



EAST (OUTER) AREA COMMITTEE

**Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Tuesday, 14th February, 2012 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
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A BRIEF EXPLANATION OF COUNCIL FUNCTIONS AND EXECUTIVE FUNCTIONS

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

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

A G E N D A

Item No	Ward/	Item Not Open		Page No
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 13th December 2011</p> <p>(minutes attached)</p>	1 - 8

Item No	Ward/	Item Not Open		Page No
8	Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam;		<p>OUTER EAST AREA COMMITTEE WELL BEING BUDGET</p> <p>To consider a report of the Assistant Chief Executive (Customer Access and Performance) providing a summary of revenue spend approved for 2011/12, an update on small grants approved and details of new projects seeking funding</p> <p>(report attached)</p> <p>Executive Function</p>	9 - 20
9	Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam;		<p>SUMMARY OF KEY WORK</p> <p>To consider a report of the Assistant Chief Executive (Customer Access and Performance) detailing priority work carried out in the area, outlining details on key issues affecting the Outer East area and providing the minutes relating to community engagement activities, partnership meetings and meetings of Area Committee Chairs</p> <p>(report attached)</p> <p>Executive Function</p>	21 - 58
10			<p>SOUTH EAST HEALTH AND WELLBEING PARTNERSHIP PROGRESS UPDATE</p> <p>To consider a report of the South East Area Health and Wellbeing Partnership providing an update on activity being undertaken to better understand the issues relating to health and wellbeing of those in the south east area of the city</p> <p>Council Function</p>	59 - 64

Item No	Ward/	Item Not Open		Page No
11	All Wards;		<p>JOINT STRATEGIC NEEDS ASSESSMENT AND AREA PROFILES</p> <p>To consider a report of the Director of Public Health providing information on the emerging priorities for the Outer East area arising from the latest iteration of the Leeds Joint Strategic Needs Assessment (JSNA)</p> <p>(report attached)</p> <p>Council Function</p>	65 - 72
12			<p>PROPOSAL TO DEVELOP INTEGRATED HEALTH AND SOCIAL CARE TEAMS</p> <p>To consider a report of the Director of Adult Social Services providing information on the work being undertaken in Leeds to improve the effectiveness of health and social care services, including the approach of using demonstrator sites to test out and develop aspects of the model of service with one demonstrator site being located in the Kippax/Garforth area</p> <p>(report attached)</p> <p>Council Function</p>	73 - 90
13			<p>DATE AND TIME OF NEXT MEETING</p> <p>Tuesday 20th March 2012 at 3.00pm in the Civic Hall, Leeds</p>	

Agenda Item 7

EAST (OUTER) AREA COMMITTEE

TUESDAY, 13TH DECEMBER, 2011

PRESENT: Councillor K Parker in the Chair

Councillors S Armitage, P Grahame,
P Gruen, W Hyde, J Lewis, M Lyons,
K Mitchell and T Murray

41 Late Items

There were no late items of business.

42 Declarations of Interest

No declarations of interest were made at this point in the point, however during discussions on the Demographic Update report, Councillor B Hyde declared a personal interest as a Governor of Colton Primary School (minute 53 refers)

43 Apologies for Absence

Apologies for absence were received from Councillors Dobson, McKenna and Wakefield

44 Minutes

RESOLVED – That the minutes of the previous meeting held on 18th October 2011 be agreed as a correct record

45 Matters Arising

Minute 34 - Colton Primary school

Councillor Hyde reported on discussions held at the School Governors meeting on 12 December 2011. He reported that proposals to expand the school were still under review and that Governors had expressed concern over the proposed temporary arrangements to facilitate an increased admission limit for 2012/2013. It was noted a more detailed report on east Leeds schools appeared later on the agenda (minute 53 refers)

Minute 38 - Crossgates Christmas Lights

Councillor P Grahame reported the success of the Crossgates Christmas Lights Switch On event

46 Chair's Remarks

Thorpe Park Green Plan – Councillor Parker reported he attended a meeting on 12 December 2011 where he had been invited to review the Green Plan associated with Thorpe Park. He stated he advised the developers to consult with local ward members prior to presenting the Green Plan for public consultation. The Area Committee noted comments made regarding the Manston Link Road and requested a meeting be arranged with the developers to discuss the Green Plan in January/February 2012

RESOLVED – To note the discussions

47 Open Forum

No matters were raised under the Open Forum

48 South and Outer East Locality Team Service Level Agreement Performance Update

The Locality Manager for the South and Outer East Leeds submitted a report providing the first update on performance against the Service Level Agreement between the Outer East Area Committee and the SSE Environmental Locality Team. The report outlined the progress made towards implementing the new service principles and the delivery of the key priorities of the SLA.

Specific examples of achievements so far and key issues were highlighted as:

- benefit of “capacity days” which can be utilised to undertake additional works such as locality “clear-up days” or seasonal tasks such as autumn leaf clearance
- enforcement activity would be prioritised in 2012 to ensure the officers were more visible in the locality
- strong partnership working had been established between the Enforcement staff, mechanical cleansing staff and the fly tipping staff. The whole team was working well with external agencies, including the PCSO’s and the ALMO’s to deliver a more effective service response
- ginnel mapping had been undertaken including a review of their current condition and proposals to draw up a planned maintenance programme for the future.
- further discussions were required to identify whether there were any more localities which could be identified as priority neighbourhoods

Members raised the following matters:

- The need to ensure that issues raised by neighbourhood housing wardens are addressed
- Identified a link between schools and problem areas for litter and considered how to encourage schools to become involved in education around the issues of litter and fly-tipping
- The success of the Osmondthorpe project undertaken with ENE Homes

Members commended the team on the work undertaken so far. The Chair reported that nominees were sought to act as Chair of the Environmental Services Sub Committee whilst Councillor Mitchell was on maternity leave. Councillor Murray accepted the nomination from the Committee

RESOLVED – That the contents of the report and the comments of the Committee be noted

49 Developing a locality approach between Leeds City Council Services and Neighbourhood Police Teams/Police Community Safety Officers (PCSOs)

The Director of Environment & Neighbourhoods submitted a report providing an update on the development of closer working arrangements between the locality based LCC services and the Neighbourhood Policing Teams/PCSO’s.

Bev Yearwood, Area Community Safety Manager, attended the meeting and highlighted the role local ward councillors had in influencing local tasking arrangements. It was noted that a training programme had been devised and implemented for the PCSO's in the ENE Area to ensure they were familiar with their remit and what assistance they could give under their existing powers to the area enforcement teams.

Members supported the work done so to establish closer working links with the Neighbourhood Policing Teams

RESOLVED –

- a) to note the progress being made to develop more joined up working within localities between LCC services and Neighbourhood Police Teams/PCSO's
- b) To note the contents of the discussions on proposed areas of closer working on environmental priorities

(Councillor Armitage withdrew from the meeting for a short while at this point)

50 Localism Act 2011

The Area Committee considered the report of the Assistant Chief Executive, Customer Access and Performance, which summarised those main elements of the Localism Act of direct relevance to Area Committees, in order to support future debate on how the Council will implement the legislation.

Martin Hackett, Area Improvement Management, presented the report and highlighted the key issues, particularly relating to neighbourhood planning and the choice of Kippax as one of the 4 pilot areas chosen in Leeds. Members commented on the voluntary code of conduct and whether there were measures in the Localism Act to address instances when a community group or individual caused detriment to the council or an individual councillor. It was noted that the Corporate Governance & Audit Committee had discussed a similar issue relating to whether there were powers to deal with councillor complaints against officers

Members were concerned that sufficient time should be allowed to ensure meaningful consultation and discussions were held with Members on those measures due to be implemented in April 2012, particularly

- Whether the Committee needed to take a stance on neighbourhood planning
- The need to review commissioning
- The need to look at the procurement process and guidance in view of the fact that local groups and public can bid to operate council services

Officers reported that Guidance on the implementation of the Act was anticipated in early 2012. It was noted that the briefing note on the 4 pilot areas would be despatched to all Area Committee Members

RESOLVED –

- a) To note the contents of the report as the basis for future debate on the opportunities, challenges and risks the Area Committee associates with

the legislation taking into account the role Members identify for the Committee in the future in engaging with communities on this issue

- b) That the comments of the Committee be fed back to officers in order to inform a further report to a future Executive Board meeting on the implications of the Act and more detailed reports/sessions on Planning, Assets of Community Value and Right to Challenge agreed by area chairs

51 Capital Receipts Incentive Scheme Report to Executive Board

The Area Committee considered the report of the Assistant Chief Executive, Customer Access and Performance, on the Capital Receipts Incentive Scheme which received approval at the Executive Board meeting held on 12th October 2011. A copy of the Executive Board report was included which proposed that assets should be identified in order to release capital funds.

Members noted the scheme would be administered under the existing Ward Based Initiative scheme with the intention to retain 15% of receipts locally, with 5% being pooled for the city. The Committee clarified that any unspent monies would be rolled into the following financial year but queried whether the £100k cap on receipts was reasonable, given that some areas could generate extensive redevelopment.

The Committee noted the WBI guidance and requested further clarification on:

- the administration of funding generated by release of land/assets for developments which had an impact on several wards and residents living on the boundaries of the wards
- the implications for Academy and Trust schools with assets to release

RESOLVED –

- a) That the contents of the report to Executive Board (12 October 2011) on the Capital Receipts Incentive Scheme be noted
- b) That the comments of the Area Committee be reported back to Executive Board and further clarification be provided on the issues noted above during the consultation period

52 Leeds Citizens' Panel in support of locality working

Mr M Lund, Corporate Consultation Manager, attended the meeting to present the report of the Assistant Chief Executive, Customer Access and Performance, which set out the timetable for the development, management and co-ordination of the Leeds Citizen Panel (LCP).

(Councillor Armitage withdrew from the meeting at this point)

Members discussed the following matters:

- The LCP had an advisory role. The 6000 members would have no decision making powers
- The need to ensure the LCP members were representative of every ward
- The need to use the LCP effectively, noting that LCC already had an established consultation panel of 2-3000 local residents which

Members commented had not been managed or utilised effectively in recent years.

- Methods of communication with LCP members and concern that the ICT systems necessary to support on-line consultation were inadequate
- The cost of establishing the LCP, noting the response that the LCP should reduce costs as Departments/Services would draw on consultation responses from the LCP rather than undertake individual consultations which could result in duplication

(Councillor Murray withdrew from the meeting for a short time at this point and Councillor Armitage rejoined the meeting)

- The Committee requested that information on the cost of the LCP be circulated to members after the meeting
- The intention to involve “attitude groups” as well as reach groups identified by age, location, interests etc

Members remained concerned over the establishment and management costs of the LCP and whether the creation of such a Panel presented any real benefits over and above the consultation already undertaken by the Council. It was noted that the LCP was intended to monitor the delivery of the Council’s priorities city wide, whereas the Area Committees would still consult and focus on a local level.

RESOLVED – That the Outer East Area Committee

- a) Note the development of the new Citizens Panel in Leeds as described in the submitted report
- b) Support the use of the new Leeds Citizens Panel
- c) Commit to take up the use of the Citizens Panel as part of the Committees community engagement activities in support of the Wellbeing Fund priority setting and in the development of the Area Business Plans

53 Demographic update report

The Director of Children’s Services submitted a report providing an update on the demographics and current situation for school places within the Outer East (OE) area. Lesley Savage, Senior Planning & Bids Manager, attended the meeting and discussed the following matters with the Committee:

- The report set out demographic data providing a snapshot of the pupils on roll in OE schools in September 2011 and those expected up to 2015. However the Department was now aware of several planning applications for residential developments with the OE area which would impact on the projections.
- Ward member meetings were proposed to discuss the impact of future housing developments and review school place provision
- Discussions had taken place with Colton Primary School over proposals for future expansion; and further discussions would be required having regard to the projected pupil figures for 2014/15 and possible impact Colton expansion would have on other primary schools within the local family of schools

(Councillor Armitage left the meeting at this point)

- The likely impact of the government's targets for house building on east Leeds and the comment that sustainability issues which now included provision of education formed part of the consideration of applications for new residential developments.
- The problems experienced by local residents since the expansion of Whitkirk Primary schools with regards to highways and car parking

The Committee noted that Member briefing sessions would be arranged as part of the continued discussions on possible expansion of Colton primary school

RESOLVED – That the contents of the report and the comments of the Area Committee be noted

54 Telecare

The Director of Adult Social Care submitted a report in order to promote awareness of the Telecare Service. Donna Lancaster attended the meeting to give a short presentation highlighting the benefits of the equipment and outlining what telecare equipment was available to Fair Access to Care (FACS) eligible service users in Leeds. Members noted the service had recently relocated to a new city centre site and was currently trying to promote the service to reach as many eligible service users as possible.

Members noted the Telecare Service was provided free under Adult Social Services and requested that information on the number of service users be provided to them on a ward by ward basis.

RESOLVED – To note the contents of the report and presentation and to support the Telecare Service Team to promote the service city wide so all Fair Access to Care customers can benefit from the service

(Councillor Gruen left the meeting at this point)

55 Outer East Area Committee Well Being Budget Report

The Area Leader, South East Leeds, submitted a report providing an overview of spending to date from the Outer East Area Committee Wellbeing Budget and an update on the current position of the Small Grants Budget. Details of three new proposals seeking funding from the revenue budget were provided.

RESOLVED -

- a) To note the position of the Wellbeing Budget
- b) To note the Small Grants approved to date
- c) To grant approval for funding for the following projects:
 - i. Cross Gates Christmas Lights Switch-on £1,250
 - ii. Kippax & Methley grit bins refill £3,000
 - iii. Garforth Library Christmas event £180

56 A summary of key work

The South East Area Leader presented a report which detailed priority work carried out within the area in recent weeks, including the minutes of partnership meetings and Area Chairs meeting and recent community engagement activities. The report also provided an update on the

Draft minutes to be approved at the meeting
to be held on Tuesday, 14th February, 2012

government's welfare reform proposals. Copies of the minutes of the Cross Gates Forum meeting held 19th October 2011 were also tabled at the meeting
RESOLVED – To note the contents of the report

57 Date and Time of next meeting

RESOLVED – To note the date and time of the next meeting as Tuesday 14th February 2012 at 3:00 pm in the Civic Hall, Leeds

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Report of the Area Leader – South East Leeds

Report to Outer East Leeds Area Committee

Date: 14 February 2012

Subject: Outer East Area Committee Well Being Budget Report

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? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Summary of main issues

This report seeks to provide Members with:

1. A summary of revenue spend approved for 2011/12 and update on small grants approved.
2. Details of new projects to be agreed

Recommendations

3. Members of the Outer East Area Committee are requested to:
 - a) Note the position of the Well being Budget.
 - b) Note the Small Grants approved to date.
 - c) Confirm approval of the following projects:
 - Garforth Arts Festival - £5,000
 - Probation Services Community Payback - £15,000
 - Swarcliffe Good Neighbours Gardening Service - £20,000
 - Grafton Villas maintenance for 5 years - £2,370
 - White Laithe security gates - £2,320
 - d) Consider using the remainder of the small grants budget to support Olympic torch relay events in Leeds.

1 Purpose of this report

This report provides Area Committee with:

- 1.1 An update on the Well being budget.
- 1.2 An update on the Small Grants Budget.
- 1.3 A recommendation to approve new project work.

2 Background information

- 2.1 The Well being budget allocation, which includes the carry over from 2010/11 provides a total budget of £220,000.
- 2.2 The budget had one commitment of £33,000 to fund the annual cost of its 11 LeedsWatch CCTV cameras.
- 2.3 After funding projects that operate across the whole of the Outer East area the budget was then allocated evenly by ward against the priority themes of community engagement/involvement, services to young people and community safety/environmental action (tasking teams).

3 Main issues

3.1 Garforth Arts Festival

- 3.1.1 Area Committee has supported the Garforth Arts Festival since its inception in 2005.
- 3.1.2 Garforth Arts Festival is an ambitious community festival managed by the School Partnership Trust (SPT). It aims to provide access to high quality arts education and cultural experiences for people in the ex coalfield areas of East Leeds. This year the educational project strand of the festival will work with every single child in all of the 7 SPT primary schools, as well as the whole of years 7, 8 and 10 of Garforth Community College through participatory arts projects, including music, dance, drama and art.
- 3.1.3 The festival's objectives are:

To raise mutual awareness between cultures, (people of minority ethnic communities are significantly under-represented in this area of Leeds), thus promoting community cohesion through cross cultural artistic activities, that are community focused but not insular.

- To involve 3 key target groups of people in the festival: local school children, local community groups, and professional artists, local, national and international.
- To use the festival as a focus for educational projects thus providing opportunities for young people beyond that of the curriculum. The projects are

aimed at developing confidence in and through performance ,developing artistic skills, fostering and developing creativity and widening young people's cultural awareness/interests

- To bring the best artists to the area, and thus help facilitate the growth of cultural opportunities within the area.
- To encourage local people to become involved in various activities, either as participants or audience members by creating a programme that contains elements that are both new and familiar to its audiences.
- To 'put the area on the map' – to encourage people from outside the area to visit Garforth for the festival and in turn contributing to economic regeneration. .
- To provide opportunities for inclusion, participation and excellence.

3.1.4 Garforth Arts Festival has requested Area Committee support the project with an award of £5,000. The funding will help towards the cost of employing an Arts Practitioner and the cost of delivering arts workshops with SPT primary schools. The total cost of the project is just over £65,000.

3.1.5 This project supports the following priority of the Area Committee's Business Plan:

- Provide a range of positive activities for young people across the Outer East

3.2 Gardening scheme for the elderly and disabled

3.2.1 Area Committee has provided a gardening service since 2004. Initially the scheme was delivered by the Community Programme; when the programme was discontinued in 2006 the scheme was delivered by Leeds Groundwork Trust until 2009 when Swarcliffe Good Neighbours Scheme was appointed to deliver the programme.

3.2.2 The project has always been funded from the previous years budget. It was set up this way in order for the scheme to start in the April of the year and not have to wait until this first meeting of Area Committee that usually meets in either June or July of the year. There is funding available within this years budget (2011/12) to deliver a gardening project running from April to October 2012.

3.2.3 The project is available to all residents who are OAP's or disabled where there are no family members in the household that are able to do this work. The gardening service will be available from April until October of 2012.

3.2.4 The cost of the project is £20,000. In 2011 approx. 400 gardens were completed in 2011 and it is anticipated that this figure will be achieved in 2012.

3.2.5 This project supports the following priority of the Area Committee's business Plan:

- Vulnerable members of the community are able to live independently at home for longer

3.3 Probation Services – Community Payback

3.3.1 Area Committee has funded this project since 2008 which provides a dedicated team for the outer east area. The following services are provided under the agreed Service Level Agreement (SLA):

- Probation services will provide one team, with the necessary equipment, that includes a workforce of up to 6 probationers, plus a supervisor, plus a vehicle. The team will complete a minimum of 3 days work per week and to achieve a minimum of 1404 hours per quarter. This is based on a team of 6 offenders working 6.5 hours per day.
- The team will carry out community work across Outer East Area of Leeds.
- Probation Services will provide a named programme manager with overall responsibility for a rolling programme of works which will be provided to your supervisor/project officer.
- Works can include painting/decorating, clearance work, grass/hedge cutting, fencing, litter picking, painting, leafleting etc and any other duties as identified through South East Area Support Team (SEAST).
- Additional material (eg paint/fencing/skips) will be provided at a cost to SEAST or partners with prior agreement in accordance with project needs.
- Risk assessments will be carried out by the Probation Trust.
- Premises for comfort breaks for the teams will be identified by SEAST
- Probation Services will provide progress reports as requested including number of hours worked. The supervisor/project officer will provide completed job sheets containing information specific to each individual referral including hours worked, dates worked, date completed on a monthly basis. Probation Services will provide an annual report regarding total hours worked and value for money comparisons.
- Probation Services will undertake satisfaction surveys on all jobs undertaken.

3.3.2 In 2011/12 this team completed 34 Jobs, 12 satisfaction surveys were returned all of which complimented the work that had been completed.

3.3.3 The figures for the third quarter of the year have not yet been provided. Table A provides a cost analysis of the hours worked by the community payback team in Outer East for quarter 2. The cost is based on national minimum wage of £5.93 per hour for probationers and £17.71 per hour for supervisors.

Table A

	July	August	September
Days worked	35	14	17
Number of Offenders	220	84	95
Number of Hours	1371.75	545.75	623.25
Cost of Workers	£ 8,134.48	£ 3,236.30	£ 3,695.87
Cost of Supervisor	£ 4,462.92	£ 1,735.58	£ 2,107.49
Total Cost	£ 12,597.40	£ 4,971.88	£ 5,803.36

3.3.4 The cost of a team is £15,000 per year.

3.3.5 This project supports the following priority of the Area Committee's Business Plan:

- Neighbourhoods in Outer East are clean and attractive

3.4 Maintenance costs for Grafton Villas alley gating project (Cross Gates)

3.4.1 Several years ago Area Committee approved the capital cost to close or gate the above long footpath in Cross Gates. The closure/gating was always subject to consultation and approval by local residents.

3.4.2 This ginnel/footpath is associated with ASB and crime being perpetrated against residents living along the length of the ginnel.

3.4.3 A recent survey undertaken by Safer Leeds had overwhelming support from local residents to gate the entrances leading to this ginnel/long footpath. A request is currently being considered by Highways Board to approve the closure with a decision imminent.

3.4.4 The capital funding cannot be used for any future maintenance of the gates which is classed as revenue expenditure. Area Committee is therefore requesting to provide Safer Leeds with £2,370 of funding to ensure the gates are maintained for a minimum 5 year period. This is based on worst case scenario maintenance and any unspent money will be carried forward only to be spent on the future maintenance of the gates.

3.4.5 This project supports the following priority of the Area Committee's Business Plan:

- Residents in Outer East are safe and feel safe

3.5 Small Grants

3.5.1 The small grants approved to date are detailed on **appendix 1**.

- 3.5.2 Area Committee will notice that over 80% of the budget is still remaining with approx 6 weeks left in this financial year.
- 3.5.3 The Olympic Torch comes through Leeds on Sunday the 24th and Monday the 25th of June and the city will be doing its best to make this an inclusive celebratory event for residents of the city. Area Committee is therefore requested to target the remaining budget at school clusters and community organisations to support them get involved in the torch relay and associated events in the city.

3.6 Gating alleyway to shopping parade at White Laithe Approach

- 3.6.1 A request recently came to the tasking group in Cross Gates & Whinmoor concerning nuisance around the NISA store on White Laithe Approach and ASB/crime in the alleyway adjacent to the store. The Police and store owners would like a gate erecting to stop youths gathering and causing problems in the alleyway.
- 3.6.2 The proposal was initiated by the Police but the project was worked up by Safer Leeds. A crime analysis of the area was carried out and there was a clearly a problem associated with crime and asb and this alleyway being open and attractive to youths gathering. Erecting a gate would clearly negate such gatherings. Funding by Area Committee is subject to the store owner taking on the maintenance responsibility for the gate. The store owner has agreed to this. This terrace of shops is owned by LCC.
- 3.6.3 The tasking budget has been delegated by Area Committee to the tasking team but when individual projects have deemed expensive the procedure is to go to Area Committee for approval. The Members for Cross Gates & Whinmoor have supported the funding of this project.
- 3.6.4 Total cost is:
- Gate - £1,880
 - Planning and keys - £440
- 3.6.5 This project supports the following priority of the Area Committee's Business Plan:
- Residents in Outer East are safe and feel safe

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 All 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.

4.2 Equality and Diversity / Cohesion and Integration

4.2.2 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, and how equality and cohesion issues have been considered.

4.2.3 Internal and statutory partners are committed to equality and cohesion and all projects they are involved with will have considered these issues.

4.3 Council policies and City Priorities

4.3.1 The projects outlined in this report contribute to target 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

4.4 Resources and value for money

4.4.2 There are no new resource implications as a result of any projects detailed within this report. In all requests for funding from Area Committee applicants are asked to consider value for money during the application process.

4.5 Legal Implications, Access to Information and Call In

4.5.1 Legal implications as a result of this report will be reflected in any subsequent Funding Agreements and Contracts to Tender that arise from projects funded from the Well being Budget.

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

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

4.6 Risk Management

4.6.4 All proposals requesting well being funding complete a section in the application process outlining the risks associated with the project and how they will be managed.

5 Conclusions

5.1 The report provides up to date information on the Area Committee's Well Being Budget.

6 Recommendations

6.1 Area Committee is requested to confirm approval of the Well Being funds being used to support the following projects:

- Garforth Arts Festival - £5,000
- Swarcliffe Good Neighbours Gardening Service - £20,000
- Probation 'Community Payback' 2012/13 - £15,000
- Grafton Villas maintenance - £2,370 over 5 years
- White Lithe shops security gates - £2,320

6.2 Outer East Area Committee is requested to consider using the remainder of the small grants budget to support communities to attend and take part in the Olympic torch relay and associated events.

7 Background documents

7.1 Well Being Budget report to Outer East Area Committee – March 2011

7.2 Area Functions schedule report to Outer East Area committee – July 2011

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Appendix 1 – Well Being Report

Outer East small grant position as at 20 Jan 2012 (from 2011/12 budget)

Cross Gates & Whinmoor ward		Ref	Status	£
Manston Park Bowling Club	Additional bowling shelter	OE/11/01/S	Paid	120.00
8th Seacroft (St Gregory's) Rainbow's / Brownies	Transport for trips 2011	OE/11/02/S	Paid	135.00
1st Manston Guides	London trip 2011	OE/11/05/S	Approved	500.00
				755.00
Garforth & Swillington ward		Ref	Status	£
Garforth Parish Church Cricket Club	New nets	OE/10/17/S	Paid	500.00
				500.00
Kippax & Methley ward		Ref	Status	£
Ledston Luck Centenary Celebrations: 17 Sept 2011	Contribution towards event (£300)	OE/11/04/S	Rejected - submitted too late	-
Edward VII Club	Disabled toilets	OE/11/06/S	Rejected - Additional information not received	
				-
Temple Newsam ward		Ref	Status	£
East Leeds Unity Day: 5 Aug 2011	Contribution towards event	OE/11/03/S	Approved	500.00
				500.00
Total grants (£)				1,755.00

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Report of the South East Area Leader

Report to Outer East Area Committee

Date: 14 February 2012

Subject: 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		
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. The report will detail priority work carried out in the area over recent weeks.
2. The report will provide minutes relating to community engagement activities, partnership meetings and meetings of Area Committee Chairs.
3. The report will provide details of key issues affecting the Outer East area.

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 issues and activities in recent months including project work and community engagement.
- 1.2 The report will provide Members with minutes relating to community engagement activities, partnership meetings, sub-group meetings and meetings of Area Committee Chairs.

2 Background information

- 2.1 In 2011/12 Area Committee has approved a Business Plan with a focus on community engagement, partnership work, functions delegated to Area Committee, 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.
- 2.2 The report will include relevant attachments such as community forum minutes, partnership minutes etc.

3 Main issues

3.1 Garforth Car Parking Strategy

- 3.1.1 As part of the Councils review of car parking in its town and district centre's a strategy for Garforth was developed in late 2011. The proposals have been discussed at the Community Forum and the local Traders Association meeting where it has been generally welcomed. The implementation of the recommendations is however subject to appropriate funding being secured. The main recommendations are detailed as follows:

- convert 24 spaces to 4-hour spaces in either Main Street or Barleyhill Road car parks, the remaining spaces (128) to be converted to 2 hour spaces
- review signing, lining and traffic orders on Main Street (including zig-zag lines, location of bus stops and narrower running lanes) with a view to providing short stay parking of 30 minutes duration where-ever possible.
- review disabled parking provision in the public car parks and redistribute 4 spaces along Main Street
- Review the need for bus timing points on Main Street.
- Review resident parking areas to allow dual short-stay use, if appropriate i.e restricted parking for residents and traders.
- create additional parking areas (including motorcycle parking) where possible e.g. by enlarging Main Street car park (demolish the garages), reviewing car park layouts.

- Encourage sustainable travel and efficient use of private car parks (including Town End and Gascoigne's within the business community).
- Complete a street audit of Main Street to support identified parking improvements.
- Continue with the existing parking management regime using comprehensive waiting restrictions but keep under review the possibility of introducing Pay & Display.
- Implement any changes / additions to signage to improve access to parking and information for visitors. .
- Set up regular car park inspection regime to identify the need for any improvements or maintenance.

3.2 Grafton Villas Long Footpath

- 3.2.2 This particular long footpath/ginnel in Cross Gates has suffered from regular crime and ASB over a number of years with many residents that live along the footpath demanding its closure. Initially closure was sought under the CROW Act (Countryside & Rights of Way). This proved difficult to secure and therefore the alternative option of gating the footpath and providing keys to residents was put forward as a viable solution.
- 3.2.3 A recent consultation exercise with local residents was overwhelmingly supported. A planning application has now been submitted and it is anticipated that if approved the gating of this footpath will be achieved in the very near future.
- 3.2.4 In the Well Being report to Area Committee there is a request for Area Committee to provide maintenance funding for the gates over a 5 year period.

3.3 Thorpe Park pitches

- 3.3.1 Members were invited to a briefing session by Parks & Countryside Officers on the 19th of January 2012 to be updated on plans for sports pitches and country park, which form part of the Section 106 agreement for the Thorpe Park development.
- 3.3.2 The timescales for this development are subject to a number of factors, including further development of the business park itself.
- 3.3.3 At the meeting there was a great deal of support expressed for the proposals that were outlined and a consensus that the project needed to be progressed. However, one important factor raised at the briefing session was the need to implement parking restrictions on the streets adjacent to the Whitkirk end of the site as it was clear that visitor parking would cause problems for local residents.
- 3.3.4 Parks & Countryside Officers agreed to include Highways in future negotiations and ensure that the parking issue was addressed.

3.4 Environmental Services Delegation

3.4.1 The service level agreement with Environmental Services was agreed by Area Committee at its meeting held in September 2011. The Area Committee agreed to form an environmental sub-group that meets 1 hour before each Area Committee meeting. In the absence of Cllr Mitchell the role of Chair will temporarily pass to Cllr Murray. The minutes of the most recent meeting held in December are attached as **appendix 1**.

3.4.2 There have been a number of successes and challenges that have emerged from the clients viewpoint and some of these are listed below. These are some examples of feedback that have been taken from sub-group meetings, area committee meetings and forum meetings.

3.4.3 Member involvement and local accountability

- Effective local Elected Member engagement, influence, accountability and governance
- A degree of cross ward negotiation for service resources
- Direct contact between Elected Members with named/known supervisors
- An effective overview of the performance of the SLA by the Area Committee Environmental Sub Groups
- Strong promotion and engagement of Elected Member Environmental Champions
- Strong collaborative support by the Area Leaders and their teams for both the delegation and the role of the locality managers for environmental services
- Strong and increasingly effective crime and grime tasking arrangements
- Increasing confidence in senior officers and their staff to work together on the ground
- Feedback from residents to elected members is predominantly positive
- Some frustration about the slow progress on some long standing issues and the allocation of some resources.
- A need to consider the involvement of Elected Members in the purchasing and the location of machinery.
- A need to consider the alignment/delegation of the Refuse Service alongside the existing delegation for environmental services.

3.4.4 Partnership Working

- Co-location of Environmental Locality Teams with Area Support Teams - where this has occurred - has improved relationships and response speeds to Elected Members and the community.
- Improved crime and grime tasking arrangements with senior leadership have provided for action on workforce practice and cultural change
- Regular neighbourhood focus through walkabouts with Elected Members, Officers from the Council and partner agencies has helped to develop a sense of common purpose around the environment.
- The facility to commit resources locally has improved the speed of response and as a consequence has improved relationships with statutory providers and with residents and community organisations.
- Cross organisational/geographical boundary work has teased out areas of potential conflict and confusion but also resolution between agencies operating in the same area.
- Further work is required to align the work of the Housing ALMOs and Parks and Countryside.
- The development of time limited Integrated Environmental Services meetings chaired by Area Leaders is identifying further opportunities for improvement and providing a forum for improved collaboration.
- A constructive dialogue with Parish and Town Councils is emerging which has sought to enhance the relationship between them and Leeds City Council. However, more work could be done to embed the relationship.
- Further work is required to better join up the enforcement elements of the service with our partners such as the police.

3.4.5 Impact on workforce practice and cultural change

- Improved attendance by the service at local meetings has helped improve communication
- Improved focus and responsiveness have been reported by Elected Members and residents.
- Closer supervision and management of front line staff has promoted the view that walking past a problem is seen increasingly as a negative behaviour within the service.

- The development of case studies to exemplify the behaviour of staff that have travelled the extra mile has led to positive feedback from Elected Members and local residents.
- A broader direct engagement of Environmental Services supervision and front line staff with Elected Members should be promoted and would be welcomed.

3.4.6 Impact on the quality on the environment

- All Area Committees have recognised that it is relatively early days for the delegated service. Nevertheless, Elected Members hold a general view that in the main areas look cleaner.
- Elected Members feel more engaged with associated matters such as the response to littering problems caused by road side traders.
- The response of the delegated service during difficult periods such as the recent gales has been well received and has contributed to a cleaner environment.
- Better planning after significant events, festivals etc. has led to a rapid return to a clean environment.
- Improved litter bin emptying in district centres has led to a cleaner open public space.
- An increasing focus on ginnels of concern to Elected Members and the tackling of hotspots of detritus and debris are again contributing to the view that areas seem cleaner.

3.4.7 Considerations for further development of the service

Elected Members have articulated the following views for consideration by the service and where appropriate for these to be included in a refreshed version of the service level agreement (SLA2). These include:-

- An account of what the service is doing to become more efficient and effective and how it will evidence productivity gains to Area Committees.
- Strengthening the education and enforcement strategy of the service
- Providing clarity on the resources and approach applied to ginnels and how a range of local resources will be aligned to tackle the problem
- Improving the reporting of progress to area committees that minimises jargon, uses plain English, describes outcomes and includes resident satisfaction measures.
- Providing for a robust community engagement strategy that draws on intelligence gathering from and feedback to the community.

- Strengthening and providing consistency in the involvement of Police Community Safety Officers in enforcement action.
- Deepening the engagement of Parish and Town Councils in the delegation.
- Providing clarity on the resources and approach applied to binyards and how a range of local resources will be aligned to tackle the problem.
- Providing clarity on the resources and approach applied to graffiti and how a range of local resources will be aligned to tackle the problem.
- Improving the levels of coordination for white bag collection.
- Providing clarity on the role of the Community Payback Team in environmental improvement programmes.
- Addressing the lack of litter bins near bus stops
- Addressing the approach to orphan land and private estates.

3.5 Tasking Teams

- 3.5.1 **Garforth/Kippax/villages.** Recent achievements have included the extension of the 'no cold calling zone' in Garforth to incorporate the whole area at Ringway where a large proportion of accommodation is for elderly residents. The Police have continued to use covert cameras, with some success, to bring charges against individuals involved in bogus calling.
- 3.5.2 **Temple Newsam.** Crime levels have steadily decreased in the ward over recent months. The group has recently focused more on environmental issues such as fly tipping especially in the Osmondthorpe estate around Neville Close and Neville Garth. A recent clean up using probation services cleared overgrown vegetation and fly tipped waste.
- 3.5.3 **Cross Gates & Whinmoor.** In this ward the focus has also been on environmental issues, keeping gardens tidy and clearing open land using probation services and environmental officers. Security at the White Laithe shops has been a problem that comes and goes for several years. The Well Being report refers to a project that will provide security gates to the alley way between NISA stores on this parade.

3.6 Community Engagement

- 3.6.1 The following community forums recently met:
- Cross Gates Forum 11th January 2012 – minutes attached as **appendix 2**
 - Halton Moor/East Osmondthorpe Forum 17th January 2012 – minutes attached as **appendix 3**
 - Whinmoor Forum 17th January 2012 – minutes attached as **appendix 4**
 - Halton Forum 19th January 2012 – minutes attached as **appendix 5**

- Garforth & Swillington Forum 24th January 2012 – minutes not available at time of mail out
- Swarcliffe Forum 1st February 2012 – minutes not available at time of mail out.

3.7 Area Chairs Meeting

3.7.1 The Area Committee Chairs meeting was held on the 11th of November 2011 and the minutes of that meeting are attached as **appendix 6**.

3.7.2 Agenda items discussed in detail at the meeting included:

- Implications of the Welfare Reform Bill
- The Localism Act
- Strategic Approach to Community Engagement
- Citizens Panel
- Luncheon Clubs
- Community First Funding

3.8 Olympic Torch Route

3.8.1 The Olympic Torch comes through Leeds on Sunday the 24th and Monday the 25th of June. Although the parade does not come through Outer East Leeds the main event to celebrate the torch coming to Leeds will be held at Temple Newsam on the evening of the 24th of June. This event will be ticketed and will be a celebration of sport and achievement in the city.

3.8.2 The route itself will go through Headingley, Potternewton, Harehills and Richmond Hill on the 24th and through Hunslet, Beeston and to the John Charles Centre on the 25th.

3.8.3 The Council is planning to have a fortnight celebration of sport across the city for the two weeks prior to the torch coming to Leeds.

3.8.4 The torch route and other activities will be promoted across the city and arrangements will be made to provide information through the usual channels at community forums and other engagement events.

3.9 Kippax Welfare Ground

3.9.1 The Area Support Team and Leisure Services recently helped submit a lottery bid to improve facilities at this sports ground. The project seeks to improve access to sport for all sections of the community, especially women, disabled groups and the elderly who are all currently under represented on the site.

3.9.2 The funding bid requests £600,000 to pay for the following:

- Provide male and female changing rooms that have disabled access
- Provide a multi use games area
- Provide a path round the site to improve access for elderly and disabled
- Create new junior sports pitches
- Provide a lift to the club house
- Increase parking spaces
- Provide netball courts

3.9.3 A decision is expected in March 2012.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The community forums outlined in section 3.6 form the main part of the Area Committees face to face community engagement strategy that is incorporated into its Business Plan.

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 main section of this report provides details of activities around community engagement and the delegation of environmental services to Area Committees that support this legal duty.

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 report – Local Authority appointments to outside bodies July 2011
- 7.2 Outer East Area Committee Business Plan report July 2011.
- 7.3 Well Being report February 2012.

Appendix 1

Outer East Environmental sub-group minutes 13 December 2011

1. Attendance & Apologies

Cllr Mitchell (chair), Cllr Parker, Martin Hackett (SEAMT), Tom Smith (Env Services), Mike Holdsworth (AVH), Anne Marie Broadhead (ENE Homes), Steve Sheriffe (ENE Homes)

Apologies – Cllrs, Wakefield, Murray, Dobson and Grahame, Kris Nenadic

2. Minutes of last meeting

2.1 Minutes agreed. TS to investigate overgrown land in Kippax raised by Cllr Parker detailed on minutes.

3. Performance Report

3.1 Noted that this would be discussed in more detail at Area Committee.

3.2 It was noted that the end of year report would provide more detail around cleanliness and performance monitoring.

3.3 Cllr Parker felt that communication with Parish Councils needed to be improved. They had raised a query with him about having to fund a lengths man when, in their view, LCC should be paying for it.

4.0 Priority Estates

4.1 Halton Moor and Osmondthorpe are the only priority estates currently identified in Outer East. There have been several estate walkabouts that have identified the following:

- Garden standards generally good with only a small number requiring letters
- Area of land being used for tipping and cable stripping. This has been cleared up and WYP notified.
- Raised planters in Halton Moor. Bid submitted to Area Panel for them to be removed. They are unkempt and vandalised.

Actions:

- Send TS future walkabout dates

- Agreed to consider other priority estates for environmental improvement – Swarcliffe was suggested
- Agreed to get information on priority issues in other estates/neighbourhoods in Outer East

5.0 Report from Aire Valley Homes

5.1 This report was requested by Members at the previous meeting. The report detailed partnership work with various agencies and departments in LCC as well as community engagement and involvement that will influence the agenda relating to environmental improvements.

Action:

- Agreed to circulate the report to all Members of Area Committee.

6.0 Other issues

6.1 Environmental Services are working with Highways to identify all the ginnels in Leeds. Highways are in the process of surveying all ginnels in the city, but could take up to 18 months to inspect them all. Env services are exploring how they might help with this process.

6.2 Winter contingency arrangements – Env services staff have previously been used to help highways staff with gritting and snow clearance during severe weather conditions, but have usually been given the alternative option of taking the day off as leave. The new arrangements will be that staff will not be offered the chance to take leave in order to maximise the amount of resources available to support Highways.

6.3 Priority areas in severe conditions will be schools, doctors and hospitals, shopping areas and older persons complexes. Both AVH and ENE Homes will link in to deal with priority areas.

7.0 SLA 2012/13

7.1 Consultation with Members will start in the new year. It is likely to go to Area Committee in July 2012.

Date of next meeting: 14 February at 2pm, Civic Hall, Leaders Boardroom.

Appendix 2
Present:

Councillor Pauleen Grahame (Chair), Cllr Peter Gruen, James Nundy (LCC - Area Support Team, minutes), Kris Nenadic (LCC – Parks & Countryside), Carol Macklam (resident), Eileen Sutcliffe (resident), Gwenda Towers (resident), Jacki Lawrence (Crossgates & District Good Neighbours Scheme / ELHAS), Cynthia Mawson (Devonshire Neighbourhood Watch), Shirley Evison (DNW), Sgt Simon Harrison (West Yorkshire Police), Roy Dobson (resident), Phillip Marsden (DNW), PCSO 552 Liam Thompson (WYP), PCSO 815 Tracy Murphy (WYP), Nadien Wood (resident), Revd Fran Rhys (Cross Gates Methodist Church / Churches Together LS15), Dave Coulthard (Crossgates Shopping Centre), Coullin Meikle (LCC – Youth Service), Bob Lawrence (East Leeds Historical & Archaeological Society), Simon Norman (LCC – EAT), Jean Barnbrook (1st Manston Guides), Ann Marie Vella (1MG),

Apologies:

Cllr Suzi Armitage, Jean Thacker (resident), Paul Spandler (LCC – Environmental Action Team), Carmel Daily-Fletcher (landlady, Devon pub)

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.	
2.0	Minutes of the meeting held on 19 October 2011	
2.1	Agreed as an accurate record.	
3.0	Matters arising from those minutes	
3.1	(4.1) Youth Provision in Cross Gates area – The Youth Service have made contact and attended 1 st Manston Guides to discuss options with the girls. Mark Smith / John Smeaton is still to attend.	MS
3.2	(5.1) Barnbow housing development – large lorries have been spotted travelling to the site via Austhorpe Road and Pendas Way, not via the agreed routes. Cllr Grahame to investigate and report back.	Cllr Grahame
3.3	(8.6) 'No dog fowling' stickers - stickers now in place on lamp posts in Lulworth View.	
4.0	10 minute open floor	
4.1	No issues were raised.	
5.0	Barnbow Memorial refurbishment – Bob Lawrence (ELHAS)	
5.1	There is a memorial to the 40 people who died in explosions at the Barnbow factory, making ammunition for the 1 st World War. 35 women and girls were killed in an explosion 5 December 1915, another killed a further two girls in	

	March 1917 and one in May 1918 killed three men.	
5.2	In 2005 the ELHAS, Leeds City Council and Groundwork Trust started a project to honour the Barnbow lassies. The Crossgates Traders Association were starting work on the roundabout feature and the project lead was passed to ELHAS, with a budget of £5,000.	
5.3	A toilet block (in the central reservation of Cross Gates Road outside the bingo hall) was due for demolition and this is the current location for the memorial, which consists of three sandstone rocks and metal plaques. Images can be seen at www.elhas.org.uk/reports/barnbowm.htm	
5.4	Since August 2005 the memorial plates have weathered badly in the hostile environment caused by dirt and CO2 from the busy roads and airborne detergent from the local car wash etc. At the request of Cllr Grahame, LCC Parks & Countryside have recently cleaned the plates which made them a lot better, but the damage has already been done – they need replacing.	
5.5	Funding ELHAS don't have the funds to carry out any works on the memorial, so options have been looked into, including the War Memorial Trust. Unfortunately, WMT can't help with memorials less than 15 years old. Even an inspection of the memorial could incur a cost, before any quotes can be sought.	
5.6	A discussion took place over the location of the memorial – should it stay where it is, or be moved to a better location? Keep it where it is? <ul style="list-style-type: none"> • Pros: a cheaper option than moving it; 'secure' location due to street lighting and busy road • Cons: It is easy to not notice what the rocks are in it's current guise; if it was to remain where it is, the same environmental factors would be working against it Move it? <ul style="list-style-type: none"> • Pros: more prominent locations include the tranquil Manston Park (closer to the old munitions factory, LCC P&C would be able to maintain it), the new Thorpe Park Green Park (although wouldn't be ready for two to three years); if in an LCC park, the monument could be improved with 40 rose bushes (one for each person killed); perhaps somewhere in the new Barnbow housing development; a move to a park would be supported by LCC P&C • Cons: will incur additional costs 	
5.7	Having a refurb completed within the next five years would tie in well with the centenary of the disaster.	
5.8	Cllr Grahame also suggested naming the streets of the new Barnbow housing development after the surnames of the girls who died – the suggestion was warmly received by the forum.	
5.9	Killingbeck & Seacroft ward councillors will have to be consulted and there will need to be a public consultation.	
5.10	Kris Nenadic asked to work up costings for moving, leaving and maintaining the monument & feedback to Councillor Grahame / the forum.	KN

5.11	The scheme is to be worked up and debated in local groups and suggestions fed back to councillors and the Cross Gates Forum.	All
5.12	Hesco Bastion was suggested as a possible funding source.	
6.0	Community Safety – Neighbourhood Policing Team	
6.1	Update from Sgt Simon Harrison, PCSO Liam Thompson and PCSO Tracy Murphy.	
6.2	The last six week period has been good, especially considering there is usually a rise in burglaries around Christmas.	
6.3	<p>Period No. of burglaries / attempts</p> <p>1 October 2010 – 10 January in 2011 204</p> <p>1 October 2011 – 10 January in 2012 125</p> <p>Comparing the two figures we can see a drop of approximately 40% on the previous year.</p>	
6.4	Still targeting known offenders and confidence and satisfaction levels are at an all time high.	
6.5	The local PACT meeting will be on Thursday 12 January at 6:30pm at the Pendas Way Community Centre.	
6.6	Even with the funding cuts, PCSOs have been retained, and the public are being more vigilant.	
6.7	The police were thanked by the ward councillors.	
6.8	The new PCSOs were thanked by 1 st Manston Guides for attending the group meetings.	
7.0	Silkstone Way parking issues – update from Cllr Grahame	
7.1	The parking restrictions (double yellow lines) are now painted, but there are currently a few gaps where cars were parked on painting day. The painting team will return asap to complete the job.	
7.2	There were delays to the scheme due to close down of the contractors over the festive period and then the stormy weather in early January.	
7.3	Ward members were thanked for listening to residents feedback on the scheme and building it into the project.	
7.4	<p>Time scales for phase two of the scheme to extend further along Silkstone Way were requested.</p> <ul style="list-style-type: none"> • Councillor Grahame to enquire with Nick Borrás (Highways) and report back 	Cllr Grahame
8.0	Environmental Action Team – update from Simon Norman	
8.1	Your local Community Environmental Support Officer (CESO) is Simon Norman, tel: 07891 278 378 or email simon.norman@leeds.gov.uk	

	<p>Activity report from 27 July 2011 to 11 Jan 2012</p>	
8.2	<p>Actions from previous meeting:</p> <ul style="list-style-type: none"> • Dog fouling warning signs now in place on Lulworth View/Crescent • Dog wardens routinely patrolling Austhorpe Lane. Additional path sweeping in place to deal with dog excrement. 	
8.3	<p>Update of recent actions:</p> <p>The EAT has received 98 requests for action in the three and a half month period since the last forum. In addition, Simon or one of the other CESOs carry out weekly patrols of the Cross Gates area.</p>	
8.4	<p>The team have dealt with local environmental issues including:</p> <ul style="list-style-type: none"> • Several complaints of overgrown vegetation on Church Lane, Roseville Road and Austhorpe Road obstructing the paths. All householders have cut back the vegetation • Bright Home Store visited regarding loose refuse at rear of store • Complaints of regular bonfires at a property on Austhorpe Lane. There have been no bonfires since complaint was made • Fly tip of bathroom renovation on Hollingbourne Road removed • Additional sweeping of Chestnut Avenue area. Sweeper had to attend on several occasions as parked cars were in the way 	
8.5	<p>Additional dog control orders came into force on Monday 9 January. These are:</p> <ul style="list-style-type: none"> • Dogs kept on a lead at all times on all carriageways and adjacent footpaths and verges. To reduce road traffic accidents and injuries to dogs. Also a useful tool for dealing with stray dogs quickly rather than having to take them to kennels • Dogs kept on a lead at all times in cemeteries and crematoria. To avoid disturbance to grounds and visitors • Expand dog exclusion areas to include remembrance, wildlife gardens and school grounds, where the schools have indicated the wish to be included. To avoid disturbance to grounds and visitors. Schools to prevent nuisance and danger to young and vulnerable people 	
8.6	<p>The list of play areas has also been updated to include more playgrounds. The list is available online see leeds.gov.uk/dogs</p>	
8.7	<p>It was noted that PCSOs can take notes of environmental issues and pass to CESO to give fixed penalty notices</p>	
8.8	<p>It was reported that the doors of the litter bin in the ginnel by Marks & Spencers were still broken. Simon to check with Paul Spandler.</p>	SN
8.9	<p>Former petrol station next to Marks & Spencer</p> <p>The land owner is currently very good at complying with requests to address issues on the site</p>	SN
8.10	<p>Manston Lane</p> <p>Road sweeper schedules to be checked as residents noted they had not seen the vehicles for some time.</p>	SN
8.11	<p>As ever if any residents would like Simon to call in on them to discuss any</p>	

	issues in their area please let him know on the number above.	
9.0	Activities for young people – Virgil Meikle	
9.1	A massive consultation of young people across the city has now concluded, which looked at the sessions offered and venues available across the area. The results showed there is very little provision in the Cross Gates area, and the Youth Service have to shuttle the young people to other local venues such as St Gregory’s Youth & Adult Centre in Swarcliffe and John Smeaton High School.	
9.2	To help increase attendance, along with the Breeze website, a Facebook page has now been launched called ‘Cross Gates Whinmoor YS’. Search for it at www.facebook.com	
10.0	Cross Gates Christmas lights switch-on event debrief – Cllr Grahame	
10.1	Cllr Grahame gave an update from the event: <ul style="list-style-type: none"> • It was a brilliant event that was very well attended again, with figures up on last year • Dave Coulthard and the Guides were thanked for their involvement • Whilst the donations from local companies were gratefully received, it was disappointing that more didn’t get involved • Contrary to Wilson Butchers claims, they offered no support or funding towards this event 	
10.2	JN tabled a handout of photos from the event taken by Radio Aire / Magic 828.	
10.3	It is hoped another event can be organised for 2012.	
11.0	Any Other Business and date of next meeting	
11.1	Grafton Villas – Cllr Grahame <ul style="list-style-type: none"> • The scheme is progressing 	
11.2	Barnbow housing development You can see the proposals via the LCC Public Access website http://planningapplications.leeds.gov.uk/ and use reference number: 11/02315/RM <ul style="list-style-type: none"> • Street naming idea was discussed in item 5.8 	
11.3	Crossgates Shopping Centre update – Dave Coulthard <ul style="list-style-type: none"> • Two units have been voted top in the region: Wilkinson (in top 2) and Carphone Warehouse (in top 4) • Planning permission has been submitted for gym on the first floor of Arndale House. The gym would be from a national franchise • Planning for local events will be taking place over the next few months such as young people, Crossgates & District Good Neighbours, Jubilee celebrations and schools • The Poppy appeal raised £16,000 and youth groups will be approached to help with crosses in graveyards in Harehills and Seacroft 	
11.4	Crossgates and District Good Neighbours Scheme – Jacki Lawrence <ul style="list-style-type: none"> • The Christmas event was well attended, including by Cllr Grahame, and it was described as a lovely event. Thanks went out to all involved. 	

	<ul style="list-style-type: none"> The Christmas day lunch was attended by approximately 25 members who would otherwise have been alone on Christmas day. The event included activities and there has been lots of thanks received for the volunteers on the day 	
11.5	<p>1st Manston Guides update – Jean Barnbrook</p> <p>Camping is planned for 2012, which will be a first for the group</p> <p>Another planned trip includes Trouping the Colour for Baden Powel Awards</p> <p>Will be linking in with CESO and neighbourhood watch for a community clean up on Church Lane and near Manston Park</p>	
11.6	Flooding repairs to the Ring Road are to start on 15 January 2012.	
11.7	<p>The new zebra crossing on Austhorpe Road is perceived to be a dangerous installation by the Forum.</p> <ul style="list-style-type: none"> JN to check what the history and logic was behind the installation 	JN
11.8	<p>Next meeting</p> <ul style="list-style-type: none"> The next meeting is scheduled for Wednesday 4 April 2012 	All

Appendix 3

Present:

Cllr Katherine Mitchell (Chair), Cllr Mick Lyons, John Pearson (LCC Env Action Team) S Marsh (Resident), B Mumby (Resident), R Wheatstone (Veolia), J O’Sullivan (Veolia), Kath Daly (LCC), Diane Gill (Resident), Val Broadley (Resident), Christine Mitchell (Visitor), PC 1159 Ian Phillips (WYP) Coullin Meikle (LCC – Youth Service), Pete Mudge (LCC Area Officer, minutes),

Apologies:

Cllr Bill Hyde, Ron Bool (Leeds Tenants Federation & OTRA), Gladys Townend (Resident), Heather Sanderson (Resident).

Item	Welcome, introductions and apologies	Action
1.1	Cllr Mitchell welcomed everyone to the meeting, checked everyone had signed in and the above apologies were noted.	
2.0	PACT meeting (Police And Communities Together)	
2.1	Local priorities are Local Policing Priority, and Anti Social Behaviour with 2 ASBs from 1 – 13 Dec, 5 recorded burglaries from 1 -13 Dec 2011 and 5 to present date. These figures are roughly half of the previous years so	Police
Q)	Could the police provide figures of prosecutions rather than crime stats at future forums.	
A)	Agreed both will be provided in future.	
Q)	Apart from policing, what is happening to actually combat nuisance and crime in the area.	
A)	Many groups from the police, council and community work on joint initiatives. One example of this is tasking where all crimes are discussed to ensure proper support is provided and preventative measures are taken. Cllr Lyons stressed he is delighted at how well crime and nuisance is being reduced and reflected on how bad the estate had been in years gone by. JP said the Police greatly assisted in partnership projects with regard to environmental improvements to make the area safer.	
Q)	The traffic island before the bridge on Osmondthorpe Road is too high so when driving down from the parade side it looks as if drivers are flashing you to come over. In one week recently there were 7 bumps.	Cllr L
A)	Cllr Lyons said there will be a site visit to investigate the situation.	
3.0	Minutes of the meeting held on 12 July 2011	
3.1	AVH recorded as ENE – requires changing. Item 6.1 notes Veolia over AV Environmental.	PM
4.0	Matters arising from those minutes	
	None were raised as all points appear in the main meeting.	

5.0	10 minute open floor	
5.1	No issues were tabled or raised.	
6.0	Residual waste treatment facility – project update	
6.1	<p>Cllr Mitchell introduced John O’Sullivan from Veolia who presented key points about the proposal by his company to build a waste treatment facility offering recycling and incineration for all Leeds waste. There would be the ability to take more waste but this would only be used for additional development in the city. The provision will be similar to the one Veolia already operates in Sheffield.</p> <p>Q) Can inappropriate access routes be closed to ensure vehicles do not drive through residential areas.</p> <p>A) Drivers will be clearly told which route they must use and if they do not they will be banned from the facility.</p> <p>Q) Cllr Lyons said Veolia should have brought large maps if they are to consult with us. We won’t accept this as consultation and want a further meeting which we will arrange in one month.</p> <p>A) John O’Sullivan said he was happy to attend that. He also noted that Veolia was staging drop ins in Halton Moor, on Saturday as well as Halton and Osmondthorpe.</p> <p>Q) How much will this cost taxpayers under the pfi scheme?</p> <p>A) That is something more appropriate for LCC to answer.</p> <p>Q) Biffa is looking to build a similar facility nearby. How much will their gate fees be? Would it be better for Leeds to be solely served by Biffa’s facility.</p> <p>A) I cannot answer for Biffa.</p> <p>Q) In your presentation you referred to a slight reduction in air quality. This will even further reduce the quality of air in this area.</p> <p>A) There will be an infinitesimal impact. It will be monitored by Environment Agency and planning permission will require thorough analysis in advance and ongoing monitoring.</p> <p>Q) Could you plant trees along Newmarket Lane and something beside the railway?</p> <p>A) This is certainly something we could potentially look at if planning permission is granted.</p>	PM
7.0	Environmental issues – John Pearson	
7.1	<p>John was warmly welcomed back after the operation on his knees. He said if he is kept informed of problems he will do his utmost to resolve them.</p> <p>His report noted interagency co-operation to remove vegetation to open up the Nevilles. Future street tidying includes cleaning up waste</p>	JP

	between Halton Moor and Osmondthorpe.	
Q)	A rogue artist is doing stencils on buildings in the area. The stencils often feature unsavoury matter such as guns and military items. Could all incidents be speedily reported to John.	All
A)	The shop entrance on Halton Moor Road is disgusting.	
Q)	The dishevelled planters are being removed and nearby Lakeland Court is also being done. Cllr Lyons said it was disappointing non one is here from housing as areas are being litter picked and tidied up but some housing is disgusting. JP said he was meeting with housing the following day to discuss the impact.	
8.0	Youth Service update – Virgil Meikle	
8.1	Council had managed to retain use of the leisure centre three evenings a week and this ensured ongoing youth provision. The Friday events are particularly popular and include partnership with NACRO to enable contact with hardest to reach groups.	
8.2	Doing work to help youth into jobs and undertaking projects with that now.	
8.3	It's proving very difficult and costly for other groups to access the leisure centre following its official closure. It is too cold for junior soccer teams to play outdoors however it has proved too expensive for them to access any space in the centre. Chair (Cllr Mitchell) said councillors are keen to see the leisure centre used and Cllr Lyons said it was better for it to be used than left empty.	
9.0	Update from East North East Homes	
9.1	No officer was present to give an update.	
10.0	Any other business and date of next meeting	
10.1	263 Osmondthorpe Road is empty yet the driveway is being used as a car park. Agreed the matter should be reported to Steve Sheriffe.	PM
10.2	For the public consultation with Veolia, it would be helpful if questions were submitted in advance via Area Management so that Veolia can prepare appropriate answers.	All
10.3	Highways should be invited to the next meeting to issues all issues particularly access routes and signage for new developments.	Chair / PM
10.4	The next forum meeting is scheduled for 03 April 2012.	

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Appendix 4

Present:

Cllr Peter Gruen (Chair), Councillor Pauleen Grahame, James Nundy (LCC - South East Area Support Team, minutes), Janice Linley (Whinmoor Wanderers), Janet White (resident / Care & Repair), Randy Blackburn (Wellington Hill Residents Association), Brenda Speight (Red Hall Neighbourhood Watch / Killingbeck Crime Prevention Panel), Insp Nick Smart (West Yorkshire Police), PS3561 Mark Birkett (WYP), Deeta Tren-Humphries (LCC – Youth Services), Scott Elmes (resident), Paul Spandler (LCC – Locality Team), Wendy Rogers (LCC - EAT), Jeremy Lunn (Aire Valley Homes), Heather Jackson (Skelton Woods Environmental Group)

Apologies:

Cllr Suzi Armitage, Coullin Meikle (LCC – Youth Services)

1.0	Welcome, introductions and apologies	Action
1.0	Cllr Gruen welcomed everyone to the Forum meeting, introductions were made and the above apologies were noted.	
2.0	PACT meeting – Inspector Nick Smart and Sergeant Mark Birkett	
2.1	Data from the last six week period was discussed.	
2.2	<p>Crime update</p> <ul style="list-style-type: none"> • Overall crime is down by 10 incidents • The ward hotspot is currently Cross Gates • There have been five vehicle crimes compared to 17 in the previous period • Assaults are slightly up, with 15 serious and five lower level cases reported. Half of the assaults were alcohol related • Theft of lead and copper is still common • Damage figures are down on the previous period • Burglaries have increased by three. Common issue is forcing garage door locks and most popular time is 10-11pm • There are still too many unsecured doors in the area • Cold calling by bogus officials were highlighted • New non-emergency number for police: 101 • 2011 crime figures are significantly down on the 2010 figures 	
2.3	<p>Anti-social behaviour</p> <ul style="list-style-type: none"> • There have been 28 calls over the last month: generally neighbour disputes, issues with school children or noise • The figures are approximately down by a third over the last four weeks, which is equivalent to one call per day 	
2.4	Reductions in the figures were put down to hard work by the police and partner agencies, active patrols, good intelligence, targeting previous offenders and using diversionary tactics.	
2.5	The forum passed on details of travellers seen in a white pick up van in the area, driving around presumably looking for scrap metal but even walking into	

	gardens and up driveways. Intelligence passed on to officers. <ul style="list-style-type: none"> Wendy (CESO) suggested setting up stop and search points to check vehicles and check for trade waste licences. Police were agreeable to the suggestion and was noted as a PACT priority. Wendy to liaise with the police 	Police WR / Police
2.6	Scrap dealers are being targeted by the police to ensure correct procedures are being followed.	
2.7	Neighbourhood Policing Team website: www.westyorkshire.police.uk/npt/ Then enter your postcode for local information.	All
2.8	The police were thanked for their continued good work.	
3.0	North Whinmoor Forum - Minutes of the meeting held on 5 October 2011	
3.1	(6.2) Correction: Red Hall playing fields are not currently for sale.	
3.2	Otherwise agreed as an accurate record.	
4.0	Matters arising from those minutes	
4.1	(4.2) Pendas shops - The litter situation has improved.	
4.2	(5.1) Stanks Fire Station - A decision has been made to close Stanks and Gipton fire stations and replace them with a new one in Killingbeck. Ward councillors sent out approximately 600 letters asking for comments but the response rate was very low. A meeting at Wellington Hill Residents Association was also poorly attended.	
4.3	(7.5) Fieldhead Community Centre kitchen - The cupboard doors have now been repaired but it was highlighted that since the new industrial oven was installed, some storage space has been lost and a patch-up job was done on the cupboards - some are inaccessible and the kitchen needs a thorough clean.	
5.0	10 minute open floor	
5.1	No issues.	
6.0	Update on projects	
6.1	Where's Whinmoor? JN explained how the project came about, tabled handouts and described the options available, including finger posts, localised speed signs and welcome stones.	
6.2	Quotes received - Two 'Whinmoor' finger posts could be installed and maintained for 10 years for £1,013. Eight '30mph - Whinmoor - please drive carefully' signs could be installed and maintained for 10 years for £3,012. Four 'welcome' stones could be installed for approximately £14,500.	

6.3	A lively debate followed and the forum agreed the following:	
6.4	<ul style="list-style-type: none"> • Stones were favoured over new signage to be in keeping with the rest of the ward (Cross Gates & Swarcliffe already have welcome stones) • Budget permitting, stones are desired at the following three grass bank locations: <ul style="list-style-type: none"> ○ Baildon Drive junction with York Road (opposite the pub) ○ Red Hall Lane junction with Coal Road (on the corner by the flat roof houses) ○ Ring Road junction with A58 Wetherby Road (outside the shops) • The stones are to have 'Welcome to Whinmoor' on metal plaques rather than be carved • Budget available from the councillors ward based initiatives • JN to get a revised estimate for the revised project and report back 	JN
6.5	<p>Red Hall garages – update from Jeremy Lunn</p> <ul style="list-style-type: none"> • The garages are now completely empty and bulldozers are due on site 	
7.0	Youth work in Whinmoor – Deeta Tren-Humphries	
7.1	15 young people now attending Fieldhead Community Centre on Monday nights. The participation group focuses on decision making workshops along with arts and crafts sessions. The sessions are run by Becky and Jeff.	
7.2	Detached sessions are running on Wednesday evenings.	
7.3	Have liaised with Fieldhead shops in connection with ASB issues.	
7.4	Six referrals have been made to Amber Train and two new apprenticeships will be starting soon.	
7.5	Monitoring has shown that ASB has reduced.	
7.6	<p>The city wide youth consultation has now concluded, with 57 young people taking part from the Cross Gates & Whinmoor ward. A further questionnaire has been designed for further feedback.</p> <ul style="list-style-type: none"> • Young people want youth clubs with access five nights a week • They are positive about the areas they live and the services available • They liked having somewhere to go 	
7.7	Leeds Youth Award is ongoing with 32 pieces of work recently submitted and a presentation will follow in February.	
7.8	The summer holiday activities produced an additional 250 young people attending sessions on a regular basis.	
7.9	<p>Skateboard training is now taking place at Fearnville Sports Centre in Gipton. It has been very well received so far.</p> <p>Poster left for display at Fieldhead Community Centre</p>	
7.10	Youth Service have set up a Facebook page with activities and info covering the area. Go to facebook.com and search for Cross Gates Whinmoor YS	
8.0	Environmental enforcement - Update from Wendy Rogers (CESO)	

8.1	Wendy Rogers and Paul Spandler gave the Environmental Action Team Activity update, 20 July 2011 to 16 Jan 2012:	
8.2	<p>The Environmental Action Team responded to 67 requests for service in relation to local environmental issues including:</p> <ul style="list-style-type: none"> • A number of occupiers have been required to remove waste from their gardens including properties on Whitelaithe Croft, Coal Road, Whinmoor Court and in the Hebden's • Legal notices served on a private landlord of a property on Naburn Road to ensure they cleared the garden • Whinmoor Court particularly bad with a lot of dog excrement in the garden • Flytips have been found on Coal Road and Red Hall Lane. As the Locality Team now includes the street cleaning function we are able to have dumped items collected usually the same day • Dealt with complaints of people leaving their wheelie bins out on the street all week on Marsett Way, Coal Road and Redhall Chase. Owners were contacted and are now taking their bins in after collection • Tree obstructing the footpath removed from a property on Whitelaithe Road / Sherburn Road North • Good partnership working between the Environmental Action Team and Streetscene to address flytipping issues 	
8.3	New Dog Control Orders were introduced across Leeds on 9 January 2012. The new orders mean that dogs must be on a lead when walked on a footpath next to a road. Dogs are now excluded from the grounds of the following primary schools: Whitelaithe; Grimes Dyke; St Theresa's; Swarcliffe.	
8.4	Missed green bin collections were reported on the Naburns.	
8.5	<p>Wendy Rogers and Simon Norman (CESOs) patrol the area weekly. If any residents would like Wendy or Simon to call in on them to discuss any issues in their area please get in touch:</p> <ul style="list-style-type: none"> • Wendy Rogers tel: 07891 277 700 • Simon Norman tel: 07891 278 378 	
9.0	Report from Aire Valley Homes – Jeremy Lunn	
9.1	Rent arrears are up this time by £20,818 but the number of people owing has dropped. Aire Valley Homes are working with the residents to manage the debts.	
9.2	Two properties are currently under notice and there are three voids. There have been 11 relets between October and 17 January, which shows Whinmoor is still a very popular area to live in with high demand for family homes	
9.3	The level of anti-social behaviour cases has dropped. There are two open cases with LASBAT and one lower level case ongoing with AVH.	
9.4	Baildon garages have now been demolished, providing car parking space for 24 vehicles.	
10.0	Any Other Business and date of next meeting	

10.1	<p>Skelton Woods Environmental Group – Heather Jackson Local football clubs are getting involved in sessions to help keep the area clean.</p>	
10.2	<p>Care & Repair – Janet White Care & Repair have been in the business of creating safe, accessible and healthy homes for older people and disabled people across the city for 25 years. Particular notice was drawn to the funding available through 'warm homes healthy people' recently secured from the NHS. If you have any queries or for more information, please visit the website at www.care-repair-leeds.org.uk email enquiries@care-repair-leeds.org.uk or call the team on 0113 240 6009. The following handouts were tabled:</p> <ul style="list-style-type: none"> • Leeds Directory • Support my life • Disabled adaptations service • Care & Repair – warm homes healthy people funding • Care & Repair – our range of services • Care & Repair - annual report 	
10.3	Search for North Whinmoor Forum & PACT on Facebook.com	
10.4	The next forum meeting is scheduled for Tuesday 27 March 2012.	All

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Appendix 5

Present:

Cllr Mick Lyons, Gwen Green (resident), Peter Conlon (Resident), Patricia Wragg (Resident), Coullin Virgil Meikle (Youth Service), Colin / Denise Wilshor (Residents), Peter / Barbara Hudson (Residents), PCSO 395 (WYP) PCSO 381 (WYP), PC 2160 Walters (WYP), Thelma Dixon (Resident), Margaret Ward (Resident), Patricia Wynter (Resident), Mrs M Thornton (Resident), John O’Sullivan (Veolia), Mr & Mrs Boucher (Residents), Mr & Mrs Goodall (Residents), M Oates (Resident), A Linley (Resident), Mr / Mrs Fisher (residents), John Pearson (LCC EAT), Derek Pearson (Leeds Lights), T Dennis (Templegate Neighbourhood Watch), Pete Mudge (LCC - Area Management, minutes)

Apologies:

Cllr Bill Hyde, Alan Wakefield (Templegate Neighbourhood Watch), Barbara Ambler (31 Field End Crescent), Joyce Schofield (Field End Crescent).

1.0	Welcome, introductions and apologies	
1.1	Cllr Lyons welcomed everyone to the meeting.	
2.0	Minutes from 13 October 2011	
2.1	Agreed as an accurate record.	
3.0	Matters arising from those minutes	
3.1	None identified excluding ones already appearing in the agenda	
4.0	10 minute open floor	
4.1	<p>Parking issues at Whitkirk Primary School</p> <ul style="list-style-type: none"> Cllr Lyons provided an update on work to gain a co-ordinated solution to parent parking issues on streets around Whitkirk Primary School. He said a meetings had been held between the school, Highways and AM in July, November, December and January with the result all parties agreed in principal to a trial drop-off area. The matter was now being considered by the School Trust Chair. One resident said her vehicle invariably became trapped between parked cars when she left for work. Another noted parents had started parking on Templegate hill meaning drivers have to overtake in a dangerous area. <p>Action: Cllr Lyons said once there was a way ahead to consider he will call a site visit to include concerned residents.</p>	<p>Cllr L</p> <p>Cllr L</p>
4.2	<p>A resident asked why Templegate had been selected as an area for the new Leeds cycleway to use. PM read the reply he had received from officers developing the scheme: "There is an alternative route that passes through Temple Newsam, however this is via a bridleway that is very rough in places and is unlit. You would also have to cycle down a steep section to a stream before climbing up the other side of the valley. The route via Templegate Crescent uses relatively quiet roads and has better gradients, and connects better with the communities in the route’s corridor. Being tarmaced it can also be</p>	

	<p><i>used in all weathers. It also provides links to Whitkirk School and Temple Moor. This route and the tracks over the greenspace behind Templegate Crescent was actually devised as part of a Safe Route to School some time ago and received funding as such. It has been marked on our cycle map for at least 10 years and has been used by cyclists, as far as I know, without incident. It is hoped that providing the route will help persuade people to make journeys by cycle rather than car and by doing so reduce problem car parking and congestion in the area, particularly around the schools."</i></p> <p>CLlr Lyons and Templegate residents at the meeting agreed this was not satisfactory and Templegate should not be used as a cycle route. Officers to be requested to find a suitable alternative.</p>	PM
5.0	PACT – Community Safety	
5.1	PC Walters said priorities in Halton continued to be speeding on Selby Road and ASB generally concentrated around Matalan and Tescos.	
5.2	Crime figures highlighted in the last 6 weeks show crime significantly down on previous figures. A current problem in the region are vans being stripped to access precious metals from a catalytic converter.	
Q)	At Grove Road Children’s Park ASB has been incredible with under age children buying alcohol and some girls unconscious. Incredibly the youth worker van and workers were there at the time. <i>(Please see Youth work report below)</i>	Police/VM
	This has been a regular area for trouble – especially on the tennis courts. The meeting point for the trouble causers is Grove Road.	
A)	The area is registered as a Hot Spot.	
Q)	Will a fence go around Grove Road playfield?	
A)	CLlr Lyons said “I don’t know at present and will look into it.”	
6.0	Youth Work – Virgil Meikle (Youth Work Manager)	
6.1	The Chair amended the Agenda running order so Virgil could update on the Grove Road situation.	
6.2	The focus is on escalating problem of people (youths – 30 year olds) congregating near the Tesco’s store. On the day referred above, the service was informed of youths congregating and sent its coach and member of staff down to find some 250 people there. As the coach can only accommodate 50 at one time many participants remained unattended whilst priority decisions were made. In addition to drink the other problem in the area is legal highs. Youth Service is working with the Police but we don’t think the problem will be easily resolved.	VM/Police
6.3	At its usual location near the Tesco’s store, problems are escalating of children kicking bottles at the vehicle. As a result, a better nearby location is being sought.	
6.4	We now have a partnership with schools so kids have direct input. If there are problems we can bring in support from asb team and others.	
6.5	During half term there are several events in partnership with Temple	

	Newsam and Corpus Christi schools to provide lots of activities.	
6.6	Projects in the area include retaining limited facilities at Halton Moor which are going well – especially the Friday night project.	
7.0	Environmental – Veolia Waste Treatment Facility – John O’Sullivan	
7.1	John O’Sullivan attended the meeting on behalf of Veolia to outline his company’s scheme for the incinerator on the former market site in Halton Moor.	
7.2	He said if the scheme receives planning permission, all debris will be unloaded inside the building and legal agreements will be in place to ensure there is only one access route in for vehicles.	
7.3	The premise will be designed in accordance with strict EU Waste Incineration rules meaning there are no emissions or only very little.	
7.4	Ongoing monitoring of emissions are always available on the website.	
7.5	John said the company have not yet finalised plans and so they welcomed ideas from residents of the area. Cllr Lyons said he was not happy that the incinerator was to be built 200 yards from homes. Concern was raised over the scheme being undertaken as a pfi. Cllr Lyons said there will be a meeting with residents in the next 4 weeks to raise ideas and concerns. Wherever possible, questions should be presented in advance to Area Management or Cllr Lyons so that Veolia can prepare comprehensive answers.	Cllr L / PM
	John Pearson (CEO)	
7.6	Having returned from a period of leave following surgery, John was warmly welcomed back. Working with the city locality team, Environmental Action and Housing to identify household gardens breaching their tenancy agreement and, where appropriate, taking action.	JP
7.7	Current cases in Halton include trade waste problems at two shops, litter and dog fouling around the Colton MacDonald’s area. The entrance to Thorpe Park Estate has been regrassed and cleared to resolve pest control problems.	JP
7.8	The area has had general gulley cleaning, bin emptying and leaf removal.	
Q)	How frequently are dog litter bins emptied as I walked to two in succession which were both totally full?	JP
A)	Bagged dog waste can now go into any Council litter bin. John will ensure the bins referred to are quickly emptied.	
8.0	Any other business	
8.1	Mr Fisher said a sign has been placed in front of his house to tell people when they could park there. Mr Fisher said he did require it moving. He simply wished to note it had unexpectedly appeared.	
8.2	The next meeting is scheduled for 12 April 2012.	

Appendix 6

Area Chairs Forum Monday 11th November 2011 Committee Room 4, Civic Hall

Attendance:

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

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

Minutes: S. Warbis

Officers attending for specific items: J. Wildman, S. Carey, J. Harwood, M. Lund, C. Dickinson, J. Lane, A. McMaster

Item	Description	Action
1.0	Apologies	
1.1	Cllr. T Hanley	
2.0	Minutes and Matters Arising	
2.1	The minutes of the previous Area Chairs Forum meeting on 5 th September 2011 were agreed as an accurate record.	
2.2	<u>2.5 of previous minutes – Land Ownership Issues and Responsibilities</u> Various discussions have taken place between ALMOs, Environmental Services, Area Teams and other agencies and work is progressing to tackle outstanding issues.	
3.0	Implications of the Welfare Reform Bill	
3.1.1	Steve Carey, Chief Officer Revenues and Benefits, attended to present a report on welfare reforms.	
3.1.2	Some changes to the housing benefit scheme have already been implemented but there will also be a raft of changes to the benefits system over the next 3 years and officers are currently preparing for these changes.	
3.1.3	Changes to housing benefit introduced in April 2011 affect the private rented sector and include the loss of excess benefit where actual rents are cheaper than the Local Housing Allowance (LHA) Rate, capping of LHA at 4 bedroom house rate and reductions to LHA rates. Existing cases are protected until January 2012 when an estimated 9,500 families in Leeds will see their housing benefit reduced.	
3.1.4	Work is being done with private landlords to address this issue. One suggestion is for landlords to agree to reduce their rents in return for receiving direct payments of housing benefit. Whilst some landlords may see the advantage of this, it may be less viable for the larger properties.	
3.1.5	A Shared Accommodation Rate (SAR) is currently applied to single claimants up to the age of 25 limiting the amount of housing benefit that can be claimed to around £61 per week. From January 2012 this will apply to single claimants up to the age of 35 meaning over 1,500 tenants in Leeds between the age of 25 and 35 will see their housing benefit reduced from £99.92 to around £61.50.	
3.1.6	The implications of changes to housing benefit will mean a large number of people having to move out of 1 bedroom properties into bed-sits or shared accommodation, and also families in 5 bedroom properties having to move into	

	4 bedroom properties. The benefit service is already handling cases for concerned customers and is receiving referrals from councillors and MPs and this caseload is likely to increase dramatically in January.	
3.1.7	There may be some funding from central government to address benefit reductions but this will inevitably be targeted and will not cover all cases.	
3.1.8	In April 2013 council tax benefit will end and will be replaced by localised schemes to be operated by councils. Funding for these schemes has been reduced by 10% and councils will have to fund any overspend. There is likely to be protection in place for pensioners and other vulnerable groups to address any reduction in support.	
3.1.9	Universal credit is to be introduced to simplify the benefits system and is intended to make sure that people are always better off in work than on benefits. Policies relating to this are still being designed however aspects will be introduced in October 2013 with the full transition being completed in 2017.	
3.1.10	It is intended that claims will be made electronically, payments will be made monthly in arrears and will be made directly to the claimant.	
3.1.11	A cap on housing benefits will be applied to tenants living in properties deemed too large for their needs and is likely to affect around 7,000 tenants in Leeds. Although work is taking place to encourage tenants to relocate to appropriate sized properties it will not be possible to resolve all cases by April 2013 when changes will be implemented.	
3.1.12	The Disability Living Allowance (DLA) will be replaced by Personal Independence Payments for claimants between 16 and 64 which the Department for Work and Pensions (DWP) estimates will lead to a reduced benefit expenditure of £2.1bn.	
3.1.13	LHA rates are currently determined using evidence from landlords in the private sector. From April 2013 the consumer price index will be used instead which may mean that there will be a gap between actual rents and benefit levels leading to a reduction in the affordable housing stock.	
3.1.14	A report is being taken to Executive Board outlining the potential implications of welfare reform. Officers are developing strategies to mitigate the effects of changes to the welfare system but there will be an impact for a significant number of people in Leeds.	
3.2	Jill Wildman, Director of Housing Services East North East Homes Leeds, attended to present a report on the effects of welfare reform for the Leeds ALMOs and BITMO.	
3.2.1	22,300 tenants will be affected by changes to benefits which will come into effect between 2013 and 2017. Currently £60 million in Housing Benefit is paid directly to ALMO and BITMO rent accounts.	
3.2.2	Benefits will be paid directly to the tenant, and customers will be responsible for managing their own benefits. Not all claimants currently have bank accounts and there may be issues for customers who are financially excluded and do not have sound financial literacy skills. There is a move towards a paperless system which will impact on customers who don't have computers or computer skills.	
3.2.3	There will be a substantial increase in the amount of income that will need to be collected by the ALMOs / BITMO. Benefits will be paid to claimants in arrears on a monthly basis which will impact on the performance in rent collection.	
3.2.4	The DWP is considering allowing 5-10% of vulnerable customers to have housing benefit paid directly to ALMOs / BITMO although there is currently no definition of vulnerable. There are concerns that certain customers may not	

	view paying their rent as a priority which will have an impact on income collection, arrears, collection costs, legal costs and evictions.	
3.2.5	A lot of support will be needed to manage these changes for customers which may mean an increased staff resource is required and training will be required to re-skill staff regarding new legislation and processes.	
3.2.6	It is estimated that 7,500 ALMO / BITMO tenants will be affected by changes to benefits due to occupying accommodation that is deemed too large for their needs. Demand will be high for tenants wishing to downsize and there are concerns over the volume of requests and also the availability of suitable properties, particularly 1 bedroom properties.	
3.2.7	An ALMO / BITMO welfare reforms action plan has been developed and was appended to the report. Work is ongoing to gather impact data for customers and housing stock at a more local level to gauge the likely impact on different neighbourhoods.	
3.3	The reports were welcomed by the forum and it was agreed that it would be appropriate for them to be taken to future Area Committee meetings as well as arranging briefings for the various party groups.	SC JW
3.3.1	Area Chairs confirmed that they were getting increasing numbers of calls from concerned and confused tenants and expressed concerns over the ability of the welfare rights teams to cope with the increased level of queries and likely appeals. It was stressed that relevant officers needed to be preparing to provide the relevant advice that would be needed.	
3.3.2	Concerns were raised over the logistics of dealing with over 7,000 people who would no longer be able to afford the rents on properties of the size they occupied. It was mentioned that the DWP are carrying out work to gauge the implications on the ground and that LCC officers are in contact with the DWP during this process. It was mentioned that the bill was still progressing through parliament and that there may be caveats added to cover issues such as adapted properties. Options were also being considered to alleviate the impact of the reforms such as phasing in some of the changes.	
3.3.3	The ALMOs are expecting a big impact on residents, and prospective residents, of the maisonette and multi-storey flat stock. Data is being collected to assess where the impact is likely to be the greatest. It was mentioned that some of the 7,000 plus tenants affected would find a way to pay increased costs and therefore the overall impact for the ALMOs is uncertain.	
3.3.4	It was raised that the impact of these changes may be increased in future years if house prices and rent increases are not matched by increases to benefit payments.	
3.3.5	The question was raised as to how these changes would impact on the choice based lettings system. Area Chairs were assured that work was ongoing between the ALMOs and the Environment and Neighbourhoods department to deal with issues affecting lettings.	
3.3.6	Concerns were raised over the increased demand that would be placed on services at a time where staffing numbers and resources are decreasing.	
4.0	Draft Area Committee Report on the Localism Bill	
4.1	Jane Harwood, Corporate Policy and Performance Officer, attended to present a report on the Localism Bill seeking comments on the report and approval for a report to be taken to the 10 Area Committees. A further report will be taken to the corporate Leadership Team taking account of comments from members.	

4.2	There have been significant amendments to the Localism Bill as it has progressed through parliament and officers have been keeping a close watch on changes and guidance as it has been issued.	
4.3	A series of papers are being drafted relating to specific aspects of the bill such as Neighbourhood Planning, Community Right to Challenge and Assets of Community Value.	
4.4	Questions were raised as to which bodies could develop Neighbourhood Plans or bid for community assets. Although there are definitions as to what constitutes a representative group, in theory any group could be involved if correctly constituted. Any group can bid for an asset of community value.	
4.5	It was mentioned that it would be challenging to secure funds for Neighbourhood Plans in order to put them in place quickly.	
4.6	It was also mentioned that there was still a duty of best value to be applied and that social value versus value for money would still be a consideration in assessing bids for assets and services. The bill will give people the right to challenge how services and assets are run, and the local authority will be able to accept or reject these challenges.	
4.7	It was agreed that the paper should be taken to the Area Committees with officers in locality teams to make amendments to cover local issues.	JH / Area Leaders
5.0	Community Engagement Strategic Approach	
5.1	Matt Lund, Corporate Consultation Manager, attended to present a report on the Community Engagement Framework and request that a report be taken to the 10 Area Committees.	
5.2	A lot of community engagement work has been carried out in the past but this has not always been done in a consistent and coordinated way. The council could be open to legal challenges if engagement has not been carried out effectively when making key decisions.	
5.3	The Strategic Planning and Policy Board (SPPB) agreed in the summer of 2011 that a new framework was required to guide community engagement and take into account the current financial pressures, the evolving locality working and partnership arrangements and to meet the council value of "working with communities".	
5.4	There is a need to build officer skills, improve the culture of co-ordinating engagement and improve governance methods so that appropriate monitoring can be implemented.	
5.5	It was agreed that a report should be taken to the February round of Area Committee meetings.	ML / Area Leaders
6.0	Citizens' Panel Update	
6.1	Chris Dickinson, Area Management Officer, attended to present a report outlining progress on the development of the Leeds Citizens' Panel.	
6.2	The Citizen's Panel will be an efficiency tool for carrying out consultation in Leeds. Recruitment is taking place which will ensure that panel members will be representative of the population at Area Committee level as well as at city level and it will be possible to interpret results from consultation at an Area Committee level.	
6.3	Recruitment to the panel has been promoted through various means and good progress is being made in populating the panel.	

6.4	The panel will not be used to replace local consultation, but will be able to provide benchmark setting and may be helpful in setting priorities in areas, developing the Area Committee business plans, and helping to focus the targeting of wellbeing priorities.	
6.5	It was suggested that the panel could be used to identify the "what" in an area, but that more local and focused consultation could be used to draw out the "why".	
6.6	By consulting on a city wide basis and drilling down information gathered to Area Committee level, we will have the ability to compare views within areas from a consistent perspective.	
6.7	It is the intention to set up a calendar of consultation for the panel to ensure that the process does not become overburdening. Feedback to panel members will also be built in to encourage people to remain involved.	
6.8	Comments were made that the panel would only be effective if it was truly representative. Efforts need to be made to make sure that the panel is not made up of only active citizens who are involved in local consultation anyway. It was hoped that efforts would be made to involve ordinary, less prominent people, particularly those who are less articulate locally.	
6.9	Area Chairs were informed that efforts were being made to avoid contacting established groups when recruiting to the panel. Representation is being monitored as the panel is growing and action will be taken to target specific groups if they appear to be underrepresented.	
6.10	Comments were made as to how representative the panel could be when it only included approximately 1% of the population.	
6.11	It was stressed that the development of the panel would not mean that previous good practice, learning and models of engagement would be lost.	
6.12	It was agreed that a report be taken to the 10 Area Committees in the December cycle of meetings, with a further report to accompany the Community Engagement Strategy report to Area Committees in February.	CD
7.0	Luncheon Clubs Mapping / Budget Update and Findings from User Group Consultations	
7.1	Jason Lane, Assistant Commissioning Manager, attended to present a report outlining feedback on the 2011-12 grant application process and report on progress on involving Area Management teams in future grant management.	
7.2	Research has been carried out with users and coordinators on the makeup of the luncheon club members and the way that the clubs are run and their experience of the application process.	
7.3	The main impact of the luncheon clubs on it's members relates to social experiences rather than relating to food or nutritional issues.	
7.4	Attempts are being made to link up the various luncheon clubs to enable them to provide support to each other and share good practice.	
7.5	Although conclusions have been drawn in the report that grant funding would benefit from being locally administered, in order to avoid disruption to the service it has been recommended that the grant process for 2012-13 be administered within Adult Social Care. The grant application deadline has been moved forward to allow Area Staff to observe the process.	

7.6	Meetings will be taking place with the Area Leaders at the end of the month with a view to assess the feasibility of administering the process locally for 2013-14.	
8.0	Community First Programme	
8.1	Anne McMaster, Leeds Initiative Partnerships, attended to present a report on the government Community First Programme.	
8.2	The Community First Programme aims to provide small amounts of funding to small groups in targeted areas. To access funds each targeted ward would need to set up a community first panel to administer the funding.	
8.3	Wards have been identified by central government with specific amounts of funding being made available to each ward. This is new money from the government, but there is a stipulation that funding is matched.	
8.4	Comments were raised as to how the specific wards had been earmarked for funding as some areas that seem appropriate have been missed out. It was restated that the wards had been identified by central government and it was agreed that the rationale provided by the Community Development Foundation be circulated to Area Chairs.	AM / SW
8.5	It was commented that this funding would be hard to spend due to the time required to set up community first panels. It was also noted that the funding was spread over 4 years.	
9.0	Land Ownership Issues	
9.1	This item was dealt with in matters arising from the previous meeting.	
10.0	Any Other Business	
10.1	<u>Area Teams</u> Appointments have been made to posts within the Area Teams and the structures will be stabilising over the coming weeks.	
10.2	<u>Environmental Delegation</u> Comments were asked of Area Chairs as to how the Environmental Delegation was working in their area. Favourable comments were received on the performance so far including "happy with progress", "moving in the right direction", "no complaints at the moment".	
10.3	Some comments were made about the ability to influence changes not being fully in place at the moment, and that links with the Environmental sub-groups could be strengthened.	
10.4	<u>Review of Community Facilities</u> Cllr Gabriel informed the forum that she had attended one meeting of the programme board and that work is being undertaken to assess usage and costs associated with each community centre. This information will be shared with Area Chairs when available for their comments.	
10.5	<u>Area Chairs Forum Papers</u> It was agreed that hard copies of papers for future meetings will be provided to Area Chairs.	SW
10.6	<u>Capital Receipts Incentive Scheme</u> James Rogers informed the forum that a paper would be going to Area Committee meetings in December outlining the proposed scheme.	
11.0	Date of Next Meeting	
8.1	13 th January 2012, 10am, Committee Room 4, Civic Hall.	



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Report of: South East Area Health and Wellbeing Partnership

Report to: Outer East Area Committee

Date: 14th February 2012

Subject: South East Health and Wellbeing Partnership Progress Update

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. The area health and wellbeing partnerships provide a local strategic forum and network, ensuring that partnerships between local area committees, NHS Leeds and Clinical Commissioning Groups are maintained and strengthened, as well as ensuring that plans are clearly aligned to citywide and local priorities. Key programmes of work being supported and prioritised by the South East health and wellbeing partnership are outlined along with progress.
2. The joint strategic needs assessment (JSNA) and middle super output area (MSOA) health area profiles for 2011/12 have recently been published. The key health issues these outline are to be taken into account by the health and wellbeing partnership in determining future priorities for the south east area.

Recommendations

1. Members of the area committee to note progress being made on addressing health inequalities within inner south through the work of the area health and wellbeing partnership.
2. Members to consider area health profile findings and shape local priority setting and service delivery.

Purpose of this report

- 1.1 To provide an update for the Area Committee on activity being undertaken by the south east area health and wellbeing partnership.
- 1.2 To share with the Area Committee members, middle super output area (MSOA) health profiles developed by NHS Leeds. To highlight key evidence and provide an understanding of significant issues relating to health and wellbeing of those living in south east area.

2 Background information

- 2.1 The area health and wellbeing partnerships provide a local strategic forum and network, ensuring that partnerships between local area committees, NHS Leeds and Clinical Commissioning Groups are maintained and strengthened, as well as ensuring that plans are clearly aligned. They also facilitate opening up of information and networks to ensure that local views and needs from particular parts of the city and communities of interest are integral to citywide strategies and plans. The interdependency between different agencies is recognised and better outcomes for communities can be achieved by working together in a more productive way.
- 2.2 The partnerships use evidence from NICE (national institute for clinical excellence) and, more locally, joint strategic needs assessment (JSNA) area profiles to spread good practice from localities to the rest of the city and ensure successful implementation of citywide programmes in localities. The MSOA area health profiles for 108 neighbourhoods in Leeds were recently completed and are being used to inform both the updated joint strategic needs assessment and the area health and wellbeing partnerships.
- 2.3 Four overarching priorities from the area locality based health and wellbeing programme were identified last year and continue to be applied across all three area partnerships.
 - Ensure commissioned services and local service delivery better meets needs of communities living in deprived neighbourhoods.
 - Ensure translation of citywide priorities into actions at a local level.
 - Reduce health inequalities gap between deprived communities and the rest of Leeds through strengthening partnerships, building health capacity and maximising resources.
 - Improved communication channels and community engagement through locality partnership arrangements.
- 2.4 City priorities plan for 2011 to 2015 has also now been endorsed and the following are the agreed priorities and headline indicators in brackets that the area partnerships will be taking into account in setting their future focus:
 - Help protect people from the harmful effects of tobacco (reduce the number of adults over 18 that smoke).
 - Support more people to live safely in their own homes (reduce the rates of emergency admissions to hospital and to residential care homes).

- Give people choice and control over their health and social care services (increase the proportion of people with long term conditions feeling supported to be independent and manage their condition).
- Make sure that people who are the poorest improve their health the fastest (reduce the differences in life expectancy between communities and in healthy life expectancy within communities).

3 Main issues

3.1 The Southeast area health and wellbeing partnership has undertaken its annual review of activity under these overarching priorities and is now in the process of determining future priorities for 2012/13.

3.2 The focus over the last year has been on developing a multi agency referral scheme (**MARS**). The aim of this was to increase access to and take up of preventative services through the development of a universal checklist that could be used opportunistically within targeted neighbourhoods or targeted population groups. A pilot was undertaken in inner south and evaluated with reports presented to both the health improvement board and locality working programme board, with a view to endorsing and rolling out this approach through key local health related programmes such as infant mortality. Rollout also now includes links into the 'wrap up warm' scheme.

3.3 **Reducing Alcohol Related Community Safety Issues** is another theme. The following gives a snapshot of the work taking place under this theme.

- reducing high intensive users (HIUs) of hospital services through a multi agency support package. Focus is on people who have attended A & E on 5 or more occasions in a year. 5 GP practices (2 of which are in inner south) are to take part in phase one. If the approach is found to be effective the intention is to roll this out across the city.
- addressing the link between alcohol and domestic violence is another key area of work and through using the outcomes based accountability approach an action plan for south east area has been developed. Developing activity with children's clusters is also being progressed to being together the two themes of domestic violence and alcohol into education programmes. Services having also joined up to provide reciprocal training to their staff teams bringing together these linked agendas.
- to progress activity around community engagement, awareness raising and addressing social norms the group have been supporting the alcohol awareness week promotional activity and to support services also developed a local Leeds directory that outlines the range of treatment support in the city.
- developing local cumulative impact policies for areas with alcohol issues to restrict numbers of off licenses is something that is being explored. New legislation is expected to come out in autumn 2012 that will make this easier for agencies to also give evidence including impact on peoples health. In the meantime sessions are being run for staff and for Councillors and community members on 'making a good representation' at licensing panel.
- addressing under age drinking and anti social behaviour is another theme for the group. A successful project the police are running in Rothwell and Morley is to be

rolled out to other areas, this entails a referral process with standard letters being sent to parents.

3.4 **Communications/Community Engagement**

- The portal www.wellbeingleeds.com is now up and running was developed by partners to provide staff and local residents with an umbrella site for Leeds health and wellbeing activity. Further index categories are continuously being added as more agencies become aware and see the benefit of connecting. A marketing strategy is being developed which includes using 'lifechannel' screens in GP practices and providing access to GPs on their own home pages. Enhancing usage by council services is also being explored with libraries already using the site.
- **Citizens panel** development is still underway. The Council are currently undertaking recruitment process for panel members. The health and wellbeing questionnaire for this is in draft form and will be shared shortly with partners for their views. Resources for managing the analysis have now been confirmed by NHS Leeds and it is hoped the first survey will run in 2012.
- The **standardised local health and wellbeing questionnaire** developed by our team in South for staff to use at local community engagement events can now be accessed through the Councils 'talking point' system. The evaluation of findings from the first year of the trial of the questionnaire was well received by the ASC equality performance group, as well as being used by NHS colleagues as part of the qualitative feedback for the JSNA. Other teams across the city are now using this tool to engage with targeted communities such as BME communities in Hyde Park. The intention is that the area partnership could annually consider feedback from the qualitative feedback as well as quantitative data intelligence in setting future priorities.

3.5 For 2012/13 the following priorities have also been agreed by the partnership:

- **Community Capacity Building Programme** – the focus of which is to engage local people interested in learning more about their health and wellbeing and sharing and cascading messages to their family and friends through becoming local volunteer health champions.
- **Improved Referral Pathways between commissioners and providers** is another area that the partnership recently agreed they wish to work on to prepare for changes taking place within public health and GP commissioning responsibilities.
- Finally the partnership are supporting the **Transformation Programme** – with a focus on establishing integrated health and social care teams initially in 3 demonstration sites. The area chosen in South by the South and East Leeds clinical commissioning group is Garforth and Kippax. Once the model has been developed it is to be rolled out across the city. The key outcome is to predict using GP practices data potential older people and people in need of future long term care and undertake early intervention prevention support. A full report on this programme is tabled for the area committee.

3.6 The **MSOA health area profiles** have been analysed by staff and key messages emerging for outer east that the area health and wellbeing partnership will be taking into account in agreeing future programmes. See separate paper.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The south east partnership in determining their objectives have engaged key partners and considered both local and citywide emerging priorities. These are reviewed on an annual basis with the support of area committee health champions.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 The focus for the partnership has been to address health inequalities and tackle causes of premature mortality through local programmes.

4.3 Council Policies and City Priorities

4.3.1 The partnerships work directly contributes to the city wide health and wellbeing priorities of reducing smoking and tackling health inequalities through addressing the needs of the poorest the fastest.

4.4 Resources and Value for Money

4.4.1 Much of the work has been to add value and enhance existing programmes and to look at ways of doing things differently within existing resources.

4.5 Legal Implications, Access to Information and Call In

4.5.1 None.

4.6 Risk Management

4.6.1 None.

5 Conclusions

5.1.1 The work of the south east area health and wellbeing partnership has successfully demonstrated the benefits of collaborative working. The approach has been one of early intervention and prevention through developing new ways of working and improving communications and community engagement.

6 Recommendations

6.1.1 Area Committee members note progress being made by the South East health and wellbeing partnership.

7 Background documents

7.1.1 MSOA health area profiles and city priority plan 2011 to 2015.

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Report of : The Director of Public Health

Report to: Outer East Area Committee

Date: 14th February 2012

Subject: Joint Strategic Needs Assessment and Area profiles

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

Summary of main issues

1. The Leeds Joint Strategic Needs Assessment is presently being updated and includes within it 108 Middle Super Output Areas (MSOA) profiles and profiles for each Area Committee and each Clinical Commissioning Group. It will be the primary document for agreeing the Joint Health and Well Being Strategy for the City.
2. Cross Cutting themes are emerging across all the key data sets: Wider programmes that impact on health and well being; a focus on prevention programmes; Early identification programmes; Increased awareness; Secondary prevention programme; Increasingly move towards having a holistic focus; Impact assessment in terms of inequalities in health.
3. Within this area there is wide variation in the populations health and well being. This is detailed in the appendix of telling the tale of two MSOAs – East Garforth and Halton Moor, Wykebecks.
4. Halton Moor, Wykebecks; Kippax East, Ledston, Micklefieldare; and Swarcliffe are the priority areas in relation to health and wellbeing needs for the area.

Recommendations

- 4.1. That the Area Committee considers the prioritisation of action in line with the diverse needs within the population.

- 4.2. That further considerations is given to the MSOA profiles for Halton Moor; Wykebecks; Kippax East; Ledston; Micklefield; and Swarcliffe in line with the present actions taking place within these areas.
- 4.3. That consideration is given to the lead roles of different agencies in terms of addressing needs outlined.

1 Purpose of this report

- 1.1 The purpose of this paper is to update the Outer East Area Committee on the emerging priorities for this area flowing from the refresh of the Leeds JSNA.

2 Background information

- 2.1 The Health & Social Care Bill gives the Joint Strategic Needs Assessment a central role in the new health and social care system. It will be at the heart of the role of the new Health and Well Being Boards and is seen as the primary process for identifying needs and building a robust evidence base on which to base local commissioning plans. It provides an objective analysis of local current and future needs for adults and children, assembling a wide range of quantitative and qualitative data, including user views. In the future the JSNA will be undertaken by local authorities and Clinical Commissioning Groups (CCG) through Health and Wellbeing Boards. Local Authorities and CCG will each have an equal and explicit obligation to prepare the JSNA, and to do so through the Health and Wellbeing Board. There is a new legal obligation on NHS and local authority commissioners to have regard to the JSNA in exercising their relevant commissioning functions.
- 2.2 Public Health in the Local government paper published in December 2011 makes it clear Local authorities should decide which services to prioritise based on local need and priorities. This should be informed by the Joint Strategic Needs Assessment. It also states the need to engage local communities and the third sector more widely in the provision of public health and to deliver best value and best outcomes.
- 2.3 The profiles are in line with the new guidance now published.
- 2.4 The first JSNA for Leeds was published in 2009. Two of the key gaps in the original JSNA were having more locality level data and ensuring qualitative data was included of local people's views. For the 2012 refresh each of the core data sets will include local people's views. There has also been the development of Locality Profiling for different geographies. Middle Super Output Area Profiles (108), Area Committee Profiles (10) and Clinical Commissioning Group (3) and planned development of General Practice Profiles (113).

3 Main issues

- 3.1 In February 2012 an analysis of the overall priorities for Leeds from all of the data and qualitative information within the JSNA will be produced within an Executive Summary of the JSNA. For the city of Leeds across all the areas covered within the JSNA there are some emerging cross cutting themes:
- **Wider programmes that impact on health and well being** – focus on children, impact of poverty, housing, education, transport etc.
 - **Prevention programmes** – focusing on smoking, alcohol weight management, mental health, support.
 - **Early identification programmes** – NHS Health Check/NAEDI; risk, early referral for wider support.

- **Increased awareness** – e.g. of symptoms of key conditions, or agencies/information.
- **Secondary prevention programme** – effective management in relation to health and social needs.
- **Increasingly move towards having a holistic focus** - e.g. rather than a long specific disease pathways, focusing instead on the person and their needs.
- **Impact assessment in terms of inequalities in health.**

3.2 The Area Committee profile details information about the population within the area, wider factors that affect health taken from the Neighbourhood Index; GP prevalence data with a focus on long term conditions and healthy lifestyle; mortality data; alcohol admissions data and adult social care data.

3.3 **Key issues for Outer East:**

- The health and well being of the population within the Outer East boundaries is widely variable and is associated with levels of deprivation.
- Each Area Committee is broken down into Middle Level Super Output Areas (MSOA). An MSOA is a geographic area designed to improve the reporting of small area statistics in England and Wales. The minimum population for an MSOA is 5000.
- There are 12 MSOAs in Outer East which mainly fall into “comfortably off”. However, there are 3 MSOAs which are more deprived; Halton Moor, Wykebecks; Swarcliffe; and Kippax East, Ledston, Micklefield.
- In order to prioritise action within Outer East there needs to be an understanding at a smaller geography level. The profiles of the three MSOAs with the greatest health and wellbeing issues are all different, the detail of each is within their MSOAs profiles.

3.4 **Priority Areas:**

3.4.1 **Halton Moor, Wykebecks:** has the highest levels of GP recorded Coronary Heart Disease (CHD), and Diabetes. The level of Chronic Obstructive Airways Disease (COPD) is twice the average for Leeds. These conditions are associated with deprivation, smoking and obesity. Smoking rates are nearly double the average for Leeds. Alcohol specific admissions are the highest in Outer South and attributable admissions are also higher than the Leeds average. Levels of diagnosed cancer are lower than the Leeds average.

3.4.2 Halton Moor has much higher rates of mortality for both sexes, but particularly high rates for men.

3.4.3 The population is predominantly White British and the age breakdown shows a higher than average proportion of children and young people. 49% of households are renting from the local authority (through an ALMO) with a further 17% renting from other registered social landlords. Semi-detached housing accounts for 54% of the stock with purpose built flats accounting for a further 20%. Almost 83% of properties are classified in Council Tax Band A.

- 3.5.1 **Swarcliffe:** has the highest level of recorded smoking and obesity in Outer East. Alcohol specific admissions are higher than the Leeds average and the attributable admissions are also higher than average. It also has a high premature mortality rate for both males and females with CVD and cancers being a key cause of premature death for men.
- 3.5.2 The population is predominantly White British and the age breakdown shows higher than average proportions of children and of older people. Over 55% of households are renting from the local authority (through an ALMO). 38% of the stock is terraced housing, 37% is semi-detached and 22% is purpose built flats. 86% of properties are classified in Council Tax Band A and 10.5% in Band B.
- 3.6.1 **Kippax East, Ledston, Micklefield:** has a low premature mortality rate but the highest GP recorded cancer rates in Outer East. There are low to average levels of smoking and alcohol attributable hospital admissions but a higher than the Leeds average for obesity. This indicates that people are achieving early diagnosis of cancer resulting better opportunities for curative treatment and improved life expectancy.
- 3.6.2 The population is predominantly White British and the age breakdown shows a higher than average proportion of older people. 75% of households are in owner-occupation and 17% are renting from the local authority (through an ALMO). Semi-detached housing accounts for 37% of the stock with detached housing accounting for 30% and terraced properties a further 29%. Just over 42% of properties are classified in Council Tax Band A, 22% in Band C and 15% in Band B.
- 3.7 **A summary of the least deprived area: East Garforth**
- 3.7.1 This MSOA has a premature mortality rate for all causes and all sexes that is lower than the average for Leeds. The rates of recorded Coronary Heart Disease, Chronic Obstructive Pulmonary Disease and Diabetes are all the same or lower than the Leeds average. Smoking rates and admissions for alcohol related conditions are low. Only obesity rates are slightly higher than Leeds,
- 3.7.2 This area has low levels of deprivation. The population is predominantly White British and the age breakdown broadly reflects the averages for the city. 93% of households are in owner-occupation (with just over 1/3rd of these being owned outright). Semi-detached housing accounts for 70% of the stock with detached housing accounting for 21.5%. Just under 55% of properties are classified in Council Tax Band C, 18% in Band B and 11% in Band D.
- 3.7.3 Appendix A gives a comparison between two of these MSOAs across the spectrum of need.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 A qualitative data library has been established to include all consultations over the last two years. Over 100 items have been analysed and interwoven within the JSNA data packs to give a view of the local people. A large stakeholder's workshop to share emerging findings and consult on how to ensure Leeds produces a quality JSNA was held in September. A Third sector event is planned for January.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 An Equality Impact Assessment will be carried out in February 2012 on the produced documentation and process prior to being published.

4.3 Council policies and City Priorities

- 4.3.1 The JSNA has already been used to inform the State of the City report and will be the key document for developing the future Joint Health and Well Being Strategy for the City

5 Conclusions

- 5.1 In order to tackle the inequalities present within the area committee, agreed action across partner agencies are required.
- The NHS (and in the future Clinical Commissioning Groups) Reduced numbers of people living with preventable ill health and people dying prematurely, whilst reducing the gap between communities.
 - The local Authority to lead (with support from the NHS) helping people to live healthier lifestyles, make healthy choices and reduce health inequalities.
 - The local Authority to lead improvements against wider factors which affect health and wellbeing and health inequalities.

6 Recommendations

- 6.1 That the area committee considers the prioritisation of action in line with diverse needs within the population.
- 6.2 That further considerations is given to the MSOA profiles for Halton Moor; Wykebecks; Swarcliffe; and Kippax East; Ledston; Micklefield in line with the present actions taking place within these areas.

7 Background Papers

Scrutiny papers 25th November and 21st December
Health and wellbeing presentation 18th October

Tale of 2 MSOA's Affluent MSOA compared to most deprived MSOA.

Outer East	Population	Life expectancy	Existing Health problems	Future problems	Smoking prevalence	CHD Prevalence	Population type	BME	Educational attainment	Children in workless households	Claiming job seeker allowance
East Garforth	7,255 Above the Leeds average for 40 – 84 year olds. Below the Leeds average for 0 – 4 year olds and 20 – 34 year olds.	80.97 Male 84.73 female	9.8%	0%	15% 16,084 / 100,000 DSR	3.8% 2,453 / 100,000 DSR	Comfortably off	2.22%	83.81% Key stage 4 82.95% Key stage 2	39 3.00%	60 1.29%
Halton Moor, Wykebecks	6,676 Above the Leeds average for 0 – 19 year olds. Below the Leeds average for 20 – 34 year olds and 65 – 85+	75.37 Male 77.71 Female	26.4%	67.8%	37.1% 37,776 / 100,000 DSR	4.1% 4,188 / 100,000 DSR	Hard pressed, struggling families	5.43%	25.24% Key stage 4 66.06% Key stage 2	641 38.94%	374 9.86%

Report of Director of Adult Social Services

Report to Area Committees

Date: 14 February 2012

Subject: Proposal to develop Integrated Health and Social Care teams

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Summary of main issues

1. Many people who receive both health and social care support have to cope with two sets of professionals coming to see them, asking similar questions and assessing them for many of the same conditions and problems. Most of these people are living with one or more long-term conditions – and many are elderly.

2. In some parts of the country, health and social care teams have begun to work closely together in a more integrated way. They have found that this more streamlined, joined-up approach often results in services which patients and carers say are better for them – and fewer people ending up in hospital or in long-term residential care.

3. In Leeds we are looking at how we can work together more effectively by developing integrated health and social care teams. The development of integrated teams will be progressed together with two other key aspects of work: **risk stratification** – understanding the needs of the population and identifying those most at risk of needing high levels of health and social care support; and **co-production and self-care** – empowering individuals to take control of their treatment, care and support.

4. GP practices, health workers, social care staff and patients will be working more closely together to improve outcomes and quality of care for older people and those with long-term conditions.
5. They will take a combined approach to identifying who's most at risk and providing earlier, targeted support to help people stay as healthy and independent as possible.
6. Shared information, systems and processes will help clinicians and social care teams to reduce waste and duplication and create a smoother experience for people using services.
7. The ambition is to have integrated health and social care teams in place across the whole City by March 2013 starting this process with three demonstrator sites in Kippax & Garforth, Pudsey and Meanwood.

Recommendations

8. Members are requested to note the information within this report and request that further updates on the progress of the demonstrator sites be provided to them over the coming year.

1 Purpose of this report

- 1.1 This report gives Committee Members detail of work going on in Leeds to improve the effectiveness of health and social care services. It describes the approach of using demonstrator sites to test out and develop aspects of the model of service.

2 Background information

- 2.1 *“People want services that feel joined up, and it can be a source of great frustration when that does not happen. Integration means different things to different people but at its heart is building services around individuals, not institutions. The Government is clear that joint, integrated working is vital to developing a personalised health and care system that reflects people’s health and care needs.”* (Department of Health/Department of Communities and Local Government, 2010)
- 2.2 The White Paper *Healthy Lives, Healthy People* and the *Transforming Community Services* agenda call for the NHS and local authorities across the country to take a joint approach to developing more personalised, preventive services focused on delivering the best outcomes for our communities.
- 2.3 At the same time, all NHS organisations and local authorities must deliver efficiency savings while maintaining or improving the quality of services, to meet QIPP (Quality, Innovation, Prevention and Productivity) and local authority Spending Review targets, respectively.
- 2.4 The Leeds Transformation Programme is a city-wide agreement between Health and Social Care partners to work together to deliver the challenges ahead. Programme Board membership includes the Director of Adult and Children’s Social Services together with the Chief Executives of all of the NHS trusts within the City.
- 2.5 Demand for health and social care services is growing because of a continued increase in the proportion of people aged over 65 and, in particular over 85 years; new developments in health and care interventions; and trends in ‘lifestyle’ challenges such as obesity, levels of exercise, smoking, and drug and alcohol dependency.
- 2.6 To ensure we can rise to these challenges successfully, we need to fundamentally reshape the way in which health and social care services are delivered in partnership with the people of Leeds.
- 2.7 Through the Transformation Programme, public sector organisations in the city will work, together with third sector colleagues, to pool resources, support integration and deliver services tailored around the needs of individuals and local communities. The Programme is the means by which, together, the NHS and Adult Social Care will drive and deliver the transformation of health and social care services with the people of Leeds.
- 2.8 Some projects within the programme impact more directly on Adult Social Care than others. The Urgent Care and Older People and Long Term Conditions work areas are particularly important in ensuring that the people of Leeds get timely, appropriate health and social care services and reduce the need for people to retell their story to different professionals to get the help they need
- 2.9 An important aspect of this work is to look at how organisations can work together more effectively by developing integrated health and social care teams. The development of integrated teams will be progressed together with two other key

aspects of work: risk stratification – understanding the needs of the population and identifying those most at risk of needing high levels of health and social care support; and co-production and improving self-care – empowering individuals to take control of their treatment, care and support.

The model being proposed is based on:

- Existing profile on use of services by people with long term conditions;
- Opportunity to improve health, increase life expectancy, reduce health inequalities within the city;
- Agreement to adopt a model based on national evidence base (Sir John Oldham's model) of risk stratification, integrated teams, systematic self care;
- A desire to develop co-production based on 'no decision about me without me', improving patient/service user experience, promoting choice and personalisation.

- 2.10 **Shaping the Workforce.** The proposal is to work with the staff delivering health and social care services and with service users to consider the support people would access from health and social care teams and the skills the teams need to deliver this support. This information will then be used to build the multi-disciplinary teams of the future with the right blend of professional skills and practices. A model of workforce development will be used to engage staff and service users in identifying the skills needed. This will then inform the numbers of staff and types of role that will make up the teams. The idea of generic workers will also be explored.
- 2.11 To help us develop a model of partnership working that will be right for Leeds the proposal is to start with three demonstrator sites – one in each of three areas of the City. Health and social care staff in the demonstrators will be co-located and will test out and consider the tools and processes that they need to be in place for effective joint working. The teams will be based around GP practice populations linked to neighbourhoods- working closely with GPs and with the voluntary sector and community groups.
- 2.12 **Focus of the Model.** The initial focus of the teams will be on those individuals identified as having the highest level of need – these will often be older people living with more than one long term condition. By targeting those who are most at risk of arriving at hospital as an unplanned or emergency admission efforts can be made to tailor appropriate health and social care services to the individual and their needs – helping them to remain safe and supported in the community.
- 2.13 If people do need a period of time in hospital, integrated teams can also facilitate discharge from hospital when people are medically fit to leave. By having an integrated health and social care system with appropriate support co-ordinated from the community, planning for discharge can start earlier with people quickly directed to the most appropriate support setting for them.
- 2.14 The implementation of adult health and social care teams aims to:
- maintain a strong focus on quality and safety,

- join up care and services offered,
- reduce duplication and waste and offer people greater choice.

2.15 It is envisaged through better integrated and co-ordinated working more people will be supported to remain independent for longer and be enabled to take greater personal responsibility for their health and well-being. This model of service delivery has clear benefits for service users but also benefits the health and social care economy.

3 Main issues

3.1 It is proposed that integrated teams will be rolled out across the City over the next 15 months. To start this process three Demonstrator sites have been identified that will lead the way. These sites will test out new ways of working and their experience of what works will be fed into the service model that will be used in Leeds.

3.2 Three areas have been identified as demonstrator sites by the Clinical Commissioning Groups (CCGs). Whilst there needs to be consistency of approach and equitable services across the City it is also recognised that different neighbourhoods also have their own needs and are in different places to one another in terms of health inequalities and the support available from community groups. The demonstrators will be considering how we develop a service model which allows sufficient flex for local variations but provides consistent access to services and high quality care for all. The initial three demonstrators are very different to one another in terms of the geography and density of population and have been chosen for that reason. The chosen demonstrators are clusters of GP practices in Kippax/Garforth, Pudsey and Meanwood. The demonstrators will bring together a full range of health and social care staff and services at a practice/neighbourhood level.

Demonstrator site	CCG	Local Authority Area	Number of practices	Total population	Over 65 population
Kippax/Garforth	Leodis	SE	7	41,775	8,205
Pudsey	H3+	WNW	6	51,049	7,961
Meanwood	Calibre	ENE	15	101,342	14,071

3.3 Meanwood is the largest of the demonstrators and is based within the Calibre CCG Area (see map in appendix 1) There are 15 GP practices involved with a GP practice population of 101,000 with over 14,000 patients over the age of 65. Pudsey is the second largest demonstrator site with 6 GP practices in the H3+ CCG area and a practice population of over 51000 nearly 8000 of whom are over 65. Kippax/Garforth in the Leodis CCG area is the smallest demonstrator site with 7 GP practices with a population of 41775 but with over 65s numbering 8205..

3.4 For the purpose of the demonstrator areas the teams will be working with all individuals within the practices that are identified as in need of support, this includes those who live outside of the geographical area. .

3.5 A project team has been put together who will facilitate the development of the teams. Work is underway on identifying staff to work in the demonstrator sites and, working with the staff defining the work of the demonstrators. However, the project

has steered away from having a blueprint for the teams to allow service users/patients and frontline health and social care staff engaged in the demonstrators to shape the process redesign and develop a new model of working.

- 3.6 Working more closely together will allow health and social care staff to achieve a better understanding of how multi-professional teams can support people holistically – for example, staff will be encouraged and empowered to identify gaps in services and potential solutions for doing things better in the interests of the people they support.
- 3.4 Staff will be aware of the needs and choices of the people they work with, and will be able to link them into appropriate services in their own local communities.
- 3.5 Working in a more integrated way will help us to minimise delays, reduce duplication or fragmentation of services, reduce the number of different professionals who need to be involved (so people don't have to keep repeating the same information to different staff), and ensure that information is shared between different professionals more effectively – to create a smoother, more streamlined experience for the individual.
- 3.7 To monitor the impact of this change programme a number of jointly agreed quality and outcome measures have been identified, namely:
 - Baselines for demonstrator sites prior to go live
 - Patient experience measures
 - Staff experience measures
 - Activity and finance measures
 - Health inequality measures
- 3.8 Work is underway to agree joint metrics for these measures. In addition options are presently being developed for a formal evaluation of the impact of Integrated Teams linked to risk stratification and systematic self care management.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 This service transformation proposal recognises the need to place patients and service user at the centre of the process and to that extent a detailed public patient involvement plan is being produced which will include, at all levels of project structure, patient and service user representation and involvement.
- 4.1.2 A series of meetings are being held, initially for staff teams within the demonstrator areas, but eventually across the city and across organisations, to ensure the full engagement of all staff upon which the success of this proposal depends.
- 4.1.3 Trades unions have been informed of these proposals through the routine business meetings with the Chief Officer and the through formal JCC meetings and have been assured they will be kept fully informed of developments.
- 4.1.4 Early in the new year it is planned that this report and a presentation will be provided for all Area Committees and Health and Well Being Partnership Boards to ensure Members and other stakeholders are made fully aware of these

developments and can request regular updates to their Board on the projects progress through the year.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 These proposals will be subject to an equality impact assessment throughout the timeline of the project and the outcome of that assessment will be reported upon at its conclusion along with any recommendations as to how services may need to be modified

4.3 Council Policies and City Priorities

4.3.1 This proposal is about working more effectively in partnership with other organisations to improve outcomes for the citizens of Leeds. and is line with the City Priority Plan 2011 – 2015.

4.4 Resources and Value for Money

4.4.1 The integrated care pathways model aims to develop efficient streamlined services. These new pathways will remove duplication in management and in service delivery. This will improve the experience for service users in accessing a single service that can meet a range of support needs whilst maximising use of resources.

4.5 Legal Implications, Access to Information and Call In

4.5.1 There are no specific legal implications arising from this report.

4.5.2 This report is eligible for call in.

4.6 Risk Management

4.6.1 The main issues for the council are outlined in the main body of the report. A full risk analysis will be carried out within the context of developing this proposal The potential risks will fall broadly into four categories – Governance, HR, Finance and Performance and a more detailed report on these areas with be provided at the conclusion of the project

5 Conclusions

5.1 To meet the increasing demands made on health and social care services In a challenging financial climate both the Council and the NHS need to make radical changes to the way that we work for the people of Leeds .

5.2 In Leeds this proposal is to more closely align health and social care services based on national evidence of what works and delivers improved patient and service user experience and outcomes.

5.3 This work is made up of three interconnected strands which are being implemented together:

1. Risk profiling: Identifying people who are more likely to need hospital or long-term care in the future, so we can target them with more intensive support at an earlier stage, to reduce this risk.

2. Health and social care teams working more closely together: GP practices, community health and social care staff working together in a more co-ordinated way to reduce the number of different professionals who need to be involved in a person's care, and create a more streamlined approach both for people using services and those who provide them.

3. Self-care – a joint approach to helping people help themselves: Staff, people who use services, their families/ carers and community organisations working in an equal partnership to make sure people have the right tools and information to better manage their condition and live as independently as possible.

6 Recommendations

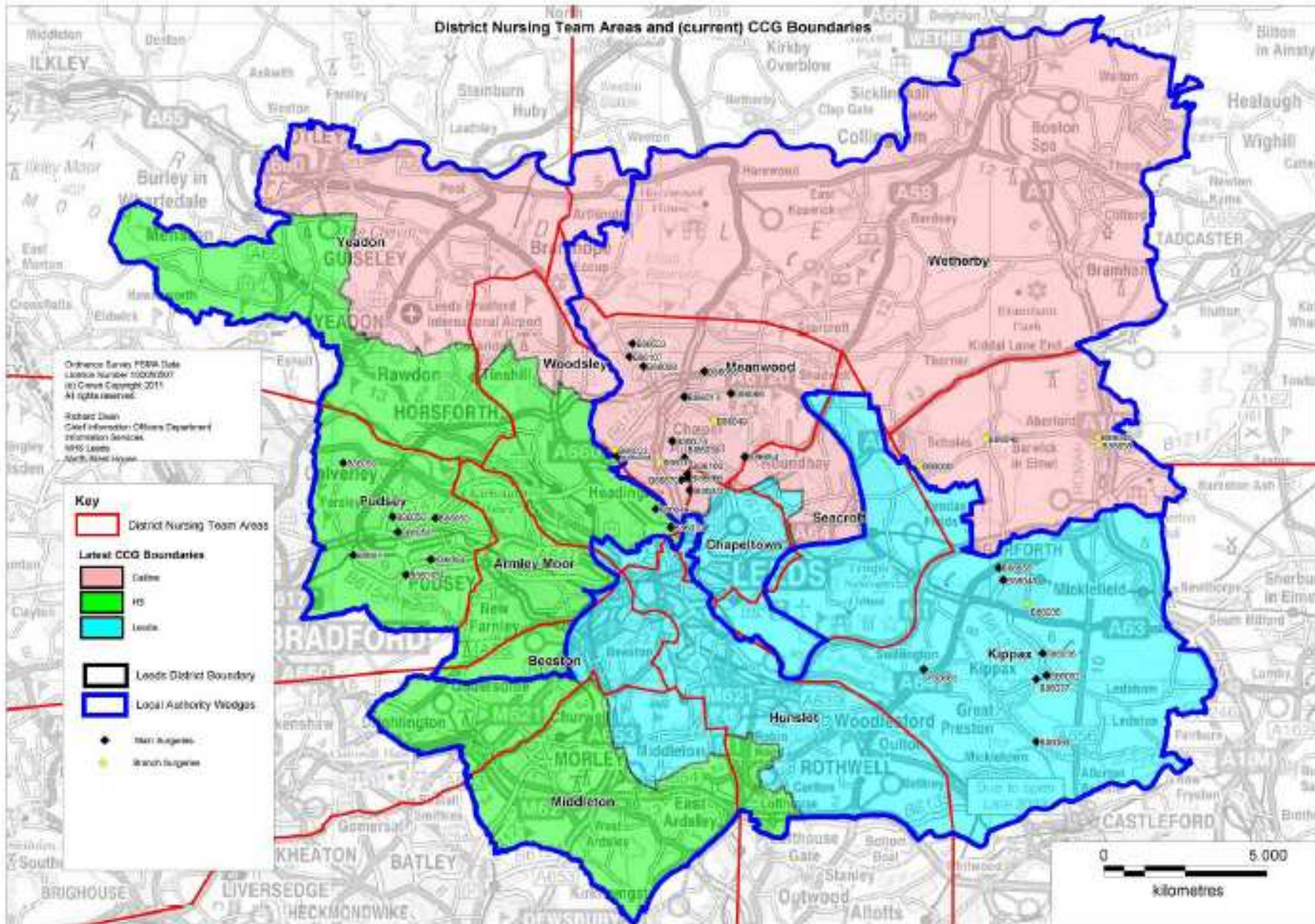
6.1 Members are asked to note the content of this report and to request regular updates on the progress of the demonstrator sites over the next 12 months

7 Background documents

7.1 *White Paper Healthy Lives, Healthy People-Dept of Health*

7.2 *Transforming Community Services Report –Dept of Health*

Draft map showing district nursing team areas, potential clinical commissioning group (CCG) and local authority boundaries



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Integrated Health and Social Care

- What are we trying to achieve?**
- GP practices, health workers, social care staff, patients and communities are working together to provide earlier, targeted support to help people stay as healthy and independent as possible.**

What do the people who use our services think is important?

What makes a good community service?

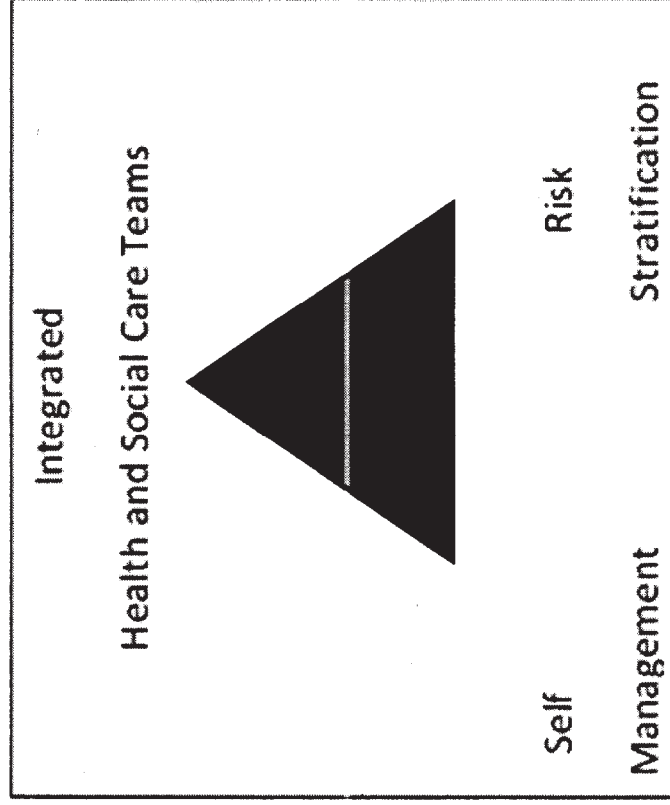
- Meeting needs quickly and efficiently
- Only one assessment to access the service (not 8 in 24 hours!).
- A service that deals with people throughout their journey – links with other services.
- Continuity of support from 1st contact

What would you change about the existing service?

- More consistency across services
- To have a streamlined single service
- Better referrals/transfer to other support.
- Be able to access the person with the right skills when I need it..
- Repeated assessments.

Developing Integrated Services

- This work is made up of **three interconnected strands** which are being implemented together:
- Risk Profiling:** understanding the needs of the population and targeting more intensive support at those who need it.
- Health and Adult Social Care Teams working more closely together**
- Self Care** – a joint approach to helping people help themselves



What we hope to achieve – for people who use our services:

- A better experience for people who use health and social care services, and their families and carers.**
- Fewer people are involved in a person's care – reducing the number of different professionals coming 'up the garden path', so people only have to tell their story once.
- People who need support are identified earlier – so care can be put in place sooner to prevent a condition becoming worse.
- People have more choice and control in how they are treated and cared for, and are seen as equal partners in their care.
- People will be supported to stay living at home for as long as possible, and helped to take more responsibility for their own health.

What we hope to achieve

For Communities:

- We will link the development of integrated health and social care teams to the capacity of communities themselves.
- Communities are better able to support older people and people with long-term conditions.
- Integrated teams are designed to meet the specific needs of the local population.
- Services are accessible and targeted at those who need them most.

What we hope to achieve

For Staff:

- **A better experience for staff.**
- Health and social care teams work in the same location – leading to closer working relationships and a better understanding of each other's roles.
- Sharing information and reducing duplication of systems and processes mean staff can target their time where it's needed most.
- Communications are improved and less time is spent in trying to contact people from different agencies.
- Higher job satisfaction for those staff whose job it is to support and care for people.

What we hope to achieve – building sustainable services

- Better value for money.**
- Fewer people go into A&E or hospital unnecessarily, or need long-term social care.
- When people do go into hospital, they stay for less time, and are discharged in a co-ordinated and timely manner, with tailored information and support to help them take more responsibility for their own wellbeing.
- Providing support closer to people's homes means we can use public money more effectively, to provide more individual support.

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