



**WEST (INNER) AREA COMMITTEE**

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**Meeting to be held in St Bartholomew's Primary School, Strawberry Lane LS12 1SF on  
Wednesday, 19th October, 2011 at 5.00 pm**

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**MEMBERSHIP**

Councillors

J Harper	-	Armley;
A Lowe	-	Armley;
J McKenna	-	Armley;
D Atkinson	-	Bramley and Stanningley;
T Hanley	-	Bramley and Stanningley;
N Taggart	-	Bramley and Stanningley;

Co-opted Members

Hazel Boutle	-	Armley Community Forum
Eric Bowes	-	Armley Community Forum
Roland Cross	-	Bramley and Stanningley Community Forum
Stephen McBarron	-	Bramley & Stanningley Community Forum

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Maxwell  
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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;"><b><u>PROCEDURAL ITEMS</u></b></p> <p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting.)</p>	
2			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p><b>RESOLVED</b> – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:</p>	

Item No	Ward	Item Not Open		Page No
3			<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</p>	
4			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
5			<p><b>DECLARATION OF INTERESTS</b></p> <p>To declare any personal / prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct.</p>	
6			<p><b>OPEN FORUM / COMMUNITY FORUMS</b></p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
7			<p><b>MINUTES -13TH SEPTEMBER 2011</b></p> <p>To confirm as a correct record the minutes of the meeting held on 13<sup>th</sup> September 2011.</p>	1 - 8

Item No	Ward	Item Not Open		Page No
8			<p><b>MINUTES - COMMUNITY FORUM MINUTES</b></p> <p>To receive for information purposes the minutes of the following Community Forum meetings:</p> <p>Bramley and Stanningley Community Forum Meeting – 29<sup>th</sup> September 2011  Armley Community Forum Meeting – 20<sup>th</sup> September 2011</p>	9 - 16
9			<p><b>MINUTES - ALMO INNER WEST AREA PANEL</b></p> <p>To receive for information purposes the minutes of the ALMO Inner West Area Panel meeting held on the 8<sup>th</sup> August 2011.</p> <p style="text-align: center;"><b><u>COUNCIL BUSINESS</u></b></p>	17 - 22
10	Armley; Bramley and Stanningley; Farnley and Wortley;		<p><b>WEST YORKSHIRE FIRE AND RESCUE SERVICE (COLLABORATIVE WORKING)</b></p> <p>To consider the report of the West Yorkshire Fire and Rescue Service introducing the Station Commander from Stanningley Fire Station, and informing of opportunities for West Yorkshire Fire and Rescue Services (WYFRS) to work with partner organisations to serve the needs of local communities.</p> <p><b>(Council Function)</b></p>	23 - 26
11	Armley; Bramley and Stanningley;		<p><b>PARKS AND COUNTRYSIDE ANNUAL REPORT</b></p> <p>To consider the report of the Head of Parks and Countryside seeking to inform and update Members regarding the Parks and Countryside provision within the West (Inner) Area Committee area, and seeking information regarding priorities for the area for investment.</p> <p><b>(Council Function)</b></p>	27 - 42

Item No	Ward	Item Not Open		Page No
12	Armley; Bramley and Stanningley;		<p><b>CHILDREN'S SERVICES PERFORMANCE REPORTING</b></p> <p>To consider the report of the Director of Children's Services informing of key performance information at a local level and updating on key developments within Children's Services.</p> <p><b>(Council Function)</b></p>	43 - 68
13	Armley; Bramley and Stanningley;		<p><b>WEST NORTH WEST HOMES LEEDS INVOLVEMENT IN AREA COMMITTEES</b></p> <p>To consider the report of West North West homes Leeds seeking to advise the Area Committee of activities undertaken by WNWhL which impact on local communities, and areas where opportunities exist to work collaboratively to improve conditions for local people.</p> <p><b>(Council Function)</b></p> <p style="text-align: center;"><b><u>EXECUTIVE BUSINESS</u></b></p>	69 - 76
14	Armley; Bramley and Stanningley;		<p><b>WELLBEING BUDGET UPDATE</b></p> <p>To consider the report of the Deputy Chief Executive seeking to update Members on the capital and revenue funding committed via the Area Committee Well-Being Budget for wards in the Inner West area in financial year 2011/12.</p> <p><b>(Executive Function)</b></p>	77 - 82

Item No	Ward	Item Not Open		Page No
15	Armley; Bramley and Stanningley;		<p><b>BUSINESS PLAN 2011/15</b></p> <p>To consider the report of the Area Leader- West North West seeking to introduce the Inner West Area Committee Business Plan 2011 / 15.</p> <p><b>(Executive Function)</b></p>	83 - 108
16			<p><b>DATE, TIME AND VENUE OF NEXT MEETING</b></p> <p>Wednesday 14<sup>th</sup> December 2011 at 5.00 p.m. (Venue to be confirmed)</p> <p><b>MAP OF TODAY'S VENUE</b></p> <p>St Bartholomew's Primary School, Strawberry Lane, LS12 1SF</p>	

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# Agenda Item 7

## WEST (INNER) AREA COMMITTEE

TUESDAY, 13TH SEPTEMBER, 2011

**PRESENT:** Councillor D Atkinson in the Chair  
Councillors T Hanley, J Harper, A Lowe,  
J McKenna and N Taggart

Co-optees Hazel Boutle, Armley Forum  
Eric Bowes, Armley Forum  
Stephen McBarron, Bramley and  
Stanningley Community Forum

### 22 Chair's Opening Remarks

The Chair welcomed all in attendance to the September meeting of the West (Inner) Area Committee.

### 23 Declaration of Interests

Councillor Taggart declared a personal and prejudicial interest in relation to Item 6- Open Forum- as Chair of Plans Panel (West)- minute 24 refers.

### 24 Open Forum

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

#### Development at Hayleys Yard

Kirsty Quayle referred to the above issue which related to a planning permission granted by Leeds City Council, and outlined her concerns around how the Local Authority assists members of the public when they contact the Council, as well as other issues including monitoring.

Councillor Taggart left the meeting during the open forum.

### 25 Minutes - 22nd June 2011

**RESOLVED** – that the minutes of the meeting held on 22<sup>nd</sup> June 2011 be approved as a correct record.

Councillor Taggart rejoined the meeting for consideration of this item.

Draft minutes to be approved at the meeting  
to be held on Wednesday, 19th October, 2011

Councillor McKenna joined the meeting during consideration of this item.

## **26 Matters Arising from the Minutes**

Sergeant Needham, referring to minute 7, informed the Sub-Committee that nine tickets for on street drinking had been issued within the Designated Public Places Order Area on Armley Town Street. There was a discussion regarding the issuing of fines, and how repeat offenders were dealt with.

Councillor Harper joined the meeting during consideration of this item.

Clare Wiggins, West North West Area Management, referring to minute 9, informed Members that officers had circulated larger versions of the appendix as requested. Members noted that Area Committee funding for this year had been fully committed, however Teenage Pregnancy could be considered for funding in the next financial year. Members were assured that they would receive Cluster Partnership Invites.

Clare Wiggins, referring to minute 13, informed Members that the Enterprise, Economy and Education Partnership had not met recently but that Local Leadership Teams were being set up, and that any issues should be passed to Jane Maxwell, North West Area Management. It was intended that Partnerships be set up in 2012.

Clare Wiggins, referring to minute 15, informed Members that the Hayleysfield Allotment toilets were now complete.

Clare Wiggins, referring to minute 16, informed Members that they could attend the new CCTV system at Middleton, and gave specific dates for this.

## **27 Area Chairs' Forum Minutes**

The Assistant Chief Executive (Planning, Policy and Improvement) submitted a report on a requirement to submit copies of the Area Chairs Forum Minutes to Area Committee meetings.

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

## **28 Minutes - Community Forum Meetings**

A copy of the minutes of the Armley Community Forum meeting held on 19<sup>th</sup> July 2011, together with the minutes of the Bramley and Stanningley Community Forum meeting held on 29<sup>th</sup> July 2011 were submitted for Members' information.

**RESOLVED-** That the minutes of the Armley Community Forum meeting held on 19<sup>th</sup> July 2011, together with the minutes of the Bramley and Stanningley Community Forum meeting held on 29<sup>th</sup> July 2011 be received and noted.

## **29 Minutes - ALMO Inner West Area Panel**

A copy of the minutes of the ALMO Inner West Area Panel meeting held on 13<sup>th</sup> June 2011 was submitted for Members' information.

Michael Parker, West North West homes Leeds responded to Members' queries regarding the presence of Travellers on the Gassy Field Site in Armley. There was a discussion around different measures which could be used as possible prevention methods in the future, together with how funding to implement them could be obtained. Gill Hunter, Community Safety Co-ordinator offered to explore solutions which had been tried in East Leeds and feedback to Mick Parker and Members.

**RESOLVED** – That the minutes of the ALMO West Inner Area Panel meeting held on 13<sup>th</sup> June 2011 be received and noted

## **30 Wellbeing Fund Budget Report**

The Assistant Chief Executive submitted a report seeking to update Members on the capital and revenue funding committed via the Area Committee Well-Being Budget for wards in the Inner West area in financial year 2011/12.

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

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

- that there had been a nearly even split in allocations between Armley and Bramley & Stanningley
- the possibility of having a Member Workshop to look at Area Committee funding in order to look at the budget and discuss possible projects. It was suggested that this could be held in December 2011, and Members would be informed closer to the time.
- there was a total of £2050 remaining for Small Grants, and it was suggested that a maximum of £250 be allocated to Small Grants in order to make the remaining money last longer

**RESOLVED** –

- a) That the position of the Well-being budget be noted
- b) That the small grant approvals detailed within the report be noted

## **31 The Major Benefits and Added Value of Capital Wellbeing Funding in West North West Leeds**

Draft minutes to be approved at the meeting  
to be held on Wednesday, 19th October, 2011

The West North West Area Leader submitted a report highlighting the major benefits and added value of Capital Well Being Funding in West North West Leeds, and setting out applications made for consideration by the Area Committee.

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

- Inner West Expenditure (Appendix 1 refers)
- West North West Consolidated figures (Appendix 2 refers)

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

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

- that £472,000 had been spent within Inner West on 51 projects, with a significant amount of other funding being levered in. West North West as a whole had levered £3.2m internal funding and £5.6m external funding. Within Inner West specifically, Area Committee Well-being capital funding had levered in £98,000 internal funding and £3,228,000 from external sources. This was largely due to the Safety Central project.
- to welcome the report and its findings around spending and leverage.
- that there was no further capital budget allocation in 2010/11 or 2011/12

**RESOLVED** – That the contents of the report be noted

## **32 Area Update Report**

The Assistant Chief Executive submitted a report informing the Area Committee on progress against the Area Management Team's work programme and locality priorities.

Alison Szustakowski, North West Area management, presented the report and responded to Members' comments and queries.

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

- that the Inner West Area Management Team is currently working on a Business Plan for 2011/12-14/15, which is proposed to replace previous Area Delivery Plans. The Business Plan will set out priorities for the next three years. Members are to be invited to a workshop looking at this in October 2011.

- there was a discussion regarding LAMP groups, Members were informed that this would be considered at the West (Inner) Area Committee December meeting.
- Councillor McKenna sought confirmation that proceeds from the sale of the New Wortley Liberal Club site would be returned to the Area Committee as it had funded the demolition and there had been agreement on this at the time.

**RESOLVED –**

- a) That the contents of the report be noted
- b) That confirmation be sought as to whether the proceeds from the sale of the New Wortley Liberal Club site would be returned to the Area Committee.

Following consideration of this item, Councillor Atkinson left the meeting and Councillor Hanley assumed the Chair.

**33 Delegation of Environmental Services - Service Level Agreement**

The Director of Environment and Neighbourhoods submitted a report presenting to the Area Committee, for approval, a final version of the Service Level Agreement (SLA) through which the work of the West North West Environmental Locality Team would be steered to the end of the current 2011/2012 municipal year.

Appended to the report was a copy of the Service Level Agreement of the Delegation of Environmental Services for the information / comment of the meeting.

Jason Singh, Environmental Locality Manager for West North West presented the report and responded to Members' queries and comments.

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

- the need for Armley Town Street to be cleaned daily, and for this to be extended along the full length of Armley Town Street, including outside the One Stop Centre
- the need for effective monitoring
- that there is a priority email inbox for Councillors to contact the Service which will be checked daily
- litter on Stanningley Road

**RESOLVED-**

- a) That the contents of the report be noted.
- b) That the Service Level Agreement be approved

- c) That reports be brought back to the Area Committee regarding the Service Level Agreement twice per year.

### **34 Community Safety**

The North West Divisional Community Safety Partnership submitted a report updating Members on crime trends, partnership initiatives and future joint projects between Leeds City Council and West Yorkshire Police in West Leeds.

Gill Hunter, Area Community Safety Co-ordinator, Environment and Neighbourhoods gave an update on current issues.

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

- the Burglary Reduction Plan feeds into the citywide Burglary Strategy. There was a 34% reduction in burglaries in Armley since May 2011, with work being done to minimise displacement of burglary into Bramley and Stanningley.
- the importance of target hardening, and ensuring that properties were secure in reducing burglaries. Members were informed that the £2050 Small Grant Money could go back into the main pot to be used for target hardening work if Members wished.
- the need to thank Akbar Khan, West North West Homes for his work in particularly challenging circumstances in recent weeks
- joint offender management including the ALMO
- the Community Safety Co-ordinator's work with Christchurch Primary School to address gangs and weapons issues.
- the establishment of a Saturday Night Project at Armley Leisure Centre, for which Councillor McKenna offered his support through his MICE funding.
- the establishment of a 'dogwatch' pilot in Leeds

#### **RESOLVED –**

- a) That the report be noted  
b) That a letter be sent to Akbar Khan to thank him for his work in particularly challenging circumstances in recent weeks

### **35 Solar Photovoltaic Panel Scheme**

The Director of Environments and Neighbourhoods submitted a report presenting details of the solar photovoltaic panel initiative.

Phillip Charlton, Environment and Neighbourhoods, presented the report and responded to Members' queries and comments.

Draft minutes to be approved at the meeting  
to be held on Wednesday, 19th October, 2011

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

- the scheme will install solar photovoltaic systems on 5000 Council owned, ALMO managed homes, with 180 having been identified as suitable from within the West (Inner) Area. There have been issues with the method in which homes are connected to the National Grid which have meant that some homes were unsuitable for the scheme.
- the scheme will save tenants money on their electricity bills, and will also generate income for the Council. Tenants are required to give their approval for their home to be included within the scheme.
- the need to tackle this issue at a higher political level as many properties across Leeds were being ruled out of the scheme due to the excessive cost of upgrading their connection to the National Grid.

**RESOLVED –**

- a) That the contents of the report be noted
- b) That a report on the scheme be brought back to a future Area Committee

### **36 Houses in Multiple Occupation - Planning Workshops**

The Director of City Development submitted a report informing Ward Councillors of three planning workshops to be held in relation to the production of a new supplementary planning document (SPD) addressing the growth and management of houses in multiple occupation (HMO) concentrations.

The creation of a new SPD was in response to the introduction of an Article 4 direction in Leeds which would come into effect on the 10<sup>th</sup> February 2012.

Appended to the report was a copy of a map of Article 4 Direction area with Workshop boundaries (Appendix 1 refers).

Robin Coghlan, Team Leader,(Policy), City Development presented the report and responded to Members' queries and comments.

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

- the need for Members to inform anyone who may be interested about the North West Workshop on 5<sup>th</sup> October at the West Park Centre
- that security of HMOs such as windows / locks and fire safety was generally a licensing matter, and that it is a criminal offence for an HMO not to be licensed
- the need for at least one Member to attend one of the workshops, preferably from Armley Ward

**RESOLVED –** That the contents of the report be noted

Draft minutes to be approved at the meeting  
to be held on Wednesday, 19th October, 2011

### **37 Consultation on expansion of primary school provision for September 2013**

The Director of Children's Services submitted a report which intended to ensure Members were fully briefed on the proposals being brought forward in response to rising demand for reception places city wide.

Viv Buckland, Head of Service, School Access Service, presented the report and responded to Members' queries and comments.

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

- the proposal to expand Bramley St Peter's Primary school from 315 to 420 pupils from September 2013 is currently in the public consultation phase.
- Members were informed of the process of consultation and bidding involved in opening a school.
- the methods used in predicting future demand for school places were discussed

**RESOLVED** - that the contents of the report be noted

### **38 Date, Time and Venue of Next Meeting**

Wednesday 19<sup>th</sup> October 2011 at 5.00 p.m. at St Barts

(The meeting concluded at 7.15 p.m.)



## Bramley & Stanningley Community Forum

Date: 29<sup>th</sup> Sept 2011

**Present:** Stephen McBarron (chair), Cllr T Hanley, S May (Minutes), C Gruen, N Gibson, P Ward, S White, J & M Houseman, K Ritchie, B Coutts, S Withers, B Doughton, P Simpson, S Longley, R Verity, R Cliff, J Quimby, B Hunt, J Convey.

**Apologies:** Cllr D Atkinson, Cllr N Taggart, J Jose, J Lockett, C Eaton

### 1.0 Welcome

- 1.1 Stephen McBarron welcomed everyone to the meeting.
- 1.2 SMc noted that Cllr Atkinson is to stand down from the Council at the next election. The forum paid tribute to Cllr Atkinson for all her work in Bramley and a resounding thank you and best wishes were sent. The forum hopes that Cllr Atkinson continues to be active in Bramley.
- 1.3 SMc asked for any updates from the previous minutes.
- 1.4 Q) Gritbins (6.3) are there locations which are needier than the 8 noted last meeting?  
A) There are 32 gritbins in Bramley, 16 new bins were requested but Area Committee money could only fund 8 and advice was taken from Officers.
- 1.5 (6.5) Officers in Highways would not support padlocking the gritbin at Ganners Shops as they should remain open to Public access at all times.
- 1.6 (6.8) War Memorial – NG was noted as able to update the group however NG can add no more than was stated at the last meeting. Cllr Hanley will ask for a new meeting with Mike Britland as there is still interest in the memorial. Cllr Hanley asked for the views of the group about the Memorial and several suggestions were discussed including –
- As there is money available for Bramley Park, the memorial could be included in the rose garden perhaps with a plaque?
  - The memorial could be included in St Peter's Church/Churchyard. Although this may not be suitable as the memorial would not be non-denominational.
  - The memorial could be developed in the park where there is a current memorial although the current memorial is not war related; could it be adapted?
  - The memorial should be in the central of Bramley – near the Unicorn would be suitable and would follow the precedent of other towns however it would require a new memorial building.
- Cllr Hanley will take these suggestions to the proposed meeting.
- 1.7 (Q) Is there an update about Bramley Park? (6.7)  
(A) Cllr Hanley updated the group. There has been money put aside for Bramley Park which is currently with Parks and Countryside this is in the region of £160k; the money can be spent on procuring new furniture etc... although this will be subject to delivery delays. Marie Millward set up Friends of Bramley Park which has had several meetings with around 40 people attending with ideas suggested such as improvements to the gates, rose garden, footpaths, seating, playground and trees. Marie has stepped down as Secretary but hopefully will return to the group.  
(Q) When would works start?  
(A) Prior to the end of the financial year.

Action

Cllr Hanley

Cllr Hanley

(Q) What about Rodley Park?

(A) Rodley Park has around £70k available although Bramley Park will be tackled first and then Rodley Park.

(Q) Why isn't money shared equally between parks? Calverley Park appears to have a lot more money spent on it than Bramley and Rodley Parks do.

(A) Cllr Hanley is meeting with Sean Flesher, Chief Officer Parks and Countryside, and will ask him for an official response and a breakdown of spends on Bramley, Rodley and Calverley Parks as a comparison.

(Q) Why has the fence at the Bowling Green in Bramley Park been removed? It is now being used for football etc...

(A) Cllr Hanley will look into this.

Cllr  
Hanley

Cllr  
Hanley

## **2.0 Police Feedback, combined PACT meeting**

2.1 No Police representative attended the meeting and no apologies were heard.

2.2 SMC noted that no update had been received about the resident drug dealing, also the Leeds Anti-Social Behaviour Team (LASBUT) have not been in contact.

## **3.0 Environmental Services (Claire Copley)**

3.1 No Environmental Services representative attended the meeting and no apologies were heard.

3.2 The forum requested that a representative attend the next meeting.

## **4.0 Highways (Chris Way)**

4.1 A resident thanked Highways for reacting quickly to a pothole on the junction of Ganners Lane/Mount. The pothole was filled within a few days.

4.2 CW noted that there is a 48 hour after report target and this does happen when possible.

4.3 CW updated the group on Bramley which has been quiet this financial year due to budget constraints.

4.4 The islands on the Leeds-Bradford Road have been completed. The after survey shows that average speeds have dropped within the speed limit and are now 30.3mph and 33.3mph; the limit is 40mph.

4.5 Intake Lane School access – please let CW have any feedback on the new access [Chris.Way@leeds.gov.uk](mailto:Chris.Way@leeds.gov.uk). Cllr Hanley noted that the residents opposite the school have asked for permit parking and he will be meeting with them to discuss this.

4.6 (Q) Is Intake school full?

(A) The school is more than ½ full, the main car park is at the side of the school; the front parking is for visitors.

4.7 (Q) Can extra litter bins be provided as there are more young people in the area? Currently the young people are expected to pick their own litter up but there are no bins available for them to do this.

(A) There is a new litter bin at the front of the school and the old bins are still present.

4.8 A resident noted that the bottom bus stop by the dry stone wall needs a litterbin. Cllr Hanley agreed to look into this.

4.9 The railings on Leeds-Bradford Road where St Benedict School used to be are bending onto the footpath and are dangerous. CW agreed to check although they are likely to be the property of the wall owner but LCC can take action to request action.

4.10 Thanks were given for the two bins in the park which are camouflaged and fit in well.

4.11 CW agreed to look into the streetlamp in the park which is within a tree and therefore constantly on.

Cllr  
Hanley

CW

- 4.12 (Q) Will the PFI pay for street lighting and maintenance?  
(A) Yes
- 4.13 (Q) Won't having the PFI pay for the maintenance cost a lot of money?  
(A) The contract with Southern Electric is very tight and installation is very good leading to less maintenance needed.
- 4.14 A resident noted that the ginnel at Ganners Close leading onto Broad Lane is disgraceful with overgrown trees and nettles. CW stated that this would be a Housing issue and it is believed to have been reported.
- 4.15 The Islands on Rodley Town St by the Crown and Anchor, the road has subsided and the islands are prone to flooding. CW will look into this.
- 4.16 CW explained there will be limited budgets for 2012/13 and asked for any issues that the forum would like to look into. Residents suggested the following –
- Broad Lane opposite the Black Lion there is nowhere to cross safely.
  - Caller Lane – Intake Lane to Rodley High Street there is a speeding problem here which the Police monitor but a possible scheme may help
  - Rosfield Drive – there have been 2 crashes here so speed reduction may help.

CW

## 5.0 A O B

- 5.1 SMC invited Caroline Gruen to introduce herself to the Forum. CG is the prospective Labour Party candidate for Bramley when Cllr Atkinson stands down. CG paid tribute to Cllr Atkinson and noted that they had known each other several years. CG has already seen several familiar faces in the room and commented on the strong sense of community spirit that is evident within the forum group. CG thanked the group for allowing her to hear local issues and views.
- 5.2 A resident asked about the efficiency of council staff looking at issues after a resident has reported it. Cllr Hanley explained that there are many different teams and the right people need to be involved to solve a problem. All staff try to find solutions. There are lots of things which have been done in Bramley and each success has a lot of staff involved working in the background.
- 5.3 A 9 year old resident has asked why Moorside hasn't got a 20mph kids zone. Could an officer answer this officially for the young person at the next Moorside meeting? At the previous Bramley Forum the pilot for the role out was explained. Someone from the relevant team will attend the next Moorside meeting.
- 5.4 The staircase from Horton Rise to the Westminster needs cleaning. Cllr Hanley will ask Housing to pick this up.
- 5.5 (Q) Is the Police Officer at the Intake School an additional resource or are Bramley resources paying?  
(A) An additional resource coming out of the school budget.

CW

Cllr  
Hanley

## Next meeting

24<sup>th</sup> November 2011

Eric Atkinson Centre, Wellington Gardens,  
off Waterloo Lane, Bramley

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**Armley Community Forum**

**Date: 20<sup>th</sup> September 2011**

**Present:**

Cllr Janet Harper (Chair), D Boutle, Hazel Boutle, P Foster, G Attack, E Bowes, T Maynard, P Kempston, D Peck, E Hey, B & D Armitage, B Holmes, B Mason, A Aziz, A Willis, JK & JP Newsome, J Ford, W Anderson, J Kerry, L Cheney, S Friend, M Hugh, H Gardiner, A Iqbal (Yorkshire Evening Post), N Conder (Town Centre Manager), Sohail Effendi (WNW Area Management)

**Apologies:**

S Betts, D Newsome, Wyn Jones (Townscape Heritage Initiative), J Ramell, D & M Steed, K & B Glover, K Lemm, E & B Rayworth.

		<b>ACTION</b>
<b>1.00</b>	<b>Welcome</b>	
1.01	Cllr Janet Harper welcomed everyone to the meeting.	
<b>2.00</b>	<b>Previous minutes / matters arising</b>	
2.1	Previous minutes were agreed as an accurate record.	
2.2	Cllr Harper and Chris Gott (Community sports Officer) introduced Cameron Barras (a local young man) to the meeting and informed that Cameron was on the 2010 – 11 West Leeds Coaching Scholarship. Cameron attended a Level 1 Football coaching course at Carnegie University, which he passed along with his 1 <sup>st</sup> aid and child safeguarding certificates. He then offered his services voluntarily to his old primary school, to come along and help coach the pupils alongside his old teacher. Cameron has since enrolled on an NVQ football course at Leeds City College, to further his football and vocational qualifications in the hope of attaining full time employment.	
2.3	Cllr Harper informed the meeting that a woman from Armley was fined for dog fouling.	
<b>3.00</b>	<b>Police - Crime update – Inspector Mark Brown</b>	
3.1	MB informed the meeting that burglaries and overall crime figures for the area are down. Five people have been arrested on suspicion of burglary.	
3.2	Reports of Anti Social Behaviour have dropped due to an increase in the police presence.	
3.3	The meeting was assured that as dark nights are approaching and fireworks are going to be sold, Police presence will be increased to prevent any possible incidents.	
3.4	MB reported that DPPO restrictions on Armley Town Street are working well.	
3.5	Combining PACT meetings with forum meeting was raised and agreed unanimously. Forum meetings taking place from 18 <sup>th</sup> October 2011 will become 'combined Armley Forum & PACT meeting'. Area Management and Police to promote this	SE / MB
<b>4.0</b>	<b>A647 Bus Priority Lane - Paul Foster</b>	
4.1	Paul Foster attended the forum and informed the meeting that a feasibility study was undertaken to consider improving bus facilities and road safety on the A647 Leeds Bradford Corridor and produced a raft of potential measures along the corridor. The most significant delays were identified at the junction of the A647, Ledgard Way, Crab Lane and Branch Road and therefore this scheme was prioritised for development first.  Following the feasibility study, a priority lane was designed which widened Armley Road on the approach to the Ledgard Way junction, however this scheme which required significant civil engineering works proved to be unaffordable. Further improvements to the junction capacity are not practical due to third party land requirements and listed buildings on the frontage. In order to produce the Local Transport Plan 3 (LTP3) bus priority programme, bus journey time data was assessed for the city to identify hot spots of bus delay.	

	<p>Possible low cost, quick win schemes were then prioritised on the basis of potential journey time savings, cost benefit and state of readiness. This scheme was identified as one to be implemented in year one of LTP3 ie before March 2012. The scheme comprises a westbound bus lane on Canal Street between the gas training centre and Gloucester Terrace, signals and an island at the bus lane exit, relocating the bus stop at Gloucester Terrace to a point downstream of the signals, narrowing the central reservation opposite the proposed bus stop to prevent obstruction and a half width lay by at the westbound bus stop opposite the junction with Pickering Street to prevent stationary buses obstructing traffic flow on Armley Road.</p> <p>The scheme uses the principles of queue management, using signals to hold back westbound traffic in Canal Street and release it into Armley Road at a rate which matches downstream junction capacity. Allowing free flow on the single carriageway length of Armley Road and relocating queuing to Canal Street where there are two lanes in each direction. The nearside lane on Canal Street could then be used as a bus lane to allow buses to bypass queuing without the need for widening. The scheme relocates the existing queue but will be managed to ensure there is no additional delay for general traffic.</p> <p>Queue relocation is now a common and proven technology and is used on the A65 Abbey Road scheme with further examples to be implemented as part of the A65 major scheme. Detection loops and Urban Traffic Control (UTC) cameras will be installed as part of the scheme to provide effective management of the displaced queues. A bus lane enforcement camera is to be provided as part of the scheme, to ensure the time saving benefits are maintained</p> <p>There are 27 buses within the pm peak 2 hours carrying approximately 1700 passengers travelling towards Armley, Bramley, Pudsey, Bradford, and Halifax. In the same pm peak time period some 2200 vehicles used this route.</p> <p>Based on average journey times, this scheme can be expected to produce bus journey time savings up to 255 seconds when the full 400m of queue relocation is utilised. As well as journey time savings the scheme will improve journey time reliability and safeguard the benefits into the future.</p>	
<b>5.0</b>	<b>Town Centre Manager (TCM) – Nigel Conder</b>	
5.1	Nigel Conder (Town Centre Manager) attended the meeting and reported that Many of the units are now let on Town Street but not necessarily the ones Armley would ideally like to have there. Armley TCM has had a dialogue with various letting agents who have properties in Armley. This was to see if there was scope for new business start ups to be able to negotiate and get favourable rents. In most cases letting agents would be willing to offer this incentive and in some cases a rent free period	
5.2	The TCM budget has now been fully utilised. There are some possibilities of private sponsorship. However these will probably be few and far between. Companies are willing to sponsor events but most prefer offering man power or goods, and not monetary contributions.	
5.3	There are plans to run a keep Armley tidy education event in other schools in the town of Armley. The plan is to liaise with EAT who could do some sort of education in schools about this subject along with the poster design competition. The first trial of this was a big success and the poster looked very good on the billboard when it was put up.	
5.4	All the events for this year have been run. Unfortunately because of some unforeseen expenses such as paying for the billboard poster, the TCM could not run the summer celebration. The events that were held were very well attended when the weather permitted. Armley Common Rights Trust was very instrumental in helping with these events.	
5.5	It is planned that once the structure of the EAT department has been sorted out, that there would be continued days of action. These would still be led by EAT with police support.	EAT/ Police
5.6	There are still reports of problems by some of the local shops about groups of Eastern European youths and Asian youths shouting racial abuse at one another. There have been	Police

	reports that English white youths have been seen joining in with this behaviour. The police have been made aware by the TCM and they were looking into the problem.	
5.7	This continues to be one of Armley's main issues. The cleansing side seems to be a little hit and miss with the town looking tidy one day and for a number of days afterwards very untidy. Cigarette butts seem to be one of the biggest issues the town faces.	
5.8	Many shops and shoppers are continually complaining about the number of people they see street drinking. Unfortunately the police are unable to be there 24 hours a day to catch the people responsible. The police have been made aware and will take appropriate measures if anyone is caught with opened containers of alcohol.	
5.9	Again another continued problem at the bottom end of Town Street near to the one stop and Stocks Hill. Is the problem with speeding cars? This is an issue that is not going to go away. The police have done some work around this problem, but it does still continue.	
5.10	Following discussions with the BBC in relation to the Mary Portas TV programme, they have now advised the TCM that they would like to come and visit the town and discuss any possibilities of moving forward with the TCM suggestion that they could do a programme looking at the whole of Town Street rather than one shop.	
<b>6.0</b>	<b>Any Other Business</b>	
6.1	<p>A resident asked for an update on the Lyric Picture House Project, which was presented to the members in the June meeting. SE to obtain an update before the next meeting.</p> <p>Update received on 3<sup>rd</sup> October 2011.  Lucy Skaer's 'Film for an abandoned projector' opened on Wednesday 28th Sept. There were one hundred and fifty visitors who enjoyed watching Lucy's 35mm film play continuously in the auditorium, visiting the projection room and meeting the projectionist Allan Foster who worked at the Lyric between 1979-1988. The exhibition was covered by BBC Radio 4 Front Row, the presenter Mark Lawson interviewed the artist and projectionist, broadcast on Thurs 29th September and available on BBC i-Player.</p> <p>The Lyric neon has been restored, a new screen erected in the amphitheatre and spare parts found for the Kalee projectors. The exhibition is free and open to the public on Thursdays, 6-8pm. Pavilion are taking education and group bookings for daytime tours of the exhibition. On the week commencing 17th October the entire St Bart's School is coming for a tour exhibition and to learn about old fashioned film. If you would like to book a group tour of the exhibition please call Gill at Pavilion on 0113 343 2718.</p> <p>Linzi Stauvers will be at the Lyric with Lucy for an In Conversation on Thursday 6th Oct. Complementary tickets to forum members for this event can be provided.</p>	SE
6.2	Provision of grit bins for the Raynville Way and Raynville Gardens was mentioned . Cllr Harper agreed to look into this.	Cllr Harper
<b>7.0</b>	<b>Dates of Meetings in 2011</b>	
7.1	18 <sup>th</sup> October 15 <sup>th</sup> November 20 <sup>th</sup> December	

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**MINUTES OF THE  
INNER WEST AREA PANEL MEETING**  
held on  
**Monday 8<sup>th</sup> August 2011**  
**5.30 pm, at Westfield Chambers**

**Attendees:**

**Area Panel Members:**

John Willshaw,	JW
Andrew Liptrot	AL
Hugh Morgan Pugh	HMP
Harry Shields	HS
David Higgott	DH
James Granger	JG
Jenny (Zeniada) Holt	JH
Jean Paxton	JP
Francesca Harris	FH
Cllr Neil Taggart	CllrNT
Deanne Hodgson (Observer)	

**Officers:**

Akbar Khan – Area Performance Manager Bramley/Armley	AK
Marie-Pierre Dupont – Neighbourhood Planner	MPD
Rebecca Mell – Investment Planning Manager	RM
Evelyn Gaughan – Customer Involvement Support Officer	EG
Margaret Houchen – Minutes	MH

**Guest Speaker/s:**

Kevin Bradbury – Policy and Marketing Manager	KB
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**1.0 Apologies for Absence**

1.1 Apologies were received from John Aubery and David Lawrence.

Due to various personal commitments, Dave Lawrence has also resigned from the Panel.

1.2 MH said that she had been informed by Cllr Janet Harper, that she will no longer be attending the Inner West Area Panel Meetings, as Cllr Jim McKenna has now been nominated to serve on the Inner West Area Panel Meetings.

1.3 A warm welcome was extended to everyone at the meeting by JW. Kevin Bradbury, guest speaker was also welcomed to the meeting.

For the benefit of the Panel, introductions were given.

1.4 AL drew the Panel's attention to the Area Panel Code of Conduct. Whilst some

**Action**

members may already be in receipt of a copy, AL advised that there is now the requirement for all panel members to agree to be bound by this Code of Conduct. To this end, he requested that each member signs the last page of the document, and hands it to MH before they leave the meeting.

## **2.0 Minutes of the Meeting Held on 13<sup>th</sup> June 2011**

2.1 The minutes were accepted as true record of the meeting.

## **3.0 Matters Arising**

3.1 Item 5.2.5 of previous minutes: JH confirmed that she is now in receipt of a Tenancy Agreement.

3.2 JW informed the Panel that between now and the next meeting of the 10<sup>th</sup> October 2011, they shall be looking to appoint a Vice Chair, for the Inner West Area Panel. He requested that any expressions of interest be directed to Akbar Khan.

JW thanked AL for kindly agreeing to chair the last meeting in his absence.

3.3 Item 6.2.1 of previous minutes: an update on progress with the bid to install bollards to the grassy field in New Wortley, was requested. MPD advised that work should commence within the next couple of weeks.

3.4 Item 4.0 of previous minutes (Solar PV Scheme): Copies of the updates for action points 4.1.3, 4.1.10 and 4.1.17, received from Phillip Charlton, Project Manager by email, were circulated at the meeting.

RM said she is no longer on the scheme panel, and has been replaced by Dean Evans. She will no longer be able to provide updates on progress, but will ask if Dean Evans can provide her with this information.

RM

AL mentioned that he had details of the open days for the Solar PV Scheme, which he will forward onto MH, should any members of the panel wish to attend.

AL/MH

3.5 Item 3.1 of previous minutes: JW enquired if the visit to the Contact Centre has been arranged yet, by Mick Parker. MH to chase progress with Mick Parker.

MH/MP

***Addendum to the minutes:** AL has informed MH that the open day for the Inner West area, was for the 10<sup>th</sup> August 2011. Unfortunately, it would have been impossible to inform or invite members of the Panel, given the short timescale.*

## **4.0 ALMO Business Centre Leeds (ABCL)**

4.1 Kevin Bradbury introduced himself to the Panel, and explained his role with regards to the development of the ABCL.

4.1.1 Copies of the ABCL Briefing Paper 1, were circulated at the meeting. KB apologised for the lateness of the document, but explained that firstly the Briefing Paper had to be agreed across the other ALMOs.

A slide presentation was provided to the Panel, and KB asked if there were any questions.

- 4.1.2 In response to the JG's question, KB informed him that Neil Evans is not in charge of the ABCL, as he is Director for Environments and Housing. Claire Warren, Chief Executive of West North West homes Leeds, is the appointed person in charge of the ABCL.
- 4.1.3 HS asked what will be happening to the Boards. He was informed by KB that the Boards will remain as they are. HS then requested clarification of the services to be provided. AL informed him that the customer facing services will remain as they are. The rest of the services, eg, HR and Marketing, will go into the ABCL.
- 4.1.4 JG enquired if the ABCL is going to work. KB advised him that there is no reason for it not to. In addition, financial savings have to be made as well as the delivery of a better service.
- 4.1.5 DH questioned that if there are to be savings, then why the need for two office moves, and not just the one move. KB agreed that such a situation would have been ideal. However, part of the brief was to have a leased building close to the city centre, and not next to another ALMO. DH then queried if the ABCL could create an overspill into yet a third building. KB felt that it should not.
- 4.1.6 JW enquired of the budgets for the ALMOs. KB replied that these have been agreed for this year for each ALMO. However, next year may see a difference in the setting of budgets.
- 4.1.7 HMP asked if ABCL will be housed in Council owned buildings. KB informed him that Enterprise House is a Council leased building.

## **5.0 Customer Involvement**

### **5.1 Update**

- 5.1.1 A brief summary of the report, and Customer Involvement Policy, was provided by EG.
- 5.1.2 EG made reference to paragraph 2.2 of the report and advised that the workshops have already been held.
- 5.1.3 With regards to the Policy, EG explained that the two main areas of change, are the Service Standards and the Performance measures.
- 5.1.4 Focus groups are to be held in early Autumn for both involved and uninvolved customers.

There were no questions arising from the report and policy.

**The Panel noted the contents of the report and policy.**

### **5.2 Local Performance Framework**

A summary of the report was provided by AK. He advised that June's performance for Armley, was greatly affected by staff shortages with almost three quarters of staff either on annual leave or off sick. He hopes to see an improvement in the figures for July 2011.

- 5.2.1 There have also been issues at the Bramley Housing Office, of customers waiting

for over an hour to have their query dealt with. The issue of repeat contact has also increased due to the current problems with Morrison FS.

- 5.2.2 A three year programme for home visits has been put in place, and the most vulnerable customers being visited first.
- 5.2.3 Over all, the performance for Bramley Housing Office is considerably better to that of Armley. The action plan for estate grading has started in the Wythers, and has seen improvements.
- 5.2.4 AK reported that many customers are now signing up to the Good Neighbour Agreement.
- 5.2.5 The Broadleas has become a hotspot for ASB., An action plan, therefore, has been developed and they are now pushing forward with trying to make improvements to the area. However, attendance at the first tenants' and residents' association meeting, held at Moorside Community Centre, was very poor. AK added that he and his team are determined not to give up and intend pushing forward with improvements to the area. Two new housing surgeries are also to be held on the Broadleas.
- 5.2.6 AL enquired of the cost of Morrison FS, on staff. AK replied that it has lead to an increase in sickness levels with staff, plus they are falling behind with their back office work, as an outcome.

FH enquired if relief staff are available for helping out.

- 5.2.7 Morrison FS are now holding surgeries from 9.00 am – 1.00 pm, on a Monday. JG asked who is ultimately accountable at Morrison FS. AL replied that matters were escalated to the Service Performance Meeting last month, and now the issues have been placed in the hands of Claire Warren, Chief Executive, and the Chief Executive of Morrison FS.
- 5.2.8 CllrNT enquired of the issues, when there is congestion in the office. AK advised him that each customer's details are entered onto a sheet, by the CSO, and that 80% of all issues are related to repairs. He added that footfall in the Bramley Housing Office has significantly increased, but that he is not sure of the reasons why.

**The Panel noted the contents of both performance reports.**

## **6.0 Revenue and Capital Expenditure**

### **6.1 Decency Update and Capital Investment 2010/11**

A summary of the report and appendices was provided by RM.

- 6.1.1 She advised that an additional £2m has been provided for sheltered housing projects for this, and next year.
- 6.1.2 To date, only £0.5m has been spent on voids adaptations, due to the problems with Morrison FS.
- 6.1.3 RM reported that the target of 96% for all stock to be decent by the end of 2011/12

is currently being maintained. PMS were appointed in May 2011, for helping with the schemes, and will be looking at double glazed windows for whole estates, plus additional fire safety work.

- 6.1.4 CllrNT spoke of his disappointment over £0.5m only having been spent, and was dismayed to learn of stock condition surveys not being properly carried out, as being part of that reason. He felt that these are issues of competence, leadership and management. The second issue, he raised was of kitchens and bathrooms, and thought that it should be possible for both schemes to be carried out at the same time on a property. He requested for RM to explain the reasoning behind the decision. RM informed him that it is down to government standards, ie, key components and non key components. She added that if one fails then it is not a priority, and that there has to be two points of failure to qualify for a scheme.

CllrNT thought there should be more flexibility now with schemes and that rules should change. He asked at what point they expect to see decency achieve the target of 100%. RM explained that it is an ongoing system of properties meeting decency, and of some falling off the decency standard and, therefore 100% can never be fully achieved.

There were no further questions.

**The Panel noted the contents and the updates of the report.**

## 6.2 Area Panel Bids

- 6.2.1 MPD informed the Panel that only £1,600.00 has been spent on bids so far this year.
- 6.2.2 AP30-2011: Funding requested for a garden competition, which aims to encourage tenants to take pride in their gardens and environment

Funding requested: £350.00 (to be funded from the revenue budget).

**The bid was unanimously agreed by the Panel.**

- 6.2.3 AP36-2011: Funding requested for a notice board to promote the activities of the Moorside Tenant and Resident Association

Due to there being a conflict of interest, JP and DH left the room, whilst the bid was discussed.

CllrNT mentioned that the Inner West Area Panel has already funded two notice boards, and in addition has spent more by making them vandal proof. He queried the cost of the bid, as he felt it should be more than the amount requested.

Funding requested: £700.00 (to be funded from the revenue budget).

**The bid was agreed by the Panel.**

6.2.4 AP37-2011: Funding requested for the removal of the privet hedge which border the footpath serving 10 to 16 Broadlea Hill and 161 to 167 Broadlea Terrace

MPD advised that the fence is for 87 metres, hence the cost.

CllrNT said he would be sorry to see the fence go, but realises that it is an area of ASB. MPD confirmed that there have been no reports of attack, however, it is known that people do hid behind the hedges.

Estimated total cost: £7,925.00 (to be funded from the revenue budget).

**The bid was agreed by the Panel.**

**6.3 Evaluation of Area Panel Bids**

A summary of the report was provided.

6.3.1 CllrNT enquired of the two bids under item 4.2 of the report, and JW enquired of the one bid that received more than 50% dissatisfaction.

MPD said she will provide feedback on both, at the next meeting.

**MPD**

**The Panel noted the contents of the report. No comments on the report format, or of the type of information requested for future reports, were received.**

**7.0 Any Other Business**

**7.1 Area Panel Code of Conduct (Amendment to Process)**

Covered in item 1.4 above.

**7.2 Election of Vice Chair and New Member to the Panel**

JG was duly elected Vice Chair of the Inner West Area Panel.

Deanne Hodgson, was co-opted onto the Inner West Area Panel.

**8.0 Date Time and Location of Next Meeting**

**8.1 Monday, 10<sup>th</sup> October 2011, at 5.30 pm, in The Board Room, Westfield Chambers.**

**8.1.1 Apologies for absence for the next meeting of 10th October 2011, were received from HS and CllrNT.**

**8.2 Future scheduled meetings: 12<sup>th</sup> December 2011 (to be held at the same time and venue).**



**Report author: Dave Smith**  
**(Station Commander**  
**Stanningley Fire Station)**  
**Tel: 07799894705**

**Report of West Yorkshire Fire and Rescue Service**

**Report to Inner West Area Committee.**

**Date: 19<sup>th</sup> October 2011.**

**Subject: West Yorkshire Fire and Rescue Service (Collaborative Working)**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Farnley and Wortley, Armley, Bramley and Stanningley.	<input checked="" type="checkbox"/> Yes	<input 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**

Station Commander Dave Smith from Stanningley fire station will be attending the area committee to introduce himself and speak briefly about his priorities within the local area and the opportunities for West Yorkshire Fire and Rescue Service (WYFRS) to work with partner organisations to serve the needs of local communities.

**Recommendations**

That the Area Committee notes the report.

**1 Purpose of this report**

- To introduce Station Commander Dave Smith to the Area Committee.
- To bring to the attention of the Area Committee members what West Yorkshire Fire and Rescue Service (WYFRS) can do to assist its partners in helping to reduce the risk in our communities.
- To highlight ways that the Area Committee and its partners can help WYFRS achieve its ambition to make West Yorkshire safer.

## **2 Background information**

WYFRS has produced a Service Plan 2011-15 that includes a Community Risk Management Strategy to help achieve the ambition of making “West Yorkshire Safer”. The aim is to provide an excellent fire and rescue service working in partnership to reduce death, injury, economic loss and contribute to communities’ well-being.

## **3 Main issues**

Working together with our partner agencies, WYFRS will interact more with local communities which will vastly improve our understanding of local needs. This can be achieved by representatives of WYFRS attending Area Committee Meetings and working with our partners to help deliver a reduction in fires, road traffic incidents and anti-social fire related behaviour. It will allow WYFRS to establish better protocols for identifying vulnerable people, poor standards of fire safety and sites of constant fly tipping or anti-social behaviour.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

WYFRS consult regularly on proposals for improving fire cover. An extensive consultation was undertaken in 2010, and the results of this were used to inform the 2011 – 2015 Service Plan. Individual actions during this four year service plan will be consulted on annually.

### **4.2 Equality and Diversity / Cohesion and Integration**

WYFRS perform at the excellent level of the Fire and Rescue Service Equality Framework and are the first fire and rescue service to achieve this level. They also have a continued presence in the Stonewall top 100 Workplace Equality Index.

### **4.3 Council Policies and City Priorities**

WYFRS are a member of the Safer Leeds Partnership

### **4.4 Resources and Value for Money**

There are no resource implications.

### **4.5 Legal Implications, Access to Information and Call In**

There are no implications to Council Policy and Governance. This report does not require a major or key decision therefore is not eligible for call in. Risk Management.



## **4.6 Risk Management**

A Community Risk Management Strategy is contained within the 2011 – 2015 Service Plan.

## **5 Conclusions**

WYFRS works closely with the communities it serves to improve its understanding of local needs and prioritise resources where they are most needed and deliver services in the most cost effective ways.

## **6 Recommendations**

It is recommended that the Area Committee note the report.

## **7 Background documents**

WYFRS Service Plan ([westyorksfire.gov.uk](http://westyorksfire.gov.uk)) then follow the link for the Service Plan.

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**Report of The Head of Parks and Countryside**

**Report to West Inner Area Committee**

**Date: 19<sup>th</sup> October 2011**

**Subject: Annual Report – for Parks and Countryside Service in West Inner Area Committee**

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

**Summary of main issues**

1. The report provides an area profile of key assets, information on park usage and a customer based perspective of the quality of the assets and services provided.
2. It highlights the current progress towards LQP status for community parks in the area. It provides the costs of achieving and retaining LQP status in community parks up to the year 2020.
3. The report details capital improvements in community parks, sport pitches and fixed play in the area for the last 12 months and expected improvements in the next 12 months.
4. It gives a detailed breakdown of events and volunteering in the area.
5. It provides a perspective on actions contained in the area delivery plan.

**Recommendations**

5. The Area Committee is requested to note the content of the report and to communicate priorities for investment in community parks, playing pitches and fixed play facilities in light of the issues raised

## **1 Purpose of this report**

- 1.1 This report seeks to further develop the relationship between the Parks and Countryside service and the West Inner Area Committee, as agreed at Executive Board.
- 1.2 It provides an overview of the service and sets out some of the challenges faced along with key performance management initiatives. In addition it seeks to provide a positive way forward for delivering the extended role of the Area Committee ensuring that the benefits of the revised roles are secured.
- 1.3 In particular it sets out at an area level progress made in attaining Leeds Quality Park standard. It also sets out investment needs to attain LQP standards and to retain them.

## **2 Background information**

### **Service Description**

- 2.1 Leeds City Council has one of the largest fully inclusive local authority Parks and Countryside services, managing almost 4,000 hectares of parks and green space.
- 2.2 This includes 7 major parks, 62 community parks and 95 recreation grounds and 391 local green spaces, which include 144 playgrounds and 500 sports facilities ranging from skateboard parks to golf courses, and which play host to 600 events annually. The service also manages a nursery which produces over 4 million bedding plants each year, 96 allotment sites, over 800km of PROW, and 156 nature conservation sites, as well as 22 cemeteries and three crematoria.
- 2.3 The 2009 Parks and Countryside residents survey showed that the service attracts almost 68 million visits each year from Leeds' residents alone, and that approximately 96% of these are regular park users. These range from anybody using a park for informal recreation (e.g. walking, observing nature) to people who take part in formal activities (e.g. football clubs, conservation volunteers or to attend events). The user surveys also evidenced that 10m visits are made to our green space by Young People (12-19) compared to 3.6m by Children (5-11).

### **Description of Delegated Function/Enhanced role**

- 2.4 The enhanced role for Area Committees relates to community parks provision that have a wide range of facilities, including general recreation, sports pitches, play and formal and informal horticultural facilities.
- 2.5 Where developments are less significant or only impact on one site then ward members and community groups will be informed and consulted using established procedures. It is important to note that good levels of engagement with ward members exist and this role seeks to enhance this engagement.

### 3 Main issues

#### Area Profile of the Service

- 3.1 The following table summarises community green space assets managed by Parks and Countryside in the West Inner Area Committee:

Asset	Quantity
Community parks	6
Playing Pitches:	
Football	18
Rugby League	7
Rugby Union	1
Bowling greens	5
Playgrounds	7
Multi-use games areas	3
Skate parks	1

#### **Community Parks**

- 3.2 Analysis from the 2009 residents survey was carried out relevant to the 10 community parks in the area which are;

Site Name	Annual Number of Visits	Total Annual Visits to West Inner Community Parks is 3.75m approx.
Armley Park	338,143	
Bramley Falls Wood	744,476	
Bramley Park	1,194,237	
Gotts Park	531,299	
Rodley Park Rec Ground	284,075	
Stanningley Park	648,914	

- 3.3 The residents survey provides significant insight into the users of community parks, demographics of users, how they get there and what they do. A detailed insight of each community park is given in appendix 1. The key analysis points are;

- Approximately 71% of visitors are adults with 29% children and young people.
- There are a wide range of reasons for visiting but nearly all visitors at some point go for relaxation or exercise. There is significant differences in reasons for visiting at some of the parks in the area.
- The majority of visitors travel to the park on foot (85%) of which 67% take less than 10 minutes to travel there.
- Of the 12% who visit by car 80% take less than 10 minutes to get there.
- 46% of visitors go to community parks either every day or on most days, whilst 79% go at least once a week.

- 3.4 Parks and Countryside provide annual pitch hire for sports teams in the area. The table below shows the number of teams with current bookings playing on pitches in the area; (*note this excludes clubs who have a long term lease in place*)

Age Group	No of Teams
Open Age	17
Juniors	22

### Volunteering in the Parks and Countryside Service

3.5 Since the last report to Area Committees the service has focused resources for a community outreach team to increase the number of volunteers and value of activities which take place with the following key actions;

- Seeking a large increase in corporate volunteering due to enhanced marketing and communication.
- Continued and improved involvement with the many “in bloom” groups in Leeds.
- It is an ambition is to have a volunteer group for every community park.

3.6 It is estimated that volunteers across all groups contribute 84 days of voluntary work in the west inner area over a 12 month period. The table below gives details of the active groups in the area committee;

#### Summary of the groups who are active in the west inner area committee or who carry out work within the area;

Group Name	Number of Volunteers	Estimated Volunteer Days
Armley Common Rights Trust	5	10
Bramley Fall Residents Association	10	20
Friends of Bramley Park*	*	*
Leeds Parks Volunteers	4	78
Leeds Voluntary Footpath Rangers	6	130
Leeds Wildlife Volunteers	12	216
<b>Total</b>	<b>62</b>	<b>540</b>

\*Note this group has only recently formed so no volunteer days are recorded.

### Events

3.7 The bookings and licensing team has introduced improvements to the application process for events that occur on parks. They are providing greater assistance in helping community groups organise events with particular emphasise on ensuring legal and safety requirements are met but do not deter groups and organisations from organising activities. The table below shows a list of events held in the area committee so far in 2011;

Site Name	Month	Event	Total
Armley Park	August	(16th - 18th) Breeze Event	1
Bramley Falls	January	Harriers cross country	1
	May	Airienteers	2
	July	I Love West Leeds	1
Bramley Park	July	Bramley Carnival	1
		I Love West Leeds Dance	1
<b>Total</b>			<b>7</b>

## Community Parks – Leeds Quality Park Status

3.8 The Parks and Green Space Strategy was approved at Executive Board in February 2009 and sets out the vision and priorities to 2020. One of the key proposals contained in the strategy is the aspiration for all community parks to meet the Green Flag standard for field based assessment by 2020. The Green Flag Award Scheme represents the national standard for parks and green spaces. It has been developed around eight key criteria as follows;

- **A welcoming place** - how to create a sense that people are positively welcomed in the park
- **Healthy, safe & secure** - how best to ensure that the park is a safe & healthy environment for all users
- **Clean & well maintained** - what people can expect in terms of cleanliness, facilities & maintenance
- **Sustainability** - how a park can be managed in environmentally sensitive ways
- **Conservation & heritage** - the value of conservation & care of historical heritage
- **Community involvement** - ways of encouraging community participation and acknowledging the community's role in a park's success
- **Marketing** - methods of promoting a park successfully
- **Management** - how to reflect all of the above in a coherent & accessible management plan or strategy and ensure it is implemented.

3.9 The Parks and Countryside service reports annual performance against two local indicators based upon the Green Flag Award scheme;

- *The percentage of Parks and Countryside sites assessed that meet the Green Flag standard.*
- *The percentage of Parks and Countryside community parks which meet the Green Flag standard.* Performance against these indicators is illustrated in section 3.21.

3.10 The indicator includes an assessment of each community park which has particular relevance to Area Committee engagement. The scheme is known as the Leeds Quality Park (LQP) standard. The following table provides a summary of these assessments for the West Inner Area Committee.

Site	Year Assessed	Welcoming Place	Healthy, Safe, Secure	Clean, Well Maintained	Sustainability	Conservation / Heritage	Community Involvement	Marketing	Meets Standard?
Armley Park	2010								No
Bramley Falls Wood	2008								No
Bramley Park	2008								No
Gotts Park	2010								No
Rodley Park Rec Ground	2009								No
Stanningley Park	2010								No

**Notes** – Assessments due in 2011 are currently taking place but have not yet been recorded in full so no data will be shown in this report.

**Key:**

Meets Leeds Quality Park Standard on average for this key criteria	
Below Leeds Quality Park Standard on average for this key criteria	

3.11 From this table, there are no parks identified that meet the Leeds Quality Park Standard in the area. This is a reduction of 1 pass since the last Area Committee report.

3.12 The residents survey in 2009 enables an assessment of visitor numbers and satisfaction rating (scored out of 10) for a number of criteria for each park, set out in the following table:

Site	Design and Appearance	Cleanliness and Maintenance	Ease to Get Around	Range of Facilities	Horticultural Maintenance	Nature Conservation	Facilities for Families	Sports Facilities	Overall Impression
Armley Park	8.0	5.3	8.7	6.0	6.7	7.3	6.0	6.0	6.7
Bramley Falls Wood	8.2	7.8	8.9	5.6	8.0	7.9	6.9	6.2	7.5
Bramley Park	6.5	6.3	7.9	5.0	7.1	6.6	5.4	5.8	6.2
Gotts Park	8.5	8.2	9.0	6.1	8.4	7.5	6.9	7.1	8.2
Rodley Park Rec Ground	6.6	6.2	7.1	5.1	6.7	7.1	5.1	4.9	6.9
Stanningley Park	6.0	6.0	8.2	4.5	7.6	6.7	4.7	5.2	5.6

**Key:**

Generally meets LQP expectations	7.0 - 10	
Generally below LQP expectations	0.0 – 6.9	



This table broadly correlates with the professional audit undertaken for the Leeds Quality Parks assessment. **Error! Reference source not found.** It is noted however that both Gotts Park and Bramley Falls Wood score generally higher than the score required to meet LQP expectations. There are however issues identified with the range of facilities, facilities for families and sports facilities offered across all of the parks.

### ***Playing Pitches***

- 3.13 The residents survey in 2009 allowed respondents to rate sport facilities in parks. The results are shown in the table below;

<b>Rating of Sports facilities</b>	<b>2009 (West Inner)</b>	<b>2006 (West Inner)</b>
Fair to very good	62.3%	64.4%
Poor or very poor	37.7%	35.6%

The results show a slight decrease in those rating sports facilities as fair to very good. This data is related to the table set out in paragraph 3.12.

### ***Fixed Play***

- 3.14 The residents survey in 2009 allowed respondents to rate facilities for children and their parents. The results are shown in the table below;

<b>Rating facilities for children</b>	<b>2009 (West Inner)</b>	<b>2006 (West Inner)</b>
Fair to very good	64.5%	68.9%
Poor or very poor	35.5%	31.1%

Results show a slight reduction in those who rated facilities as fair to very good.

- 3.15 The following table provides a perspective on the minimum level of investment required to achieve the LQP standard for the remaining parks. It also includes the level of reinvestment required across all the community parks in order to sustain the LQP pass up to 2020;

<b>Site Name</b>	<b>Cost to Achieve (excluding fixed play)</b>	<b>Reinvestment (excluding fixed play)</b>
Armley Park	£100,000	
Bramley Falls Wood	£93,000	
Bramley Park	£178,000	
Gotts Park	£54,000	
Rodley Park Rec Ground	£106,000	
Stanningley Park	£157,479	
<b>Total to achieve LQP</b>	<b>£688,479</b>	
Average annual reinvestment		£20,868
<b>Total reinvestment to 2020</b>		<b>£187,813</b>
<b>Overall Total Investment to 2020</b>		<b>£876,292</b>

3.16 Reinvestment levels are estimated according to the expected lifespan of equipment and infrastructure as set out below;

Description	Timescale for Recurring Investment
Signage and interpretation	5 years
Fixed play (including MUGA's/skate parks)	10 years
Bins and benches	15 years
Paths and infrastructure	25 years
Landscaping	25 years

3.17 Planned improvements for the next 12 months are;

- Bramley Park – Work is to start on site shortly involving; paths, rose garden, landscaping, interpretation, access controls and a new MUGA.
- Rodley Park Recreation Ground – Drainage works, reinstatement of the former bowling green area.

3.18 In terms of fixed play, work has been undertaken to set out refurbishment requirements over a 10 year rolling programme in support of the outcomes of the Fixed Play Strategy. The average cost of a new playground is currently about £120k; Multi-use games areas and skateparks are slightly cheaper on average at about £90k each. The table below shows the capital investment required on an ongoing basis to fund the area committees existing fixed play sites;

Fixed Play Type	No.	Total Replacement Cost £'s	Required Average Annual Spend £'s
Play Areas	7	840,000	84,000
Multi Use games Areas	3	270,000	27,000
Skate Parks	1	90,000	9,000
<b>Totals</b>		<b>1,200,000</b>	<b>120,000</b>

#### **Area Committee funding for additional on site gardeners**

3.19 A number of area committees provide additional funding for gardeners to increase site based presence at parks in the area.

Analysis shows that complaints to both Ward Councillors and the Parks and Countryside Service have declined on sites with increased daily presence. In addition, the service has observed an increase in the number of residents using parks and open spaces which is backed up by the residents survey data.

The site based gardeners increase working relationships with users, local residents and community groups. These site based staff further increase users satisfaction and support the aspiration to increase volunteer groups working within parks.

3.20 The following table summarises actions identified in the Area Delivery Plan (2008 – 2011) and a commentary from a service perspective;

Ref.	Action	Comments
A2	Support delivery of 10 additional summer band concerts during summer 2008 within parks in Outer West.	The programme of summer band concerts continues to receive resources support from Parks and Countryside.
E8	To work towards 'Green Flag' or similar status for a park in Inner West Leeds.	Armley Park has previously attained LQP status. Investment requirements have been calculated to regain the standard.

3.21 The following table highlights key performance indicators relevant to the service;

PI Code	Description	2009/10 Actual	2010/11 Actual	2011/12 Target	2012/13 Target
LKI-GFI / CP-PC50 / EM38	The percentage of parks and countryside sites assessed internally that meet the Green Flag criteria	23% (Target 21%)	23% (Target 23%)	26.2%	29.4%
LKI-PCP 22	Overall user satisfaction with Parks and Countryside (from the user survey)	7.37 (Target 7)	N/A	N/A	7
New	The percentage of parks and countryside community parks which meet LQP status	n/a	33.9%	40%	47.5%

## 4 Corporate Considerations

### 4.1 Consultation and Engagement

4.1.1 Close liaison with community and ward members is already in existence, utilising a variety of mechanisms, for example through residents' surveys, multi-agency meetings and community forums. In addition volunteers, Friends of groups and local residents are regularly consulted on local projects with input on design and physical implementation of a wide range of site improvements.

### 4.2 Equality and Diversity / Cohesion and Integration

4.2.1 This report does not have an impact on equality and diversity. Further information is available on analysis of the residents survey 2009 specifically regarding equality issues on request.

### 4.3 Council Policies and City Priorities

4.3.1 The contents of this report set out how the Executive Board requirements can be met by taking a more proactive approach to involve and engage Area Committees in matters relating to community parks.

4.3.2 The information within the report contributes significantly to the sustainable economy and culture city priority plan.

#### **4.4 Resources and Value for Money**

4.4.1 The central government's Comprehensive Spending Review has had significant impact on local government budgets and it is anticipated that the budget allocation for Parks and Countryside will continue to be very challenging.

4.4.2 The service undertakes to sustain and develop the services provided to the public and has traditionally used a number of sources of financial support to achieve developments. These include grants from bodies such as Green Leeds Ltd, Sustrans, Natural England, National Lottery funding and developer contributions via section 106 (S106) funds.

#### **4.5 Legal Implications, Access to Information and Call In**

4.5.1 This report has no legal implications and is not subject to call in. There is no information which is confidential or exempt.

#### **4.6 Risk Management**

4.6.1 There are no significant risk management issues contained within the report, its conclusions and recommendations.

### **5 Conclusions**

5.1 Community green space contributes in many ways to the delivery of the Corporate Priority Plan. They provide places for relaxation, escape, exercise and recreation. They bring communities together and make a positive contribution to the local economy, education, improve public health and well-being, and generally make a better place to live, work and visit.

5.2 Improvements to community parks, fixed play and playing pitches remain a priority, and there already has been investment made to deliver improvements along with further schemes identified. Issues are being addressed through the Parks and Green Space Strategy along with implementation of the Fixed Play Strategy and Playing Pitch Strategy.

5.3 Community engagement remains a key activity for the service with regular correspondence, attendance at meetings and briefings, along with more localised consultation where required. The principle consultation through the residents survey to 35,000 households is scheduled to take place again in 2012.

5.4 A programme of activities is planned for which updates and reports can be provided to the Area Committee to help inform, consult and influence community green space management.

## **6 Recommendations**

- 6.1 The Area Committee is requested to note the content of the report and to communicate priorities for investment in community parks, playing pitches and fixed play facilities in light of the issues raised.

## **7 Background documents**

- 7.1 Area Committee Roles, Inner West Area Committee, 4<sup>th</sup> July 2011
- 7.2 Annual Report for Parks and Countryside Service in West Inner Area Committee, Inner West Area Committee, 15<sup>th</sup> December 2010
- 7.3 Parks and Greenspace Strategy, Executive Board, February 2009
- 7.4 Fixed Play Strategy, Executive Board, September 2002

## Appendix 1: Detailed Residents Survey Information

### 1.1 Total Number of Annual Visits

	Community Parks	Other P&C Sites	Total
West Inner	3,741,143	373,544	4,114,687

### 1.2 Reasons for Visiting – respondents select their five main reasons (The 24 choices have been grouped in this table)

Reason	Armley Park %	Bramley Falls Wood %	Bramley Park %	Gotts Park %	Rodley Park Rec Ground %	Stanningley Park %	West Inner Total %
Exercise	73	85	71	89	91	86	<b>79</b>
Play	36	54	45	42	55	61	<b>48</b>
Dog walking	18	50	29	32	45	21	<b>31</b>
Enjoy the surroundings	36	46	26	58	64	43	<b>39</b>
Family outings	41	46	26	16	55	29	<b>32</b>
Relaxation	82	100	75	100	55	100	<b>94</b>
See Wildlife	18	50	12	32	18	14	<b>22</b>
Sport related	32	12	12	11	0	36	<b>17</b>
Other	5	12	11	0	9	7	<b>8</b>
Events	5	4	17	0	0	4	<b>8</b>

### 1.3 Age Profile of Visitors

Site	Age 20 – 39	Age 40 – 59	Age 60+
Armley Park	42%	23%	35%
Bramley Falls Wood	32%	44%	24%
Bramley Park	42%	35%	23%
Gotts Park	43%	33%	24%
Rodley Park Rec Ground	23%	69%	8%
Stanningley Park	41%	37%	22%
<b>West Inner Total</b>	<b>39%</b>	<b>37%</b>	<b>24%</b>

## How visitors get to the parks and how long it takes to get there

### 1.4 Visitors on Foot – Journey Time

Site	% of visitors on foot	Less than 10 mins	10–20 mins	20-30 mins	30+ mins
Armley Park	82%	58%	28%	14%	0%
Bramley Falls Wood	73%	53%	42%	0%	5%
Bramley Park	85%	63%	25%	10%	2%
Gotts Park	95%	72%	17%	6%	6%
Rodley Park Rec Ground	100%	72%	28%	0%	0%
Stanningley Park	86%	83%	17%	0%	0%
<b>West Inner Total</b>	<b>85%</b>	<b>67%</b>	<b>25%</b>	<b>6%</b>	<b>2%</b>

### 1.5 Visitors by Car - Journey Time

Site	% of visitors by car	Less than 10 mins	10–20 mins	20-30 mins
Armley Park	18%	100%	0%	0%
Bramley Falls Wood	19%	60%	40%	0%
Bramley Park	11%	72%	14%	14%
Gotts Park	5%	100%	0%	0%
Rodley Park Rec Ground	0%	~	~	~
Stanningley Park	14%	100%	0%	0%
<b>West Inner Total</b>	<b>12%</b>	<b>80%</b>	<b>15%</b>	<b>5%</b>

### 1.6 How long do visitors stay. (Detailed information on each community park is available on request).

Time	Summer Stay		Winter Stay	
	Weekend	Weekday	Weekend	Weekday
Less than 30 Minutes	14%	19%	29%	43%
30 minutes to 1 hour	41%	51%	40%	42%
1 to 2 hours	24%	20%	18%	3%
2 to 4 hours	15%	7%	3%	3%
4 or more hours	2%	1%	0%	0%
Do not visit	4%	2%	10%	11%

**1.7 How often do visitors go. (Detailed information on each community park is available on request).**

	Summer	Winter
Every Day	18%	12%
Most Days	28%	20%
Once or Twice a week	33%	25%
Once every two weeks	11%	15%
Once a month	9%	17%
Seldom or never	1%	11%

**1.8 Information taken from comments made in the survey.**

Site	General satisfaction comments	What would make you stay longer or encourage more use	Any other comments
Armley Park	Generally satisfied comments.  Basketball area needs replacing/repairing.	Café/Kiosk for refreshments.  More things to do (particularly teenagers).	Several comments that they like their community park.
Bramley Falls Wood	Dog fouling issues.  Lack of toilets.	No recurring themes.	~
Bramley Park	Some concerns over safety issues and anti-social behaviour.  In general most facilities the park has need upgrading and improving.  Regular comment about broken glass in the play area.	Refreshment facilities.  Generally improved facilities and more to do.	Improved safety and facilities.
Gotts Park	No recurring themes.	Resurfacing of paths.  Tidying up of woodland areas.	~
Rodley Park Rec Ground	More shrubs and flower beds.  Drainage issues.	Improve the area of the old bowling green.	~



<b>Site</b>	<b>General satisfaction comments</b>	<b>What would make you stay longer or encourage more use</b>	<b>Any other comments</b>
Stanningley Park	Dog fouling.  Graffiti and vandalism within the play area.	Multi use games area.  Bigger play area it is often overcrowded.	~

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Report author: Joedy  
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**Report of Director of Children’s Services**

**Report to Inner West Area Committee**

**Date: 19<sup>th</sup> October 2011**

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

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Armley; Bramley & Stanningley		
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**

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

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

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

In addition, it is considered appropriate to provide a local update on Children’s Services inspection information on primary schools, secondary schools, school sixth forms and children’s centres; and data on the Common Assessment Framework (CAF) and new referrals to the Children and Young People’s Social Care (CYPSC) service as indicators of local need.

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

### **Recommendations**

1. To note the content of this report.

## **1.0 Purpose of this Report**

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

## **2. Background Information**

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

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

### **3.0 Update on Key Developments in Children's Services**

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

### **3.2 CYPP Developments**

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

- Number of Looked After Children
- School attendance
- NEET

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

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

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

### **3.7 Child Friendly City**

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

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

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

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

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

### **3.12 Other Locality Developments – Clusters**

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

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

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

### **3.18 Improvement and Inspection Activity**

- 3.19 Children's Services is currently subject to a Department for Education (DfE) Improvement Notice. The latest position following a regular progress meeting between Leeds and the DfE on 20 May is included in the note attached at appendix 2. In summary the DfE recognises that significant improvements have been made, there is increased confidence and clarity in leadership and an openness to external challenge and support. The note also states that the DfE recognises the ongoing challenges of consistency and sustainability. It suggests the Improvement Notice could be lifted as it comes to an end in October 2011 provided that the results of the next announced inspection demonstrate sufficient evidence of improvement on the ground.
- 3.20 We anticipate that Leeds will be subject to an announced inspection of Looked After Children and Safeguarding before October 2011. The necessary work is underway, with full corporate support, to make the appropriate arrangements for such an inspection. The results of this inspection will then inform the overall annual assessment of Children's Services in Leeds which will be published in November 2011.

### **3.21 Developing an Integrated Children's Services**

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



### **3.24 The Changing Education Context – The Leeds Education Challenge**

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

## **4.0 Performance Update**

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

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

#### **4.2 Children and Young People are Safe from Harm**

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

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

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

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

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

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

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

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

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

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

#### **4.11 Children and Young People Choose Healthy Lifestyles**

4.12 A report on Teenage Pregnancy was brought to Outer West Area Committee in July and an update was written by the report author in August. Both of these reports have aimed to raise the profile of Teenage Pregnancy as part of the Child Friendly City agenda and to remind all partners of the collective responsibility to promote positive sexual health and reduce unplanned teenage pregnancy and parenthood. Actions to address Teenage Pregnancy in a more joined up way are being delivered through Cluster Partnerships. Key to this community based approach is a recognition from partners that whilst young people at risk may live in one ward e.g. Bramley they may access services such as schools in another. Members are more than welcome to come to future cluster partnerships meetings to ensure the opinions of the local communities are taken into account when addressing this issue.

4.13 The rate of teenage conceptions per 1,000 15 to 17 years old young women is the indicator that will be used to demonstrate progress against the CYPP priority “promote sexual health”. There is a 14 month delay in receiving the authenticated conception data for Leeds from the Office of National Statistics which means a delay in measuring impact. The Teenage Pregnancy and Parenthood Partnership will also be monitoring and reporting on the rate of sexually transmitted infections as this is key information in terms of measuring risk taking behaviour.

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

#### **4.15 Children and Young People are active citizens who feel they have a voice and influence**

4.16 The proportion of 10-17 year olds offending – is the indicator that will be used to demonstrate progress against the CYPP priority: ‘Reduce crime and anti-social behaviour’ in the new CYPP. The baseline of offenders aged 10-17 as a percentage

of the general population was 2.7% based on the 2009-10 data. The percentage for 2010/11 fell to 1.9% based on the proxy GP registration data.

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

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

## **5.0 Update on Inspections in Services**

5.1 As provided in previous reports, inspection information for service settings is provided in appendix 6. Performance information is provided for primary and secondary schools and sixth forms at an area level and SILC (Specialist Inclusive and Learning Centre) and PRU (Pupil Referral Unit) at a citywide level as at 14.07.11.

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

## **6.0 Corporate Considerations**

6.1 There are no corporate considerations in this report.

## **7.0 Consultation and Engagement**

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

## **8.0 Equality and Diversity / Cohesion and Integration**

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

## **9.0 Council Policies and City Priorities**

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

## **10.0 Resources and Value for Money**

10.1 There are no resource implications in this report.

## **11.0 Legal Implications, Access to Information and Call In**

11.1 This report is not eligible for call in, due to being a Council function.

## **12.0 Risk Management**

12.1 There are no risk management implications in this report

### **13.0 Conclusions**

13.1 Not applicable as this report is information based.

### **14.0 Recommendations**

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

### **15.0 Appendices**

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

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

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

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

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

Appendix 6 - School Inspection Data by Area

### **Background Papers**

- Children's Services Performance Report, Inner West Area Committee, February 2011
- Children's Services Improvement Update, Executive Board, 22<sup>nd</sup> June 2011

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

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

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

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



**DfE Review Meeting with Leeds City Council – 20 May 2011**

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

Dear Nigel,

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

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

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

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

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

Yours sincerely

GRAHAM ARCHER

Deputy Director: Local Improvement and Intervention Division

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**Note: Data as at 14.07.11**

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

**Note: Data as at 14.07.11**

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**Report of West North West homes Leeds WNWhL**

**Report to Inner West Area committee**

**Date: 19<sup>th</sup> October 2011**

**Subject: West North West Homes Leeds involvement in Area Committees**

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

**Summary of main issues**

1. WNWhL provide a range of housing management services in the West and North West of Leeds. The Inner West Area Committee area is coterminous with the 'Inner West' housing management area comprising 6100 properties in the Armley and Bramley / Stanningley Wards. Tenancy and Estate Management services are delivered locally from our offices located in Bramley and Armley.
2. Support services such as rent accounting, lettings and property repairs are delivered through a centralised structure, however all customer enquiries can be made locally at the Bramley Neighbourhood Office and at the Armley One Stop Centre; or via the Council Contact Centre.
3. This report seeks to advise the Area Committee of activities undertaken by WNWhL which impact on local communities, and areas where opportunities exist to work collaboratively to improve conditions for local people.
4. This is the first of two bi-annual reports, agreed by Area Committee in June, to provide an update of activities and services undertaken by WNWhL.

## **Recommendations**

Area Committee Members are asked to note the content of this report.

## **1 Purpose of this report**

- 1.1 To outline the purpose of West North West homes Leeds (WNWhL) involvement in Area Committees, and to explore ways of making that involvement as meaningful and productive as possible.

## **2 Background information**

- 2.1 An introductory report was submitted to the Inner West Area Committee in June, outlining areas of mutual interest and opportunities to promote collaborative working for the benefit of communities in Inner West Leeds. The report recommended that WNWhL should provide further, more detailed, reports on a twice yearly basis; it was agreed that the first of these reports would be presented in September.
- 2.2 WNWhL delivers services to customers through a combination of centralised and decentralised structures. Generally speaking, estate and tenancy management functions are delivered locally by the Neighbourhood Housing Team based at both the Neighbourhood Housing Office on Bramley Town Street and the Armley One Stop Centre. Support services such as Lettings, Rent and Repairs are delivered through a decentralised structure, however enquiries for the range of services we provide can be handled at the aforementioned offices. The bulk of customer enquiries are processed through the Council Contact Centre, with whom WNWhL has a Service Delivery Agreement.
- 2.3 This report focuses on examples of joint working, and activities which promote community involvement and well being. However, the Community Safety update report, submitted to the September Area Committee meeting, featured examples of collaboration and joint working between WNWhL, West Yorkshire Police, Area Management and other agencies.

## **3 Main issues**

### **3.1 Environmental Management**

#### **3.1.1 Partnership working**

The Neighbourhood Housing Team is a key partner in the Monthly Crime and Grime, Multi Tasking meetings which take place with partners including; West Yorkshire Police, Community Safety Unit, Environmental Action Team, Youth Service, the Leeds Anti Social Behaviour Team and Area Management. The meeting is designed to share local information and intelligence and agree local priorities and joint actions for delivering service improvements. Local priorities are agreed by the Tasking Group, which primarily focus on crime and grime (environmental issues). So far in 2011, this group have delivered 2 local action days in the following areas: Rossefield/Westovers and the Little Scotland /Aviaries /Cedars area of Armley. WNWhL has an active role in delivery of local action days, including provision and delivery of promotional information, providing staffing resources, through our Neighbourhood Management Officers and Neighbourhood Caretakers. WNWhL also contributes financially with the provision of skips, where environmental improvements are required. The noticeable outcome of these action days

have been improved environmental conditions, where local residents have provided positive feedback about improved conditions.

As a result of attending the Area Committee in June, WNWhL have been invited to provide a representative to attend the Inner West Environmental Sub Group which is due to meet on 12 September. This represents a positive outcome from WNWhL's involvement with the Area Committee and an opportunity to cement the relationship for the benefit of the West Leeds Community.

### 3.1.2 Estate caretaking.

These services are undertaken by the WNWhL Neighbourhood Caretaking Teams, who provide a front line environmental service, patrolling estates and communal areas of multi storey accommodation daily, ensuring a high visible presence to deter illegal dumping, illegal entry, vandalism and other acts of anti social behaviour. The team act as the eyes and ears on the estate reporting and recording any illegal activity and breaches of tenancy. They provide a patrol service of estates on a planned basis, assessing and dealing with environmental issues in communal areas, such as ginnels , walkways and communal land where hotspots exist.

The team have also utilised the services of the Probation service to help clear void gardens and more recently as part of a large project with the extensive clean up of the Wyther Estate in Armley. Currently the team are carrying out extensive environmental clean ups in the Inner West area as part of our 'would you live here campaign' designed to increase the environmental appearance of our estates.

### 3.1.3 Estate Walkabouts and Inspections.

In line with our published service standards WNWhL arranges regular Estate Inspections which take place on a monthly basis for each area; and twice yearly Estate Walkabouts for each area. Estate Walkabouts are promoted on our website and WNWhL welcomes the opportunity for customers, partners and other representatives to attend the inspections and walkabouts with us. Often the issues identified may be the responsibility of other Council Departments e.g. Highways, Parks & Countryside and the Walkabouts provide an opportunity for other agencies to contribute to improving environmental conditions and quality of life for local people. This report would like to bring to the attention of the Area Committee our planned walkabouts for October :

- 4/10/11 Ganners 10.00am.
- 5/10/11 Half Miles 10.00am
- 10/10/11 Broadlea Ave & Crescent 10.00am
- 11/10/11 Theaker Lane & Burnsalls 10.00am
- 12/10/11 Fernbanks 10.00am
- 18/10/11 Ashlea/ Bellmounts 10.00am
- 18/10/11 Little Scotland 10.00am
- 19/10/11 Coal Hill 10.00am
- 19/10/11 Top Wythers 10.00am
- 18/10/11 New Wortley 2.00pm
- 25/10/11 Poplar Mount & Court 10.00am.
- 29/10/11 Poplars – low rise. 10.00am.



And for November :

- 9/11/11 Cedars 10.00am.
- 16/11/11 Aviaries 10.00am.
- 16/11/11 Bottom Wythers 10.00am.
- 22/11/11 Summerfields 10.00am.
- 29/11/11 Langleys 10.00am.

Members of Area Committee, and colleagues within Area Management, are invited to contact the author of this report should there be any interest in attending one of the walkabouts, or estate inspections.

### 3.2 Area Panels

3.2.1 WNWhL has four Area Panels, which have the same boundaries as Leeds City Council's Inner and Outer West and Inner and Outer North West Area Committees.

3.2.2 The Area Panels have an active role in setting and agreeing local priorities using local Community Partnership Agreements. They have a delegated budget and are able to approve bid submissions for issues such as:

- Environmental schemes
- Community safety schemes
- Tenant involvement schemes

3.2.3 To date 8 submissions have been made to the Inner West Area Panel for consideration during the current financial year following on from the 27 projects that were delivered in the last financial year.

3.2.4 These bids have included joint funding with Area Management and the police whereby we have recently installed a CCTV camera on the roundabout on the Broadlea's estate to reduce crime and anti-social behaviour in the area. This has provided improved security measures for our customers and also served to reduce the fear of crime in the area.

3.2.5 Other initiatives have been undertaken at the Burnsalls MSF whereby the local football team helped residents to plant bulbs in the newly built planters. The scheme encourages young people to become involved in looking after a communal garden providing divisionary activities for young people in the area and portraying a positive image of young people, the youngest child was 6yrs old and the oldest participant was a resident who was 90yrs old. Feedback from residents has been very positive, they indicate that young people involved have taken an interest and pride in their contribution and the area in which they live.

3.2.6 Following an earlier discussion at Area Committee, WNWhL are involved in discussions with Area Management over the 'Gas Field' in New Wortley, specifically regarding the intrusion onto the site by Travellers, and the potential for a jointly funded solution to prevent further disturbance to the local community.

### 3.3 Local Area Management Plans (LAMPs )

WNWhL work with Area Management to deliver key improvements to priority areas, determined by area profiling information such as the multiple deprivation index. In Inner West Leeds, LAMPs have previously been created for New Wortley, the Fairfields and the Wythers. Currently the Fairfields and New Wortley LAMP's are continuing however WNWhL have developed the Wyther Improvement Group (WIG) and the Broadleas Improvement Group (BIG) which operate in parallel to the LAMP framework and feature partnership working to deliver outcomes for the local communities. Area Management provide key partnership links and this is a further example of collaborative working aimed at delivering improvements for local people in west Leeds. Examples of the positive outcomes achieved through this network include:

- Two new Housing Surgeries implemented on the Broadlea's and Moorside's Estates.
- Crime survey and Hate Crime awareness days on the Broadlea's estate
- Environmental Action days on estates in the Inner West areas
- Home Fire Safety Checks on Coalhill's and Ganners estates
- Cooking classes on the Wyther Estate
- Walking group set up on the Wythers estate

As the action plans are ongoing there are a number of objectives we still want to achieve; some of these objectives are listed below as examples of continuing improvement :

- Raising awareness of Young People's Aspirations
- Health living Activities
- Maintaining Green Spaces
- Engaging local people and promoting integration
- Under reporting of Crime
- High Unemployment
- Opportunities for Business Start up

### 3.4 Community Engagement

WNWhL has a successful track record in community engagement, and received a very positive ranking for this service in the most recent Audit Commission Inspection (June 2010).

There are more than 15 different involvement methods that customers can access to become involved with WNWhL. These range from traditional Tenant & Residents Associations, of which there are 12 in the Inner West area, to innovative forums such as the Sheltered Housing Forum and the Lesbian, Gay, Bisexual and Trans Group.

Some other examples of community engagement have included:

- Working with partner agencies on a Broadlea improvement group and Wyther Improvement Group to improve issues such as health, employment, education and youth provision:

- The creation of local surgeries across the area, including at Moorside, Broadleas, Coal Hills, Fairfields, Armley mosque, Raynvvilles. Coffee mornings are attended at Sir Karl Cohen Square and Phil May Court Sheltered Schemes; and
- Attendance by Neighbourhood Housing Office staff at tenant and resident meetings.

Some of our successes have been in the following areas:

- At Armley Mosque which has increased customer involvement from members of a BME community;
- We have maintained active resident groups across the area; and
- Successfully developed a multi agency action plan at both Improvement groups which is delivering improved services in local areas of high deprivation.

In the future we expect to see increased customer involvement across the area. We aim to achieve this by continued good relationships with our partner agencies and our Neighbourhood Housing Team focusing on excellence in tenancy management.

This report suggests that to further cement the relationship between Area Management and WNWhL there is potential to explore existing communication channels with WNWhL customers for wider consultation on a range of community issues.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

- 4.1.1 This report confirms the commitment of WNWhL to consult and engage with residents wherever possible. We also seek to consult with stakeholders including Area Management and other Council Departments where appropriate.

### **4.2 Equality and Diversity / Cohesion and Integration**

- 4.2.1 The services and functions described in this report are consistent with the Council's and WNWhL's approach to Equality Diversity and Cohesion.

### **4.3 Council Policies and City Priorities**

- 4.3.1 The content of this report is consistent with the WNWhL strategic objectives, and the strategic aims of the Council encompassed by the Vision for Leeds; Leeds Children & Young Person Plan; Strategic Health & Wellbeing Plan.

### **4.4 Resources and Value for Money**

- 4.4.1 No direct implications, services delivered by WNWhL are within budget allocated through the Management Fee arrangements.

### **4.5 Legal Implications, Access to Information and Call In**

- 4.5.1 No direct implications. This report is not eligible for call in, due to being a Council Function.

### **4.6 Risk Management**

- 4.6.1 WNWhL has a corporate approach to risk management, with risks to business prioritised according to likelihood and impact. Risks are mitigated by action planning accordingly.

## **5 Conclusions**

- 5.1 It is concluded that there are clear benefits and opportunities for WNWhL working closely with Area Committees as outlined in this report. Developing this approach provides the opportunity to develop services and join up working to the benefit of residents. Which ensures that all agencies in the area target resources in a joined up way, preventing duplication

## **6 Recommendations**

- 6.1 Members are invited to note this report, and it is recommended that WNWhL provide a further six monthly update to Area Committee in the March / April cycle of meetings.

## **7 Background documents**

- 7.1 None.



Report author: Clare Wiggins  
Tel: 336 7864

**Report of Deputy Chief Executive**

**Report to Inner West Area Committee**

**Date: 19<sup>th</sup> October 2011**

**Subject: Well-Being Fund Budget Report**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Armley, Bramley & Stanningley	<input checked="" type="checkbox"/> Yes	<input 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 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**

1. This report seeks to update Members on the capital and revenue funding committed via the Area Committee Well-Being Budget for wards in the Inner West area in financial year 2011/12.

**Recommendations**

2. The Committee is asked to:
  - note the funding decisions that have been made for the financial year 2011/12.
  - Approve or otherwise the proposal for the remaining small grants fund.

## 1 Purpose of this report

- 1.1 The purpose of this report is to provide Members with information on the Area Committee Well-being funding that has been allocated in Inner West and also provide a proposal in relation to the remaining small grants funding.

## 2 Background information

- 2.1 At the April 2011 meeting Members were informed of a reduced revenue well-being allocation for the Inner West Area Committee of £136,710 for the financial year 2011/12. The allocation has been based on the 2010/11 formula of 50% population and 50% disadvantage.
- 2.2 There is no new well-being capital allocation for 2011/12.
- 2.3 The total budget of £136,710 was committed to the projects detailed below therefore there is no funding remaining for this financial year.

Project Title	Organisation	2011-12	Armley	Bramley & S'ley
Summer Bands in Parks 2011	Town Centre Manager (Leeds Ahead)	£1,200	✓	✓
Town Centre Manager	Leeds Ahead	£23,000	✓	
I Love West Leeds Festival	I Love West Leeds	£18,000	✓	✓
Holiday Sports Provision	Leeds City Council Sports Development	£3,563	✓	✓
Armley Sports Project	Youth Service	£1,656	✓	
Armley Community Fun Day	Armley Common Rights Trust	£1,500	✓	
Business Development Manager	Community Centre Consortium via BARCA	£41,000	✓	✓
Small Grants Budget	Area Management Team	£5,500	✓	✓
Skips Budget	Area Management Team	£800	✓	✓
Lazer Centre and Friday Night Project	Youth Service	£2,000	✓	✓
Litter Bins	Streetscene/ Parks & Countryside	£691	✓	✓

Bramley Baths	Sport and Active Recreation	£37,800		✓
<b>Total</b>		<b>£136,710</b>	<b>£62,533</b>	<b>£74,177</b>
<b>Balance Remaining for 2011/12</b>		<b>£0</b>		

## 2.4 Small Grants

The following small grants have been approved since the last Area Committee:

White Ribbon Campaign	Leeds Domestic Violence Project	£250
-----------------------	---------------------------------	------

There is £2,100 remaining in the small grants fund.

- 2.5 At the September Area Committee it was suggested that the remaining small grants funding or a portion of it, could be allocated to the burglary reduction initiatives in Bramley and Armley.
- 2.6 CASAC Burglary Reduction £1,000 - the grant would be targeted to those streets in each ward, as identified as a burglary priority by the Crime Reduction Officers. The full cost of a standard target hardening package is £150. The intention is for the grant to subsidise target hardening in Armley and Bramley and residents would be expected to pay the first £50 of any work required. The remaining £100 of the standard package would be paid from the total £3,000 project cost. If the work required is less than £50 then the funding would not have any funds taken from it, as the cost would be covered by the resident. However, some householders in severe hardship may not be able to pay £50. CASAC suggests that 20% of the total funding be allocated to provide the service free of charge for those who are vulnerable and cannot afford to pay for their contribution. These residents should be identified by local Crime Reduction Officers or Councillors, to ensure that only the most vulnerable people access the free service. This would ensure that the funding does not introduce barriers to the service for those in need. West North West Home tenants would also not have to pay £50 contribution. The remaining 80% of the funding could then be directed to priority burglary areas and residents asked to contribute the first £50 towards the cost of the service. Community Safety will contribute £1,000 and an application to West North West Homes will be submitted for £1,000 giving a total of £3,000. This funding will provide up to 20/25 households the opportunity to reduce their risk of burglary.

## 3 Corporate Considerations

### 3.1 Consultation and Engagement

- 3.1.1 The Area Committee has previously been consulted on the projects detailed within the report.

### **3.2 Equality and Diversity / Cohesion and Integration**

3.2.1 All Well-being funded projects are considered prior to their submission to Area Committee for their impact on Equality and Diversity and Cohesion and Integration.

### **3.3 Council Policies and City Priorities**

3.3.1 Projects submitted to the Area Committee for funding support are assessed to ensure that they are in line with Council and City priorities. Area Management's work programme contributes at a local level to the themes contained in the:

- Vision for Leeds
- Leeds Strategic Plan
- Health and Wellbeing City Priorities Plan
- Children and Young People's Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

### **3.4 Resources and Value for Money**

3.4.1 Programmes of work outlined in this report are resourced in the main by Area Management staff and where relevant their partners which in turn provides value for money.

3.4.2 In order to meet the Area Committee's functions (see Council's Constitution Part 3, section 3C), funding is available via Well Being budgets.

3.4.3 In order to meet the Area Committee's roles, funding is in the main supplied by other Leeds City Council Departments main stream budgets, and external partner agencies e.g. the Police and Primary Care Trust, which is in turn reflected in the fact that the Area Committee's role here is only to influence, develop and consult. However, on occasion, wellbeing funding has resourced some projects related to its roles, e.g. conservation area reviews.

### **3.5 Legal Implications, Access to Information and Call In**

3.5.1 This report is the report of the Area Leader for West North West Leeds who has delegated responsibility to action decisions in accordance with Area Management's work programme in accordance with part 3 of the Council's Constitution in relation to Area Committee Functions.

3.5.2 This report is not confidential, neither is it, or part of it exempt.

3.5.3 This report is eligible for call in.

### **3.6 Risk Management**



3.6.1 Risk implications and mitigation are considered on all well-being applications.

#### **4 Conclusions**

4.1 The report outlines potential projects through the Area Committee's Well-Being budget. These are projects which assist in the work programme of the Area Management Team. The report outlines the budget remaining for the Area Committee's use for the rest of the financial year.

#### **5 Recommendations**

5.1 Members are asked to note the position of the Well-being budget

5.2 Approve or otherwise the proposal at 2.5.

#### **6 Background documents**

6.1 Well-Being report to the Special Meeting of the Inner West Area Committee – 17<sup>th</sup> May 2011.

6.2 Inner West Area Committee Well-being Fund update – report to 5<sup>th</sup> April 2011 meeting.

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**Report of Area Leader – West North West**

**Report to Inner West Area Committee**

**Date: 19<sup>th</sup> October 2011**

**Subject: Inner West Area Committee Business Plan**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  Armley and Bramley & Stanningley
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**

1. The report presents an update on work to date to develop an Area Committee Business Plan, and presents a draft version.
2. It is proposed that between September 2011- March 2012, Area Management will continue to develop a business plan. The timescale will ensure that Members have been consulted on the production of plan, that it is fit for purpose and reflects the new city wide priority plans and performance monitoring principles.
3. The business plan will be presented to the March 2012 Area Committee for final approval. The plan will be a four year plan running from 2011 -15 and will be refreshed annually.
4. Recommendations
  - The Area Committee are asked to:
    - a) Note the contents of this report
    - b) Note the draft Business Plan (Appendix 1) and draft Action Plan (Appendix 2)
    - c) Agree to the Area Management Team continuing to develop a Business Plan
    - d) Agree to receiving updates at future meetings and for the Area Committee to adopt a four year plan at the March 2012 meeting that will be subject to a refresh annually.

DRAFT

## 1 Purpose of this report

- 1.1 The report presents an update on the work date to develop an Area Committee Business Plan.

## 2 Background information

- 2.1 In 2008, the Leeds Strategic Plan brought together the themes in the existing Vision for Leeds and Local Area Agreement to provide an integrated framework for partners to tackle city wide priorities. To translate city wide priorities and outcomes to local improvement priorities, the Area Committee approved a three year Area Delivery Plan in June 2008. This was refreshed in June 2009 and June 2010.
- 2.2 The Area Committee Delegated Functions and Priority Advisory Functions were approved by the Executive Board in June 2009, this approval was rolled forward to 2010/11 and 2011/12 with the only amendments made to environmental delegations.
- 2.3 The 2008-2011 Area Delivery Plan (ADP) which underpins the work of Area Management, came to a formal end in March 2011. However, Area Management's work programme has continued informally, with many projects rolling forward from the ADP.
- 2.4 It is proposed to replace the ADP with a new annual Business Plan that would reflect changes to the City and council planning and partnership framework, and incorporate local community engagement planning and actions. The Business Plan will continue to outline local priorities and actions for the Inner West and provide a framework for the spend of the Well being Budget. The Business Plan will enable the Area Committee to fulfil the principles of Integrated Locality Working.

## 3 Main issues

- 3.1 A draft Business Plan 2011-2015 (appendix 1) which includes priorities for action (appendix 2) is attached for consideration. It is proposed that between September 2011- March 2012, the Area Management Team will continue to develop the business plan.
- 3.2 Timescale and Engagement with Members

The timetable below outlines the process to produce a four year business plan. It includes regular engagement with Members and an annual refresh and review cycle.

October 2011	Members consulted and comment on Business Plan format at Area Committee.
October 2011	Member workshop (working towards Outcome Based Accountabilities criteria) held to furnish Business Plan.
October – November 2011	Area Management Team develop Business Plan taking into account Members views.

December 2011	Receive a draft update at Area Committee.
January 2012	Update on progress at ward based briefings.
March 2012	Area Committee adopt 2011-2015 business plan.
August – October 2012	Review business plan.
November 2012 – February 2013	Refresh business plan.
March 2013	Area Committee adopt refreshed 2011-15 business plan.
August – October 2013	Review business plan.
November 2013 – February 2014	Refresh business plan.
March 2014	Area Committee adopt refreshed 2011/15 business plan.

3.3 This timetable will ensure that Members have been consulted on the production of a four year plan (through workshops and ward member briefings), to ensure that the Business Plans represent the communities they represent. In addition, the timetable will ensure that it reflects the new city wide priority plans and performance monitoring principles.

3.4 Performance Monitoring

The Business Plan will be monitored via the Area Committee, who will be presented with regular progress reports.

**4 Corporate Considerations**

**4.1 Consultation and Engagement**

4.1.1 Members will be consulted at the forthcoming Business Planning workshop on the content of the Business Plan for Inner West. In addition, the final business plan will be presented for adoption with Members in March 2012.

**4.2 Equality and Diversity / Cohesion and Integration**

4.2.1 The Business Plan will take into account equality, diversity, cohesion and integration issues.

**4.3 Council Policies and City Priorities**

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

**4.4 Resources and Value for Money**

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

#### **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 for Members and therefore no risks are identifiable.

### **5 Conclusions**

5.1 The Area Committee requires a document to set out the key priorities for the year, that links to city wide policies and provides a framework for the spend of the Well Being Budget.

5.2 The new Business Plan will support and contribute to changes already being put in place to the planning framework at a city wide level and it will illustrate how the Area Management Team will support partnerships and local services in this process, whilst continuing to champion the role of the Area Committee.

### **6 Recommendations**

6.1 The Area Committee are asked to:

- a) Note the contents of this report
- b) Note the draft Business Plan (Appendix 1) and draft Action Plan (Appendix 2)
- c) Agree to the Area Management Team continuing to develop a Business Plan
- d) Agree to receive updates at future meetings and for the Area Committee to adopt a four year plan at the March 2012 meeting that will be subject to a refresh annually.

### **7 Background Documents**

7.1 Inner West Area Delivery Plan 2008-11

7.2 Executive Board Report, Proposed Changes to the Leeds Initiative Partnership and the City Planning Framework, 15<sup>th</sup> December 2010

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# **Inner West Area Committee Business Plan 2011/15**

## **Contents**

### **Executive Summary**

#### **1. Chairs Foreword**

#### **2. Area Committee Introduction**

#### **3. Functions of the Area Committee**

#### **4. Well Being Budget**

#### **5. Ward Profiles**

#### **6. Priorities and Actions for 2011/12**

#### **7. Priority Neighbourhoods**

#### **8. Partnership and Integrated Working**

#### **9. Community Engagement**

#### **10. Commitment to Equalities and Cohesion**

#### **11. Monitoring Arrangements and Promotion of Area Committee Achievements**

**Executive Summary**

- Summary of document for circulation and promotion of Area Committee's priorities.

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## **1. Foreword by Inner West Area Committee Chair**

Welcome to our Inner West Area Committee Business Plan which covers the period 2011/15.

Foreword to be agreed with Inner West Area Committee Chair.

DRAFT

Cllr Denise Atkinson  
Inner West Area Committee Chair

## 2. Area Committee Introduction

Decisions on this Business Plan are made by the Ward Councillors of the Inner West Area Committee:

- Armley ward (3 Elected Members)
- Bramley ward (3 Elected Members)

Ward Councillors are local representatives and have a key role as community champions. The Area Committee has co-opted four members: representatives of the Armley Forum and Bramley & Stanningley Forum. The co-opted members do not have voting rights as legally only Elected Members or council officers (with delegated powers) can make decisions about how the Council's budget is spent.

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

Wednesday 19 <sup>th</sup> October; 5pm	St. Bartholomews Primary School
Wednesday 14 <sup>th</sup> December; 5pm	Strawberry Lane Community Centre
Wednesday 15 <sup>th</sup> February; 5pm	Venue to be confirmed
Wednesday 21 <sup>st</sup> March; 5pm	Venue to be confirmed

The Business Plan will be revised and refreshed every year to ensure the priorities and outcomes are still relevant.

The primary focus of the Area Committee continues to be improving local services in Inner West Leeds and working in partnership with Council services and key agencies, including the Police, health services, West North West Homes Leeds and the voluntary and community sector to achieve local aspirations. The Area Committee must also demonstrate its contribution to the success of Leeds and the Business Plan reflects the themes and aims of Leeds Initiative and links local and city wide outcomes.

### 3. Functions of the Area Committee

The 2011/12 Function Schedule, included in the Council's Constitution (Part 3, Section 3c), outline both Delegated Functions and Priority Advisory Roles of the Area Committee and was presented and agreed at the 8<sup>th</sup> July 2011 Area Committee. A copy is available on request.

#### Delegated Functions:

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

#### Priority Advisory Functions: (influencing, developmental/consultative responsibilities)

- Community Engagement
- Community Greenspace
- PCSOs, Neighbourhood Policing Teams, Multi agency crime and grime operations
- Highways Maintenance (continuation of ward member responsibility)
- Local Children and Young People Plans
- Health and Wellbeing (Including Adult Social Care)
- Area Based Regeneration Schemes and Town and District Centre Projects
- Conservation Area Reviews

#### Well being Budget:

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

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

#### Community Centres:

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

- *oversee controllable revenue budgets, operational arrangements and the use of the centres;*
- *agree and implement a schedule of charges and discounts for directly managed centres;*
- *make asset management and investment proposals to ensure the portfolio is sustainable and meets local needs.*

- a) Under the current Functions Schedule there is currently one community centre delegated to this Area Committee:
  - Strawberry Lane Community Centre

- b) There is an ongoing review corporately in relation to community centres looking at the current delegation and market rental assessments.
- c) The Business Plan will assist the Area Committee in monitoring improvements to the centres. Reports will be provided to the Area Committee to report on progress, which will include information from Corporate Property Management on budget and maintenance and the corporate review of the Market Rental Assessments.

Neighbourhood Management:

*To agree priority neighbourhoods (through the approval of the Business Plan); and to agree and monitor Local Area Management Plans for the Committee's area.*

The Business Plan provides a framework to manage the delivery of key project activity in priority neighbourhoods focusing on the achievement of measurable improvements to service delivery using largely mainstream resources and integrated locality working. The Area Committee will have a direct role in setting the governance arrangements and community engagement programmes for priority neighbourhoods

- a) The priority neighbourhoods for the Inner West have been agreed as the Fairfields estate within Bramley & Stanningley ward and the New Wortley and Wythers areas within Armley ward. In addition, the Area Management Team will continue to assist the ALMO in delivering improvements through their neighbourhood improvement group on the Broadleas estate in Bramley & Stanningley ward.
- b) Local Area Management Plans will be approved on an annual basis and will set out actions to target the priorities identified within each priority neighbourhood.
- c) Reports will be provided to Area Committee twice a year to highlight achievements and provide performance management information.

CCTV

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

- a) The Area Committee will receive an annual report in June to provide an update in relation to CCTV, in addition regular reports will be provided to members via email.

Environmental Services:

*To develop and approve annual Service Level Agreements to achieve as a minimum, the service standards set by Executive Board. Via the Service Level Agreement, to determine the principles of deployment of the available resources by:*

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

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

*To be responsible for negotiating amendments to the SLA with service providers to*

*accommodate unforeseen events or patterns of service failure, during the course of the SLA.*

- a) The Area Committee has established the Inner West Environmental Sub Group with Member representation from each ward to meet on a regular basis to oversee the development and implementation of the SLA. Quarterly service activity reports will be submitted by the Environmental Locality Manager to the Environment Sub-group for consideration. Through the sub-group, the report will be used to identify changes in issues and priorities and therefore help guide service delivery over the following quarters. Feedback from these meetings will form part of the regular reporting to the Area Committee to performance manage the delegation.
- b) Twice yearly performance monitoring reports will be submitted by the Environmental Locality Manager to the Area Committee for consideration to enable members to review the implementation and delivery of the SLA.
- c) An annual report will be submitted by the Area Committee to Executive Board, detailing the performance against service outcomes and the execution of Executive Board policy locally.

#### Community Engagement:

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

- a) As part of this Business Plan, a programme of community engagement will be developed with the aim of providing consistency across the 10 Area Committees. This activity will fulfil the Area Committee's delegated responsibilities and will be managed by the Area Management Team on behalf of the Area Committee.

#### Ward Member Briefings

- a) Ward Member meetings will be held for each ward during the year with the purpose to identify ward projects and monitor progress of these projects. The meetings will be arranged and facilitated by the Area Management Team with an action plan provided for each.
- b) Where members have specific issues, partners will be invited to attend meetings to discuss and agree actions to address.
- c) A regular cycle of invited guests will be agreed with members to provide update reports and progress as and when appropriate.

#### Forward Plan

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

#### 4. Well Being Budget

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

Outlined in the table below is a record of how the 2011/12 revenue budget was allocated to support priorities in the Inner West. The table also shows how the 2011/12 revenue allocation of £136,710 has been aligned to city wide themes and local priorities.

<b>INCOME</b>	Revenue Well being budget 2011 / 12	£136,710
	Roll Forward	Nil
	<b>Total</b>	<b>£136,710</b>
<b>EXPENDITURE</b>		
<b>ADP Theme</b>	<b>Projects</b>	
Sustainable Economy and Culture		<b>£42,200</b>
	Summer Bands in Park 2011	,£1,200
	Town Centre Manager	£23,000
	I Love West Leeds	£18,000
Safer and Stronger Communities		<b>£49,491</b>
	Community Centre Consortium Project	£41,000
	Small Grants	£5,500
	Community Skips	£800
	Armley Community Fun Day	1,500
	Additional Litter Bins (revenue funding to supplement capital shortfall)	£691
Health and Well Being		<b>£37,800</b>
	Bramley Baths	£37,800
Children and Families		<b>£7,219</b>
	Holiday Sports Provision	£3,563
	Armley Sports Project	£1,656
	Lazer Centre & Friday Night Project	£2,000
Housing and Regeneration		£0.00
<b>TOTAL</b>		<b>£136,710</b>



A report was submitted to the Area Committee on 13th September 2011 outlining the major benefits and added value of capital Well-being funding in West North West Leeds. This showed that since 2004, well-being funds have been spent on 51 projects, leveraging in £98,800 internal funding and £3,228,000 from external sources. This considerable leverage is largely due to the Safety Central project at the former Bramley Fire Station. The report also demonstrated the range of projects which Area Committee Well-being funding had supported, underpinning the following themes:

- Developing community capacity
- Addressing community safety
- Enhancing town and district centres
- Improving the environment, green spaces and parks
- Enhancing community assets
- Delivering highway repairs, improvements and parking schemes and encouraging sustainable transport schemes

The full capital budget for Inner West has either been spent or committed. There has been no new capital allocation since 2009/10.

## **5. Ward Profiles**

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

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

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

## **6. Priorities and Actions for 2011/12**

A draft action plan outlining the Area Committee priorities and actions for 2011/12 has been produced and will be reviewed annually. The action plan sets out specific actions to deliver the Area Committee's priorities, based on the new integrated working design.

## **7. Priority Neighbourhoods**

In response to the Narrowing the Gap agenda of the Vision for Leeds 2004-2020, the Area Committee developed Local Area Management Plans (LAMPs). LAMPs do not include all activities and services provided within the area, but highlight what services are doing 'over and above' their core duties to meet the needs of the area and reduce the 'gap' between this neighbourhood and the rest of the city.

Priority neighbourhoods are identified based on the following:

- Neighbourhood Index
- Indices of Deprivation
- Consultation with Elected Members
- Data available from partners on their service users

The New Wortley and Wythers estates within Armley ward and the Fairfields estate within Bramley & Stanningley ward have been the focus of LAMPs for a number of years as these fall within the most deprived areas of Inner West as demonstrated by the Indices of Deprivation. Whilst there has been some improvement in the most deprived areas; crime, poor educational outcomes and a poor living environment would still appear to be the biggest issues with many Super Output Areas in the most deprived 20% nationally within these domains. The LAMPs have involved a range of agencies working in partnership to tackle numerous issues, with a particular focus on environmental issues.

Health and well-being is a particular issue in New Wortley and this is being tackled through the LAMP. NHS Leeds led on a health needs assessment in the area and the results are being considered and will be addressed through the LAMP. The LAMP also tackles crime and grime and health issues as well as worklessness and a range of issues facing vulnerable people.

The Wythers LAMP has focused on crime and grime issues in the main and this has included inter-generational and cohesion and integration work with schools to increase residents' ownership of their local environment. In particular anti-social behaviour has been a key problem with some problem families being the target of interventions.

The Fairfields LAMP continues to address crime and grime issues and has more recently tried to ensure cohesion between residents of the original estate and new social housing development. The LAMP has also promoted community engagement in activities, particularly those linked to reducing worklessness and those improving health and well-being. The LAMP has incorporated input from a private sector organisation that has entered into a partnership with the centre to make improvements to the interior and exterior of the building and support community engagement.

The Community Centres Consortium for Fairfield and New Wortley community centres has also been a key focus of the priority neighbourhoods work in these areas. A Business Facilities and Social Enterprise Manager is in post, funded through the Inner West Area Committee, to increase the sustainability of community centres in Inner West through increasing social enterprises which operate from the centres. The business model for this post was developed by the Community Centres Consortium and as a result a range of key stakeholders are engaged with the post holder in helping to develop the centres as social enterprise hubs. The post is helping to promote community engagement and cohesion in the area and also seeking to make long term sustainable changes in the area

In addition, a Neighbourhood Improvement Plan, led by West North West homes Leeds has been developed for the Broadleas estate in Bramley & Stanningley ward. This reflects the performance of this area in terms of Indices of Deprivation.

Partnership work aims to tackle crime and grime and health and well-being issues such as teenage pregnancy, domestic violence and safeguarding children.

## 8. Partnership and Integrated Working

Locality Working is about working better with a wide range of services, organisations and residents to improve local communities. It focuses on better coordination and cohesive service delivery which is able to best meet the needs of local people. Area Committee will nominate champions for partnership roles to support this agenda.

### 2011/12 Area Committee Champions

Cllrs Hanley & Harper	Environmental Champion
Cllr Harper	Health and Well being Champion
Cllr McKenna	Community Safety Champion
Councillor Lowe	Children's Champion
Cllr Hanley	South East Employment, Enterprise & Training Partnership

### West North West Area Leadership Team

The team will be established in September 2011, chaired by a member of the corporate leadership team, and oversee the development and successful implementation of local integrated services that improve outcomes in west north west neighbourhoods. The new locality working approach is outlined in the design principles agreed by Executive Board in December 2010 (a copy of the design principles is available on request).

### West North West Environmental Integrated Locality Working group

The West North West Area Manager with partners, has established a West North West Environmental Integrated Locality Working group to oversee integrated locality working to tackle environmental issues in key areas of the wedge. This group meets bi-monthly. In addition to improved visual appearance the targeted neighbourhoods, lessons learnt on future collaborative working will be identified and implemented.

### Inner West Environmental Sub Group

The Inner West Sub Group comprises a Member from each Inner West ward and meets regularly to ensure implementation of the Service Level Agreement. The aim of the group is to provide strategic direction for the improvement of service delivery and the quality of the environment for the Outer West wards of Armley and Bramley & Stanningley through targeted response to local priorities, better co-ordination of service delivery and investment in public green spaces.

### Community Safety Tasking

The Inner West Tasking group works in partnership, taking a problem solving approach to crime and environmental issues. Intelligence sharing means that actions identified are intelligence led, focusing on hotspot areas. The group meets monthly and regularly reports back to the Area Committee and also the Divisional Community Safety Partnership.

## 9. Community Engagement

Developing a programme of community engagement is one of the Area Committee's key responsibilities. This business plan seeks to provide a robust framework for community engagement which supports the identification of business plan activity and involves the public in local decision making. To facilitate this process, it is recommended that engagement activity should be split into two main components:

- a) Primary Engagement: A core programme of primary engagement for all 10 Area Committees should be implemented which provides a consistent approach for consulting the public on the broad priorities for each area and meets the requirements for the area committees' delegated function. It is proposed that this is undertaken through an annual survey of Citizens Panel Members and is implemented as part of the annual Business Plan development and review process. The results of this consultation will be presented in a report to Area Committees setting out the findings of the consultation against the business plan themes.
- b) Secondary Engagement: In addition to this core programme of community engagement, each area committee may elect to undertake additional engagement as it relates to the business of the Area Committee. For the Inner West this will include but is not limited to: a neighbourhood survey for each priority neighbourhood, up to 17 ward forums and drop-in sessions a year and a range of engagement activities linked to the delivery of individual projects and programmes of service improvement.

A community engagement forward plan will be produced annually, outlining the reports scheduled for the Area Committee in that municipal year. Area Management Team will manage this programme of activity on behalf of the Area Committee which may include contributions of resources from other services and agency partners.

## 10. Commitment to Equalities and Cohesion

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

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

Well Being Funding Agreements are signed by all agencies and community groups, who must also implement and adhere to their own equality statements in order for them to receive funding.

## 11. Monitoring Arrangements and Promotion of Area Committee Achievements

The Action Plan outlining the Area Committee priorities and actions will be subject to performance monitoring. Further performance management arrangements will be developed during the implementation of the Business Plan.

Priority	How will this be achieved?	Who (Partnership/Agency)	By When	Outcomes /Measures	Progress / Concerns to Highlight
<b>Sustainable Economy and Culture</b>					
<b>Bramley and Armley town centres are thriving and vibrant.</b>	The Town Centre Manager will: <ul style="list-style-type: none"> <li>• Deliver a partnership action plan</li> <li>• Enhance the role of the Business Forum.</li> <li>• Promote the town centre and organise events.</li> </ul>	Area Management Town Centre Manager Environmental Action Team	2012 2012 Ongoing	A good mix of retail units that support the needs of the local community and a reduced number of empty units.  Number of jobs generated locally.  A positive perception within the community about the town centre.  Consumer loyalty.	
	Work through the Environmental Delegation and local tasking arrangements to tackle environmental hotspots.	Area Management Environmental Action Team Community Safety Tasking partnership	Ongoing	Reduction in flytipping and debris.  Reduced levels of ASB and criminal activity.	
	Work with City Development to tackle issues relating to derelict sites and their development.	Area Management City Development	Ongoing		
<b>All local people are engaged in sport and cultural activities.</b>	Identify opportunities to encourage increased usage of community assets to enhance individual well-being.	Area Management Armley Mills Armley Library Bramley Library Bramley Baths Armley Leisure Centre Community Centres	2012	Number of visitors, participants and membership numbers.  A positive perception within the community about community assets, activities and events.	

Priority	How will this be achieved?	Who (Partnership/Agency)	By When	Outcomes /Measures	Progress / Concerns to Highlight
<b>All local people are able to access as many opportunities as possible to get jobs or learn new skills.</b>	Work with partners to deliver further needs led sport and cultural activities from within community assets.	Area Management LAMPs Tasking partnership	2012		
	Undertake a review of 'I Love West Leeds' and evaluate impact on local people.	Area Management	2012	Number of local people participating in 'I Love West Leeds' programme.	
	Review Area Committee funding for sports development work including holiday programmes and Coaching Scholarship.	Sport Development Unit	2012	Number of young people engaged in sporting activities.	
	Sustain internet access in community centres and deliver jobs and skills sessions from priority sites.	Community Centre Consortium Jobs and Skills LAMPs	2012	JSA claimant rates  Jobs and skills sessions held and locality.	
Develop a programme of work to tackle the most prevalent issues in inner west.	WNW Area Leadership Team	2012	Employment Deprivation Domain (2013)  NEET for Armley and Bramley clusters.		
<b>Safer and Stronger Communities</b>					
<b>Reduce crime and antisocial behaviour, with a particular focus on reducing burglary rates.</b>	Deliver and review Armley Burglary Reduction Plan.	Divisional Community Safety Partnership Area Management	2012	Armley: To return to the upper level of the Milestone Range, at 43 offences per month, 516 offences per year, a reduction	
	Deliver and review Bramley Burglary	Community Safety	2012		

Priority	How will this be achieved?	Who (Partnership/Agency)	By When	Outcomes /Measures	Progress / Concerns to Highlight
<b>Improvements to priority environmental sites to enhance cleanliness and attractiveness.</b>	<p>Reduction Plan.</p> <p>Work with the local tasking partnership to problem solve priority issues and hotpot concerns.</p> <p>Deliver a programme of work to deliver environmental improvements to priority sites through integrated working to improve the effectiveness of services.</p>	Area Management Inner West Tasking	2015	<p>of 13.5% from the annual offence total for 2010/11. Bramley and Stanningley: Lower level of the Milestone Range, at 25 offences per month, 300 offences per year, a reduction of 22% from the annual offence total for 2010/11.</p> <p>Site improvements undertaken.</p> <p>A positive perception to the improvements within the neighbourhood.</p> <p>Improvements to cleanliness and a reduction in criminal activity.</p>	
<b>Deliver the SLA for Environmental Services</b>	Work with partners through the Environmental Sub Group to ensure effective and targeted delivery of services.	Area Management Environmental Action Team Environmental Sub Group	2012	<p>Number of sites surveyed to be satisfactory in terms of the presence of:</p> <ul style="list-style-type: none"> <li>• litter</li> <li>• detritus (e.g. leaf mould, dirt accumulations etc).</li> <li>• graffiti</li> <li>• flyposting.</li> </ul>	
<b>Consult local people on changes that may affect their lives and support them to get involved in local decision making.</b>	Undertake annual consultation through the Leeds Citizens Panel to identify Area Committee priorities.	LCC Corporate Communications / Area Management	Ongoing	Survey undertaken, analysis complete and findings reported to Area Committee.	

Priority	How will this be achieved?	Who (Partnership/Agency)	By When	Outcomes /Measures	Progress / Concerns to Highlight
	<p>Provide the public with information to assist them in understanding local issues through a range of communication channels including public meetings.</p> <p>Seek the views of the public on key developments that will affect the areas where they live.</p> <p>Support local voluntary, community and faith organisations to play a lead role in the development and implementation of neighbourhood activities.</p>	<p>Area Management</p> <p>Area Management / LCC Regeneration Service</p> <p>Area Management / West North West homes Leeds</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Undertake up to 12 forums and public drop in meetings in the Inner West.</p> <p>Hold community meetings in both priority neighbourhoods and across each ward. Ensure that significant developments are appropriately communicated to the public.</p> <p>Community organisations in New Wortley, the Wythers and Fairfields will have the capacity and opportunity to engage with, lead and influence neighbourhood activities.</p>	



<b>Children and Families</b>					
<b>All children and young people attend school and have access to services that will enhance their well-being.</b>	Work with partners to target and deliver diversionary activities for young people, link with the Offender Management Group.	Divisional Community Safety Partnership Area Management BARCA Youth Service Community Safety	Ongoing	Number of sessions held and locality.  Reduction of ASB and criminal incidents in those localities.  Number of young offenders engaged in activities.	
	Improve school attendance and reduce persistent absenteeism.	Armley & Bramley clusters			
	Partnership working to reduce teenage pregnancies.	Children' Services		Reduction in number of teenage pregnancies in Inner West.	
<b>Health and Wellbeing</b>					
<b>All local people are active and healthy.</b>	Work with the PCT to review the Joint Strategic Needs Assessment health data in order to consider significant findings.	PCT Area Management Team LAMPs	2012	Health deprivation and disability domain (2013).	
	Complete the Health Needs Assessment in New Wortley.		2012	Number of health related programmes of activity held and locality.	
	Work with partners to deliver health related programmes of activity in priority sites.		2012		

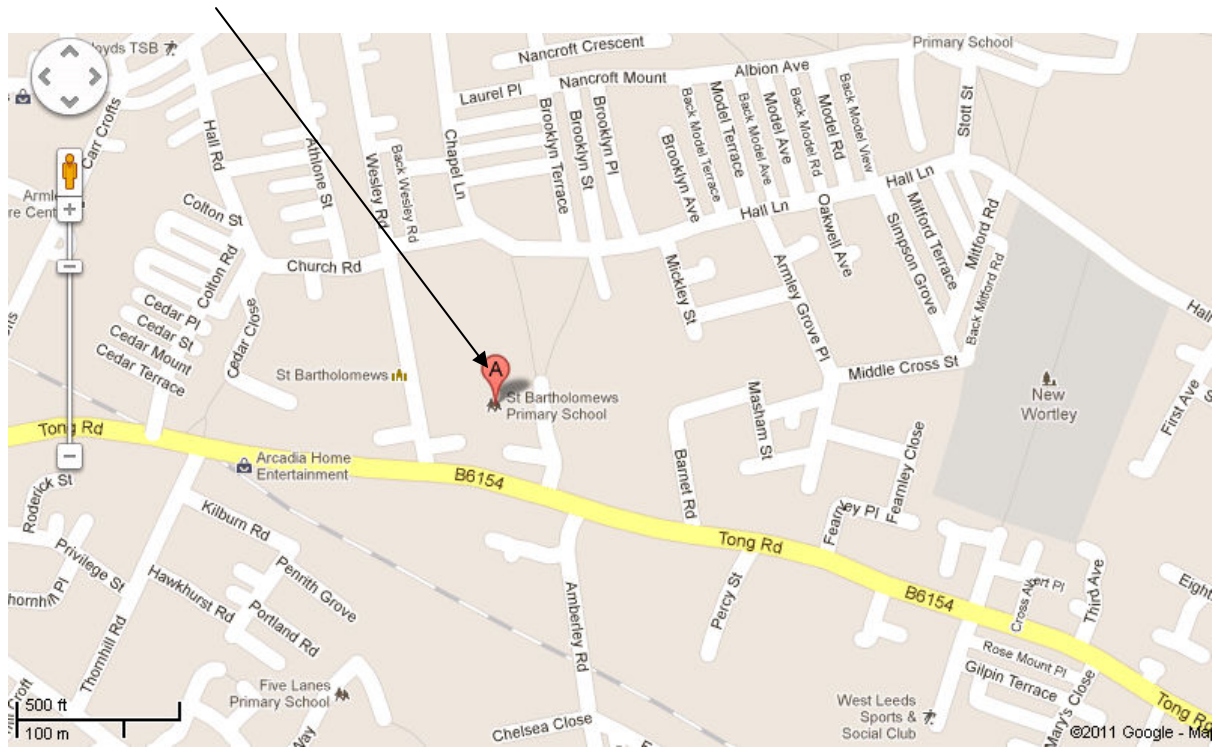
Housing and Regeneration					
<b>Improve our most deprived neighbourhoods through integrated partnership working.</b>	Review of priority neighbourhood areas and how partners work to improve outcomes.	Area Management Team	2011	Process for delivering neighbourhood improvements in deprived neighbourhoods agreed.	
	Deliver Local Area Management Plans in priority neighbourhoods targeting areas of need.	Area Management LAMPs	Ongoing	Priority neighbourhoods in inner west identified. Indices of Deprivation (2013).	
	Work with partners through the Inner West Tasking partnership to resolve local community safety and environmental issues.	Inner West Tasking	Ongoing		
	<b>Increased number of volunteers working within our local communities.</b>	Engage volunteers to work within local communities and support the development of community assets.	Voluntary Action Leeds Area Management	Ongoing	Increased number of volunteers.
	Provide information on getting involved with volunteering at all our events and support the European Year of the Volunteer; host an annual event to thank our voluntary organisations and celebrate the work that they do.		2012		

<b>Local communities are cohesive and engender a sense of pride in their neighbourhoods.</b>	Deliver environmental educational programmes in schools.	Area Management Environmental Action Team	Ongoing	A positive perception to the improvements in the neighbourhood.	
	Identify community capacity building opportunities.	Voluntary Action Leeds Yorkshire Planning Aid	Ongoing	Number of community groups.	
	Embed indicators and corresponding actions in neighbourhood action plans to improve cohesion and integration in local communities.	Area Management Equalities Team	2012	Number of local events and clear ups held.	
	Provide a Small Grants Budget to support local communities to deliver local activities and improve their neighbourhood.	Area Management Team	2012	Number of people attending, and different groups participating in local activities	
	Provide a Skips Budget to support local communities to undertake clean ups.		2012		
<b>Make better use of community buildings</b>	Support the development of the Community Centre Consortium's programme of work, in particular the medium and long term plans for the Fairfield and New Wortley Community Centres.	Area Management Community Centres BARCA	2015	The centres remain open and effective.	
	Undertake annual reviews of Strawberry Lane Community Centre.	Area Management Strategy and Commissioning	Ongoing	The centre is fully leased and maintained. Sites clear of debris and flytipping.	

	Tackle derelict/ problem sites, in particular sites with community and public safety issues and environmental blight (taking into account the Leeds Bradford Corridor and the West Leeds Gateway priority sites).	Area Management Environmental Action Team Planning City Projects Community Safety Building Control	2015	Reduction of ASB, criminal activity and flytipping and debris.	
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# St Bartholomew's Primary School, Strawberry Lane, LS12 1SF



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