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NORTH EAST (INNER) AREA COMMITTEE

Meeting to be held in the Civic Hall, Leeds on
Monday, 5th September, 2011 at 4.00 pm

MEMBERSHIP

Councillors

J Dowson	-	Chapel Allerton;
M Rafique	-	Chapel Allerton;
E Taylor	-	Chapel Allerton;
R Charlwood	-	Moortown;
S Hamilton	-	Moortown;
M Harris	-	Moortown;
G Hussain (Chair)	-	Roundhay;
M Lobley	-	Roundhay;
C Macniven	-	Roundhay;

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Rory Barke
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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>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded)</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting)</p>	

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

Item No	Ward	Item Not Open		Page No
5			APOLOGIES FOR ABSENCE	
6			<p>OPEN FORUM</p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
7			<p>MINUTES OF THE PREVIOUS MEETING</p> <p>To confirm as a correct record the attached minutes of the meeting held on 20th June 2011.</p>	1 - 10
8			<p>LOCAL AUTHORITY APPOINTMENTS TO OUTSIDE BODIES - PROGRESS REPORT</p> <p>To consider a report of the Chief Officer (Democratic and Central Services) on progress in relation to Local Authority Appointments to Outside Bodies.</p>	11 - 16
9			<p>AREA CHAIRS FORUM MINUTES</p> <p>To consider a report of the Assistant Chief Executive (Planning, Policy and Improvement) on a requirement to submit copies of the Area Chairs Forum Minutes to Area Committee meetings.</p> <p>N.B. Please note that a copy of the minutes will be circulated at the meeting.</p>	17 - 20

Item No	Ward	Item Not Open		Page No
10			<p>AREA UPDATE REPORT</p> <p>To consider a report of the East North East Area Leader setting out the format for the Area Committee Business plan and highlighting progress made in relation to the plan. The report also provides Members with an update on progress of action taken to deliver the priorities set out in the Community Charter.</p>	21 - 36
11			<p>WELL BEING FUND CAPITAL AND REVENUE BUDGETS</p> <p>To consider a report of the East North East Area Leader highlighting the major benefits and added value of Capital Well Being Funding in Inner North East Leeds and also providing Members with an update on the current position of the Revenue Well Being Funding for the Area Committee and setting out applications made for consideration by the Area Committee.</p>	37 - 54
12			<p>DELEGATION OF ENVIRONMENTAL SERVICES - SERVICE LEVEL AGREEMENT</p> <p>To consider a report of the Director of Environment and Neighbourhoods on presenting to the Area Committee, for approval, a final version of the Service Level Agreement (SLA) through which the work of the Environmental Locality team will be steered over the next nine months.</p>	55 - 74
13			<p>AREA MANAGEMENT PERFORMANCE REPORTING</p> <p>To consider a report of the Director of Children's Services which 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.</p>	75 - 100

Item No	Ward	Item Not Open		Page No
14			<p>CONSULTATION ON EXPANSION OF PRIMARY SCHOOL PROVISION FOR SEPTEMBER 2013</p> <p>To consider a report of the Director of Children’s Services presenting the Area Committee with an update on the work being undertaken across the city to ensure the authority meets its statutory duty to ensure sufficiency of school places in the context of an increasing birth rate. In particular, the report also draws members’ attention to the proposal directly affecting the inner east following Executive Board’s approval to a consultation on a proposal for a new school to be established through a competition in the Harehills on land at Florence Street to open September 2013. Although not directly in the inner north east, the site is close to the Chapel Allerton ward.</p>	101 - 104
15			<p>HOUSES IN MULTIPLE OCCUPATION - PLANNING WORKSHOPS</p> <p>To consider a report of the Director of City Development 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 is in response to the introduction of an Article 4 direction in Leeds which will come into effect on the 10th February 2012.</p>	105 - 110
16			<p>DATE AND TIME OF THE NEXT MEETING</p> <p>Monday 17th October 2011 at 4.00pm at the Reginald Centre, 263 Chapeltown Road, Leeds LS7 3EX</p>	

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Agenda Item 7

NORTH EAST (INNER) AREA COMMITTEE

MONDAY, 20TH JUNE, 2011

PRESENT: Councillor G Hussain in the Chair

Councillors J Dowson, S Hamilton,
M Lobley, C Macniven and M Rafique

1 **Chair's Opening Remarks**

The Chair welcomed all in attendance to the first North East (Inner) Area Committee meeting of the new municipal year and invited Members and Officers present to introduce themselves to the meeting.

He also welcomed Councillor C Macniven to her first meeting and paid tribute to the previous Chair of the Area Committee, Councillor M Rafique.

2 **Declaration of Interests**

There were no declarations of interest made at the meeting.

3 **Apologies for Absence**

Apologies for absence were received on behalf of Councillors R Charlwood, M Harris and E Taylor.

4 **Open Forum**

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

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

5 **Minutes of the Previous Meeting**

RESOLVED-That the minutes of the meeting held on 14th March 2011 be confirmed as a correct record.

6 **Matters Arising from the Minutes**

a) Expansion of Primary School Provision (Minute 76 (a) refers)

Sharon Hughes, East North East Area Management informed the meeting that Member briefing reports would be submitted to the Ward Member meetings in relation to Allerton Grange and Roundhay schools.

b) Children's Services – Performance Report (Minute 78 refers)

Sharon Hughes, East North East Area Management informed the meeting that a representative from Children's Services would be briefing Ward Members on this issue in the near future.

c) Area Delivery Plan and Community Charter – Annual Refresh (Minute 79 refers)

Sharon Hughes, East North East Area Management informed the meeting that the production of the Area Delivery Plan and Community Charter 2011/12 was nearing completion.

7 Notification of Appointment of Area Committee Chair for 2011/2012 and Revisions to Area Committee Procedure Rules

The Chief Officer (Democratic and Central Services) submitted a report on the appointment of Area Committee Chair for 2011/2012 and revisions to Area Committee Procedure Rules.

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

- Extract from the Area Committee Procedure Rules (Appendix 1 refers)
- Agenda Items (Appendix 2 refers)

RESOLVED –

- a) That the contents of the report and appendices be noted;
- b) That the Area Committee notes the following specific issues identified within the report:-
 - that Councillor G Hussain was elected as Chair of the North East (Inner) Area Committee for the duration of the 2011/2012 municipal year by Council at its Annual Meeting on 26th May 2011;
 - the revised arrangements for the annual election of Area Committee Chairs, as approved by Council on the 26th May 2011 and as reflected within the amended Area Committee Procedure Rules; and
 - the revision to Area Committee Procedure Rule 6.7, as approved by Council on the 26th May 2011, which now requires the minutes from the Area Chairs' meetings to be formally considered by Area Committees

8 Local Authority Appointments to Outside Bodies

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

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

- Appointment to Outside Bodies Procedure Rules (Appendix 1 refers)
- Appointments Schedule (Appendix 2 refers)

RESOLVED –

- (a) That the report and information appended to the report be noted;
- (b) That approval be given to the following Outside Body appointments being made for the 2011/2012 municipal year:

Moor Allerton Elderly Care – Councillor R Charlwood
Community Action for Roundhay Elderly – Deferred – to be reconsidered at the next meeting
Chapelton Citizens Advice Bureau – Deferred – to be reconsidered at the next meeting
East/North East Homes Inner North East Area Panel – Councillor S Hamilton and Councillor G Hussain
Divisional Community Safety Partnership – Councillor E Taylor
Area Children’s Partnership – Councillor C Macniven
Area Health and Wellbeing Partnership – Councillor S Hamilton
Area Employment, Enterprise and Training Partnership – Councillor M Rafique

(Councillor M Loble joined the meeting at 4.10pm during discussions of the above item)

9 North East Divisional Community Safety Partnership Annual Report

A report of the North East Divisional Community Safety Partnership was submitted providing the meeting with an overview of the performance of the North East Divisional Community Safety Partnership and ward based Neighbourhood Policing Teams.

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

- North East Leeds – 2011/12 Targets (Appendix A refers)
- North East Division – Divisional Community Safety Partnership – Updated Structure (Appendix B refers)
- Summary of POCA Projects funded in the Inner North East area (Appendix C refers)

Beverley Yearwood, Area Community Safety Co-ordinator, Environment and Neighbourhoods presented the report outlining the key issues and responded to Members’ queries and comments.

Superintendent (Operations) Timothy Kingsman was also in attendance to provide the meeting with additional background information.

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

- Increased number of crime reduction initiatives in the Chapel Allerton Ward compared to Roundhay and Moortown during 2010/11
- The need to focus on a high level of policing within the Moortown ginnels area i.e. Wensley's and Carr Manor's in order to reduce the problems of anti social behaviour
- Clarification that domestic violence was included within the assault figures and increases reflect improved reporting of domestic violence
- Clarification of how targets for crime are set for the North East Police Division and Safer Leeds
- A request by Councillor S Hamilton to be informed of future PACT meeting dates
- An overview of the current burglary problem across Leeds and offender management processes currently in place to tackle perpetrators

In concluding, Rory Barke, East North East Area Leader informed the meeting the North East Inner area was in the best position in terms of reducing crime and with the effective use of joint resources now available, the North East division was to be congratulated on this achievement.

RESOLVED-

- a) That the contents of the report and appendices be noted.
- b) That this Area Committee supports the continuation of the Divisional Community Safety Partnership in relation to prioritising and tackling Burglary Dwelling during 2011/12 through partnership work at neighbourhood level.

10 CCTV Report for Leeds City Council Community Safety - CCTV Service in North East (Inner) Area Committee

The Director of Environment and Neighbourhoods submitted a report highlighting the services provided by Leeds City Council Community Safety CCTV to demonstrate the effectiveness of the service in reducing the crime and facilitating the apprehension and detection of offenders in areas covered by mobile and fixed CCTV cameras.

Beverley Yearwood, Area Community Safety Co-ordinator, Environment and Neighbourhoods presented the report and responded to Members' queries and comments.

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

- To acknowledge that the CCTV reports were helpful and that CCTV was a useful deterrent in tackling crime
- Clarification of the circumstances and financial rationale resulting from the decision in certain areas to remove public space surveillance CCTV cameras

- Clarification of the latest position in relation to installing CCTV cameras in Harehills Cemetery
(The Area Community Safety Co-ordinator responded and informed the meeting that the proposal to install CCTV cameras in Harehills Cemetery had been refused. She agreed to forward a copy of the East Inner Area Committee recommendations to Members for their information/retention)

RESOLVED—That the contents of the report and information appended to the report be noted.

11 East North East Homes Leeds Work Programme 2011/12

A report of the Chief Executive East North East Homes Leeds was submitted on a proposal for joint working between East North East Homes (Leeds) and the Area Committee.

Steve Hunt, Chief Executive, East North East Homes Leeds presented the report and responded to Members' queries and comments.

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

- Contract management with specific reference to poor painting programmes i.e. Gledhow Towers and the need for contractors to improve on performance and targets
- Adaptations and the need to lobby for more funding and to support elderly people who were required to move to a new property
- Funding allocations for future capital works
- Introductory tenancies
- Grounds maintenance and the historical problems i.e. Potternewton Heights and the need for more joint working
- The need to recognise that fuel poverty was an important issue and to address those properties who do not have central heating through the Total Heat Scheme
- Clarification of repairs target criteria and the need to improve feedback after the 28 day period
- Clarification of new regulations for ALMOs to borrow money in order to build more houses
(The Chief Executive East North East Homes Leeds responded and confirmed that a report on this issue would be brought to a future meeting)

RESOLVED –

- a) That the contents of the report be noted.
- b) That this Area Committee confirms it's agreement that a senior management representative of East North East Homes Leeds attends future Area Committee meetings.

(Councillor J Dowson joined the meeting at 4.55pm during discussions of the above item)

12 **Environmental Services Delegation - Update and Progress Report**

Referring to Minute 82 of the meeting held on 14th March 2011, the Director of Environment and Neighbourhoods submitted a report on an update on progress towards the establishment of a new locality based Environmental Service and its delegation to Area Committees, including relevant information relating to the current review of street cleansing services.

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

- Area Committee Function Schedules Extract (Appendix A refers)
- Environmental Services – East North East Locality Team Structure (Appendix B refers)

John Woolmer, Environmental Locality Manager for East North East presented the report and responded to Members' queries and comments.

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

- The need to achieve the overall principles in order to work more effectively
- The need to recognise that quality was also important, together with addressing the level of supervision and monitoring
- The need to resolve such issues as cars parked in streets which prevents the street from being cleaned

Discussion also ensued with regards to determining the membership of the Member Environmental Sub-group and the Area Committee agreed that this meeting would be open to all Members to attend should they so wish.

RESOLVED-

- a) That the contents of the report and appendices be noted.
- b) That this Committee notes the progress towards the establishment of a new locality based Environmental Service and the structure for the ENE Locality Team.
- c) That the progress towards the delegation to Area Committees including initial resource, budget and performance information to support the development of the first Service Level Agreement (SLA) be noted.
- d) That approval be given to the principles (as set out in section 36) on which to base the operational and service delivery proposals to be included in the Service Level Agreement (SLA) and to agree that this will form the basis for the July workshops with the final SLA to be presented at the September meeting for approval.
- e) That approval be given to the revised role and following membership of the Member Environment Sub-group for Inner NE Area Committee to manage the detailed oversight of the delegated services with officer support:-
Councillor R Charlwood
Councillor G Hussain
Councillor M Rafique

- f) That Councillor G Hussain be confirmed as the Environmental Champion for Inner NE Area Committee for 2011/12.

13 Well Being Fund Update and New Applications

Referring to Minute 83 of the meeting held on 14th March 2011, a report of the East North East Area Leader was submitted on the Well Being Fund Update and New Applications.

Appended to the report was a copy of the Inner North East Area Committee Well-being Budget 2011 -12 (Appendix A refers) for the information/comment of the meeting.

Sharon Hughes, East North East Area Management presented the report and responded to Members' comments and queries.

Representatives from the Chapel-Allerton Arts Festival Committee were also in attendance to provide the meeting with background information on the project.

Discussion ensued on the contents of the report and appendices and prior to determining the membership of the Well Being Member Working Group, the Area Committee agreed that this meeting would be open to all Members to attend should they so wish.

RESOLVED-

- a) That the contents of the report and appendices be noted.
- b) That Councillors J Dowson, S Hamilton and C Macniven be nominated as a Member representative from each Ward to sit on the Well Being Member Working Group.
- c) That the following project proposals be approved, together with the appropriate amount of grant to be awarded as now outlined:
 - Chapeltown 10-2 Club - Summer Programme - £1,250
 - Chapel Allerton Arts Festival Committee – Chapel Allerton Arts Festival 2011 – (£2,500)
 - Community Safety - Burglary Reduction Initiative – (£6,950)
 - West Yorkshire Police Off Road Cycles – (£500)
 - Area Management - Community Payback Projects – (£1,000))
- d) That the current budget position be noted in accordance with the report now submitted.

14 Priority Neighbourhoods - 2010/11 Progress Report and Priorities for 2011/12

Referring to Minute 80 of the meeting held on 14th March 2011, the Director of Environment and Neighbourhoods submitted a report on progress in delivering the Neighbourhood Improvement Plans for the Chapeltown and Scott Hall, Meanwood and Moor Allerton Priority Neighbourhoods during 2010/11.

Draft minutes to be approved at the meeting to be held on Monday, 5th September, 2011

Steve Lake, Neighbourhood Manager, Environment and Neighbourhoods presented the report and responded to Members' queries and comments.

RESOLVED-

- a) That the contents of the report and appendices be noted.
- b) That the priorities for the three priority neighbourhoods for the 2011/12 financial year be received and approved in accordance with the report now submitted.

15 Area Committee Roles for 2011/12

The Assistant Chief Executive (Planning, Policy and Improvement) submitted a report presenting the meeting with a summary of Area Functions and Priority Advisory Functions for 2011/12.

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

- A summary of the delegated functions and priority advisory functions for Area Committees for 2011/12 (Appendix 1 refers)
- Details of the delegated functions and priority advisory functions for Area Committees for 2011/12 (Appendix 2 and 3 refers)

Rory Barke, East North East Area Leader presented the report and responded to Members' queries and comments.

RESOLVED-

- a) That the contents of the report and appendices be noted.
- b) That the summary of approved Area Functions and designated priority functions for 2011/12 be noted.

16 Area Committee Forward Work Programme 2011/12

A report of the East North East Area Leader was submitted providing the meeting with a forward work programme for the 2011/12 municipal year.

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

- Inner North East Area Committee Forward Plan 2011/12
- "Working Together" Community Engagement Strategy 2011-12

Sharon Hughes, East North East Area Management presented the report and responded to Members'; comments and queries.

A proposal was made and supported to move the item on Children's Services (including Youth Services) from the 12th March 2012 meeting to 30th January 2012 meeting.

RESOLVED-

- a) That the contents of the report and appendices be noted.
- b) That, subject to the above revision, approval be given to the proposed Work Programme for 2011/12 in accordance with the report now submitted.
- c) That approval be given to the updated forward plan of reports to Area Committee.

17 Date and Time of Next Meeting

Monday 5th September 2011 at 4.00pm in the Civic Hall, Leeds.

(The meeting concluded at 5.55pm)

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Report of the Chief Officer (Democratic and Central Services)

Report to North East (Inner) Area Committee

Date: 5th September 2011

Subject: Local Authority Appointments to Outside Bodies – Progress Report

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Chapel-Allerton; Moortown and Roundhay	<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

1. This report updates the Committee on the two outstanding vacancies in relation to Community Action for Roundhay Elderly and Chapletown Citizens Advice Bureau and requests Members to give consideration to the proposals outlined in paragraph 4.1 of the report.

2. In respect of the Area Committee's role for Local Children and Young People's Plans, Members are also requested to nominate a Corporate Carer to sit on the Council's Corporate Carer Group for the 2011-12 Municipal Year.

Recommendations

1. The Area Committee is asked to note the report and consider the following proposals:-
 - give further consideration to the two outstanding vacancies in relation to Community Action for Roundhay Elderly and Chapletown Citizens Advice Bureau
 - nominate a Corporate Carer to sit on the Council's Corporate Carer Group for the 2011-12 Municipal Year

1 Purpose of this report

- 1.1 This report updates the Committee on the two outstanding vacancies in relation to Community Action for Roundhay Elderly and Chapletown Citizens Advice Bureau and requests Members to give consideration to the proposals outlined in paragraph 4.1 of the report.
- 1.2 In respect of the Area Committee's role for Local Children and Young People's Plans, Members are also requested to nominate a Corporate Carer to sit on the Council's Corporate Carer Group for the 2011-12 Municipal Year.

2 Background information

- 2.1 At the previous meeting held on 20th June 2011, Members considered a report outlining the procedures for Council Appointments to outside bodies, and made appointments to various Organisations.
- 2.2 Appendix 1 makes reference to two outstanding vacancies which were not filled at the meeting held on 20th June 2011.
- 2.3 The bodies in question are the Community Action for Roundhay Elderly and Chapletown Citizens Advice Bureau.

3 Main issues

3.1 Community Action for Roundhay Elderly

Community Action for Roundhay Elderly covers the areas of Roundhay, Oakwood, Moortown (East of Harrogate Road), Brackenwood and north of Easterly Road to its junction with Shadwell Ring Road and Gledhow.

It provides a range of services to promote independent living for older people.

An annual appointment is made by the Area Committee, and there is currently a vacancy for the Council's current representative.

3.2 Chapeltown Citizens Advice Bureau

The Chapeltown Citizens Advice Bureau offers general advice with casework in immigration, employment, debt and welfare benefits.

Appointments only after a diagnostic interview: Mon, Tues, Thurs, Fri, 9.0am-3pm
Wed. 9 - 12. Telephone advice: Wed 9am-12noon on 01132629479. They also run a free solicitor's session fortnightly on Tuesdays from 4.30 -6.0pm

This is a **three** yearly appointment made by the Area Committee and the Council's previous representative was **Councillor E Taylor**.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 Not applicable under this section.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 Not applicable under this section.

4.3 Council Policies and City Priorities

4.3.1 Not applicable under this section.

4.4 Resources and Value for Money

4.4.1 Not applicable under this section.

4.5 Legal Implications, Access to Information and Call In

4.5.1 Not applicable under this section.

4.6 Risk Management

4.6.1 Not applicable under this section.

5 Conclusions

5.1.1 Not applicable under this section.

6 Recommendations

6.1 The Area Committee is asked to note the report and consider the following proposals:-

- give further consideration to the two outstanding vacancies in relation to Community Action for Roundhay Elderly and Chapletown Citizens Advice Bureau
- nominate a Corporate Carer to sit on the Council's Corporate Carer Group for the 2011-12 Municipal Year

7 Background documents

7.1 Local Authority Appointments to Outside Bodies – Report of the Chief Officer (Democratic and Central Services) – North East (Inner) Area Committee – 20th June 2011.

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Area Committee Appointments to Outside Bodies (North East Inner)

Outside Body	Charity /Trust	No of Places	Review Date	No of places to review	Current appointees	Clr Review Y/N	Review Period	Group
Moor Allerton Elderly Care	Yes	1	Jun-12	1	Rebecca Charlwood	Y	Annual	Labour
Community Action For Roundhay Elderly	Yes	1	Jun-11	1	Vacancy	Y	Annual	
Chapelton CAB	Yes	1	Jun-11	1	Vacancy	Y	3 yearly	
East North East ALMO Area Panel	No	2	Jun-12	2	Sharon Hamilton	Y	Annual	Labour
Divisional Community Safety Partnership	No	1	Jun-12	1	Ghulam Hussain Eileen Taylor	Y	Annual	Labour
Area Children's Partnership	No	1	Jun-12	1	Christine Macniven	Y	Annual	Labour
Area Health & Wellbeing Partnership	No	1	Jun-12	1	Sharon Hamilton	Y	Annual	Labour
Area Employment, Enterprise & Training Partnership	No	1	Jun-12	1	Mohammed Rafique	Y	Annual	Labour
		9		9				9

Number of places 9
 Places held pending review 2
 Places currently filled beyond June 10 7
 Number of places to fill 2

Number of Members in the Committee Area 9

Labour	7	Percentage of Members on the Committee	78	Notional Places Allocated	7.00
Liberal Democrat	1		11		1.00
Conservative	1		11		1.00
Other to list	0		0		0.00
Total	9				9

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Report of The Assistant Chief Executive (Planning, Policy and Improvement)

Report to Inner North East Area Committee

Date: 5th Sept 2011

Subject: Area Chairs Forum Minutes

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

Summary of main issues

1. This report formally notifies members of the decision made by full council that Area Chairs Forum minutes should be considered by Area Committees as a regular agenda item at future Area Committee meetings.
2. The report also includes background information regarding the Area Chairs Forum meetings.

Recommendations

3. The Inner North East Area Committee is asked to note the contents of the report and to consider the minutes from the Area Chairs Forum meetings at this and future Area Committee Meetings.

1 Purpose of this report

- 1.1 The purpose of this report is to formally notify Members that the minutes of Area Chairs Forum meetings will be brought to Area Committee meetings as a regular agenda item, and to give a brief overview of the Area Chairs Forum meetings.

2 Background information

- 2.1 Area Chairs Forum meetings take place on a bi-monthly basis and are chaired by the Deputy Leader of Council and Executive Member for Neighbourhoods, Housing and Regeneration.
- 2.2 Meetings are attended by the ten Chairs of the Area Committees, the Assistant Chief Executive (Planning, Policy & Improvement), the three Area Leaders and the Neighbourhood Services Co-ordinator in Leeds Initiative.
- 2.3 Agenda items focus on issues relating to services delegated to Area Committees, future delegations of services, locality working and any other issues that can be influenced by, or have an impact on, Area Committees.

3 Main issues

- 3.1 Following recommendations by the General Purposes Committee, full council approved on 26th May 2011 that minutes of the Area Chairs Forum meetings should be considered by Area Committees, and that this should be a regular agenda item for Area Committee meetings.
- 3.2 Area Chairs Forum minutes will only be available to be considered by Area Committees once they have been agreed as an accurate record by the subsequent Area Chairs Forum meeting.
- 3.3 The scheduled Area Chairs Forum meeting dates for 2011 / 12 are:
 - Friday 17th June 2011, 10:00am – 12:00pm
 - Monday 5th September 2011, 10:00am – 12:00pm
 - Friday 11th November 2011, 9:00am – 11:00am
 - Friday 13th January 2012, 10:00am – 12:00pm
 - Friday 2nd March 2012, 10:00am – 12:00pm
- 3.4 Attempts will be made to include Area Chairs Forum minutes in papers issued prior to Area Committee meetings, however due to some tight deadlines between meetings, it may be necessary to table the minutes at certain Area Committee meetings.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 There has been no need to publicly consult on the inclusion of Area Chairs Forum Minutes on Area Committee Agendas, however the matter has been discussed by the General Purposes Committee.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 There are no equality and diversity issues in relation to this report.

4.3 Council Policies and City Priorities

4.3.1 The inclusion of Area Chairs Forum minutes on Area Committee Agendas is a revision to the Area Committee Procedure Rules within the Constitution agreed by full council on 26th May 2011.

4.4 Resources and Value for Money

4.4.1 There are no resource implications as a result of this report.

4.5 Legal Implications, Access to Information and Call In

4.5.1 There are no legal implications or access to information issues. This report is not subject to call in.

4.6 Risk Management

4.6.1 There are no risk management issues relating to this report.

5 Conclusions

5.1 Full Council has approved the recommendations of the General Purposes Committee to include the Area Chairs Forum minutes as a regular item at future Area Committee meetings.

6 Recommendations

6.1 The Inner North East Area Committee is asked to note the contents of the report and to consider the minutes from the Area Chairs Forum meetings at this and future Area Committee Meetings.

7 Background documents

7.1 Minutes of the Full Council Meeting held on 26th May 2011

7.2 Council Constitution

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Report of East North East Area Leader

Report to Inner North East Area Committee

Date: 5th September 2011

Subject: Area Update Report

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Chapel Allerton, Moortown and Roundhay	<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

1. This report sets out the format for the Area Committee Business plan and highlights progress made in relation to the plan.
2. It is proposed that the plan be developed and presented to the Area Committee in October 2011 along with timescales for the production of the priorities, action plan and Community Charter for 2012 onwards.
3. The report also provides Members with an update on progress on work to deliver the actions outlined in the forward work programme and progress made on the priorities set out in the community charter.

Recommendations

4. That members note the content of the report and progress made to deliver the priorities set out in the Community Charter and
5. Note the intention to produce an Area Committee Business Plan for the October Area Committee meeting.

1 Purpose of this report

- 1.1 This report sets out the format for the Area Committee Business plan and highlights progress made in relation to the plan.
- 1.2 This report provides members with an update on progress of action taken to deliver the priorities set out in the Community Charter

2 Background information

- 2.1 At the June 2011 Area Committee meeting the Delegates Roles and Functions of the Area Committee were presented along with a forward work programme detailing how the roles and responsibilities would be discharged and action taken during 2011/12.
- 2.2 Since then work has been ongoing to create an Area Committee Business Plan which takes the forward work programme a stage further and sets out in more detail the work of the Area Committee and replaces the Area Delivery Plan. It is the intension to provide the completed business plan to the October Meeting of the Area Committee.
- 2.3 The Business Plan is being developed to provide a consistent approach and framework across the City following the direction from Councillor Gruen, Deputy Leader of the Council and Executive Member for Neighbourhoods, Housing and Regeneration and James Rogers, Assistant Chief Executive, Policy Planning and Improvement. The plan provides a business planning framework with the main headings that the Area Committee are expected to adopt with information beneath to reflect the local circumstances as set out in **Appendix 1**.
- 2.4 The Area Committee Business plan will provide a complete set of papers relating to the area, which will be refreshed annually. The actions and priorities will be monitored at the Area Committee meetings and performance managed.

3 Main issues

City and Council Changes to Planning and Partnership Framework

- 3.1 Changes are being implemented to the partnership framework of the Leeds Initiative and the planning framework for the city in response to the new government programme, including:
 - Central Government removing many its requirements and delegating more flexibility to local areas.
 - Abolishment of Yorkshire Forward, the Regional Development Agency.
 - Reforms to the NHS through the health white paper 'Equity and excellence – liberating the NHS'.
 - The Comprehensive Spending Review setting challenging public service funding reductions.

- 3.2 These changes to the city and council planning and partnerships framework have been progressed over the past few months. In particular an approach to ensure the partnerships structures, strategic plans and performance management arrangements all dovetail into an effective system for delivering real changes across the city. Work is progressing to update the Vision for Leeds, the Council Business Plan and replace the Leeds Strategic Plan with new city wide partnership plans. They are being developed to reflect the current financial context by focusing on a smaller number of priorities for the city and council. These priorities will be supported by action plans and be measured through a small number of indicators. Any future local Area Committee plan will have to take into account and reflect these changes.
- 3.3 The proposed partnership framework for Leeds Initiative will consist of a main board, five strategic partnerships and a wider network of supporting partnerships and independent partnership activity to deliver the aims of the what will be the Vision for Leeds 2011-2030. The five strategic partnerships with the lead role for developing policy and strategy across each theme and driving the delivery of the new City Priority Plans are:
- Health and Well being Board
 - Children and Families Board
 - Safer and Stronger Communities Board
 - Sustainable Economy and Culture Board
 - Housing and Regeneration Board
- 3.4 The new partnership framework and Vision for Leeds 2011-30 was presented at Executive Board in July and Full Council in July for approval. This will provide a lead for the Area Committee business plan.

Proposed Business Plan 2011

- 3.5 In light of the changes city wide following the June Area Committee, Area Management have developed a draft Business Plan for consideration and comment by Members. It is proposed for the Area Committee to adopt an annual Business Plan as the document that frames its priorities and actions for the Inner North East. A draft structure for a new Business Plan is outlined at Appendix 1.
- 3.6 Work is ongoing on the Business plan and it is anticipated that the completed document will be presented to the October Area Committee meeting for approval, but feedback is sought from members at this point in relation to the headings and suggested content.
- 3.7 The Business Plan is being developed to provide a consistent approach and framework across the City.

4 Area Priorities Progress Reporting

- 4.1 The priorities for action for the inner north east area were approved by the Area Committee in March 2011 and these have been produced in a forward facing Community Charter and shared with partners and distributed in the local area.
- 4.2 Through the work of the Area Management Team and the various partners in the area projects have been developed to address the agreed priorities. Details of action taken and ongoing projects is provided at Appendix 2. Work continues to develop further actions to address the identified priorities and progress will be reported on a regular basis to the Area Committee as set out in the forward plan.
- 4.3 In addition to the Charter there are action plans for the priority neighbourhoods in the inner north east, these were approved at the June Area Committee meeting and an update report will be provided at the October Area Committee meeting.
- 4.4 Work is ongoing with partners in the area to establish the benchmark figures and targets to enhance the process and have clear performance monitoring measures as well as the outcome measures. This data will be provided in future reporting to the Area Committee.

5 Corporate Considerations

5.1 Consultation and Engagement

Community Engagement Plan

- 5.1.1 Since 2009, the Area Committee approved an annual Community Engagement Plan for the Inner North East. This was in addition to an Area Delivery Plan. As a Priority Advisory Function of the Area Committee, Community Engagement work will continue to play a key role in work undertaken in 2011.
- 5.1.2 To ensure community engagement is embedded and recognised in all aspects of the Area Committee work it is recommended that community engagement planning and actions are included in the new business plan rather than a separate plan.

5.2 Equality and Diversity / Cohesion and Integration

- 5.2.1 Well Being Funding is used to ensure that inequalities within the local area are addressed through local projects and schemes and equality impact assessments carried out where necessary.
- 5.2.2 The priorities identified in the Area and Neighbourhood Improvement Plans are developed with consultation with the local community and aimed at addressing the inequalities within the area.

5.3 Council Policies and City Priorities

- 5.3.1 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.

5.4 Resources and Value for Money

- 5.4.1 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 brings in additional match funding to the area.

5.5 Legal Implications, Access to Information and Call In

- 5.5.1 All decisions taken by the Area Committee in relation to the delegated functions from the Executive Board are eligible for Call In.
- 5.5.2 There are no key or major decisions included in this report.
- 5.5.3 There are no legal implications relating to this report.

5.6 Risk Management

- 5.6.1 Not applicable under this section.

6 Conclusions

- 6.1 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 Wellbeing Budget.
- 6.2 The new business plan would support and contribute to changes already being put in place to the planning framework at a city wide level and continue to illustrate how the Area Management Team will support partnerships and local services in this process and continue to champion the role of the Area Committee.
- 6.3 The new business plan would be another step forward in the increasing role and influence of the Area Committee but further work is needed to strengthen the performance monitoring information available at area level. A draft structure for a business plan is outlined at **Appendix 1**.
- 6.4 Progress is being made in relation to the priorities set out in the Area Committee Community Charter and projects to deliver action will continue to address the inequalities in the area as set out in **Appendix 2**.

7 Recommendations

- 7.1 That members note the content of the report and progress made to deliver the priorities set out in the Community Charter and:
- 7.2 Note the intention to produce and Area Committee Business Plan for the October meeting and:
- 7.3 Approve the format of the Area Committee Business Plan.

8 Background documents

- 8.1 Area Committee Roles and Functions 2011/12

Inner North East Area Committee Business Plan 2011/12

Contents

1. Executive Summary

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

2. Chairs Foreword

- Introduction to document, including role of Area Committee, public engagement and number of meetings a year.
- Area Committee dates

3. Functions of the Area Committee

- Delegated Functions – key aims in 2011 e.g. Environmental Services, Community Centres, CCTV, Well being,
- Priority Advisory Roles

4. Well Being Budget

- Summary of 2010/11 spend, what the outputs and outcomes of that spend were.
- Leverage secured.
- 2011/12 budgets
- Long term objectives (projects becoming self-sufficient).

5. Ward Profiles

- Description of each ward (geographical, community capacity)
- Socio-economic/demographic summary
- Assets (Schools, main council facilities, main non council facilities)
- Priority Neighbourhoods
- Key priorities in each ward (including development/regeneration plans, local issues and challenges)

6. Priorities and Actions for 2011/12

- Action reporting template to be developed further to include baseline and targets
- Outcomes and measures

7. Priority Neighbourhoods

- Neighbourhood Improvement Plans and Action Plans

8. Partnership and Integrated Working

- How integrated locality working and integrated services will be achieved
- List partnership, and their purpose, Member Champions, tasking groups, sub-groups.

9. Community Engagement

Appendix 1

- Incorporate the community engagement strategy into the business plan rather than having it as a separate plan.

10. Commitment to Equalities and Cohesion

11. Monitoring Arrangements and Promotion of Area Committee Achievements

- Promotion and publicity of the Area Committee

Priorities For Action:

Priority	How will this be achieved?	Who (Partnership/A gency)	Outcomes/Measures	Progress/Concerns to Highlight	Flag Status
Provide as many opportunities as possible for people to get jobs or learn new skills	deliver new initiatives to target NEETS (Not in Employment, Education or Training);	Jobs & Skills/Area Management	Reduction in NEETS, improved outcomes for young people.	Project running at Mandela Centre through partnership between Jobs & Skills and CYDC, attendance and outcomes positive. Work now ongoing to ensure transition to Job Shop at Reginald Centre.	
	work with schools clusters to improve attendance and behaviour;	Cluster Leadership Groups	Improved attendance & attainment	Workshops held with all cluster leadership groups in inner north east to develop action plans based on outcome based accountability methodology.	
	provide job and training advice through local job shops and provide outreach sessions at local venues	Area Management/J obs & Skills	Increased number of people engaged in job searching and reduced worklessness		
	Link IGEN, clusters and partners in Meanwood and Chapeltown to identify and work with NEET's as part of Neighbourhood Improvement Plan	Area management / Cluster Leadership Group	Reduced numbers of NEET and not known in Meanwood	Partners engaged and group set up to discuss cases.	
Make better use of our community buildings	improve the community centres that we manage by completing heating	Area Management	Improved facilities and increase in people using centres	Palace community centre now has heating work completed and new signage	

	improvements and seek to further improve and enhance them; support other community buildings in the area to have increased usage and support the groups using them to develop further.	Area Management/V CFS		to be installed. New girls group 'Free2B Me' now running from the centre and increased usage overall. Schemes funded to improve usage of other community buildings and provide additional equipment is now completed in centres such as 208 Squadron and Greek Orthodox Church to increase usage.	
Fight crime and antisocial behaviour, with a particular focus on reducing burglary rates	provide residents with support, advice and equipment to help them prevent burglary; work together with partner organisations such as the police to tackle local concerns regarding community safety and anti social behaviour. Link partners together in Priority neighbourhood's case managing identified nominals of ASB and informing community of outcomes. Develop a partnership approach for ASB in the Stonegate estate	DCSP WYP / ENEHL / ENE Area Management ENE Area Management / WYP	Reduction in burglary, increase in resident satisfaction, reduction in crime and ASB Increased satisfaction and confidence in community Reduced ASB and crime in priority neighbourhoods Reduction in ASB in the estate	Burglary reduction initiatives funded by the Area Committee ongoing in Meanwood, Roundhay and Moortown Reduction of ASB in Meanwood of 48% and burglary by 53% over last 12 months. Increased satisfaction from surveys. Still being collated although request in for DIU	
Improve the local environment and	deliver a scheme through community payback to	Area Management/P	Improved streetscene, increased usage of local	Community payback scheme ongoing with	

<p>our parks and open spaces</p>	<p>undertake environmental improvements; help to improve local allotment sites;</p> <p>work with residents and local groups to make sure our streets and open spaces are kept clean;</p> <p>take enforcement action where there are problems, ensuring litter bins do not overflow, working better with local businesses and schools, litter picking and street sweeping where it is needed.</p> <p>Improvement to parks and play areas and improving green spaces</p>	<p>robation</p> <p>Area Management</p> <p>Environmental Services</p> <p>Environmental Services</p> <p>Parks and Countryside/ Groundwork</p>	<p>recreational facilities</p> <p>Reduction in environmental complaints and improved local environment.</p> <p>Improved play facilities and greenspace</p> <p>Increased usage of parks and openspaces</p>	<p>positive feedback and results. Work ongoing to promote Bandstand Allotments with new signage Environmental delegation update report to be provided and Service Level agreement drawn up for implementation. Service Level Agreement drawn up for approval by Area Committee in Sept, workshops held to inform priorities Feedback to response to recent incidents in Chapeltown show better and more efficient relationships and action by streetscene teams. Review of cleansing of shop frontages being undertaken as part of SLA. New play area constructed on Reginald Terrace, Chapeltown, further improvements to green space planned Autumn 2011 Anecdotal feedback from the community at the opening was very positive and play area very well used by young people and families in particular.</p> <p>Project to provide new</p>	
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				informal greenspace at 'Fairywoods' in Roundhay	
Promote healthy lifestyles and tackle health inequalities	<p>deliver projects to target health issues through local health and well-being groups;</p> <p>provide a range of activities for children and families during the year;</p> <p>help older peoples and healthy living groups providing activities such as luncheon clubs through advice and funding;</p> <p>Promote the 'Change for Life' campaign in our local communities to offer practical advice on healthier life styles.</p>	<p>Health & Well Being Partnership</p> <p>Youth Services/ Extended Services/Area Management</p>	<p>Local people supported to volunteer and increase physical activity levels</p> <p>Future health improvement work with the Moor Allerton Partnership will be built on sound local intelligence health improvement work</p> <p>No of hits on the website since launch 174 people have visited the ENE H&WB portal since 01/01/11.</p> <p>Promote stop smoking</p>	<p>3 Walking for Health Groups provided with ongoing support and volunteer training - Potternewton, Chapel Allerton and Baba Dal.</p> <p>Summer programme of activities delivered, funded through well being, including an Olympic style event in Roundhay Park</p> <p>Funding provided to support Zest and Chapel Allerton Good Neighbours</p> <p>Queenshills Estate being included in Moor Allerton Health Needs Assessment, research and consultation work taking place</p> <p>www.wellbeingleeds.co.uk developed and implemented to provide easy access to local health and wellbeing opportunities</p> <p>Meanwood 'local stop smoking champion work' is developing</p> <p>NESTA bid demonstration</p>	

				site at Meanwood will assist people living with long term conditions to self manage, including lifestyle advice and improved access to lifestyle services	
Listen to the views of local people in our decision making and support local events that people together	provide a range of ways for residents and partners to have their say about local priorities, including the development of Community Leadership Teams to oversee the neighbourhood improvement plans for our priority neighbourhoods;	Area Management	Increased number of people engaged in local decision making	Have had initial 2 meetings for the Chapeltown and Scott Hall CLT and attendance needs to be worked on. Have started collecting names of people for the Meanwood CLT and will be looking to hold an inaugural meeting in September / October 2011.	
	support local community events across the area throughout the year;			Summer activities and events attended to engage with young people and enable them to provide feedback	
	work with local providers to deliver a range of activities for young people and families during the year.	Area Management/ Extended Services/Youth Services	Increased number of people engaged in activities	Programme of activities funded for school holiday periods and workshop planned for Oct 2012 to ensure coordinated approach to planned for activities in 2012	
	Set up TRA groups in areas where representation is low.	ENEHL	Develop at least one new TRA	Names provided, will work with partners and ENEHL to develop further. Queenshills identified as area to develop new TRA	
Support	provide information on getting involved with	Area Management	Increased number of people engaged in volunteering	Information of volunteering opportunities shared with	

volunteering within our local communities	<p>volunteering at all our events and support the European Year of the Volunteer;</p> <p>host an annual event to thank our voluntary organisations and celebrate the work that they do.</p>		<p>activities</p>	<p>local residents during attendance at local events and gala's during the spring and summer.</p> <p>Planning ongoing for the volunteer thank you event</p>	
Encourage public services to work together with local residents to improve our most deprived neighbourhoods	<p>use our local budget to help community groups and voluntary organisations to deliver projects to improve the area;</p> <p>have clear actions set out in the neighbourhood improvement plans on how we will improve our most deprived neighbourhoods; through the Community Leadership Teams make sure that our local residents play a part in improving the local area.</p>	<p>Area Management</p>	<p>Improved Neighbourhood Index and IMD</p> <p>Greater number of residents involved in local decision making</p> <p>Improvement in perception of local area</p>	<p>Budget for small grants set aside and work ongoing to support local groups to identify projects to target local priorities.</p> <p>Neighbourhood Improvement Plans approved for all priority neighbourhoods within inner north east and work to support the development of the CLT's as outlined above.</p>	
Work with local businesses to support a flourishing local economy	<p>provide sponsorship opportunities for local businesses to promote their services;</p> <p>work with investors to support the regeneration of the area;</p>	<p>Area Management</p>	<p>Reduction in worklessness</p> <p>Increase in economic vitality</p> <p>Reduction in empty shop</p>	<p>Sponsorship of barrier troughs in Chapel Allerton offered and taken up by local businesses.</p> <p>Lights switch on event planned for Chapel Allerton, funded through well being ward pot</p>	

	<p>promote local district centres to reduce the number of empty shop units;</p> <p>encourage new business enterprise in deprived areas of the inner north east.</p>		<p>units</p> <p>Increase in business start up</p>	<p>Christmas tree to be installed in Oakwood funded through ward members</p> <p>Unity and Sharing the Success joint bid submitted to ERDF to support new businesses in Chapeltown</p> <p>Louis Hamilton Centre now open in Chapeltown as business incubator units and investment to the area</p> <p>Sharing the success – Business start up information distributed across Chapeltown</p>	
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Report of East North East Area Leader

Report to Inner North East Area Committee

Date: 5th September 2011

Subject: Well Being Fund Capital and Revenue Budgets

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

Summary of main issues

1. This report is provided in response to a request by Cllr Gruen, Deputy Leader of the Council and Executive Member for Neighbourhoods, Housing and Regeneration, at a recent Area Leaders meeting to explore the added value of well being funding for capital projects. It describes how the capital well being budget in the East North East has been spent, for what purpose and the benefits gained from its expenditure.
2. The report also provides members with an update on the current position of the revenue budget for the Inner North East.
3. Applications made for funding are included in the report for member's consideration.

Recommendations

4. Members are asked to note the contents of this report and;
5. Approve the Member Well Being Group recommendation in relation to new applications for funding made as set out in the report;
 - o Groundwork Leeds - Sugarwell Hill Entrance £3,000

1. Purpose of this report

- 1.1 The purpose of this report is to highlight the major benefits and added value of Capital Well Being Funding in Inner North East Leeds.
- 1.2 The report also provides members with an update on the current position of the Revenue Well Being Funding for the Area Committee and sets out applications made for consideration by the Area Committee.

2. Background information

- 2.1. Cllr Gruen, Deputy Leader of the Council and Executive Member for Neighbourhoods, Housing and Regeneration, requested at a recent Area Leaders meeting to explore the added value of well being funding for capital projects. It describes how the capital well being budget in the East North East has been spent, for what purpose and the benefits gained from its expenditure

Budget and expenditure

- 2.2. The capital budget for the 6 years between 2004 and end financial year 2010/11 is attached in Appendix 1, and Appendix 2 shows a breakdown of all projects funded and the match funding (where available). A budget of some £1.8m has been spent on 165 projects since the creation of the Well Being Capital scheme in 2004 across the east north east area, of this £580.1k was spent in the inner north east.

Benefits

- 2.3. In East North East Leeds a conservatively estimated £3.7m additional funding has been leveraged as match funding for capital works. Within the inner north east the estimated leverage is £1.4m. This figure does not include in kind contributions from volunteers or officer time from Leeds City Council core services which would increase this value. Many of these projects simply would not have taken place without the Area Committee capital budget being available and targeted against local priorities and the budget provides for at least five major benefits –
 - a) Developing community capacity and pride
 - b) Sealing the deal
 - c) Leverage
 - d) Implementing planned local actions
 - e) Supporting council departments and partners

Appendix 2 shows a full list of all projects funded, their benefits and where available the match funding drawn in.

3. Main issues

Developing community capacity and pride

3.1. Funding has been available to develop community capacity, pride and generating a sense of belonging often influenced by local residents. For example,

3.1.1. Area Committee funding has provided various initiatives to be delivered to improve community safety and create spaces for residents to take ownership of, these have included alley gating schemes and fencing, drawing in match funding through Safer Leeds and East North East Homes Leeds (ENEHL) panel funding. These schemes have not only improved the aesthetics of local areas and reduced the resident's fear of crime, but have also played an integral part in reducing crime and ASB in the local areas.

3.1.2. Improvements to Wyke Beck Valley are another example of a community led project. The capital budget matched funds secured by Groundwork Leeds to replace a bridge and create access for wheelchair users and people with pushchairs and enjoy the walks and wildlife that the area benefits from. The Friends of Group played an integral part in delivering the project using volunteers to work together to install new fencing and clearing the area.

3.1.3. Within the East North East there are a large number of active residents who are keen to see the local allotments sites improved and in some cases extended to create more plots. Through the use of the Well Being Capital fund support has been given to several groups, from extending the Roundhay Allotment site to providing security fencing and improving the toilet and break facilities on other sites. Partnerships have also been able to be created with local schools and the probation service which helps to target intergenerational work and change community perceptions. The increased number of local people involved in the site has helped the site flourish and train other community members to manage the site effectively.

Sealing the deal

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

3.2.1. St Edmunds Church Hall is a key building within the Roundhay Ward providing activities for young people and families, in particular the uniformed organisations, funding was provided to enable them to draw down match funding to deliver improvement works to their base and open the facility up during the winter months through providing heating, new windows and insulation delivering a scheme with a value of £38,100, having raised the difference in funding through local fundraising efforts.

3.2.2. CCTV cameras were installed at Gledhow Towers with funding from Area Committee, ENEHL central panel, ENEHL area panel and WYP. The CCTV assisted in customer perception of criminality and anti social behaviour and an increase in satisfaction of residents in Gledhow Towers.

3.2.3. As can be seen in appendix 2 a large number of schemes funded are used to match fund the whole project and in a number of cases the well being fund has been used when applications to other funding bodies have been unsuccessful.

Leverage

3.3. The Area Committee funding has acted as a catalyst to levering in funding from other sources in a vast number of projects. For example,

3.3.1. Area Committee funding of £3,500 was used towards a £20,000 scheme to transform an area of spare land at Moor Allerton Primary. Other funding sources were Moor Allerton Primary School capital and Awards for All. The funding allowed the development of the land in to a woodland trail with permanent hard paths, seating, tree / shrub / flower planting, rustic shelter, decked area and a wooden play structure.

3.3.2. Area Committee funding has enabled playbuilder funding to be drawn down for the Bumps Playspace in Roundhay delivering schemes to install new play equipment and creating traditional play spaces for young people in the wards, bringing in an additional £50,000 for this scheme alone.

Implementing planned local actions

3.4. Well being funding has enabled the Area Committee to implement key local developmental actions – particularly, environmental projects and community safety activities. The full extend of these can be seen in the appendix, some examples include,

3.4.1. Improvements to greenspace and enhanced public realm in Wyke Beck Valley which runs through the inner east and inner north east, enhancing pathways, installing new fencing and a new bridge.

3.4.2. Additional parking bays, improved paving and an access route for emergency vehicles was provided at Fieldhouse Drive in response to local issues and concerns of partners. In addition trees and shrubs were cut back to improve safety and seating areas created.

3.4.3. Alley gates were installed at Beckhill Approach to reduce ASB and criminal issues affecting this area of the estate, improve the immediate aesthetic and in particular environmental issues that are evident in this locality. In addition to providing the increased security it is also hoped that this gating will help to reduce the apathetic view to local services felt by many residents of this area and increase and improve community confidence.

Supporting council departments and partners

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

3.5.1. The local Neighbourhood Policing Teams have worked closely with Area Management to highlight and deliver community safety initiatives such as memocams, alley gating and fencing initiatives and installation of CCTV to improve quality of life for residents and tackle crime and ASB.

3.5.2. Funding to improve cricket and football pitches at Prince Phillip Centre and Roundhay Park (as well as various other locations across the east north east) has given support to a wide range of providers delivering out of school activities for children and young people, including the youth service and VCFS groups. Additionally the support that has been provided to groups for the expansion and refurbishment of the club houses and facilities enables greater community engagement and cohesion to be delivered.

3.6. Revenue Well Being Budget and New Applications

3.6.1. Appendix 3 of this report provides members with an update of the current revenue budget position. It provides details of all projects that have been approved for funding and the remaining balance of funding available in the revenue budget for use on projects for the current financial year.

3.6.2. There is only one application for consideration by the Area Committee outstanding at this time made by Groundwork Leeds for the Sugarwell Hill project.

3.6.3. An amount of £3,000 is sought to match fund a project of £95,000 in total with the remainder of funding being made up from:

- £20,000 Grantscape
- £5,000 ENEHL Area panel
- £4,000 Groundwork Project Support Fund (LCC)
- £63,000 Section 106 funding

3.6.4. The project will provide resurfacing of existing paths, managing the woodland areas and introducing native bulbs as well as the installation of new seating at selected viewing points, interpretation boards and the re-cutting and surfacing and entrance features.

3.6.5. The recommendation of the Member Well Being Working Group was to approve £3,000 being awarded to Groundwork to administer.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The local community and VCFS groups are consulted and the well being fund grant process is shared with them via the community engagement strategy and events that are attended. In addition feedback is provided via the Community Charter. Consultation on the priorities within the Community Charter is undertaken on an annual basis and shapes the priorities which the Well Being Fund is used to deliver.

4.1.2 The Well Being Member Working Group considers the applications for funding and makes a recommendation for the Area Committee to consider.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 Well Being Funding is used to ensure that inequalities within the local area are addressed through local projects and schemes and equality impact assessments carried out where necessary.

4.2.2 Not applicable in this instance.

4.3 Council Policies and City Priorities

4.3.1 The Well Being Fund projects seek to contribute to the City Priorities by improving the local area and addressing inequalities in the inner north east.

4.4 Resources and Value for Money

4.4.1 Not applicable under this section

4.5 Legal Implications, Access to Information and Call In

4.5.1 The decisions made in relation to Well Being Funding are subject to call in

4.6 Risk Management

4.6.1 Not applicable under this section.

5 Conclusions

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

5.2 The VCFS play an important part in the goal of improving the local area and delivering the locality agenda and the capital projects that have been delivered both for them and by them have strengthened both the relationships and ability to deliver services where no other provision may be.

6 Recommendations

6.1 Members are asked to note the contents of this report and;

6.1.1 Note the amount investment that the Well Being Capital fund has levered in to the area;

6.1.2 Approve the recommendation of the member Well Being Working Group for the Sugarwell Hill project for £3,000 for Groundwork Leeds to administer.

7 Background documents

7.1 Area Committee Roles and Functions 2011/12

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East North East Budget and Expenditure

1. Budget

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

Area Committee	Capital (£)	Commitment at July 2011
Inner East	£790.8K	Fully Committed
Outer North East	£470.4K	Fully Committed.
Inner North East	£581.5K	Fully committed.

2. Expenditure

Area Committee	Inner East	Outer North East	Inner North East
Number of projects supported	58	50	57
Largest single project	£45k Compton's Bin Yard Improvements	£105k Boston Spa Children's Centre	£54k Alley and Ginnel Gating
Council led projects	45 projects £675.5K	12 projects £188.1K	11 projects £201.1K
Partner led projects	13 projects £115.3K	38 projects £282.3K	46 projects £380.4K

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INNER NORTH EAST AREA MANAGEMENT CAPITAL BUDGET INFORMATION

Year	Scheme Title	Amount Committed	Total Scheme Cost	Additionality	Benefits
	Total Budget (Over 5 years)	£581.50			
		£k	£k		
2004/5	Miles Hill Sure Start Centre	20.5	60.0	39.5	The aim of the project was to refurbish the redundant caretaker's bungalow in the grounds of Miles Hill primary school to establish a Sure Start centre for under 4s to deliver child health, welfare and family support services. - Unfortunately the centre subsequently closed and services transferred to the Stainbeck Church Hall, the amount is to be set against the capital receipt when the sale of the land eventually goes through.
2004/5	Seven Arts Community Centre	25.0	150.0	125.0	To support the set up of a community arts project and café to deliver various arts and performances from enabling access to the arts by local residents and up and coming performers a space to showcase their work.
2004/5	Gate-It On The Granges Contribution	7.0	80.0	73.0	Provided much needed security fencing for resident and tackles crime and ASB issues, also providing residents with shared communal spaces
2004/5	North Leeds Bowling Club Fencing	8.6	13.6	5.0	Improved security for club and prevents vandalism to the site
2005/6	Open Door' Project - 225 Lidgett Lane	3.5	10.0	6.5	To enable start up of community building on Brackenwoods estate in response to residents highlighting need for one stop shop for services to run out of.
2005/6	Moortown RUFC	2.5	35.0	32.5	For improvements to club changing rooms including installation of showers and female changing

2005/6	New Roof - Roscoe Methodist Church	20.0	71.5	51.5	The new roof enabled continued use of the premises by the community and organisations including WIFCOS counselling service, twice weekly luncheon club, and out of school recreational activities for girls aged 5 – 18, provided by Girls Brigade. The grant is a contribution towards the overall cost of a new roof of £71,411.
2005/6	Scott Hall Sports Centre	15.0	190.0	175.0	Area Committee funding was used for internal alterations including widening of doors, lowering of the viewing gallery levels and installation of a disabled toilet within the leisure centre to support a larger DDA scheme including the expansion of the car park. This has enabled greater usage of the centre and benefit for the wider community.
2005/6	Queenshill Drive Drying Area Project	5.7	11.3	5.6	Project tidied the drying area and provision of security fencing to the side and rear of the houses, making the area only accessible to residents, improving security and preventing youths gathering.
2005/6	North Park Avenue Allotments Project	3.0	3.0	0.0	Toilet and hand washing facilities provided at site to increase usage and support local groups using site.
2005/6	Extension of Community Hall Roundhay Methodist Church	20.0	293.0	273.0	Building extended to provide new meeting room, storage, kitchen and reception. This area does not have and LCC community buildings for local groups to use so the project helps support local groups and the VCFS deliver community projects.
2005/6	North Leeds Cricket Nets Ground Development	15.0	25.0	10.0	Provided new nets and improvements to increase resident involvement in cricket within the local community, increased involvement in sport for young people and families.
2005/6	Meanwood Methodist Church Disabled Toilets	7.7	7.7	0.0	Disabled toilets installed on the ground floor of the building enabling the hall to be DDA compliant and enable more local groups and residents to attend activities and events.
2005/6	53 Louis Street Disabled Access	6.0	6.0	0.0	Provided disabled ramp to LCC Community Centre, currently leased to Feel Good Factor a local community organisation, enabling the building to be DDA compliant.
2006/7	Cowper Street Community Gardens	7.0	7.0	0.0	

2006/7	Alleys & Ginnels Safety Improvements	54.0	77.2	23.2	To improve security and safety in various locations reducing ASB and burglary rates - actual schemes were funded in part by ENEHL and WYP but amounts not available for every scheme
2006/7	Meanwood Park Improvements	39.5	39.5	0.0	Provided new play ground and play equipment in the park for children to use.
2006/7	St Andrews Church Comm Project	12.5	41.9	29.4	Students from Leeds Met University Landscape Design department designed a landscaping project for the Church grounds, in order that it is attractive and open for use by the whole community at any time. Features include raised planters, paved areas, seating areas, water features and flower planting. A number of local groups use the Church including youth groups, uniformed groups, older people's groups, art, bowls and drama groups.
2006/7	Potternewton Park	5.0	10.0	5.0	Delivered phase 2 of a scheme to create a community garden within Potternewton Park this stage provided outdoor percussion instruments, animal footprint tiles and planting. The site is well maintained and used by local children and families generating interest in music and informal play.
2006/7	Chapel Allerton Methodist Church - Disabled Lift	14.4	38.0	23.6	Improved accessibility and usability of the existing Chapel Allerton Methodist Centre for expanding use by children, youth and senior citizens of the local community.
2006/7	Stainbeck Church Outreach & Development Project*	3.3	8.2	4.9	Chair lift installed to building to enabled disabled users to access the community rooms on the upper floor.
2006/7	Fieldhouse Drive Improvements	2.4	76.0	73.6	Additional parking bays, improved paving and an access route for emergency vehicles. Trees and shrubs will be cut back and two new seating areas created.
2007/8	Gledhow Valley Lake Disabled Access Path	10.1	10.1	0.0	Pathways installed to allow wheelchair access to the lake for the first time and will also improve the environmental appearance of the area which is an extremely well used area of woodland running through the inner north east area.
2007/8	Fencing At North Leeds Cricket Club	15.0	25.0	10.0	New fencing and railings have improved the security of the site and safety of those using it, reducing instances of vandalism and ASB.

2007/8	Seven Community Arts Centre	20.0	40.5	20.5	The centre was established due to local calls for community arts space and it provides a programme of poetry, theatre, dance and independent film screenings. The funding provided a flexible space so they can host both art and community events and involves the purchase of a retractable seating unit and cinema projection equipment. Enabled a wider range of young people to be able to attend the youth provision and events with transport being made available.
2007/8	Deen Enterprises Community Forum Minibus	8.0	16.0	8.0	The upgraded kitchen facilities have enabled more groups to use the building for events and encourage more people to become involved in physical activities.
2007/8	Roundhegians Sports - Kitchen Upgrade	2.5	5.7	3.2	Enabled match funding to be drawn down to extend the building to provide space for a broader range of activities to be run in the community and engage with residents.
2007/8	Lidgett Pk Methodist Church-Room For All	7.0	140.0	133.0	The extension of the car park was to meet the demands of the community and because of safety concerns, the centre is well used by the area and the scheme enables a greater number of people to use the centre.
2007/8	Moor Allerton Sports Ctre - Carpark Imps	12.0	18.2	6.2	Provided new security fencing to improve safety for people using centre and security of the site.
2007/8	Woodhouse Cricket Club	6.0	11.6	5.6	Delivered a much better access way for users who may have child buggies, wheelchairs or motorised mobility aids. A K-barrier will be installed to restrict motorbike access
2007/8	Sugarwell Hill Entrance	5.0	12.0	7.0	Replaced a bridge and enabled wheelchair users and pushchairs to access the Wykebeck Valley.
2007/8	Friends of Wykebeck Valley Woods - Bridge	7.0	18.2	11.2	Scheme not yet completed but to improve the traffic management in the area.
2008/09	Gledhow Rise Traffic Mgt Measures	5.0	10.0	5.0	Provided upgraded toilets to the building which is widely used by a range of groups in the area including the uniformed organisations.
2008/09	Toilet Replacement St Andrews Church	10.0	45.5	35.5	Improved facilities and security for allotment users.
2008/09	Electrical work at Meanwood Parkside Road	1.1	1.6	0.5	Project included the creation of footpaths and raised gardens for local community to increase access to nature.
2008/09	Meanwood Valley Footpaths and Gardens	5.9	107.7	101.8	

2008/09	Gledhow Towers CCTV	4.4	32.2	27.8	Installation of CCTV system in block of flats improved safety and security for residents and reduced crime and ASB.
2008/09	Roundhay Park Cricket Wickets (NE Contribution)	7.1	15.2	8.1	Encouraged greater participation, promote physical activity, improve health and encourage social inclusion
2008/09	Disabled Access - North Leeds Bowling Club	7.0	7.0	0.0	Provided match funding for new disabled ramp and toilet for bowling club making them DDA compliant.
2008/09	ICT & Comm Equip - 208 Squadron	3.0	5.0	2.0	New computer equipment to enable group to provide online training and vocational qualifications such as Btec and Duke of Edinburgh
2008/09	Allerton Croft Security	2.9	7.4	4.5	Scheme delivered with match funding from ENEHL and WYP to improve security and reduce ASB
2009/10	Improvements to Community Hall - Roundhay	9.9	27.4	17.5	Enabled match funding to be drawn down and for local groups to use facility during winter months through new heating systems and energy efficiency measures to be installed.
2009/10	Carrib Care Meals on Wheels	5.1	5.1	0.0	New kitchen enabling group to support local older residents to live longer in their own homes through care provided and meet the increasing demands for the service
2009/10	Woodland Trail Activity Project	3.5	13.5	10.0	Activity trail for children and local families to encourage interest in nature and improve learning outcomes and attendance at school.
2009/10	Radio Jcom	8.0	18.0	10.0	Local radio station supporting community cohesion and community involvement, predominantly aimed at the Jewish community
2009/10	Youth Service Games Hardware	1.7	1.7	0.0	Additionality for activities for young people and tool to engage with them and keep them involved in positive activities.
2009/10	The Bumps Play space	15.0	65.2	50.2	Area attracting ASB and was unused is now play space and funding enable Playbuilder match funding to be obtained, the scheme uses natural play and encourages young people to explore and enjoy the more traditional play methods that are not as common in current times.
2009/10	Heritage Lighting	45.0	45.0	0.0	Conservation areas provided with heritage fittings in lighting upgrades to compliment the SEC scheme.

2009/10	Gate at Potternewton Park	4.0	7.0	3.0	Provided security and safety for children and people using park through the prevention of quad and motorbikes being able to access the park now.
2009/10	Festive Lights	20.2	20.2	0.0	Festive lights for all 3 wards - supporting local economy through small local events to switch on attracting more shoppers
2009/10	Stainbeck Church Improvements	15.0	15.0	0.0	Investment to enable greater community usage of hall, no other community building to deliver services from in area
2009/10	Meanwood Cricket Club Fencing	6.5	6.5	0.0	Replacement fencing to prevent the cricket balls damaging the adjacent cottages
2010/11	Roundhay Community Hall Phase 2	3.6	14.3	10.7	To deliver second phase of improvements to community hall and increased usage of centre by a variety of local groups.
2010/11	Prince Philip Ctre - Ground Improvements	10.0	10.0	0.0	New ball stop netting to support local group delivering work to 200 plus young people (not just football) now preventing the loss of footballs.
2010/11	Prince Philip Ctre - Portable Goals	2.7	2.7	0.0	New goal posts enabling young people to take part in competitive football matches and be engaged in positive activity.
2010/11	Chapel Allerton Allotment and Gardens Association	5.4	7.5	2.1	Security fencing to prevent and deter ASB
2010/11	Greek Orthodox Church	5.0	12.1	7.1	Provided disabled toilet and baby changing facilities to increase the number of groups who can use the building.
2010/11	Moortown Baptist Church	5.0	14.1	9.1	To refurbish kitchen to provide additional facilities for the building which is well used by a variety of local groups in an area with no Council building to be used by the local community.
		602.2	2,068.1	1,465.9	
	Unallocated Budget remaining	-20.7			
	Shortfall in budget was transferred from revenue.				

Funding / Spend Items	Chapel Allerton Ward Pot	Moortown Ward Pot	Roundhay Ward Pot	Area Wide	Total
Balance b/f 2010-11	6,062.57	6,030.63	17,162.82	81,078.98	110,335.00
Schemes Approved from 2010-11 budget to be spent in 2011-12	4,844.53	619.92	11,200.00	44,977.76	61,642.21
Amount of b/f budget available for new schemes 2011-12	1,218.04	5,410.71	5,962.82	36,101.22	48,692.79
New Allocation for 2011-12	10,000.00	10,000.00	10,000.00	131,810.00	161,810.00
Total available for new schemes in 2011-12	11,218.04	15,410.71	15,962.82	167,911.22	210,502.79

2010-11 Schemes to be paid for in 2011-12

Chapel Allerton Methodist Church Improvements (Sept 10)				2,988.92	
208 Squadron Air Training Corps Internet Network (Mar 11)				3,200.00	
Three Churches Youth & Intergenerational Project (Sept 11)				2,000.00	
Moortown Community Group (project delayed)				5,000.00	
Groundwork Stonegates Playspace (Apr 11)				7,163.00	
Chapel Allerton Loyalty Card Scheme - Remainder to be spent 11/12				760.84	
Leeds City Credit Union - Chapeltown JSC Q2 (Apr 11)				2,500.00	
Leeds Ahead Business & Community Projects Q2 (Jul 11)				2,250.00	
WYP Cold Calling Reduction Project - R & M Materials				1,200.00	
INE Community Projects - Roundhay Summer Sports Camps				3,500.00	
INE Community Projects - Streetwise Soccer Event (Jun 11)				950.00	
INE Community Projects - Streetwise Soccer Event First Aid				65.00	
INE Community Projects - Zest Health for Life				450.00	
INE Community Projects - Dance at Stainbeck				275.00	
INE Community Projects - Boxing				550.00	
INE Community Projects - Netball				720.00	
INE Community Projects - Queenshills				1,101.00	
Chapel Allerton Youth Project - Romance Academy (Apr 11)				999.00	
Roundhay Allotments Extension (June 11)				2,543.96	
Roundhay Allotments Extension (remaining budget)				456.04	
CANPLAN Open Day & Printing of Plan (Apr 11)				1,325.00	
ZEST Family Projects Q2 (May 11)				700.00	
ZEST Family Projects Q3 (Sept 11)				800.00	
Chapel Allerton Good Neighbourhoods				3,000.00	
Skip - Gledhow Valley Allotments - 4 March 2011				110.00	
Skip - 8 Devonshire Close - 11 March 2011				110.00	
Skip - Scott Hall Avenue - 18 March 2011				260.00	
8 Litter Bins	3,200.00				
Bonfire Period 2010 - Income from Activities Fund	- 1,000.00				
Mustard Pot Car Park Sign (City Signs)	185.00				
Chapel Allerton 20mph Zone (Gledhows) (Mar 11)	448.52				
Chapel Allerton 20mph Zone (Gledhows) (remaining)	2,051.48				
Dog Fouling Signs	1,000.00				
Youth Capital Grant Funding Refund	- 1,040.47				
Grit Bin Refills (remaining balance)		619.92			
Gledhow Rise Traffic Management Scheme (on hold)			5,000.00		
Grit Bin (West Park Close)			400.00		
Grit Bin (Junction Oakwood Lane & Wetherby Rd)			400.00		
Grit Bin (Athington Rd / Montague Place)			400.00		
Village Caretaker			5,000.00		
Total of schemes approved in 2010-11	4,844.53	619.92	11,200.00	44,977.76	

Approved 2011-12 Schemes

					Remaining
Skips				3,000.00	-
Probation & Leeds Ahead Materials				1,000.00	725.00
Consultation & Community Engagement				2,000.00	1,448.10
Small Grants				10,000.00	7,675.00
Community Payback Q1				7,500.00	
Community Payback Q2				7,500.00	
Festive Lights 2011				14,106.00	
Volunteer Thank You Event 2011				2,000.00	
Neighbourhood Manager Post Staffing Costs 2011-12				35,000.00	
Roundhay Park Run				1,500.00	
Cluster Summer Programme Booklet				1,000.00	
Leeds Reach				3,000.00	
Chapeltown Young People's 10-2 Club				1,250.00	
Chapeltown Football Youth Development Centre				3,250.00	
Netball Summer Camp				2,325.00	
Chapeltown Playscheme				2,250.00	
LCC Youth Service (all 3 wards)				12,000.00	
Meanwood Valley Urban Farm				3,500.00	
Feel Good Factor				2,705.00	
LCC Sports Development (Roundhay Park Olympic Event)				2,000.00	
CHESS Carnival Project				3,150.00	
Meanwood Playscheme				3,500.00	
Burglary Reduction Initiative - Trembler Alarms				1,950.00	
Burglary Reduction Initiative - CASAC Target Hardening				5,000.00	
Chapel Allerton Arts Festival 2011				2,500.00	
Planting & Watering of Barrier Troughs at Chapel Allerton	909.60				
Supply and Install Metal Bench on Stonegate Road		850.00			
Total of schemes approved in 2011-12	909.60	850.00	-	132,986.00	

Grand Total Projected Spend 2011-12	5,754.13	1,469.92	11,200.00	177,963.76	196,387.81
Budget	16,062.57	16,030.63	27,162.82	212,888.98	272,145.00
Remaining Budget	10,308.44	14,560.71	15,962.82	34,925.22	75,757.19

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Report of the Director of Environment & Neighbourhoods

Report to the Inner North East Area Committee

Date: Monday 5th September

Subject: Delegation of Environmental Services – Service Level Agreement

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	ALL	
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 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. A Service Level Agreement has been drawn up for the delivery of environmental services in Inner North East

2. This report provides final details of the agreement and seeks approval of the document which will steer the work of the East North East Environmental Locality Team over the next 9 months

Recommendations

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

1 Purpose of this report

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

2 Background information

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

- 2.6 The SLA sets out the detail of resources at locality level and how they will be used to meet the Area Committee's responsibilities and local priorities.

3 Main issues

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

Annual Leave & Sickness Capacity

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

Downtime

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

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

Route Completion Rates

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

The inability to complete a route has been assessed as being largely down to the size of the current routes, which were designed to be approximately 10 linear kilometres each. However, when taken into consideration that both pavement and

road sweepers have to go up and down each side of a street this coverage is doubled. The most effective speed of a pavement sweeper is 2km an hour, thus to complete 20km would take 10 hours of productive cleaning.

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

We have therefore sought to redesign the routes to make them deliverable within the current level of resources. Throughout the July workshops Elected Members have been consulted about a solution that effectively reduces the size of routes and makes them more achievable within the available productive time. This is achieved by splitting the cleaning block into two cycles, but incorporating the priority streets so that they get cleaned both visits/cycles. It is important to note that these details of routes can be changed at ward member meetings where capacity allows.

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

- We want satisfied residents, but we need to move them away from the expectation of a road/path sweeper being on their road on a specific date
- Need to deliver a message that residents are responsible and involved in keeping their street clean as well
- Need to move litter bins from locations where they are underused to areas where they are needed
- Mechanical sweeping still needs to make allowance, where possible, of refuse collection
- We need to be responsive to complaints and improve problem areas

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

- Better relationships with schools – litter clean up and enforcement
- Work with community based organisations
- Local shopping parades/areas – litter clean up and enforcement
- Joint approaches to clearing open space/land in the public realm
- Develop a maintenance programme for ginnels

These priorities are written into the SLA as principles for the Locality Teams and services will be directed, as appropriate, to tackling these priorities.

4 Corporate Considerations

4.1 Consultation and Engagement

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

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 A key principle of locality working and the Service Level Agreement is a focus on delivering the best outcome for residents across the area, so that the streets and neighbourhoods in which they live are of an acceptably clean standard. This principle underpins equality and community cohesion, seeking to bring neighbourhoods with poor environmental quality, up to an acceptable standard, whilst improving all areas of Leeds.
- 4.2.2 The ENE locality team will engage with the community via existing mechanisms as set out in the Area Committee's own Community Engagement Plan. This strategy has been developed with due consideration given to all equality, diversity, cohesion and integration issues.

4.3 Council Policies and City Priorities

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

which will run concurrent to the same authority given to the Director of Environment & Neighbourhoods.

4.4 Resources and Value for Money

- 4.4.1 There has been no changes to the proportion of resources to be spent in each locality. The only difference is that for the first time budgets and therefore spending are split into localities and separated out from refuse/waste management costs. The resource allocated to the ENE Locality Team for 2011/12 is therefore the same as would have been spent in the area for those services under the previous Streetscene structure.
- 4.4.2 The Service Level Agreements detail a revised mechanical street cleansing service, which will deliver increased efficiencies in terms of achieving a greater quality of street cleansing and therefore providing better value for money.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 Following revision to the Council's Constitution, as detailed at 4.3.2, the Area Committee has the legal powers to approve the attached Service Level Agreement and therefore formally undertake the delegation of services set out within it.
- 4.5.2 There are no further legal implications.
- 4.5.3 The report contains no information that is deemed exempt or confidential.
- 4.5.4 The Area Committee's decision to approve, or not, the attached Service Level Agreement is eligible for call-in, within the standard five working day period from the date the decision is published.

4.6 Risk Management

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

5 Conclusions

- 5.1 A significant amount of collaborative work has been undertaken and real progress made in making ready for the services to operate under the terms of the SLA with effect from September 2011. This first SLA will apply to the end of the 2011/12 municipal year, during which time performance monitoring will be reported to the Area Committee and Cleaner Neighbourhoods Sub group.
- 5.2 The SLA will be reviewed annually to inform the production and approval of subsequent agreements for future years, in line with corporate budget cycle and review process, with the first review beginning in October 2011.

6 Recommendations

6.1 The Area Committee is asked to:

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

7 Background documents

- Leeds City Council Constitution
- Area Committee roles and functions 2011/12
- Area Committee report: Environmental Services Delegation – Update and Progress Report, 20th June 2011
- Area Chairs' Meeting report: Devolvement of Environmental Services to Area Committees – progress report, 15th April 2011
- Area Committee report: Delegation of Environmental Services, 14th March 2011
- Executive Board report: Delegation of Executive Functions in Relation to Streetscene Management to Area Committees, 30th March 2011
- Area Committee report: Delegation of Environmental Services, 31st January 2011
- Area Chairs' Meeting report: Devolvement of Environmental Services to Area Committees – Development of Service Level Agreements, 14th January 2011
- Area Chairs' Meeting report: Devolvement of Environmental Services to Area Committees, 3rd December 2011
- Area Committee report: Briefing note on proposed delegation of elements of Streetscene services, Oct/Nov 2010

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Services Level Agreement Delegation of Environmental Services

1 Parties

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

2 Period of the agreement

- 2.1 This Service Level Agreement will take effect from 5th September 2011, until five working days after the first Area Committee meeting in the municipal year 2012, or an earlier date as agreed by both parties.

3 Purpose of the agreement

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

4 Scope of services covered by the agreement

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

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

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

5 Roles & responsibilities

- 5.1 The specific responsibilities of parties involved in the delivery, management and oversight of the SLA are set out below:

Elected Members

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

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

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

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

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

Environmental Locality Manager

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

6 Service principles and priorities

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

(a) **Outcome focused:**

The ENE Locality Team will focus on delivering the best outcome for residents across the Inner NE area - so that the streets and neighbourhoods in which they live are of an acceptably clean standard. It is this equality of standard that every resident will be entitled to, not necessarily the same quantity of service. For example, not everyone will get their street swept every x weeks, but everyone will be entitled to get their street swept as and when needed if it is the best solution to making sure it doesn't fall to an unacceptable standard of cleanliness.

(b) Responsive to local needs:

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

(c) Common sense approach:

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

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

The service will work as part of the "team neighbourhood" approach and contribute towards tackling problems identified in the agreed priority neighbourhoods of Beckhills/Meanwood, Brackenwoods, the Stonegate estate, Chapelton and Moor Allerton.

(e) Supporting community action:

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

(f) Education and Enforcement:

We will develop and implement local strategies which effectively combine education and enforcement approaches to tackling long standing problems. For example we will develop a better relationship with schools to work together to prevent litter on school routes and have a clearer policy around the cleaning of shop frontages that works in partnership with local businesses to make local shopping centres/main streets clean and pleasant places to visit.

(g) Working with ENE Homes to deliver more effectively:

We will work in partnership with ENE Homes to make more effective and efficient use of our combined resource; focusing initially on joint approaches to cleaning open land/spaces and developing a maintenance programme for ginnels.

(h) Planning for seasonal and annual events:

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

7 Service activity

7.1 The Environmental Locality Team, via this SLA, undertakes to provide the following service provision to the Inner North East wards of Chapel Allerton, Moortown and Roundhay, determined by the Committee and statutory obligations placed upon the Council. Activity type is split between programmed and reactive service provision, with activity detailed separately below for each service.

7.2 Street Cleansing Functions

(a) *Mechanical Path & Road Sweeping*

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

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

Each block represents approximately 20km of road/paths (i.e. 10km x 2 sides of the road) and is now split into 2 halves – and sweeping alternates between the two halves each time the block is scheduled to be cleaned. Those streets/roads that have been identified as requiring a sweep/clean at every visit are indicated on the route maps. The service will work with ward Members to review the new routes/blocks and agree where changes to which streets are done on which cycle/or on both can be made.

Maps for each block showing the exact routes for mechanical sweeping within the Inner North East area are provided in appendix C. Also provided as appendix D is a table showing the schedules for each block to be swept over a 14 week period.

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

(b) *Manual Litter Picking*

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

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

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

(c) Litter Bins

Ward maps of all the litter bins in the Inner East area are provided as appendix F. During the first period of the new SLA work will be done through ward member meetings and progress reported to the Environmental sub group to verify the locations of the bins, agree where locations can be changed to better meet local needs, replace bins unfit for purpose and where possible new bins provided where they will be most effective.

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

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

(d) Flytipping

The service will operate with one sideloader vehicle and four operatives (2 crews) on a 4 x 3 shift pattern.

Flytipping removal is largely undertaken as a reactive service, responsive to customer complaints and 'in-house' requests (e.g. from Members, enforcement staff and partners), although the crews do have regular 'hot spots' to check on a pro-active basis.

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

7.3 Environmental Regulation

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

The majority of work undertaken by the Regulatory team involves responding to requests for service made by members of the public, via the Council's contact centre, or ward Members. Responding to these issues takes up approximately 58% of the time available within the team. On this basis the Area Committee is currently able to direct approximately 42% to be used best to fit with local priorities.

The requests for service made in 2010 in Inner North East are detailed at Appendix G together with a summary of the services provided by this part of the team.

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

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

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

7.4 Responding to urgent issues

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

8 Service outcomes

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

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

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

Issue	Inner North East	Citywide
Litter	79.0	86.7

Detritus	53.0	66.8
Graffiti	91.2	95.7
Flyposting	99.0	99.4

- 8.3 The litter, detritus and graffiti baseline results all fall below the respective citywide average. On this basis the service improvement target will be to achieve an above average result for these indicators at the next year's survey, and wherever possible increase the number of 'acceptable' sites across the other categories within the Inner North East.

9 Community Engagement

- 9.1 The ENE Locality Team will engage with the community via existing mechanisms set out in the Area Committee's own Community Engagement Strategy/Plans and work with the Area Leadership team to avoid duplication and make the best use of any time spent consulting.
- 9.2 The Team will work with Elected Members to identify local opportunities for engagement specifically around local environmental priorities, particularly with residents involved in helping improve the condition of neighbourhoods through In Bloom, Friends of and other such groups.

10 Accountability

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

11 Reporting & performance monitoring

- 11.1 Environment Sub-group
Quarterly service activity reports will be submitted by the Environmental Locality Manager to the Environment Sub-group, or equivalent, for consideration. Through the sub-group, the report will be used to identify changes in issues and priorities, and therefore help guide service delivery over the following quarter(s).
- 11.2 Area Committee

Twice yearly performance monitoring reports will be submitted by the Environmental Locality Manager to the Area Committee for consideration. The report will detail the performance against service outcomes and the execution of Executive Board policy locally.

11.3 Executive Board

An annual report will be submitted by the Area Committee to Executive Board, detailing the performance against service outcomes and the execution of Executive Board policy locally.

12 Review process

12.1 The Agreement will be reviewed on an annual basis, to inform the production and approval of subsequent Agreements. The review will be undertaken in line with the corporate budget cycle and review process, to ensure that consideration is given to changes in budget allocation and corporate priorities.

12.2 The review process will be undertaken jointly with officers of the service and all, or nominated Members from the Area Committee.

12.3 The review process will commence in the October to December 2011 quarter and completed in the January to March 2012 quarter. Proposed updates to the service principles and priorities will be presented at the last Area Committee meeting of the municipal year (March/April) so that a full, revised SLA for 2012/13 can then be worked up to also incorporate any service activity changes required. Also provided will be the second service monitoring report outlining performance against the current year's agreement.

12.4 The new SLA for the 2012/13 municipal year will be formally approved by the Area Committee at its first meeting of that municipal year (June/July 2012).

12.5 Simple "in-year" changes to how an element of the service is organised and delivered in wards can be agreed outside of any formal review process of the Agreement between ward members and the Locality Manager. Providing the change can be met from within existing capacity in that ward. For example, the additional/amendments of litter bins locations, minor revisions to mechanical and manual sweeping routes/frequencies and agreeing localised enforcement priorities.

12.6 Where requested ward changes would have an impact on the service capacity across the Area Committee, the Environmental sub group would consider the matter and if necessary refer to the Area Committee for a decision.

12.7 Where requested changes to service delivery within an Area Committee would have an impact on capacity across the Locality, initial discussions would be held between Area Committee Chairs to agree the best way forward. If agreement can not be reached the current SLA arrangement would stand.

12.6 Both parties can request re-negotiation of the contents of the agreement in the event of changes to local need or preferences, service demand or citywide

policy in respect of environmental cleanliness/services. Any requests will need to be formalised through either an Area Committee meeting or the Environment Sub-group, whichever is deemed most appropriate. Should urgent changes to service delivery be required, then under the Council's scheme of delegated authority, the Environmental Locality Manager will have the power to approve and implement such changes.

13 Resolving Disagreements

- 13.1 The Area Committee Procedure Rules in the Council's constitution set out the ultimate procedure to follow in the event of a fundamental disagreement between the Area Committee, and the service.
- 13.2 In general, it is expected that all parties will try to resolve a dispute locally in the first instance. If necessary this would involve the Area Leader, particularly where it is felt the dispute/potential solution necessitated influence elsewhere in the Council.
- 13.3 Where a mutually acceptable resolution cannot be reached, the matter will be referred to the Director of Environment & Neighbourhoods and/or the Executive Member for Environmental Services. Both have the right to refer the matter to the Executive Board for consideration. In instances where the dispute has an impact on service delivery, the Director of Environment & Neighbourhoods shall have the right to implement a temporary solution, pending Executive Board consideration of the disputed issue.
- 13.4 Where disagreements arise over decisions made by the Area Committee or the Director of Environment & Neighbourhoods, then the Area Committee Procedure Rules of the Constitution will be followed.

14 Confidentiality & Legal Requirements

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

Signed:.....
Date:

Signed:.....
Date:

DRAFT

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Report author: Joedy Greenhough
 Tel: 2478373

Report of Director of Children’s Services

Report to Inner North East Area Committee

Date: 5th September 2011

Subject: Area Management Performance Reporting

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

Summary of Main Issues

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

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

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

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

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

Recommendations

1. To note the content of this report.

1.0 Purpose of this Report

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

2. Background Information

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

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

3.0 Update on Key Developments in Children's Services

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

3.2 CYPP Developments

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

- Number of Looked After Children
- School Attendance
- NEET

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

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

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

3.7 Child Friendly City

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

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

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

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

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

3.12 Other Locality Developments – Clusters

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

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

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

3.18 Improvement and Inspection Activity

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

3.21 Developing an Integrated Children's Services

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

3.24 The Changing Education Context – The Leeds Education Challenge

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

4.0 Performance Update

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

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

4.2 Children and Young People are Safe from Harm

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

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

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

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

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

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

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

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

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

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

4.11 Children and Young People Choose Healthy Lifestyles

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

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

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

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

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

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

5.0 Update on Inspections in Services

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

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

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

6.0 Corporate Considerations

6.1 There are no corporate considerations in this report.

7.0 Consultation and Engagement

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

8.0 Equality and Diversity / Cohesion and Integration

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

9.0 Council Policies and City Priorities

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

10.0 Resources and Value for Money

10.1 There are no resource implications in this report.

11.0 Legal Implications, Access to Information and Call In

11.1 There are no legal implications in this report.

12.0 Risk Management

12.1 There are no risk management implications in this report

13.0 Conclusions

13.1 Not applicable as this report is information based.

14.0 Recommendations

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

15.0 Appendices

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

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

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

Appendix 4 - Primary & Secondary School Attendance data by Area and Ward
Appendix 5 - NEET and Not Known data by Area and Ward.
Appendix 6 - School Inspection Data by Area

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

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

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

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

DfE Review Meeting with Leeds City Council – 20 May 2011

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

Dear Nigel,

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

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

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

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

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

Yours sincerely

GRAHAM ARCHER

Deputy Director: Local Improvement and Intervention Division

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

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

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

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

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

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

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

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

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

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

256

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Note: Data as at 14.07.11

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

Note: Data as at 14.07.11

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Report author: Lesley Savage

Tel: 0113 224 3867

Report of the Director of Children’s Services

Report to the Inner North East Area Committee

Date: 17 October 2011

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

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

Summary of main issues

1. This report presents the Area Committee with an update on the work being undertaken across the city to ensure the authority meets its statutory duty to ensure sufficiency of school places in the context of an increasing birth rate. In particular, it draws members’ attention to the proposal directly affecting the inner east. Leeds City Council’s Executive Board have approved a consultation on a proposal for a new school to be established through a competition in the Harehills on land at Florence Street to open September 2013. Although not directly in the inner north east, the site is close to the Chapel Allerton ward.

Recommendations

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

1 Purpose of this report

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

2 Background information

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

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

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

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

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

3 Main issues

- 3.1 The details of the proposal are described in full within the consultation document. In addition, the following points should be noted:
- 3.2 Any new school buildings will still be subject to the normal planning permission process, allowing any interested parties to comment, and meaning any traffic and

access issues will receive due consideration. The two processes are independent and the outcome of one does not presuppose the outcome of the other.

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

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

4 Corporate Considerations

4.1 Consultation and Engagement

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

4.1.2 Although not directly in the inner north east area, the location for the proposed new school is also close to the neighbouring ward of Chapel Allerton. A joint briefing has been offered to the ward members of Chapel Allerton, Harehills and Richmond Hill and Burmantofts.

4.2 Equality and Diversity / Cohesion and Integration

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

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

4.3 Council Policies and City Priorities

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

4.4 Resources and Value for Money

4.4.1 The estimated cost of the Florence Street project is £4,692,409 and will be funded through the education capital programme. This high level estimate uses the modular accommodation cost basis and will be subject to significant development through detailed design. It does not include site acquisition costs or provision for any site specific conditions, risk or abnormalities. The site is valued at £550,000.

4.5 Legal Implications, Access to Information and Call In

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

4.6 Risk Management

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

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

5 Conclusions

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

6 Recommendations

6.1 The Area Committee is requested to:

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

7 Background documents

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

7.2 Consultation document: Proposal to create a new primary school through a competition in the Harehills planning area, to open in September 2013



Report author: Gareth Read
Tel: 0113 247 8070

Report of the Director of City Development

Report to Inner North East Area Committee

Date: 5th September 2011

Subject: Houses in Multiple Occupation – Planning Workshops

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s):		
Chapel Allerton		
Moortown		
Roundhay		
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 City Council has applied for planning powers which will enable the Council to control changes of ordinary dwelling houses to houses in multiple occupation (HMOs). These powers are expected to come into force in February 2012 and will apply to all of the inner areas of Leeds (see map in Appendix 1).
2. To make best use of these powers the City Council needs to agree a policy to help decide planning applications. The aim of the policy will be to permit sufficient HMOs to meet Leeds' needs, but avoid excessive concentrations in streets or neighbourhoods that could cause nuisance and create unbalanced communities.
3. As a starting point to draw up the policy three evening workshops are being held in East Leeds, South Leeds and North West Leeds. The workshops will work with local community representatives, landlords, students and university bodies to explore what percentages of HMOs in local areas might be set as policy targets. The Council will then set out the policy in a Supplementary Planning Document (SPD) which will be subject to widespread public consultation at the end of 2011.

Recommendations

4. Members are asked to note the contents of the report and comment as they feel appropriate.
5. Members are asked to nominate a ward councillor representative to attend the relevant workshop for each ward affected.
6. Members are asked to nominate any relevant groups who would be interested in participating in the workshops.

1 Purpose of this report

- 1.1 This report is intended to inform 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 is in response to the introduction of an Article 4 direction in Leeds which will come into effect on the 10th February 2012.

2 Background information

- 2.1 The Council has confirmed the introduction of an “Article 4 direction” which will require planning permission for the conversion of dwelling houses (Class C3 use) to housing in multiple occupation (Class C4 use) of between 3 and 6 unrelated occupants. The direction will come into force from 10th February 2012 and will apply to inner Leeds (see map in Appendix 1).
- 2.2 The Article 4 direction does not serve as a justification for refusing or approving planning permission in the Direction area. Planning applications which are required by the Direction will be judged against national and local planning policies. In order to supplement the introduction of the Article 4 direction in Leeds new local planning policies will be created. These will be in the form of a new overarching policy in the Local Development Framework Core Strategy and new, more detailed, planning policies to be contained within a new supplementary planning document (SPD). Both documents will be subject to full public consultation at which stage comments will be invited from interested parties.
- 2.3 In order to engage with stakeholders and interested parties as part of the SPD production process three planning workshops will be held in late September/ early October. These workshops will be an opportunity to have input into the creation of new local planning policies at the beginning of this process.

3 Main issues

Purpose of the Workshops

- 3.1 The aim of the workshops is to facilitate a preliminary discussion regarding the form new local planning policies in the SPD should take. Officers from the Forward Planning and Implementation team, who will be responsible for drafting the new document, will lead the discussion and seek feedback from a range of different stakeholders. Representatives from Planning Aid will also be in attendance to offer advice along with the Inner North West Community Planning Officer at the north west area workshop.

Attendance

- 3.2 The workshops will be attended by local ward members, community and resident groups, landlord groups and other relevant parties such as the city’s universities. The Council’s Planning Department has sent invitations to groups who have expressed an interest in participating in this discussion. However there is still an opportunity for groups who have not already received an invite to participate. Any groups wishing to

attend should email ldf@leeds.gov.uk. Attendance will be by invitation only as places at the workshops will be limited.

Venues and Dates

- 3.3 For the purposes of arranging the workshops the Article 4 direction area has been subdivided into three areas; East, South and North West Leeds. A workshop will be held in each of these three areas based on the timetable below:

Area	Venue	Date
East Leeds	Shine Business Centre, Harehills	22 nd September 2011
South Leeds	Hillside, Beeston	29 th September 2011
North West Leeds	West Park Centre, West Park	5 th October 2011

Further Opportunities for Public Consultation

- 3.4 The Council will make use of feedback from the workshops to set out proposed policy targets and guidance in a Draft Supplementary Planning Document. This will be subject to widespread public consultation at the end of 2011.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 The workshops will be the first stage in the process of the SPD production. Paragraph 3.4 outlines further opportunities for engagement.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 Whilst it has not been necessary to prepare an Equality Impact Assessment for this report, the future Supplementary Planning Document will be subject to an assessment.

4.3 Council Policies and City Priorities

- 4.3.1 The workshops will form the starting point of the SPD production process. The preparation of Development Plan Documents (including the SPD), is identified as a priority within the Council's Policy Framework.

4.4 Resources and Value for Money

- 4.4.1 The cost of holding the workshops will be met by the Forward Planning and Implementation team within the City Development Department. The SPD production process will be managed by the Forward Planning and Implementation team with input, where appropriate, from the Inner North West Community Planner.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 There are no significant legal implications. This report is not subject to call in as it does not relate to a key decision.

4.6 Risk Management

4.6.1 There are no significant risks identified in this report.

5 Conclusions

5.1 The three workshops to be held across the Article 4 direction area will form the starting point for the SPD process and allow interested parties to offer views as to what form new planning policies should take.

6 Recommendations

6.1 Members are asked to note the contents of the report and comment as they feel appropriate.

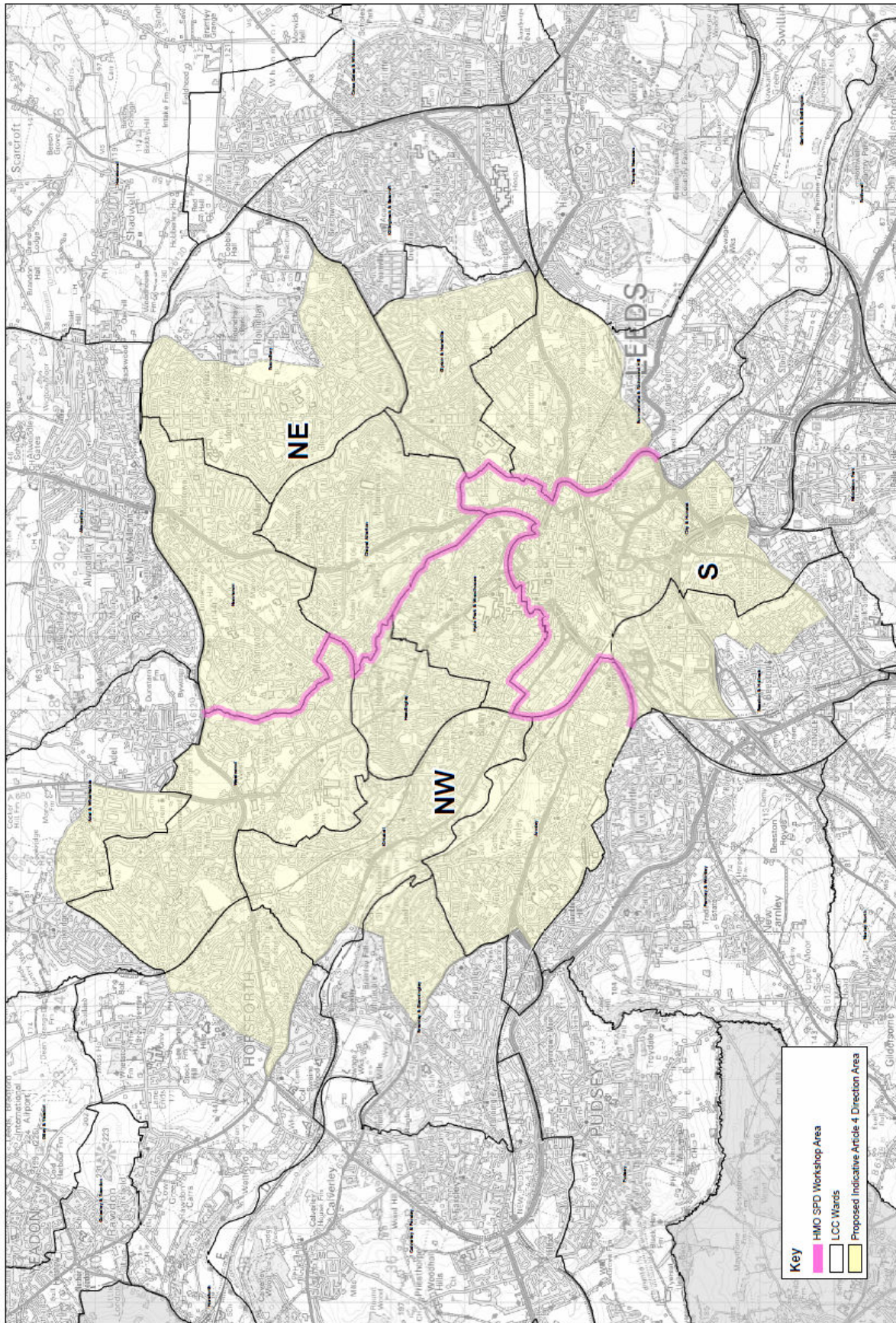
6.2 Members are asked to nominate a ward councillor representative to attend the relevant workshop for each ward affected.

6.3 Members are asked to nominate any relevant groups who would be interested in participating in the workshops.

7 Background documents

7.1 Appendix 1 – Map of Article 4 Direction area with workshop boundaries.

Appendix 1 - Map of Article 4 Direction area with Workshop boundaries.



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 Scale 1:22,000 @ A1 L:\CGM\GIS Projects\Sarah Welsh - Student\Student housing.mxd | Article 4 HMO Workshop Area

