographically based, multi disciplinary teams that are managed by the ALMO. The teams are staffed with officers seconded from the ALMO, West Yorks Police, Arson Task Force, Community Safety and Victims Support

Through a combined approach to local tasking arrangements, AVHL and the Area Committee work with other partners to tackle community safety issues within all areas of geographical responsibility. These meetings are attended by the Area Committee Community Safety Champion, and tenancy management officers from the respective AVHL housing office.

3.3 Community Engagement

3.3.1 AVHL staff contribute towards the Area Committees community engagement strategy by supporting its annual Older Persons Event week as well as attending community forums especially where Local Authority housing is prevalent in the area such as Swarcliffe and Whinmoor.

3.4 Environment

3.4.1 As part of AVHL's core business a full range of Housing Management activity is undertaken to support the impact on the environment. These activities include;

- Annual tenant visits – 20% of all customers will be visited on an annual programme
- New Tenancy visits – all new tenants will receive a visit within 28days
- Customer profiling data – current performance is 78%
- ASB – Creation of a new team managed by AVHL
- Quarterly Walkabouts – Approx 280 are planned throughout the year
- Monthly Walkabouts – Over 800 are planned throughout the year
- Garden Enforcement – In the 1st quarter 430 cases were identified and 161 formal actions were taken

3.4.2 Collaborative working between the Area Committee and AVHL has been achieved through the joint funding of a number of capital projects to improve the infrastructure in communities in the Outer East.

Projects include substantial environmental improvements to the public green space situated at Micklefield Garden Village Bankings in conjunction with the councils Major Projects Team. Property security enhancements to elderly persons accommodation within the Whinmoor, Halton and Kippax areas, and provision of the Micklefield Skate Park (wheeled sports facility) enhancing diversionary recreational opportunities for young people within the village.

Additionally, collaborative funding arrangements had over a number of years funded Neighbourhood Warden and Community Environment Support Officer resources within the Swarcliffe neighbourhood management area.

3.4.3 AVHL are members of the Area Committees Environmental Sub Group which provides an opportunity AVHL to contribute to the wider Council objectives. Such a move would be consistent with our Place Making Strategy, which identifies how AVHL will influence how neighbourhoods are shaped to become places where people choose to live, learn and work.

4 **Future Working**

4.1 A more formal participation in the Area Committee structure would allow AVHL to ensure that approaches are developed in ways which are consistent with the broader integrated locality working priorities, and to seek support in meeting the objectives of AVHL service and customers.

- 4.2 Within the current financial constraints it is vital that AVHL contribute to joined up working which assists in developing service provision and quality, while generating savings and efficiencies in the provision of council services.
- 4.3 A stronger link with the Area Committee will allow AVHL to become more aware of the broad range of issues being discussed at Area Committees. While some of these do not seem at first to be directly relevant to AVHL, it is envisaged that over time beneficial linkages may be found. AVHL are aware that the broad range of neighbourhood issues are of major relevance to our tenants and customers and that these issues strongly affect their experience and perception of the area they live in.
- 4.4 In order to develop a joint approach to deliver service improvements in local communities, AVHL is currently undergoing an internal review to ensure that adequate resources are deployed into the roles of Customer Involvement Officers and to create additional capacity to deliver effective partnership working across a full range of service partners.
- 4.5 Area Management and Aire Valley Homes have identified the following areas for future working:

4.6.1 Integrated Locality Working

- The membership of the newly established South East Area Leadership Team includes the Chief Executive of Aire Valley Homes Leeds and the South East Area Leader. The group, chaired by a member of the corporate leadership team, will determine key priorities for the wedge and oversee the development and successful implementation of local integrated services that improve outcomes in south east neighbourhoods. The first meeting is planned for 23rd September.
- A Ginnel Cleansing and Maintenance project has been established by the Locality Manager with a city wide remit to undertake a review, and make recommendations for future collaborative working to ensure the ginnels are cleansed and maintained and contribute to an enhanced environment. Area Management and Aire Valley Homes are both members of this group.
- The South East Area Manager has established a South East Environmental Integrated Locality Working group who meet bi monthly to oversee integrated locality working to tackle environmental issues in four key areas of the wedge. In addition to improved visual appearance the targeted neighbourhoods, lessons learnt on future collaborative working will be identified and implemented.

4.6.2 Supporting Area Committee Delegation of Environmental Services

- In September 2011, the Area Committee will be delegated responsibility for some environmental services. Conversations are underway on ways that the Street scene services can be overseen by Area Committee's and the caretaking services provided by AVHL can work in mutually supportive ways. There are many areas throughout the South East area where there is an interface between land which is maintained by Street scene and AVHL. In addition, AVHL have a role in identifying service delivery issues and also supporting resolution of these issues.
- Clear link with EATs, Locality Team to be approached regarding EATs attending walkabouts in specific neighbourhoods.

- Project working and joint funding where funds are available.

4.6.3 Community Safety

Continuation of work within Tasking

Domestic Violence / Hate Crime work / Burglary

4.6.4 Community Engagement

- AVHL has recently revised its Customer Engagement Strategy in order to reflect the way it delivers services that are responsive to local needs within specific local communities.
- AVHL has purchased a mobile office which is used to deliver services in rural communities. A review of this service is currently ongoing and AVHL is keen to involve service partners in this review so that any opportunities for collaborative working can be developed.
- Customer profiling data is collected against the six diversity strands and is used to shape service delivery across all strands of service activity.
- AVHL supports 32 formal RTG's (Registered Tenants Groups) which covers approx 49% of our management area as well as a number of informal groups and tenants voices, which are local advocates who support vulnerable residents within the community. These groups are financially supported through grant funding.
- Local residents have been elected to stand as Tenant Board Members and become Company Directors of AVHL.
- In addition to the above residents are appointed, through a recruitment process, to the three Area Panels and the Tenant Scrutiny Board. The Area Panels have a delegated budget of £80k each which is used to help support, through match funding, local environmental projects.
- Less formal consultation is delivered through three working groups which cover Repairs, Improvements and Housing Manager (inc ASB) which meet on a quarterly basis.
- To celebrate our achievements AVHL holds a Tenants conference twice a year which includes our annual awards ceremony, to recognise community achievements by either individuals or residents groups.
- As part of our CSR programme AVHL is working in partnership with Leeds Ahead to deliver a number of opportunities which includes mentoring local school children, providing resources for community clean up campaigns and providing life skills support for pupils leaving school at 16.

4.6.5 Children and Families

- AVHL is keen to engage much closer with Children's Services as there are some key benefits to joint service provision for both organisations.

- There are many examples of a developing relationship with Children's Services as AVHL staff are Board members for the local Children Centres, have assisted with OFSTED inspections and provide local surgeries in a number of Children Centres.
- To improve performance in other areas of activity that will help deliver LCC's corporate priorities, AVHL has entered into a partnership with JSP and delivers advice around jobs, skills, training opportunities and benefit entitlement as well as providing advise sessions at a number of locations and inviting third sector support agencies space to provide drop in sessions with existing ALMO premises.
- Whilst Children Services are the lead organisation to deliver the 'Hello' campaign to raise awareness and give opportunity for families who have children with learning difficulties, AVHL has been nationally recognised as one of the first social housing providers in the country who have signed up to support this campaign.

5 Corporate Considerations

5.1 Consultation and Engagement

- 5.1.1 Any projects developed as a result of collaborative working between AVHL and the Area Committee will be developed in consultation with Elected Members and local communities.

5.2 Equality and Diversity / Cohesion and Integration

- 5.2.1 AVHL and the Area Committee are committed to equality and cohesion and all projects developed will consider these issues.

5.3 Council Policies and City Priorities

- 5.3.1 The work outlined in this report contributes to targets and priorities set out in the following council policies:

- Vision for Leeds
- Children and Young People Plan
- Health and Well being City Priority Plan
- Safer and Stronger Communities Plan
- Regeneration Priority Plan.

5.4 Resources and Value for Money

- 5.4.1 No additional resources are needed to deliver the approach outlined in this report, which will be delivered within existing resources.

- 5.4.2 The proposal to have a formal link with the Area Committee aims will contribute to achieving value for money

5.4.3 It is envisaged that by delivering a joint approach to certain aspects of local service delivery the economies of scale achieved will deliver additional capacity that will be deployed back into local services.

5.5 Legal Implications, Access to Information and Call In

5.5.1 There are no direct implications for the above as a result of this report.

5.6 Risk Management

5.6.1 This report provides an update on current working arrangement and proposed working arrangements for the future between the Area Committee and AVHL. No risks are identifiable.

6 Conclusions

6.1 There are clear benefits and opportunities for AVHL working closely with Area Committees as outlined in this report. Developing this approach provides the opportunity to develop services and join up working to the benefit of residents. Following discussion with Area Management it is recommended that members agree to AVHL providing a six monthly update to Area Committee of progress with areas of mutual interest.

7 Recommendations

7.1 Members of the Outer East Area Committee are requested to

- a) Note the contents of the report and make comment as appropriate
- b) Agree that Aire Valley Homes Leeds provides a six monthly update to the Area Committee on progress with areas of mutual interest.

8 Background documents

8.1 None

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Report author: Joedy
Greenhough
Tel: 2478373

Report of Director of Children’s Services

Report to Outer East Area Committee

Date: 13th September 2011

Subject: Area Management Performance Reporting

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s):		
Garforth & Swillington		
Kippax & Methley		
Temple Newsam		
Cross Gates & Whinmoor		
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number:		
Appendix number:		

Summary of Main Issues

This report aims to support elected member involvement with Children’s Services locally by helping to strengthen understanding of some key performance information at a local area level. It builds on previous Children’s Services performance reports presented to Area Committees in 2010 and earlier this year.

The contents of the report for this cycle of reporting have been refreshed to be in line with the new Children and Young People’s Plan (CYPP) (2011-15). A list of the new CYPP priorities and key indicators was provided in the last report and is provided again in this report. From the CYPP the report includes data on the following:

- Number of Looked after Children (LAC);
- Number of C&YP with a Child Protection Plan (CPP);
- School attendance at primary, secondary and sixth form level;
- NEET and Not Known data;
- Level 3 qualifications
- 16-18 year olds who start an apprenticeship;
- Teenage pregnancy data; and young offending data.

In addition, it is considered appropriate to provide a local update on Children’s Services inspection information on primary schools, secondary schools, school sixth forms and

children's centres; and data on the Common Assessment Framework (CAF) and new referrals to the Children and Young People's Social Care (CYPSC) service as indicators of local need.

To begin with however the report provides an update on the key developments taking place in Children's Services to keep members informed of the changes happening at this transitional time.

Recommendations

1. To note the content of this report.

1.0 Purpose of this Report

- 1.1 This report aims to support elected member involvement with Children's Services locally by helping to strengthen understanding of some key performance information at a local level. It builds on previous Children's Services performance reports presented to Area Committees in 2010 and earlier this year.
- 1.2 As we work to transform and improve Children's Services across Leeds we are keen to identify opportunities to involve members in taking this agenda forward. An important component of this is giving members the data about local issues to enable more targeted and informed responses to challenges and need. Within this context it is important that members get the opportunity to engage in the performance management process and in particular receive the latest information available for the issues outlined above at an area and/or ward level.
- 1.3 The report includes a brief update on some key developments taking place in Children's Services and performance updates from the CYPP on the following:
 - Number of Looked after Children;
 - Number of C&YP with a Child Protection Plan (CPP);
 - School attendance data at primary, secondary and sixth form level;
 - NEET and Not Known data;
 - Level 3 qualifications at 19;
 - 16-18 year olds who start an apprenticeship;
 - Teenage pregnancy data; and
 - Young offending data.
- 1.4 It also includes inspection information on primary schools, secondary schools, school sixth forms and children's centres; and data on Common Assessment Framework (CAF) and new referrals to the CYPSC service.

2. Background Information

- 2.1 For the last couple of years Area Committees have received two performance reports per year from Children's Services. The content of these reports has been largely based on the priorities of the former CYPP and have evolved over time. The availability of confirmed data informed the content of the report for each cycle. Last year the February/March cycle focused on educational attainment, attendance, exclusions, Ofsted judgments and NEET whilst the September/October cycle report focused on Looked After Children (LAC) data, CYPSC assessment data and CAF data.
- 2.2 As there is now a new CYPP (2011-15) it is appropriate to review the performance information reported to Area Committees to ensure elected members receive performance information that relates to the new city wide priorities for Children's Services. The information provided will enable Area Committees to take these priorities forward at a local level and gain an understanding of how these issues relate to the needs of the communities in their areas. It should be noted that many of the priorities in the previous CYPP have been carried over into the new CYPP 2011-15 so there will be some continuity from previous reports.

2.3 The timing of when data is available will continue to have an impact on the content of the twice yearly reports although the amount of indicators that fall into this category is reduced. For some performance data there is no timing limitation and in these cases some data will be provided in both reports to give members a more up to date picture of performance on these issues. A table proposing what information will be provided in which cycle of reporting is provided at appendix 1.

3.0 Update on Key Developments in Children's Services

3.1 Children's Services in Leeds are currently undergoing an important period of change and improvement. An update is provided below on CYPP (2011-15) and Child Friendly City developments, the ongoing development of the cluster model of locality working, improvement and inspection activity and the key developments currently taking place in response to the changing national and local context around education.

3.2 CYPP Developments

3.3 The Children's Trust is driving forward the CYPP and plans to make Leeds a Child Friendly City and to minimise the effects of poverty on children and young people. Since the last report the CYPP has been approved by the Children's Trust Board (CTB) and full council (see appendix 1 - the proposed schedule of reporting includes the CYPP outcomes, priorities and key indicators). Three of the 11 priorities of the CYPP have been identified as the 'Obsessions' for Children's Services as the issues that will have most impact on children and young people's lives and likely lead to improvements on the other 8 priorities of the CYPP. The three 'Obsessions' are as follows:

- Number of Looked After Children
- School Attendance
- NEET

3.4 The Children and Young People's City Priority Plan is the plan that is delivering these 3 'Obsessions' at a city wide level for the next four years. To address these priorities action plans have been developed which will be regularly reported to the Leeds Initiative as part of the City Partnership accountability process.

3.5 The Children's Trust Board will also monitor the three Obsessions and wider set of priorities and key indicators of the CYPP for Children's Services and its partners. A schedule of reporting is being developed to ensure the CTB receives a progress update on all the priorities and key indicators at least twice per year.

3.6 The Children's Trust Board and the Council's Executive Board have endorsed the commitment of Children's Services to using an Outcomes Based Accountability (OBA) methodology to develop practical action plans for monitoring the CYPP priorities and improving key performance trends. The roll-out of this approach, following the successful early adopter pilot work in Bramley and Inner and Outer Pudsey, is continuing at a locality level. A rolling programme of workshops on the 3 'Obsessions' has been developed for 2011-12.

3.7 Child Friendly City

3.8 In relation to Leeds becoming Child friendly City, 5 themes have been identified as areas of focus to help Leeds achieve this status. These are:

- Play and culture
- Safety
- Voice and influence
- Rights and responsibility
- The urban environment and sustainability

3.9 To take these themes forward five working groups have been created, one for each theme. Work is currently taking place with the Youth Council and with wider groups of young people through summer Breeze events to identify some priorities for these themes. This consultation will continue into September.

3.10 The next phase will be to finalise the priorities under these themes and work with City partners and businesses to encourage them to pledge to the delivery of these priorities. In addition, a benchmarking exercise will be conducted to find out how children and young people feel about the priorities now. The same exercise is planned to be carried out in a year's time to determine the progress that has been made on them.

3.11 In the near future, the Child Friendly City Steering Group is looking to develop a communications strategy to continue to engage people on this agenda.

3.12 Other Locality Developments – Clusters

3.13 Developing the work of the local 'clusters' of schools and services that work closely together to meet the needs of children and young people through an integrated approach is regarded as critical to the future development and effectiveness of the service. All the service redesign work done in 2010 (following the Children's Services Review published in March 2010) has suggested we should use clusters as the basis for locality developments to help ensure we have strong universal and early preventative services, as well providing a means through which better targeted and specialist services can be delivered. In April the Children's Trust Board agreed to a set of minimum standards for clusters, covering, for example, the key partners to be involved in meetings, the frequency of meetings and key roles.

3.14 Our current focus is on developing more maturity and consistency in how different clusters across the city operate. To support this learning three 'early adopter' clusters are being used for some focused learning and development work - JESS (Joint Extended Schools and Services cluster- Beeston Hill, Holbeck, Bell Isle and Hunslet), Bramley and Inner East as a result of being identified as having disproportionately high levels of need on key indicators such as numbers of looked after children, NEET, and Free School Meals. Through these clusters an approach is being used to develop locality working, local leadership and case management. Additionally two localities Open XS (Open Extended Services - Hyde Park, Woodhouse and part of Headingley) and Seacroft Manston are focusing on the development of an Early Start Service for pre-birth to five year olds.

- 3.15 More broadly, across all clusters, cluster plans have been submitted and are being evaluated, particularly against the backdrop of the funding being held at a cluster level, as agreed through the schools forum.
- 3.16 There will also be a growing and more consistent role for elected members – over the summer proposals are being drawn up for elected member representation on the cluster partnerships, these will be considered by Member Management Committee at their next available meeting.
- 3.17 Also crucial to the next stage of the agenda is the more effective use of data and performance information. The Cluster Data Profile has been developed to provide context for a cluster in terms of identifying the needs in that area. It can be used to inform cluster development and planning of activities to address particular issues. Version 4 of the Cluster Data Profile was released in April 2011.

3.18 Improvement and Inspection Activity

- 3.19 Children's Services is currently subject to a Department for Education (DfE) Improvement Notice. The latest position following a regular progress meeting between Leeds and the DfE on 20 May is included in the note attached at appendix 3. In summary the DfE recognises that significant improvements have been made, there is increased confidence and clarity in leadership and an openness to external challenge and support. The note also states that the DfE recognises the ongoing challenges of consistency and sustainability. It suggests the Improvement Notice could be lifted as it comes to an end in October 2011 provided that the results of the next announced inspection demonstrate sufficient evidence of improvement on the ground.
- 3.20 We anticipate that Leeds will be subject to an announced inspection of Looked after Children and Safeguarding before October 2011. The necessary work is underway, with full corporate support, to make the appropriate arrangements for such an inspection. The results of this inspection will then inform the overall annual assessment of Children's Services in Leeds which will be published in November 2011.

3.21 Developing an Integrated Children's Services

- 3.22 Significant work is taking place to develop the new structure for Children's Services that will deliver a more integrated approach to delivering services to children, young people and families. Three out of the four tier 2 (Deputy Director and Chief Officer) posts have been appointed, with recruitment to the final post scheduled for the autumn. The tier 3 and 4 (leadership and senior management) structure and job descriptions have been consulted and agreed. The recruitment to these posts will take place during August and September.
- 3.23 Progress is being made on the proposal to develop cluster based child protection teams working with high level children in need and children subject to child protection plans, in addition to specialist teams for looked after children. Finally, a new Head of the Integrated Safeguarding Unit has been appointed.

3.24 The Changing Education Context – The Leeds Education Challenge

- 3.25 Education has been an important issue for Leeds over a number of years and in recent years significant improvements have been achieved. However, there is still much more to do in terms of educational outcomes, both in overall improvements and particularly in respect of vulnerable groups. To support an understanding of the change happening locally it is important for all members to have an overview of the current context that is shaping the education landscape in Leeds.
- 3.26 In March, Michael Gove, Secretary of State for Education, wrote to all local authorities, advising of rises in floor standards for primary and secondary schools and requesting that each local authority develops plans for improving performance in all schools below the floor standards.
- 3.27 In response to this letter, Leeds developed and submitted a copy of the Leeds Education Challenge. This provided the necessary details to reply to the Secretary of State's letter and set that response within a broader approach to school improvement and the ambitions of the Children and Young People's Plan. The Leeds Education Challenge document can be provided to members on request. It sets out some very clear pledges and ambitions for change in the city.
- 3.28 This submission to the DfE is an important development for Leeds, particularly in the context of the current national policy change for schools. The Leeds Education Challenge very clearly puts schools themselves at the heart of driving improvement, whilst reflecting the supporting role and expertise that the local authority can offer, and placing schools at the heart of wider children's services locally – linking in to the discussion above about clusters. The plan represents work in progress, and is currently the subject of significant discussions with headteachers, governors, members and partners. During the summer term, these discussions culminated in a major conferences for Leeds head teachers on 12 July. Over 200 heads attended this conference and Area Committees can be provided with more feedback as required.
- 3.29 Part of developing the Leeds Education Challenge was an independent review of education in Leeds, which has been undertaken by Sir Tim Brighouse and another nationally recognised colleague, David Woods. This took place in March and included conversations with a wide range of colleagues including headteachers, education staff, senior officers and politicians. The findings of the review were a key part of the conference on 12 July and again can be shared with members on request.
- 3.30 A Member's Seminar on current education issues was organised during August, as an opportunity to bring members up to speed with the latest developments and engage them in those developments. Discussions with Area Committees and political groups will further support ongoing engagement with this important area of change.

4.0 Performance Update

- 4.1 The performance information below has been presented under the CYPP outcomes. Additional performance information is provided alongside some CYPP key indicators to provide a fuller picture of progress in these areas. Please note performance

updates against the key indicators are provided where there is performance data available for this cycle of reporting.

4.2 Children and Young People are Safe from Harm

4.3 Number of looked after Children (LAC) is one of the three 'Obsessions' of the new CYPP. Data on the number of LAC is included in Appendix 3 alongside data on Child Protection Plans (CPP) as at 30.06.11. To put this information in context, data on the number of New Referrals to Children & Young People Social Care (C&YPSC) is provided in this appendix along with Common Assessment Frameworks (CAF) data that demonstrates some of the preventative strategies the council is trying to embed in the Children's Partnership.

4.4 Children and Young People Do Well at Levels of Learning and Have the Skills for Life

4.5 School Attendance at Primary and Secondary Schools is another of the three 'Obsessions' of the new CYPP. In Appendix 4 half terms 1-5 data is provided for the academic year 2010/11 by area and ward. This data has been provided by schools and covers 97% of schools in Leeds. This data will be confirmed by the Department for Education in spring 2012.

4.6 The number of young people who are NEET is another of the three 'Obsessions' of the new CYPP. The definition of NEET changed recently nationally to enable in-year comparison between periods. Previously the cohort of young people changed on a regular basis due to people dropping out of education on their 19th birthday. In the new definition the cohort of young people now only changes once a year in September. In addition the measure of young people in education was previously based on the location of the educational institution now it based on the residency of the young person. The impact of these changes has been that local areas are more accountable for the outcomes for their young people. Due to the definition changes it is not possible to accurately compare performance under the new definition with that of previous years.

4.7 Young people are classed as Not Known if they have not had contact with the Connexions service within a certain period. How regular the contact needs to be depends on whether the young person is NEET or EET. Figures for NEET and Not Known as at 30th June 2011 are provided by area and ward in Appendix 5.

4.8 Two further indicators to report under this CYPP outcome are: Level 3 qualifications at 19 and the number of Children and Young People between the ages of 16 and 18 who start an apprenticeship. These figures can only be reported at a city wide level.

4.9 In relation to the former, Level 3 qualifications relate to 2 A levels or the equivalent. For the academic year 2009/10, 46.7% or 4,392 young people achieved level 3 at 19. Over the last 5 years Leeds performance has improved by 6.3 percentage points (%pts) compared to a national improvement of 7.6%pts and of 8.1%pts across statistical neighbours. Future improvement looks more encouraging with the 2011 cohort at age 18 being 4.4%pts above the 2010 cohort at the same point, which is a faster rate of improvement than nationally.

4.10 The number of young people who start an apprenticeship is a new indicator in the CYPP. At the end of 2009/10 1,306 young people started an apprenticeship. At the 30th June 2011 this figure increased to 1,805. This significant increase in apprenticeships is a result of some focused work in this area which includes:

- Leeds Apprenticeship Challenge – a campaign to achieve 100 pledges from 100 new employers in 100 days. 162 Leeds employers who had never been involved in apprenticeships before signed up to offer 375 apprenticeship vacancies to young people.
- First ever major event to promote Apprenticeships to Year 11 pupils held on 18 May 2011 - attracted over 1,000 young people and their parents/carers.

4.10 As a result of this work Leeds is now one of the largest employers of apprentices in the country with over 400 new starts in the past year.

4.11 Children and Young People Choose Healthy Lifestyles

4.12 The rate of teenage pregnancy per 1,000 15 to 17 years olds is the indicator that will be used to demonstrate progress against the CYPP priority: Promote sexual health. There is a 14 month delay in the data as there can be a gestation period of up to 42 weeks after conception and parents have up to 6 weeks to register a birth.

4.13 At March 2010, the rolling quarterly average for the teenage pregnancy rate per 1,000 15-17 year olds was 46.6%. This is an improvement on the June 2009 result of 47.4%. A local level action plan to address teenage pregnancy is in the process of being produced by the Teenage Pregnancy and Parenthood Partnership. This action plan will include actions to address the issues that lead to teenage pregnancy as well as support teenage parents.

4.14 Children and Young People are active citizens who feel they have a voice and influence

4.15 The proportion of 10-17 year olds offending – is the indicator that will be used to demonstrate progress against the CYPP priority: 'Reduce crime and anti-social behaviour' in the new CYPP. The baseline of offenders aged 10-17 as a percentage of the general population was 2.7% based on the 2009-10 data. The percentage for 2010/11 fell to 1.9% based on the proxy GP registration data.

Final year end (2010-11) position for the CYPP Offender indicator

	Number of Offenders	10-17 Population (GP Registrations)	10-17 Offender Percentage
City Total	1305	68,163	1.91%

5.0 Update on Inspections in Services

5.1 As provided in previous reports, inspection information for service settings is provided in Appendix 7. Performance information is provided for primary and secondary schools and sixth forms at an area level and SILC (Specialist Inclusive

and Learning Centre) and PRU (Pupil Referral Unit) at a citywide level as at 14.07.11.

- 5.2 A new inspection regime for Children's Centres commenced in September 2010. Since September 15 Children's Centres have been inspected 73% of which have been judged as being good or better.

6.0 Corporate Considerations

- 6.1 There are no corporate considerations in this report.

7.0 Consultation and Engagement

- 7.1 There are no consultation and engagement considerations in this report.

8.0 Equality and Diversity / Cohesion and Integration

- 8.1 There are no Equality and Diversity or Cohesion and Integration implications of this report.

9.0 Council Policies and City Priorities

- 9.1 A significant proportion of the information included in this report relates to the Children and Young People Plan 2011-15

10.0 Resources and Value for Money

- 10.1 There are no resource implications in this report.

11.0 Legal Implications, Access to Information and Call In

- 11.1 There are no legal implications in this report.

12.0 Risk Management

- 12.1 There are no risk management implications in this report

13.0 Conclusions

- 13.1 Not applicable as this report is information based.

14.0 Recommendations

- 14.1 Area Committees are requested to note the content of this report

15.0 Appendices

Appendix 1 - Proposed Schedule of Information for Area Committee Reporting for 2011/12

Appendix 2 - Note of the Leeds Children's Services Meeting with the DfE: 20.05.11

Appendix 3 - LAC, CPP, New Referrals, and CAF Data by Area

Appendix 4 - Primary & Secondary School Attendance data by Area and Ward

Appendix 5 - NEET and Not Known data by Area and Ward.

Appendix 6 - School Inspection Data by Area

16.0 Background papers

- 1) The last Children's Services Performance Report that was taken to the Feb/March 2011 cycle of meetings (report dated 14th January)
- 2) The Children's Services Improvement Update report taken to the Executive Board on 22nd June (report dated 22nd June)

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Proposed Schedule of Information for Area Committee Reporting for 2011/12

Children and Young People's Plan 2011-15						
5 outcomes	11 priorities	15 Key indicators & baselines (3"obsessions")	Reporting level	AC Cycle		
CYP Are safe from harm	1. Help children to live in safe and supportive families 2. Ensure that the most vulnerable are protected	1. Number of looked after children- 1,434 January 2011	Area and ward	Both		
		2. Number of children and young people with child protection plans- 778 at January 2011	Area and ward	Both		
CYP Do well at all levels of learning and have the skills for life	3. Improve behaviour, attendance and achievement) 4. Increase numbers in employment, education or training 5. Support children to be ready for learning 6. Improve support where there are additional health needs	3. School attendance Primary 94.4% (half terms 1-5, 09/10 academic year) Secondary 91.6% (half terms 1-5, 09/10 academic year)	Area and ward based on schools in area	Both- Sep/Oct half terms 1-5 Feb/Mar half terms 1-2		
		4 16-18 NEET is 8.3% (1,816) (average monthly figure for November-January 2010/11)	Area and ward	Both		
		5. Foundation stage threshold- 53% (4,415) in 09/10 academic year	Area & ward based on schools in area	Feb/Mar		
		6. KS2 L4+ E&M- 74% (3,309) in 09/10 academic year	Area & ward based on schools in area	Feb/Mar		
		7. 5+ A*-C GCSE inc E&M- 50.6% (4,067) in 09/10 academic year	Area & ward based on schools in area	Feb/Mar		
		8. Level 3 qualifications at 19. 46.7% (4,392) in 09/10 academic year	City level data only	Sep/Oct		
		9. The number of CYP 16-18 who start an apprenticeship, (1,306 in 09/10)	City level data only	Both		
		10. The number of children & families accessing short breaks & levels of satisfaction- baselines to be identified	TBD	TBD		
		CYP Choose healthy lifestyles	7. Encourage activity and healthy eating 8. Promote sexual health	11. Obesity levels at year 6 (age 11) 21%, 09/10 (sample size 5,260)	City and Area - TBC	Feb/Mar
				12. Teenage pregnancy- 47.4 per 1,000 (618) 15-17 year olds	City level data only	Both

Appendix 1: Proposed schedule of Information for Area Committee Reporting for 2011/12

5 outcomes	11 priorities	15 Key indicators & baselines (3"obsessions")	Reporting level	AC Cycle
CYP Have fun growing up	9. Provide play, leisure, culture and sporting opportunities	13. Number of CYP engaged in high quality school PE & Sport- 81%, 09/10 academic year. (based on limited survey samples) Work on wider indicators for this priority is ongoing.	TBD	TBD
CYP Are active citizens who feel they have voice & influence	10. Reduce crime and anti-social behaviour	14. Proportion of 10-17 year olds offending- 2023 young people with 1 or more offence in 09/10 which is 2.7%	Area	Both
	11. Increase participation, voice and influence	15. C&YP influence in a) school b) the community - 70% and 56% reporting at least a fair amount of influence. (based on limited survey samples) Work on additional measures of engagement is ongoing.	Area based on schools in area - subject to sufficient people completing survey	Feb/Mar
Other performance information to be reported to Area Committees				
New referrals to C&YPSC (where a child has no existing open referral or open case)			Area and ward	Both
Common Assessment Framework(CAF) data – initiated and completed CAFs			Area	Both
School inspection data			Area	Both
School level information including update against floor standards and some key stage results			Area based on schools in area	Feb/Mar

DfE Review Meeting with Leeds City Council – 20 May 2011

Attending: Nigel Richardson (Leeds CC), Mariana Pexton (Leeds CC), Jackie Wilson (Leeds CC), Simon Flowers (Leeds CC), Sarah Sinclair (Leeds CC), Councillor Blake (Leeds CC), Bill McCarthy (Independent IB Chair), Penny Thompson (external challenge and support), Graham Archer (DfE), John Hudson (DfE), Nicola Whomersley (DfE).

Dear Nigel,

It was good to meet you and colleagues at the Review meeting on the 20 May and I would like to thank everyone for attending and for their contribution. Progress since my visit last July was palpable. The presentations made that clear and the atmosphere was very different, with a clear sense of strong leadership from officers and from Councillor Blake, realism about what was still needed and plans for achieving it. I was left much more confident about the extent and sustainability of progress. Here's my sense of the detail of the discussion – very happy to discuss any of it with you.

- The substantive part of the meeting was spent reviewing and probing your assessment of progress. Positive changes in service delivery and effectiveness has been reflected in recent positive inspections of service practice (fostering, adoption and youth service) and particularly the good unannounced Ofsted inspection of contact, referral and assessment, published in February.
- There is strong leadership and commitment from the Children's Trust Board which will continue in Leeds as the key strategic driver for ensuring continued improvement and sustainability in the long term.
- Through the governance of the Children's Trust Board, a new children and young people's plan (CYPP) has been developed with city wide partnership buy in. This sets out five clear outcomes, underpinned by 11 priorities of which three are 'obsessions', (changing referral patterns by reducing the number of looked after children; improving school attendance; and economic re-generation by reducing the number of young people who are NEET).
- There is a change in culture, in particular partners and practitioners across the city are starting to converse in a common language and there is recognition this is a "city wide" agenda and not just Council led. Approach and understanding is more collaborative from partners, with a keen appetite for shared learning and a willingness to join up strategies and to limit costs.
- On early invention, recognition across partnerships of shared ownership and the need to invest early to reduce costs later. There are still challenges around turning this into fully integrated practise at local level.
- You outlined the additional investment secured across the Council despite the funding pressures the Council faces. Although the current financial investment is unlikely to be sustainable in the long term, you felt confident that the investment to improve would be there until the service was operating at an adequate level or better. This is encouraging and demonstrates to me the level of political commitment and the importance the Council places on the need to continue to improve.

- On numerical targets in the Improvement Notice there has been clear progress in timeliness of both initial and core assessments - with most targets exceeded. The communications and training work you have undertaken on thresholds is showing rewards, which are more appropriately targeted and better understood by partners and agencies. These achievements have been made in the context of a rise in volume of referrals. Also recognition of a 100% rise in child protection plans, compared to last year and a decrease in the numbers of children with second and subsequent plans. Embedding and maintaining this level of delivery and at consistently good quality remains the ongoing challenge.
- Considerable progress has been made on building the capacity and capability of the workforce with a view to embedding new structures by September 2011. We noted your intention to recruit 56 advanced practitioners but thought this ambitious within the timescale forecast.
- Challenges ahead were identified as future governance on health and you identified three overarching priorities: looked after children, school attendance and destinations, which the Council and partners will focus on to underpin the wider city vision and future ambition for Leeds to be a child friendly city.
- Summing up on the progress made to date, Councillor Blake reflected on the improvement journey from a difficult time when the council was particularly inward facing and defensive, to one which is beginning to grow in confidence. Morale is higher and there are now more open and honest conversations with staff and with partners and a determination to improve services to children, young people and families in Leeds to a level they deserve.
- We had a discussion on schools and education, particularly now that the responsibility for education in Leeds is being integrated back into Council control. There seems to be a positive story emerging but clearly still lots of work to do to build the new relationship with schools and to improve outcomes, particularly with your underperforming schools. I recognise that conversations are already taking place with your schools and academies on your core offer and to ensure there is a coherent understanding and commitment by all schools to the change programme. My slight concern is on the pace of this and whether there will be a period of turbulence until new structures are embedded.

In summary, we recognise that progress has been made. However against a backdrop of very strong safeguarding progress, the challenge, inevitably perhaps for somewhere the size of Leeds is ensuring consistently strong practice everywhere. On the education side, we agreed there was more to be done, as you integrate services back into the Council, but a clear sense of the task.

We agreed to consider exit from intervention in the light of the Ofsted inspection you have requested. If that inspection reflects, on the ground, the progress we have seen at the leadership level, there would be a good case for us to put to Ministers.

Yours sincerely

GRAHAM ARCHER

Deputy Director: Local Improvement and Intervention Division

Table 1: Number of Looked After Children by Area and Ward

Area	Ward Name	Count Of LAC at 30/06/2011
Out of Leeds / Could not map		66
East North East		
Outer North East	Alwoodley	12
Outer North East	Harewood	Less than 5
Outer North East	Wetherby	Less than 5
Inner North East	Chapel Allerton	54
Inner North East	Moortown	10
Inner North East	Roundhay	14
Inner East	Burmantofts and Richmond Hill	145
Inner East	Gipton and Harehills	152
Inner East	Killingbeck and Seacroft	61
West North West		
Outer North West	Adel and Wharfedale	Less than 5
Outer North West	Guiseley and Rawdon	12
Outer North West	Horsforth	29
Outer North West	Otley and Yeadon	20
Inner North West	Headingley	13
Inner North West	Hyde Park and Woodhouse	48
Inner North West	Kirkstall	47
Inner North West	Weetwood	11
Inner West	Armley	86
Inner West	Bramley and Stanningley	88
Outer West	Calverley and Farsley	9
Outer West	Farnley and Wortley	43
Outer West	Pudsey	22
South East		
Outer East	Cross Gates and Whinmoor	36
Outer East	Garforth and Swillington	Less than 5
Outer East	Kippax and Methley	24
Outer East	Temple Newsam	39
Outer South	Ardley and Robin Hood	7
Outer South	Morley North	19
Outer South	Morley South	20
Outer South	Rothwell	19
Inner South	Beeston and Holbeck	93
Inner South	City and Hunslet	133
Inner South	Middleton Park	98
	Total	1364

All Children Looked after as at 30/06/2011, excluding those on Short Term Breaks (V4).

Note: Where there are less than 5 children or young people in a ward who are looked after children the number has not been provided for data protection reasons.

Table 2: Number of Children/Young People on a Child Protection Plan By Area and Ward

Area	Ward Name	Count Of CPP at 30/06/2011
Out of Leeds / Could not map		39
East North East		
Outer North East	Alwoodley	16
Outer North East	Harewood	0
Outer North East	Wetherby	0
Inner North East	Chapel Allerton	30
Inner North East	Moortown	10
Inner North East	Roundhay	20
Inner East	Burmantofts and Richmond Hill	66
Inner East	Gipton and Harehills	109
Inner East	Killingbeck and Seacroft	41
West North West		
Outer North West	Adel and Wharfedale	6
Outer North West	Guiseley and Rawdon	25
Outer North West	Horsforth	7
Outer North West	Otley and Yeadon	12
Inner North West	Headingley	13
Inner North West	Hyde Park and Woodhouse	31
Inner North West	Kirkstall	42
Inner North West	Weetwood	17
Inner West	Armley	44
Inner West	Bramley and Stanningley	105
Outer West	Calverley and Farsley	Less than 5
Outer West	Farnley and Wortley	55
Outer West	Pudsey	28
South East		
Outer East	Cross Gates and Whinmoor	23
Outer East	Garforth and Swillington	8
Outer East	Kippax and Methley	16
Outer East	Temple Newsam	40
Outer South	Ardsley and Robin Hood	21
Outer South	Morley North	9
Outer South	Morley South	19
Outer South	Rothwell	14
Inner South	Beeston and Holbeck	50
Inner South	City and Hunslet	48
Inner South	Middleton Park	72
	Total	1041

All Children on a Child Protection Plan as at 30/06/2011. Based on current address of child as at 30/06/2011

Note: Where there are less than 5 children or young people in a ward who have a Child Protection Plan the number has not been provided for data protection reasons.

Table 3: Type *New Child Referrals from 01/04/2010- 30/06/2011 Area and Ward

Area	Ward Name	Q1 10/11	Q2 10/11	Q3 10/11	Q4 10/11	Q1 11/12
Out of Leeds / Could not map		206	220	211	224	203
East North East						
Outer North East	Alwoodley	48	53	54	36	55
Outer North East	Harewood	7	15	17	9	18
Outer North East	Wetherby	26	35	33	28	45
Outer North East Total		81	103	104	73	118
Inner North East	Chapel Allerton	93	146	125	130	110
Inner North East	Moortown	22	34	39	43	47
Inner North East	Roundhay	38	47	34	39	45
Inner North East Total		153	227	198	212	202
Inner East	Burmantofts & Richmond Hill	227	272	257	285	230
Inner East	Gipton and Harehills	210	260	265	294	271
Inner East	Killingbeck and Seacroft	142	175	224	214	225
Inner East Total		579	707	746	793	726
East North East Total		813	1037	1048	1078	1046
West North West						
Outer North West	Adel and Wharfedale	26	16	29	22	23
Outer North West	Guiseley and Rawdon	38	41	33	33	46
Outer North West	Horsforth	27	33	37	36	55
Outer North West	Otley and Yeadon	45	83	39	52	51
Outer North West Total		136	173	138	143	175
Inner North West	Headingley	11	13	15	18	24
Inner North West	Hyde Park and Woodhouse	82	77	76	77	92
Inner North West	Kirkstall	93	88	103	104	128
Inner North West	Weetwood	34	64	51	54	64
Inner North West Total		220	242	245	253	308
Inner West	Armley	171	163	135	152	230
Inner West	Bramley and Stanningley	171	168	141	152	159
Inner West Total		342	331	276	304	389
Outer West	Calverley and Farsley	36	65	44	67	39
Outer West	Farnley and Wortley	89	73	106	127	107
Outer West	Pudsey	48	53	74	62	56
Outer West Total		173	191	224	256	202
West North West Total		871	937	883	956	1074
South East						
Outer East	Crossgates and Whinmoor	61	104	91	86	89
Outer East	Garforth and Swillington	40	44	62	55	50
Outer East	Kippax and Methley	47	42	67	78	81
Outer East	Temple Newsam	78	100	126	143	106
Outer East Total		226	290	346	362	326
Outer South	Ardsley and Robin Hood	56	59	73	77	59
Outer South	Morley North	42	38	69	70	56
Outer South	Morley South	62	72	86	88	62
Outer South	Rothwell	50	63	74	45	79
Outer South Total		210	232	302	280	256
Inner South	Beeston and Holbeck	154	214	192	184	256
Inner South	City and Hunslet	131	191	215	236	186
Inner South	Middleton Park	197	261	227	335	328
Inner South Total		482	666	634	755	770
South East Total		918	1188	1282	1397	1352

* New child referrals are where a child has no existing open referral or open case.

Note: Data excludes any referrals which had an outcome of "Info and Advice given" between 01.04.2010 and 30.04.2010

Table 4: Number of Common Assessment Framework (CAFs) Initiated by Area as at July 2011

Area	2010/11 Q4	2011/12 Q1	Q4+Q1
East North East			
Outer North East	12	8	20
Inner North East	29	18	47
Inner East	57	30	87
West North West			
Outer North West	24	17	41
Inner North West	23	16	39
Inner West	22	12	34
Outer West	21	13	34
South East			
Outer East	38	12	50
Inner South	46	29	75
Outer South	27	12	39
Total	303	182	485

Please note: The total figures provided in the table above are higher than sum of CAF in the areas listed because the totals represent all the CAF that have been initiated as at July 2011. Some CAF's do not have postcodes, or do not match the area boundaries or are outside of these areas boundaries.

Table 5: Number of Common Assessment Framework (CAFs) Completed by Area as at July 2011

Area	2010/11 Q4	2011/12 Q1	Q4+Q1
East North East			
Outer North East	14	6	20
Inner North East	23	11	34
Inner East	38	30	68
West North West			
Outer North West	23	19	42
Inner North West	17	15	32
Inner West	21	7	28
Outer West	19	11	30
South East			
Outer East	40	13	53
Outer South	16	11	27
Inner South	39	26	65
Total	252	161	413

Please note: The total figures provided in the table above are higher than sum of CAF in the areas listed because the totals represent all the CAF that have been initiated as at July 2011. Some CAF's do not have postcodes, or do not match the area boundaries or are outside of these areas boundaries.

Primary & Secondary School Attendance by Area & Ward for Academic Year 2010-11

Provisional Data			
Area	Ward Name	Primary Attendance Rate Half terms 1-5	Secondary Attendance Rate Half terms 1-5
East North East			
Outer North East	Alwoodley	95.1%	93.5%
Outer North East	Harewood	95.6%	No secondary schools in this ward
Outer North East	Wetherby	96.0%	92.5%
Inner North East	Moortown	95.8%	92.7%
Inner North East	Roundhay	95.8%	93.5%
Inner North East	Chapel Allerton	93.9%	No secondary schools in this ward
Inner East	Gipton & Harehills	93.0%	No secondary schools in this ward
Inner East	Killingbeck & Seacroft	93.8%	86.4%
Inner East	Burmantofts & Richmond Hill	93.8%	89.2%
West North West			
Outer North West	Adel & Wharfedale	96.1%	91.9%
Outer North West	Guiseley & Rawdon	96.1%	93.9%
Outer North West	Horsforth	96.1%	94.3%
Outer North West	Otley & Yeadon	95.6%	94.8%
Inner North West	Kirkstall	94.6%	94.1%
Inner North West	Weetwood	95.0%	90.2%
Inner West	Armley	93.9%	88.3%
Inner West	Bramley & Stanningley	94.8%	No secondary schools in this ward
Outer West	Calverley & Farsley	95.2%	92.3%
Outer West	Farnley & Wortley	94.8%	91.3%
Outer West	Pudsey	95.0%	92.7%
South East			
Outer East	Cross Gates & Whinmoor	94.4%	91.6%
Outer East	Garforth & Swillington	95.0%	94.7%
Outer East	Kippax & Methley	95.0%	92.1%
Outer East	Temple Newsam	95.0%	93.3%
Outer South	Ardley & Robin Hood	94.7%	91.6%
Outer South	Morley North	95.5%	No secondary schools in this ward
Outer South	Morley South	95.4%	93.5%
Outer South	Rothwell	95.0%	91.7%
Inner South	Beeston & Holbeck	94.2%	92.5%
Inner South	City & Hunslet	93.8%	No secondary schools in this ward
Inner South	Middleton Park	93.6%	No data from South Leeds Academy

The figures above are based on the possible sessions a child could attend school.

Note: Attendance data is statutory school age only, not sixth form. This means for primary schools it is years 1 to 6 and for secondary schools, years 7 to 11.

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Table 7: NEET and Not Known Data by Area and Ward as at 30th June 2011

Area	Ward	NEET Count	NEET %	Not Known Count	Not Known %
No Postcode Ward	No Wedge	5	18.52%	2	7.41%
East North East					
Outer North East	Alwoodley	21	3.21%	33	5.05%
Outer North East	Harewood	13	3.22%	12	2.97%
Outer North East	Wetherby	13	3.08%	15	3.55%
Inner North East	Chapel Allerton	78	8.69%	74	8.24%
Inner North East	Moortown	21	2.96%	32	4.51%
Inner North East	Roundhay	37	4.67%	48	6.05%
Inner East	Burmantofts and Richmond	109	12.30%	116	13.09%
Inner East	Gipton and Harehills	125	10.65%	118	10.05%
Inner East	Killingbeck and Seacroft	128	12.12%	113	10.70%
West North West					
Outer North West	Adel and Wharfedale	18	3.10%	31	5.34%
Outer North West	Guiseley and Rawdon	14	1.95%	31	4.32%
Outer North West	Horsforth	24	3.51%	36	5.26%
Outer North West	Otley and Yeadon	32	4.12%	60	7.72%
Inner North West	Headingley	10	7.69%	13	10.00%
Inner North West	Hyde Park & Woodhouse	47	10.71%	30	6.83%
Inner North West	Kirkstall	52	8.55%	71	11.68%
Inner North West	Weetwood	42	6.69%	45	7.17%
Inner West	Armley	107	11.76%	103	11.32%
Inner West	Bramley and Stanningley	79	9.34%	74	8.75%
Outer West	Calverley and Farsley	23	3.48%	41	6.21%
Outer West	Farnley and Wortley	75	7.85%	98	10.26%
Outer West	Pudsey	27	3.82%	62	8.77%
South East					
Outer East	Crossgates and Whinmoor	44	5.36%	45	5.48%
Outer East	Garforth and Swillington	22	2.84%	27	3.48%
Outer East	Kippax and Methley	28	4.08%	34	4.95%
Outer East	Temple Newsam	61	6.79%	67	7.46%
Outer South	Ardley and Robin Hood	30	4.01%	46	6.15%
Outer South	Morley North	29	4.32%	56	8.33%
Outer South	Morley South	32	4.78%	61	9.12%
Outer South	Rothwell	31	4.49%	35	5.07%
Inner South	Beeston and Holbeck	83	9.70%	96	11.21%
Inner South	City and Hunslet	90	8.38%	349	32.50%
Inner South	Middleton Park	114	10.69%	110	10.32%
Total		1664	6.76%	2184	8.87%

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Table 8: Primary, Secondary and Sixth Form Overall Effectiveness Inspection Judgement Grades

Area	School	Overall Effectiveness Inspection Judgement Grades				Number of Settings	No Inspection Yet
		Outstanding	Good	Satisfactory	Inadequate		
East North East							
Outer North East	Primary	8	11	4	0	23	NA
	Secondary	0	2	1	0	3	NA
	6th Form	0	2	2	0	4	NA
Inner North East	Primary	4	6	6	0	16	NA
	Secondary	1	2	1	0	4	NA
	6th Form	2	2	1	0	5	NA
Inner East	Primary	3	12	7	0	22	NA
	Secondary	0	2	2	0	4	NA
	6th Form	0	1	2	0	3	NA
West North West							
Outer North West	Primary	7	18	3	0	28	NA
	Secondary	0	4	2	0	6	NA
	6th Form	1	3	2	0	6	NA
Inner North West	Primary	2	12	5	0	19	NA
	Secondary	0	1	2	0	3	NA
	6th Form	0	2	1	0	3	NA
Inner West	Primary	1	5	9	0	15	0
	Secondary	0	0	0	1	2	1
	6th Form	0	0	2	0	3	1
Outer West	Primary	2	12	6	1	21	NA
	Secondary	0	1	3	0	4	NA
	6th Form	0	1	3	0	4	NA
South East							
Outer East	Primary	3	14	11	0	28	NA
	Secondary	1	3	1	0	5	NA
	6th Form	0	2	2	0	4	NA
Inner South	Primary	3	9	8	2	22	0
	Secondary	0	1	0	0	2	1
	6th Form	0	1	0	0	2	1
Outer South	Primary	5	11	7	1	24	NA
	Secondary	1	1	3	0	5	NA
	6th Form	0	1	4	0	5	NA

Note: Data as at 14.07.11

Leeds City Wide	Overall Effectiveness Inspection Judgement Grades				Number of Settings
Setting	Outstanding	Good	Satisfactory	Inadequate	
Specialist Inclusive Learning Centre (SILC)	1	4	0	1	6
Pupil Referral Unit (PRU)	1	2	1	0	4

Note: Data as at 14.07.11

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Report of Area Leader – South East

Report to Outer East Area Committee

Date: 13th September 2011

Subject: Outer East Area Committee Business Plan 2011-12

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Garforth & Swillington Kippax & Methley Temple Newsam Cross Gates & Whinmoor		
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number: Appendix number:		

Summary of main issues

1. The report presents a draft 2011/12 Area Committee annual Business Plan.
2. The report sets out the work that will be undertaken in relation to each of the area Committees delegated roles and functions.
3. The report outlines the methods of monitoring performance and forward plan of report to be presented to the Area Committee for the 2011/12 municipal year.

Recommendations

2. The Area Committee are asked to:
 - a) Note the contents of this report
 - b) approve the business plan for 2011/12
 - c) approve the forward plan of reports to the Area Committee

1 Purpose of this report

- 1.1 The report presents a draft 2011/12 Area Committee annual Business Plan.
- 1.2 The report sets out the work that will be undertaken in relation to each of the area Committees delegated roles and functions.
- 1.3 The report outlines the methods of monitoring performance and forward plan of report to be presented to the Area Committee for the 2011/12 municipal year.

2 Background information

- 2.1 In 2008, the Leeds Strategic Plan brought together the themes in the existing Vision for Leeds and Local Area Agreement, to provide an integrated framework for partners to tackle city wide priorities. To translate city wide priorities and outcomes to local improvement priorities, the Area Committee approved a three year Area Delivery Plan in June 2008. This was annually refreshed in June 2009 and June 2010
- 2.2 The Area Committee Delegated Functions and Priority Advisory Functions were approved by the Executive Board in June 2009, this approval was rolled forward to 2010/11 and 2011/12 with amendments only to environmental delegations.
- 2.3 At the July 2011 Area Committee, Members approved a proposal to replace the Area Committee's Area Delivery Plan (ADP) with a new annual Business Plan that would reflect changes to the city and council planning and partnership framework and include local community engagement planning and actions. The Business Plan would continue to outline local priorities and actions for the Outer East and provide a framework for the spend of the Well being Budget.

3 Main issues

- 3.1 A draft Business Plan has been developed (**Appendix 1**) for consideration by members.
- 3.2 **Appendix 2** – Forward Plan of Area Committee reports.
- 3.3 **Appendix 3** - Priorities and actions document.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 At the Outer East Area Committee meeting held in July 2011 Members agreed the content of the proposed business plan. This business plan incorporates the community engagement plan for Outer East Area Committee in 2011/12.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 Under equality legislation the Council has a legal duty to pay due regard to the need to eliminate and promote equality in relation to race, disability, gender, age, sexual orientation, pregnancy and maternity, and religion or belief.

- 4.2.2 Project work included in the Business Plan that support this legal duty includes: gardening scheme –age and disability; activities for young people and cricket coaching – age; older person’s week – age.

4.3 Council Policies and City Priorities

- 4.3.1 The themes in the proposed Business Plan will mirror the themes and priority outcomes at a city wide level and also reflect the delegated functions and priority advisory functions.

4.4 Resources and Value for Money

- 4.4.1 As outlined in the Function Schedule 2011/12, the Well being budget delegated by Executive Board is used to finance projects which meet the needs of the Business Plan. Members of the Area Committee are keen that wherever possible the use of well being brings in additional match funding to the area.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 There are no specific legal implications concerning this report. It is subject to call in and is published on the Council website.

4.6 Risk Management

- 4.6.1 This are no specific risks identified as part of the Business Plan. However, any projects funded through Well being budget does complete a section identifying risks and solutions as part of the application process.

5 Conclusions

- 5.1 The Area Committee requires a document to set out the key priorities for the year that, links to city wide policies and provides a framework for the spend of the Well Being Budget.
- 5.2 The new business plan would support and contribute to changes already being put in place to the planning framework at a city wide level and continue to illustrate how the Area Management Team will support partnerships and local services in this process and continue to champion the role of the Area Committee.
- 5.3 The new business plan would be another step forward in the increasing role and influence of the Area Committee but further work is needed to strengthen the performance monitoring information available at area level. A draft plan is outlined at Appendix 1.

6 Recommendations

- 6.1 The Area Committee are asked to:
a) Note the contents of this report

7 Background documents

- 7.1 Area Committee Report, Area Delivery Plan 2008-11 – Annual Refresh, July 2010

- 7.2 Area Committee Report, Community Engagement, July 2010
- 7.3 Executive Board Report, Proposed Changes to the Leeds Initiative Partnership and the City Planning Framework, 15th December 2010
- 7.4 Area Committee Business Plan report July 2011

Outer East Area Committee Business Plan 2011/12

Contents

- 1. Executive Summary**
- 2. Chairs Foreword**
- 3. Functions of the Area Committee**
- 4. Well Being Budget**
- 5. Ward Profiles**
- 6. Priorities and Actions for 2011/12**
- 7. Priority Neighbourhoods**
- 8. Partnership and Integrated Working**
- 9. Community Engagement**
- 10. Commitment to Equalities and Cohesion**
- 11. Monitoring Arrangements and Promotion of Area Committee Achievements**

1. Executive Summary

1.1 This provides a summary of documentation for circulation and promotion of Area Committee's priorities for 2011/12.

1.2 The documentation includes area profiles, area committee dates, community forum dates, area committee functions and a breakdown of well being budget expenditure.

2. Foreword by Outer East Area Committee Chair

Welcome to our Outer East Area Committee Business Plan which covers the period 2011/12. Decisions on this plan are made by the Ward Councillors of the Outer East Area Committee:

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

Ward Councillors are local representatives and have a key role as community champions. Whilst this Area Committee has decided not to co-opt members, should this be reviewed during 2011/12, the co-opted members would not have voting rights as legally only Elected Members or council officers (with delegated powers) can make decisions about how the Council's budget is spent.

Area Committee meetings are held at least six times a year and the public are encouraged to attend and participate through the 'Open Forum' section at the beginning of the meeting. 2011/12 Outer East Area Committee Dates:

3pm, 5 th July 2011	Civic Hall
3pm, 13 th September 2011	Civic Hall
3pm, 18 th October 2011	Civic Hall
3pm, 13 th December 2011	Civic Hall
3pm, 14 th February 2012	Civic Hall
3pm, 20 th March 2012	Civic Hall

In July 2011, the Area Committee agreed to develop an annual Business Plan as a means to set out our priorities and outcomes for improving the Outer East area. The plan will be revised every year to ensure the priorities and outcomes are still relevant.

The primary focus of the Area Committee continues to be improving local services in Outer East Leeds and works in partnerships with Council services and key agencies, including the Police, Health Service, Aire Valley Homes, East North East Homes, Parish Councils and the Voluntary and Community sector to achieve local aspirations. The Area Committee must also demonstrate our contribution to the success of Leeds and the plan reflects the themes and aims of Leeds Initiatives and links local and city wide outcomes.

Cllr Keith Parker
Outer East Area Committee Chair

3. Functions of the Area Committee

3.1 The 2011/12 Function Schedule, included in the Council's Constitution (Part 3, section 3c), outline both Delegated Functions and Priority Advisory Roles of the Area Committee and was presented and agreed at the 5th July 2011 Area Committee. A copy is available on request.

Delegated Functions:

- Area Well Being Budgets
- Community Centres
- Neighbourhood Management Co-ordination
- CCTV
- Street Cleansing & Environmental Enforcement Services

Priority Advisory Functions (influencing, developmental and consultative responsibilities)

- Community Engagement
- Community Greenspace
- PCSOs, Neighbourhood Policing Teams, Multi Agency Crime and Grime Operations
- Highways Maintenance
- Local Children and Young People Plans
- Health and Wellbeing (Including Adult Social Care)
- Area Based Regeneration Schemes
- Conservation Area Reviews

3.2 Well Being Budget:

To take decisions about, and monitor activity relating to the use of the annual capital and revenue allocation to each Committee.

- a) The Well being Budget is used to support the priorities identified by Elected Members in consultation with residents and partners. It is administered by the Area Management Team on behalf of the Area Committee.
- b) The Area Committee receives update reports at Area Committee meeting with updated budget positions and feedback on project work.

3.3 Community Centres:

In relation to each community centre identified by the Director of Environment and Neighbourhoods as within the Committee's area, to:

- *oversee controllable revenue budgets, operational arrangements and the use of the centres;*

Appendix 1

- *agree and implement a schedule of charges and discounts for directly managed centres;*
 - *make asset management and investment proposals to ensure the portfolio is sustainable and meets local needs.*
- a) Under the current Functions Schedule there are 10 community centres delegated to this Area Committee:
- Allerton Bywater Welfare Hall
 - Allerton Bywater Youth & Adult Centre
 - Kippax Community Centre (leased)
 - Kippax Youth Club
 - Methley Village Centre
 - Micklefield Youth & Adult Centre
 - Garforth Miners Welfare Hall (leased)
 - Firthfields Community Centre (leased)
 - St Gregory's Youth & Adult Centre
 - Fieldhead Community Centre
- b) There is an ongoing review corporately in relation to community centres looking at the current delegation and market rental assessments.
- c) Outer East Community has a Community Centres Sub Committee which is chaired by Cllr Suzi Armitage, with representatives from Corporate Property Maintenance and Environment and Neighbourhoods.
- d) The sub committee monitors maintenance improvements to the centres, pricing and lettings and maximising usage and income from the centres for re-investment. Sub group minutes are reported to Area Committee.

3.4 Neighbourhood Management:

To agree priority neighbourhoods (through the approval of the Area Delivery Plan); and to agree and monitor Neighbourhood Improvement Plans for the Committee's area.

- a) The Area Committee approved East Osmondthorpe as its Priority Neighbourhood in 2009. The area had been identified as having 3 Super Output Areas in the bottom 3% deprivation and as such had acquired Safer Stronger Communities Funding to support additional efforts to tackle deprivation in this area.
- b) A steering group was established and action plan agreed. All actions agreed have now been completed and now would seem a suitable time to review all of the activities and measure their success.

3.5 CCTV

To maintain an overview of the service in the Committee's area and receive regular information about it.

- a) The Area Committee received an annual report in July to provide an update in relation to CCTV, in addition regular reports are provided to members via email.

3.6 Environmental Services:

To develop and approve annual Service Level Agreements to achieve as a minimum, the service standards set by Executive Board. Via the Service Level

Agreement, to determine the principles of deployment of the available resources by:

- the identification of priorities for service delivery annually (both geographical and in terms of types of services delivered)
- the agreement of the most appropriate approaches to be taken to achieve local environmental cleanliness and quality.

To be responsible for monitoring and reviewing the delegated activities in relation to the service outcomes specified in the SLA.

To be responsible for negotiating amendments to the SLA with service providers to accommodate unforeseen events or patterns of service failure, during the course of the SLA.

- a) The Area Committee has the Outer East Environmental sub group with member representative from each ward to meet on a Area Committee schedule basis to oversee the development and implementation of the SLA. Feedback from these meetings will form part of the regular reporting to the Area Committee to performance manage the delegation.
- b) Reports and performance information will be provided to every Area Committee meeting to enable members to review the implementation and delivery of the SLA.

3.7 Community Engagement:

Each Committee will agree a local community engagement plan based on an agreed template to ensure consistency across the city. Information on how Area Committees have delivered on their community engagement plans, will be included in an annual report to the Executive Board, which outlines achievements from the previous year to deliver the Area Delivery Plans, and future priorities.

- a) As part of this Business Plan, the Area Committee will set out a minimum level of engagement which will be delivered by the Area Management Team on behalf of the Area Committee during the year.
- b) Outer East Area Committee will continue to deliver community forums across the 4 wards as well as engagement events such as Older Persons Week.

3.8 Forward Plan

A forward plan will be produced annually, outlining the reports scheduled for the Area Committee in that municipal year.

4. Well Being Budget

Each Area Committee has been delegated a Well being Budget which it is responsible for administering. The aim of this budget is to support the social, economic and environmental wellbeing of the area by using the funding to support projects that contribute towards the delivery of local priorities set out in this Business Plan. Area Management work in partnership with agencies and service providers to ensure an efficient and effective use of the funding, and where possible, request match funding to be secured to ensure leverage is achieved.

Outlined in the table below is a record of how the 2010/11 revenue budget was allocated to support priorities in the Outer East.

WELL-BEING REVENUE SPENDING PLAN 2011/12		
		£ Budget
Budget Allocation for 2011/12		£185,220
Probable carry over from 2010/11		£34,600
Total Budget available		£219,820
Budget Commitments		
CCTV costs*	£33,000	£33,000
Small Grants Scheme		
To continue existing scheme of grants of £500 max to help community groups.	£10,000	£10,000
Environmental Work		£62,700
Probation scheme 12 months	£15,000	
Gardening scheme for 2012	£20,000	
cost of CESO	£27,700	
Tasking Teams. £10,000 to support the project work of the tasking teams.	£40,000	£40,000
Community Engagement & Involvement		£40,000
Additional activities to support Young People		£36,000
Total Spend :		£221,700
Over programmed by:		£1,880

NB. In order to prevent closure or reduction in hours of community facilities in Halton Moor and Garforth, Area Committee approved £20,000 for Garforth and £10,000 for Halton Moor to be taken from these respective wards allocations for tasking, community engagement and activities for young people.

5. Ward Profiles

5.1 Profiles are available for each of the four wards in the Outer South and will be annually reviewed by the Area Management Team. They include the following information:

- Ward Members
- Geographical location
- Socio-economic/demographic summary
- Priority Neighbourhoods
- Assets (Schools, main council facilities, main non council facilities)
- Key priorities in each ward (including development/regeneration plans, local issues and challenges)
- Key local organisations

5.2 These profiles are used in conjunction with Neighbourhood Index and Indices of deprivation to provide a context for shaping local priorities.

6. Priorities and Actions for 2011/12

6.1 A table outlining the Area Committee priorities and actions for 2011/12 has been produced and will be reviewed annually.

7. Partnership and Integrated Working

7.1 The work of the Area Leadership Teams will be regularly reported to Area Committee with progress on integrated working, especially in relation to the environmental delegation.

7.2 The Area Committee has a number of partnerships, sub-groups and 'tasking teams' that support the integrated working agenda. The Partnerships and sub-groups have Elected Members as Champions.

Partnerships

- Health & Well Being – Cllr James Lewis
- Divisional Community Safety Partnership – Cllr Catherine Mitchell
- Childrens Partnership – Cllr Tom Murray (the future of this partnership is being reviewed)

Sub- groups

- Environmental sub-group – Cllr Catherine Mitchell
- Community Centres sub-group – Cllr Suzi Armitage

Neighbourhood Tasking Meetings

- Garforth/Kippax & villages
- Cross Gates & Whinmoor
- Temple Newsam

All tasking groups meet six-weekly.

8. Community Engagement

8.1 Supporting and engaging the community is one of the Area Committees key responsibilities. the development of a clear community engagement process seeks to address specific needs of targeted communities and address inequities with previous engagement. The approach and extent of community engagement needs to be proportionate to the benefits which could be achieved and with a consideration of the loss of time allocated to alternative activities.

Outlined below are engagement activities for 2011/12 that provide an opportunity for residents to be consulted on particular issues or bring local issues to the attention of Councillors regarding council services

- At Area Committee meetings and particularly through the 'Open Forum' section where members of the public are invited to raise matters.
- At local Community forums and partnership meetings.
- Through our webpage currently on www.leeds.gov.uk/south
- By e-mail – nhd.southareacomm@leeds.gov.uk
- Engagement activities at community events
- Support to specific groups which aides engagement.
- Support to specific residents and neighbourhoods through the process of Neighbourhood Improvement Plans..
- Provision of small grants offer an engagement opportunity to support local groups to build their capacity and skills base.
- Leeds Residents Survey, bi-annual survey of residents across Leeds and is one of the most wide ranging and comprehensive means by which the council consults with residents.
- Parish Councils
- Conservation audits
- Talking point – online consultation portal details of council consultations planned, being delivered and completed.
- Citizens Panel

8.2 Area Management recognise that residents have difference lifestyles and different preference for how they want to interact with the council. A variety of methodologies are available from the approaches and tools developed and trialled within the team.

9. Commitment to Equalities and Cohesion

9.1 Leeds City Council has a strong commitment to equality and cohesion. Community cohesion is a key priority for the Area Committee and their work within local communities is aimed at developing harmonious communities where people can come together in a spirit of cooperation to improve their area.

9.2 Leeds City Council has an Equality Framework and achieved an 'Excellent' standard in May 2011. Area Management are responsible for ensuring that equality standards are embedded in all Area Committee work.

9.3 Well Being Funding Agreements are signed by all agencies and community groups to receive funding and outline that to receive funding they also implement and adhere to their own equality statements.

10. Monitoring Arrangements and Promotion of Area Committee Achievements

- The table outlining the Area Committee priorities and actions for 2011/12 is based on Outcome Based Accountability principles for monitoring arrangements.
- Area Management Team produce weekly good news stories for the Deputy Chief Executive.
- Groups and Services receiving Well being Funding acknowledge Outer East Area Committee and have access to a LCC logo for publicity material.

Outer East Area Committee Forward Plan 2011/12

Appendix 2

Meeting Dates (all 3pm start)		05-Jul-11	13-Sep-11	18-Oct-11	13-Dec-11	14-Feb-12	26-Mar-12	21-May-11
Venue		Civic Hall	Civic Hall	Civic Hall	Civic Hall	Civic Hall	Civic Hall	Civic Hall
Chairs Brief Dates		20-Jun	30-Aug	03-Oct	28-Nov	30-Jan	05-Mar	tbc
Area Committee Executive Business	Appointments to Outside Bodies and Area Committee Sub Groups	Annual Appointments						
	Election of Area Committee Chair 2012/13							Election of Chair
	Meeting Dates and Forward Plan for Year Ahead	Annual report					Meeting Dates and Forward Plan for 2012/13	
	Area Function Schedules	Report from Exec Board on Functions for 2011/12						
	Business Plan	Approve 2011/12 Business Plan	Updated Business Plan					
	Well being Report	Approval of applications and budget update		Approval of applications and budget update	Approval of applications and budget update	Approval of applications and budget update	Approval of applications and budget update	Approval of applications and budget update
	Summary of Key Work Report	Update on key work in Outer South, incl Well being projects, not covered elsewhere on agenda	Update on key work in Outer South, incl Well being projects, not covered elsewhere on agenda	Update on key work in Outer South, incl Well being projects, not covered elsewhere on agenda	Update on key work in Outer South, incl Well being projects, not covered elsewhere on agenda	Update on key work in Outer South, incl Well being projects, not covered elsewhere on agenda	Update on key work in Outer South, incl Well being projects, not covered elsewhere on agenda	Update on key work in Outer South, incl Well being projects, not covered elsewhere on agenda
	Environmental Delegation	Progress report	SLA approval and update	update on SLA		update on SLA	Approval of 2012/13 SLA	
	Community Centre Portfolio Update				Update report - inc budget statement		Annual Report and Pricing Policy review	
	CCTV	Annual Report						
Council Business	Community Greenspace P&C				x			
	Grounds Maintenance			x				
	Children's Services (inc Youth Services)		x				x	
	Divisional Community Safety Partnership (DCSP)	Annual report						
	AVH Involvement in Area Committees		x				x	
	South East Health and Well being Partnership			x		x		
Other Reports	Children and Young People activities				x			
	Minutes of Area Chairs Forum		included in keywork report	included in keywork report	included in keywork report	included in keywork report	included in keywork report	
	Added Value of Capital Well being		report on use of capital budget					

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Lead Officer for Outer East Area Committee to contact about Forward Plan: Martin Hackett (email Martin.Hackett@leeds.gov.uk)
Chair of Area Committee: Cllr Keith Parker

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Integrated Locality Working Priorities:

- Develop effective and efficient services which best meet the needs of the people and the places we live
- Increase peoples sense of influence in decisions affecting their lives and communities through open, fair and accountable neighbourhood driven processes.

Methodology:

The new locality working approach is outlined in the design principles agreed by Executive Board.

Outer East Area Committee Priorities and Actions 2011/12

Sustainable Economy and Culture					
What do we propose to do? (Outcome)	How will we do it?	Who? (Service)	By When?	Indicator (quantify the achievement)	Performance Measures (evaluates the service)
Residents in Outer East have access to opportunities to become involved in sport and culture	Deliver Community Centres delegation.	Outer East Community Centres Sub Group	Ongoing		
	Support from Area Committee for community facilities not within the Area Committee portfolio	Asset Management sub group	September 2012		
	Support community based events such as galas, Christmas lights switch, arts festivals etc	Voluntary & community organisations	From June 2011		
	Provide Small Grants for local community groups to provide sporting and cultural activities	AMT	From April 2011		
	Supporting improvement of existing sports pitches and provision of new pitches such as Thorpe Park	Leisure	Ongoing		

	Providing assistance to groups to acquire external funding for projects eg Caird Bardon	AMT	Ongoing		
	By providing better quality facilities from available funding sources	AMT	From April 2011		
Supporting work that helps town and district centres remain commercially active and vibrant.	Providing funding towards Christmas lights and switch on events.	AMT/events	March 2012		
	Supporting 'in bloom' and environmental groups	AMT/Leisure			
	Area support in getting traders involved in community forums and with Parish Councils	AMT	March 2012		
	Area Committee funding to ensure town and district centres are safe places to visit, this includes LeedsWatch CCTV and various community safety schemes identified through 'tasking'.	AMT	Ongoing		

Children and Families

What do we propose to do? (Outcome)	How will we do it?	Who? (Service)	By When?	Indicator (quantify the achievement)	Performance Measures (evaluates the service)
Provide a range of positive activities for young people across the Outer East .	Provide £20k of funding to youth service to deliver positive activities during school holidays including confidence building, arts & crafts, leisure.	LCC Youth Service/ Brigshaw High School extended services	July 2011 through to Easter 2012.		

	Fund 2 weeks of cricket coaching for youngsters aged 8 to 15 years during summer holidays. Coaching by Yorkshire CCC.	Yorkshire CCC	August 2011		
	Provide funding to ensure programme of youth work delivered from Halton Moor Community Centre from April – October 2011.	Youth Service	Summer 2011		
	Supported the Garforth Arts Festival which provides a range of artistic opportunities for young people living in Garforth, Kippax and outer villages.	Garforth Academy	July 2011		

Safer and Stronger Communities

What do we propose to do? (Outcome)	How will we do it?	Who? (Service)	By When?	Indicator (quantify the achievement)	Performance Measures (evaluates the service)
Neighbourhoods in Outer South are clean and attractive.	Deliver Environmental Services delegation.	Locality Team	Ongoing		
	Fund gardening service for elderly and disabled.	Swarcliffe Good Neighbours	April to October 2011		
	Fund additional Community Environment Support Officer.	Environmental Action Team	From April 2011		
	Tackle top 10 asset related issues relating to derelict/problem buildings	Locality Team/Asset Management	September 2011		

	Provide £40k of funding to Tasking Teams to address issues relating to community safety and the environment	Locality Team	April 2011		
	Fund a dedicated Community Payback Probation Team to work in Outer East.	Probation Services	April 2011		
Help support a strong network of community groups are able to contribute to improving the environment of their neighbourhoods.	Provide skips for community clean up's	Locality Team	March 2012		
	Support 'in bloom' groups with funding	Locality Team	April 2011		
Residents in Outer South are safe and feel safe as a result of reduced crime and ASB	Neighbourhood Tasking Teams meet on 6 weekly basis to identify and address issues relating to crime and environmental issues	Locality Teams	April 2011		
	Tasking Teams have £10k per team to address local issues. This has been used to fund off road police motorcycles, no cold calling zones, covert CCTV cameras to identify bogus callers.	Locality Team	April 2011		
Communities are empowered and engaged. People get on well	Hold 24 Community Forums per year to engage local residents on local issues and priorities	Locality Teams	April 2011		

together	Provide £10,000 revenue well being funding for a Small Grant Scheme to support local community groups to deliver local activities and improve their neighbourhood.	Locality Team	April 2011		
	Provide a Neighbourhood Improvement Plan for Halton Moor & East Osmondthorpe	Locality Team	October 2011		
	Engage with Parish Councils through community forums and other local engagement forums	Locality Team	April 2011		

Health and Well being

What do we propose to do? (Outcome)	How will we do it?	Who? (Service)	By When?	Indicator (quantify the achievement)	Performance Measures (evaluates the service)
Residents in Outer South are active and healthy.	Older Persons events week	AMT	September 2011		
Vulnerable Members of the community are able to live independently at home for longer.	Commission Outer South Garden Maintenance Service to support people to live independently at home.	Morley Elderly Action	March 2012	240 clients supported through the scheme.	

Housing and Regeneration

What do we propose to do? (Outcome)	How will we do it?	Who? (Service)	By When?	Indicator (quantify the achievement)	Performance Measures (evaluates the service)

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