



**NORTH WEST (INNER) AREA COMMITTEE**

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**Meeting to be held on Thursday, 11th April, 2013 at 7.00 pm  
in the Woodsley Road Community Centre, 64 Woodsley Road, Leeds, LS3 1DU**

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**MEMBERSHIP**

Councillors

M Hamilton	-	Headingley;
J Walker	-	Headingley;
N Walshaw	-	Headingley;
C Towler	-	Hyde Park and Woodhouse;
G Harper	-	Hyde Park and Woodhouse;
J Akhtar	-	Hyde Park and Woodhouse;
B Atha	-	Kirkstall;
J Illingworth	-	Kirkstall;
L Yeadon	-	Kirkstall;
J Bentley	-	Weetwood;
S Bentley	-	Weetwood;
J Chapman	-	Weetwood;

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**Agenda compiled by:  
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**West North West Area Leader: Jane  
Maxwell  
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# A G E N D A

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

Item No	Ward	Item Not Open		Page No
3			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p><b>DECLARATION OF DISCLOSABLE PECUNIARY INTEREST</b></p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13 -16 of the Members' Code of Conduct.</p>	
5			<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</p>	
6			<p><b>OPEN FORUM</b></p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
7			<p><b>MINUTES OF THE PREVIOUS MEETING</b></p> <p>To confirm as a correct record the minutes of the meetings held on 21<sup>st</sup> February and 7<sup>th</sup> March 2013</p> <p>(Copies attached)</p>	1 - 12

Item No	Ward	Item Not Open		Page No
8			<p><b>MATTERS ARISING FROM THE PREVIOUS MEETING</b></p> <p>To consider matters arising from the previous meetings held on: 21<sup>st</sup> February and 7<sup>th</sup> March 2013.</p> <p>(Report attached)</p>	13 - 14
9			<p><b>AREA CHAIRS FORUM</b></p> <p>To receive, for information and comment the minutes of the last meeting of the Area Chairs Forum held 9<sup>th</sup> January 2013</p> <p>(Copy attached)</p>	15 - 20
10	Headingley; Hyde Park and Woodhouse; Kirkstall; Weetwood		<p><b>CHILDREN'S SERVICES AREA COMMITTEE UPDATE REPORT</b></p> <p>To consider a report by the Director of Children's Services which provides a six monthly update on the work of Children's Services in the North West (Inner) Area.</p> <p>The report sets out a summary of performance at area committee level with a broader summary of city level performance, and builds on previous reports with additional local context and tracking of local indicators. The majority of education results are presented in this report, including tables of headline results for all Leeds schools and links to additional information.</p> <p>(Report attached)</p>	21 - 56

Item No	Ward	Item Not Open		Page No
11	Headingley; Hyde Park and Woodhouse; Kirkstall; Weetwood		<p data-bbox="676 181 1270 215"><b>DEVELOPMENT OF AREA LEAD ROLE</b></p> <p data-bbox="676 286 1374 539">To consider a report by the Assistant Chief Executive (Customer Access and Performance) which intends to clarify the role of the Area Lead and brings initial proposals to the Area Committee for their input, shaping and providing feedback with a view to introducing the revised roles in the new Municipal year.</p> <p data-bbox="676 573 938 607">(Report attached)</p>	57 - 64
12	Headingley; Hyde Park and Woodhouse; Kirkstall; Weetwood		<p data-bbox="676 719 1326 786"><b>WEST NORTH WEST HOMES LEEDS - INVOLVEMENT WITH AREA COMMITTEES</b></p> <p data-bbox="676 824 1406 1003">To consider a report by West North West Homes Leeds which outlines there involvement in the Area Committee process and seeks to explore ways of making that involvement as meaningful and productive as possible.</p> <p data-bbox="676 1043 930 1077">(Report attached)</p>	65 - 76
13	Headingley; Hyde Park and Woodhouse; Kirkstall; Weetwood		<p data-bbox="676 1189 1273 1256"><b>WELLBEING FUND 2012- 13 - UPDATE REPORT</b></p> <p data-bbox="676 1294 1369 1514">To consider a report by the Assistant Chief Executive (Customer Access and Performance) which provides an update on the budget position for the Wellbeing Fund for 2012/13 and notes those projects agreed for support from the Wellbeing Fund for 2013/14.</p> <p data-bbox="676 1554 1406 1697">The report also highlights the current position of the Small Grants and skips pots and those Small Grants and skips that had been approved since the last meeting.</p> <p data-bbox="676 1738 930 1771">(Report attached)</p>	77 - 86

Item No	Ward	Item Not Open		Page No
14	Headingley; Hyde Park and Woodhouse; Kirkstall; Weetwood		<p><b>DATES, TIMES AND VENUES OF AREA COMMITTEE MEETINGS 2013/14</b></p> <p>To consider a report by the Chief Officer (Democratic and Central Services) which seeks the Area Committee's formal approval to the schedule of meetings for the 2013/2014 Municipal year.</p> <p>The report also request Members if they wish to continue with the Committee's current meeting venue arrangements or whether they would seek to review such arrangements.</p> <p>(Report attached)</p>	87 - 92
15			<p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>To note that the next meeting will take place on Thursday 16<sup>th</sup> May 2013 at 2.00pm in the Civic Hall, Leeds.</p>	93 - 94

# Agenda Item 7

## NORTH WEST (INNER) AREA COMMITTEE

THURSDAY, 21ST FEBRUARY, 2013

**PRESENT:** Councillor J Akhtar in the Chair

Councillors N Walshaw, C Towler, B Atha,  
J Illingworth, J Bentley, S Bentley and  
J Chapman

### **Officers:**

Joanne Clough – Park and Countryside Service  
Steve Carey – Leeds Benefit Service  
Lynne Hamshaw – West North West Homes  
Ryan Platten – Community Planning Officer  
Jane Maxwell – West North West Area Leader  
Stuart Byrne – West North West Area Support  
John Grieve – Governance Services

### **Members of the Public:**

D Alcorn – Leeds Met Students Union  
A Vickerson – Leeds Met Student  
J Feather - Dig 2 Ride  
S Sayers – Dig 2 Ride  
L Mawson – Dig 2 Ride  
Amanda Jordan – University of Leeds  
Sue Buckle – SHCA  
Dawn Carey Jones – Local Resident  
Amit Roy – Hyde Park Unity Day  
Josh Booth – Hyde Park Unity Day  
Hayley Miller Hyde Park Unity Day

### **54 Late Items**

There were no late items

### **55 Declarations of Interest**

There were no declarations of interest. **Apologies for Absence**

Apologies for absence were received from: Councillors: M Hamilton, G Harper, J Walker and L Yeadon.

### **57 Open Forum**

Draft minutes to be approved at the meeting  
to be held on Thursday, 7th March, 2013

- (i) BMX Trial and Dirt Jump Track – Members heard representations from “Dig2ride”, a Charitable company set up to promote BMX cycling in the Kirkstall area. The Group wish to use the former municipal waste tip at Dobbie Row, Kirkstall as a BMX trial and dirt jump track for the local community. It was reported that the Group had encountered difficulties in obtaining insurance and were now seeking the assistance of the Area Committee in securing indemnity insurance for the site.

**RESOLVED -**

- (a) To support “Dig2ride” in obtaining the necessary indemnity insurance for the site
- (b) That the issue be referred to the City Council’s Insurance Manager with a view to assisting in the insurance arrangements

(Councillor Illingworth declared an interest in this item as a Trustee of the Company “Dig2ride”)

- (ii) Hyde Park Unity Day – Members heard representations from the organisers of the Hyde Park Unity day. This annual event brings together local residents and community groups to participate in a variety of activities throughout the day. Event organisers were now seeking the support of the Area Committee to extend the current hours of operation from 7.00pm until 9.00pm which other similar events currently had.

**RESOLVED –**

- (a) To support an extension of the hours of operation for the Hyde Park Unity Day from 7.00pm until 9.00pm.
- (b) That the views of the Area Committee be made known to West Yorkshire Police and the Parks and Countryside Service.

- (iii) Former Ash Grove Social Club – Sue Buckle (SHCA) thanked Members for their support in objecting to a recent planning application to convert the former Ash Grove Social Club into four residential flats with car parking. Ash Grove residents were grateful for Members involvement with this application.

- (iv) Student Safety on Woodhouse Moor – Members heard representations from Leeds Met Student’s Union who were concerned about the safety of students when crossing Woodhouse Moor and Beckett’s Park at night. There were no paths with adequate lighting across the parks and keeping to the paths around the parks extended the walking distance.



In responding, Councillor Akhtar said that the fact that there were no paths or adequate lighting across the parks was a deliberate one. Students were encouraged to use the main footpaths around the parks which were well light and a safer pedestrian route.

## **58 Minutes of the Previous Meeting**

**RESOLVED** – That the minutes of the previous meeting held on 13<sup>th</sup> December 2012 be accepted as a true and correct record

## **59 Area Chairs Forum**

The minutes of the Area Chair's Forum held on 2nd November 2012 were received and noted.

## **60 Area Committee Update Report**

The Assistant Chief Executive (Customer Access and Performance) submitted a report which provided an update on the recent Sub Group business and the current position relating to other project activity. The report also referred to progress on the referral of the West Park Centre to Scrutiny Board (Sustainable Economy and Culture), the condition of Batcliffe Wood House and information on the Community Centre Pricing Policy.

The following appendix accompanied the report:

- Inner North West Community Centre Pricing Policy (Directly Managed Centres)

Stuart Byrne, West North West Area Support Team, presented the report and responded to Members queries and comments

Detailed discussion ensued on the contents of the report together with the appendices which included:

- The decision made by Scrutiny Board (Sustainable Economy and Culture) to not investigate the closure of the West Park Centre until after the Executive Board had met on 24<sup>th</sup> April 2013
- Batcliffe Wood House – Possible refurbishment of the property with a view to future lettings

Commenting on Batcliffe Wood House, Ben Fisher from Leeds University Student Union said he was aware there was a restriction about the property, being let to students, could this be reviewed?

In responding Councillor Atha suggested there would be no objections to mature students occupying the property

**RESOLVED –**

Draft minutes to be approved at the meeting  
to be held on Thursday, 7th March, 2013

- (i) To note and action and Key Messages arising from the Sub Groups as outlined in Section 3 of the submitted report
- (ii) To request that Scrutiny Board (Sustainable Economy and Culture) timetable their investigation of the West Park Centre at the earliest opportunity
- (iii) To recommend that the City Development Directorate review and consider Batcliffe Wood House for inclusion on the Derelict and Nuisance Property List
- (iv) To note the information provided in the Community Centres Pricing Policy

## **61 Park and Countryside Service - Annual Report**

The Chief Officer Parks and Countryside submitted a report which provided an overview of the Parks and Countryside Service and highlighted some of the challenges faced along with key performance management initiatives. The report also sought to provide a positive way forward for delivering the extended role of the Area Committee together with progress made in attaining Leeds Quality Standard and the investment required to attain and retain that standard.

The following appendix accompanied the report:

- Detailed Residents Survey Information

Joanne Clough, Trading and Operations Manager, Park and Countryside Service, presented the report and responded to Members queries and comments.

Detailed discussion ensued on the contents of the report together with the appendices which included:

- Area profile of the Service
- Community Parks
- Events in Parks
- Leeds Quality Park Status
- Performance Indicator Assessments
- Planned improvements for the next 12 months
- Streetscene Grounds Maintenance
- Scrutiny Board's examination of contracts

In passing comment Councillor Atha suggested that funding for the next 12 months appeared to come from Section 106 contributions and not from the Parks and Countryside budget. He said that it was a concern that maintenance of the city's parks should rely on Section 106 monies. Further

information on this issue was requested to be brought to the Environmental Sub Group for discussion.

Referring to Community Parks and the annual number of visits, the Chair highlighted Hartley Avenue Park as a popular hangout for teenagers which deterred other users from using the facilities. The Chair suggested that such parks should be reclaimed back for family use.

Councillor S Bentley commenting on the Leeds Quality Park Standard sought clarification on the suggested costs to achieve LQP Standard.

In responding Mrs Clough said the figures quoted in the submitted report were the projected costs to achieve and maintain LQP status up to 2020.

## **RESOLVED –**

- (i) That the contents of the report be noted
- (ii) To support the planned improvement works at
  - Woodhouse Moor – Fencing works to the corner of Clarendon Road & Moorland Road
  - Lovell Park – General Park improvements
  - Burley Park – Refurbishment of play equipment, new artificial cricket wicket, wildflower meadow, new bins, benches and picnic tables, entrance improvements, horticultural improvements and path resurfacing

## **62 Welfare Reform - Impact on Council Tenants**

The Chief Executive East North East Homes submitted a report which provided an update on the Welfare Reform changes that impact on Council Tenants due to be implemented in April 2013. The report also summarised the work that was currently being undertaken to prepare tenants for those changes and for future changes that would impact later in the year.

The following appendix accompanied the report:

- A breakdown of the numbers affected by ward, together with value of cuts in Housing Benefit (Appendix 1)
- Social Sector Size Criteria – Update on contacts. Visits undertaken to date (Appendix 2)
- The Terms of Reference of a Scrutiny Board Working Group set up to consider the collection and recovery issues arising from the introduction of the reform and the changes to Council Tax Benefit (Appendix 3)

Steve Carey, Chief Revenues and Benefits Officer, Leeds Benefit Service presented the report and responded to Members queries and comments

Detailed discussion ensued on the contents of the report together with the appendices which included:

- The introduction of a “Universal Credit” which would replace a range of existing means tested benefits and tax credits for people of working age starting in October 2013
- Benefit Cap
- Discretionary Housing Payments:

People with disabilities living in significantly adapted accommodation

Foster carers and kinship carers

People requiring additional rooms to accommodate access to children arrangements

Pregnant women taking in a new tenancy that takes account of the expected birth

- Localised Council Tax Support

Councillor S Bentley asked if a room could be kept vacant if there were Armed Forces personnel in the family.

In responding Mr Carey said this particular issue had already been raised, with the Government indicating that they were not minded to change the policy.

Councillor Atha congratulated Mr Carey and his team commenting that the report addressed many of the issues raised.

**RESOLVED** – To note the work carried out to date by the ALMOs and the Council in preparing for the introduction of Welfare Reform changes.

### **63 Community Planner - Update Report**

The Community Planner submitted a report which provided an update on the Community Planner Work Programme for the past 12 months. The report also identified emerging projects and themes which were likely to be central to discussions at the North West (Inner) Area Committee (INWAC) Planning Sub Group over the next twelve months and introduced the proposed work programme over this period.

Ryan Platten, Community Planner presented the report and responded to Members queries and comments.

Detailed discussion ensued on the contents of the report which included:

- The work of the North West (Inner) Area Committee Planning Sub Group
- Neighbourhood Planning
- Community led Planning Documents
- Planning Policy Consultations
- Article 4 Direction and HMO Planning Policy
- Letting Boards
- Drop-In Sessions for significant Planning Applications

Councillor Walshaw, Chair of the Planning Sub Group expressed his thanks and appreciation to Mr Platten. He said the Sub Group had achieved a great deal and he was looking forward to the year ahead.

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

#### **64 Area Leadership Team Update Report**

The Assistant Chief Executive (Customer Access and Performance) submitted a report which provided an update on the work programme for the West North West Area Leadership Team. The report also set out background information in the development of the Leadership Team together with issues and challenges that were currently being addressed.

The following appendix accompanied the report:

- Details of the Membership of the West North West Area Leadership Team

Jane Maxwell, Area Leader, West North West, presented the report and responded to Members queries and comments.

Detailed discussion ensued on the contents of the report together with the appendices which included:

- Jobs and Skills – Focus on employability, NEET and Welfare Reform
- Health & Wellbeing – Focus on health inequalities (Alcoholism, suicide and improving life expectancy)
- Communities – Focus on neighbourhood improvement and the Place Agenda including the environment and community safety (specifically burglary)

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

## **65 Wellbeing Fund 2012-13 - Update Report**

The Assistant Chief Executive (Customer Access and Performance) submitted a report which provided an update on the budget position for the Wellbeing Fund for 2012/13. The report also sought approval for a variance in the agreed terms of a previously approved project.

The following appendix accompanied the report:

- 2012-13 Wellbeing Statement

Stuart Byrne, West North West Area Support Team, presented the report and responded to Members queries and comments

Detailed discussion ensued on the contents of the report together with the included appendix:

- The Wellbeing Programme for 2012-13
- Large projects
- Small grants

### **RESOLVED –**

- (i) To note the current budget position for the Wellbeing Fund for 2012/13
- (ii) To approve the variance in terms of the remaining balance of Caring Together Moving Forward project to contribute towards project costs for 2013/14
- (iii) To approve the decommissioning of the Open XS Work Well Drop In Sessions project and return the £2,000 for reallocation (2013-14 Wellbeing Fund)
- (iv) To note the current position of the Small Grants and Skip pots and those Small Grants that had been approved since the last meeting

## **66 Date and Time of Next Meeting**

**RESOLVED –** To note that the next meeting will take place on Thursday 7<sup>th</sup> March 2013 at 2.00pm in the Civic Hall, Leeds

## **NORTH WEST (INNER) AREA COMMITTEE**

**THURSDAY, 7TH MARCH, 2013**

**PRESENT:** Councillor J Akhtar in the Chair

Councillors M Hamilton, N Walshaw,  
C Towler, G Harper, B Atha, J Illingworth,  
L Yeadon, J Bentley and S Bentley

### **Officers:**

Stuart Byrne – West North West Area Support  
John Grieve – Governance Services

### **67 Late Items**

There were no late items

### **68 Declarations of Interest**

There were no declarations of interest.

### **69 Apologies for Absence**

Apologies for absence were received from Councillors: J Chapman and J Walker

### **70 Wellbeing Fund Commissioning Report 2013/14**

The Assistant Chief Executive (Customer Access & Performance) submitted a report which set out details of the Wellbeing Budget allocation for 2013 -14 and sought the Area Committee's consideration and approval as to which projects would be funded in the year ahead.

Stuart Byrne, North West Inner Area Support Team, presented the report and responded to Members' queries and comments.

Discussions ensued on the contents of the report together with the circulated appendices.

Members noted there were a number of projects which would fund environmental services associated with the student population.

It was the view of the Members that funding for such services should be provided by the universities or directly through the Environmental Services budget.

It was suggested that the Chair of the Area Committee and the Chair of the Environmental Sub Group meet with the Leader of Council and the Director of Neighbourhoods and Housing to discuss the funding of Environmental Services for the area

In referring to next year's Wellbeing budget, Councillor Yeadon asked if greater emphasis could be put on projects for children and young people, with possible changes to the commissioning process to take account of the City Priorities Plan themes.

Members were supportive of Councillor Yeadon's suggestion

**RESOLVED –**

- (i) To note the Wellbeing Revenue Budget allocation for 2013 -14
- (ii) To seek the assistance of the Area Support Team in setting up a meeting with the Leader of Council and the Director of Neighbourhoods and Housing to discuss funding of Environmental Services for the area
- (iii) To seek the assistance of the Area Support Team in approaching the universities to negotiate funding for Environmental Services.
- (iv) That greater emphasis be put on projects for children and young people, with possible changes to the 2014 -15 commissioning process to take account of the City Priorities Plan themes.
- (iv) That the projects listed below be approved for funding as follows:

Project	Amount
Small Grants	£12,011
Skips	£3,000
Consultation and Engagement	£1,500
Festive Lights	£12,325
Kirkstall Festival	£5,000
Hyde Park Unity Day	£5,000
Community Planner	£40,000
Environmental Services Co-ordinator	£18,295
Additional Resources for Student Changeover	£10,000
Additional Enforcement Staff for Woodhouse Moor	£11,762
Leave Leeds Tidy	£10,000
EnviroMET	£5,000
Community Development Worker	£15,873
Aireborough Summer Activities Scheme	£1,781
Volunteering Options	£4,353



Temp dedicated - Out of hours noise service	£15,025
Far Headingley, Weetwood and West Park Neighbourhood Design Statement (SPD)	£1,098
Headingley Litfest 2014	£3,000
Diwali festival	£2,000
Reach Out and Touch	£9,000
Community Engagement	£8,985
Expanded door-to-door supermarket shopping service	£2,500
Children's Champion	£5,000
Healthy Living Outdoors Action Days	£2,500
Woodsley Employability Project	£7,550
Fit Kids	£5,430
	<b>£217,988</b>

## 71 Date and Time of Next Meeting

**RESOLVED** – To note that the next meeting will take place on Thursday 11<sup>th</sup> April 2013 at 7.00pm at Woodsley Road Community Centre, 64 Woodsley Road, Leeds LS3 1DU

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## Matters Arising from Meeting: 21<sup>st</sup> February 2013

Minute No.	Action to be taken	By whom	Outcome
<b>57. Open Forum</b>	<u>BMX Trial and Dirt Jump Track</u> – The committee agreed to support “Dig2ride” in obtaining the necessary indemnity insurance for the development of a BMX trial and dirt jump track at the Dobbie Row site in Kirkstall. It agreed that the issue be referred to the City Council’s Insurance Manager with a view to assisting in the insurance arrangements.	Area Support Team	The City Council’s Insurance Manager has been made aware of the Area Committees support for securing insurance for this site and he has raised it with LCCs insurers to see if they can provide a quote to Dig2Ride for public liability insurance.
<b>57. Open Forum</b>	<u>Hyde Park Unity Day</u> – Members heard representations from the organisers of the Hyde Park Unity day seeking the support of the Area Committee to extend the current hours of operation from 7.00pm until 9.00pm. Members had no objection to this request and agreed That the views of the Area Committee be made known to West Yorkshire Police and the Parks and Countryside Service.	Area Support Team	Licensing, Parks & Countryside and West Yorkshire Police have all been made aware of the Area Committees position on the licensing request for Hyde Park Unity Day.
<b>60. Area Update Report</b>	<u>West Park Centre</u> – Members were updated on the decision made by Scrutiny Board (Sustainable Economy and Culture) to not investigate the closure of the West Park Centre until after the Executive Board had met on 24 <sup>th</sup> April 2013. It was agreed that the Chair request that Scrutiny Board timetable their investigation of the West Park Centre at the earliest opportunity.	Area Committee Chair	<p>A letter was sent to the Chair of Scrutiny Board (Sustainable Economy and Culture). The response to which was as follows:</p> <p>Scrutiny Board agreed in January that the work it would undertake would be of a ‘learning lessons’ nature rather than seeking to influence the Executive Board’s decision about future provision. This stance was confirmed when the Board reconsidered the item at its meeting in February, with a unanimous decision from those present to defer the inquiry until after the Executive Board meeting on 24 April, which is due to consider a further report on options for the centre.</p> <p>The Scrutiny Board already has three full meetings scheduled between now and 24 April, including a Call In meeting.</p> <p>The Chair therefore conveys his apologies, but he does not feel that it would be appropriate to call yet another meeting of the Scrutiny Board at short notice at this point. The work will remain in the Board’s programme to be undertaken once the Executive Board has made its decision.</p>

## Matters Arising from Meeting: 7<sup>th</sup> March 2013

<b>Minute No.</b>	<b>Action to be taken</b>	<b>By whom</b>	<b>Outcome</b>
<b>70. Wellbeing Commissioning Report 2013/14</b>	<u>Wellbeing Projects for Changeover</u> – The Area Committee requested that the Area Support Team set up a meeting with the Leader of Council and the Director of Neighbourhoods and Housing to discuss funding of Environmental Services for the area, with specific regard to Changeover.	Area Support Team	A meeting has recently taken place between the WNW Area Leader and the Director of Neighbourhoods and Housing, which discussed this issue and the outcome of this meeting has been raised with the Chair of the Environment Sub Group to determine whether a further meeting is required.

# Agenda Item 9

**Area Chairs Forum  
Wednesday 9<sup>th</sup> January 2013  
Committee Room 4, Civic Hall**

**Attendance:**

Councillors: P. Gruen (Chair), G. Hyde, G. Wilkinson, A McKenna, K. Bruce, J. Akhtar, P. Wadsworth, J. McKenna, J. Jarosz

Officers: J. Rogers, K. Kudelnitzky, S. Mahmood, J. Maxwell

Minutes: S. Warbis

Attending for specific items: S. Kelly, H. Pinches, D. Marshall

<b>Item</b>	<b>Description</b>	<b>Action</b>
<b>1.0</b>	<b>Apologies</b>	
1.1	Cllr A. Gabriel, R. Barke	
<b>2.0</b>	<b>Minutes and Matters Arising</b>	
2.1	The minutes of the previous Area Chairs Forum meeting on 2 <sup>nd</sup> November 2012 were agreed as an accurate record.	
2.2	<u>3.5 of previous minutes – Review of Youth Services</u> The question was raised as to when the change to appointing members to Cluster Boards through Area Committees would be taking place. The intention is to introduce the changes at the next Full Council AGM in May.	
2.3	<u>4.19 of previous minutes – Neighbourhood Planning</u> It was requested that the meeting should be arranged as soon as possible to discuss the role of Area Committees in the Neighbourhood Planning process, involving Cllr Angela Gabriel, Cllr J McKenna, Cllr Ghulam Hussain, Kathy Kudelnitzky and Ian Mackay.	
<b>3.0</b>	<b>Welfare Reform</b>	
3.1	Shaun Kelly, Finance Manager – Welfare Benefits, attended to provide an update on the impact of welfare reforms in Leeds.	
3.2	The April changes are known and are in hand and there has been good cooperation with the ALMOs and registered social landlords in dealing with the housing benefit changes.	
3.3	Under-occupation cases have been contacted by Leeds Benefits Service and the more vulnerable cases, including foster carers and properties with substantial adaptations have been identified. The discretionary housing payment settlement for 2013/14 has been settled and is an increase of almost £900k from the previous year.	
3.4	Implementation of the Housing Benefit cap has now been deferred nationally until June 2013 and those already identified as being affected will have the cap applied from September 2013 at the latest.	
3.5	Claimants on current council tax benefit who will now have to contribute to council tax will be informed how much they will have to pay. A scrutiny board working group is looking at issues regarding council tax and under-occupation.	
3.6	In terms of Local Welfare Provision, the settlement to Leeds following the abolition of community care grants and crisis loans has been confirmed for 2013/14 as around £2.8m. The draft policy for local welfare provision will go to Executive Board in February 2013.	

- 3.7 It is now unlikely that there will be any impact in Leeds until March 2014 and it is likely that Leeds Benefits Service will continue to be dealing with housing benefit claims long after that. Pathfinders for introducing universal credit will take place in Greater Manchester and Cheshire from April 2013 and these will initially only be applied to the least complicated cases.
- 3.8 Post 2015 focus pilots will be taking place to look at the longer term role for local authorities in supporting universal credit claimants. Leeds is not a pilot area. This suggests that there will be an increasing role in this area for local authorities in the future.
- 3.9 A program of road-shows for local people, along side awareness sessions for frontline staff have been taking place in preparation for the changes ahead.
- 3.10 It was pointed out that under-occupancy will cause problems even for those residents who want to move to smaller properties as there is a lack of one bedroom accommodation in the city. It was mentioned that in the past there had been a drive to remove one-bedroom flats and bedsit council accommodation in Leeds, and that there needed to be co-ordination with other housing providers to deal with future problems. Discussions are already taking place through the Housing Forum.
- 3.11 It was also stressed that the city needed to guard against creating large areas of one bedroom and bedsit accommodation and that there was a need for balanced communities with a range of housing provision catering for families and single people.
- 3.12 There will be an increased challenge in providing support for people who will need to find new employment or increased hours, and work is taking place to identify people where this is an issue and to provide targeted support.
- 3.13 Area Chairs requested a briefing note based on information provided at this meeting, and pointed out that the issue of welfare reform was more and more prevalent at member's surgeries and members needed up to date information.
- 3.14 It was also requested that a report needed to be taken to Area Committees before the end of March to provide an update on welfare reforms, details of support that is available and that this should also include information relating to Jobs and Skills and the worklessness agenda. It was stressed that this needed to include the impact in each Area Committee area and should also include action being taken by ALMOs and other partners.
- 3.15 It was stressed that the council needed to establish it's own attitude towards tenants who would have problems in meeting rent payments. It was suggested that this should be explored through discussions at Area Committee meetings.
- 3.16 The issue of payday loans was raised and the mounting problem of debt. Work is going on with the Credit Union to publicise it's services. Leeds Credit union now has access to funds through a Community Development Finance Institution (CDFI) which allows it to agree loans with higher risk customers at interest rates significantly lower than payday loan companies and illegal loan sharks, who are becoming more of a problem.
- 3.17 It was suggested that there should be a campaign to cap the interest rates that financial institutions can apply. It was mentioned that some legislation could be introduced in 2014 but there was no detail at present.
- 3.18 It was also pointed out that Crisis Loans from the Social Fund will no longer be available from 1<sup>st</sup> April 2014.

**Shaun  
Kelly**

**Steve  
Carey**

- 3.19 It was pointed out that there will inevitably be a reduction in income in Leeds due to welfare reform and that there needed to be a co-ordinated strategy to tackle issues across services and across partners.
- 3.20 It was suggested that the issues of welfare reform and worklessness should be focused on by the three Leadership Teams and that this may be one of the ways to maintain cross partner co-ordination of efforts. **Area Leaders**
- 3.21 Shaun Kelly agreed to take comments from this meeting to the Welfare Reform Board and will discuss how best to update Area Committees in current and future changes. **Shaun Kelly**
- 3.22 It was also requested that Dave Roberts should be invited to the next Area Chairs forum meeting to discuss approaches to financial inclusion. **Sarn Warbis**

#### **4.0 Area Review – Executive Board Paper and Implementation Planning**

- 4.1 Heather Pinches, Executive Officer – Performance Management, attended and brought a draft Review of Area Working Implementation Plan for discussion.
- 4.2 Heather pointed out that this had been a broad review and the implementation plan would focus down onto delivery of the various recommendations. Priority needed to be established through this forum and more specific debates would take place with Area Committees on various issues.
- 4.3 Heather ran through the recommendations and suggested actions:
- 4.3.1 Embedding locality working – annual report on progress and remaining challenges to Executive Board. Initial report in the Autumn of 2013.
- 4.3.2 The development of more locally responsive and accountable services:
  - Youth Services – review in progress with paper to Executive Board in February
  - Neighbourhood Planning – Area Committee role being developed and due to come back to the next Area Chairs Forum meeting
  - Employment and Skills – building on work in the South and developing initial options for discussion
  - Parks and Green Space – discuss programme and plans already underway and link to the review
  - Local Highway Maintenance – better liaison and influence of annual maintenance plan. Explore influence over strategic issues.
  - Community Centre Review – ensure links made with Review of Area Working and Asset Review. Delegation amended as required.
  - CCTV – review delegation and impact on wellbeing funding. Link to wider community safety work.
Procurement and commissioning arrangements to include member involvement / influence and less bureaucracy.  
Consider capacity and systems for Area Committees to deal with new areas of influence.
- 4.3.3 Developing the Area Lead role – role description, support and development needs, constitution issues.
- 4.3.4 Partnership arrangements – mapping of structures, establishing links and influence of Area Committees, communication of arrangements.
- 4.3.5 Clinical Commissioning Groups – Area Committees contribution of local input, role around Adult Social Care.
- 4.3.6 Children’s Services Clusters – member appointments, links with Area Committees.

- 4.3.7 Locality Based Funding – existing resource allocations, delegating more funding to local decision making.
- 4.3.8 Area Committee Boundaries – maintain current areas, explore cross boundary arrangements, develop potential role of co-optees.
- 4.3.9 Area Committee Meetings – control of agendas, localised reports, structures of meetings, administration issues.
- 4.3.10 Consultation and Engagement – Role of Area Committees, local co-ordination including partners, links to city wide and citizen’s panel activities.
- 4.4 Heather invited comments on the content of the draft implementation plan, and indications of where priorities should be placed and what involvement Area Chairs and Area Committees could have in the implementation stages.
- 4.5 There was general agreement that members felt Area Committee meetings were paper heavy and not enough local focus was provided in reports. It was pointed out that Area Chairs could already exert their influence over agendas but that services needed to be more focused around the needs of each Area Committee.
- 4.6 There was a suggestion that Highways Maintenance could be further up the priority list due to it’s links with the existing environmental delegation, particularly regarding street cleaning and gully maintenance.
- 4.7 Concerns were raised over how much work would be placed on each sub group, and that this issue needed to be considered as processes were being developed. It was suggested that responsibility needed to be shared between all Area Committee members and that there would be opportunities for influence and responsibility to be shared wider in the future.
- 4.8 It was welcomed that discussions around links with Adult Social Care were taking place and it was suggested that the issue of luncheon clubs should be reconsidered as these were particularly of importance to the outer areas. It was pointed out that this issue had been discussed previously at the Area Chairs Forum but it was agreed that discussions would take place to establish if there were any options to progress this further.
- 4.9 It was stressed that Area Committees did not want to be given responsibility for services that had intrinsic problems including financial pressures. It was agreed that there needed to be clarity and openness, particularly around budgets, as delegations were being proposed. The view was expressed that although budget reductions in services were inevitable, there were still opportunities for local members to take control of implementation and to make sure that local needs and priorities were being addressed.
- 4.10 It was mentioned that when looking at Parks and Green Space it was important that city wide resources such as golf courses and other leisure facilities were not included in any proposed delegations.
- 4.11 It was raised that there had been inequities in the past over the provision of youth services and that there needed to be a fairer distribution of resources that would take into account areas of particular need.
- 4.12 It was suggested that in the current climate it was necessary to get more out of the budgets that we have and that value for money was key. It was also suggested that there needed to be local member support for asset disposals and that income created should be retained in the local area.



- 4.13 The question was raised as to how much flexibility would be given to Area Committees regarding delegated budgets to target priorities, and how much would be ring-fenced to specific services. It was suggested that there was a move to more local control and influence but that there would have to be notice periods established if major changes were being suggested. It was also pointed out that for some services there were statutory duties that had to be performed and any flexibility in service provision would have to take this into account.
- 4.14 The subject of Youth Service provision was raised and it was agreed that Area Committees should have an influence over the deployment of services. It was also suggested that there were links with Extended Schools Budgets and that a co-ordinated approach was needed to maximise resources. It was also suggested that where youth work is organised through school clusters there is a danger that the whole community is not considered. It was pointed out that there were concerns from within procurement as to the value of local commissioning, but there were clearly pros and cons and this was still worthy of debate.
- 4.15 It was suggested that the Area Chairs should consider their structures and their ability to cope with the new areas of influence that were suggested in the review report. There needed to be a demonstration of the will and capacity of Area Committees to cope with the proposed changes for the review to be successful.
- 4.16 It was also pointed out that the Area Support Teams were already stretched and that for any new delegated service or increased locality influence there would need to be the staff allocated to support it's function in the localities.

## **5.0 Wellbeing Budgets**

- 5.1 Dean Marshall, Finance Manager, attended with a wellbeing fund summary position statement as at period 8. It was mentioned that this was underpinned by detailed statements for each Area Committee and that this information would be provided to individual Area Committees.
- 5.2 It was pointed out that there had been a large carry forward from the previous financial year and that this meant that there was a considerable amount available this year. It was stressed that any spend needed to be focussed on making a difference for local communities.
- 5.3 A systematic process was now in place to better track approvals, allocations, commitments and actual spend and that officers now had confidence in the figures that were supplied and the processes for tracking progress.
- 5.4 There had been issues previously in reconciling commitments made by Area Committees and orders raised on the council's budgetary systems, leading to an inaccurate picture of outstanding balances. The process implemented now made it easier to gauge how much money was still to be spent in each area.
- 5.5 There is currently approximately £700k across all ten area committees which has yet to be allocated to projects. Since 31<sup>st</sup> August an additional £600k has been paid and an additional £460k worth of orders raised and authorised. Great efforts have been made by Area Committees, Area Chairs and Area Support Team staff to get approved projects and payments through the system.
- 5.6 It was pointed out that the figures showed a snap shot of the budget position and that additional commitments were being made on a weekly basis. It was also pointed out that there were still three months left in this financial year.
- 5.7 Although it was stated that outstanding budgets would not be removed at the end of this year, it was pointed out that in the current climate all

underspending was being closely monitored and that in the future this could have an impact on decisions about further budget allocations.

**Dean  
Marshall**

- 5.8 It was pointed out that in some areas money was being built up over a number of years to fund major projects and that there should be a process for highlighting these funds as being earmarked or committed. It was agreed that this would be looked into.
- 5.9 It was also suggested that as the council was moving to budget setting over a four year period, this should also apply to wellbeing funding. This would make commissioning of longer term projects easier and would make budget management more accurate.
- 5.10 A suggestion was made that Area Committees with budget carry forwards could use funds to support Areas that are not able to fund all potential projects in their area each year.
- 5.11 It was mentioned that each Area Committee needed to ensure that any spend was good spend, and that efforts should be made to lever in additional funding whenever possible.
- 5.12 It was pointed out that in some inner areas there was active promotion of applications for wellbeing funding which made it easier to allocate funding at the beginning of the financial year.
- 5.13 It was mentioned that as pressures on services budgets increase, there will be a greater onus on Areas to define their priorities and to add to the minimum offer from a service if there is a particular local need.
- 5.14 It was pointed out that a lot of progress has been made in rationalising the wellbeing budgets. Area Chairs will be provided with regular updates from Area Support Teams as the picture develops over the next three months.

## **6.0 Any Other Business**

- 6.1 Cllr Gruen thanked the Area Chairs, Area Leaders and Area Support teams for the efforts made this year and said that he felt good progress had been made and that Area Committees were in a better place now than they had been.

## **7.0 Date of Next Meeting**

- 7.1 Friday 1<sup>st</sup> March 2013, 09:00 – 11:00, Committee Room 1 - Civic Hall

## Report of Director of Children's Services

### Report to Inner North West area committee

**Date: February 2013**

**Subject: Children's Services area committee update report**

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

## Summary

1. Children's Services directorate provides six-monthly area committee reports, in February/March and September. These reports inform members on local outcomes for children and young people, and support the involvement of area committees in improving these outcomes by providing an update on the work of the Children's Services Directorate and of the Leeds Children's Trust. The progress made against local and national agendas is also highlighted. Emphasis in this report is given to the ongoing development of targeted and early intervention services.
2. The report provides a summary of performance at area committee level with a broader summary of city level performance, and builds on previous reports with additional local context and tracking of local indicators. The majority of education results are presented in this report, including tables of headline results for all Leeds schools and links to additional information.
3. 130 (9.3 per cent) of the children looked after population comes from the Inner North West area. The level of NEET was 5.4 per cent, nearly half a percentage point lower than June, and over 0.5 percentage points below the December city average of 6.0 per cent. One children's home has been inspected and has been rated as outstanding, improving the previous good rating.

## Recommendations

4. Area committees are requested to note the content of this report.
5. Area committees are asked for feedback on the report.

6. Area committees are asked to consider providing financial support to young people wanting to access the National Citizen Service programme who are unable to self-fund.

## **1.0 Background information**

1.1 This is the first of two reports in 2013 that provide elected members with an update on Children's Services developments. Updates include:

- Key developments concerning Children's Services in Leeds, including the development of targeted services and locality provision.
- Performance against the Children and Young People's Plan (CYPP); information is provided at an area committee level where possible.
- Headline school results for the 2011-12 academic year.

1.2 Our ambition is for Leeds to be a Child Friendly City, with high aspirations and strong outcomes for children and young people and families. To achieve this we are:

- Delivering the CYPP with a focus on three obsessions: keeping families safe from harm through reducing the need for children to enter care; ensuring children and young people are attending school and learning; and promoting young people's engagement in education, employment and training.
- Focusing efforts on a shared commitment to developing a Child Friendly City, supported by all communities and sectors. This is not only about good outcomes for children and young people, it is also about ensuring that their voice is heard and their influence is real. This is underpinned by a commitment to achieving reductions in child poverty.
- Developing the Leeds Education Challenge, to ensure that Leeds' children and young people are engaged in learning, and that they are achieving good results. This includes addressing the gaps in achievement that exist in Leeds and ensuring that Leeds results compare well with national results.
- Supporting the above with effective partnership working delivered through the Children's Trust and through local cluster partnerships. The principles of restorative practice and Outcomes Based Accountability underpin the working of both the directorate and the partnership arrangements.

1.3 Member involvement is crucial to the above agendas. Through the presentation of performance data, this report supports an informed discussion on local challenges, needs, and progress against the CYPP. This is intended to help area committees take forward these priorities at a local level and to gain an understanding of how these issues relate to the needs of the communities in their areas, including the local children's clusters.

1.4 Further, more detailed information is available via the following websites:

- The West Yorkshire observatory (<http://www.westyorkshireobservatory.org/>).
- The Department for Education's 'in your area' website (<http://www.education.gov.uk/cgi-bin/inyourarea/areasearch.pl?search=Leeds>).
- The cluster profile (<https://www.leedsinitiative.org/ClusterDataProfile.aspx>).

## **2.0 Key developments in Children's Services**

### **Child Friendly Leeds**

- 2.1 The ambition is to establish a consensus across the city that everyone can do something to play a part in improving children and young people's lives, so that children and young people are at the heart of everything that is done.
- 2.2 Following the successful launch event and 'thumbs up' brand development in 2012, there has been growing interest in and support for this work. In December, a strong Child Friendly Leeds presence at a 'Yorkshire Mafia' event (a major consortium of regional businesses), resulted in a number of pledges of specific support; for example, one organisation has offered to send its 200 employees into Leeds schools as part of their annual paid volunteering days. Child Friendly Leeds has now received over 120 specific pledges of action, and has attracted nearly 100 ambassadors and over 250 supporters. An increasingly strong web presence is being established through social media, and the Child Friendly Leeds brand is increasingly prominent in promotional materials for services and events relevant to children and young people.
- 2.3 Underpinning the Child Friendly Leeds ambition is a strong citywide focus on the areas of work where the biggest difference can be made - the obsessions. On each of these three areas, Leeds is seeing significant improvements. Whilst there is much more to do across the obsessions, the improvements demonstrate that a relentless focus on a small number of key priorities can deliver real impact on outcomes. This focus will continue in the coming months, and much of the work with businesses as part of the Child Friendly Leeds initiative will encourage them to support this by, for example, building links with a local school, or children's centre, offering entrepreneurial opportunities to more young people, and supporting Leeds foster carers.

### **New ways of working**

- 2.4 The major restructure of Children's Services is now embedded, with some of the key changes beginning to generate real benefits, including strengthening local partnership working. Examples include the new localised arrangements for social work service teams, the development of specific children looked after teams, and the introduction of the targeted services leader posts.
- 2.5 A current focus is the roll out of more restorative approaches - working with children, young people and families, rather than doing things for them or to them, and providing them with the tools and support to solve their own problems and to become more resilient about the pressures they face. Many staff have already received restorative practice training and are developing this approach in their daily work with families and colleagues. A cornerstone of the Leeds approach to working more restoratively is the roll out of family group conferencing across the city.
- 2.6 Restorative practice is underpinned by values of empathy, respect, honesty, acceptance, responsibility, and mutual accountability, and it provides a common approach and language across agencies, creating consistency across services. Its main goals are:

- Building and repairing relationships to work in ways that are respectful and engaging, enabling participants to develop understanding and empathy about the impact of their behaviour, both positive and negative.
- Empowerment of individuals, groups, and communities.
- Cultural sensitivity.
- Shared responsibility; outcome- and solution-focused.

2.7 Linked to this is Families First Leeds, the local response to the national Troubled Families initiative. This sees the use of a multi-agency and restorative approach to support many of the city's most vulnerable families.

### **Partnership with schools**

2.8 Critical to the success of all of this work is the continuing evolution of strong partnerships with and across Leeds schools. There continues to be a citywide commitment to working together as a city, supported and facilitated by the local authority, to raise standards and share best practice. The Leeds Education Challenge, and the 'For Heads' model - which puts a representative group of head teachers at the centre of a strong partnership with officers - are providing the framework and confidence for a more co-ordinated approach, whilst also enabling more challenge within the system. The impact is evidenced by the strong set of results across Ofsted inspections of Leeds schools since the new inspection framework (September 2012) and by the co-ordinated response to the GCSE English results debate during late 2012.

2.9 Schools are continuing to engage with and invest in the cluster model of local partnership. It remains critical that this continues at a time when schools are gaining more autonomy and freedoms, to maintain a citywide collective focus on our shared priorities for children and young people.

### **Youth review**

2.10 **Paragraph to follow.**

### **National Citizen Service 2013-14**

2.11 The youth service will be delivering the National Citizen Service programme to benefit young people aged 16 and 17 in Leeds across two years. The programme aims to achieve:

- A more cohesive society, by mixing participants of different backgrounds.
- A more responsible society, by supporting the transition into adulthood for young people.
- A more engaged society, by enabling young people to work together to create social action projects in their local community.

2.12 Young people in the most deprived lower super output areas will be targeted, although the programme will be inclusive. The programme offers a structured delivery model, including residentials, to engage young people, build their confidence, improve teamwork and develop other skills to enable them to work together successfully. A more detailed report will be submitted to area committees

later this year, detailing both the financial elements and the social action projects involved in the programme.

- 2.13 The cost of the programme to a young person is £50 per place. Area committees are asked to provide financial support for those young people who are unable to cover the costs themselves, to ensure that no young person will be prevented from participating through hardship.

### **Continuous improvement**

- 2.14 The ongoing journey of improvement for Children's Services is critical in light of the intensive inspection regime faced by the directorate. Leeds is awaiting an unannounced Ofsted inspection of our child protection services. An 'improvement hub' has been established to co-ordinate the various strands of improvement activity taking place and a 'nine point plan' has been developed and shared widely with staff to set the direction for the next stage of development work needed to move towards the delivery of outstanding social work services.
- 2.15 Furthermore, Children's Services have agreed to work with Ofsted to enable them to test out some of the tools and methodology for the new looked after children and care leavers inspection. Leeds is the only authority that has been approached by Ofsted, and is an indication of Leeds' growing reputation within Ofsted.

### **3.0 Development of locality, targeted, and early support services**

- 3.1 Children's Services delivers work and services locally through 25 clusters. Each cluster has a local authority partner (LAP) and one or more elected members assigned to them. Elected members provide a vital role in supporting and challenging clusters to form the widest possible partnerships to support the local delivery of the CYPP. The role of the LAP is to support the cluster to deliver the CYPP locally, with particular reference to turning the curve on the three obsessions. There are a number of models of cluster governance, and some clusters are working with LAPs to review their existing governance structures. Elected members are welcome to be involved in these reviews. A list of cluster contacts is in appendix four (page 22).
- 3.2 Substantial efforts have been made to support clusters to develop services that identify and support vulnerable children, young people and families as early as possible in the life of the problem. A schools forum decision in 2012 means that clusters will continue to receive financial support for the next three years. In addition, services such as early start teams (partnerships between council early years staff and health) and children's social work teams have reorganised, to operate from/on a cluster-based geography.
- 3.3 From the first week of January 2013, a targeted services leader (TSL) was attached to each of the 25 clusters; this time last year, there were five. TSLs support the early identification of vulnerable families and utilise the top 100 methodology, and guidance and support, to co-ordinate services to vulnerable families. They are also responsible for the local co-ordination of the Families First cohort. The top 100 methodology for identifying and working with children and families is now established and well embedded in most clusters. A top 100 methodology support and guidance package has been developed to support emerging clusters.

- 3.4 The September 2012 report to area committees incorporated details of the development of targeted services within Children's Services. Targeted services consists of attendance services, support to clusters, intensive family support, and youth offending services. These services, and the early start services, work with children, young people and families to ensure appropriate support is offered in a timely manner.
- 3.5 Targeted services has restructured to work more closely with clusters to support the attendance agenda. This has been very well received by clusters, with some outstanding feedback on the new relationships. This has contributed to Leeds reporting its best attendance figures ever across the city.
- 3.6 Common assessment framework (CAF) systems have been overhauled. The quality of most CAFs is good, and independent experts agree that Leeds has some of the most coherent CAF systems in the country. A comprehensive training programme for practitioners has been undertaken. Children's Services Scrutiny Board, the Children's Trust Board, and the Leeds Safeguarding Children's Board (LSCB) have endorsed the direction of travel. There is a continued focus on ensuring a consistency of practice in the city, as some families are not being offered CAFs as early in the life of the problem as they might.
- 3.7 Families First Leeds (the local response to the national Troubled Families programme) has been established, delivered in large part through our locality arrangements. A year-one, citywide cohort of 750 families has been identified for inclusion in the programme. Each of these families will have a quality assessment and named lead practitioner. Leeds is viewed as being at the forefront of this work: clusters, TSLs, and a willingness to work in partnership means that practitioners are well placed to work with the identified families.
- 3.8 Additional funding was claimed in January 2013 from the Department for Communities and Local Government through their payment by results scheme, as Leeds had demonstrated a reduction in offending, antisocial behaviour, and improved school attendance with 135 families from this cohort. There is confidence that further payment by results monies will be claimed on most other families within the cohort later.
- 3.9 At the core of the restorative approach is family group conferencing (FGC). Substantial new resources have been secured for this service providing a confidence that better outcomes will be achieved for families with children on child protection plans, at risk of becoming looked after or at risk of other poor outcomes.
- 3.10 The family intervention service has adopted a new framework for the delivery of services to vulnerable families. There are many case studies evidencing de-escalation from care or child protection plans, engagement in evidence-based parenting programmes, and better attendance at school.
- 3.11 Multi-systemic therapy (MST) continues to be recognised as delivering effective high quality interventions to some of the most challenging families in Leeds. A fourth team is being established, which will be one of the UK's first MST child abuse and neglect teams.



3.12 The youth offending service (YOS) can evidence a substantial reduction in the use of custody, and Leeds has continued to receive a national profile because of its participation in the custody payment by results pathfinder. The YOS continues to provide restorative services that have enabled victims of youth crime to achieve closure and reduce the risk of repeat victimisation.

3.13 Early start is an integrated, family-based offer for children zero to five years old, supporting all children and their families to have the best possible start in life. Working in partnership with GPs, midwives and other health and early years services, the early start service will help families play a positive role in their children's development, through reducing social isolation, promoting wellbeing, increasing parenting capacity, and supporting access to training and employment. The early start team uses restorative practice to support practitioners working with children, families and the community. The service will:

- Ensure that families from pregnancy to five years are offered the healthy child programme.
- Ensure that families from pregnancy to five years are offered a children's centre core purpose, including early years foundation stage curriculum.
- Identify children and families where additional preventative programmes and interventions will reduce their risks and improve future health and wellbeing.
- Promote and protect health, wellbeing, learning, and school readiness.
- Provide a gateway into specialist services.

### **Local issues**

3.14 As part of the city deal innovations fund, clusters have been given additional budget, based on a formula measuring the numbers of young people aged 16 and 17 who are currently defined as NEET. The funding had to be targeted to those young people deemed the most vulnerable and hard to reach - those the furthest away from engaging in education and employment and training.

3.15 Each cluster was able to submit a proposal based on how they would provide additional services and support to help those young people move into education, employment and training. Work was undertaken to assess the needs of these young people, where there might be gaps in services available to them and what young people's views were about the kinds of services they wanted.

3.16 The most commonly articulated theme was the impact of low-mood and low level depression on confidence and self-esteem, which impacted directly on young people's ability to actively seek opportunities in education or employment. The gap between child and adult mental health services also presented a barrier to these young people being able to easily access the support they needed. The nature of those problems makes it difficult for these young people to actively seek help and there was little by way of specialist services that offer active outreach.

3.17 ESNW, Inner NW Hub, and Open XS clusters collaborated and pooled their resources to commission a bespoke service that would try to meet the needs of these young people through a targeted, emotional health and well-being counselling service.

## 4.0 Performance update

- 4.1 Appendix one (page 13) provides data and commentary on current performance for the area committee, which is summarised below. The previous report established baselines from which progress over the last six months is assessed. Where a measure is cumulative over the year, it is not possible to highlight progress in this report; in future reports, comparison to the previous year will be available.
- 4.2 Numbers of active foster carers and NEET (not in employment, education, or training) by area committee are presented for the first time. Improving the recruitment and retention of foster carers is a key focus for Children's Services and embedded in the Child Friendly City initiative. A geographical breakdown of the number of council-employed foster carers is provided for the first time in this report, based on carers' home postcode.
- 4.3 Education data are provided for the 2011-12 academic year. Information on foundation stage, key stage two, and key stage four was disaggregated to a ward level when last reported to area committees (March 2012), so an area committee comparison is not possible. However, the data in this report will be used as a baseline to provide a progress update in 12 months. Appendices two (page 16) and three (page 17) contain school level information.

### Inner North West area committee commentary

- 4.4 The Inner North West area committee has 8.9 per cent of the city's 0-19 population, which represents 15,242 children and young people. There are 19 primary schools, three secondary schools, and seven children's centres located within the area committee boundary.

### **Children and young people are safe from harm** - obsession: number of children in care

- 4.5 9.3 per cent (130) of the children looked after population comes from the Inner North West area committee. This figure is virtually unchanged from the June 2012 figure, although the overall city figure has declined by 37. 11 per cent (31) of all children and young people entering care between April and December 2012 come from the Inner North West area committee.
- 4.6 10.3 per cent of CAFs initiated across the city come from the Inner North West area committee. 1,804 requests for service, of which 578 met the threshold for being treated as a referral to the Children's Social Work Service, are from the area. The number of children and young people subject to a child protection plan has risen by ten, to 110, since June.

### **Children and young people do well at all levels of learning and have the skills for life** - obsession: young people in education employment or training - obsession: attendance

- 4.7 The number of NEET young people in the Inner North West area committee at the end of December was 92, 12 lower than the June figure. The level of NEET was 5.4 per cent, nearly half a percentage point lower than June, and over 0.5 percentage points below the December city average of 6.0 per cent. Future reports

will compare data with a corresponding period from 12 months ago. The total number of NEET for the West North West area in December 2011 was 449.

- 4.8 Primary school attendance was 95.7 per cent in the Inner North West area committee, unchanged from autumn 2011, and just 0.1 percentage point below the December city average. Secondary school attendance is 0.7 percentage points lower than the autumn 2011 figure, at 93.2 per cent, and is 0.5 percentage points lower than the December city average. 119 (7.5 per cent of the city cohort) of children were persistently absent (missing at least 15 per cent of school) from primary schools in the area, and 244 (7.8 per cent) children and young people were persistently absent from secondary schools in the area.

### **Children and young people choose healthy lifestyles, and voice and influence**

- 4.9 There is no update to the teenage conception data presented in the last area committee report.
- 4.10 There has been no change in both the percentage of primary and secondary schools rated good or better, with the Inner North West area remaining below both the city averages (marginally in the case of primary schools). One children's home has been inspected and has been rated as outstanding, improving the previous good rating. This has not impacted on the overall good or better percentage for the area, but the outstanding rating should be noted.

### **Local Ofsted inspections**

- 4.11 There have been no inspections of children's centres since the last report.

### **City commentary**

- 4.12 The following paragraphs summarise partnership progress against the CYPP indicators, including the three obsessions.

### **Children and young people are safe from harm**

- 4.13 *Obsession:* the number of children looked after has decreased by 80 (5.4 per cent) since the end of the 2011-12 financial year, with December's number of 1,395 being a 30-month low. Fewer children are becoming looked after, and there is greater focus on safely supporting more children to achieve permanence - children returning to their parents, being adopted, or becoming subject to a special guardianship order.
- 4.14 There were 956 children subject to a child protection plan in December. Whilst lower than at the beginning of 2012, the number is higher than the figure reported to area committees in June. Practice improvement is ongoing, including the embedding of restorative principles.

### **Children and young people do well at all levels of learning and have the skills for life**

- 4.15 *Obsession:* during the course of the last academic year, Leeds' schools made substantial improvements in attendance rates. Attendance in Leeds primary

schools improved by 1.1 percentage points in 2011-12 and Leeds is now ranked in the top quartile of local authorities. There was also a good 1.4 percentage point improvement in secondary attendance. Whilst the gap is narrowing, secondary attendance remains lower in Leeds than nationally, with unauthorised absence being an ongoing challenge.

- 4.16 *Obsession:* with 16 to 19 year olds who are NEET, the gap to national performance is closing, down to 0.9 percentage points at the last point when comparative data were available. Youth contract funding will be used to enable access for 16 and 17 year olds who are NEET, to provide support such as a key worker; mentoring from business or peer mentoring; a work placement or volunteering opportunity; or support with employability and interview skills.
- 4.17 The trend of improving outcomes at the foundation stage continued in 2012, with a five-percentage point increase in the proportion of children achieving a good level of development. Leeds is now in the second quartile of local authorities for this indicator, but continues to have a large gap between the bottom 20 per cent of children and the rest of the cohort.
- 4.18 Changes in statutory assessment arrangements at the end of key stage two make comparison with previous years difficult. With this caveat in mind, there has been a four-percentage point improvement in the proportion of children achieving a level four or better in the combined English and maths indicator. However, Leeds is two percentage points below national. Pupil progress between key stages one and two is good, with Leeds' performance against this measure being in the top quartile for English and in the second quartile for maths.
- 4.19 The 2012 results at key stage four were affected by the decision to change GCSE grade boundaries for the summer round of examination entries. Whilst there was a slight improvement, with 55 per cent of young people achieving 5+ A\*-C GCSE including English and maths, this was a smaller than expected increase. Partnership improvement activity continues however, with school-based lead professionals supporting teaching and learning networks.
- 4.20 No further data are available since the last report for level three qualifications at 19.
- 4.21 There has been a 12.9 per cent increase in apprenticeship starts from the same period last year, compared to a 1.5 per cent decrease nationally. Success rates by 16 to 18 year olds in Leeds for completing apprenticeships continue to be above national success rates. Innovative new projects such as the apprenticeship training agency<sup>1</sup>, and an apprenticeship hub, are being developed.
- 4.22 Projections for 2012-13 show an increase in children and families accessing short breaks. A new, targeted short breaks service began in April 2012, delivered by a partnership of providers led by the northeast specialist inclusive learning centre.

### **Children and young people choose healthy lifestyles**

- 4.23 There is no update to either the teenage conception data, or the free school meal uptake data, presented in the last area committee report.

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<sup>1</sup> <http://www.apprenticeships.org.uk/Employers/Steps-to-make-it-happen/GTA-ATA.aspx>

- 4.24 Although rates of childhood obesity have plateaued, they remain too high, with nearly one in five children in year six (age 11) obese. Children in deprived parts of Leeds are more likely to be obese than children in non-deprived Leeds. Data are only available at city level.

### **Children and young people are active citizens who feel they have a voice and influence**

- 4.25 The number of young people convicted of one or more offences continues to fall. Data on the number of 10 to 17 year olds committing an offence between April and September show that there were 507 offenders, with one quarter of these concentrated in one area committee area.
- 4.26 With children and young people's influence in the community, a wide range of development work is being undertaken through the voice and influence service.

### **Ofsted inspections**

- 4.27 Ofsted changed their schools inspection framework in September 2012, removing the 'satisfactory' rating and replacing it with 'requires improvement'. Despite this change, the percentages of both primary and secondary schools in Leeds rated as good or better by Ofsted have improved since the previous area committee report. Primary schools are at 76 per cent (a rise of seven percentage points); secondary schools are at 61 per cent (a rise of three percentage points).
- 4.28 There are eleven directly managed local authority children's homes providing residential places for children looked after. These receive annual full inspections and six-month interim inspections. 45 per cent of the council's children's homes are currently rated good or better (based on full inspections) by Ofsted, which is unchanged from the previous report. One home is now rated as 'outstanding' after its most recent inspection, rising from its previous rating of 'good'.
- 4.29 There have been no inspections of children's centres since the last report. 81 per cent remain rated good or better by Ofsted.

## **5.0 Corporate considerations**

- 5.1 There are no corporate considerations in this report, which provides information and updates to area committees. This information will be available elsewhere in corporate reports.

## **6.0 Consultation and engagement**

- 6.1 This report is going to area committee meetings that involve a wide range of partners and stakeholders. Consultation and engagement is integral to the work of Children's Services and the Children's Trust, as evidenced in Child Friendly City work.

## **7.0 Equality and diversity/cohesion and integration**

7.1 Equality issues are implicit in the information provided in this report. The differences shown illustrate that there are different levels of need and of outcomes across the city. Additional equality analysis of the information provided is undertaken.

## **8.0 Council policies and city priorities**

8.1 A significant proportion of the information included in this report relates to the city priorities for children and young people and the outcomes contained in the CYPP 2011-15.

## **9.0 Resources and value for money**

9.1 There are no resource implications in this report.

## **10.0 Legal implications, access to information, and call in**

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

## **11.0 Risk management**

11.1 There are no risk management implications in this report. The priorities reflected in this report are monitored through Leeds City Council performance and, where appropriate, risk management processes.

## **12.0 Conclusions**

12.1 Not applicable, as this report is information based.

## **13.0 Recommendations**

13.1 The Inner North West area committee is requested to note the content of this report.

13.2 The Inner North West area committee is asked for feedback on the report.

13.3 Area committees are asked to consider providing financial support to young people wanting to access the National Citizen Service programme who are unable to self-fund.

## **14.0 Background documents<sup>2</sup>**

14.1 There are no background documents to accompany this report.

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<sup>2</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

## Appendix one: performance data for Inner North West area committee

<b>Area Committee: Inner North West</b>								
Spring 2013 Children's Services performance update								
Measure	Leeds	Inner NW	Current data period	Highest	Average	Lowest		
1. Number of children and young people 0-19	171,127	15,242	Jan 2012	23,910	17,113	11,581		
2. Percentage of children and young people	n/a	8.9%	Jan 2012	14.0%	10.0%	6.8%		
3. Number of primary schools	218	19	Current	28	22	15		
4. Number of secondary schools	36	3	Current	6	4	2		
4a. Number of through schools	2	0	Current	2	0	0		
5. Number of children's centres	58	7	Current	11	6	3		
<p>Commentary</p> <p>The Inner North West area committee has 8.9% of the city's 0-19 population, which represents 15,242 children and young people. There are 19 primary schools, three secondary schools, and seven children's centres located within the area committee boundary.</p>								
Keeping children safe from harm	Leeds	Inner NW			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
6. Number of children looked after	1,395	130	132		31 Dec 2012	384	134	18
7. Number of children entering care	281	31	10	(Cumulative)	Apr-Dec 2012	71	28	6
8. Number of children subject to a child protection plan	956	110	100	æ	31 Dec 2012	188	93	13
9. Number of CAFs initiated	648	67	34	(Cumulative)	Apr-Dec 2012	128	63	22
10. Number of requests for service	24,862	1,804	722	(Cumulative)	Apr-Dec 2012	5,254	2,305	816
11. Number of requests for service leading to a referral	8,281	578	197	(Cumulative)	Apr-Dec 2012	1,937	786	217
12. Number of LCC-employed foster carers	550	40	n/a	(New data item)	31 Dec 2012	81	48	21

12a.	Number of family placement foster carers	104	...	n/a	(New data item)	31 Dec 2012	16	11	5
<p>Commentary</p> <p>9.3% (130) of the children looked after population comes from the Inner North West area. This figure is virtually unchanged from the June 2012 figure, although the overall city figure has declined by 37. 11% (31) of all children and young people entering care between April and December 2012 come from the Inner North West area.</p> <p>10.3% of CAFs initiated across the city come from the Inner North West area. 1,804 requests for service, of which 578 met the threshold for being treated as a referral to the Children's Social Work Service, are from the area. The number of children and young people subject to a child protection plan has risen by ten, to 110, since June.</p>									
<b>Do well in learning and have the skills for life</b>		<b>Leeds</b>	<b>Inner NW</b>			<b>Current data period</b>	<b>Highest</b>	<b>Average</b>	<b>Lowest</b>
			<b>Current reporting period</b>	<b>Previous reporting period</b>	<b>Direction of travel</b>				
13.	Primary school attendance levels	95.8%	95.7%	95.7%		2011-12 HT 1-5	97.0%	95.8%	94.6%
14.	Secondary school attendance levels	93.7%	93.2%	93.9%		2011-12 HT 1-5	94.7%	93.4%	90.8%
15.	Number of pupils persistently absent at primary	1,589	119	147		2011-12 HT 1-5	377	159	52
16.	Number of pupils persistently absent at secondary	3,142	244	197	æ	2011-12 HT 1-5	598	314	194
17.	Number of NEET <sup>i</sup>	1,374	92	104		31 Dec 2012	270	117	44
17a.	Percentage of NEET <sup>i</sup>	6.0%	5.4%	5.8%		31 Dec 2012	8.6%	4.9%	1.8%
18.	Number of 'not knows'	2,056	186	n/a	(New data item)	31 Dec 2012	461	246	109
18a.	Percentage of 'not knows'	10.9%	10.9%	n/a	(New data item)	31 Dec 2012	17.3%	10.3%	7.0%
19.	Foundation Stage good level of development	62.8%	64.9%	n/a	(Annual data item)	2011-12 AY	76.7%	63.0%	49.6%
20.	Key Stage 2 level 4+ English and maths	77.3%	76.6%	n/a	(Annual data item)	2011-12 AY	87.6%	77.3%	67.5%
21.	5+ A*-C GCSE inc English and maths	54.3%	53.1%	n/a	(Annual data item)	2011-12 AY	66.0%	52.4%	36.8%
<p>Commentary</p> <p>Primary school attendance was 95.7% in the Inner North West area, unchanged from autumn 2011, and just 0.1 percentage point below the city average. Secondary school attendance is 0.7 percentage points lower than the autumn 2011 figure, at 93.2%, and is 0.5 percentage points lower than the city average. 119 (7.5% of the city cohort) of children were persistently absent (missing at least 15% of school) from primary schools in the area, and 244 (7.8%) children and young people were</p>									



persistently absent from secondary schools in the area.

The number of NEET young people in the Inner North West area at the end of December was 92, 12 lower than the June figure. The level of NEET was 5.4%, nearly half a percentage point lower than June, and over 0.5 percentage points below the city average of 6.0%. Future reports will compare data with a corresponding period from 12 months ago. The total number of NEET for the West North West area in December 2011 was 449.

Choose healthy lifestyles	Leeds	Inner NW			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
22. Teenage pregnancy <sup>ii</sup>	1,145	78	n/a	(No new data)	Jun 09-Jun 10	233	115	43
Commentary There are no new data since the last report.								
Voice and influence	Leeds	Inner NW			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
23. 10 - 17 year olds committing an offence	507	44	100	(Not comparable)	Apr-Sept 2012	126	45.9	13
Ofsted inspections	Leeds	Inner NW			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
24. Percentage of primary schools good or better	76%	74%	74%		31 Dec 2012	93%	75%	64%
25. Percentage of secondary schools good or better	61%	33%	33%		31 Dec 2012	100%	59%	25%
26. Percentage of children's centres good or better <sup>iii</sup>	81%	60%	60%		31 July 2012	100%	88%	60%
27. Percentage of children's homes good or better	45%	50%	50%		31 Dec 2012	100%	42%	0%
Ofsted judgement - Inner North West	Current period: 31 Dec 2012				Previous period: 31 July 2012			
	Outstanding	Good	Satisfactory	Inadequate	Outstanding	Good	Satisfactory	Inadequate
28. Primary schools	2	12	4	1	2	12	4	1
29. Secondary schools	0	1	1	1	0	1	1	1
30. SILCs (citywide)								

31. Pupil referral units (citywide)								
32. Children's centres	0	3	2	0	0	3	2	0
33. Children's homes	1	0	1	0	0	1	1	0

**Commentary**

There has been no change in both the percentage of primary and secondary schools rated good or better, with the Inner North West area remaining below both the city averages (marginally in the case of primary schools). One children's home has been inspected and has been rated as outstanding, improving the previous good rating. This has not impacted on the overall good or better percentage for the area, but the outstanding rating should be noted.

Secondary schools	Current period		Previous period		Direction of travel	
	Ofsted	Attendance	Ofsted	Attendance	Ofsted	Attendance
Abbey Grange Church of England Academy	2	94.9%	2	95.8%		
City of Leeds School	4	91.6%	4	92.3%		
Lawnswood School	3	92.2%	3	92.6%		

**Key:** AY - academic year FY - financial year HT - half term ... data below five (suppressed for confidentiality)

**Ofsted grades:** 1 = Outstanding, 2 = Good, 3 = Satisfactory/Requires Improvement, 4 = Inadequate

<sup>i</sup> The citywide figure reports 'adjusted NEET' (see data definitions), the area committee figures do not take account of 'adjusted NEET'

<sup>ii</sup> No new data available since the last report

<sup>iii</sup> No further children's centres inspections have been undertaken since the last report

## Appendix two: individual school Foundation Stage and Key Stage 2 results 2012

Area	Area committee	Primary school	Foundation Stage good level of development (per cent)	Per cent level 4+ English and maths	Per cent expected progress English	Per cent expected progress maths
-	-	<b>Leeds</b>	<b>62.8</b>	<b>76.7</b>	<b>91.9</b>	<b>88.8</b>
-	-	<b>National</b>	<b>64</b>	<b>79</b>	<b>89</b>	<b>87</b>
WNW	Inner North West	Beecroft Primary School	64.5	96.9	100.0	96.8
WNW	Inner North West	Blenheim Primary School	78.3	76.9	100.0	100.0
WNW	Inner North West	Brudenell Primary School	76.7	51.6	86.7	78.6
WNW	Inner North West	Burley St. Matthias C of E Primary School	46.7	65.5	82.1	80.8
WNW	Inner North West	Cookridge Primary School	68.9	72.7	93.3	96.6
WNW	Inner North West	Hawksworth Wood Primary School	69	89.7	100.0	96.4
WNW	Inner North West	Holy Name Catholic Primary School	66.7	77.4	89.7	82.8
WNW	Inner North West	Ireland Wood Primary School	44.2	58.1	85.7	77.8
WNW	Inner North West	Iveson Primary School	57.7	66.7	73.1	53.8
WNW	Inner North West	Kirkstall St Stephens C of E Primary School	73.3	71.4	88.9	81.5
WNW	Inner North West	Kirkstall Valley Primary School	80	79.3	92.6	85.2
WNW	Inner North West	Little London Primary School	59.3	81.3	92.3	100.0
WNW	Inner North West	Quarry Mount Primary School	57.1	82.4	86.7	85.7
WNW	Inner North West	Rosebank Primary School	53.3	54.2	83.3	77.8
WNW	Inner North West	Sacred Heart Catholic Primary School	67.9	81.8	100.0	94.4
WNW	Inner North West	Shire Oak CE (VC) Primary School	65.5	63.0	88.0	79.2
WNW	Inner North West	Spring Bank Primary School	56.7	88.9	80.8	88.5
WNW	Inner North West	St Chad's C of E Primary School	66.7	80.0	86.7	86.2
WNW	Inner North West	Weetwood Primary School	90	86.2	96.4	89.3
WNW	Inner West	Armley Primary School	57.1	83.3	90.9	100.0
WNW	Inner West	Bramley Primary School	56.3	71.4	85.2	85.2
WNW	Inner West	Bramley St. Peter's C of E Primary School	55.3	60.0	89.5	78.9
WNW	Inner West	Castleton Primary School	55.2	95.5	100.0	100.0
WNW	Inner West	Christ Church Upper Armley C of E Primary School	89.7	63.2	88.2	82.4
WNW	Inner West	Christ the King Catholic Primary School	62.1	70.4	96.3	81.5
WNW	Inner West	Hollybush Primary School	44.1	71.0	100.0	96.7
WNW	Inner West	Holy Family Catholic Primary School	67.7	94.4	100.0	100.0
WNW	Inner West	Raynville Primary School	48.3	58.5	90.6	80.8

Area	Area committee	Primary school	Foundation Stage good level of development (per cent)	Per cent level 4+ English and maths	Per cent expected progress English	Per cent expected progress maths
-	-	<b>Leeds</b>	<b>62.8</b>	<b>76.7</b>	<b>91.9</b>	<b>88.8</b>
-	-	<b>National</b>	<b>64</b>	<b>79</b>	<b>89</b>	<b>87</b>
WNW	Inner West	St Bartholomew's C of E Primary School	39.1	92.7	92.5	91.2
WNW	Inner West	Stanningley Primary School	46.7	82.8	96.6	89.7
WNW	Inner West	Summerfield Primary School	44.4	64.5	90.0	80.0
WNW	Inner West	Valley View Community Primary School	51.8	68.8	93.8	87.5
WNW	Inner West	Whingate Primary School	59.3	68.0	87.8	81.3
WNW	Inner West	Whitecote Primary School	54.4	68.2	90.7	74.4
WNW	Outer North West	Adel Primary School	83.3	93.3	100.0	96.0
WNW	Outer North West	Adel St John the Baptist C of E Primary School	93.3	85.7	88.5	96.2
WNW	Outer North West	Bramhope Primary School	100	94.7	93.9	96.6
WNW	Outer North West	Broadgate Primary School	41.4	78.6	100.0	92.9
WNW	Outer North West	Guiseley Infant School	81.1	n/a	n/a	n/a
WNW	Outer North West	Hawthorn C of E Primary School	93.8	100.0	100.0	100.0
WNW	Outer North West	Holy Trinity C of E Primary School	80	77.6	83.3	97.8
WNW	Outer North West	Horsforth Featherbank Primary School	66.7	n/a	n/a	n/a
WNW	Outer North West	Horsforth Newlathes Junior School	n/a	95.7	87.0	97.7
WNW	Outer North West	Horsforth Newlathes Primary	81.7	95.7	87.0	97.7
WNW	Outer North West	Horsforth St Margaret's C of E Primary School	77	87.3	96.3	98.1
WNW	Outer North West	Horsforth West End Primary School	87.1	96.0	96.0	95.7
WNW	Outer North West	Otley All Saints' C of E Primary School	76.7	90.0	100.0	100.0
WNW	Outer North West	Otley Ashfield Primary School	45.2	72.7	95.5	95.5
WNW	Outer North West	Otley The Whartons Primary School	60	87.1	86.2	93.1
WNW	Outer North West	Pool C of E Primary School	89.7	69.2	80.8	72.0
WNW	Outer North West	Queensway Primary School	56.7	68.0	96.0	84.0
WNW	Outer North West	Rawdon Littlemoor Primary School	66	86.0	97.7	88.4
WNW	Outer North West	Rawdon St Peters C of E Primary School	76.1	82.2	90.9	86.4
WNW	Outer North West	Rufford Park Primary School	68.4	77.4	90.3	77.4
WNW	Outer North West	SS Peter and Paul Catholic Yeadon	73.3	89.7	100.0	96.4
WNW	Outer North West	St Joseph's Catholic Primary School Otley	83.3	62.1	82.1	67.9
WNW	Outer North West	St Mary's Catholic Primary School	80	96.7	100.0	100.0
WNW	Outer North West	St Oswald's Church of England Junior School	n/a	65.1	91.9	87.1

Area	Area committee	Primary school	Foundation Stage good level of development (per cent)	Per cent level 4+ English and maths	Per cent expected progress English	Per cent expected progress maths
-	-	<b>Leeds</b>	<b>62.8</b>	<b>76.7</b>	<b>91.9</b>	<b>88.8</b>
-	-	<b>National</b>	<b>64</b>	<b>79</b>	<b>89</b>	<b>87</b>
WNW	Outer North West	Tranmere Park Primary School	87.2	100.0	100.0	100.0
WNW	Outer North West	Westbrook Lane Primary School	73.3	96.6	96.3	96.3
WNW	Outer North West	Westgate Primary School	73.3	83.3	85.7	88.5
WNW	Outer North West	Yeadon Westfield Infant School	81.4	n/a	n/a	n/a
WNW	Outer North West	Yeadon Westfield Junior School	n/a	90.0	94.8	87.3
WNW	Outer West	Calverley C of E Primary School	71.1	94.6	100.0	97.1
WNW	Outer West	Calverley Parkside Primary School	93.1	100.0	96.4	100.0
WNW	Outer West	Cobden Primary School	55.2	83.3	100.0	100.0
WNW	Outer West	Farsley Farfield Primary School	64.9	82.0	91.8	93.6
WNW	Outer West	Farsley Springbank Junior School	n/a	77.2	94.2	96.1
WNW	Outer West	Farsley Westroyd Infant School	78.3	n/a	n/a	n/a
WNW	Outer West	Five Lanes Primary School	67.2	80.7	91.1	92.6
WNW	Outer West	Greenhill Primary School	56.5	70.4	92.3	92.3
WNW	Outer West	Lawns Park Primary School	69	86.7	100.0	89.7
WNW	Outer West	Lower Wortley Primary School	51.1	85.0	97.4	100.0
WNW	Outer West	Park Spring Primary School	60	75.9	92.6	88.0
WNW	Outer West	Pudsey Bolton Royd Primary School	55.2	78.3	87.9	89.7
WNW	Outer West	Pudsey Greenside Primary School	91.1	84.4	97.8	90.5
WNW	Outer West	Pudsey Lowtown Primary School	70	73.3	100.0	89.7
WNW	Outer West	Pudsey Primrose Hill Primary School	66	88.9	97.7	88.1
WNW	Outer West	Pudsey Southroyd Primary School	66.1	71.7	89.1	86.4
WNW	Outer West	Pudsey Tyersal Primary School	53.6	56.5	87.0	78.3
WNW	Outer West	Pudsey Waterloo Primary School	32.3	50.0	90.0	64.1
WNW	Outer West	Ryecroft Primary School	58.1	68.8	100.0	81.3
WNW	Outer West	St Joseph's Catholic Primary School Pudsey	73.3	79.3	96.6	80.8
WNW	Outer West	Swinnow Primary School	40.6	84.8	93.9	100.0

## Appendix three: individual school Key Stage 4 results 2012

Area	Area committee	Secondary school	Per cent achieving 5+ A*-C including English and maths GCSE	Per cent making expected progress in English	Per cent making expected progress in maths
-	-	<b>Leeds results</b>	<b>55</b>	<b>62.4</b>	<b>66.3</b>
-	-	<b>National results</b>	<b>59.4</b>	<b>69.2</b>	<b>69.8</b>
ENE	Inner East	David Young Community Academy	50	58	48
ENE	Inner East	E-ACT Leeds East Academy	39	52	58
ENE	Inner East	Mount St Mary's Catholic High School	40	40	56
ENE	Inner East	Primrose High School (now The Co-operative Academy)	28	44	55
ENE	Inner North East	Allerton Grange School	47	54	65
ENE	Inner North East	Cardinal Heenan Catholic High School	56	53	77
ENE	Inner North East	Carr Manor Community School, Specialist Sports College	33	47	60
ENE	Inner North East	Roundhay School	70	77	81
ENE	Outer North East	Allerton High School	62	71	62
ENE	Outer North East	Boston Spa School	48	47	61
ENE	Outer North East	Wetherby High School	80	80	81
South	Inner South	Cockburn	57	74	73
South	Inner South	South Leeds Academy	33	43	42
South	Outer East	Brigshaw High School and Language College	59	66	64
South	Outer East	Corpus Christi Catholic College	49	50	64
South	Outer East	Garforth Academy	74	74	86
South	Outer East	John Smeaton Community College	40	50	50
South	Outer East	Temple Moor High School Science College	67	80	73
South	Outer South	Bruntcliffe School	45	57	59
South	Outer South	Rodillian School	63	75	71
South	Outer South	Royds School Specialist Language College	45	58	59
South	Outer South	The Morley Academy	62	64	87
South	Outer South	Woodkirk Academy	68	66	82
WNW	Inner North West	Abbey Grange Church of England Academy	64	73	69
WNW	Inner North West	City of Leeds School	25	36	33
WNW	Inner North West	Lawnswood School	54	67	70
WNW	Inner West	Leeds West Academy	57	83	59

Area	Area committee	Secondary school	Per cent achieving 5+ A*-C including English and maths GCSE	Per cent making expected progress in English	Per cent making expected progress in maths
-	-	<b>Leeds results</b>	<b>55</b>	<b>62.4</b>	<b>66.3</b>
-	-	<b>National results</b>	<b>59.4</b>	<b>69.2</b>	<b>69.8</b>
WNW	Inner West	Swallow Hill Community College	28	43	33
WNW	Outer North West	Benton Park School	61	68	61
WNW	Outer North West	Guiseley School	64	66	75
WNW	Outer North West	Horsforth School	63	59	81
WNW	Outer North West	Otley Prince Henry's Grammar School Specialist Language College	73	77	79
WNW	Outer North West	Ralph Thoresby School	47	61	55
WNW	Outer North West	St Mary's Catholic Comprehensive School, Menston	89	80	91
WNW	Outer West	Crawshaw School	61	66	75
WNW	Outer West	Farnley Park Maths and Computing College	57	66	74
WNW	Outer West	Priesthorpe School	63	74	69
WNW	Outer West	Pudsey Grangefield School	61	68	63

## Appendix four: clusters - member leads; cluster chairs; cluster managers; LAPs

Cluster	Elected member	Ward	Cluster chair	Cluster chair job	Cluster contact	Local authority partner	Local authority partner job title
<b>East North East</b>							
Alwoodley	Cllr D Cohen	Alwoodley	Jeremy Dunford	Head Teacher (Brodetsky Primary School)	Julie Cooke	Jody Sheppard	Family Support and Parenting Lead
CHESS	Cllr J Dowson Cllr A Hussain	Chapel Allerton Gipton and Harehills	Sarah Ruddy	Head Teacher (Bankside Primary School)	Steve Lake (TSL)	Marcia Harding	Closing the Gap Lead
EPOS	Cllr A Lamb Cllr M Robinson	Wetherby Harwood	Chris Walsh	Head Teacher (Boston Spa School)	Philip Harper	Paul Bollom	HOS Commissioning and Market Management
Inner East	Cllr R Harington Cllr A Khan	Gipton and Harehills Burmantofts and Richmond Hill	Ann Nicholl	Governor (JCC Chair)	Diane Walker	Jim Hopkinson	HOS Targeted Services
NEXT	Cllr C Macniven Cllr S Hamilton	Roundhay Moortown	John McCall	Deputy Head Teacher (Allerton Grange High School)	Jo Odu	Gillian Mayfield	Area Targeted Service Lead ENE
NEtWORKS	Cllr E Taylor	Chapel Allerton	Jane Farrer	Deputy Head Teacher (Carr Manor High School)	Steve Lake (TSL)	Sal Tariq	HOS - Children's Social Work
Seacroft Manston	Cllr V Morgan Cllr P Gruen	Killingbeck & Seacroft Crossgates and Whinmoor	Ken Morton	Children's Services	Mark Smith	Ken Morton	HOS - Young People and Skills
<b>South East</b>							
Ardsley and Tingley	Cllr K Renshaw Cllr J Elliot	Ardsley & Robin Hood Morley South	Duncan Grant	Head Teacher (Hill Top)	Helen Kerr	Izabella Atraszkiewicz	Support for Leadership and Governance
Beeston, Cottingley and Middleton	Cllr K Groves Cllr A Ogilvie	Middleton Park Beeston and Holbeck	Siobhan Roberts	Assistant Head At Cockburn	Joanne Hainsworth	Martyn Stenton	Targeted Service Area Manager - SE
Brigshaw	Cllr J Lewis	Kippax and Methley	Kirsty Moleele	Head Teacher (Kippax Greenfield Primary)	Shelagh Tompkinson	Ken Morton	HOS - Young People and Skills
Garforth	Cllr T Murray	Garforth & Swillington	Jane Addy	Parent Governor	Sharon Elliott	Mary Armitage	Integrated Processes Head of Service
JESS	Cllr J Blake Cllr M Iqbal Cllr A Gabriel	Middleton Park City and Hunslet Beeston and Holbeck	Patrick Wilkins	Head Teacher (New Bewerley Primary School)	Maggie Hartley	Andrea Richardson	HOS - Early Help
Morley	Cllr N Dawson Cllr B Gettings Cllr S Varley	Morley South Morley North Morley South	Heather Scott	Head Teacher (Bruntcliffe High School)	Helen Kerr	Gail Webb	Head of Service Learning Development



Cluster	Elected member	Ward	Cluster chair	Cluster chair job	Cluster contact	Local authority partner	Local authority partner job title
Rothwell	Cllr L Mulherin Cllr S Golton	Ardsley & Robin Hood Rothwell	Bernadette Young	Head Teacher (Royds)	Jo-Anne Shiffer	Gerry Hudson	Contracting and Strategic Investment Service Lead
Templenewsam Halton	Cllr M Lyons	Temple Newsam	Nadine Good	Barnardo's	Lisa Oxley	Mark Hopkins	Culture Lead
<b>West North West</b>							
Aireborough	Cllr P Latty Cllr S Lay	Guiseley and Rawdon Otley and Yeadon	Paul Morrissey	Head Teacher (Guiseley School Technology College)	Simon Toyne	Alun Rees	Head of the Virtual College
ACES	Cllr Alison Lowe	Armley	Pauline Gavin	Head Teacher (St Bartholomew's C of E Voluntary Controlled Primary School)	Lucy Britton	Anne Kearsley	Children's Centres and Early Help Lead
Bramley	Cllr T Hanley	Bramley and Stanningley	Danny Kenny	Head Teacher (Hollybush Primary School)	Julia Pope	Vanessa Huws-Jones	0-11 Lead for Teaching and Learning
ESNW	Cllr B Anderson Cllr J Bentley	Adel and Wharfdale Weetwood	Ian Blackburn	Head Teacher (Ireland Wood)	Gill Wyatt	Jean Davey	Youth Offer Lead
Farnley	Cllr A Blackburn	Farnley and Wortley	Jan Toothill Barbara Giles	Head Teacher Ryecroft Head Teacher Lower Wortley	Jenny Pashley	Andy Lloyd	Head of Service - Children's Workforce Development
Horsforth	Cllr B Cleasby	Horsforth	Jill Rowett	Assistant Head (Horsforth School Specialist Science College)	Tessa Freer	Louise Snowden	Complex Needs Area Lead
Inner NW Hub	Cllr J Illingworth Cllr M Hamilton	Kirkstall Headingley	Irena Riley	Children's Centre Manager - Hawksworth Wood CC	Pat Spedding	Barbara Newton	HOS - Complex Needs
OPEN XS	Cllr J Akhtar	Hyde Park and Woodhouse	Mo Duffy Emma Manners	Head Teacher (Blenheim Primary School) Cardigan Centre	Dee Lazenby	Stuart Gosney	Capacity Planning and Sufficiency Lead
Otley/Pool/ Bramhope	Cllr S Lay	Otley and Yeadon	Janet Sheriff	Head Teacher (Otley Prince Henry's Grammar School)	Phil Temple	Claire Walker	Head of Service - Policy Planning Information and Procedures
Pudsey	Cllr J Jarosz Cllr A Carter	Pudsey Calverley and Farsley	Dave Foxton	Vice chair - no chair currently in post	Elizabeth Hardaker	Jancis Andrew	Area Targeted Service Lead WNW

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All area committees		CURRENT REPORTING PERIOD													
		East North East						West North West						South East	
		Outer NE	Inner NE	Inner E	Outer NW	Inner NW	Inner W	Outer W	Outer E	Outer S	Inner S	Leeds	Data period		
1.	Number of children and young people 0-19	12,664	17,246	23,910	18,189	15,242	11,581	15,737	18,515	19,944	18,099	Jan 2012			
2.	Percentage of children and young people	7.4%	10.1%	14.0%	10.6%	8.9%	6.8%	9.2%	10.8%	11.7%	10.6%	Jan 2012			
3.	Number of primary schools	23	16	22	28	19	15	21	28	24	22	Current			
4.	Number of secondary schools	3	2	4	6	3	2	4	5	5	2	Current			
4a.	Number of through schools	0	2	0	0	0	0	0	0	0	0	Current			
5.	Number of children's centres	3	6	11	4	7	4	4	6	6	7	Current			
<b>Keeping children safe from harm</b>															
6.	Number of children looked after	18	63	384	46	130	156	78	78	81	307	31 Dec 2012			
6a.	Distribution of children looked after by area committee (%)	1.3%	4.5%	27.5%	3.3%	9.3%	11.2%	5.6%	5.6%	5.8%	22.0%	31 Dec 2012			
7.	Number of children entering care	...	8	71	6	31	28	16	12	19	61	Apr-Dec 2012			
8.	Number of children subject to a child protection plan	13	66	174	27	110	129	67	83	72	188	31 Dec 2012			
8a.	Distribution of CPPs by area committee (%)	1.4%	6.9%	18.2%	2.8%	11.5%	13.5%	7.0%	8.7%	7.5%	19.7%	31 Dec 2012			
9.	Number of CAFs initiated	22	39	128	53	67	55	40	77	49	100	Apr-Dec 2012			
10.	Number of requests for service	816	1,426	5,254	1,438	1,804	2,387	1,765	2,053	2,052	4,056	Apr-Dec 2012			
11.	Number of requests for service leading to a referral	217	538	1,937	344	578	779	572	670	694	1,535	Apr-Dec 2012			
12.	Number of LCC-employed foster carers	21	69	81	47	40	28	29	55	46	59	31 Dec 2012			
12a.	Number of family placement foster carers	6	16	7	11	...	11	5	16	13	11	31 Dec 2012			
<b>Do well in learning and have the skills for life</b>															
13.	Primary school attendance levels	96.7%	96.1%	94.6%	97.0%	95.7%	95.5%	96.0%	95.8%	95.8%	94.9%	2011-12 HT +5			
14.	Secondary school attendance levels	93.6%	94.7%	91.4%	94.7%	93.2%	90.8%	93.7%	94.7%	93.6%	93.3%	2011-12 HT +5			
15.	Number of pupils persistently absent at primary	52	140	377	69	119	133	111	177	164	247	2011-12 HT +5			
16.	Number of pupils persistently absent at secondary	258	238	337	349	244	328	274	322	598	194	2011-12 HT +5			
17.	Number of NEET <sup>1</sup>	44	97	270	47	92	121	92	125	82	198	31 Dec 2012			
17a.	Percentage of NEET <sup>1</sup>	3.1%	4.1%	8.6%	1.8%	5.4%	7.5%	4.0%	4.2%	2.9%	7.4%	31 Dec 2012			
18.	Number of 'not known's'	109	167	322	227	186	180	199	295	312	461	31 Dec 2012			
18a.	Percentage of 'not known's'	7.6%	7.0%	10.3%	8.9%	10.9%	11.1%	8.7%	9.9%	11.2%	17.3%	31 Dec 2012			
19.	Foundation Stage good level of development	75.0%	63.9%	49.6%	76.7%	64.9%	53.6%	63.2%	65.3%	67.6%	49.8%	2011-12 AY			
20.	Key Stage 2 level 4+ English and maths	87.6%	75.9%	67.5%	84.5%	76.6%	72.1%	79.2%	75.6%	81.7%	72.5%	2011-12 AY			
21.	5+ A*-C GCSE inc English and maths	59.6%	48.9%	38.9%	66.0%	53.1%	36.8%	60.6%	58.1%	57.2%	44.4%	2011-12 AY			
<b>Choose healthy lifestyles</b>															
22.	Teenage pregnancy <sup>ii</sup>	43	65	233	70	78	122	101	134	115	184	Jun 09-Jun 10			
<b>Voice and influence</b>															
23.	10 - 17 year olds committing an offence	13	38	126	17	44	42	38	30	33	78	Apr-Sept 2012			

All area committees Spring 2013 Children's Services performance update		CURRENT REPORTING PERIOD											
		East North East				West North West				South East			
		Outer NE	Inner NE	Inner E	Outer NW	Inner NW	Inner W	Outer W	Outer E	Outer S	Inner S		
Measure	Data period	Leeds	Outer NE	Inner NE	Inner E	Outer NW	Inner NW	Inner W	Outer W	Outer E	Outer S	Inner S	
<b>Ofsted inspections</b>													
24. Percentage of primary schools good or better	31 Dec 2012	76%	87%	81%	73%	93%	74%	67%	71%	71%	71%	64%	
25. Percentage of secondary schools good or better	31 Dec 2012	61%	67%	100%	25%	67%	33%	50%	75%	60%	60%	50%	
26. Percentage of children's centres good or better <sup>iii</sup>	31 July 2012	81%	100%	100%	75%	100%	60%	100%	100%	100%	67%	80%	
27. Percentage of children's homes good or better	31 Dec 2012	45%	67%	100%	100%		50%	33%	0%	0%		0%	
<b>Ofsted judgement</b>													
28. Primary schools: Outstanding	31 Dec 2012	41	9	5	4	6	2	1	3	3	5	3	
28a. Primary schools: Good	31 Dec 2012	124	11	8	12	20	12	9	12	17	12	11	
28b. Primary schools: Satisfactory/Requires Improvement	31 Dec 2012	51	3	3	6	2	4	5	6	8	7	7	
28c. Primary schools: Inadequate	31 Dec 2012	2	0	0	0	0	1	0	0	0	0	1	
29. Secondary schools: Outstanding	31 Dec 2012	2	0	0	0	0	0	0	0	1	1	0	
29a. Secondary schools: Good	31 Dec 2012	21	2	4	1	4	1	1	3	2	2	1	
29b. Secondary schools: Satisfactory/Requires Improvement	31 Dec 2012	12	1	0	3	2	1	1	1	1	2	0	
29c. Secondary schools: Inadequate	31 Dec 2012	3	0	0	0	0	1	0	0	1	0	1	
30. SILCs (citywide): Outstanding	31 Dec 2012	2											
30a. SILCs (citywide): Good	31 Dec 2012	3											
30b. SILCs (citywide): Satisfactory/Requires Improvement	31 Dec 2012	0											
30c. SILCs (citywide): Inadequate	31 Dec 2012	1											
31. Pupil referral units (citywide): Outstanding	31 Dec 2012	0											
31a. Pupil referral units (citywide): Good	31 Dec 2012	2											
31b. Pupil referral units (citywide): Satisfactory/Requires Improvement	31 Dec 2012	1											
31c. Pupil referral units (citywide): Inadequate	31 Dec 2012	0											
32. Children's centres: Outstanding	31 July 2012	2	0	1	1	0	0	0	0	0	0	0	
32a. Children's centres: Good	31 July 2012	19	1	2	2	1	3	2	1	1	2	4	
32b. Children's centres: Satisfactory	31 July 2012	5	0	0	1	0	2	0	0	0	1	1	
32c. Children's centres: Inadequate	31 July 2012	0	0	0	0	0	0	0	0	0	0	0	
33. Children's homes: Outstanding	31 Dec 2012	1	0	0	0	0	1	0	0	0	0	0	
33a. Children's homes: Good	31 Dec 2012	4	2	1	1	0	0	1	0	0	0	0	
33b. Children's homes: Adequate	31 Dec 2012	6	1	0	0	1	1	2	1	1	1	1	
33c. Children's homes: Inadequate	31 Dec 2012	0	0	0	0	0	0	0	0	0	0	0	

**Key:** AY - academic year FY - financial year HT - half term ... data below five (suppressed for confidentiality)

<sup>i</sup> The citywide figure reports 'adjusted NEEET' (see data definitions), the area committee figures do not take account of 'adjusted NEEET'

<sup>ii</sup> No new data available since the last report

<sup>iii</sup> No further children's centres inspections have been undertaken since the last report

**PREVIOUS REPORTING PERIOD**

Data period	All area committees Autumn 2012 Children's Services performance update														
	East North East					West North West					South East				
	Outer NE	Inner NE	Inner E	Outer NW	Inner NW	Outer W	Outer E	Outer S	Inner S	Measure					
Jan 2012	12,664	17,246	23,910	18,189	15,242	11,581	15,737	18,515	19,944	18,099	1. Number of children and young people 0-19				
Jan 2012	7%	10%	14%	11%	9%	7%	9%	11%	12%	11%	2. Percentage of children and young people				
Current	23	16	22	28	19	15	21	28	24	22	3. Number of primary schools				
Current	3	4	4	6	3	2	4	5	5	2	4. Number of secondary schools				
Current	0	0	0	0	0	0	0	0	0	0	4a. Number of through schools				
Current	3	6	11	4	7	4	4	6	6	7	5. Number of children's centres				
30 June 2012	18	68	385	51	132	169	84	91	77	299	<b>Keeping children safe from harm</b>				
30 June 2012	1.3%	4.7%	26.9%	3.6%	9.2%	11.8%	5.9%	6.4%	5.4%	20.9%	6. Number of children looked after				
Apr-Jun 2012	...	...	21	...	10	10	5	...	...	12	6a. Distribution of children looked after by area committee (%)				
30 June 2012	12	32	165	28	100	131	76	86	62	179	7. Number of children entering care				
30 June 2012	1.3%	3.6%	18.5%	3.1%	11.2%	14.7%	8.5%	9.6%	6.9%	20.0%	8. Number of children subject to a child protection plan				
Apr-Jun 2012	12	14	47	18	34	16	16	30	18	35	8a. Distribution of CPPs by area committee (%)				
Apr-Jun 2012	259	520	1,872	522	722	890	676	765	778	1,417	9. Number of CAFs initiated				
Apr-Jun 2012	62	205	721	125	197	293	193	256	262	590	10. Number of requests for service				
	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	11. Number of requests for service leading to a referral				
	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	12. Number of LCC-employed foster carers				
	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	12a. Number of family placement foster carers				
Autumn 2011	97.0%	96.2%	94.5%	97.2%	95.7%	95.6%	96.2%	96.0%	96.0%	95.0%	<b>Do well in learning and have the skills for life</b>				
Autumn 2011	94.2%	94.9%	91.3%	95.0%	93.9%	91.6%	93.9%	95.0%	94.1%	93.6%	13. Primary school attendance levels				
Autumn 2011	71	153	408	89	147	141	164	227	215	326	14. Secondary school attendance levels				
Autumn 2011	245	228	471	318	197	238	310	346	497	146	15. Number of pupils persistently absent at primary				
30 June 2012	32	108	310	63	104	137	94	132	101	214	16. Number of pupils persistently absent at secondary				
30 June 2012	2.0%	4.5%	9.7%	2.4%	5.8%	8.4%	4.1%	4.4%	3.6%	7.5%	17. Numbers of NEET				
	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	17a. Percentage of NEET				
	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	18. Number of 'not knowns'				
	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	18a. Percentage of 'not knowns'				
	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	19. Foundation Stage good level of development				
	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	20. Key Stage 2 level 4+ English and maths				
	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	21. 5+ A*-C GCSE inc English and maths				
Jun 09-Jun 10	43	65	233	70	78	122	101	134	115	184	<b>Choose healthy lifestyles</b>				
											22. Teenage pregnancy				
2011-12 FY	28	67	0	49	100	84	79	73	83	157	<b>Voice and influence</b>				
											23. 10 - 17 year olds committing an offence				

**PREVIOUS REPORTING PERIOD**

**All area committees**  
Autumn 2012 Children's Services performance update

Data period	East North East				West North West				South East			Measure
	Outer NE	Inner NE	Inner E	Outer NW	Inner NW	Inner W	Outer W	Outer E	Outer S	Inner S		
31 July 2012	87%	63%	64%	89%	74%	47%	62%	68%	67%	55%	<b>Ofsted inspections</b>	
31 July 2012	100%	75%	25%	67%	33%	50%	50%	60%	60%	50%	24. Percentage of primary schools good or better	
31 July 2012	100%	100%	75%	100%	60%	100%	100%	100%	67%	80%	25. Percentage of secondary schools good or better	
31 July 2012	67%	0%	0%	50%	50%	33%	100%	0%	0%	0%	26. Percentage of children's centres good or better	
31 July 2012	8	5	4	6	2	1	3	3	5	3	<b>Ofsted judgement</b>	
31 July 2012	12	5	10	19	12	6	10	16	11	9	28. Primary schools: Outstanding	
31 July 2012	3	6	8	3	4	8	8	9	8	9	28a. Primary schools: Good	
31 July 2012	0	0	0	0	1	0	0	0	0	1	28b. Primary schools: Satisfactory/Requires Improvement	
31 July 2012	0	0	0	0	0	0	0	1	1	0	28c. Primary schools: Inadequate	
31 July 2012	3	3	1	4	1	1	2	2	2	1	29. Secondary schools: Outstanding	
31 July 2012	0	1	3	2	1	1	2	1	2	0	29a. Secondary schools: Good	
31 July 2012	0	0	0	0	1	0	0	1	0	1	29b. Secondary schools: Satisfactory/Requires Improvement	
31 July 2012	0	0	0	0	1	0	0	1	0	0	29c. Secondary schools: Inadequate	
31 July 2012	1	0	0	0	0	0	0	0	0	0	30. SILCs (citywide): Outstanding	
31 July 2012	4	0	0	0	0	0	0	0	0	0	30a. SILCs (citywide): Good	
31 July 2012	0	0	0	0	0	0	0	0	0	0	30b. SILCs (citywide): Satisfactory/Requires Improvement	
31 July 2012	1	0	0	0	0	0	0	0	0	0	30c. SILCs (citywide): Inadequate	
31 July 2012	0	0	0	0	0	0	0	0	0	0	31. Pupil referral units (citywide): Outstanding	
31 July 2012	2	0	0	0	0	0	0	0	0	0	31a. Pupil referral units (citywide): Good	
31 July 2012	1	1	0	1	0	0	0	0	0	0	31b. Pupil referral units (citywide): Satisfactory/Requires Improvement	
31 July 2012	0	0	0	0	0	0	0	0	0	0	31c. Pupil referral units (citywide): Inadequate	
31 July 2012	2	1	1	0	0	0	0	0	0	0	32. Children's centres: Outstanding	
31 July 2012	19	2	2	1	3	2	1	1	2	4	32a. Children's centres: Good	
31 July 2012	5	0	1	0	2	0	0	0	1	1	32b. Children's centres: Satisfactory	
31 July 2012	0	0	0	0	0	0	0	0	0	0	32c. Children's centres: Inadequate	
31 July 2012	0	0	0	0	0	0	0	0	0	0	33. Children's homes: Outstanding	
31 July 2012	5	2	0	0	1	1	0	0	0	0	33a. Children's homes: Good	
31 July 2012	6	1	1	1	1	2	1	1	1	1	33b. Children's homes: Adequate	
31 July 2012	0	0	0	0	0	0	0	0	0	0	33c. Children's homes: Inadequate	

**Key:** AY - academic year FY - financial year HT - half term ... data below five (suppressed for confidentiality)

## Area Committee: Inner North West

Spring 2013 Children's Services performance update

Measure	Leeds	Inner NW	Current data period	Highest	Average	Lowest	Inner NW								
							Leeds	Current reporting period	Previous reporting period	Direction of travel	Current data period	Highest	Average	Lowest	
1. Number of children and young people 0-19	171,127	15,242	Jan 2012	23,910	17,113	11,581									
2. Percentage of children and young people	n/a	8.9%	Jan 2012	14.0%	10.0%	6.8%									
3. Number of primary schools	218	19	Current	28	22	15									
4. Number of secondary schools	36	3	Current	6	4	2									
4a. Number of through schools	2	0	Current	2	0	0									
5. Number of children's centres	58	7	Current	11	6	3									
<p><b>Commentary</b>                      The Inner North West area committee has 8.9% of the city's 0-19 population, which represents 15,242 children and young people. There are 19 primary schools, three secondary schools, and seven children's centres located within the area committee boundary.</p>															
Keeping children safe from harm															
6. Number of children looked after	1,395	130	132	↓	31 Dec 2012	384	134	18							
7. Number of children entering care	281	31	10	(Cumulative)	Apr-Dec 2012	71	28	6							
8. Number of children subject to a child protection plan	956	110	100	↑	31 Dec 2012	188	93	13							
9. Number of CAFs initiated	648	67	34	(Cumulative)	Apr-Dec 2012	128	63	22							
10. Number of requests for service	24,862	1,804	722	(Cumulative)	Apr-Dec 2012	5,254	2,305	816							
11. Number of requests for service leading to a referral	8,281	578	197	(Cumulative)	Apr-Dec 2012	1,937	786	217							
12. Number of LCC-employed foster carers	550	40	n/a	(New data item)	31 Dec 2012	81	48	21							
12a Number of family placement foster carers	104	...	n/a	(New data item)	31 Dec 2012	16	11	5							
<p><b>Commentary</b>                      9.3% (130) of the children looked after population comes from the Inner North West area. This figure is virtually unchanged from the June 2012 figure, although the overall city figure has declined by 37. 11% (31) of all children and young people entering care between April and December 2012 come from the Inner North West area.                      10.3% of CAFs initiated across the city come from the Inner North West area. 1,804 requests for service, of which 578 met the threshold for being treated as a referral to the Children's Social Work Service, are from the area. The number of children and young people subject to a child protection plan has risen by ten, to 110, since June.</p>															

Do well in learning and have the skills for life	Leeds	Inner NW			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
13. Primary school attendance levels	95.8%	95.7%	95.7%	↔	2011-12 HT 1-5	95.8%	94.6%	
14. Secondary school attendance levels	93.7%	93.2%	93.9%	↓	2011-12 HT 1-5	93.4%	90.8%	
15. Number of pupils persistently absent at primary	1,589	119	147	↓	2011-12 HT 1-5	159	52	
16. Number of pupils persistently absent at secondary	3,142	244	197	↑	2011-12 HT 1-5	314	194	
17. Number of NEET <sup>i</sup>	1,374	92	104	↓	31 Dec 2012	117	44	
17a Percentage of NEET <sup>i</sup>	6.0%	5.4%	5.8%	↓	31 Dec 2012	4.9%	1.8%	
18. Number of 'not knowns'	2,056	186	n/a	(New data item)	31 Dec 2012	246	109	
18a Percentage of 'not knowns'	10.9%	10.9%	n/a	(New data item)	31 Dec 2012	10.3%	7.0%	
19. Foundation Stage good level of development	62.8%	64.9%	n/a	(Annual data item)	2011-12 AY	63.0%	49.6%	
20. Key Stage 2 level 4+ English and maths	77.3%	76.6%	n/a	(Annual data item)	2011-12 AY	77.3%	67.5%	
21. 5+ A*-C GCSE inc English and maths	54.3%	53.1%	n/a	(Annual data item)	2011-12 AY	52.4%	36.8%	
<p>Commentary</p> <p>Primary school attendance was 95.7% in the Inner North West area, unchanged from autumn 2011, and just 0.1 percentage point below the city average. Secondary school attendance is 0.7 percentage points lower than the autumn 2011 figure, at 93.2%, and is 0.5 percentage points lower than the city average. 119 (7.5% of the city cohort) of children were persistently absent (missing at least 15% of school) from primary schools in the area, and 244 (7.8%) children and young people were persistently absent from secondary schools in the area.</p> <p>The number of NEET young people in the Inner North West area at the end of December was 92, 12 lower than the June figure. The level of NEET was 5.4%, nearly half a percentage point lower than June, and over 0.5 percentage points below the city average of 6.0%. Future reports will compare data with a corresponding period from 12 months ago. The total number of NEET for the West North West area in December 2011 was 449.</p>								
<b>Choose healthy lifestyles</b>								
	1,145	78	n/a	(No new data)	Jun 09-Jun 10	115	43	
<p>Commentary</p> <p>There are no new data since the last report.</p>								
<b>Voice and influence</b>								
	507	44	100	(Not comparable)	Apr-Sept 2012	45.9	13	



Ofsted inspections	Leads	Inner NW			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
24. Percentage of primary schools good or better	76%	74%	74%	↔	31 Dec 2012	93%	75%	64%
25. Percentage of secondary schools good or better	61%	33%	33%	↔	31 Dec 2012	100%	59%	25%
26. Percentage of children's centres good or better <sup>iii</sup>	81%	60%	60%	↔	31 July 2012	100%	88%	60%
27. Percentage of children's homes good or better	45%	50%	50%	↔	31 Dec 2012	100%	42%	0%
<b>Ofsted judgement - Inner North West</b>								
		<b>Current period: 31 Dec 2012</b>			<b>Previous period: 31 July 2012</b>			
	<b>Outstanding</b>	<b>Good</b>	<b>Satisfactory</b>	<b>Inadequate</b>	<b>Outstanding</b>	<b>Good</b>	<b>Satisfactory</b>	<b>Inadequate</b>
28. Primary schools	2	12	4	1	2	12	4	1
29. Secondary schools	0	1	1	1	0	1	1	1
30. SILCs (citywide)								
31. Pupil referral units (citywide)								
32. Children's centres	0	3	2	0	0	3	2	0
33. Children's homes	1	0	1	0	0	1	1	0
Commentary	There has been no change in both the percentage of primary and secondary schools rated good or better, with the Inner North West area remaining below both the city averages (marginally in the case of primary schools). One children's home has been inspected and has been rated as outstanding, improving the previous good rating. This has not impacted on the overall good or better percentage for the area, but the outstanding rating should be noted.							
<b>Secondary schools</b>								
		<b>Current period</b>			<b>Previous period</b>			
	<b>Ofsted</b>	<b>Attendance</b>	<b>Ofsted</b>	<b>Attendance</b>	<b>Ofsted</b>	<b>Attendance</b>	<b>Direction of travel</b>	
Abbey Grange Church of England Academy	2	94.9%	2	95.8%	↔	↔	↓	
City of Leeds School	4	91.6%	4	92.3%	↔	↔	↓	
Lawnswood School	3	92.2%	3	92.6%	↔	↔	↓	

**Key:** AY - academic year FY - financial year HT - half term ... data below five (suppressed for confidentiality)

**Ofsted grades:** 1 = Outstanding, 2 = Good, 3 = Satisfactory/Requires Improvement, 4 = Inadequate

<sup>i</sup> The citywide figure reports 'adjusted NEET' (see data definitions), the area committee figures do not take account of 'adjusted NEET

<sup>ii</sup> No new data available since the last report

<sup>iii</sup> No further children's centres inspections have been undertaken since the last report

Data definitions

Indicator	Allocation of data item to area committee	Data source	Notes
1. Number of children and young people 0-19	By home postcode of child or young person	NHS: GP registrations, Jan 2012	The count is the number of young people aged 0-19 (not including 19). This source data is compiled at lower super output area (LSOA). LSOAs cannot be exactly matched to area committees as the boundaries do not match, so this is the closest approximation.
2. Percentage of children and young people	By home postcode of child or young person	NHS: GP registrations, Jan 2012	Data source as above, expressed as a percentage of the total 0-19 population.
3. Number of primary schools	By location of school		A count of all primary schools, including academies.
4. Number of secondary schools	By location of school		A count of all secondary schools, including academies.
4a. Number of through schools	By location of school		A count of all through schools, including academies.
5. Number of children's centres	By location of children's centre		A count of all local authority children's centres.
6. Numbers of children looked after	By home postcode of child or young person at the point when they came into care, not their placement address	ESCR	The result is not a cumulative count of the number of children that have been in care during the reporting period, but rather a snapshot of the numbers recorded in ESCR as being in care on that particular date. The number does not include children who receive respite with foster carers through the Family Support Service (under S17 of the Children Act), or children who are solely looked after under respite S20 Short Term Breaks and Shared Care. There can be delays in inputting a record of a child who has just entered care, or similarly for a child who has just left care, so reported numbers for the same snapshot day but run at a later date may differ.
7. Numbers of children entering care	By home postcode of child or young person at the point when they came into care, not their placement address	ESCR	Some records cannot be allocated to area committees because: the postcode is for an address outside Leeds; it is a confidential placement postcode; the record may show no postcode; or the postcode is an unrecognised or incorrectly entered postcode that cannot be matched. The count includes unaccompanied asylum seekers.
8. Numbers of children subject to a child protection plan	By home postcode of child or young person	ESCR	This is a cumulative count of the number of children entering care in the reporting period. Otherwise, all notes for indicator six apply.
			Notes as per the relevant sections in indicator six.

Data definitions

Indicator	Allocation of data item to area committee	Data source	Notes
9. Numbers of CAF initiated	By home postcode of child or young person, not the location of the agency undertaking the common assessment	CAF database	The number of CAFs is the cumulative total number of CAFs initiated, not concluded, during the reporting period. The result is from the CAF database. Agencies who initiate CAFs need to report this to the integrated processes team in order to have this recorded on the database, so there may be a delay in the recording of a CAF initiated, depending on when the agency passes on this information.
10. Number of requests for service	By home postcode of child or young person, not the location of the agency/worker making the request for service	ESCR	Some records cannot be allocated to area committee because the record may show a postcode for an address outside Leeds; or an unrecognised or incorrectly input postcode that cannot be matched. The result is the cumulative total number of requests for service during the reporting period. Requests for service are handled by the Duty and Advice Team, based at the corporate contact centre, who consider the details of all contacts that are received about a concern for a child's welfare. Social workers in this team decide whether or not each case needs social work input. If a case does need social work input, this is termed a referral. Cases where children can best be supported by other children's services agencies or services, ie no social work service input required, are termed a request for service.
11. Number of requests for service leading to a referral	By home postcode of child or young person, not the location of the agency/worker making the request for service	ESCR	As above, but this is a count of those requests for service that require children's social work service input, and are called referrals.
12. Numbers of LCC-employed foster carers	By postcode of the foster carer(s)	ESCR	This is a snapshot count of all council-employed foster carers, not only those foster carers who have children and young people placed with them.
12a. Numbers of family placement foster carers	By postcode of the foster carer(s)	ESCR	This is a snapshot count of all family placement foster carers, not only those foster carers who have children and young people placed with them.
13. Primary school attendance levels	By school attended, regardless of where the child or young person lives	School census returns for the autumn term 2011	Schools provide, via the termly school census, individual level attendance data for the autumn term 2011 for pupils in years one to eleven. The school census collects the number of possible half-day sessions of attendance and the number of half-day sessions missed. Information on pupil absence counts the number of pupil enrolments, not the number of pupils. Pupil absence is recorded for the period when a pupil is enrolled at a school. If a pupil moves school, then they will be counted more than once as they have recorded attendance at more than one school.
14. Secondary school attendance levels	By school attended, regardless of where the child or young person lives	School census returns for the autumn term 2011	As above.

Data definitions

Indicator	Allocation of data item to area committee	Data source	Notes
15. Number of pupils persistently absent at primary	By school attended, regardless of where the child or young person lives	School census returns for the autumn term 2011	A persistent absentee is defined as having 46 or more half day sessions of absence during the school year, around 15 per cent of possible half-day session. Pupils missing 22 or more half-day sessions in the autumn term are potentially on track to become persistent absentees. This indicator is the count of children and young people enrolled at schools in the area committee boundary whose absence levels in the autumn term hit this threshold. As above.
16. Numbers of pupils persistently absent at secondary	By school attended, regardless of where the child or young person lives	School census returns for the autumn term 2011	
17. Numbers of NEET	By home address of young person	Insight database	The result is the adjusted number of young people who are NEET on the last day of each month, not the total number of young people who may have been NEET during the month. The "adjusted NEET" figure (which is for city-wide data, not area committee data) takes account of the number of young people whose status is not known. A formula is applied so that some young people whose status is not known are assumed to be NEET. This is added to the NEET figure to give the adjusted NEET figure. Because this adjustment is not made at area committee level, area committee results will not add up to the city-wide total.
17a. Percentage of NEET	By home address of young person	Insight database	As above.
18. Numbers of 'not knowns'	By home address of young person	Insight database	This is the number of young people whose NEET status is not known at the point of recording.
18a. Percentage of 'not knowns'	By home address of young person	Insight database	As above.
19. Foundation Stage good level of development	By location of the school, not the home address of the child or young person	Insight database	A good level of development is achieving 78 points across the Early Years Foundation Stage Profile (EYFSP), including 6 points in the communication, language and literacy strands and the personal, social and emotional development strands.
20. Key Stage 2 level 4+ English and maths	By location of the school, not the home address of the child or young person		Individual school data are available at <a href="http://www.education.gov.uk/schools/performance/geo/la383_all.html">http://www.education.gov.uk/schools/performance/geo/la383_all.html</a> .
21. 5+ A*-C GCSE inc English and maths	By location of the school, not the home address of the child or young person		Individual school data are available at <a href="http://www.education.gov.uk/schools/performance/geo/la383_all.html">http://www.education.gov.uk/schools/performance/geo/la383_all.html</a> .

Data definitions

Indicator	Allocation of data item to area committee	Data source	Notes
22. Teenage pregnancy	By home postcode of the young woman. The postcode of the woman's address at time of birth or abortion is used to determine residence at time of conception	NHS	The city-wide result is the latest rolling quarterly average. There is a 14-month time lag in obtaining this data at city-wide level. There is an even greater time lag in receiving data that includes postcodes and can therefore be broken down by area committee.
23. 10 - 17 year olds committing an offence	By home postcode of the young person	YOIS	Conception statistics include pregnancies that result in one or more live births, or a legal abortion under the Abortion Act 1967. Miscarriages and illegal abortions are not included. The indicator is a count of conceptions, so instances of multiple births only count once. The date from which the offender is included in the count is the date when the offence is proven, not the date of the offence. The measure counts the number of children committing at least one offence, not the number of offences committed.
24-33. Ofsted inspections	By location of the school, children's centre, or children's home	Ofsted website	Inspection results are only included once they are published on the Ofsted website and therefore treated as confirmed. Unconfirmed and embargoed results given by an inspection team to a school immediately following an inspection are not counted. The children's centre inspection framework began in September 2010, so not all centres have yet had an inspection. Children's home inspection grades are the result for full, not interim, inspections. The schools inspection framework changed in September 2012, removing the 'satisfactory' judgement and replacing it with 'requires improvement'.

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## Report of Assistant Chief Executive Customer Access and Performance

### Report to North West (Inner) Area Committee

**Date: 11<sup>th</sup> April 2013**

### **Subject: Development of Area Lead Role**

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

### **Summary of main issues**

1. A review of area working was completed in Dec 2012 with a number of recommendation agreed by Executive Board. One of the recommendations was to develop and strengthen the existing local "Champion role" and re-launch this as an Area Lead role. The main aims being to clarify the role itself, strengthen links to the Executive member and Council services, improve training and support and encourage both formal and informal links to relevant partners. This paper brings initial proposals to Area Committees for their input, shaping and feedback with a view to introducing the revised roles in the new municipal year.

### **Recommendations**

2. Members are asked to give their views on these proposed arrangements for Area Committees to appoint a set of Area Leads across a number of themes from the next municipal year. In particular Members are asked to comment on the following:
  - Is the area lead role as described right – what changes / additions / amendments might be needed? What might need to go into the more detailed job description?
  - Is the list of core functional areas that each area committee should appoint to right?
  - Do the broad elements of training/support make sense or are there gaps – what role is there for peer support?
  - Any other comments / suggestions particular around the key issues highlighted?

## **1 Purpose of this report**

- 1.1 A review of area working was completed in Dec 2012 with a number of recommendation agreed by Executive Board. One of the recommendations was to develop and strengthen the existing local “Champion role” and re-launch this as an Area Lead role. The main aims being to clarify the role itself, strengthen links to the Executive member and Council services, improve training and support and encourage both formal and informal links to relevant partners. This paper brings initial proposals to Area Committees for their input, shaping and feedback with a view to introducing the revised roles in the new municipal year.

## **2 Background information**

- 2.1 One of the recommendations of the review of area working was to develop and strengthen the exiting member “champion role” and re-launch this enhanced role as an “Area Lead”. This paper sets out proposals for discussion which seeks to define the role itself, identify the training and support required and the linkages to both the Portfolio holder and key officers. The effectiveness of this approach will be monitored through Area Chairs and Area Leaders with updates provided within the Area Working Annual Report to Executive Board (first report due Autumn 2013).
- 2.2 Overall this role is seen as important in providing a local “lead” perspective on various issues and has great potential to do more in driving democratic accountability by providing area committee based leadership on key issues. The Area Lead role would also support Executive Members and Directors to better align city wide and local policy making, share best practice, provide support and challenge and help embed the locality working design principles.
- 2.3 It also links to the Commission for Local Government which identified the critical importance of local democratic leadership in driving the way in which local government responds to a changing and ever more challenging environment. Within the current financial context where budgets are shrinking and difficult decisions need to be made in terms of service delivery the importance of ensuring a strong local perspective and driving more local decision making is seen as an essential ingredient to making the right decisions.

## **3 Main issues**

### **Defining the Area Lead Role**

- 3.1 Building on the discussions so far, through the Review of Area Working consultation process and with the All Party Working Group which oversaw the review, it is proposed that the Area Lead role is defined as follows:
- Working closely with area committee chairs to identify and lead relevant debates at area committees supported by officers as required.
  - Representing the area committee at local project or partnership meetings, and in the commissioning process to ensure the needs and interest of the area are represented. As required, issues will need to be brought back to



the area committee for further consultation/discussion and for formal decision making.

- Developing informal opportunities and networks with council services and key partners to build understanding, drive closer partnership working, provide challenge and bring a local democratic perspective to a wider range of service delivery.
- Supporting the relevant executive portfolio holder and officer lead(s) to ensure a locality dimension to policy development, disseminating and building local understanding of the overall policy/strategy, highlight any service issues/failures, drive service improvement, to share best practice and capture and learn from innovative approaches developed through area committees.
- Working with officers to ensure progress is monitored through regular performance updates especially for any delegated functions.
- Using local forums and local community engagement mechanisms to develop a good understanding of the local needs and feeding these into policy development and service improvement processes.

3.2 The Area Review All Party Working Group felt it important that a standard or core set of area lead roles were nominated by every area committee. These should be focused on the delegated functions as this is where the role can have the greatest impact. But it was agreed that there were also some other important areas where a local lead was needed like health and wellbeing. Over and above this minimum others could be nominated by area committees to reflect key local issues. However, support and links to the centre via the portfolio holder and officer leads for these additional areas may not be as comprehensive. Consideration should also be given to the appointment of time limited “area leads” in response to a specific issue eg implementation of new legislation with a significant local impact eg welfare reform.

3.3 The list of core area leads needs to be developed and agreed with a view to having these in place from the new municipal year. A proposed list for further debate is as follows:

- Environment – including current street cleansing and environmental enforcement services delegation and in the future local parks and greenspace. Or could this be something broader around environment neighbourhoods – this depends a little upon the ALMO review and any impacts on the Area Panels.
- Children’s Services – including Youth Services. NB There may need to be more than one area lead for Children’s Services where there are two or more clusters as the area lead should also be the elected member representative on the cluster.
- Community Safety – to include CCTV delegation but with a potential for broadening this out depending upon further work in this area.
- Employment, skills and the local economy.

- Health and wellbeing/Reducing health inequalities – to include adult social care and fuel poverty.
- Neighbourhood Planning – including liaison links with Parish and Town Councils NB to be further explored depending upon the role for Area Committees in this area and the outcome of the Scrutiny inquiry.

3.4 Once the broad principles are agreed this needs to be further developed and defined into a more detailed job description which would set out in more detail the mechanisms for influencing or advocating eg meetings the Area Lead attends, liaison arrangements with the Portfolio holder(s), how the Area Lead interacts with other Area Leads from across the city etc. It is proposed to pilot this with the Health and Wellbeing and Community Safety Area Lead role.

### **Training and Support**

3.5 Support, training and liaison arrangements will be important in making this work. Clearly these will need to be tailored to the particular functional areas but the following broad elements are proposed:

- Core Skills Training – provided through Member Development (linked to Inlogov research on what a good community leader looks like) to ensure area leads have key skills in areas like negotiation, partnership working, listening etc
- Area Lead Induction Training – facilitated by the Area Support Teams with service staff (eg Environmental Service Locality Managers, Health and Wellbeing Improvement Managers) and partners as appropriate. The aim to provide a broad understanding of the service provision in place, link members to the key partners, local partnerships and networks relevant to their functional area. For existing champions this might not be needed or could be more tailored.
- On-going Development/Support and Advice - briefings and informal meetings and updates to support Area Leads in fulfilling their role. This would also aim to build on-going links with service staff in the local area including meet the team and work shadowing. Briefings/updates on key policy issues – some of these would be on a city wide basis in conjunction with the portfolio holder and officers leads.
- Peer mentoring/support or action learning?

### **Other relevant issues**

3.1 There are a number of key issues which will need to be considered, explored and debated:

- Some area committees have reported difficulties in appointing to the current champion roles. But on the flip side some backbench members have raised concerns about a lack of influence. Overall the Area Lead role provides an opportunity for backbench members to have more influence which might encourage individuals to come forward. Is there a need to

provide guidance/best practice on how area committees appoint to these roles?

- It will require members to take on a wider role across the geography of the area committee not just their ward; and for other area committee members to endorse/support the area lead in representing the area committees views. This may present some difficulties where Area Committees are politically split and Area Leads might be from another party.
- For the 2 ward area committee – Inner West – it needs to be considered whether co-optees to the Area Committee who are not elected members could fulfil an area lead role. Is this an option others might take up as well?
- Key to the success of the role will be the area lead keeping the area committee apprised of debates/actions from partnership bodies, bringing back key issues for debate and formal decision by the area committee as required. The area leads will also need to work closely with the area committee chairs in scheduling debates and to ensure appropriate time is set aside on agendas. Area Chairs will need to support Area Leads in this regard.
- Consideration should be given to appointing area leads for a minimum of term of two years to enable the development of local networks, relationships and expertise. However, this would still be subject to election outcomes.
- A key success factor for the area lead role is that we do actively consult, engage and liaise with them. In the past we have nominated champions but then not used them effectively or they haven't been fully aware of the requirements upon them. To be effective this requires portfolio holder to meet regularly (at least twice per year?) with area leads ideally with key officers as well. It will also require the relevant Directorates / Services / Partners to buy in to these arrangements particularly in terms of training and support.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

4.1.1 This recommendation falls directly out of the recent review of area working which was subject to significant consultation with a range of stakeholders including members and officers. A series of drop in sessions were held for elected members over the summer 2012 and their views were influential in shaping the recommendations including the change proposed in this paper. An all party working group also further debated and shaped the review findings. Officer consultation was initiated through discussions with each directorate leadership team but were followed up with further specific discussions as required. The area support teams were a particularly important stakeholder as they are directly involved in the work of area committees and their views were gathered through team meetings and individual discussions.

4.1.2 It was recognised that the development of some of the proposals within the area review would require further more specific consultation and engagement and this

report brings to Committee further information on the area lead role for consultation and input.

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

4.2.1 Equality is clearly represented within a number of the formally stated roles of an area committee. These include: to act as a focal point for community involvement, help members listen to and represent their communities and help members understand the specific needs of the community in their area. The development of the area lead role aims to support members in undertaking this role of championing local needs by providing clear links to both the Executive Member, council service staff and to partners agencies. In addition it provides the mechanism for, and encourages, the negotiation and development of local solutions that suit local circumstances which will in turn address any issues of inequality.

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

4.3.1 These arrangements aim specifically to support in the delivery of improved outcomes in line with the City Priority Plan and Council Business Plans with many of the proposed roles lining directly to key priorities. The aim being to ensure that local needs are represented better in policy/strategy setting, decision making, service design and delivery and partnership working through this key role. The development of the area lead role provides an opportunity for members to further develop their community leadership role as set out within the Commission for Local Government and within the developing Council Business Plan.

## **4.4 Resources and value for money**

4.4.1 This is essentially replacing an existing role and can be seen as a sensible way to divide up work between members of the area committee with an expectation that each member would take on a lead role. However, there remain concerns about the capacity issues for Area Committees that might arise from implementing this and other elements of the area review. This will continue to be monitored.

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

4.5.1 There are no specific legal implications, the report is available to the public and is subject to call in.

## **4.6 Risk Management**

4.6.1 The proposal in this report implements a recommendation made by Executive Board and as such there are no direct risks arising from the proposals. Improving the governance and accountability of local partnerships through challenge and support from area leads is seen as important in delivering improved outcomes and tailoring services to local needs. There are also clear links to a number of the budget and financial risks and the development and strengthening of our locality working arrangements and local decision making will help to minimise key financial risks going forward.

## **5 Conclusions**

- 5.1 This report sets out initial proposals for the implementation of an area lead role following the review of area working in 2012. The role is seen as crucial in providing a local “lead” perspective on various issues and in driving democratic accountability by providing area committee based leadership on key issues. This paper begins to clarify the role and is brought to the Committee at this early stage for their input, shaping and feedback with a view to introducing the revised roles in the new municipal year.

## **6 Recommendations**

- 6.1 Members are asked to give their views on these proposed arrangements for Area Committees to appoint a set of Area Leads across a number of themes from the next municipal year. In particular Members are asked to comment on the following:

- Is the area lead role as described right – what changes / additions / amendments might be needed? What might need to go into the more detailed job description?
- Is the list of core functional areas that each area committee should appoint to right?
- Do the broad elements of training/support make sense or are there gaps – what role is there for peer support?
- Any other comments / suggestions particular around the key issues highlighted?

## **7 Background documents<sup>1</sup>**

- 7.1 None

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<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

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

**Report to Inner North West Area Committee**

**Date: 20<sup>th</sup> March, 2013**

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

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Hyde Park & Woodhouse Headingley Kirkstall Weetwood		
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. WNWhL provide a range of housing management services in the West and North West of Leeds. The Inner North West Area Committee area is coterminous with the 'Inner North West' housing management area comprising 6527 properties in the Kirkstall, Weetwood, Hyde Park and Woodhouse Wards. Tenancy and Estate Management services are delivered locally from our offices located in Kirkstall which manages 4061 properties, and the Little London office manages 2466 properties. We also operate a number of Outreach Surgeries in the area.
2. Support services such as rent accounting, lettings and property repairs are delivered through a centralised structure, however all customer enquiries can be made locally at the Kirkstall Neighbourhood Office and at the Little London Neighbourhood Office or via the Council Contact Centre.
3. This report seeks to advise the Area Committee of activities undertaken by WNWhL which impact on local communities, and more Corporate activities and achievements which affect the wider community.
4. This is the first of two bi-annual reports, agreed by Area Committee in 2011, to provide an update of activities and services undertaken by WNWhL.

**Recommendations**

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

## **1 Purpose of this report**

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

## **2 Background information**

- 2.1 An introductory report was submitted to the Inner North West Area Committee in September 2011 outlining areas of mutual interest and opportunities to promote collaborative working for the benefit of communities in Inner North West Leeds. The report recommended that WNWhL should provide further, more detailed, reports on a twice yearly basis; it was agreed that these reports would fall into the Autumn & Springtime cycle of meetings.
- 2.2 WNWhL delivers services to customers through a combination of centralised and decentralised structures. Generally speaking, estate and tenancy management functions are delivered locally by the Neighbourhood Housing Team based at the Neighbourhood Housing Offices at Kirkstall and Little London. Support services such as Lettings, Income Management and Repairs are delivered through a centralised structure, however enquiries for the range of services we provide can be handled at the local offices. The bulk of customer enquiries are processed through the Council Contact Centre, with whom WNWhL has a Service Delivery Agreement.
- 2.3 Plans for the Little London Neighbourhood Office to be temporarily relocated near to it's current site in April, as part of the PFI Project, have now been deferred and this temporary re-location is now anticipated to progress in the late summer months.
- 2.4 This report focuses on examples of joint working and activities which promote community involvement and well being within the Inner North West area.

## **3 Local Update**

### **3.1 Environmental Management**

#### **3.1.1 Partnership working**

The Neighbourhood Housing Team is a key partner in the monthly Multi Tasking meetings which take place with partners including; West Yorkshire Police, Community Safety Unit, Environmental Action Team, the Leeds West Anti Social Behaviour Team Area Management and Youth Services. The meeting is designed to share local information and intelligence and agree local priorities and joint actions for delivering service improvements. Local priorities primarily focus on crime and grime (environmental) issues.

Since the last Committee update partner action days have been held at Hyde Park, Burley and Woodhouse.



Typically : at Burley 3 days of action were arranged to improve environmental conditions and community safety issues such as:

- Fly tipping
- Vandalism and disrepair
- Bin areas and waste disposal
- Litter and street cleansing
- Graffiti

Neighbourhood Housing staff worked closely with the Police and through the help of the following partner agencies, the action days were a great success:

- Environmental Action Team
- West Yorkshire Probation Service
- WNWHL Caretakers
- WNWHL Caretaking Apprentice Team

### Outcomes

- Action days at Hyde Park in October have gained a noticeable improvement to litter in the area, though the gradings have remained as “good”.

- There have not been any gradings in Burley and Woodhouse since action days were conducted in January 2013. Monthly inspections indicate fly tipping has reduced in the first months of 2013.

Crime Prevention Partnership Working West Yorkshire Police have identified specific streets as being especially vulnerable to high levels of burglary.

Little London Neighbourhood staff are working with residents to encourage them to take advice and the offer of free security installations from CASAC funding. Initially the police reported they had had a lack of take up of this funding . Since our intervention in March 2013 many residents have requested crime prevention surveys and installations will commence in April 2013.

This includes replacing door locks with higher quality products, fitting spy holes and window locks, and also discuss with residents other improvements to make their homes more secure from intruders.

- Recent canvassing of residents at high rise blocks yielded information about resident concerns including planned maintenance. One outcome has been the investment plan to renew external doors at Beevers Court which was highlighted by residents.
- Locality Working has been piloted in the Outer West area and has been featured in reports to Area Committee by the Locality Manager. Building on the successes we planned to develop similar approach in the Inner North West area, focussing on the Holborn Estate where litter and fly tipping were identified as a key concern. This has now been superseded by the decision by the Locality Team, to plan enhance Locality Working type activity in several areas.

We have agreed that they will deliver Locality Work type activity in the whole of the Little London area. The Little London Neighbourhood Office will augment this work and also seek to identify areas outside the Little London area, at the Consorts scheme for example to undertake Locality type working and prolonged Action Days.

- The partnership arrangement involves the Local Neighbourhood staff identifying local issues and concerns which we have identified with residents including, ginnel cleansing, cutting-back work, road and pavement cleansing, and requesting the Locality Team respond to them. Locality Team will be managed by the Locality Team.

### 3.1.2 Neighbourhood Caretaking – Work Completed by the Apprentices

The WNWhL Neighbourhood Caretaking Teams provide a front line environmental service, patrolling estates and communal areas of multi storey accommodation daily, ensuring a high visible presence to deter illegal dumping, illegal entry, vandalism and other acts of anti social behaviour. The team assess and deal with environmental issues in communal areas, such as ginnels walkways and communal land where hotspots exist.

In recent months the Caretaking Apprentice Team have contributed very significantly to deliver operations including snow clearance. The Apprentices have been receiving good quality training and have made a great impact in cutting back verges on the Woodbridges.

### 3.1.3 Estate Inspections & Gradings.

In line with our published service standards WNWhL arranges regular Estate Inspections which take place on a monthly basis for each area; and quarterly Estate Gradings for each area. Estate Gradings are promoted on our website and WNWhL welcomes the opportunity for customers, partners and other representatives to attend the inspections and grade the areas for us.

Estate Gradings are promoted on our website and WNWhL welcomes the opportunity for customers, partners and other representatives to attend the inspections and estate grading with us. Often the issues identified may be the responsibility of other Council Departments e.g. Highways, Parks & Countryside and the Walkabouts provide an opportunity for other agencies to contribute to improving environmental conditions and quality of life for local people.

Currently all estates are graded “good” or “excellent” . In recent months a number of estates were downgraded. There is no general trend and contributory factors include late refuse collections at some sites., at the Marlboroughs for example. This issue is being addressed with the Refuse Service.

## 3.2 Area Panels

WNWhL has four Area Panels, which have the same boundaries as Leeds City Council's Inner and Outer West and Inner and Outer North West Area Committees. The Area Panels have an active role in setting and agreeing local priorities using local Community Partnership Agreements. They have a delegated budget and are able to approve bid submissions for issues such as:

- Environmental schemes
- Community safety schemes
- Tenant involvement schemes

This year funding included funding provision for the following projects which have been delivered :

- Marlboroughs ( match funded) extensive perimeter fencing and environmental works
- St Matthias Court Fencing
- Lovell Park Court Bollard provision
- Tinshil Avenue fencing
- Hawkswood Cooking With Confidence

### 3.3 Community Engagement Neighbourhood Action Plans

Aspects identified in the Neighbourhood Action Plans have been addressed. Renewals and upgrading of Flat roofs at Woodbridges have been completed. A disabled ramp has been installed at Queenswood Heights. A new automatic door has been installed at the Kirkstall Neighbourhood Housing Office which enables residents with normal sized scooters to access the building.

#### Update on SHEF – Excellence Award

WNWhL undertook an external peer challenge assessment with the aim to achieve the "Excellence" level of the SHEF between 2 and 4 October 2012.

The Assessment was led by the Local Government Association who recognised SHEF as Excellent.

The basis for the peer challenge was a Framework where WNWhL equality and diversity performance was benchmarked against the following five areas:

- Knowing your customers
- Leadership, partnership and organisational commitment
- Customer engagement
- Responsive services, access and customer care
- A skilled and committed workforce

Considerable evidence was provided prior to the Assessment including a Self-Assessment, Narrative and Case Studies of examples of work with positive outcomes for tenants.

A few highlights from the feedback are below.

**Strengths:**

- Profile data is used effectively to target resources
- Staff and members have embraced profiling and use it day to day. There are tangible outcomes for tenants as a result.
- Residents have a powerful voice in WNWhL and this is well supported by the board, management and a range of others structures.
- WNWhL is committed to listening, learning and acting upon customer feedback.
- WNWhL empowers customers to engage in improving services by providing tailored training and development opportunities to enable them to have their voice heard.
- WNWhL uses innovative means to resolve disputes and respond to hate crime and anti-social behaviour. This helps create more peaceful and pleasant neighbourhoods.
- WNWhL has a passionate and committed workforce who are very customer focussed. A proactive approach from staff shows care and consideration.
- WNWhL is a listening and learning organisation looking to continuously improve.

## **4.0 Corporate Considerations**

### **4.1 Consultation and Engagement**

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

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

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

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

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

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

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

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

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

#### 4.6 Risk Management

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

#### 5.0 **Conclusions**

It is concluded that there are clear benefits and opportunities for WNWhL working closely with the Area Committee as outlined in this report. This approach provides the opportunity to develop services and deliver joined up solutions to support local communities.

#### 6.0 **Recommendations**

Members are invited to note this report, and it is recommended that WNWhL provide a further six monthly update to Area Committee in the Autumn.

#### 7.0 **Background documents**

## **APPENDIX 1**

The table below gives the Estate/Area, the current grading in March 2013 and the date of the next estate grading for your information.

### **Kirkstall**

	Area	Current Grading	NMO	Next Grading Date	Meeting Point
Miscellaneous Headingley	St Matthias	Good	Sarah Boswell	8 <sup>th</sup> May, 2013	Front of St Mathias Court
Miscellaneous Headingley		Good	Sarah Boswell	15 <sup>th</sup> May, 2013	Lay-by Green Road
Argie Ave, Eden Mount, Kirkstall Hill		Excellent	Kirsty Livesey	TBA	1 <sup>st</sup> Maisonette Argie Avenue
Grayson Crest		Excellent	Kirsty Livesey	28 <sup>th</sup> March, 2013	Front Entrance
Clayton Court		Good	Kirsty Livesey		Front entrance
Queenswood Drive and Woodbridge Estate		Good	Kirsty Livesey	26 <sup>th</sup> March, 2013	Queenswood Drive shops
Queenswood Court		Not currently graded	Kirsty Livesey	26 <sup>th</sup> March, 2013	Front entrance
Queenswood Heights		Excellent	Kirsty Livesey	26 <sup>th</sup> March, 2013	Front Entrance
Queenswood Gdns, Green, Mount, Rise, Foxcrofts		Good	Kirsty Livesey	27 <sup>th</sup> March, 2013	Meet Queenswood Court
Ghll Road, Queenswood Close		Good	Kirsty Livesey	TBA	Meet post box end Woodbridge Crescent
Hawksworth	Cragside area	Excellent	Helen Horton	TBA	Hawksworth Community Centre
Hawksworth	Hawkswood area	Excellent	Helen Horton	TBA	Hawksworth Community Centre
Hawksworth	Lea Farm Area	Excellent	Helen Horton	TBA	Hawksworth

Norman, Vespers area		Excellent	Helen Horton	TBA	Community Centre Kirkstall Housing Office
Kirkstall	Silk Mill area	Excellent	Penny Davinghoff	3 <sup>rd</sup> April, 2013	St Vincent's Charity shop 10 AM
	Tinshill Area	Excellent	Penny Davinghoff	10 <sup>th</sup> April, 2013	10 AM outside 2-10 Tinshill Avenue
	Bedford, Woodnook area	Excellent	Penny Davinghoff	4 <sup>th</sup> April, 2012	St Vincent's Charity Shop 10 AM
Beevers Court, Ivesons		Good	Covered by the team generally – High Rise redeployment for Jordan Reid	TBA	
Parkstone area		Excellent	Covered by the team generally – High Rise redeployment for Jordan Reid	TBA	
Raynel Area		Excellent	Covered by the team generally – High Rise redeployment for Jordan Reid	TBA	
Gilberts area		Good	Covered by the team generally – High Rise redeployment for Jordan Reid		
Old Farm Approach Area		Good	Currently managed by the team generally	TBA	
Norman Towers , Old		Good	Currently managed by	TBA	

Oak area			the team generally – Norman Towers managed by the High Rise Team		
Latchmere area		Excellent	Currently managed by the team generally	TBA	
Fillingfir area		Good	Currently managed by the team generally	TBA	

### **Little London**

Estate	Area	Current Grading	NMO	Next Grading Date	Meeting Point
Hyde Park	Hyde Park Close, St John's Close, Rillbank Lane, Rosebank Gardens, Woodsley Road, aaa, Greenfield Crescent	Good	Michael Villia	8 <sup>th</sup> May, 2013	10.00 AM St John's Close car park
	Willow Approach, Willow Avenue, Willow Garth	Good	Michael Villia	15 <sup>th</sup> May, 2013	10.00 AM Corner Belle vue Road
Miscellaneous	Consort Terrace, Consort Walk, Consort View, Belle Vue Road, Hanover Square, Kendall Carr, Kendal Close, Kendal Lane, Kendal Grove, St John's Road, Victoria Terrace	Good	Michael Villia	22 <sup>nd</sup> May, 2013	10.00 AM Corner Belle Vue Road
Miscellaneous	Alexandra Grove & Road, Kelsalls, Autnumns, Harolds,	Good	Michael Villia	29 <sup>th</sup> May, 2013	10.00AM
Blenheims		Good	Martyn Roberts	TBA	10.00AM One Stop Shop
Woodhouse Area		Good	Martyn Roberts	TBA	10.00AM Meeting at Chemic Inn



Holborn Estate and Towers		Good	Martyn Roberts	TBA	10.00AM Holborn Green
Lovell Park Estate		Excellent	Lynette Aaron	TBA	10.00AM Hobby Horse pub car park
Carlton Estate		Good	Lynette Aaron	TBA	10.00AM Carlton Croft Car Park
Carlton Multi Storey Flats ( 3 blocks)		Good	Lynette Aaron	TBA	10.00AM Carlton Croft Car Park
Marlborough Estate and Towers		Good	Martyn Roberts	TBA	10.00AM Community Centre
Little London	Oatland High Rise ( 3 blocks) and Lovell Park Court	Good	Carl Fletcher	15 <sup>th</sup> May, 2013	Little London Housing Office
Little London	Oatland Estate	Good	Carl Fletcher	15 <sup>th</sup> May, 2013	Little London Housing Office
Little London	Servias	Good	Carl Fletcher	22 <sup>nd</sup> May, 2013	Little London Housing Office
Little London	Eltham estate and Eltham Court	Excellent	Carl Fletcher	23 <sup>rd</sup> May, 2013	Eltham Park Court

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**Report of the Assistant Chief Executive (Customer Access & Performance)**

**Report to North West (Inner) Area Committee**

**Date: 11<sup>th</sup> April 2013**

**Subject: Wellbeing Fund 2012-13 Update Report**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Headingley; Hyde Park & Woodhouse; Kirkstall; Weetwood.	<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 provides the North West (Inner) Area Committee with an update on the budget position for the Wellbeing Fund for 2012/13, and notes those projects agreed for support from the Wellbeing Fund for 2013/14.
2. It also highlights the current position of the Small Grants and skips pots and those Small Grants and skips that have been approved since the last meeting.

**Recommendations**

- The North West (Inner) Area Committee is asked to:
- Note the current budget position for the Wellbeing Fund for 2012/13 (Appendix 1).
- Note those projects agreed for support from the Wellbeing Fund for 2013/14 (Appendix 2).
- Note the current position of the Small Grants and skips pots and those Small Grants and skips that have been approved since the last meeting.
- Approve the rolling forward of the remaining Small Grants and Skips budgets for 2012/13 into the Small Grants and Skips budgets for 2013/14.

## **1 Purpose of this report**

- 1.1 This report provides members with an update on the budget position for the Wellbeing Fund for 2012/13 and notes those projects agreed for support from the Wellbeing Fund for 2013/14. It also highlights the current position of the Small Grants and skips pots and those Small Grants and skips that have been approved since the last meeting.

## **2 Background information**

- 2.1 Area Committees have a delegated responsibility for the allocation of Area Wellbeing Funding. The amount of Wellbeing funding provided to each committee is calculated using a formula agreed by Council taking into consideration both population and deprivation of an area.
- 2.2 The North West (Inner) Area Committee seeks to ensure that Wellbeing funding is allocated in a fair and transparent way and that recipients are able to commence delivery of their projects as early as possible in the financial year. To facilitate this process, a commissioning round is held which requires organisations to submit proposals for projects. Once the annual Wellbeing budgets are set by Executive Board and ratified by Full Council, the Area Committee meets to agree which projects will be supported in the year ahead. These projects are then monitored and assessed by the Area Committee throughout the year to ensure they are fully meeting their objectives.
- 2.3 In 2012/13, the North West (Inner) Area Committee received a sum of £215,580 of Wellbeing revenue. After deducting any existing commitments and taking account of the 2011/12 carry forward position, the Area Committee had £211,722 of funding available for allocation. All of this funding was committed to 27 projects, as listed in **Appendix 1** (paragraph 1.2).
- 2.4 No additional Capital Wellbeing was allocated to the Area Committee in 2012/13.

## **3 Main issues**

### **3.1 Wellbeing Budget Statement 2012 -13**

- 3.2 The latest Wellbeing Budget Statement for 2012-13 is included as **Appendix 1** to this report. This sets out the current budget position for Wellbeing projects showing the amount approved by the Area Committee and the value of funds spent to date. The Wellbeing Budget statement also outlines the current budget position of those projects funded in previous years which still have funding left to spend.

### **3.3 Wellbeing Budget – Large Projects**

- 3.4 The North West (Inner) Area Committee agreed the allocation of its Wellbeing Budget for 2013/14 at a special meeting held on 7<sup>th</sup> March 2013. The Committee agreed to support 26 projects totalling £217,988. A full list of these projects is included at **Appendix 2**.

### **3.5 Wellbeing Budget – Small Grants & Skips**

3.6 **Table 1.** below outlines those Small Grant applications that have been approved since the last Area Committee meeting. **Table 2.** outlines those skips that have been approved since the last meeting. Taking these into account, there is **£314** still available for allocation for Small Grants and **£419** still available for Skip Hire in the 2012/13 budget. The Area Committee are asked to note the current position of the budget and those grants and skips that have recently been approved. Given that we are now in a new financial year, it is recommended that the remaining balances be rolled forward into the Small Grants and Skips budgets for 2013/14.

**Table 1: Small Grant Approvals (1/2/13 – 31/3/13)**

Project Name	Organisation /Department	Amount Requested	Amount Approved
Bringing people together	Bhojan Sangam Group	<b>£740</b>	<b>£500</b>
Irish Arts	Irish Arts	<b>£3,500</b>	<b>£500</b>

**Table 2: Skip Approvals (1/2/13 – 31/3/13)**

Location	Ward	Amount Approved
Raynal Drive (Community Cohesion Day)	Weetwood	<b>£124</b>
Hollin Lane	Weetwood	<b>£139</b>

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

4.1.1 The Area Committee has previously been consulted on the projects detailed within the report. Local priorities are set through the Area Business Plan process and the commissioning round began with a communication to all Area Committee contacts.

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

4.2.1 All Wellbeing funded projects are assessed in relation to Equality, Diversity, Cohesion and Integration. In addition, the Area Committee Wellbeing process is currently being reviewed citywide, which will include undertaking a new Equality Impact Assessment to ensure the Wellbeing process continues to comply with all relevant policies and legislation.

### **4.3 Council policies and City Priorities**

4.3.1 Projects submitted to the Area Committee for Wellbeing funding are assessed to ensure that they are in line with Council and City priorities as set out in the following documents:

- Vision for Leeds
- Leeds Strategic Plan
- Health and Wellbeing City Priorities Plan

- Children and Young People's Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

#### **4.4 Resources and value for money**

4.4.1 Aligning the distribution of Area Committee Wellbeing funding to local priorities will help to ensure that the maximum benefit can be provided.

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

#### **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 Risk implications and mitigation are considered on all well-being applications. Projects are assessed to ensure that applicants are able to deliver the intended benefits.

### **5 Conclusions**

5.1 The North West (Inner) Area Committee Wellbeing Fund provides an important opportunity to support local organisations and drive forward improvements to services. This report provides members with an update on the Wellbeing programme for 2012-13.

### **6 Recommendations**

6.1 The North West (Inner) Area Committee is asked to:

- Note the current budget position for the Wellbeing Fund for 2012/13 (Appendix 1).
- Note those projects agreed for support from the Wellbeing Fund for 2013/14 (Appendix 2).
- Note the current position of the Small Grants and Skips pots and those Small Grants and skips that have been approved since the last meeting.
- Approve the rolling forward of the remaining Small Grants and Skips budgets for 2012/13 into the Small Grants and Skips budgets for 2013/14.

### **7 Background documents<sup>1</sup>**

- None

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<sup>1</sup> The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

1.0 Revenue

1.1 Revenue Budget Calculation

The table below describes the revenue budget calculation for the 2012-13 financial year. It shows the amount allocated to the Inner North West Area Committee, details of any carry forward from 2012-13 and any existing commitments.

2012/13 INW Revenue Budget	
2012/13 INW Revenue Allocation	£215,580.00
2011/12 Carry Forward	£18,476.00
Refund from project underspend (INW0717)	£408.72
<b>Total</b>	<b>£234,464.72</b>
Schemes Approved from 2011-12 budget to be spent in 2012-13	21,638.00
2012/13 Commitments	£ 212,640.00
<b>Remaining to Allocate</b>	<b>£186.72</b>

1.2 Revenue Project Statement

The table below provides a current revenue project statement; most grants are paid retrospectively, so grants shown as unpaid at this point in the year do not necessarily reflect any potential underspend.

Project Name	Lead Organisation	Wards Benefiting	Amount Earmarked	Amount Paid
Small Grants	Area Support Team (AST)	All	£ 9,414.00	£8,100
Skips	AST	All	£ 3,000.00	£1,742
Community Planner	City Development - LCC	All	£ 40,000.00	£40,000
Environmental Servicers Co-ordinator	WNW Locality Team	All	£ 36,591.00	£18,296
Additional resources for Student changeover	WNW Locality Team	All	£ 10,000.00	£10,000
Leave Leeds Tidy	Leeds University Union	All	£ 10,000.00	£10,000
Re-float Doorstep Glass Recycling Project	Leeds Met Students Union (CALM Volunteering)	H, HP&W	£ 2,280.00	£2,280
Off road bikes	WYP	All	£ 1,500.00	£1,500
Community Payback - DECOMMISSIONED	WYP	All	£ -	£0
Kirkstall Festival	Kirkstall Festival Steering group	K	£ 5,000.00	£5,000
Hyde Park Unity Day	Hyde Park Unity Day	HP&W	£ 5,000.00	£5,000
Weetwood Festive lights	AST	W	£ 2,480.00	£2,450
Woodsley Road Girls Group	Youth Service	HP&W	£ 2,560.00	£2,560
Additional Enforcement Staff for Woodhouse Moor	Parks & Countryside	HP&W	£ 11,647.00	£11,647
Friday Night Project (FNP) at Holt Park Leisure Centre	Friday Night Project Steering Grp	W	£ 5,000.00	£5,000
Open XS Work Well Drop in Sessions	Open XS Employment Education & Training Action Grp	HP&W	£ 4,000.00	£2,000
Leeds Gold Get Sporty	Sport Development, LCC	HP&W	£ 2,690.00	£2,690
Woodsley Employability Project	Woodsley Road Multicultural Community Centre	H, HP&W, K	£ 4,764.00	£4,764
You Garden, We Garden Project	HOPS	K	£ 8,740.00	£8,582
NEET New Start	The City of Leeds YMCA	K	£ 10,000.00	£4,145
Aireborough Summer Activities Scheme	Aireborough Summer Activities Scheme	K,W	£ 3,462.00	£3,463
Caring together.... Moving forward	Caring together	HP&W	£ 10,000.00	£8,178
Community Arts Classes	Little London Association	HP&W	£ 2,820.00	£2,820
Rosebank Green Summer Project	Rosebank Millennium Green Trust	H	£ 5,694.00	£5,694
Summer Music Camp	Artforms, Children's Services	All	£ 3,260.00	£3,260
Healthy Living for Older People	Older People's Action in the Locality (OPAL)	W	£ 2,820.00	£2,820
Left Bank Leeds	Word of Life	All	£ 5,500.00	£5,472
Headingley, Hyde Park & Little London Festive Lights	AST	H, HP & W	£ 4,418.00	£4,424

Total	£ 212,640.00	£181,886
Budget for Year	£ 212,826.72	
Available to Allocate	£ 186.72	

### 1.3 Kirkstall Revenue Pot

The table below provides a Kirkstall revenue pot statement as of 20th March 2013 £10,000 for the Kirkstall revenue pot allocated in 2010/11.

Kirkstall Revenue Projects	Lead Organisation	Earmarked	Paid
Hawksworth Cookery Class	HOPS	£ 2,000.00	£ 2,000.00
Kirkstall Footbridge desk top survey	LCC Highways	£ 400.00	£ 400.00
Church Lane Allotments	LCC Parks & Countryside	£ 4,740.75	£ 4,740.75
<b>Total</b>		<b>£7,140.75</b>	<b>£ 7,140.75</b>
<b>Remaining to Allocate</b>		<b>£2,859.25</b>	

### 1.4 Revenue Projects Live from Previous Years

The table below provides a revenue project statement of grants funded in previous years that are still live.

Project Name	Lead Organisation	Wards Benefiting	Amount Earmarked	Amount Paid
Hyde Park Neighbourhood Board	WNW Area Support Team	HP & W	£ 13,568.00	£ 568.00

## 2 Capital

There is no capital funding remaining and no additional capital funding has been allocated to Area Committees for 2012-13. Table 2.1 shows the capital allocations that are still live from previous years.

### 2.1 Capital Projects Live from Previous Years

Project Name	Lead Organisation	Wards Benefiting	Amount Earmarked	Amount Paid
Headingley Bin Yards	AST	H	£ 17,528.00	£ 17,460.00
Sparrow Park	Sparrow Park Action Group	H	£ 10,814.00	-
Left Bank Leeds	Left Bank Leeds	All	£ 9,389.00	£ 5,557.00
HOPS Church Hall Refurbishment	HOPS	K	£ 10,000.00	£ 6,384.40

## 3 Small Grants

At its March 2012 meeting, the Area Committee agreed to create a £9,914 fund for small grants. This amount was amended at the June 12 Area Committee to £8,914 and £1k was transferred to the skips budget. A further £500 was transferred in to the skips budget when INW1209 - Community Payback project was decommissioned, giving a budget of £9,414. The table below details the small grant applications and shows the balance available to spend.

Project Name	Lead Organisation	Wards Benefiting	Amount Earmarked	Amount Paid
International womens day	Vandam	All	£ 750.00	£ 578.32
International womens day Underspend			-£ 171.68	
Headingley Music Festival	Headingley Music Festival	H, HP&W W	£ 500.00	£ 500.00
Leeds Gathering 2012	Irish Arts Foundation	H, HP&W	£ 500.00	£ 500.00
Firefly Systems	WYF&R	All	£ 500.00	£ 500.00
Hooters Newsletter	OWLS	K & H	£ 500.00	£ 500.00
Al-Haqq Community Newsletter	Al-Haqq Supplementary school	HP&W	£ 400.00	£ 400.00
Diamond Jubilee Event	Al Haqq Education Trust	H, HP&W W	£ 500.00	£ 500.00
Hawksworth Wood Children's Outing	Hawksworth Wood Community Association	K	£ 472.00	£ 472.00
Table Tennis Club	Young Mind	HP&W	£ 350.00	£ 350.00
Headingley Litfest 2013	Headingley Litfest	ALL	£ 300.00	£ 300.00
Big Green Weekend	Friends of Hollybush	ALL	£ 250.00	£ 250.00
Lantern Festival	Extended Services	HP&W	£ 350.00	£ 350.00
A Tiger's Mind	Pavilion	HP&W	£ 400.00	£ 400.00
Dagmar Wood Regeneration	NHPRA	HP&W	£ 500.00	£ 500.00
Learning the Business	Community Action Little London & Servias (CALLS)	HP&W	£ 500.00	£ 500.00
Awareness Raising on HIV/AIDS in Little London	Women Dignity All Together - Leeds	HP&W	£ 500.00	£ 500.00
(OPAL) Members Christmas Banquet	ESNW Cluster	Weet	£ 500.00	£ 500.00
Music and Electronics Workshop	The Leeds Music Hub	H & HP	£ 500.00	£ 500.00
Bringing people together	Bhojan Sangam Group	ALL	£ 500.00	-
Irish Arts	Irish Arts	H & HP	£ 500.00	-

<b>Total</b>	£	<b>9,100.32</b>	£	<b>8,100.32</b>
<b>Budget</b>	£	<b>9,414.00</b>		
<b>Available to Allocate</b>	£	<b>313.68</b>		



4 Skips

At its March 2012 meeting, the Area Committee agreed to create a £2,000 fund for skips. This amount was amended at the June 12 Area Committee to £3,000 as £1k was transferred from the small grants budget. The table below details the skips and shows the balance available to spend

Skips	Ward Benefited	Amount Committed	Paid
Hollin Lane	Weetwood	£ 117.00	£ 117.00
Hawksworth Clean Up Day	Kirkstall	£ 450.00	£ -
Hawksworth Clean Up Day Permit	Kirkstall	£ 126.00	£ -
Kirkstall Festival	Kirkstall	£ 972.00	£ 972.00
Leeds Youth Cell	Kirkstall	£ 229.50	£ 271.50
Leeds Youth Cell Permit	Kirkstall	£ 42.00	£ -
Raynal Drive	Weetwood	£ 117.00	£ 117.00
Hyde Park Unity Day	Hyde Park & Woodhouse	£ 264.00	£ 264.00
Burley Lodge Allotments	Kirkstall	£ 132.00	£ 132.00
Burley Lodge Allotments	MICE Refund	-£ 132.00	-£ 132.00
Raynal Drive (Community Cohesion Day)		£ 124.00	£ -
Hollin Lane		£ 139.00	£ -

**Total** £ 2,580.50 £ 1,741.50  
**Budget** £ 3,000.00  
**Available to Allocate** £ 419.50

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### Wellbeing Fund Projects Approved for 2013/14

	Project	Project Applicant	Amount
1	Small Grants	WNW Area Support Team	£12,011
2	Skips	WNW Area Support Team	£3,000
3	Consultation and Engagement	WNW Area Support Team	£1,500
4	Festive Lights	Area Support Team	£12,325
5	Kirkstall Festival	Kirkstall Festival Steering Group	£5,000
6	Hyde Park Unity Day	Hyde Park Unity Day Steering Group	£5,000
7	Community Planner	City Development	£40,000
8	Environmental Services Co-ordinator	WNW Locality Team	£18,295
9	Additional Resources for Student Changeover	WNW Locality Team	£10,000
10	Additional Enforcement Staff for Woodhouse Moor	Parks and Countryside	£11,762
11	Leave Leeds Tidy	Leeds University union	£10,000
12	EnviroMET	Leeds Met Students Union	£5,000
13	Community Development Worker	WNW Area Support Team	£15,873
14	Aireborough Summer Activities Scheme	Aireborough Summer Activities Scheme	£1,781
15	Volunteering Options	Community Action Little London & Servias (CALLS).	£4,353
16	Temp dedicated - Out of hours noise service	Community Safety OOH Noise Service	£15,025
17	Far Headingley, Weetwood and West Park Neighbourhood Design Statement (SPD)	Far Headingley Village Society	£1,098
18	Headingley Litfest 2014	Headingley LitFest, sub-group of Headingley Network	£3,000
19	Diwali festival	Hindu Temple	£2,000
20	Reach Out and Touch	HOPS	£9,000
21	Community Engagement	Older People's Action in the Locality (OPAL)	£8,985
22	Expanded door-to-door supermarket shopping service	Older Wiser Local Seniors (OWLS)	£2,500
23	Children's Champion	St Mary's Church, Hawksworth Wood	£5,000
24	Healthy Living Outdoors Action Days	Voice of Quarry Mount	£2,500
25	Woodsley Employability Project	Woodsley Road Multicultural Community Centre	£7,550
26	Fit Kids	Young Minds	£5,430
<b>Total Value of Applications Approved</b>			<b>£217,988</b>

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Report author: Gerard Watson  
Tel: 0113 39 52194

**Report of the Chief Officer (Democratic and Central Services)**

**Report to North West (Inner) Area Committee**

**Date: 11<sup>th</sup> April 2013**

**Subject: Dates, Times and Venues of Area Committee Meetings 2013/14**

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Headingley, Hyde Park & Woodhouse, Kirkstall and Weetwood		
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. In line with previous practice, Area Committees have agreed their meeting schedule for the forthcoming municipal year at the last ordinary meeting of the current municipal year, in order to enable the agreed schedule to appear within the Council's diary.
2. The purpose of the report is to request Members to give consideration to agreeing the dates and times of their Area Committee meetings for the 2013/2014 municipal year which commences in May 2013, whilst also considering whether any revisions to the current meeting venue arrangements should be explored.

**Recommendations**

3. Members are requested to consider the options detailed within the report and to agree the Committee's meeting dates and times for the 2013/14 municipal year, in order that they may be included within the Council's official diary for the same period.
4. Once the date of the Annual Council Meeting for 2014 has been finalised, Members are requested to agree to the Chair, in consultation with Area Management Officers, approving the arrangements for the seventh Area Committee meeting (the main purpose for which is to elect a Chair for the forthcoming municipal year), with all Committee Members and relevant parties being informed of the arrangements for the meeting at the earliest opportunity.

5. Members are requested to give consideration as to whether they wish to continue with the Committee's current meeting venue arrangements or whether they would like to request any amendments to such arrangements.

## **1 Purpose of this report**

- 1.1 The purpose of this report is to seek the Area Committee's formal approval of a meeting schedule for the 2013/2014 municipal year.
- 1.2 In addition, Members are requested to give consideration as to whether they wish to continue with the Committee's current meeting venue arrangements or whether they would like to request any amendments to such arrangements.

## **2 Background information**

- 2.1 The Area Committee Procedure Rules stipulate that there shall be at least six ordinary meetings of each Area Committee in each municipal year.
- 2.2 The Procedure Rules also state that each Committee will agree its schedule of meetings for the forthcoming year, either at the last meeting in the current municipal year or at its first meeting in the new municipal year. However, in order to appear in the Council's official Diary and Yearbook for 2013/14, the dates and times of the Area Committee meetings need to be approved at the earliest opportunity.

## **3 Main issues**

### **3.1 Meeting Schedule**

- 3.1.1 The following provisional dates have been agreed in consultation with the Area Leader and their team. They follow the same pattern as last year, i.e. Thursday in June, September, November, December, February and March :-

**27<sup>th</sup> June 2013, 19<sup>th</sup> September 2013, 24<sup>th</sup> October, 12<sup>th</sup> December 2013, 13<sup>th</sup> February 2014 and 27<sup>th</sup> March 2014.**

- 3.1.2 A similar pattern of meetings is being suggested in respect of the other 9 Area Committees, so that for co-ordination purposes, all Area Committees are meeting in the same basic cycle and months. Whilst Members have discretion as to which actual dates they wish to meet, any proposed substantial change to the cycle may cause disruption in terms of co-ordination between the Area Committees.

### **3.2 Meeting Days and Times**

- 3.2.1 Currently the Committee meets on a Thursday at 7.00pm and the above suggested dates largely reflect this pattern.
- 3.2.2 Meeting on set days and times has the advantage of certainty and regularity, which assists people to plan their schedules. The downside might be that it could serve to exclude certain people i.e. members of the public, for instance, who have other regular commitments on that particular day or who might prefer either a morning or afternoon meeting or a meeting immediately after normal work hours.

- 3.2.3 For these reasons, some Area Committees have chosen to vary their meeting days and times, alternating between different weekdays and holding daytime and evening meetings alternately. Others, however, have chosen a regular pattern similar to this Committee's existing arrangements.
- 3.2.4 Together with the 6 ordinary meetings proposed for the Area Committee, in line with the Constitution, paragraph 3.1.1 (above) should also propose a seventh meeting, the main purpose for which is to elect a Chair for the forthcoming municipal year. This meeting is required to take place in the run up to the Annual Council Meeting (specifically, this meeting is required to take place by no later than the last working day before the Annual Council Meeting).
- 3.2.5 Currently, there is some uncertainty around the date on which the 2014 Annual Council Meeting will take place, which is due to the fact that the date for the Local Elections is yet to be confirmed, as it may potentially be linked to the date of the European Elections. With this in mind, it is proposed that the scheduling of the seventh Area Committee meeting in May/June 2014 be revisited, once the date of the Annual Council Meeting has been finalised.

### 3.3 **Meeting Venues**

- 3.3.1 Currently the Committee alternates venues between the four Wards and the Civic Hall.
- 3.3.2 If the Committee were minded to request officers to explore possible alternative venues not currently utilised, then the considerations Members and officers would need to take into account are matters such as cost, accessibility – particularly for people with disabilities – and the facilities available at the venue, e.g. IT facilities for presentations etc.
- 3.3.3 In some instances, Committees utilise the Civic Hall as a meeting venue. The meeting facilities in the Civic Hall may be better in some instances, and the venue is possibly more convenient, given that Leeds is the hub of the public transport system. However, when considering the scheduling of meeting venues between the locality and the city centre, Members may wish to balance the benefits of the Civic Hall with the benefits of meeting within the Area's locality.

## 4 **Corporate Considerations**

### 4.1 **Consultation and Engagement**

- 4.1.1 In compiling the proposed schedule of meeting dates and times, the current Area Committee Chair, the Area Leader and colleagues within Area Management have been consulted.
- 4.1.2 The submission of this report to the Area Committee forms part of the consultation process as it seeks the views of Elected Members with respect to the Area Committee meeting schedule and venue arrangements.



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

- 4.2.1 There are no specific implications relating to equality and diversity or cohesion and integration arising from this report, however, in considering the matters detailed, Members may wish to give consideration to ensuring that the Area Committee meeting arrangements are accessible to all groups within the community.

## **4.3 Council policies and City Priorities**

- 4.3.1 An Area Committee meeting schedule which facilitates a widely accessible but robust decision making forum is in line with the Council's Policies and City Priorities.

## **4.4 Resources and value for money**

- 4.4.1 There are no resource implications directly arising from the submission of this report to the Area Committee.

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

- 4.5.1 In line with Executive and Decision Making Procedure Rule 5.2, the power to Call In decisions does not extend to decisions taken by Area Committees.

## **4.6 Risk Management**

- 4.6.2 There are no risks directly arising from the submission of this report to the Area Committee, however, not determining an agreed meeting schedule at this meeting may result in the dates not featuring within the 2013/14 Council diary.

## **5 Conclusions**

- 5.1 The Area Committee Procedure Rules stipulate that each Committee will agree its schedule of meetings for the forthcoming year, either at the last meeting in the current municipal year or at its first meeting in the new municipal year. In order to enable the Committee's meeting schedule to feature within the Council's diary for 2013/14, Members are requested to agree the arrangements for the same period at today's meeting.

## **6 Recommendations**

- 6.1 Members are requested to consider the options detailed within the report and to agree the Committee's meeting dates and times for the 2013/14 municipal year, in order that they may be included within the Council's official diary for the same period.
- 6.2 Once the date of the Annual Council Meeting for 2014 has been finalised, Members are requested to agree to the Chair, in consultation with Area

Management Officers, approving the arrangements for the seventh Area Committee meeting (the main purpose for which is to elect a Chair for the forthcoming municipal year), with all Committee Members and relevant parties being informed of the arrangements for the meeting at the earliest opportunity.

- 6.3 Members are requested to give consideration as to whether they wish to continue with the Committee's current meeting venue arrangements or whether they wish to request any amendments to such arrangements.

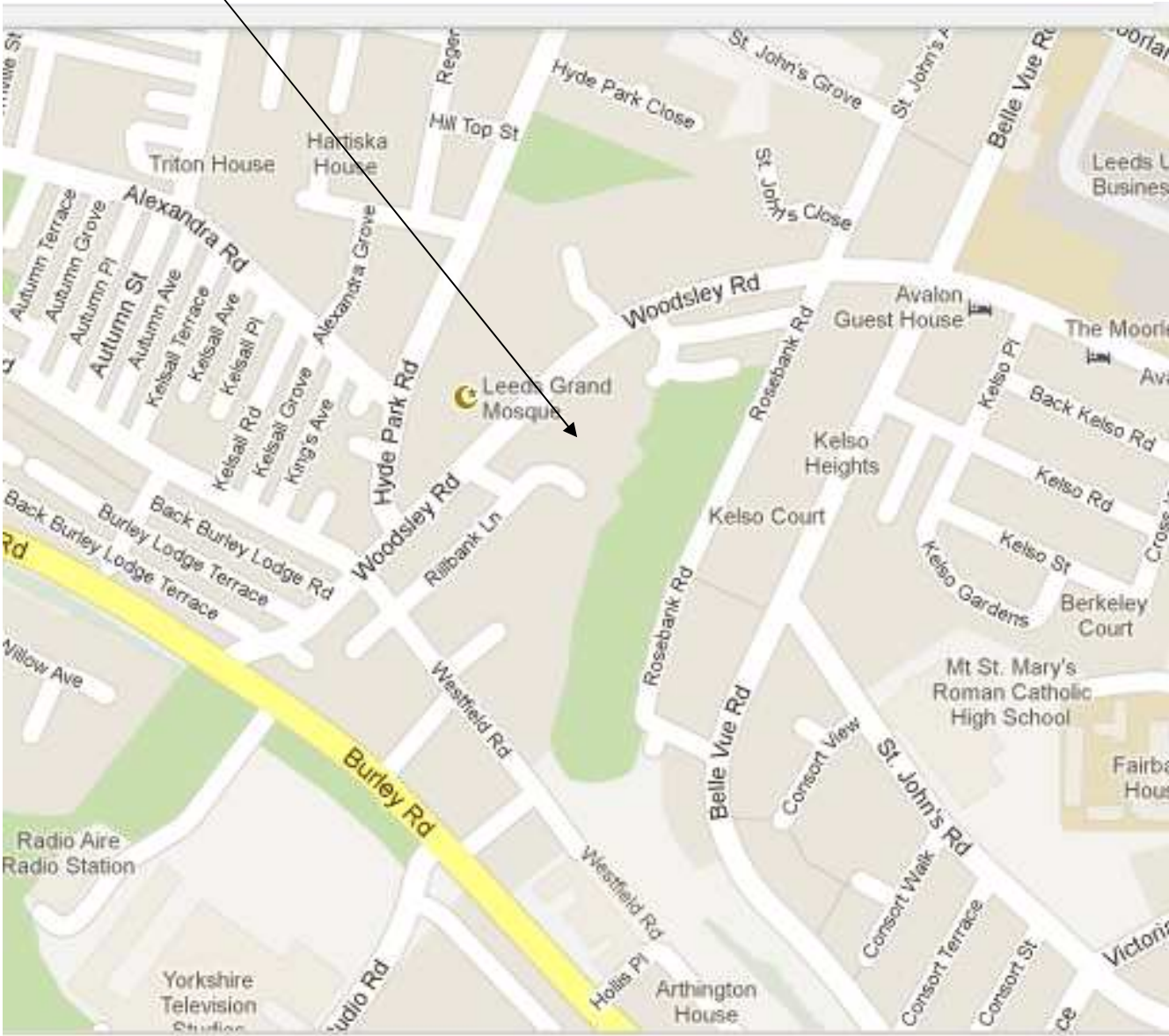
## **7 Background documents<sup>1</sup>**

- 7.1 None.

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<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

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64 Woodsley Road  
Leeds  
LS3 1DU



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