



WEST (INNER) AREA COMMITTEE

**Meeting to be held in Committee Room 1 Civic Hall, Leeds on
Wednesday, 4th September, 2013 at 4.00 pm**

MEMBERSHIP

Councillors

J Harper	- Armley;
A Lowe	- Armley;
J McKenna	- Armley;
C Gruen	- Bramley and Stanningley;
T Hanley	- Bramley and Stanningley;
N Taggart	- Bramley and Stanningley;

Co-opted Members

Hazel Boutle	- Armley Community Forum
Eric Bowes	- Armley Community Forum
Kevin Ritchie	- Bramley and Stannigley Community Forum
Karen Smales	- Bramley and Stanningley Community Forum

**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>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting.)</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information within the meaning of Section 100I of the Local Government Act 1972, 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 the recommendation is accepted, to formally pass the following resolution:-</p> <p>RESOLVED – That, in accordance with Regulation 4 of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 or Section 100A(4) of the Local Government Act 1972 as appropriate, the public be excluded from the meeting during consideration of those parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-‘</p>	

Item No	Ward	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p>DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS</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>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
6			<p>MINUTES - 26TH JUNE 2013</p> <p>To confirm as a correct record the minutes of the meeting held on 26th June 2013.</p>	1 - 8
7			<p>MATTERS ARISING FROM THE MINUTES</p> <p>To consider any matters arising from the minutes.</p>	
8			<p>MINUTES - AREA CHAIRS FORUM</p> <p>To receive the minutes of the Area Chairs Forum meeting held on 3rd May 2013.</p> <p>(copy attached)</p>	9 - 18
9			<p>MINUTES - INNER WEST AREA PANEL</p> <p>To receive the minutes of the Inner West Area Panel meeting held on 10th June 2013.</p> <p>(Copy attached)</p>	19 - 24

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10			<p>COMMUNITY FORUM MINUTES</p> <p>To receive the minutes of the Armley Community and PACT meeting held on 16th July 2013 and the Bramley and Stanningley Community Forum and PACT meetings held on 13th June and 8th August 2013.</p> <p>(Copies attached)</p>	25 - 36
11			<p>CHILDREN'S SERVICES AREA COMMITTEE UPDATE REPORT</p> <p>To receive a report of the Director of Children's Services to inform members about 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 directorate and of the Leeds Children's Trust, including local children's cluster arrangements.</p> <p>(copy attached)</p>	37 - 52
12			<p>2011 CENSUS RESULTS</p> <p>To receive a report of the Chief Officer, Strategy and Improvement to provide the West Inner Area Committee with a summary of the results from the 2011 Census and highlight some of the issues emerging from the 2011 Census.</p> <p>(copy attached)</p>	53 - 60
13			<p>WELFARE REFORM UPDATE</p> <p>To receive the report of the Chief Officer, Welfare and Benefits which provides an update of the impact of the welfare reforms at both a city-wide and ward level basis and also provides information on arrangements that have been put in place to support tenants.</p> <p>(copy attached)</p>	61 - 106

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14			<p>AREA BUSINESS PLAN UPDATE REPORT</p> <p>To receive a report of the Assistant Chief Executive (Citizens and Communities) highlighting new initiatives and partnership working that contributes to the Inner West Business Plan.</p> <p>(copy attached)</p>	107 - 118
15			<p>WELLBEING FUND UPDATE REPORT</p> <p>To receive a report of the Assistant Chief Executive (Citizens and Communities) to update the Area Committee on the current position of the Inner West Wellbeing revenue budget, and presents three new applications consideration.</p> <p>(copy attached)</p>	119 - 134
16			<p>INNER WEST NEIGHBOURHOODS IMPROVEMENT PROGRAMME</p> <p>To receive a report of the Deputy Chief Executive to provide Elected Members with an update on the current position with the Neighbourhood Improvement Programme for Inner West Leeds. It offers Members the opportunity to review progress and to consider the development of programme activity going forward.</p> <p>(copy attached)</p>	135 - 148
17			<p>DATE AND TIME OF NEXT MEETING</p> <p>Next meeting will be held Wednesday 6th November 2013, 5pm at Moorside Community Centre.</p>	

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Agenda Item 6

WEST (INNER) AREA COMMITTEE

WEDNESDAY, 26TH JUNE, 2013

PRESENT: Councillor C Gruen in the Chair
Councillors T Hanley, A Lowe, J McKenna
and N Taggart

Co-optees H. Boutle, E. Bowes and K. Ritchie

Apologies Councillor J Harper,
K Smales(Co-optee)

1 **Appeals Against Refusal of Inspection of Documents**

There were no appeals against the refusal of inspection of documents.

2 **Exempt Information - Possible Exclusion of the Press and Public**

There were no resolutions to exclude the public.

3 **Late Items**

There were no late items submitted to the agenda.

4 **Declaration of Disclosable Pecuniary Interests**

No declarations were made.

5 **Apologies for Absence**

Apologies for absence were received from Cllr. J Harper and Karen Smales (Co-opted Member).

6 **Minutes -**

RESOLVED – That the minutes of the meeting held on Friday 17th May 2013 be approved as a correct record.

7 **Area Committee Co-optees**

Members considered a report of the Chief Officer (Democratic Services) seeking the approval of the appointment of co-optees to the Area Committee for the remainder of the municipal year.

Elections for co-optees took place at Armley Forum on 21st May 2013 and at Bramley /Stanningley Forum on 13 June 2013. The following co-optees have been elected to serve the West Inner Area Committee 2013/14;

- Armley Ward – Hazel Boutle and Eric Bowes
- Bramley/Stanningley Ward – Kevin Ritchie and Karen Smales

RESOLVED – That Hazel Boutle, Eric Bowes, Kevin Ritchie and Karen Smales be appointed as co-optees for the West Inner Area Committee for the municipal Year 2013/14.

8 West and North West Locality Team Service Level Agreement and Performance Summary

The Area Committee considered the report of the WNW Locality Manager, Environment & Housing providing a comprehensive end of year performance report for the 2012/13 Service Level Agreement and setting out the details of the SLA for 2013/14.

Jason Singh the Locality Manager attended the meeting to present the report and drew Members attention to the following key issues:

- The number and nature of customer requests received during 2012/13
- The new elements to be incorporated into the Service for 2013/14, including elements previously provided by the ALMO and additional environmental services.
- There will also be issues to be addressed in relation to new timetables for bin collections.

The Area Committee expressed their satisfied with the service that had been received from the Locality Team in respect of all their requests for action being addressed promptly and thoroughly.

The committee asked that specific aspects of the Service Level Agreement be brought to a General Purpose meeting.

RESOLVED – That the content of the report be noted and that the Service Level Agreement for 2013-14 be approved.

9 Wellbeing Fund Report

A report of the Assistant Chief Executive (Citizens and Communities) advised the committee of:

- a) the balance of the Inner West Wellbeing revenue budget 2013/14
- b) Projects deferred from May 2013
- c) New applications for Armley Ward
- d) Projects in development

The Area Committee noted that the current balance of the Ward Wellbeing budgets are:

- a) Armley £21,313* and Bramley /Stanningley £2,044*

*Subject to delegated decisions on Youth Services Summer Activities application (£2,464 Armley & £821 Bramley / Stanningley), and the Ganners Alleygating scheme (£1,890)

- b) Brent..... (need his surname) attended the meeting to update the members on where the project is currently. The Area Committee requested that a specific issue over land be formally referred to WNW as a housing matter.
- c) Two new applications were considered in respect of Armley Domestic Violence Project and Ladz Group- Christ Church Armley Youth Project.
- d) One project currently in development, Access to Community Buildings budget, a proposal is being developed to provide a budget to support community groups pay for room hire to deliver their services.

RESOLVED – That the content of the report was noted

- a) Approval of funding to the Youth Service Summer Activities £2,464 Armley and £821 Bramley and Stanningley
- b) Funding for the Ganners Alleygating Scheme to be deferred until September 2013.
- c) Approval of £800 funding towards Armley Domestic Violence Project and £4, 043 funding to Ladz Group, Christ Church Armley Youth Project.
- d) Access to Community Buildings was deferred until September.

10 Appointment of Area Lead Members, Cluster Representatives and Corporate Carers

The Assistant Chief Executive (Citizens and Communities) submitted a report requesting that the Area Committee make appointments to the Area Lead Members roles, Clusters and Corporate Carers Group. The report also asked the Area Committee to nominate their representative on the Corporate Carers Group, and nominations to local Children's Services Cluster partnerships across the city were also formalised as an Area Committee appointment.

In recognition of the differing size of individual Area Committees and that the roles may need to be tailored to best reflect local needs and circumstances may wish to consider splitting two of the roles namely;

- Environment and Community Safety – with one member focusing on the environment agenda and another community safety.
- Health, Wellbeing and Adult Social Care - with one member covering public health and wellbeing agenda and another focusing on adult social care and community health services.

The Area Committee considered the following Roles suggested in Section 3 of the report:

- Environment & Community Safety

- Children's Services
- Employment, Skills and Welfare
- Health, Wellbeing and Adult Social Care

RESOLVED –

a) That appointments be made to the following Area Lead Member roles for West Inner Area Committee:

- Children's Services - Councillor C Gruen
- Employment, Skills and Welfare - Councillor J McKenna
- Health and Wellbeing - Councillor A Lowe
- Adult Social Care - Councillor T Hanley
- Environment and Community Safety – Councillor J Harper is to be asked if she would like to do this role as she was absent from the meeting. The Councillors for Armley Ward approved this.

b) That the following Councillors be appointed as member representatives to the local Children's Services Clusters relevant to the West Inner Area Committee:

- Armley Cluster – Councillor A Lowe
- Bramley/ Stanningley Cluster – Councillor CGruen

11 Children's Services Report

At the Area Committee meeting on 20th March 2013, Sue Rumbold, Chief Officer for Children's Services, presented a report highlighting performance in the Inner West area against a range of measures.

The statistics in the report highlighted a number of areas of concern where performance in the Inner West was below that of other comparable areas and clusters.

The Chair for the Area Committee asked that the Executive Member for Children's Services be invited to the 26th June meeting to discuss points raised in the report.

Cllr. Blake, Executive Member for Children's Services attended the meeting along with Cllr. Dowson, the Lead Member and Paul Brennan, the Deputy Director of Children's Services: Learning.

An informative discussion took place on a number of points that the Area Committee had asked to be addressed including;

- Low attainment levels at Swallow Hill and the Transfer to academy status,
- Higher numbers of looked after children compared with the rest of the city,

- Use of Common Assessment Framework systems, and the proportion of requests that meet the threshold for referral to the Children's Social Work service,
- Attendance levels in primary and secondary being the lowest on the city, and
- The role of clusters in the school performance agenda.

Cllrs Hanley and Taggart entered the room during the consideration of this item.

RESOLVED – That the committee note the content of the report of the 20th March 2013 meeting and that an update be brought to the meeting in September.

12 Investing in Young People: Update of the Future Direction of Youth Services and Delegated Functions for Area Committees.

The Director of Children's Services submitted a report providing an update on the recommendation of Executive Board in respect of the future direction for the provision of youth services in Leeds and setting out the responsibilities delegated to Area Committees for Youth activity funding.

The report included specific matters for the Area Committee to address and those responses would inform the July Executive Board report in respect of targeted youth work services. The Area Committee considered the issues raised in respect of:

- how the activity funding will be delivered building on the Breeze brand
- how the Area Committee could link to other possible funding streams to maximise activity for children and young people
- how children and young people will be involved throughout the planning, decision making and evaluation of the activity funding.

Jean Davey, Youth Offer and Youth Service Lead, Childrens Services, attended the meeting and highlighted that the overall Area Committee youth activities budget was ring-fenced as £250k for 2013/14 rising to £500k in 2014/15. West Inner Area Committee youth activities budget was £16,202 in 2013/14 and £32,405 in 2014/15 with a clear expectation that young people would be involved in the application and decision making process.

Cllr. Dowson had stayed on at the meeting for this item and contributed to the discussions which included;

- Consultation events that have been arranged and the organising of other events to ensure that meaningful consultation takes place across the West Inner area through schools and youth activity providers
- How the Area Committee keep up the momentum of the project for youth in the area

- How to communicate using mobiles phones, Breeze websites, school newsletters etc.

RESOLVED –

- a) That, having considered the issues, the contents of the report and the comments made by Members be noted
- b) That the Area Committee delegated the decision to Kathy Kudelnitzky, Chief Officer Localities and Partnerships with consultation with ward members.

13 Appointments to Outside Bodies

West Inner Area Committee considered the report of the Chief Officer (Democratic and Central Services) outlining the procedure for the Committee to make and confirm appointments to those organisations (Outside Bodies) which fall to the Committee to make an appointment. The report included a copy of the Appointments to Outside Bodies Procedure Rules at Appendix 1 and a schedule of the two appointments to be made at Appendix 2 in relation to the following organisations:-

- WNW ALMO Area Panel

RESOLVED – That Councillors J McKenna and N Taggart be appointed to the WNW Area Panel.

14 Inner West Area Committee Business Plan

The Area Committee considered the report of the Area Leader – WNW which presented a revised Inner West Area Committee Business Plan for 2013-2015 attached at Appendix 1 to the report.

Jane Maxwell presented the refreshed Business Plan explaining that the Action plan had been amended to include more specific and measurable actions that better reflect the role and influence of the Area Committee.

The revised Business Plan was presented to the Area Committee for approval.

RESOLVED – That the area committee:-

- a) Noted the content of the report
- b) Approved the revised Business Plan at Appendix 1
- c) Agreed to receive regular updates and an annual refresh of the plan

Councillors Lowe, McKenna and Taggart left the meeting at the end of this item. The Area Committee was now inquorate and no further items were considered that required approval.

15 Census 2011 Report

A report of the Area Leader – WNW presented data from the 2011 Census for the Leeds and the Inner West area.

Further information on trends and challenges highlighted through the data will be presented at a future Area Committee meeting.

RESOLVED – That the content of the report be noted.

16 Matters Arising

Members considered an update on the Bramley Park Floodlight scheme which has been delayed.

RESOLVED – That a letter be sent in Cllr Gruen’s name to the contractors to show the disappointment of the Area Committee in the length of time taken to erect the floodlights.

The letter is to be passed by Cllr Hanley prior to sending and Area Support to follow up the delay with the contractor.

17 Minutes - Community Forum

The minutes of the Armley Community Forum and PACT meetings held on 16th April 2013 and 21st May 2013 were considered by the Area Committee.

Minutes from the Bramley Forum will appear on the agenda next time.

RESOLVED – That the minutes be noted.

18 Minutes - Inner West Area Panel

Members considered the minutes of the Inner West Area Panel meeting held on 29th April 2013.

A mistake was highlighted on page 21 of the agenda in respect of the Armley Fun Day costs.

RESOLVED – That the minutes were noted.

19 Inner West Neighbourhoods Improvement Programme

This item was deferred until 4th September 2013.

20 Date and time of next meeting

Noted that the next West Inner Area Committee will be Wednesday 4th September 2013 at 4:00pm, venue to be confirmed.

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Attendance:

Councillors: P. Gruen (Chair), G. Hyde, G. Hussain, G. Wilkinson, A. McKenna, A. Gabriel, K. Bruce, J. Akhtar, P. Wadsworth, J. McKenna, J. Jarosz
Officers: J. Rogers, K. Kudelnitzky, R. Barke, S. Mahmood, J. Maxwell

Minutes: S. Warbis

Attending for specific items: H. Pinches, I. Mackay, K. Morton, Cllr. J. Blake, P. Broughton

Item	Description	Action
1.0	Apologies	
1.1	None	
2.0	Minutes and Matters Arising	
2.1	The minutes of the previous Area Chairs Forum meeting on 1 st March 2013 were agreed as an accurate record.	
2.2	Cllr Gruen thanked the efforts of the Area Chairs and officers over the previous year with this being the last meeting before the new municipal year. Good progress has been made over the use of and monitoring of Area Committee budgets, and also regarding the review of area working and the development of new and improved delegations.	
2.3	<u>3.9 of previous minutes – Financial Inclusion</u> The March round of Area Committee meetings came too quickly after the last Area Chairs Forum meeting for David Roberts to arrange attending meetings with his presentation on Financial inclusion. David Feeney is able to attend future meetings if Area Chairs feel this is appropriate.	
2.4	<u>5.9 of previous minutes – Transform Leeds Programme</u> It was agreed that discussions regarding transform Leeds would continue outside of this meeting.	
2.5	<u>6.7 of previous minutes – Environmental Enforcement Fines</u> The question had been raised as to whether income from environmental fines could be used in the areas where they had been gathered. The meeting was informed that although this was possible, in practice there is little left over after costs for administering the fines are taken into account.	
2.6	<u>7.1 of previous minutes – Health</u> Due to diary commitments it was not possible to arrange appropriate attendance at this meeting to have a focused agenda on health matters. It was agreed that this would be arranged for a future meeting.	Sarn Warbis
3.0	Area Lead Member Report	
3.1	Heather Pinches attended to provide an update on progress in the development and implementation of the Area Lead Member role.	
3.2	A report is being taken to the Executive Board meeting on 9 th May which is asking for Area Committees to appoint to the roles in the new municipal year. Concerns over capacity of Area Committees and the number of roles has been taken into account, and details of the number and scope of the new roles will be considered at the Annual General Council Meeting as necessary amendments to the constitution are made.	
3.3	It was felt that a background supporting brief for the role would be more	

appropriate than a prescriptive description, to enable some consistency across Area Committees but to also allow appropriate local variations. A draft supporting brief indicating the potential content was circulated.

- 3.4 Heather Pinches informed the meeting that a report is being taken to Member Management Committee on 4th June to give Area Committees the role of appointing elected members to school clusters.
- 3.5 Concerns were raised over the increased work for Area Committees and resulting pressures on agendas at meetings. It was explained that in areas where the current champion role is working effectively there wouldn't be an increase in workload. The intention is to build in close links with appropriate executive members and also establish effective support from and links to relevant services. The new roles will be closely monitored and adjustments will be possible as the roles develop.

4.0 Neighbourhood Planning

- 4.1 Ian Mackay attended to give an update on Neighbourhood Planning.
- 4.2 There has been progress since his last attendance at the Area Chairs Forum. There have been 14 designations in parished areas with 4 more on the verge of being designated. 18 expressions of interest have been received including 14 from non-parished areas.
- 4.3 Meetings with Area Chairs to discuss the role of Area Committees in Neighbourhood Planning went well. Although there is no formal role in the process Area Committees have a critical role in influencing and promoting neighbourhood plans.
- 4.4 There are now better relationships between communities and planning officers in many areas. Links need to be established with Neighbourhood Planning activity and other Area committee work.
- 4.5 Ian Mackay went through a table identifying the role of Area Committees at various stages in the neighbourhood planning process. This had been drawn up following discussions with elected members. The key roles are seen as being promoting plans and encouraging communities, consultation on plans drawn up, delivery/monitoring of non-planning elements of neighbourhood plans.
- 4.6 Area Chairs mentioned good work that was being carried out in Inner West and Outer South in encouraging and informing communities about neighbourhood plans and Ian was thanked for his efforts in these areas.
- 4.7 It was mentioned that there were some practical issues around the capacity of staff in Area teams and planning to manage the amount of interest that had been generated. There were also issues about the level of support that LCC can give to communities while plans are being developed.

5.0 Youth Services Review

- 5.1 Cllr Judith Blake and Ken Morton attended to provide an update on the review of youth services.
- 5.2 It is important to link up LCC youth activity funding with other streams. There has been a recent government announcement about additional sports resource going into primary schools. Ken Morton has also been talking to schools about the post 16 agenda and issues around efficiencies regarding small 6ht form provision.
- 5.3 A briefing note provided an initial estimate of youth Activity budget to be allocated to each Area Committee in 2013/14 and the increased allocation in 2014/15. Budgets should be transferred over to Area Committees during this

month.

5.4 Vicky Marsden will be co-ordinating the transition of responsibility. Sessions are being organised with members to map existing provision. Area Support Teams will be provided with named links within Children's Services and City Development to provide support with youth work, sport, arts, music experience and connections.

5.5 Cllr Gruen requested a timeline to be drawn up and brought back to this meeting outlining the stages when provision will be transferred over to Area Committees.

Ken Morton

5.6 Some concerns were raised by Area Chairs over the level of funding being transferred for breeze activities in 2013/14. It was questioned what was the total amount in pounds, including staffing costs, that was being delegated. It was raised that members would be more interested in the £2.53m targeted youth budget rather than small activity budgets. It was also raised that there was a risk of more work being put onto the Area Support Teams. Issues were also raised regarding asset transfers, particularly regarding the South Leeds Hub.

5.7 It was pointed out that this delegation was a positive step forward and included new money for Area Committees to spend to add value to their local areas. More would be delegated next year.

5.8 Cllr Blake pointed out that there was a real attempt to bring more influence to the Area committees here. There will be support from within the service, particularly around commissioning. It was vital that young people could contribute and also feedback on performance.

5.9 Ken Morton added that a team will be pulled together to support the Area Teams, and this will include a role in quality assurance over the commissioned provision. This team will evolve over time.

5.10 Cllr Gruen asked for a paper to be brought back to Area Chairs detailing how commissioning could be carried out more locally, to meet both local needs and central requirements.

Ken Morton

5.11 It was also requested that capacity issues needed to be discussed openly between Ken Morton and Area Leaders on how the teams in Children's Services can link to the Area Teams. Cllr Akhtar offered to be involved in discussions on capacity and engagement particularly in relation to reaching into Muslim communities.

**Ken Morton
/ Area
Leaders**

5.12 Cllr Blake informed the meeting that early intervention grant funding had been removed by government which has affected the capacity for youth work. Much of the resource is tied up with staffing and external providers which needs to be rationalised before handing over to Area Committees. A paper on the targeted youth formula should be going to Executive Board in June. A restructuring of Youth Services is underway, and although the proposals are not firm yet, they are radical. There will be a review of management posts, an intention to increase the number of Youth Support Workers, and a review of 9-5 roles.

5.13 Regarding the South Leeds Hub, there have been issues with the facility not meeting the needs of the whole of South Leeds and there are now options to bring in a partner to improve the facility. Discussions will take place between Cllr Blake and local Members as options are developed.

6.0 Locality Asset Planning

6.1 Paul Broughton attended to provide an update on the asset review and talked through a presentation handout.

- 6.2 The review is about rationalising the LCC asset portfolio in the face of increasing financial pressures. It will attempt to tackle the issues of a backlog in required maintenance and repairs, and the financial burden associated with this, and also will look to realise the capital value of some of our assets.
- 6.3 Previous attempts to rationalise assets have always had some service perspective; this is the first time that rationale has been based on the needs of localities. There are many buildings in use that could be linked better with other services and that could be used to integrate services more effectively.
- 6.4 The locality approach to looking at assets will look at:
- The citizens and households in an area
 - The condition of properties
 - What services local people need
 - Where do current visitors come from
 - Changes in customer demands
- 6.5 Work is being undertaken with Area Leaders and Area Team staff using Area Committee areas as a starting block. Pilots will be undertaken in each of the three areas to identify issues around stock profiles, customer needs and service requirements. There are some services that clearly need a locality base and others that clearly don't.
- 6.6 The asset review will consist of a two stage process focusing on quick wins and medium to longer term approaches. The pilots will inform the approaches taken in other areas.
- 6.7 Leeds is also taking part in the "one public estate" programme, along with 11 other councils, which is a government approach to looking at assets used by communities.
- 6.8 It was requested that the presentation should be emailed to Area Chairs.
- 6.9 The question was asked as to what the policy was for the use of any capital receipts. Currently 15% of receipts will remain for use in the locality. It was suggested that there needed to be more pace to the work on asset disposal and that there should be better use of external agencies. Also that there should be better exit strategies across the council, and that asset transfers should be sped up with less time arguing about rents and rebates.
- 6.10 It was generally agreed that services should be focussed on activities and not buildings. There needs to be better use of assets and this will need a move away from parochial attachments to buildings.
- 6.11 The next steps will be informed discussions with Members in pilot areas and establishing approaches for each of the areas.
- 7.0 Wellbeing Budgets**
- 7.1 A positive story has resulted from a lot of hard work by Area Committees and Area teams. There was a £366k carry forward at the end of 2012/13 opposed to approx. £1m the previous year. Thanks were given to all concerned.
- 8.0 Area Leaders Annual Roundup**
- 8.1 A report was circulated outlining the key achievements and future challenges for each of the Area Leader's areas. See appendix 1.
- 8.2 Positive comments from Area Chairs included:
- good work with faith leaders forum, Jobfair and Asian Women's groups
 - environmental delegation embedded and working well
 - anticipation for the Youth Service delegation

**Sarn
Warbis**

- innovative and fresh approaches from Area Staff
- good use of wellbeing money
- neighbourhood networks are extending the reach into communities
- agendas of meetings becoming more localised
- the work of Youth Councils
- the work of Planning Officer with parish councils
- welfare reform support – partnership approach
- themed approach to Area Committee meetings
- partners working better together
- outcomes improving

8.3 Challenges highlighted included:

- tackling fear of crime in certain areas
- promoting the use of sub groups
- improving engagement with wider communities by Area committees and services
- joined up commissioning

8.4 There was general thanks to the Area Leaders and their teams for their efforts and commitment in the current climate for local government.

8.5 It was highlighted that three years ago there had been frustrations within Area Committees and there had been a concerted effort to reinvigorate them. The work carried out on the environmental delegation, and the re-engineering of the service would be used to inform changes to other services.

8.6 It is important that Area Committees don't allow certain parts of their areas to be neglected, and that initiatives and focus should be spread across the whole area.

8.7 It was mentioned that there should be concerted efforts to raise the profile of Area Committees and to promote the work that is carried out and supported by Area Committees. It was mentioned that at the moment the titles of area committees don't have much meaning to residents. People could not explain what Inner South or Inner North East meant to them.

9.0 Any Other Business

9.1 It was agreed that the Housing Management review should be brought to the next meeting.

Sarn Warbis

9.2 It was requested that future Area Chairs Forum meetings should be scheduled on Fridays or Mondays where possible.

Sarn Warbis

10.0 Date of Next Meeting

10.1 Friday 28th June 2013, 11:00 – 13:00, Committee Room 4 - Civic Hall

Area Committees

Achievements and Challenges of Locality Working 2012-2014

Area Chairs Forum 3 May 2013

EAST NORTH EAST

2012/13 Achievements

- Excellent start to the environmental services delegation/SLA to Area Committees. Increased satisfaction reported from Councillors, Parish Councils and the public. New Environmental Improvement Zones working well to improve targeted 'grot spot' areas.
- Area Leadership Team priorities being successfully addressed to-
 - Work in partnership to reduce numbers of NEETS in ENE Leeds Welfare Reform partnership project team has raised awareness, increasing digital access, targeting vulnerable families, established new projects supporting getting people back into work.
 - Multi-agency locality action agreed to tackle the priorities identified by the ALT consideration of the JSNA data
 - Work begun to embed restorative practices as the 'way we do business' across partner agencies involved in the ALT.
- Neighbourhood Planning supported with the ENE Parish Councils and now starting across the inner East Area linked to the existing community leadership teams.
- Total Crime across North East Police Division reduced by 10.6% (2,290 less crimes) during 2012/13 compared with the previous year, an improvement on the 7% reduction made last year. Overall year to date offences for burglary is down 28.35% on the same period last year (833 less offences).
- Collaboration between the Area Support Team, the police, ENEHLtd, and two private sector businesses to support two new apprentices funded by the inner NE and inner East Area Committees.
- Generally improving indices of multiple deprivations across the ENE priority neighbourhoods – supported by a 'team neighbourhood' approach and community leadership teams overseeing Neighbourhood Improvement Plans.
- Partnership support for gang prevention work, community cohesion activities, youth activities (successful diversionary projects linked to key dates such as bonfire night) and the new 'families first' initiative.

2013/14 Challenges

- Implementation of the actions from the Review of Area Working.

- Delivery of the asset rationalisation agenda whilst improving service delivery and making significant savings.
- Remaining responsive to the issues arising from Welfare Reform.
- Development of neighbourhood planning in the inner urban areas.
- Supporting new delegations to Area Committees and the wider locality working agenda.
- Improving integrated partnership work to address worklessness.

SOUTH EAST

2012/13 Achievements

- Area Committee chairs delivered a refreshed approach to Area Committee business. Cross ward and cross area committee working improved considerably with sharing of resources increasingly normalised. 90% of wellbeing fund spent, committed, or approved within the financial year
- Ginnel priority lists developed and mechanical sweeping routes revised leading to improvements in the cleanliness of the environment and response rates. Crime and grime collaborative arrangements reviewed and revised by Area Champions.
- Employment and Skills Board pilot delivered aligning employability and skills, NEET, welfare reform, and the enabling of local economies. 'Windows of Opportunity' project delivered. South East NEET Reduction Plan developed and currently being implemented. Frontline staff briefings on welfare reform for 150 staff delivered improving knowledge, awareness and the quality of customer response.
- South Leeds Community Life Magazine, South Leeds Life Blog and Middleton and Belle Isle Neighbourhood Improvement Board Facebook page established for a modern 'sociable' approach to communication, improving resident engagement levels.
- Project to reduce smoking rates initiated, action plan developed and weekly smoking cessation drop-in clinic delivered. Local Alcohol Licensing Policy for South East Leeds developed and being implemented. Obesity review completed and next steps being considered.
- Neighbourhood Plans (planning) in rural and urban areas underway supporting local people to shape their area with further planning areas being considered. Neighbourhood Framework developed and delivered in consultation with local residents shaping their places alongside their local elected members.
- Derelict land redeveloped through 3rd Sector social enterprise approaches providing for greater local ownership. Derelict and nuisance properties substantially reduced improving local conditions for residents. Community centres successfully supported towards community led operations providing for greater local ownership.
- Neighbourhood Improvement Plans delivered with and alongside residents improving the quality of the environment and access to local services to improve outcomes.

- 27 community events supported e.g. Beeston Festival, Morley Literature Festival and Older Peoples Event Week improving the civic life of areas. 2 Area Committee celebration events delivered highlighting the achievements of projects funded by Area Committee and promoting local groups & services.
- Excellent programme of out of school activities for children and young people delivered and a further comprehensive programme of children and young people activities commissioned to improve NEET levels, attendance, and transition to high school.

2013/14 Challenges

- Maximising employability and skills
- Shaping our local neighbourhood economies
- Minimising the impact of poverty
- Maximising the efficient and effective use of local council assets and their rationalisation.
- Implementing new delegations & the actions of the Area Working Review.
- Tackling significant local health and wellbeing issues.

WEST NORTH WEST

2012/13 Achievements:

- Environmental delegation well embedded. Environmental sub-groups working well and leading to member-led improvements and challenge.
- Good progress on developing a working relationship with West CCG. Local discussions and priorities have influenced the CCG resource priorities e.g. specific programme of investment in alcohol identified and community well-being around suicide prevention and joint working with the WellBeing Centre developments.
- Local partnership infrastructures in place to respond to challenges in disadvantaged communities and support integrated working at locality level. Examples include Neighbourhood Boards and new format for Community Forums increasing community involvement.
- Over 50 Community Forums have taken place and new forum events have been developed. Various community events have been supported such as Christmas Lights, community fund days and community days of action. Social media has been piloted as a way of communicating with residents and it is attracting 1,080 followers.
- Enabling community asset transfer to local community organisations. Strong support from Area Committees to facilitate the development of locally-led and community responsive asset transfers.
- Good progress with the Big Local project – elected Community led-Board in place, community profile complete and a programme for community engagements in place.

- Progress with Neighbourhood Planning and engagement with Area Committees. A number of Neighbourhood Forums have been supported. Effective working relationships are in place with the Town Councils.
- The Council's Partnership around Student Changeover and Fresher's week continues to improve. There has been excellent resident and partner engagement and last year was viewed as very successful. Despite continued environmental challenges there has been an improvement in resident satisfaction with the management of the changeover process.
- Good progress through Area Committees and the Area Leadership Team to drive programmes of work focused on:
 - Employability –locally-led programmes for some of the inner city communities and working with partners and clusters on local action to support targeted work with people who need access to training support and job guidance.
 - Welfare Reform – good partnership with the ALMO and Health to promote better understanding of the Welfare Reform changes.
 - Health and Well Being – Locally led programmes of work on Suicide Prevention and Alcohol misuse
 - Communities- Locally led approach to Operation Optimal to reduce burglary.

2013/14 Challenges

- Further work to integrate environmental services locally using the opportunities of the Parks and Countryside delegation and the ALMO Review
- Asset Review – managing the change and exploring the new opportunities around the reconfiguration of the asset base
- Implementing the Area Review and driving the pace of and shaping new delegations
- Driving a local approach to Poverty – focusing on Employability, Welfare and Debt.

Authors

Rory Barke – Area Leader ENE
 Shaid Mahmood – Area Leader SE
 Jane Maxwell – Area Leader WNW

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**MINUTES
INNER WEST AREA PANEL MEETING
4.00pm AT WESTFIELD CHAMBERS
MONDAY 10th JUNE 2013**

Attendees:

Area Panel Members:	Hugh Morgan Pugh (Chair)	HMP
	Jenny Holt	JH
	Andy Liptrot	AL
	Harry Shield	HS
	Councillor N Taggart	NT

Officers:

Akbar Khan	Area Performance Manager	AK
Marie Pierre Dupont		MPD
Rukhsana Mahmood		RM

Tracey Thorpe: Minutes

1.0 Apologies: Apologies were received from Deanne Hodgson, Jean Paxton. Councillor McKenna.

Action

2.0 Area Panel Bidding Process (MDP)

Marie Pierre Dupont attended the meeting to give training on the area panel bidding process. The panel members looked at different aspects on the bidding process, with regards to what should be submitted as a bid and what is not allowed. Marie also worked through a variety of case studies with the panel members.

Area panel members thanked Marie for the training and advice Marie had given to them.

2.1 Election of Vice Chair

The current Vice Chair duties have been carried out by Andy Liptrot, a vote was carried forward at tonight's meeting and Harry Shields will now be the new Vice Chair of the Inner West Area panel.

3.0 Minutes of the Meeting Held on 29th April 2013 and Matters Arising.

There are no outstanding matters and the minutes were recorded as a true and accurate record.

4.0 Customer Involvement

4.1 Area Panel Bids

APBid 15 Church Hill Green and Gardens. £20,990.99 Rejected.

The bid is to provide metal fencing 1 meter high in black around the Church Hill estate, due to the fencing that is in situ at the moment being in a very bad state of disrepair. There are nails sticking out of the fence and pieces missing all around the estate, which causes it to look very untidy and not very welcoming. Due to the fencing being at such a low level it encourages youths to sit on the fence and hang about outside elderly residents' homes.

AK stated that although the concept of the bid is a good idea, the report is not indicating any police figures of high crime in this area. AK stated that he has dealt with this area for several years and has no cause for concern.

AL proposed that the maintenance and repair of the fencing could be carried out by WNWHL. AK stated that he is meeting with members of the Church Hill Green Residents Association on Tuesday and will look into if this could be done as a capital project.

The panel also thought that the proposed cost of £20,990.99 was a very high amount to be spending on fencing and, considering the budget at present, a vote was carried out to reject the bid.

APBid 16 Coal Hill Lane Adjacent to Coal Hill Drive LS13. £3,211.29. Approved.

The bid is to provide a display case for the local residents group where the residents can advertise up and coming events for WNWHL, and a way of keeping the community up to date with changes.

AK reported that there is a similar notice board on the Moorside and Broadlea estate. It is a quality notice board and does not get vandalised. Hopefully displaying events will encourage more people to join Tenant and Residents groups.

The bid was approved by the panel.

4.2 Update on previous bids (AK)

Armley Fun Day £1,450.00 Approved.

This bid was submitted by the Committee of the Armley Fun day previously in April. At the Inner West Area Panel meeting in April the panel requested that this bid should also be presented to the Outer West Area panel as members of the public will visit the fun day that also live in the Outer West Area. The Inner West panel would be looking for £500.00 towards the funding of this event from Outer West.

The bid was presented to the Outer West panel in June, the Outer West panel members felt that that this bid did not benefit tenants and are not prepared to part-fund the day. The panel also felt with budgets being tighter this year they will need their funding to support the Outer West bids that will come to the panel in the future months.

A vote was carried out and the decision was not to approve any funding from Outer West.

The Inner West panel agreed to approve the bid and will be paying for all of the funding.

4.3 Community Engagement and Inclusion Team Report.

RM reported on the CE& I Team update currently there is one diverse community fund bid from Ganners Rise.

The bid was to hold an over 60's talent event and competition which will be targeted at the diverse communities of Bramley.

The aim of the fun day is to bring the community together through this event and also to raise the awareness of diabetes, by providing a speaker and information at the event

Involving Diverse Tenants: the forums are run twice a year for each of the top 6 languages other than English requested by our customers.

These are Arabic, Farsi, Kurdish, Polish, Tigrinya and Urdu. The take up at these forums has been low; the Diversity Project Officer will be attending local groups within the local areas that represent these forums.

RM is aware there is an international group at the Fairfield Centre and is organising a day where members from diverse tenants groups and women's groups will be able to get together and share information.

RM will also be requesting that an observer should come along from diversity funding.

RM will be holding a meeting with a Polish group of people on Tuesday evening, HMP pointed out that at the Armley Fun day RM could hold a stall there.

Councillor Taggart stated that he would like to see a project carried out in the Broadlea area of Bramley, such as holding a community event/fun day; showing international food from different countries.

Invitations could be sent to the local police and schools to come along and support the day. RM and AK are to arrange an event to take place.

RM/AK

If anyone has any suggestion of particular groups in your area please can you pass on the details to the Diversity Project Officer.

Tenant Scrutiny

The Tenant Scrutiny Executive have received an Action Plan from the Repairs and Maintenance Team outlining their response to their report on Property Security and their proposals for implementing the recommendations

Copies of the report and Action Plan will be available on the WNWHL web site or on request from the Community Engagement & Inclusion team once the Action Plan is agreed.

In June the Tenant Scrutiny Executive will be meeting with representatives of the Board of WNWHL to agree the future topics for Scrutiny. This will be done using customer satisfaction levels and performance information.

Membership of the Tenant Scrutiny Executive has increased to 9 following a further round of recruitment. A decision on recruitment for November 2013 has yet to be made in light of the ALMO Review.

Further reports will continue to be brought to the Area Panel as scrutiny progresses.

Tenant and Resident Associations

There are currently seven active and recognised Tenants & Residents Associations representing residents in the Inner West area. They are: Ashlea Court, Burnsall Court, Burnsall Croft, Coal Hill, Moorside, New Wortley and Theaker Lane.

Working with WNWHL and other service providers these Associations play a vital role in the community. Coal Hill Residents Association, for example, has been very active in the last year. They have held regular public meetings to address problems with repairs and other services; improved the environment using Jubilee funds they were granted and had extra grit bins provided for winter following a successful Area Panel Bid.

RM circulated a draft programme of the Community Involvement Week - Activities that will run from the 8th to 13th July 2013

Last year the programme had gone very well with staff and customers taking part in events. If anyone would like to be involved in any of the programmes for this year, can they please contact Lee Wright in the Customer Involvement team who is leading on the programme of events

5.0 Local Performance Framework Update (AK)

AK informed the panel that on the performance sheet the service standards number have been missed off the summary reports. TT to inform Mary Kerr at ABCL that we need to have this on.

AK reported that staffing had now improved and that on the next performance report during May/June, there should be an improvement with the results going to green rather than staying in the red.

Estate gradings are in excellence, Mistress lane has been cleaned up. At the next area panel a bid should be coming forward for a bin area, to stop bags of refuse being left at the side of the road.

JH reported that at No 20 Broadlea Road, the fencing has been pulled out and the refuse from the black bin has spilled out. AK will arrange for a visit to be carried out.

The STAR survey is now out the two areas that have come out as having the lowest levels of satisfaction are Armley and Kirkstall. Glen Plews the Area Performance Manager for Inner North West and AK are drawing up an action plan, looking at the Neighbourhood Action plan areas such as the Gilpins and the Aviary's have brought the scoring down. There have been some positives with graffiti being removed straightaway.

6.0 Any other Business

AK reported on the Good Neighbour Letting policy. This has been piloted in the Hawkswood area. The pilot has now been extended to cover the four high rise blocks in New Wortley and will be evaluated after 3 months. Anyone applying to live in the area had to go through a point-scoring exercise and a police check.

The Out of Hours pilot has been extended for a further 9 months and recruitment of officers should be completed by the end of July.

7.0 Date and Time of Next Meeting

Monday 12th August 2013 4.00.pm Westfield Chambers.

TT

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Armley Forum

Minutes of meeting
 Tuesday 16th July, Armley Library

Chair: Cllr Janet Harper

Present: Keith Harrison, J Ramell, E Bowes, M Pugh, G Hunter, K Anderson, B Mason, S Moss, M Quirke, S Richmond, F Skyth, J Lynskey, D Peck, B Draper, S Friend, L Cheney, H Shields, D&H Boutle, D&M Stead, T Maynard, P Wilson, X Chevillard, A Gibbons, A Willis, L Durkin, M Sinclair, D Gregory, M Parker, S Shpherd, R Donnelly, A Malik, T Kempster, J&J Newsome, C Clarkson, Cllr Lowe, Cllr McKenna

Apologies: D Newsome, E&B Rayworth, Hon Ald Nelson, Mrs Lemm

1 Welcome & Introductions

1.1 Cllr Harper welcomed everyone to the meeting.

2 Minutes of last meeting and matters arising

2.1 Highways issues from May meeting – no update received, K Sibson to chase. KS
 Vandalism at cemeteries – Cllr McKenna is meeting the head of cemeteries to discuss.
 New Wortley Cemetery Gates – now on order

3 Police & Crime Commissioner

3.1 Mark Burns Williamson, the directly elected Police and Crime Commissioner for West Yorkshire attended the meeting alongside the new Neighbourhood Policing Inspector Steve Williamson.

3.2 The Commissioner was elected in November 2012 to a new post created by government to replace the old Police Authority. Mr Burns Williamson was a councillor for 30 years and was a member of the Police Authority before becoming its chair from 2003-12.

3.3 The Commissioner outlined some of his key responsibilities:

Appointing a Chief Constable and holding them to account for policing
 Setting a budget (due to be cut by £140 million over the next six years)
 Publishing the Police & Crime Plan highlighting the force's priorities

- Reducing Crime & Re-offending
- Domestic Violence
- Child Sexual Exploitation
- Reducing Anti-social behaviour
- Supporting victims and witnesses

3.4 Joined up working with other services will be the key to minimising the budget pressures. The Commissioner visited the Leeds Anti-Social Behaviour Team where officers from the police, housing and council share an office and work together on cases. He has also met with magistrates and is looking at how improving court processes could cut down the time police officers spend waiting to deliver their witness statement.

3.5 The Commissioner recently launched a campaign called 'Give Us All The Money Back' to ask Government to let police forces keep all the money seized from criminals to help fight crime. Currently half of what is recovered goes straight to the treasury. To support the campaign sign the petition at www.westyorkshire-pcc.gov.uk.

- 3.6 Recent crime trends include:
 Increase in shoplifting, particularly food, could indicate people are finding it increasingly difficult to make ends meet.
 Increase in reporting of sexual offences, some are historic following the publicity around the Jimmy Saville case.
 Burglary remains a priority for the police. Rates have been falling, but are still higher than comparative cities.
 On a positive note, there were no recorded homicides in West Yorkshire during May.
- 3.7 Steve Willilamson introduced himself as the new Neighbourhood Policing Team inspector following Inspector Franklin's move to a new force. He has been a police officer for 10 years in the North West Division, most recently as a sergeant in Pudsey.
- 3.8 Anti-social behaviour is a priority for Armley, and can include drug taking / dealing, nuisance bikes and groups of intimidating youths. The NPT is ensuring procedures are in place to deal effectively with complaints including flagging up repeat victims and visiting them immediately.
- 3.9 Current crime data 19th June – 15th July:
 Burglary down 56% from 25 to 11
 Theft from motor vehicle down 18% from 22 to 18
 Theft of motor vehicle down 80% from 10 to 2
 Robbery is no change at 3
 Criminal damage 8% down from 47 to 41
- 3.10 The Commissioner and Inspector welcomed questions from the floor:
 Question from Cllr McKenna – This is the third inspector in a year and a half, Armley is a priority area and needs some continuity.
 MBW: The Chief Constable is responsible for police appointments but residents do want stability. I would like to see a two year commitment from officers to NPTs.
- 3.11 Q: Why is Pudsey walk in police desk closing?
 MBW: In the light of the cuts, we've had to look at ways of saving money. Following an operational review of police helpdesks based on the number of visitors, opening hours and staff costs, some desks have been earmarked for closure. The priority is keeping officers and PCSOs on the streets, and whilst residents' concerns are understandable, there were low numbers using the helpdesks, and there are many ways of contacting the police nowadays including the 101 non emergency number, local surgeries, email and through the website.
- 3.12 Q: Why is nothing being done about anti-social drinking on Mistress Lane, it's getting worse.
 SW: There is an issue with street drinking on Town Street and Mistress Lane. Officers can't be there all the time, but we do deal with groups when we see them, reminding them of the DPPO – no consumption of alcohol in public open spaces. We also have advisory postcards written in a range of Eastern European languages. Residents are asked to keep calling the 101 number to report any instances, as more calls will move it up as an operational priority.
- 3.13 Q: Cllr Lowe recently carried spoke to Ley Lane residents door to door. Drug dealing is rife in the neighbourhood with open dealing on fields, stealing bikes and setting fire to bins. There is a perception nothing is being done.
 SW: The police are aware of the issues here and we are working with partners to deal with it. There have recently been three drugs warrants issued in Armley and two cannabis farms detected. An action day was held to identify some of the issues already mentioned and youth service providers are working with the young people to encourage them into training and employment.
- 3.14 Q: It costs a lot to charge someone with a crime and it's frustrating when they get let off with community service.

MBW: This is often raised. The CPS and courts are independent and the Police & Crime Commissioner can't influence policy although I can express concern about a sentence given or provide a community impact statement on behalf of victims.

3.15 Q: There has been a spate of stolen car number plates, why are they only stealing one though?

SW: Don't know why only stealing one, the PCSOs are running operations in hotspots to attach screws that can't be removed without snapping the plate.

3.16 Q: I asked for information on volunteering but didn't hear back.

MBW: There is a drive to recruit more volunteers to the police, not just special constables as help with administration can keep more officers on the beat. We are also looking at apprenticeships.

3.17 Q: Three weeks ago reported dangerous parking at Pudsey police helpdesk, didn't receive a response.

SW: This is unacceptable, will follow up and report back.

3.18 Q: Have witnessed abuse towards PCSOs. Anti-social behaviour is getting more serious, have seen needles left on streets to be picked up by a three year old. Can take two hours for police to turn up, suspect they know the PCSO shift pattern and patrols.

SW: The NPT has successfully closed down nine properties for anti-social behaviour. The way Leeds tackles anti-social behaviour is seen as a forerunner by other forces. Gathering evidence can take time but the NPT is having some success in dealing with ASB.

3.19 Q: Armley Grange Neighbourhood Watch hasn't been kept up to date by the police in recent months.

MBW / SW: There will be a consistent approach to communicating with Neighbourhood Watch groups throughout West Yorkshire. In Inner West, a PCSO will be allocated to each Neighbourhood Watch to ensure they have a consistent point of contact.

3.20 Q: What is the police doing to tackle racism in the area?

SW: There is a hate crime co-ordinator who covers the inner west area. They take an overview of every hate crime incident, and attends the multi-agency hate crime scrutiny panel with the local inspector where every incident is looked at to ensure the appropriate response is being taken. Police visit the victims of hate crime daily for four weeks and offenders are dealt with quickly. Hate crime is under-reported and it is important that every victim feels confident about coming forward.

4 Healthy Living Network Town Street Hub

4.1 Carole Clarkson attended the forum to announce the opening of the Healthy Living Network Hub on Chapel Lane, next door to the One Stop Centre. It will provide Armley town centre with a new community space for groups to use alongside a greengrocer providing affordable fruit and vegetable, art and craft activities and a pop up café.

4.2 HLN really want Armley residents to get involved and let them know what they would like to see provided at the Hub. At the moment it's open on Wednesday and Thursday from 9.30-4pm. Future activities include 'Eat the Streets' a community gardening project to grow fruit and veg in the town.

4.3 Get in touch with Carole on 2948040, www.townstreethub.org.uk or twitter @townstreethub.

4.4 Questions from the floor:

Q: The name is misleading, it's on Mistress Lane / Chapel Lane not Town Street

A: People associate Armley with Town Street so we wanted to make sure people knew it's right in the town centre. The original project came out of a Mary Portas High Street bid which was to support Town Street and the name stuck from that.

4.5 Cllr McKenna commented that the Armley Ward Members provided £10,000 Well-being funding to support the project. Councillors also have new funding to put towards activities for children and young people aged 8-17 and would like to hear proposals from the Hub.

4.6 Cllr Harper asked whether there would be any health promotion at the Hub as Armley has a life expectancy rate twelve years lower than Farsley / Calverley.

A: We will provide nutrition and health advice at the centre.

5 **Recycling**

5.1 Rachel Charlton returned to the forum to go through the results of the green bin recycling questionnaire handed out at the last meeting.

5.2 This questionnaire has been completed at forums across the city. Unfortunately Armley had some of the lowest scores so far. This is useful to know as the Communication Team needs to do more to educate the population on how to recycle.

5.3 Most respondents said they would put textiles in the black bin. There are clothing bins in car parks across the city, or charity shops are happy to take rags if the clothing isn't suitable for resale.

5.4 86% said they would put yoghurt pots in the green bin. Unfortunately they can't be recycled and are classed as contamination. The general rule for plastics is if it holds a liquid it's OK to go in, e.g. shampoo bottles, drinks bottle etc. Look for the triangle 1, 2 or 4 on the packaging, or the Leeds City Council website has a lot more information on what we accept.

5.5 Other results from the Armley forum survey:
24% plastic bags are going to landfill when they can be recycled.
10% aren't recycling envelopes, even those with windows can go in the green bin.
20% respondents would put an aerosol in the black bin, these actually make money when recycled, so please do.
98% said they recycle paper and cardboard which is great.

5.6 The Armley respondents had one of the highest proportions of people putting glass in the black bin. The weight of glass makes it expensive to go in landfill, see the website for your local glass recycling bin.

6 **Any Other Business**

6.1 Something about a derelict building on Thornhill Road being demolished. Cllr Harper reported no planning application been put to Plans Panel.

7 **Date and time of next meeting**

7.1 No meeting in August. Next meeting is Tuesday 17th September 7pm Armley Library
Please send agenda items to Kate Sibson

Meeting notes – 6.15pm – 9.00pm
13th June 2013
Trinity Methodist Church, Bramley

PRE MEETING 6.15pm – 7.00pm

1.0 Introductions

- 1.1 Cllr Gruen welcomed everyone to the meeting and explained the normal forum business would be conducted during the pre meeting (6.15pm -7pm) then the Welfare changes meeting will run from 7pm – 9pm.

Apologies were noted for E & A Rayworth, Roland Cross and Inspector Nathan Frankin

2.0 Minutes and matters arising

- 2.1 The minutes were agreed as a true record of the meeting.

3.0 PACT Update – Sergeant Mark Czternastek

- 3.1 Crime priority figures for between 29th March 2013 to 12th June 2013. (The crimes reported this period are compared with the same period last year).

- House burglary – reduction of two offences, from 23 to 21
- Theft from vehicle – up 22, from 31 to 53
- Theft of vehicle / take without consent – up 4, from 8 to 12
- Robbery – reduction of one offence, from 2 to 1
- Damage – reduction of 8 offences, from 66 to 58

Burglary is when someone enters a property as an unwanted guest. Robbery is when fear and force is used to gain entry.

- 3.2 Operational Optimal continues to be a key focus for the team. As there has been an increase in vehicle crime in the area the NPT are now adopting the Optimal principles to tackle the rise.
- 3.3 Several offenders have recently been recalled to prison in the area for breaching their release license conditions. This is a result of the NPT's checking their conditions, checking up on them and working closely with the probation service. A prolific offender from the area has been charged with house burglary offences and is now remanded in prison awaiting trial.
- 3.4 If residents want to become a Police Support Volunteer, please contact the NPT via www.westyorkshire.police.uk/north-west-leeds, calling 0113 2414999 or speaking to a member of the NPT.
- 3.5 'It only takes a minute' campaign is currently running to remind residents to keep doors and windows locked even when they are at home. For further information regarding a home security assessment please contact a member of the NPT.
- 3.6 PCSO's are working with LCC officers to issues tickets for dog fouling. The resident would like to know how many tickets have been issued. **MC**
- 3.7 A resident asked whether there have been any distraction thefts at cash machines in the area. There have been no reported distraction thefts but the skimming of cards is a problem. Residents were reminded to put their hand over the key pad when entering their details and to make sure nobody is stood right behind them at the machine.
- 3.8 A resident complained about the lack of information released to the community to offer reassurance after the abduction of a child in the area. MC acknowledged the Police do not always report back to the community on incidents that have happened, whether they are good or bad. SM **MC**

will take back the comments to Inspector Franklin.

4.0 Recycling - Rachel Charlton

- 4.1 Forum members completed an evaluation form to see what information they had retained about recycling since RC last visit to the forum in January. RC will provide a report of her findings to the next meeting. **RC**

5.0 Housing forum

- 5.1 Bev from Moorside TARA feed back that she is due to meet with the Community Safety Officers to talk through possible solutions to secure the back of Ganners Mount and Ganners Lane.

- 5.2 Kevin reported overgrown vegetation on St Catherine's Crescents. ZT to forward on to WNW Homes. **ZT**

6.0 Election of Chair and Co-optees

- 6.1 Two nominations for Co-optees were received. K Smales and K Ritchie were elected.

WELFARE CHANGES MEETING – 7.00PM - 9.00PM

7.0 Introductions

- 7.1 John Battle welcomed everyone to the Welfare changes meeting and introduced the Partners who were supporting the meeting. Attending were representatives from West Leeds Debt forum, Leeds and Bramley Credit Unions, Illegal Money Lending Team, WNW Homes, Community Safety, West Yorkshire Trading Standards, BARCA and Leeds Revenues and Benefits Service.

- 7.2 JB gave a brief introduction to why there is a need to hold such an event in Bramley and then introduced the performance - 'It's only a few quid' by Shontal.

- 7.3 Shontel then presented their performance which was well received as a vehicle for getting across the message on money lending scandals very effectively

8.0 Welfare Changes – Diane Gill

- 8.1 Diane Gill talked through the impact of welfare changes. The main points were:

Under Occupation

- In Leeds the under occupancy changes have affected 7,173 ALMO and 1,766 housing associations tenants. Of those, 361 tenants are affected in Bramley & Stanningley.
- Average weekly loss for Council Tenants is £10 if 1 bedroom or £19 if more than 1 bedroom
- Initial indications are that rent arrears are increasing as a result of the new rule.
- ALMO's have undertaken a review of the rent arrears policy and procedures in light of the new rule

Council Tax Support

- New scheme sees a 19% reduction for working age customers. Some groups are protected. 34,000 claimants affected average loss £2.50 pw (£130 annually)
- Additional £4.4 million to be paid in Council Tax
- In Bramley & Stanningley there are 1335 customers to pay the additional 19% to pay

Benefit Cap

Housing benefit will be capped at the level of the average working family income after tax which is £500 a week for families/lone parents and £350 for single people.

- Disability benefit is exempted
- Will go live in Leeds in August 2013
- Approx 450 households will be affected in Leeds with Children. 24 families will be affected in Bramley & Stanningley

Local Welfare Support scheme

Social fund scheme transferred to councils

- Non cash Scheme – provision of goods for basic household needs and food in an emergency situation.
- Access to the scheme via a dedicated LCC number
- Support workers / advice agencies providing assistance to clients in accessing the scheme.
- Does not replace any other initiatives already being undertaken across the city

Universal Credit

Simply the benefits system by bringing together a range of working age benefits in to a single payment.

- Working age only
- IS, JSA, ESA, HB and Tax Credits form a single Universal credit
- Paid monthly in arrears
- Housing costs element paid directly to tenants
- Application to be made online

9.0 Leeds Credit Union – Kielly Harrower

9.1 Kielly explained she was attending as Chris Smyth had pasted on his apologies.

9.2 Leeds City Credit Union is a financial cooperative that provides affordable financial services to anyone who lives or works in Leeds and the Board of directors are volunteers.

9.3 The Leeds Credit Union have done a lot of work around the benefit changes and are offering savings plans and other accounts to help members save and manage their money. They offer pre paid credit cards, a bill paying account, a Christmas club account and loans from £250 - £15,000. Interest on a £500 loan would be approx £45.

9.4 The Cooperative Electrical, part of the The Co-operative Group, are in Partnership with the Credit Unions to offer white goods at the interest rates of the Credit Union.

9.5 Bramley Credit Union operates in Bramley and have collection point on a Wednesday, Thursday and Sunday.

10.0 Questions and Answer Session

10.1 Cllr Gruen introduced the panel - David Tooley - WNW Homes, Diane Gill – Leeds Revenue and Benefits Service and Kielly Harrower – Leeds Credit Union. She explained that partners from the floor would be welcome to contribute to the discussion.

10.2 Q: What help is available to residents who do not have access to a computer who need to apply for Universal Credit?

A: DG – LCC are aware the problem is not just about residents who do not have access to a computer but also the skills needed to use one. This is a huge problem in the Bramley area. LCC are working with libraries and One Stop Centres to help more people access the internet.

Jan Cleverly – Financial Inclusion Officer, WNW Homes – Vic Berry is part of the ‘Get IT together Leeds’ which offers IT support to communities and train up volunteers in IT skills to then cascade their knowledge. Cow Close Community Centre (Farnley & Wortley ward) provide internet access and run a job club. LCC are looking to roll this model out in other Wards.

10.3 A general discussion took place about the welfare changes. The main points were;

- The benefits cap is based on the rents in London. More work is needed to tackle low paying employers and high charging landlords.
- A digital inclusion report has been produced which stated that 8 million people in the UK are not on line, and half of those are in social housing.
- There is 8% unemployment nationally and 16% in Bramley.
- JB wants to develop a Leeds/Bramley credit union model to open a social enterprise bank in Bramley that will offer lower rates of credit so people do not have to use the payday loan shops.
- WNW Homes rent officers offer free debt advice/support to tenants
- WNW Homes visited all residents who were affected by the bedroom tax. There is still a problem engaging with residents who are facing these problems.
- Scams and frauds are a real problem in the area. Cllr Taggart would like it to be added as a future agenda item.

ZT

11.0 Next Meeting

11.1 Thursday 8th August 2013, 7.00pm – 8.30pm, Eric Atkinson Centre.

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Community Safety Themed Meeting
Meeting notes – 7.00pm – 8.30pm
8th August 2013
Eric Atkinson Centre, Bramley

1.0 Introductions

- 1.1 Cllr Gruen welcomed everyone to the meeting and encouraged residents to suggest future agenda items.
- 1.2 Apologies were noted for Cllr Taggart, John Jose, Roland Cross, Sylvia Hawking and Keith Doughton.

2.0 Minutes and matters arising

- 2.1 The minutes were agreed as a true record of the meeting.
- 2.2 The Bramley Credit Union collection points are on:
Wednesday - Bramley Community Centre, Waterloo Lane (fortnightly)
10.45am – 12.15pm. Next date 21st August 2013
- Thursday - Fairfield Community Centre, Fairfield Terrace** (fortnightly)
10.45am – 12.15pm. Next date 22nd August 2013
- Sunday - Christ the King R.C. Church, St John Fisher Annexe, Kings Approach**
(1st Sunday of every month)
11.00am – 12.00pm. Next date 1st September 2013

- 2.3 Cllr Gruen asked the forum for their comments about the previous themed meetings. Overall residents felt the meetings worked well. Holding themed meetings allows more time to explore a topic. The residents who attended the Welfare Changes forum commented on how powerful Shontal's performance on money lending had been. It was agreed the forum needs to connect with younger residents in Bramley. West Leeds Debt forum have approached Bramley Primary School about Shontal holding a performance aimed at younger people. Bramley shopping Centre was suggested as a future agenda item. **ZT**
- 2.4 Two people have been arrested following all the work in the area to tackle loan sharks.

3.0 Recycling update – Rachel Charlton

- 3.1 RC presented the findings from the recycling and waste awareness survey for the Ward. The main points from the report were:
- Bramley is losing 20% of potential glass recycling. If glass is found in the green bin the paper cannot be sold on. Glass should be recycled in the glass bins across the city.
 - Envelopes with plastic windows can be put in the green bin.
 - Tetra cartons should not be put in to the green bin. There is a aluminum fold lining on the inside of the carton so they cannot be accepted.
 - Used (greasy) pizza boxes can be put in the green bin. Make sure any leftover food is emptied in to the black bin first.
 - Plastic bags and plastic bottles (shampoo and cleaning product bottles) can be disposed of in the green bin.
 - All metal food, drink cans and aerosols must be put in the green bin. Foil trays and aluminum paper can also be disposed in the green bin if put inside a metal can first.
 - 30% of residents still put garden waste in the black bin. There is a free collection of garden waste 13 times a year. Residents are allowed 10 bags on each collection.
 - 60% of residents are disposing textiles in the black bin. Textiles (however worn or

stained) should be disposed in the yellow Yorkshire Air Ambulance banks across the city.

- Over all the results for the Ward are in the lower 50% for Leeds.

3.2 The LCC green bin contract has been put out for tender. The final two companies left in the tendering process have offered to accept all plastic food packaging and cartons for recycling. An official announcement will be announced in September.

3.3 Q: Will Leeds offer a glass recycling service?

A: Leeds has over 400 glass banks across the city and recycles the same tonnage as a city (the same size) that offers a glass recycling service so currently there is no financial incentive to invest in a new service.

3.4 Q: How should medication be disposed of?

A: You can take medication to any pharmacy and they will dispose of it.

3.5 Q: How should Japanese Knot weed be disposed of?

A: The Council cannot dispose of Japanese knot weed. More information can be found at <http://www.environment-agency.gov.uk/homeandleisure/wildlife/130079.aspx>

3.6 A resident complimented the staff at the Kirkstall Waste Recycling Centre for their level of service. RC will pass on their comments to the team. **RC**

4.0 PACT Update – Acting Inspector Steven Williamson

4.1 SW introduced himself to the forum and talked through his background. The main points were:

- He has been with West Yorkshire Police for over 10 years, spending the last 5 years as a NPT Sergeant in the Pudsey area.
- Until recently he lived on the Pudsey/Swinnow border so he knows the Bramley area well.
- He is based at Pudsey Police Station.

4.2 SW circulated a copy of the NPT crime figures and a leaflet on nuisance quad and motorbikes which explained what powers the Police have and listed relevant contact numbers.

4.3 Priority Crime update – 1st July – 31st July 2013 – there have been 7 house burglaries this year which is 2 down compared to the same period last year. Theft from motor vehicle is down by 8. There has been an increase in the number of theft of vehicles from 2 to 3. Robbery remains the same and there has been a reduction in damage from 31 to 23.

4.4 The Police are adopting the same principles as operation Optimal to tackle the increase in the theft from motor vehicles.

4.5 When the Police are made aware of a major ASB issue they record a POPI (Problem Orientated Policing/Partnership Initiative) occurrence – a log. All partners working in the area will be made aware of the issue and asked to keep the log updated on a daily basis. The Sergeant and Inspector will then put together an action plan to tackle the problem.

4.6 A resident reported a nuisance bike on Coal Hill Lane in Rodley. SW informed the forum the Police had already been informed of the problem and the Off Road Bike Team are working in the area. Ideally the Police need to witness the nuisance bike in action so they can issue a warning.

4.7 A: Can people take pictures of a crime taking place/speeding vehicles/or something suspicious?

Q: A picture of a speeding vehicle will only capture the car registration number but cannot prove a vehicle was speeding. It is ok to take pictures of illegal parking or someone causing damage but people should not take photos in to people's private property. SW asked residents not to put themselves at risk whilst taking photographs.

5.0 Trading Standards – Lanson Moore

5.1 LM is involved with the SAFER initiatives (Scams and Frauds Education for Residents) which has been set up to support and empower residents over 55 who have been victims or are potential targets for scams.

5.2 If residents have been affected by a scam they should contact either the Police or Citizens Advice

who will contact Trading Standards.

5.3 Trading Standards are holding workshops to educate people on the potential scams and frauds and are looking to work with community groups in the area. If residents want to attend or hold a session they should contact Carrie Wilson - SAFER Community Project Officer on 0113 393 9809 or email cwilson@wyjs.org.uk. If residents are unable to attend a workshop, self-help packs are available which contain useful contact numbers and vetted trader schemes etc.

5.4 Q: Are the Trades people recommended by Age Concern vetted?

A: Yes. CASAC also have a list of vetted trades people. LM recommended residents check the companies a tradesman is affiliated to.

5.5 Information on how to set up a No Cold Calling Zone can be found on the flow chart – see attached. Trading Standards need to review the current zones in the area. Please see attached the list of streets.

ZT

6.0 LASB Team (Leeds Anti Social Behaviour Team) - Nikki Woolveridge and Matthew Martin

6.1 The LASB Team is a multi agency team who work in Partnership with the Police, Fire Service, Victim Support and LCC to tackle ASB which can range from youth nuisance to violence, prostitution and drugs.

6.2 To report ASB you can call 0113 222 4402, email LASBT@Leeds.gov.uk or by visit your local housing office or One Stop Centre. If it is an emergency you will be contacted the same day. If it is classed as a non-emergency call you will be contacted within 48 hrs.

6.3 The ASB team can deal with private landlords, owner occupiers as well as Council Tenants and have the powers to take owner occupiers to court and carry out closure orders to close down properties.

6.4 The out of hours van is currently operated by the ASB team but as from September will be transferred to ALMO staff. It is currently a limited service.

6.5 A resident asked how many arrests and definitive enforcement actions have been taken in the area. NW & MM to report back.

NW &
MM

6.6 Nuisance quads and bikes are a problem on the Fairfield Estate so the ASB team are working closely with the Police and Parks and Countryside team to tackle the issue. The Estate has a warning notice up that states any bikes caught can be seized straight away without being issued a S59 notice.

6.7 A resident complained about the lack of victim support offered when she was attacked 3 years ago. LASBT was brought together to tackle ASB and offer support and well as enforcement. Previously different parts of the Council – ALMO, Legal and Environmental dealt with the problem separately so there was no cohesion. LASB is proving to be very success due to the partnership working.

6.8 Cllr Gruen asked if NM & MM could take back to senior management the service need to revise how they tackle low level ASB issues.

6.9 Q: Is swearing classed as ASB?

A: Over excessive use of language can be classed as ASB which can be enforced in private properties.

7.0 Housing Update

7.1 No housing issues were raised.

7.2 ZT updated residents on the Oasis program happening in the area in Partnership with Groundwork Leeds. See attached for further information.

8.0 Area Committee Update

8.1 Cllr Gruen read out a summary of the Area Committee update. The full report will be circulated with the minutes. **ZT**

8.2 Cllr Gruen thanked Karen Smales and Kevin Ritchie for their role as co-optees to the forum and Kevin for submitting a report in his absence.

9.0 AOB

9.1 The following items were suggested as future agenda items:

- an officer from the ALMO to discuss the move back to the Council and the changes / improvements that will bring, **ZT**
- Integration of health and social care.

9.2 The last public meeting for Rodley Park is on 3rd September, 7.30pm at the Ecumenical Church Hall before the works will start in October. Residents complained about the slow process of the Park so the Cllrs invited them to the surgery to discuss the issue in more detail.

9.3 The forum passed on their best wishes to Cllr Taggart.

10.0 Next Meeting

10.1 Thursday 26th September, 7.00pm – 8.30pm - TBC

Report of Director of Children’s Services

Report to Inner West area committee

Date: 04 September 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):	Armley, Bramley and Stanningley	
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for call-in?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number:		
Appendix number:		

Summary of main issues

1. This report summarises performance at area committee level, with a broader acknowledgement of city level performance.
2. The rising child population in Leeds is a key challenge with regards places at schools. This is already a known issue in primary schools, and is becoming increasingly evident in secondary schools.
3. There are fifteen per cent fewer children looked after who come from the Inner West area committee area in June 2013 than in June 2012, and 44 per cent fewer children and young people from the area subject to a child protection plan. The percentage of young people who are NEET is two percentage points higher across the same period, but the percentage of ‘not knows’ is seven percentage points lower. Attendance while remaining better than historic levels has declined in 2012/13 compared to 2011/12. This is due to the exceptional low levels of sickness seen both in Leeds and nationally in 2011/12. Two primary schools in the Inner West area committee area have seen their Ofsted rating rise from requires improvement to good: Bramley Primary School, and Bramley St Peter’s C of E Primary School. Summerfield Primary was also inspected since the last report, and has been judged to require improvement.

Recommendations

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

1 Purpose of this report

- 1.1 Children's Services directorate provides six-monthly area committee reports, in March and September. These reports inform members about 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 directorate and of the Leeds Children's Trust, including local children's cluster arrangements. The progress made against local and national agendas is also highlighted.
- 1.2 The report summarises performance at area committee level, with a broader acknowledgement of city level performance. Key issues for Children's Services are highlighted, including Ofsted inspection, basic need, and child friendly city.

2 Background information

- 2.1 Children's Services' aspiration is for Leeds to be a child friendly city, with high aspirations and strong outcomes for children, young people, and families. This will be achieved by delivering the Children and Young People's Plan, focusing on the three obsessions; involving all communities and sectors in developing a child friendly city; and embedding the principles of restorative practice and Outcomes Based Accountability.

3 Main issues/key developments within Children's Services

Ofsted inspection

- 3.1 In terms of child protection, safeguarding, and children looked after services, the directorate received positive feedback from Ofsted earlier this year. Firstly in the thematic inspection of the Independent Reviewing Officer Service, and secondly during the pilot of elements of the Ofsted inspection of services for looked after children and care leavers. Ofsted have not inspected safeguarding arrangements in Leeds since 2011, indicating that Leeds is regarded much more positively than in the past, and is gaining a national reputation for innovation and improvement.
- 3.2 Ofsted are introducing a new framework, *the inspection of services for children in need of help and protection, children looked after and care leavers* in November 2013. This significantly raises standards and expectations of local authorities, in conjunction with the earlier change in Ofsted judgements from 'adequate' to 'requires improvement'. Despite this raising challenge and the changing inspection focus, work in Children's Services over the last 18 months has made a significant impact. Preparations are underway to ensure that the directorate is able to demonstrate to Ofsted the progress that has been made, and the continuing journey to excellence. The scope of the inspection framework covers the experiences and progress of children who need help and protection, and the experiences and progress of children looked after and achieving permanence; including the educational outcomes for children looked after. The framework also includes a graded judgement on the quality of the adoption service and on the experiences and progress of care leavers.
- 3.3 Targeted local authority inspections of support for school improvement have also been introduced by Ofsted. Inspection under this framework will not be universal, and will only take place where school inspection outcomes are lower than

national, or where attainment and progress levels are lower than that found nationally, or where the trend of improvement is weak. Preparation work is underway within the directorate, although the amount of schools rated good or better by Ofsted (83 per cent of primary schools, up seven percentage points from December; 58 per cent of secondary schools) suggests that Leeds may not be amongst the first tranche of services inspected.

Basic need

- 3.4 The rising child population in Leeds is a key challenge in ensuring there are sufficient places at schools. This is already a known issue in primary schools, and is becoming increasingly evident in secondary schools. Since the basic needs programme began in 2009, 1,020 additional reception places have been approved. A further 98 have recently been the subject of statutory notice and are awaiting a final decision; 45 more places were consulted upon during the summer term. In the Inner West, approval has been given to lower the age range of Hollybush Primary School from 5 to 11 to 3 to 11 from September 2014.
- 3.5 For the next three school years (2014 to 2016), 50 additional forms of entry are required to manage the increase in pupil numbers, with 22 of these additional forms of entry required for 2014. Of the 22 forms of entry, approximately one third is permanent provision, and two thirds are bulge cohorts to manage a short-term, one off increase in pupil numbers.
- 3.6 For secondary places, the pressure from the current known birth rate has already been seen in the south for September 2013 admissions to Year Seven; by 2017 there will be no spare places across the city. To meet the emerging need, as many as seven new secondary schools may be required to accommodate this pressure, and discussions with existing schools and academies about their potential to expand will take place.
- 3.7 Leeds has been awarded a £13.8m share of £820m made available by the DfE for new school places, as part of the targeted basic need programme. The places must be delivered by September 2015.

Cluster governance

- 3.8 The recent review of area working identified the need to more clearly understand the relative roles and responsibilities of area committees and other partnership bodies, including clusters used in Children's Services. The member relationship between area committees and clusters is central to this.
- 3.9 Member management committee recommended in March to strengthen local working arrangements with elected member representatives to Children's Services clusters to be appointed by area committees. This establishes a formal link between area committees and clusters, and enables and supports the building of closer working arrangements to better support the needs of children and families across the city.

Child Friendly City

- 3.10 146 ambassadors, including the Olympian Nicola Adams, and Leeds Rhinos player Danny McGuire, are helping to promote Child Friendly Leeds. 131

organisations have made pledges of support (BT, Marks and Spencer, and First Direct being amongst the headline organisations), all striving to make Leeds the best city (in which to grow up) in the UK.

- 3.11 The CBBC in Leeds event, in late July, attracted over 38,000 people. Child Friendly Leeds activities were hosted in major council venues in the city centre. There will be a 'takeover day' in November, and January 2014 will see the inaugural Child Friendly Leeds awards.

4 Performance update

- 4.1 Appendix one (page nine) provides data and commentary on current performance for the area committee, which is summarised below. Data from the same period 12 months ago is used where possible for direction of travel/progress analysis. Figures may be rounded up/down in the following commentary.

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

- The cluster profile (<https://www.leedsinitiative.org/ClusterDataProfile.aspx>).
- 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>).

Inner West area committee commentary

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

- 4.3 25 fewer children and young people (a 15 per cent reduction) from the Inner West area committee area are looked after in June 2013 than in June 2012. This reduction is higher than the five per cent citywide change over the same period. Eleven per cent of the children looked after cohort comes from the Inner West area committee area. 40 per cent fewer children and young people entered care in the Inner West area committee area between April and June 2013 (six) than the same period 12 months ago (10), counter to the rise seen in the citywide numbers.
- 4.4 44 per cent fewer children and young people from the Inner West area committee area are subject to a child protection plan in June 2013 (74) than in June 2012 (131), by far the largest reduction of all area committees. This reduction changed the Inner West area committee's proportion of the total cohort from 15 per cent to eight per cent (the third highest to the sixth highest).
- 4.5 Twice as many CAFs (30 vs 16) were initiated in the first three months of 2012/13 than the first three months of 2011/12.
- 4.6 10 per cent fewer requests for service (804 vs 890), and 11 per cent fewer referrals (261 vs 293) were received from the Inner West area committee area in the first three months of 2012/13 than the first three months of 2011/12. These reductions are significantly higher than the citywide reductions of four (requests for service), and three per cent (referrals). The conversion rate (percentage of requests for service that become a referral) has started to turn the curve; reducing from 32.9 per cent in April to June 2012 to 32.5 per cent in April to June 2013.

These trends are consistent with the improvements made to our front door practice on how child protection inquiries are best handled.

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 percentage of 'not known' young people in the Inner West area committee area has reduced by seven percentage points, from 12 per cent in June 2012 to five per cent in June 2013. The percentage of young people identified as NEET has risen from 8.5 per cent in June 2012 to 10.5 per cent in June 2013.
- 4.8 There is a correlation between a reduction in not known rates, and a rise in NEET levels; the status of more young people is known after sweeps and telephone calls. Targeted support offers mean that the NEET cohort is better informed and supported in trying to find/access education, employment, or training.
- 4.9 Primary school attendance in the Inner West area committee was 95.1% in the first two terms of 2012-13. This is a 0.5 percentage point fall in attendance compared to the same period in 2011/12. Secondary school attendance levels rose by 0.1 of a percentage point across the same period to 91.1 per cent. There is however significant variation between the two secondary schools in this area committee, with Leeds West Academy having half-term 1-4 2012/13 attendance of 93.5% whereas attendance at Swallow Hill is 89.0%.
- 4.10 There were ten more persistently absent pupils attending primary schools in the Inner West area committee in the first two terms of 2012/13, compared to the same period in 2011/12. This rate of increase is smaller than the citywide rate of increase in persistent absence. There were 21 fewer secondary school pupils who were persistently absent, dropping from 286 in the first two terms of 2011/12 to 265 in the same period in 2012/13. This compares well against the modest reduction of 0.5 per cent seen in citywide levels, but as with overall attendance rates, numbers of persistently absent pupils are very different between Swallow Hill and Leeds West Academy. There were 64 persistently absent pupils at Leeds West and 201 at Swallow Hill.

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

- 4.11 The number of children and young people committing an offence reduced from 84 in 2011-12 to 63 in 2012-13, a 25 per cent drop. This is slightly lower than the citywide reduction of 30 per cent.

Local Ofsted inspections

- 4.12 Two primary schools in the Inner West area committee area have seen their Ofsted rating rise from requires improvement to good (Bramley Primary School, and Bramley St Peter's C of E Primary School). Summerfield Primary has also been inspected since the last area committee report and has been judged to require improvement. Ofsted have undertaken one monitoring inspection of this school since it was judged to require improvement and have concluded that senior leaders and governors are taking effective action to tackle the areas for improvement identified by inspectors. The support from the local authority is also

described as well targeted and effective. Eighty per cent of primaries are now rated as good or better (up 13 percentage points from December). There is no change in the Ofsted ratings of the two secondary schools in the area: Leeds West Academy is good, and Swallow Hill was judged satisfactory (the grade that has now been replaced by 'requires improvement') at its last inspection. Swallow Hill Community College has subsequently closed and re-opened as a sponsored academy.

- 4.13 All three children's homes in the Inner West area committee area are now rated good by Ofsted; at the end of December, two were rated adequate, but have since been inspected and have seen their ratings rise.

City commentary

- 4.14 The following paragraphs summarise partnership progress against the CYPP indicators, including the three obsessions. Appendix two (page 13) contains CYPP obsession indicator graphs and charts by area committee.

Children and young people are safe from harm

- 4.15 Children looked after numbers (1,358) are at their lowest point since November 2009, with June's figure five per cent lower than the same point 12 months ago. More children and young people entered care between April 2013 and June 2013 than the same period 12 months ago, but the numbers leaving continue to rise.
- 4.16 The number of children and young people subject to a child protection plan is virtually unchanged from a year ago at 897 (894 in June 2012). It is, however, six per cent lower than the December 2012 figure of 956.
- 4.17 Four per cent (311) fewer requests for service (contact received by the Duty and Advice Team), and three per cent (89) fewer referrals (those requests for service that were deemed to require Children's Social Work Service involvement), were received between April and June 2013 compared to the same period a year ago.
- 4.18 Twenty-seven per cent more CAFs (65) were initiated in the first three months of 2012/13 compared to the same period a year ago; this is equivalent to 22 additional CAFs per month. One CAF is undertaken per family, regardless of how many children are in the family, so requests for service and referral data are not directly comparable. One way of assessing the impact of CAFs is seeing why each CAF has been closed. In 75% of all cases, CAFs are closed because the needs identified have been successfully met. The main other closure reasons are escalation to children's social work services, or a family disengaging. The CAF process is generally viewed positively by parents, with 88% of parents rating the process for usefulness as 3 and upwards and on a scale of 1-5, where 5 is most positive. CAF audit work took place in April-June 2013 and all the assessments audited were considered to be fit for purpose, though themes for further improvement included the inclusion of family members' comments and smarter targets. These issues will be integrated into future training. The quality assurance process is being developed to involve partners including the Leeds Safeguarding Children Board, to encourage wider ownership of recommendations and solutions. "CAF Cards" training is being offered to increase engagement of children and young people in the process.

- 4.19 A better understanding is emerging of how CAF and wider cluster activity is supporting families and providing Early Help. A greater focus is now targeted on those families for whom requests have been made to children's social work services. As this is a measure of local need, the targeted services leaders monitor responses from agencies to ensure they are appropriate. Overlaps between children's social work services and CAF activity is a key issue for further analysis to ensure vulnerable families are being supported. Current data suggests approximately 70% of CAF activity is linked to families with some level of involvement from children's social work services.
- 4.20 There are five per cent more Council-employed foster carers (an increase of 28, to 578) in June 2013 than in December 2012. This should rise further in the coming months, as fourteen independent fostering agency foster carers may become Council-employed. The number of family placement foster carers is four higher in June 2013 (108) than December 2012 (104).

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

- 4.21 Across Leeds primary schools, attendance declined by half a percentage point to 95.3 per cent between half-terms one to four in 2011/12 and half-terms one to four in 2012/13. There were 207 more primary age pupils being persistently absent in the first two terms of 2012/13 compared to same period in 2011/12.
- 4.22 Attendance at Leeds secondary schools was 93.8% in the first two terms of 2011/12, and this has fallen only very slightly to 93.7% in the first two terms of 2012/13. Sixteen fewer secondary school age pupils were persistently absent in the first two terms of 2012/13.
- 4.23 Although attendance at both phases has declined slightly, the most recent figures are the second best attendance rates ever recorded in Leeds. Much of the difference in attendance rates is accounted for by higher levels of absence due to sickness in the autumn term of 2012/13, compared to the autumn term of the previous year. Rates of absence due to sickness levels were at an exceptionally low level across the country in the autumn term of 2011/12, and attendance in Leeds mirrored this trend. Absence levels in autumn term 2012 remain lower than in autumn term 2010 and previous years.
- 4.24 The evidence tells us that regular or persistent non-attendance at school is mostly only one symptom of other, often complex, problems. Leeds has chosen an approach that aims to secure the commitment of all those who work with children and families to contribute to improving school attendance, and therefore improving the life chances of young people in the city. Guidance and support meetings are now well developed across all clusters. These are multi-agency meetings where individual cases are discussed where low attendance is a concern, and agreement is reached on holistic strategies for supporting families to address their needs. As a means of early intervention, the common assessment is the primary tool for identifying those needs and the most appropriate response. This has served to broaden the range of agencies and practitioners who are delivering interventions that will improve attendance, as opposed to a reliance on a single agency i.e. the local authority Attendance Improvement Officers. This positive development reflects how 'think family' approaches are becoming more embedded, an approach which has been endorsed through the Families First

programme (the Leeds model for the national Troubled Families initiative). The role of the lead professional in a family where persistently poor attendance at school is a significant issue might be delivered by a practitioner from the Youth Service, school, Family Intervention Service as well as from Targeted Services Attendance.

4.25 NEET and 'not known' levels have significantly reduced across the city; NEET sweeps and the use of Welfare Call have contributed to this. Young people identified as NEET are offered targeted support to help them with pathways to EET. The graphs in appendix two show the changes in the last 12 months for each area committee, especially the reduction in the not known cohort.

4.26 Complementing the core devolved youth contract support programme in Leeds, local clusters and/or partnerships of clusters are being funded to deliver local innovation projects (eg providing provision of targeted mental health, counselling, and bespoke motivational programmes). The aim is to contribute to the reduction of 16 to 17 year-old NEETs in localities by increasing young people's experience and qualifications, so they have the opportunity to continue in education and successfully find work.

Children and young people choose healthy lifestyles

4.27 Survey work and analysis on free school meal data are still underway. An update will be provided to area committees in a later report.

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

4.28 The number of young people committing an offence between April 2012 and March 2013 was almost a third lower than the same period in 2011/12, reflecting the national trend.

Ofsted inspections

4.29 Eighty-three per cent of primary schools (180) are rated as good or better in July 2013, seven percentage points higher (15 more schools) than in December 2012. Four fewer primary schools are rated as outstanding across the same period, and three more primary schools are rated as inadequate.

4.30 The percentage of secondary schools rated as good or better has reduced by three percentage points to 58 per cent in July 2013, from 61 per cent in July 2012 (one less school). One more secondary school is rated as inadequate.

4.31 There have been no inspections of children's centres in Leeds since the last update report. A new inspection framework begins in September; an update to area committees will be provided later.

4.32 73 per cent (eight) of the eleven directly managed local authority children's homes in Leeds are currently rated good or outstanding, a significant improvement from 36 per cent (four) that were good or outstanding at 31 December 2012. The other three children's homes are currently rated adequate/satisfactory.

5 Corporate considerations

5.1 Consultation and engagement

5.1.1 This report is for area committee meetings, which 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.

5.2 Equality and diversity/cohesion and integration

5.2.1 Equality issues are implicit in the information provided. 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, and the detailed information already provided to clusters is powerful intelligence that can be used to help focus priorities and narrow the gap.

5.3 Council policies and city priorities

5.3.1 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.

5.4 Resources and value for money

5.4.1 There are no resource implications in this report.

5.5 Legal implications, access to information, and call-in

5.5.1 This report is not eligible for call in.

5.6 Risk management

5.6.1 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.

6 Conclusions

6.1 Not applicable, as this report is information based.

7 Recommendations

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

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

8 Background documents¹

8.1 There are no background documents to accompany this report.

¹ 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 West area committee

Autumn 2013 Children's Services performance update

Measure	Leeds	Inner W	Current data period	Highest	Average	Lowest		
1. Number of children and young people 0-19	173,462	11,609	January 2013	24,510	17,289	11,609		
2. Percentage of children and young people	n/a	6.7%	January 2013	14.1%	10.0%	6.7%		
3. Number of primary schools	218	15	Current	28	22	15		
4. Number of secondary schools	36	2	Current	6	4	2		
4a. Number of through schools	2	0	Current	2	0	0		
5. Number of children's centres	58	4	Current	11	6	3		
<p>Commentary</p> <p>The Inner West area committee has 6.7 per cent of the city's 0-19 population, (11,609 children and young people, the smallest number of all area committees). There are 15 primary schools, two secondary schools, and four children's centres located within the area committee boundary.</p>								
Keeping children safe from harm	Leeds	Inner W			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
6. Number of children looked after	1,358	144	169		30 June 2013	389	131	22
7. Number of children entering care	106	6	10		Apr-Jun 2013	32	14	5
8. Number of children subject to a child protection plan	897	74	131		30 June 2013	217	88	15
9. Number of CAFs initiated	308	30	16	æ	Apr-Jun 2013	55	30.2	17
10. Number of requests for service	8,695	804	890		Apr-Jun 2013	1,701	794	347
11. Number of requests for service leading to a referral	2,964	261	293		Apr-Jun 2013	635	282	83
12. Number of LCC-employed foster carers	578	30	28	æ	30 June 2013	83	50	23
12a. Number of family placement foster carers	108	11	11		30 June 2013	16	11	6

Commentary

25 fewer children and young people (a 15 per cent reduction) from the Inner West area committee area are looked after in June 2013 than in June 2012. This reduction is significantly higher than the five per cent citywide change over the same period. Eleven per cent of the children looked after cohort comes from the Inner West area committee area, the third highest proportion of all area committees. 40 per cent fewer children and young people entered care in the Inner West area committee area between April and June 2013 (six) than the same period 12 months ago (10), counter to the rise seen in the citywide numbers.

44 per cent fewer children and young people from the Inner West area committee area are subject to a child protection plan in June 2013 (74) than in June 2012 (131), by far the largest reduction of all area committees. This reduction changed the Inner West area committee's proportion of the total cohort from 15 per cent to eight per cent (the third highest to the sixth highest). Twice as many CAFs (30 vs 16) were initiated in the first three months of 2012/13 than the first three months of 2011/12.

10 per cent fewer requests for service (804 vs 890), and 11 per cent fewer referrals (261 vs 293) were received from the Inner West area committee area in the first three months of 2012/13 than the first three months of 2011/12. These reductions are significantly higher than the citywide reductions of four (requests for service), and three per cent (referrals).

Do well in learning and have the skills for life	Leeds	Inner W			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
13. Primary school attendance levels	95.3%	95.1%	95.6%		2012-13 HT 1-4	96.2%	95.3%	93.9%
14. Secondary school attendance levels	93.7%	91.1%	91.0%	↔	2012-13 HT 1-4	94.6%	93.3%	91.1%
15. Number of pupils persistently absent at primary	1,839	134	124	↔	2012-13 HT 1-4	417	184	83
16. Number of pupils persistently absent at secondary	3,067	265	286		2012-13 HT 1-4	474	307	162
17. Number of NEET ⁱ	1,501	168	137	↔	30 June 2013	330	149	47
17a. Percentage of NEET ⁱ	6.7%	10.4%	8.4%	↔	30 June 2013	10.5%	6.2%	2.6%
18. Number of 'not knows'	1,283	81	198		30 June 2013	408	116	41
18a. Percentage of 'not knows'	5.5%	5.0%	12.1%		30 June 2013	14.5%	4.7%	2.2%

Commentary

Primary school attendance levels in the Inner West area committee area fell in line with the citywide levels, by 0.5 of a percentage point between 2011/12 and 2012/13, to 95.1 per cent. Secondary school attendance levels rose by 0.1 of a percentage point across the same period to 91.1 per cent. There is significant variation between the two secondary schools in this area committee, with Leeds West Academy having HT1-4 attendance of 93.5% whereas attendance at Swallow Hill is 89.0%. Persistent absence in Inner West area committee area primary schools rose slightly (by 10, or eight per cent), which is lower than the

citywide rise of almost 13 per cent. There was a seven per cent reduction (21 fewer) in the number of secondary school pupils who were persistently absent, dropping from 286 in 2011/12 to 265 in 2012/13. This compares well against the modest reduction of 0.5 per cent seen in citywide levels.

The percentage of 'not known' young people in the Inner West area committee area has reduced by seven percentage points, from 12 per cent in June 2012 to five per cent in June 2013. The percentage of young people identified as NEET has risen from 8.5 per cent in June 2012 to 10.5 per cent in June 2013.

Voice and influence	Leeds	Inner W			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
19. 10-17 year olds committing an offence	672	63	84		Apr 12 - Mar 13	167	67	18
Ofsted inspections	Leeds	Inner W			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
20. Percentage of primary schools good or better	83%	80%	67%	↔	31 July 2013	93%	82%	68%
21. Percentage of secondary schools good or better	58%	50%	50%		31 July 2013	75%	56%	25%
22. Percentage of children's centres good or better	81%	100%	100%		31 July 2013	100%	88%	60%
23. Percentage of children's homes good or better	73%	100%	33%	↔	31 July 2013	100%	58%	0%
Ofsted judgement - Inner West	Current period: 31 July 2013				Previous period: 31 Dec 2012			
	Outstanding	Good	Satisfactory	Inadequate	Outstanding	Good	Satisfactory	Inadequate
24. Primary schools	1	11	3	0	1	9	5	0
25. Secondary schools	0	1	1	0	0	1	1	0
26. SILCs (citywide)								
27. Pupil referral units (citywide)								
28. Children's centres								
29. Children's homes	0	3	0	0	0	1	2	0

Commentary

Two primary schools in the Inner West area committee area have seen their Ofsted rating rise from requires improvement to good (Bramley Primary School, and Bramley St Peter's C of E Primary School). Eighty per cent of primaries are now rated as good or better (up 13 percentage points from December). There is no change in the Ofsted ratings of the two secondary schools in the area: one is good, one requires improvement.

All three children's homes in the Inner West area committee area are now rated good by Ofsted; at the end of December, two were rated adequate, but have since been inspected and have seen their ratings rise.

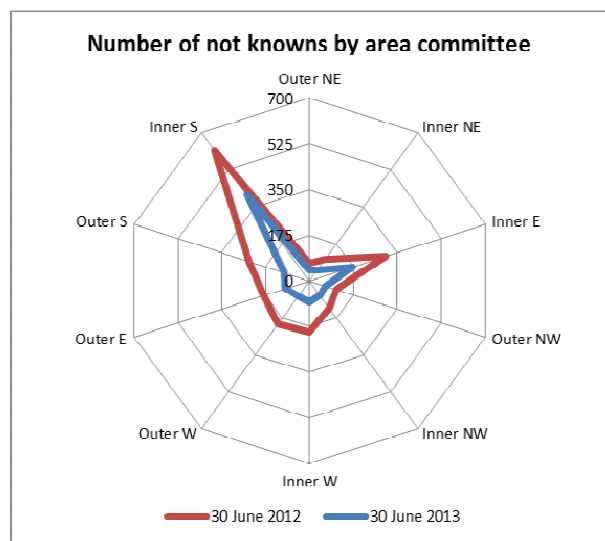
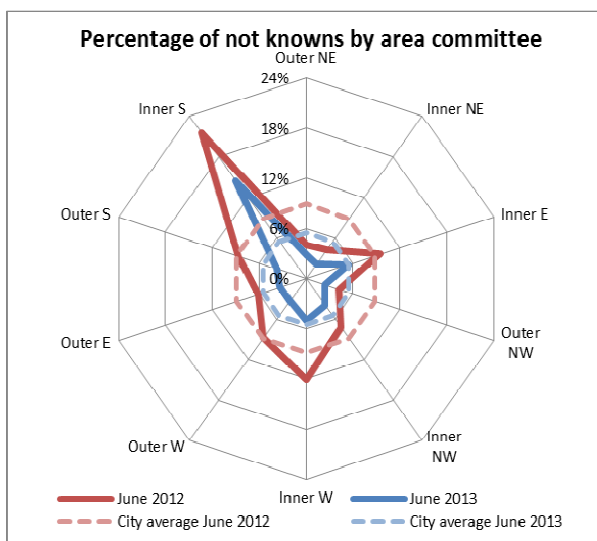
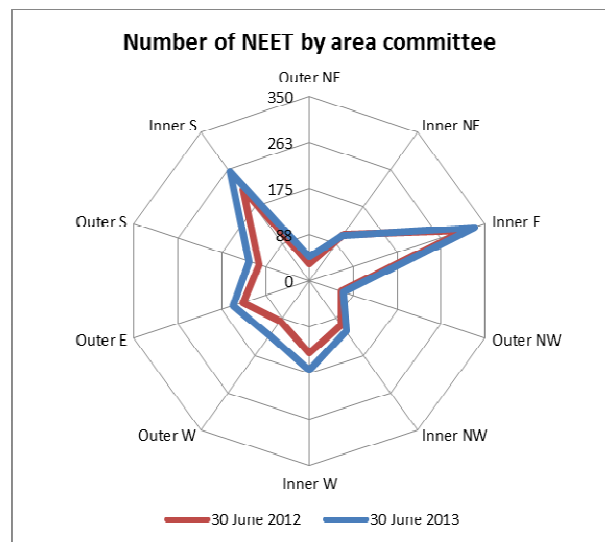
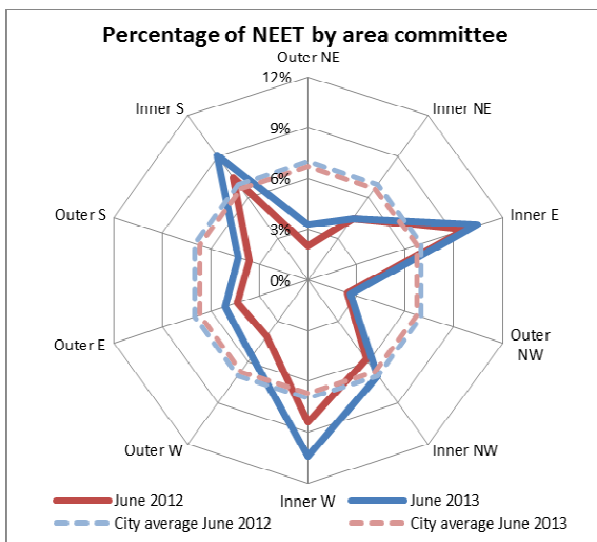
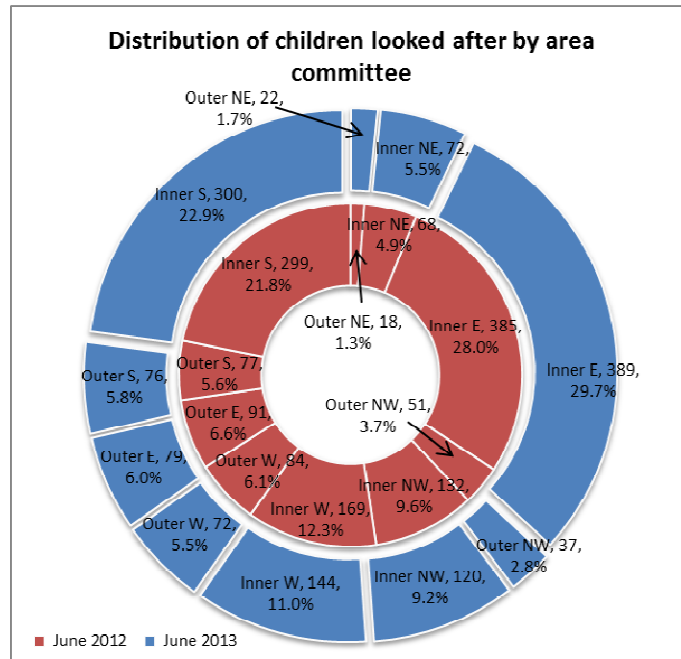
Secondary schools	Current period		Previous period		Direction of travel	
	Ofsted	Attendance	Ofsted	Attendance	Ofsted	Attendance
Leeds West Academy	2	93.5%	2	93.2%		æ
Swallow Hill Community College	3	89.0%	3	89.2%		

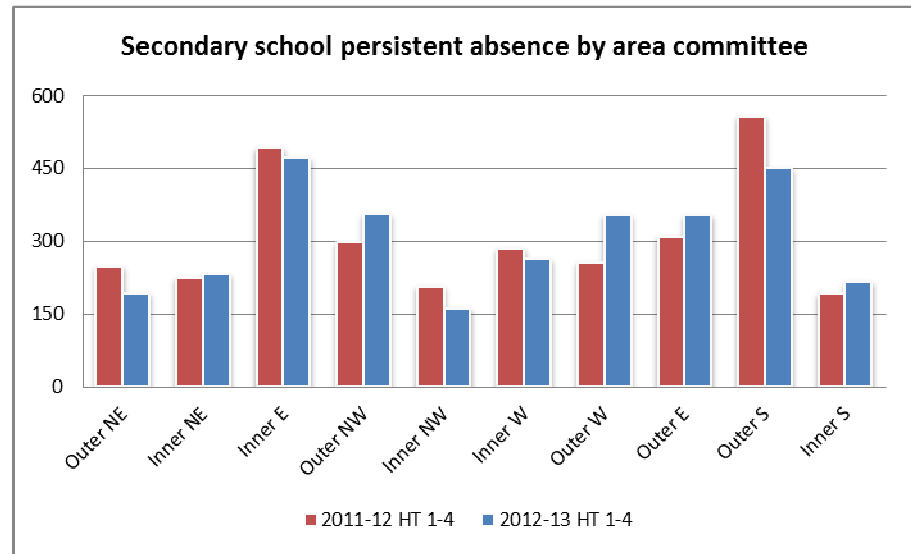
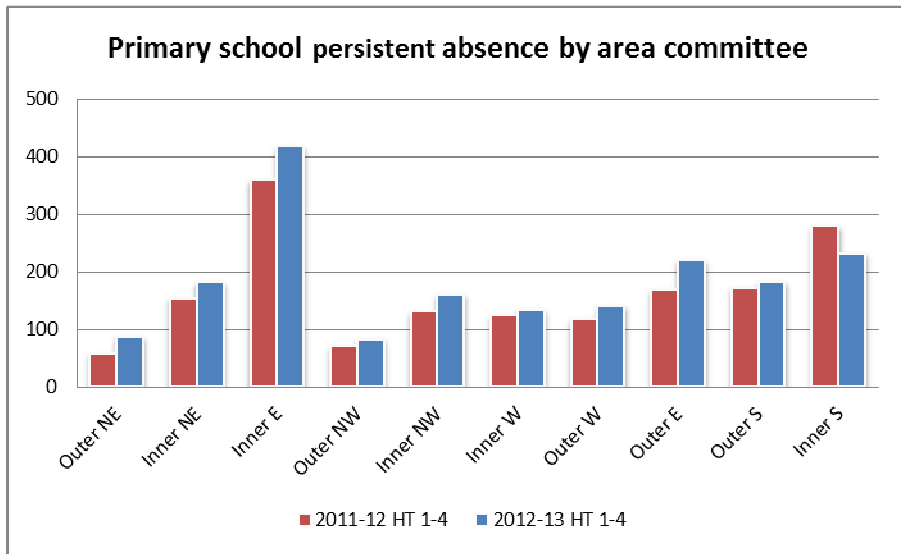
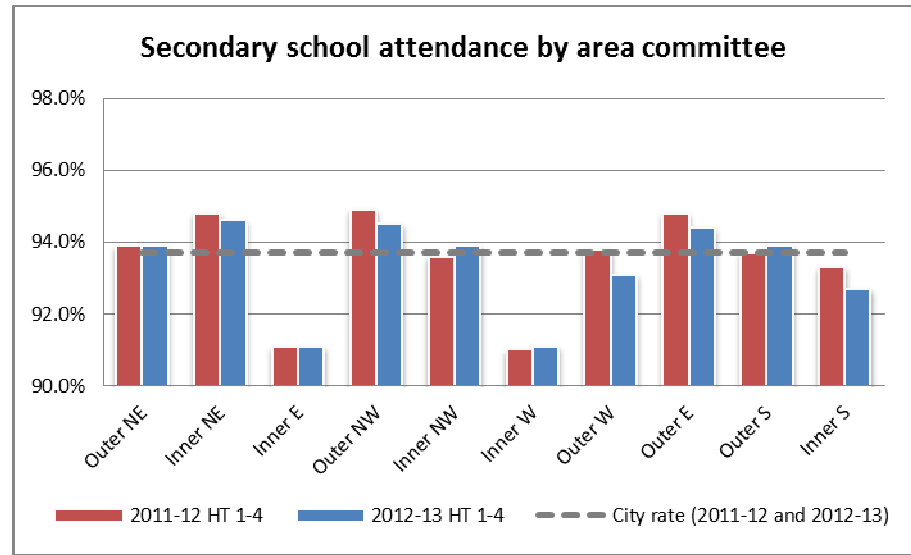
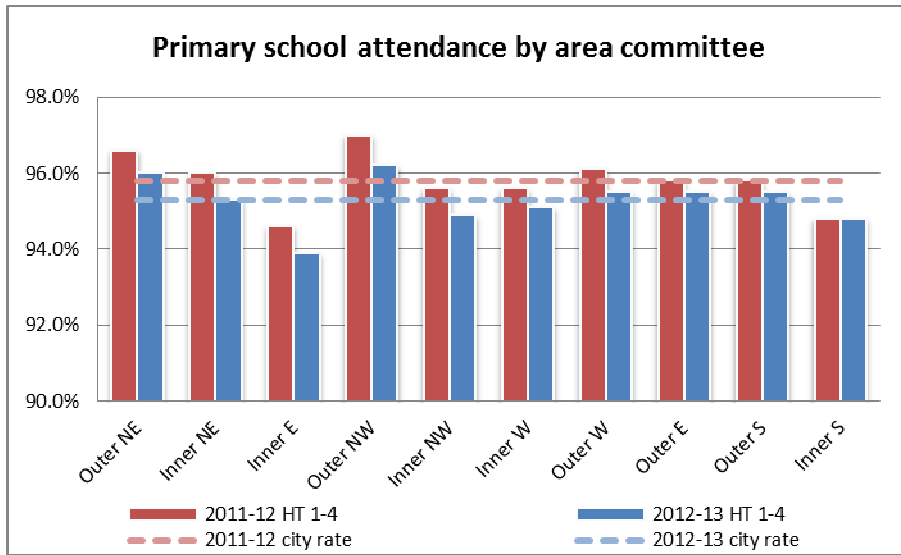
Key: AY - academic year FY - financial year HT - half term ... data below five (suppressed for confidentiality)

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

¹ The citywide figure reports 'adjusted NEET' (see data definitions), the area committee figures do not take account of 'adjusted NEET'

Appendix two: CYPP obsessions - graphs and charts





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Report of Chief Officer, Strategy and Improvement

Report to Inner West Area Committee

Date: 4 September 2013

Subject: 2011 Census Results

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

Summary of main issues

1. The Census, which is undertaken every ten years, provides a count of the population in local areas and establishes the base from which subsequent mid-year population estimates are produced. It provides the basis for central and local government, health authorities and many other organisations to target their resources and to plan housing, education, employment, health, transport and other services for years to come.
2. The Census is a vital planning tool for both the public and private sectors and the data that is derived from it is an essential element in intelligence led decision making. The data helps to build a comprehensive picture of conditions in localities and helps identify the critical issues facing neighbourhoods. Indices based on Census data are widely used as indicators of deprivation which are then used extensively to target areas of greatest need.
3. The Census also establishes a new baseline for much of the city's equality and diversity data and will provide an opportunity to re-assess the extent inequalities across the city.
4. An analysis of the data has been published as "Leeds: The Big Picture". This provides a summary of the city-wide results from the 2011 Census and, where possible, includes comparisons to the 2001 Census. This document is available on the Leeds Observatory under the "Resources and Documents" section (<http://www.westyorkshireobservatory.org/Leeds>)

5. Individual profiles, in the same format as the Leeds: Big Picture, have been produced for Area Committees and for electoral wards. These documents are also available on the Leeds Observatory.
6. This report highlights some of the main findings from the 2011 Census for the Inner West area, but most notably:
 - The Census shows that there are 46,884 people living in the area, and there has been very little change since 2001 (across the city the population increased by 5% over the same period)
 - The BME population in the area has doubled from 7.8% in 2001 to 15.4% in 2011 (although it is slightly below the city BME rate of 18.9%)
 - The number of residents born outside of the UK has more than doubled from 2,146 (4.6% of the population) in 2001 to 4,635 (9.9%) in 2011
 - The proportion renting from the private sector has increased from 10.7% in 2001 to 17.3% in 2011
 - 2,722 households in the area (12.9%) are headed by a lone parent, higher than the city average of 10.9%
 - 29.7% of adults in the area have no qualifications, compared to 23.2% across the city as a whole
 - There has been a fall in the number of people reporting limiting long-term illness in the area from 8,884 in 2001 to 8,611 in 2011
 - 4,098 people in the area (8.7% of the total population) are providers of unpaid care, with 1,070 people providing care for 50 or more hours per week

Recommendations

7. The Area Committee is asked to discuss the emerging issues and to consider how it can use the data to inform its neighbourhood improvement strategies.

1 Purpose of this report

1.1 The purpose of this report is to:

- Provide the Inner West Area Committee with a summary of the results from the 2011 Census; and
- To highlight some of the issues emerging from the 2011 Census

2 Background information

2.1 The Census is completed every ten years and is the largest piece of social research undertaken in the country. It tells us how many people live where and provides valuable information on the make-up of local communities. It captures the defining characteristics of the population: who we are; how we live; and what we do. It is unique because it is the only information source that captures all these characteristics across the whole population.

2.2 The last Census took place on 27 March 2011. It was conducted on a resident basis, and the statistics relate to where people usually live, rather than where they were on Census night. Students who were studying away from home during the term were enumerated at their term-time address.

2.3 The Census asks questions about work, health, national identity, citizenship, ethnic background, education, second homes, language, religion, marital status and so on. These statistics are then used to build a picture of our society. The Census is important because it provides the basis for central and local government, health authorities and many other organisations to target their resources more effectively and to plan housing, education, employment, health, and transport services for years to come, e.g.

- Data about the age and make-up of the population, and on their health enables organisations to plan and fund health and social services;
- Housing information highlights where accommodation is inadequate and helps in planning new housing;
- Economic data helps both public and private sectors to plan employment and training policies and to decide where to locate or expand their businesses;
- Information about travel to and from work and car ownership highlights the pressures on transport systems and how road and public transport could respond to meet local needs;
- Information about ethnic groups helps central and local government to plan and fund initiatives to meet the needs of these minority groups and to address inequalities;
- Census statistics helps research organisations to decide how, when and where to capture representative samples.

3 Main issues

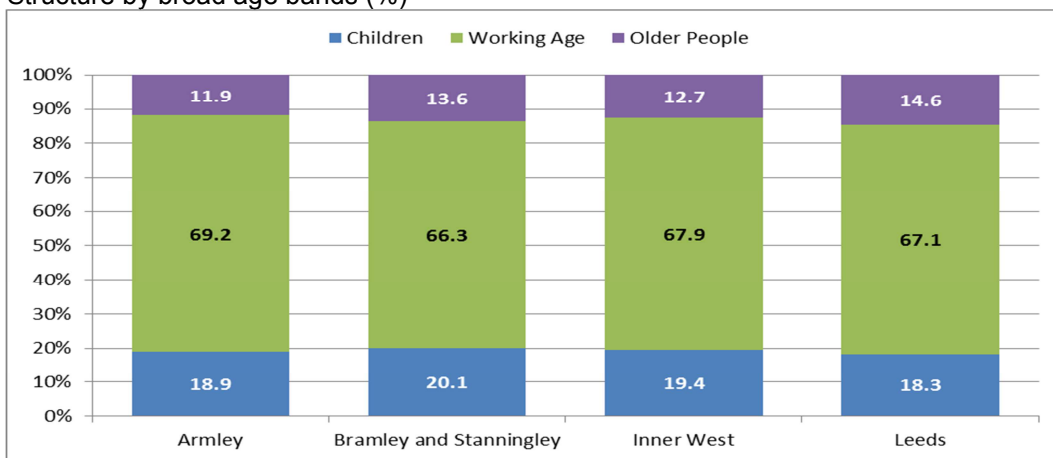
3.1 The Area Committee profile provides a factual analysis of the data produced from the 2011 Census. It compares the data for area to the averages for the city as a whole and, where possible, includes comparisons to information from the 2001 Census. The profile also provides a selection of graphs and charts comparing the data for the two wards in Inner West (some of which have been included here).

3.2 Key findings

3.2.1 Population

- The Census shows that there are 46,884 people living in the area, and there has been very little change since 2001 (across the city the population increased by 5% over the same period)
- The age breakdown is broadly similar to that for the city as a whole, the most notable differences being the slightly higher proportions of children and of people in the 30-44 age band and the slightly lower proportions of people in the 60+ age bands
- Children (aged 15 and under) account for 19.4% of the population, slightly higher than the city average of 18.3%

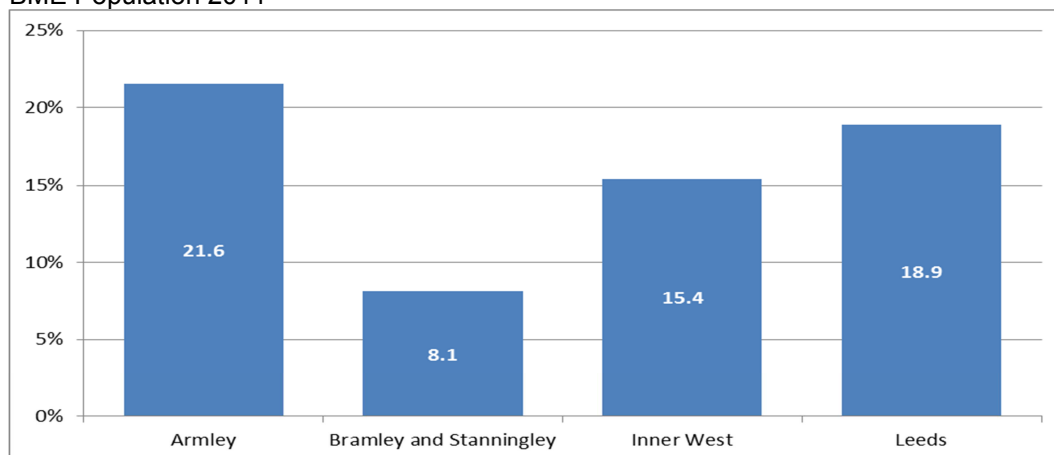
Structure by broad age bands (%)



3.2.2 Diversity

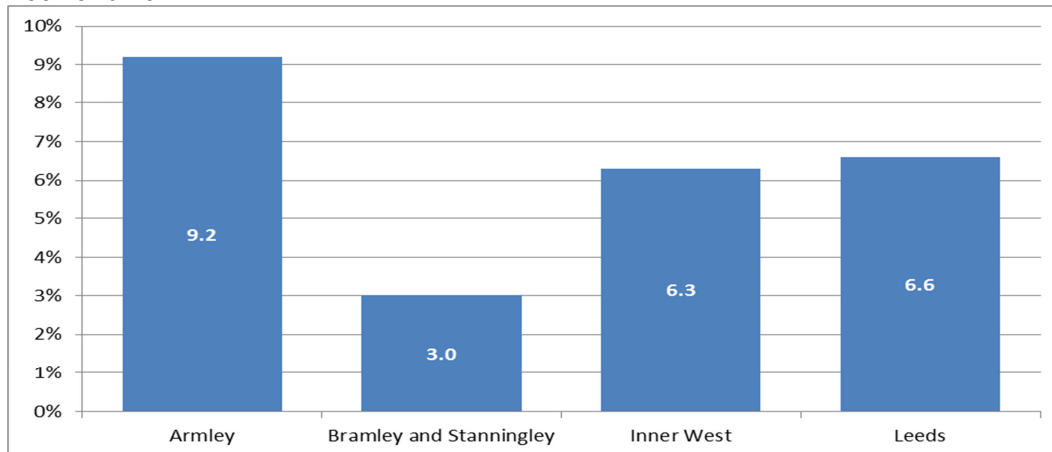
- The BME population in the area has doubled from 7.8% in 2001 to 15.4% in 2011 (slightly below the city BME rate of 18.9%)
- With 1,087 people (2.3% of the total population) the Pakistani community is the largest "single" BME community in the area but there are 2,034 people (4.3%) in the category of "Other White"

BME Population 2011



- The number of residents born outside of the UK has more than doubled from 2,146 (4.6% of the population) in 2001 to 4,635 (9.9%) in 2011, with 2,069 people being born in the EU and 2,566 born elsewhere
- 64.2% of people born outside the UK arrived in the last 10 years (higher than the rate for Leeds as a whole)
- 69.6% of foreign born usual residents were between the ages of 16 and 44 when they arrived in the UK and 26.7% were aged 15 or younger

Percentage of resident population born outside the UK and arriving in this country between 2001 and 2011



- In 975 households there were no residents who spoke English as a main language
- 53.5% of people in the area are Christian (slightly lower than the city average of 55.9%)
- 3.6% of people in the area are Muslim (compared to a city average of 5.4%)
- No other faith group in the area accounts for more than 0.7% of the population

3.2.3 Housing

There are 21,041 occupied households in the area, of which:

- 51.3% are "owner occupied" (lower than the city rate of 58.6%), and the level of owner occupation has fallen from 56.1% in 2001
- 47.2% of households in the area are rented (this has increased from 43.9% in 2001), and is higher than the city average of 39.9%
- The proportion of households that are renting from the local authority (through an ALMO) has fallen from 28.4% in 2001 to 24.5% in 2011
- There has been a slight increase in the proportion of households renting from a housing association or other RSL (from 4.9% in 2001 to 5.4% in 2011), while the proportion renting from the private sector has increased from 10.7% to 17.3% over the same period

Housing tenure



3.2.4 Household Composition

- The number of single person households in the area has increased from 33.1% in 2001 to 36.6% in 2011 (compared to a city rate of 33.3% in 2011)
- 16.1% of households consist of pensioners only (compared to 19.1% for the city), and of the 3,389 pensioner only households in the area 2,335 are occupied by a lone person (11.1% of all households in the area)
- 2,722 households in the area (12.9%) are headed by a lone parent, higher than the city average of 10.9%
- The proportion of lone parent households has increased from 11.9% in 2001

3.2.5 Economic Activity and Qualifications

- 72% of people in the area aged 16-74 are economically active (higher than the city rate of 69.5%) and the breakdown is different with the area having higher proportions of people who are employees or unemployed and lower proportions of self-employed people and full-time students
- At the time of the Census 2,241 people in the area were unemployed (6.4% of all people aged 16-74), compared to a city rate of 4.8%
- 29.7% of adults in the area have no qualifications, compared to 23.2% across the city as a whole

3.2.6 Transport

- 40.2% of households in the area have no car or van, compared to a city rate of 32.1%
- Driving a car or van is still the most popular method of travelling to work with 34.1% of people in the area (aged 16-74) choosing this method (compared to a city rate of 35.9%)

3.2.7 Health and Wellbeing

- There has been a fall in the number of people reporting limiting long-term illness in the area from 8,884 in 2001 to 8,611 in 2011
- 4,098 people in the area (8.7% of the total population) are providers of unpaid care, with 1,070 people providing care for 50 or more hours per week

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 This is an information report that provides commentary and analysis on data that has been published by the Office for National Statistics and is already in the public domain. Consultation evidence is therefore not required.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 The Census establishes a new baseline for much of the city's equality and diversity data. There is an acknowledged link between deprivation and many of the equality groups and the Census will provide an opportunity to assess progress over the last 10 years. The data will support the annual Equality and Diversity Position Statement that is produced alongside the State of the City report.

4.2.2 The Intelligence and Improvement Team will also be producing a detailed analysis of the 2011 Census data relating to both BME and faith communities across the city.

4.3 Council policies and City Priorities

4.3.1 The Census is important as it provides the basis for central and local government, health authorities and many other organisations to target their resources more effectively and to plan housing, education, employment, health, and transport services for years to come.

4.4 Resources and value for money

4.4.1 There are no resources or value for money issues.

4.5 Legal Implications, Access to Information and Call In

4.5.1 There are no legal implications.

4.6 Risk Management

4.6.1 There is a risk that failure to adequately consider the implications of the Census data will impact on our ability to bring about improved outcomes for communities.

5 Conclusions

5.1 This report highlights some of the key findings to emerge from the 2011 Census and begins to identify some of the possible implications for services. The quality and accessibility of intelligence about the city is now more important than ever in the context of significant reductions in funding across the public sector. The way in which data, analytical and research resources might work more closely together in the future to understand issues affecting Leeds and to help inform the way in which these issues are addressed continues to be a topic for exploration and debate.

6 Recommendations

6.1 The Area Committee is asked to discuss the emerging issues and to consider how it can use the data to inform its neighbourhood improvement strategies.

7 Background documents¹

7.1 None.

¹ 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.



Report author: S Carey/D
 Roberts, A Szustakowski
 Tel:

Report of Chief Officer, Welfare and Benefits

Report to Inner West Area Committee

Date: 4th September 2013

Subject: Update on Welfare Benefit changes

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

1. The report provides an update on the citywide and local aspects of the significant welfare changes which were introduced in April 2013. These changes have seen more tenants falling into arrears with their rent and their Council Tax. Steps have been taken to mitigate the impact of the changes, including changes to recovery processes, and support is being provided to those tenants who engage with the council about their arrears.

2. The Discretionary Housing Payments scheme, which provides support to tenants affected by the welfare changes, is on track to spend the full £1.9m budget with the bulk of this spend going on those deemed to be priority cases within the Council's policy. Further funding may be available this year from DWP but this is subject to a bidding process and details of the process have yet to be announced.

3. The Local Welfare Support scheme, which has replaced the Social Fund scheme in Leeds, provides goods and services rather than cash to those in need. The spend in the 1st quarter clearly shows that there will be an underspend against this fund and, as a consequence, proposals will be developed and taken to Executive Board for alternative uses of this funding. Proposals will also be developed on potential Local Welfare Support schemes for 2014/15. It is intended to discuss these proposals for the 14/15 scheme with Area Committees ahead of an Executive Board recommendation.

4. The roll out of Universal Credit has started with a further 6 small areas announced as Universal Credit sites. The main roll out of Universal Credit is now not expected until late 2014 or even later. Nevertheless, preparations continue and one of the key aspects of the preparations relates to tackling high cost lenders in the city. A plan of

action has been developed that includes city-wide and locality-based events and the report seeks input from Area Committees for the programme.

Recommendations

5. The Committee is asked to:

5.1. Note the information about the impact of the welfare reforms;

5.2. Note the information about the campaign against high cost lenders and contribute to options for locality-based events and initiatives to support the campaign.

5.3. Champion the following priorities:

- High interest money lending and debt
- Better connecting local people to Leeds job opportunities and training through the planning process, sector based work academies and apprenticeships
- Continuing to support local communities through localised employability, learning and advice provision

Purpose of this report

- 1.1 The report provides an update of the impact of the welfare reforms at both a city-wide and ward-level basis and also provides information on arrangements that have been put in place to support tenants.
- 1.2 The report details some of the preparations that are underway for Universal Credit with a focus on locality-based support that can be provided. A key element of the preparations for Universal Credit and a response to the welfare reforms is a programme of work aimed at tackling the issue of payday and high cost lending in the city. The report provides information about this programme and seeks input from Area Committees on how the programme of activity can work at a locality level.

2 Background information

- 2.1 As part of the Government's programme of welfare reforms, changes to Housing Benefit, Council Tax Benefit and the Social Fund came into effect from April 2013. These changes mean that:
 - Working age social sector tenants deemed to have one or more spare bedrooms see their Housing Benefit reduced;
 - The majority of working age households see their Council Tax Support reduced by 19%; and
 - Funding allocated to the Crisis Loans and Community Care Grants elements of the Social Fund is devolved to local councils.
- 2.2 In recognition of the difficulties these changes may cause for some families, the Government increased funding to local Councils for Discretionary Housing Payments schemes. Funding for Leeds increased from £800k in 12/13 to £1.9m in 13/14.
- 2.3 Further welfare changes came into effect later in the year.
 - Personal Independence Payments (PIP), which replaces Disability Living Allowance, came into effect from June 2013 for new claims only. The main programme of reviewing DLA cases to see whether they will transfer to PIP, starts in October 2015 although DLA claims that are due to be reviewed before then will be considered for PIP earlier;
 - The Benefit Cap comes into effect in Leeds from 12th August 2013 and will see around 424 families lose some or all of their Housing Benefit.
- 2.4 A number of analyses have been carried out on the total impact in Leeds of the programme of welfare changes. Sheffield Hallam University estimates that the changes see a loss of benefit of £232m a year in Leeds, while the LGA's analyses estimates the loss in Leeds at £171m a year.

2.5 The welfare changes come at a time when there is significant concern about the growing use of payday and high interest rate lending which is a growing sector of the unsecured lending market.

High Cost Lenders (HCL)

2.6 According to a recent analysis by Price Waterhouse Coopers and the Local Data Company, statistics show retail store closures have climbed tenfold in one year. However, pound shops, pawnbrokers, charity shops, cheque cashing, payday loan shops and betting shops are bucking the trend and showing considerable growth. The table below shows the 'risers and fallers' by business type across the UK's top 500 town centres during 2012:

Risers	Net Change (%)	Fallers	Net Change (%)
Cheque Cashing/Payday Loans	+20.0	Card & Poster Shops	-23.4
Pound shops	+13.0	Computer Games	-45.0
Pawnbrokers	+13.2	Women's Clothes Shops	-7.2
Charity shops	+2.7	Recruitment Agencies	-15.1
Betting Shops	+3.3	General Clothing	-8.7
Supermarkets	+3.6	Health Foods & Products	-24.7
Coffee Shops	+3.4	Banks & Financial Institutions	-2.9

Table - Top risers and fallers by business type in 2012 (Source: Local Data Company)

2.7 Work was undertaken in 2012 to try to determine the numbers of money shops in Leeds city centre and in district centres. This is not straightforward because there is no clear planning or industrial classification to distinguish these types of shops. **However, from available sources of information a list was compiled and is attached to this report at Appendix 6**

2.8 The high cost lending market (Home Credit, Pawn Brokers, Money Shops, Payday Lenders, rent-to-buy) was estimated by the OFT to be £7.5 billion in loans to consumers in 2008¹. The equivalent figure for payday loans at that time was £900 million but it is reported that this figure will have more than doubled by 2011. It is further estimated that 5 million people in the UK access high cost credit of which 2 million use payday lenders.

2.9 If this national picture is equated to the Leeds population it means that up to 60,000 people in Leeds may use high interest lenders including approximately 22,500 people who may take out Payday loans. In addition to the social cost, this market represents a potentially huge impact on the Leeds economy. Based on national data, the high cost market in Leeds could be in the region of £90m. If everyone using high cost credit in Leeds had access to affordable sources this could reduce the cost of borrowing by up to £60m in a year to Leeds families. Even a 10% penetration into this market would represent a significant annual gain for Leeds communities and the economy.

¹ OFT, Review of High Cost Credit, June 2010

- 2.10 According to research company Data Monitor, the payday lending market could account for £3.4bn of loans by 2014.
- 2.11 The StepChange debt charity, which provides a national debt counselling service, has said that more than twice as many people who sought help with debts in 2012 had payday loans compared with 2011. It helped 36,413 people last year who had payday loan debts, some 20,000 more than the previous year. They also reported that 42% of their clients under age 25 had payday loans. This is a fourfold increase in just 2 years.
- 2.12 Earlier this year the Office of Fair Trading (OFT) undertook a review of the businesses of the top 50 payday lenders (which together account for around 90% of the payday market by turnover). The review found a number of examples of non-compliance with the industry code of practice including:
- Failing to show the APR interest of their loans;
 - %age APR or calculated examples not prominent enough on their sites;
 - Omitting or downplayed information about the costs and risks to the borrower;
 - Not conducting adequate affordability assessments;
 - Actively promoting rolling over loans for an extended term when borrowers would be better served by a repayment plan;
 - A number of firms were using aggressive debt collection practices.
- 2.13 As a result, the sector will face advertising curbs and be under closer supervision. The government wants to limit the number of adverts shown per hour on TV and ensure that terms and conditions are displayed more prominently.
- 2.14 The OFT also required the companies to take immediate steps to address areas of non-compliance or risk losing their consumer credit licence. After the end of the 12 week deadline set by the OFT, 14 of the companies indicated that they were to withdraw from the payday lending market (1 company failed to respond). In addition the OFT has referred the whole of the industry to the Competition Commission, which has wider powers to deal with some of the issues identified for the protection of consumers.

Financial Conduct Authority (FCA)

- 2.15 The new financial services regulator – FCA - will take over the Financial Services Authority's consumer financial watchdog powers and have powers to cap the cost of payday loans, but not until 2014. The FCA will be granted this key weapon, along with other ways to keep rogue lenders in check. There will however be a 'legal loan sharks' window of opportunity before regulators can limit charges in 2014.

The FCA will also have powers to create rules which will:

- Limit the length of a payday loan
- Impose a limit on the number of times a payday loan is rolled over
- Make a payday loan agreement unenforceable
- Force money or property to be returned to consumers and redress to be given to consumers by a firm

- 2.16 While the regulator will have these powers, it has to assess whether they need to be used. In a recent report (March 2013) from the Department for Business Innovation and Skills (BIS), the Government Minister indicated that whilst "the Government recognises that a cap might be appropriate at some point in the future" "The Government does not believe that a total cost of credit cap is the best way to address the concerns in the pay day lending market at this time."
- 2.17 In response to these concerns the council is launching a campaign to tackle high cost lenders and information about this campaign is contained in the main issues part of this report.
- 2.18 The West Leeds Debt Forum feel the challenge is providing an alternative to 'instant' high interest loans. Families in crisis need an alternative. Families on low income generally manage what money they have well, but when a crisis strikes, the survival strategy is a high interest legal money lender or a loan shark. The West Leeds Debt Forum is in discussion with the credit unions (Leeds CCU and Bramley Independent CU) on how alternatives could be provided.

West Leeds Debt Forum feel that money sense has to be instilled at an early age and the Forum has involved local primary schools in campaigns and is in discussion with school heads on how to engage with parents and primary school students in a lively, productive way, building on the initiatives of Leeds City Credit Union.

3 Main issues

- 3.1 Appendix 1 provides data on the impact of the welfare changes as at the end of July 2013. The data is shown at both city-wide and ward level and, where appropriate, at ALMO level. The main issues to note are set out below.

Citywide Response – main issues

Social sector size criteria (under-occupancy)

- 3.1 Across Leeds the number of tenancies affected has reduced since the start of April but continues to remain high at 7,834 across the city with 2,828 from the West North West. The reduction in tenancies affected is fairly consistent across the ALMOs and is likely to reflect the intense activity undertaken to ensure that new and existing tenants are aware of the changes and their implications.
- 3.2 However, the level of rent arrears is increasing as a result of under-occupancy. Of the 7173 ALMO tenants that were affected by under-occupancy at the start of April 2013, 1,934 already owed rent – this equates to 27%. At the end of July 2013, 3,821 of the 6,296 tenants affected owed rent – this equates to 60%.
- 3.3 In April 2013, Executive Board agreed a revised rent arrears recovery approach that recognises those who can't pay. The approach focuses on maximising income and signposting to support for issues around debt and budgeting for those

tenants who engage with ALMOs about their rent arrears. The Committee may also be aware that consideration is being given to reclassifying some properties where the design of the property means that it would be appropriate to treat the properties as having one bedroom less. Around 850 properties are under consideration and approx. 280 are also affected by the under-occupancy rules.

Discretionary Housing Payments (DHP)

- 3.4 The funding for Discretionary Housing Payments has increased to £1.9m for 13/14 to help deal with issues arising from under-occupancy and the Benefit Cap (see 3.18). This is an increase of £900k on the £1m spent on DHPs in 12/13 – the vast majority of the spend in 12/13 went on private tenancies as a result of changes to Local Housing Allowance rates.
- 3.5 The policy for the allocation of DHPs was agreed at Executive Board and priorities spend on the following groups:
- Disabled tenants in significantly adapted properties
 - Tenants with child access arrangements
 - Tenants approaching Pension Credit age
 - Foster carers and kinship care
 - Pregnant women allocated an additional room for the baby.
- 3.6 At the end of July 2013, £864k of the £1.9m spend has been committed and, with Benefit Cap coming into effect from 19th August 2013, it is estimated that the full £1.9m allocation will be spent. The breakdown of committed spend to date shows that:
- £572k (66%) has been spent on under-occupancy cases; and
 - £292k (34%) has been spent on other cases, mainly private rented sector.
- 3.7 Following the outcome of a recent judicial review against the under-occupancy changes brought by disabled tenants – which concluded that the under-occupancy changes did not impact on the tenants' human rights – the Government has announced an additional £20m for DHPs. Councils will be able to bid for additional funds from this £20m although the bidding process has yet to be announced.
- 3.8 Spend against the DHP allocation will continue to be closely monitored and, should the circumstances allow it, the policy will be relaxed to support more applications.

Council Tax Support (CTS) scheme

- 3.9 Nearly 33,000 households have seen their Council Tax Benefit reduce by 19% as a result of the localisation of Council Tax Support and reduced Government funding. Of these, almost 25,000 previously had their Council Tax met in full by Council Tax Benefit. All Pension Age cases are protected from any reduction and a further 10,000 working age cases have been protected from any reductions under the Council's scheme – these are households where a severe or enhanced disability premium is applicable, where the householder is a lone parent with a child under 5, a carer or a war pensioner or war widow.
- 3.10 Council Tax collection is down at the end of June 2013 compared to the same point last year by 0.46% which equates to £1.3m less. The overall collection rate is 37.19% with the collection rate for CTS cases at 25.6% and 22.6% for those previously getting full benefit. Following a Central and Resources Scrutiny Board Working Group on recovery approaches, additional reminders have been built into the process and, where appropriate, payment arrangements are accepted where payments are below the level of the weekly or monthly liability. Despite these arrangements, 3,000 CTS cases have been summonsed and liability orders obtained. This is a legal requirement in order to secure payments directly from DWP benefits.
- 3.11 The Council will need to decide whether to keep the existing scheme or change the scheme for 14/15. Options will be developed for consideration by Executive Board and a public consultation exercise undertaken if changes are proposed.

Local Welfare Support Scheme

- 3.12 Leeds received £2.8m scheme funding for a Local Welfare Support scheme.
- 3.13 A Local Welfare Support Scheme, approved by Executive Board, was put in place with effect from April 2013. The scheme is designed to provide emergency support and to provide help to people and families who need support to remain in the community. Unlike the Social Fund scheme delivered by Jobcentre Plus, the Council's scheme is largely non-cash based. Residents who need help are provided with the goods and services they require. This is in line with most other councils. The approved scheme also agreed to set aside up to £500k to support initiatives which promoted Leeds City Credit Union and increased provision of debt and benefit advice.
- 3.14 As at the end of July 2013, £361k had been spent on providing support to residents and a further £375k allocated to support Leeds City Credit Union and a range of debt and benefit advice initiatives. The scheme has also been adjusted to provide help during the summer to families who would be entitled to Free School Meals during school terms but who are struggling to feed their children during the school holidays.

- 3.15 The adoption of a non-cash based scheme seems to have reduced demand for the scheme and there is likely to be a significant underspend this year. This position is mirrored across West Yorkshire Councils. As the funding for the Local Welfare Support Scheme is not ring-fenced any underspend can be used as the Council sees fit. Options therefore include channelling funding into other initiatives, increasing DHP funding or using the funding to provide a hardship fund for CTS cases. Recommendations will be presented to Executive Board shortly.
- 3.16 Work has now started on developing a scheme for 2014/15 and it is intended to bring a consultation paper to the next round of Area Committees in order to inform proposals to Executive Board later in the year.

Benefit Cap

- 3.17 The Benefit Cap, which limits to £500 a week the amount of benefit a non-working family can receive, was launched nationally from 15th July 2013 with cases in Leeds starting to be capped from 19th August 2013. Around 424 families affected by the Cap and work has been ongoing to ensure that families are prepared for the Cap.
- 3.18 It should be noted that Discretionary Housing Payment funding for the Benefit Cap is expected to be reduced from £75m in 13/14 to £45m nationally in 14/15. With this in mind most families are being asked to contribute up to £50 towards the cost of their rent from their remaining minimum benefit of £500 a week where possible. It remains the intention to ensure that none of the families are faced with eviction and further work will be carried out with families where this a real risk.
- 3.19 Appendix 2 provides a ward breakdown for the cases affected by the Benefit Cap. The cases most seriously affected have been considered a by a casework team consisting of Families First, Children's Services, Housing Options, ALMOs and the Benefits Service. In most of these cases a move to cheaper accommodation is not an option because a) there are likely to be difficulties in finding primary school places for families with more than one primary school age child and b) a number of these cases lose all or most of their Housing Benefit making most alternative housing unaffordable. In these cases, Discretionary Housing Payments will be made.

Preparations for Universal Credit

- 3.20 Following the Pathfinder phase of Universal Credit in Tameside, the DWP has rolled out Universal Credit to 6 more areas from October 2013. The areas are: Hammersmith, Rugby, Inverness, Harrogate, Bath and Shotton and this constitutes the start of the national roll out. A further announcement is expected in the autumn on future roll outs but it is unlikely that we will see any significant roll out of Universal Credit in Leeds until nearer the end of 2014 or even later.

3.21 Preparations are continuing for Universal Credit with the main focus being on preparing tenants for a digital claims process, developing a Local Support Services Framework, tackling high cost lenders and putting in place arrangements for dealing with direct payments of the housing element of Universal Credit to tenants.

3.22 Preparations are continuing for Universal Credit with the main focus being on preparing tenants for a digital claims process, developing a Local Support Services Framework, tackling high cost lenders and putting in place arrangements for dealing with direct payments of the housing element of Universal Credit to tenants.

a) Preparing for a digital claims process:

- DWP remains keen to support a digital process for Universal Credit although the 'digital by default' intention has been softened and replaced by a 'digital where appropriate' approach. Nevertheless, this remains a key element of the preparations for Universal Credit. The emphasis of our reparations is on raising awareness of the need to claim online, supporting residents to become more proficient at online activity, providing facilities to get online and developing support arrangements for those that will struggle to manage an online claim.
- The Council's network of OSCs, Libraries and Children's Centres will be important in facilitating and supporting users to get online. There are also other public facing PCs that can be used and the network of public PCs is shown in appendix 3. Digital Inclusion.
- A mapping exercise to identify all public IT access points in WNW has been completed, the next phase will be work to identify any gaps and increase provision.
- As part of the awareness-raising campaign, a special mobile unit operated by Libraries and Information Services and a mobile Union Learn unit will be used across the city to promote online activity, encourage users to get online and promote classes aimed at making people more confident in going online. This will be supported by a poster campaign and information targeted to tenants with the campaign tied in with the launch of an online application process for Housing Benefit and Council Tax Support which could launch in the new year.

b) Developing a Local Support Services Framework

- DWP recognises that local councils are essential partners in helping deliver Universal Credit and is looking for local delivery partnerships to be created between Jobcentre Plus District Managers and Local Authorities. These partnerships are intended to provide face to face support for vulnerable residents who may struggle with getting online, struggle with budgeting or need high levels of support to manage a Universal Credit account.
- The DWP has now said that full details of the partnership arrangements, funding arrangements and required outcomes will not be provided until autumn 2014 – this will allow local councils to put in place a Local Support Services Framework for 2015/16. This statement, alongside a commitment from DWP to maintain Housing Benefit administration funding throughout 2014/2015, strongly supports the suggestion that Universal Credit will not be rolled out in a significant way during 2014. Nevertheless, work is underway to see how the council and Jobcentre Plus can work together to manage the impacts of the welfare changes.

c) Dealing with direct payments to tenants

- Tenants getting Universal Credit will normally also receive the housing benefit element as part of their Universal Credit payment and will be expected to make arrangements to ensure their rent is paid regularly. It is expected that tenants with significant levels of rent arrears will continue to have the housing element paid directly to their landlords – early analysis shows that 1049 ALMO tenants have arrears of 8 weeks or more (in value) and would be expected to have their housing element paid to their landlord.
- Leeds has developed a proposition which makes local councils responsible for decision-making around direct payments as part of the planned migration of HB cases to Universal Credit. Under the proposition, the council would check that the tenant is able to manage direct payments. This check would include a check on rent arrears, ownership of an active bank account, awareness of the need to set up payment arrangements and monitoring of initial compliance with the requirement. The proposition, which is at appendix 4, has been issued to DWP and a response is awaited.

Debt Prevention and High Interest Lenders

- 3.23 In June 2013, Executive Board approved a campaign to tackle high cost lenders in the city. The key elements of the campaign are:

- Coordinate activity across public, private and the third Sector to deal with high cost lending
- City Wide High Profile campaign
- Local Neighbourhood promotion and education Campaign
- Build Capacity for alternative affordable credit
- Reduce dependency on and use of HCLs
- Provide direct support for those caught up in HCL

3.24 Appendix 5 provides an update on the campaign and welcomes contributions from the Area Committee on locality-based events that would support the campaign.

Leeds City Credit Union

3.25 A key partner in the battle to tackle high cost lenders is Leeds City Credit Union (LCCU). LCCU is working closely with the Council and other partners to develop support for residents who do not have access to affordable banking services. As part of the Local Welfare Support Scheme adopted by the Council, the Executive Board approved a recommendation that an element of the scheme funding should be used to support, among other things, promotion and development of Leeds City Credit Union services and increased provision of advice and support. Work is taking place to ensure Bramley Credit Union is well placed in these discussions.

Headrow Money Line

3.26 The Community Development Finance Institution (CDFI) operating as Headrow Money Line, is a sister organisation to LCCU and started lending in November 2012. In the initial months of trading, Headrow Money Line (HML) is taking a deliberately cautious approach to lending in order to embed systems and to protect against risk. HML is providing affordable credit to many of the residents who have been turned down currently for credit union loans. In so doing it will enable these residents to have access to the broader network of support either provided directly through HML or through partner agencies.

3.27 HML offers a source of credit which is significantly lower in cost and therefore much more affordable than payday loan companies, doorstep and similar lenders. CDFI's operating around the country charge interest in the region of 40% to 70%. HML is currently operating at the higher end of this range in order to ensure security of the business and give time to assess the impact of bad debt provision. Although this seems high, it is significantly lower than the typical rate charged by doorstep lenders (300% and above) or of some "payday" lenders (up to 4000% plus).

Leeds Advice Partners

- 3.28 A partnership of advice agencies provide debt and welfare rights advice, along with the Councils own Welfare Rights Unit. This service is becoming increasingly important given the many changes to the benefits system highlighted in this report. The City Council is currently undertaking a review of advice provision with the intension of ensuring a more comprehensive coverage of support in all the areas of the city where there is a need and delivering advice in a more integrated way. The new service is planned to be introduced during 2014.

West North West Homes Leeds Response and Activities

Social sector size criteria (under-occupancy)

- 3.27 Between September 2012 and March 2013 WNWhL undertook visits to all 2,828 of their tenants affected by the under occupancy changes. The same exercise was completed by Housing Associations in the area (Unity, Connect and Leeds Federated). The visits highlighted how the changes would affect the customer and the likely shortfall in rent that tenants would face.
- 3.28 The following options were discussed in detail with the customer:
- Ensuring all eligible benefits are being claimed;
 - Ascertaining income details and prioritising expenditure;
 - Identifying eligibility for DHP and supporting referral;
 - Supporting tenants to register a housing application;
 - Promoting mutual exchange;
 - Supporting tenants to set up a bank account or direct debit;
 - Budgeting and debt advice; and
 - Referring vulnerable tenants for specialist support through the Independent Living Teams, Adult Social Care or Children's Services.
- 3.29 In addition to the above WNWhL have employed an additional member of staff to assist customers looking to downsize their home. As well as helping individuals to find a move they are promoting mutual exchanges, by helping customers register their properties for exchange, promoting a swap shop event and putting estate agent style Mutual Exchange boards outside of available properties. This has led to an increase in the number of customers seeking to exchange properties.

- 3.30 A more detailed review of how tenants are dealing with the under-occupancy changes will be undertaken in the autumn. This will look at tenants who have moved to more affordable accommodation, tenants who are managing to pay the extra rent and tenants who are struggling to cope with the extra costs.

Benefit Cap

- 3.31 During July, all customers affected by the Benefit Cap were contacted by Debt and Benefit Advisors to check benefit entitlement and offer advice and assistance in dealing with the effects of the Benefit Cap. Contact has also been made by Jobcentre Plus to advise tenants about the help they can get with moving into work, as families working more than 16hrs (lone parents) or 24hrs (couples) are exempt from the Benefit Cap.

West North West Homes Leeds (WNWHL) Arrears Process

- 3.32 The arrears process has been revised to ensure that more support is given to customers who are struggling to pay their rent. This is ensuring that rent collection is being maximised but customers are not facing losing their home if another alternative solution can be agreed. This can be evidenced by looking at the number of letters sent in April compared to how many Notices of Intent to Seek Possession (NISP) have been served. For example at week 2, 157 automatic stage one letters were issued. This increased to 847 at week 3, when the under occupation arrears cases were introduced.
- 3.33 The number of cases progressing to letter two stage at week 5 reduced significantly to 297. At week 13, week commencing 25th June only 81 of these cases had a NISP served. Appendix 8 shows the arrears rate by ward for WNWhL. As can be seen there was an initial increase in arrears, but the amount owed has not been increasing since April, partly because the number of affected customers has been reducing.
- 3.34 It can be clearly seen that the number of cases progressing through the arrears process is reducing and the majority of customers are being supported in making payments or pursuing other options such as downsizing, either via CBL or mutual exchange.

Preparations for Universal Credit

- 3.35 Work has commenced in relation to the introduction of Universal Credit. Lead Officers are attending seminars and researching best practice and working with other ALMO's and Local Authorities
- 3.36 The WNWhL annual tenancy visit is being revised to capture the additional data needed in preparation for Universal Credit.
- 3.37 The WNWhL Financial Inclusion Officer is looking at a range of ways to promote digital access to tenants including the use of mobile provision, mentoring and volunteering schemes and on-going involvement with the BT / Citizens Online 'Get IT Together' project that aims to get more people online. They are also planning four digital inclusion events.

The Local Perspective : Welfare Benefit Changes

- 3.38 The Area Support Team has led the development of an Employability and Welfare Reform working group was established in July 2012. Partners include WNWHL, JobCentre Plus (JCP), Work Programme providers Interserve and Ingeus, Employment and Skills, Libraries, Children's Service, Clusters, Children Centres, Public Health, IGEN, Leeds City College and Third sector partners.
- 3.39 The working group focuses on the impact of the welfare benefit changes and employability within our localities. It is the first time this group of partners has come together in the WNW and it has become a useful network for problem solving, sharing information and developing practical support for local priorities.
- 3.40 Early programmes of work included frontline worker workshops, which both raised awareness around the welfare benefit changes and engaged frontline workers to identify early challenges and concerns. Over 60 people attended the event, and feedback was very positive. This network is now being used to disseminate new information quickly to local leaders and practitioners from across a range of sectors.
- 3.41 In partnership with the working group Public Health commissioned Better Leeds Communities to deliver additional information, advice and guidance to tenants affected by the welfare reform in the private sector.

Debt Prevention and High Interest Lenders

- 3.42 Partners have been working collectively to deliver Opportunity Knox events. These are market style events for members of the public. The primary objective being to tackle and raise awareness about illegal money lending, with a further raft of partners from advice services, health services, financial services, employability partners and emergency services in attendance.
- 3.43 The Lifechannel broadcast in GP surgeries has been used to raise awareness around illegal money lending; promotional leaflets have been developed and circulated to support this initiative. The DVD has been circulated to partners for wider promotion.
- 3.44 Public Health are developing a money management/ budgeting course toolkit to enable practitioners to deliver sessions in community centres across the WNW.
- 3.45 Frontline worker training sessions have been held by Public Health and Trading Standards in inner west to raise awareness around illegal money lending, high interest loans and debt prevention. These sessions are being rolled out throughout all priority neighbourhoods in WNW.
- 3.46 PC's, PCSO'S and NPT's are also to be trained in dealing with loan sharks by Trading Standards; this will include what is defined as harassment.

- 3.47 WNWhL is continuing work through the Illegal Money Lending Team to look at tackle loan sharks and scams. Staff briefings have been undertaken on loan sharks and scams, particularly focusing on the elderly and vulnerable. Further campaigns are planned, including a week of action in October. The last campaign led to the arrest of two people from west Leeds in connection with illegal money lending.
- 3.48 The WNWhL Financial Inclusion officer has been promoting free school meals, budgeting skills and reducing utility bills to all customers, targeted towards those on a low income.
- 3.49 A member of the Area Support Team is now attending the Financial Inclusion Steering Group and West Leeds Debt Forum to ensure collaboration and connectivity to locality and citywide programmes of work.
- 3.50 Discussions have taken place to explore how the Bramley Credit Union can be publicised more within the Inner West.

Locality Employability Initiatives and Improving Local Delivery

- 3.53 The Employability and Welfare Reform Working Group has been delivering a range of initiatives in Inner West Leeds to better co-ordinate local activity, identify gaps in provision and use the local community facilities to deliver learning opportunities and employment.
- 3.51 Employment, advice and training services based at New Wortley Community Centre and Fairfields Community Centre have been brought together under the 'Job Squad' branding. Officers from the Area Support Team has developed posters and leaflets highlighting the support on offer, the provision supports those looking to enhance their skill set through to those that are 'job ready'. These will be delivered to homes in the area. **Improving Local Delivery**
- 3.52 In March 2013 a 'Top Tips' event was held with Hayley Taylor the Fairy Job Mother on Channel 4. A number of seminars were held with local people from the New Wortley and Fairfields neighbourhoods. The seminars were attended by 35 unemployed people, with each one of them being offered on-going support with their job search through our employment outreach team. The Area Support Team is working with Leeds City College and WNW Worksto deliver locally based targeted themed taster sessions in priority neighbourhoods. WNW Works are currently undertaking questionnaires with residents to identify what skill sets people have, what prevalent sessions and jobs people want.
- 3.53 Four Estate Caretaker Apprenticeships have been created and a new Work Experience Mentor and two Employment Outreach Workers have been appointed

in partnership Jobcentre Plus, to work with their unemployed customers and bring them closer to the jobs market.

- 3.54 The Outreach Workers are proactively seeking out tenants who are in need of employment support and also respond to referrals from other WNWHL staff who are conducting Welfare Reform and general tenancy visits. In addition there is an on-going campaign to contact customers who responded to last year's survey of those affected by the welfare reforms by saying that they wished to secure employment.
- 3.55 Since staff started in their outreach roles, around 300 tenants have been supported through telephone/ written, and face to face contact with regards to job search. A much larger number, of around 2000, have been contacted by text inviting them to attend job focused events.
- 3.56 A Jobs and Training event was held in July at the Armley Lazer Centre to coincide with the end of the school and college terms. This was an event focused mainly on young people and was held at Armley Lazer Centre on 11th July.
- 3.57 A selection of around 700 tenants were targeted through West North West homes Leeds tenant tracker system and around 40 young people registered to attend. Partners included Department for Work and Pensions, Leeds City College and approximately 35 other training and third sector organisations. The day included talks on apprenticeships, sector based work academies and the option of skills development through volunteering. In addition a range of current job vacancies was supplied by Employment Leeds and people had the option to attend workshops hosted by IGEN and Jobs and Skills on Job Applications, CV Writing and Interview Tips.
- 3.58 In August an information session was delivered to support the Childcare Assistant vacancies that have arisen in the Children's Centres around the city.
- 3.59 A cohort of potentially suitable tenants were identified and contacted, by text, inviting them to find out more details. Around 90 people responded, with around 25 individuals booking onto the one hour session. Roughly 80% of attendees wished to proceed with making an application. At the session attendees were asked what they needed further support with and this was - help with identifying job vacancies, CV writing; and application form completion. This information will be used to inform the content of future sessions
- 3.60 An open day event, held in Civic Hall, for 15 job roles with Tesco's in Stanningley, attracted over 130 people. 9 people from wards in the west have secured jobs, 4 of these people are from inner west. (see table below).

A further session, with over 150 people in attendance, was delivered on 28th June, to prepare local people for the Aldi's application process. Group Interviews were held at the Bramley Community Centre and were followed up with one-one sessions on the 8th /9th August. Outcomes of the interviews are awaited.

4 Corporate Considerations

4.61 Consultation and Engagement

4.61.1 The report provides information on progress in implementing the welfare changes and the impacts of the changes and is not a report which requires public consultation.

4.62 Equality and Diversity / Cohesion and Integration

4.62.1 The Government's welfare changes have implications for equality and diversity and have been subject to equality impact assessments. Similarly, the development of Discretionary Housing Payments and Local Welfare Support schemes have also been subject to equality impact assessments.

4.63 Council policies and City Priorities

4.63.1 The on-going development of responses to the welfare changes and preparations for changes still to come is aimed at supporting City Priorities around health and wellbeing and poverty. Cross-sector working, particularly with the advice sector and 3rd sector organisations such as the Credit Union, is aimed at ensuring tenants and residents receive support to manage the changes.

4.64 Resources and value for money

4.64.1 The report is for information only and does not have any resource implications directly. The on-going development of initiatives to tackle high cost lenders and put in place support for vulnerable tenants has resource implications. These are expected to be met from funding streams for local welfare scheme and local support services framework, once announced.

4.65 Legal Implications, Access to Information and Call In

4.65.1 There are no legal implications relating to this report.

4.66 Risk Management

4.66.1 The programme of welfare changes increases the risk of rent arrears and Council Tax arrears. Changes to the recovery process along with the application of the Discretionary Housing Payment scheme are aimed at mitigating the risks.

5 Conclusions

- 5.1 Many tenants are struggling to cope with the welfare changes that came into effect from April 2013; there have been increases in rent arrears and Council Tax arrears which it can only be assumed are as a result of the changes. On-going preparations for Universal Credit recognise the impact of the changes to date and focus on tackling high cost lending, increasing financial inclusion and supporting tenants to get online to manage benefit claims.
- 5.2 Potential reductions to Discretionary Housing Payments funding in FY14/15 mean that further work is required to move tenants away from dependency on DHPs and into more sustainable and affordable renting solutions.
- 5.3 Partners are coming together in localities to better use the community infrastructure to support people affected by the welfare changes. This provides a good platform for further collaboration with a range of city-wide partners.

6 Recommendations

The Committee is asked to:

- 6.1 Note the information about the impact of the welfare reforms;
- 6.2 Note the information about the campaign against high cost lenders and contribute to options for locality-based events and initiatives to support the campaign;
- 6.3 Consider how they would like to prioritise spend of the wellbeing monies; and
- 6.4 Champion the following priorities:
 - High interest money lending and debt
 - Better connecting local people to Leeds job opportunities and training through the planning process, sector based work academies and apprenticeships
 - Continuing to support local communities through localised employability, learning and advice provision

7 Background documents²

Appendix 1 Monthly update

Appendix 2 LWS advice updates

Appendix 3 Local public PCs

Appendix 4 Ward breakdown Benefit Cap

Appendix 5 Direct payment proposition

Appendix 6 High cost lending update

Appendix 7 Social Sector Size Criteria – Update on contacts / visits to date

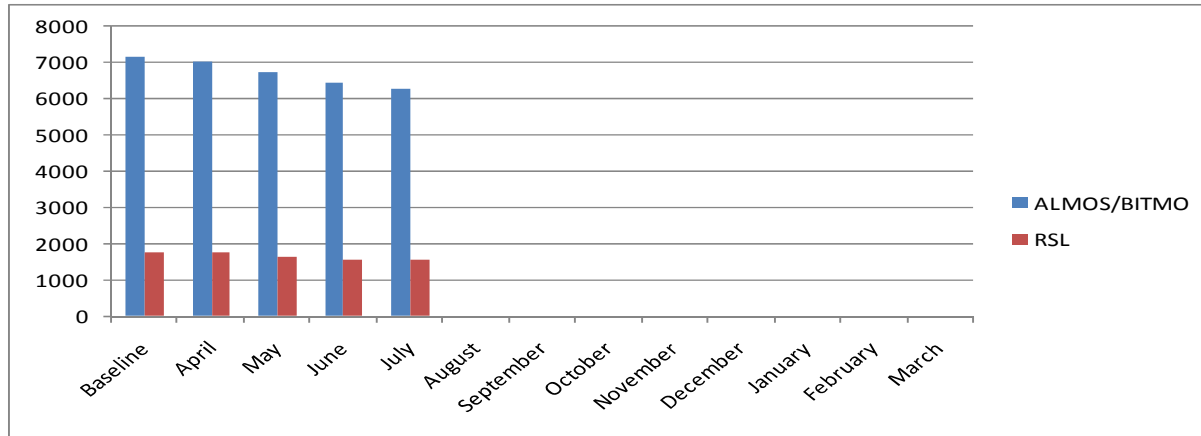
Appendix 8: Arrear of all under occupiers - All arrears cases

² 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.

Under occupancy statistics

The number of tenancies affected by under-occupancy during July were:

- ALMOs : 6,296



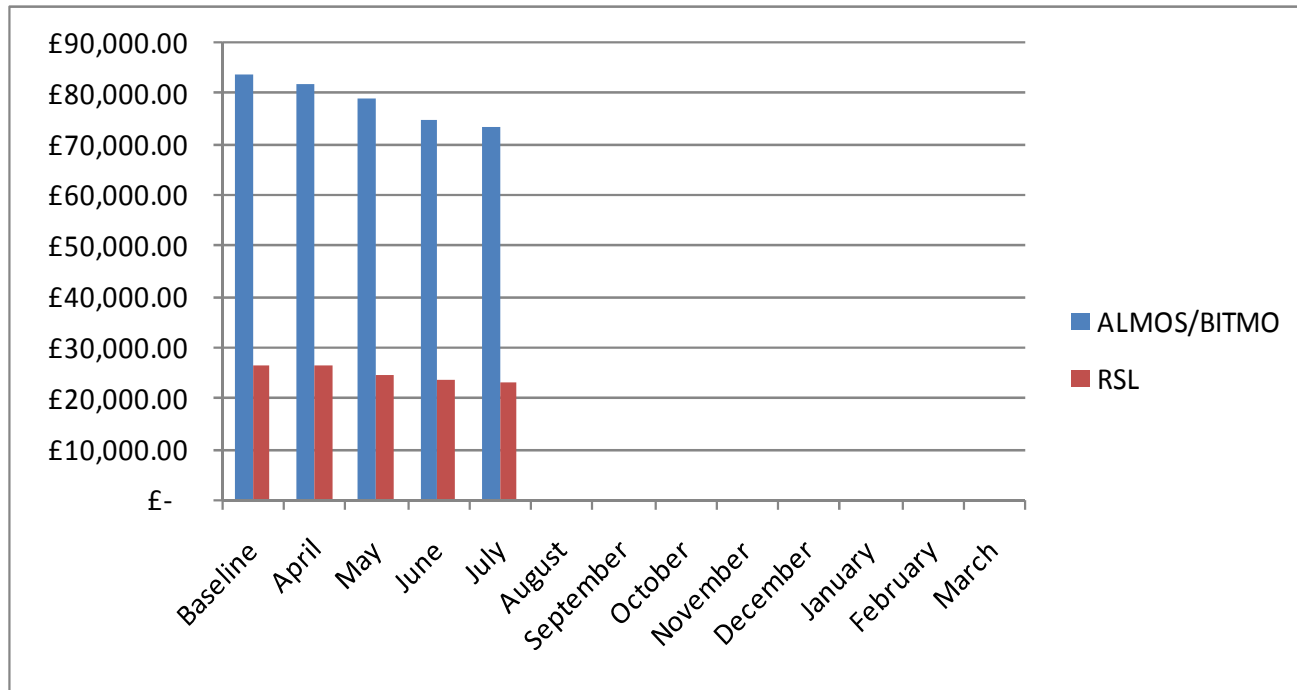
- HAs : 1,538

2013/14	Baseline	April	May	June	July	August	Sep	Oct	Nov	Dec	Jan	Feb	Mar
WNW	2473	2411	2348	2276	2227								
AVH	1633	1605	1539	1469	1449								
BIT	241	235	227	225	221								
ENE	2777	2733	2614	2465	2399								
Not Known	49	53	0	0	0								
ALMO TOTAL	7173	7037	6728	6435	6296								
HAs	1766	1743	1629	1567	1538								
City Total	8939	8780	8357	8002	7834								

Under-occupancy statistics

The weekly loss of Housing Benefit is:

- £ ALMOs £72,922.01
- £ HAs £ 22,841.63



WEEKLY LOSS IN HB FOR CLAIMS AFFECTED BY UNDER OCCUPATION - BY ALMO & RSL

	Baseline	April	May	June	July	August	September	October	November	December	January	February	March
AVH	£ 18,832.92	£ 18,648.48	£ 18,098.36	£ 17,276.29	£ 16,998.67								
BIT	£ 2,893.22	£ 2,830.73	£ 2,736.83	£ 2,687.28	£ 2,652.50								
ENE	£ 32,336.11	£ 31,812.13	£ 30,615.62	£ 28,524.64	£ 27,634.07								
WNW	£ 28,715.03	£ 27,889.65	£ 27,177.72	£ 26,202.42	£ 25,636.77								
Not Known	£ 562.19	£ 600.76	£ -	£ -	£ -								
ALMO TOTAL	£ 83,339.47	£ 81,781.75	£ 78,628.53	£ 74,690.63	£ 72,922.01								
HA/RSL	£ 26,173.89	£ 26,068.00	£ 24,430.95	£ 23,398.87	£ 22,841.63								
CITY TOTAL	£ 109,513.36	£ 107,849.75	£ 103,059.48	£ 98,089.50	£ 95,763.64								

NUMBER OF CLAIMS WITH CHILDREN AFFECTED BY UNDER OCCUPATION

2013/14	Baseline	April	May	June	July	August	September	October	November	December	January	February	March
ALMOS/BITMO	-	1735	1651	1571	1517								
RSL	-	612	580	558	547								
CITY TOTAL	-	2347	2231	2129	2064								

TOTAL NUMBER OF CHILDREN AFFECTED BY UNDER OCCUPATION

2013/14	Baseline	April	May	June	July	August	September	October	November	December	January	February	March
ALMOS/BITMO	-	2819	2668	2529	2419								
RSL	-	1114	1035	1009	987								
CITY TOTAL	-	3933	3703	3538	3406								

NUMBER OF UNDER OCCUPIED CLAIMS WITH RENT ARREARS BY ALMO

2013/14	Baseline	April	May	June	July	August	September	October	November	December	January	February	March
AVH	450	1067	998	954	882								
BITMO	60	144	149	146	139								
ENE	663	1801	1668	1565	1406								
WNW	746	1600	1555	1484	1394								
Not Known	15	40	0	0	0								
TOTAL	1934	4652	4370	4149	3821								

Ward breakdown

	ALMO NUMBER	ALMO £	RSL NUMBER	RSL £		ALMO NUMBER	ALMO £	RSL NUMBER	RSL £
Adel and Wharfedale	33	£ 432.15	15	£ 169.95	Horsforth	105	£ 1,227.11	7	£ 170.60
Alwoodley	125	£ 1,387.52	35	£ 592.83	Hyde Park and Woodhouse	287	£ 3,148.81	133	£ 2,109.14
Ardley and Robin Hood	61	£ 741.17	34	£ 452.59	Killingbeck and Seacroft	590	£ 7,102.39	67	£ 886.27
Armley	403	£ 4,306.47	99	£ 1,501.42	Kippax and Methley	84	£ 1,179.38	16	£ 242.46
Beeston and Holbeck	304	£ 3,297.04	37	£ 497.42	Kirkstall	337	£ 4,071.92	24	£ 333.74
Bramley and Stanningley	309	£ 3,732.27	30	£ 421.91	Middleton Park	483	£ 5,671.49	91	£ 1,269.29
Burmantofts and Richmond Hill	614	£ 6,420.96	115	£ 1,692.63	Moortown	43	£ 489.73	82	£ 1,317.19
Calverley and Farsley	59	£ 744.92	7	£ 132.97	Morley North	75	£ 842.70	18	£ 262.12
Chapel Allerton	277	£ 3,265.02	153	£ 2,448.51	Morley South	134	£ 1,471.47	19	£ 296.48
City and Hunslet	187	£ 2,170.55	120	£ 1,863.72	Otley and Yeadon	84	£ 937.13	19	£ 279.50
Cross Gates and Whinmoor	135	£ 1,626.24	30	£ 432.70	Pudsey	127	£ 1,551.41	25	£ 389.51
Farnley and Wortley	281	£ 3,188.82	16	£ 143.63	Rothwell	141	£ 1,810.84	46	£ 639.69
Garforth and Swillington	62	£ 754.88	3	£ 46.98	Roundhay	66	£ 712.51	42	£ 693.42
Gipton and Harehills	357	£ 4,081.02	149	£ 1,968.40	Temple Newsam	259	£ 3,262.03	46	£ 706.34
Guiselley and Rawdon	47	£ 558.56	8	£ 108.85	Weetwood	138	£ 1,569.59	16	£ 245.39
Harewood	25	£ 350.16	0	£ -	Wetherby	50	£ 623.43	9	£ 132.49
Headingley	14	£ 192.32	27	£ 393.49					

Discretionary Housing Payments as at 31.07.13

Priority Group	Total requests	Awards	% of awards	No award	% where no award	Ave Weekly award	Total cost of awards made
Sig adapted	498	309	62%	189	38%	£ 13.64	£ 195,538.24
Child access	322	246	76%	76	24%	£ 11.80	£ 137,773.77
Approach PC age	60	54	90%	6	10%	£ 15.77	£ 26,353.42
Housing & birth	21	19	90%	2	10%	£ 11.02	£ 2,121.07
Exceptional circs	547	341	62%	206	38%	£ 13.78	£ 188,305.04
Foster Carers	23	23	100%	0	0%	£ 15.48	£ 17,011.53
Not in priority group	550	10	2%	540	98%	£ 19.68	£ 5,077.27
Number of UO cases	2021	1002		1019		£ 15.45	£ 572,180.34
LHA cases affected by welfare changes	338	240		98		£ 30.61	£ 164,021.71
Benefit cap cases	None	None		None		None	None
Cases not in above categories	590	235		355		£ 26.41	£ 128,222.47
Total of DHP claims	2949	1477		1472			£ 864,424.52
Total spend to date	£ 402,912.94						
DHP Budget	£ 1,924,162.00						

Local Welfare Scheme statistics as at 31.07.13

Calls offered

Date	Offered	Abandoned	To CSO's	Eligible Applications	Awards
Apr-13	1896	768	1128	366	283
May-13	1866	711	1155	454	395
Jun-13	1737	600	1137	428	377
Jul-13	2151	803	1348	526	462
Total	7650	2882	4768	1774	1517

Decisions	
Outcome	Totals
Awarded	1517
Not awarded	257
Total	1774

Value of awards			Breakdown Of Goods	
Item	Value	Number	Goods	Total
Store Cards	£ 7,010.00	232	Dryer	8
ASDA baskets	£ 38,456.10	659	Cooker	393
Fuel (cash)	£ 10,602.30	527	Fridge	322
White / Brown Goods	£ 234,009.81	608	Bed	235
Flooring	£ 67,183.19	193	Bedding	32
Travel	£ 1,138.00	4	Curtains	11
Removal	£ 2,773.09	10	Washer	91
Total	£ 361,172.49	2233	Sofa	34
			Microwave	14

Breakdown Of Non Awards

Reason	Total
Referred to DWP	34
Single – not met emergency criteria	126
No response to our phone calls	50
Previous Claims	2
Living with family – not met emergency criteria	21
Cancelled / withdrawn by customer	24
Total	257

Local Council Tax Support

NUMBER OF CLAIMS AFFECTED BY 19% LCTS scheme

2013/14	April	May	June	July	August	September	October	November	December	January	February	March
ALL CLAIMS	34042	33535	32995	32500								

Weekly Value of Loss of Benefit for claims affected by 19% LCTS Scheme

2013/14	April	May	June	July
All Claims	£ 85,364.44	£83,811.83	£82,003.06	£80649.93

The average weekly reduction in May is equivalent to an additional **£4,193,796** per annum that needs to be paid by customers on Council Tax Support.

Council Tax Group		Comments
Elderly	30186	National prescribed scheme: no change to entitlement
War Pensioners	33	Protected: no change to entitlement
Severe Disability	2371	Protected: no change to entitlement
Enhanced Disability	5004	Protected: no change to entitlement
Carer	1524	Protected: no change to entitlement
Lone Parent Child Under 5	6600	Protected: no change to entitlement
Other	32512	No protection: entitlement reduced by 19%
Total	78230	

Local Council Tax Support: breakdown by ward of numbers with additional 19% to pay

WARD	Number Of Claims	WARD	Number Of Claims
Adel and Wharfedale	348	Horsforth	331
Alwoodley	690	Hyde Park and Woodhouse	1504
Ardsley and Robin Hood	498	Killingbeck and Seacroft	1804
Armley	2003	Kippax and Methley	438
Beeston and Holbeck	1784	Kirkstall	1160
Bramley and Stanningley	1292	Middleton Park	1877
Burmantofts and Richmond Hill	2788	Moortown	543
Calverley and Farsley	440	Morley North	531
Chapel Allerton	1596	Morley South	733
City and Hunslet	1981	Otley and Yeadon	493
Cross Gates and Whinmoor	809	Pudsey	675
Farnley and Wortley	1142	Rothwell	506
Garforth and Swillington	294	Roundhay	593
Gipton and Harehills	2987	Temple Newsam	905
Guiseley and Rawdon	309	Weetwood	664
Harewood	146	Wetherby	219
Headingley	417		

Affect Of Council Tax Support On Council Tax Collection Rate

Council Tax Liability Of Claims Previously In Receipt Of 100% Council Tax Benefit

2013/14	April	May	June	July	August	September	October	November	December	January	February	March
	£ 4,056,000.00	£ 4,039,000.00	£ 3,998,000.00	£ 3,971,000.00								

Number Of Reminders Issued To Customers Affected By The 19% Reduction In Benefit

2013/14	April	May	June	July	August	September	October	November	December	January	February	March
	1453	15386	28785	30045								

Comparison Of Overall Council Tax Collection Rate (Both CTS and Non CTS Cases)

	April	May	June	July	August	September	October	November	December	January	February	March
VARIANCE 2013/14 to 2012/13	-0.11%	-0.22%	-0.32%	-0.46%								

Council Tax Liability Of All CTS Claims Affected By The 19% Reduction In Benefit

2013/14	April	May	June	July	August	September	October	November	December	January	February	March
	£ 7,399,000.00	£ 7,431,000.00	£ 7,441,000.00	£ 7,447,000.00								

Council Tax Liability Of Claims Previously In Receipt Of Partial Council Tax Benefit

2013/14	April	May	June	July	August	September	October	November	December	January	February	March
	£ 3,343,000.00	£ 3,392,000.00	£ 3,443,000.00	£ 3,476,000.00								

Council Tax Collection Rate For CTS and Non CTS Claims

Collection Rate	April	May	June	July	August	September	October	November	December	January	February	March
Overall	10.1%	19.3%	28.20%	37.19%								
CTS Claims (Prev On 100% Benefit)	6.9%	12.4%	17.6%	22.6%								
All CTS Claims	7.9%	14.2%	20.0%	25.6%								

Appendix 2 – Ward breakdown of Benefit Cap cases

WARD NAME	Number Of Claims	Total Weekly Loss	Average Weekly Loss
Adel and Wharfedale	2	£169.26	£84.63
Alwoodley	2	£194.26	£97.13
Ardsley and Robin Hood	5	£345.74	£69.15
Armley	21	£1,630.47	£77.64
Beeston and Holbeck	25	£1,660.83	£66.43
Bramley and Stanningley	24	£1,707.81	£71.16
Burmantofts and Richmond Hill	35	£2,166.03	£61.89
Calverley and Farsley	6	£417.93	£69.66
Chapel Allerton	26	£1,547.52	£59.52
City and Hunslet	34	£2,252.90	£66.26
Cross Gates and Whinmoor	8	£513.29	£64.16
Farnley and Wortley	13	£1,067.52	£82.12
Garforth and Swillington	2	£52.43	£26.22
Gipton and Harehills	53	£3,522.65	£66.47
Guiseley and Rawdon	1	£59.80	£59.80
Harewood	5	£424.07	£84.81
Headingley	3	£233.18	£77.73
Horsforth	4	£98.98	£24.75
Hyde Park and Woodhouse	16	£1,095.59	£68.47
Killingbeck and Seacroft	27	£1,483.36	£54.94
Kippax and Methley	3	£92.18	£30.73
Kirkstall	17	£963.45	£56.67
Middleton Park	34	£1,929.13	£56.74
Moortown	4	£212.22	£53.06
Morley North	7	£265.66	£37.95
Morley South	3	£235.38	£78.46
Otley and Yeadon	4	£138.10	£34.53
Pudsey	2	£136.29	£68.15
Rothwell	5	£257.23	£51.45
Roundhay	8	£424.26	£53.03
Temple Newsam	16	£1,272.73	£79.55
Weetwood	7	£541.06	£77.29
Wetherby	2	£165.17	£82.59
Grand Total	424	£27,276.48	£64.33

Appendix 3 – Public PCs (will be updated for relevant Area Committees)

Name of Org	Address	Post Code	Ward	Number of computers available
Learn Direct Bramley (In2 Work)	In2 Work Bramley, Suite 3/3A The Exchange, 471 Stanningley Road, Bramley	LS134AP	Bramley	16
Fairfield Community Centre	Fairfield Terrace, Leeds	LS133DQ	Bramley	2
Meeting Point	Christ Church, Armley Ridge Rd, Armley	LS123LE	Armley	6
New Wortley Community Centre	40 Tong Road, Leeds	LS121LZ	Armley	3
Armley Jobshop	Armley One Stop Centre, 2 Stocks Hill, Armley, Leeds	LS121UQ	Armley	
Armley Library	Armley Library, 2 Stocks Hill, Leeds	LS121UQ	Armley	17
Armley Library	2 Stocks Hill, Armley, Leeds	LS121UQ	Armley	
Bramley Library	Bramley Library, Hough Lane, Leeds	LS133ND	Bramley and Stanningley	16
Ashlea Court	Ashlea Court	LS132EG	Bramley and Stanningley	2
Cross Grasmere Street	Cross Grasmere Street	LS121PU	Armley	2
Daisyfield Grange	Rossefield Approach	LS133RG	Bramley and Stanningley	2
Fairfield Estate	Fairfield Crescent	LS133EB	Bramley and Stanningley	2
Ganners Rise	Ganners Rise	LS132PL	Bramley and Stanningley	2
Heights Drive		LS121UQ	Armley	2
Middlecross Day Centre	St Mary's Close	LS121HP	Armley	2
Phil May Court	Phil May Court	LS121YW	Armley	2
Rossefield Manor	Rossefield Lawn	LS133TG	Bramley and Stanningley	2
Snowden Crescent	Snowden Crescent	LS132TS	Armley	2
St Michaels Court	Prospect View	LS132EG	Bramley and Stanningley	2
Summerfield Place	Summerfield Estate	LS131AW	Bramley and Stanningley	2
Wellington Gardens	Wellington Gardens	LS132JA	Bramley and Stanningley	2
Wyther Park Road	Cockshott Lane	LS122RX	Armley	2

Appendix 4 – Proposition for direct payments

Proposition for a greater role for Local Authorities and Social Landlords in the delivery of Direct Payments.

Introduction

In order to successfully deliver Universal Credit, Local Authorities and DWP need to work closely together.

A key feature of Universal Credit is the intention to include the rent element in the monthly payments to Universal Credit customers. The rationale for this is about preparing people for the world of work where they would be required to take responsibility for paying all their housing costs. The potential benefits of the approach need to be balanced against the risks arising from direct payments: increased collection costs, increased rent arrears, homelessness, debt and impact on investment and self-financing regimes. The risks almost exclusively fall on social landlords, private landlords and local councils.

The operation of the direct payment and payment exceptions scheme is critical both to the success of the Universal Credit scheme itself and in ensuring customers make a successful transition to a new regime. The current proposals for the administration of direct payments and payment exceptions centre around an assumption in favour of direct payments at the start of the claim with payment exceptions being considered where information is

- a) presented to Universal Credit administrators for consideration; or
- b) identified through the Local Delivery Partnerships while supporting vulnerable customers.

These arrangements seem more suited to a 'steady state' Universal Credit operation but are less suitable for the implementation and migration phase of Universal Credit.

This paper sets out propositions for delivering direct payments that would:

- a) reduce the financial risk to landlords and councils;
- b) provide support to DWP in delivering Universal Credit; and
- c) deliver an effective direct payments process that helps prepare tenants for the world of work

The propositions build on the experience and expertise that councils have developed around operating direct payment schemes.

Roll out of Universal Credit

There are likely to be distinctive phases for the roll out of Universal Credit based around:

- new claims;
- natural migration;
- managed migration;
- steady state.

New claims/steady state claims

In both the new claims and steady state phases, customers moving onto Universal Credit will in the main be people moving from employment to unemployment, people experiencing a change of circumstance that brings them within the scope of Universal Credit or people moving from a household where Universal Credit was already in payment. They would normally have been making rent payments themselves or, if vulnerable, would be supported onto Universal Credit as part of the Local Delivery Partnership. A supported arrangement would allow for a payment exception to be identified.

These cases still represent a risk but an assumption in favour of direct payment could be argued. The challenge that 'steady state' presents is around those who fail to cope with monthly direct payments and the need to deal with this.

Proposition 1: In these cases, local councils would be responsible for making a decision around payment exceptions and dealing with expectations about a return to direct payments.

The advantages of this are:

- effective liaison arrangements already exist between landlords and local councils to allow for confirmation of the arrears position and its impact;
- tenants are more likely to present to local councils in the first place if threatened with eviction proceedings or when faced with homelessness;
- the decision on payment exceptions would be taken based on its effectiveness in preventing homelessness and in the context of overall costs to the public purse;
- debt and money advice and budgeting support would all be delivered locally including promotion of Credit Unions;
- the activity would fit with local councils' responsibilities to provide other financial support such as emergency payments and discretionary payments

Natural/managed migration

The process of natural and managed migration presents significantly different challenges.

Firstly, large numbers of tenants will migrate to Universal Credit probably local authority area by local authority area. They will move from a position of having their rent paid directly to their landlord with other benefits payments coming through on a mixture of fortnightly, 4-weekly or monthly payments to a position of having a single benefit payment paid monthly in arrears. The payment will include the rent. The changeover will not be gradual. The date of the first payment of Universal Credit is unlikely to reflect the pattern of previous payments. Tenants and landlords will see rental payments interrupted and will need to distinguish between structural arrears and other arrears.

Secondly, some tenants will not be prepared for or able to cope with direct payments at this time and some may fall to be payment exceptions because they have significant rent arrears or special arrangements are in place because of current possession orders or because some tenants are deemed to be high risk

Proposition 2: that local councils and/or social landlords would be responsible for assessing the suitability for a tenant to move to direct payment as part of the managed migration process.

Under this proposition, tenants would not be moved onto direct payments until the suitability test had been applied and would only move onto direct payments where the suitability test was met. The suitability test would cover issues such as whether the tenant had a bank account, debt issues, rent arrears or other factors that meant the tenant needed more support before taking full responsibility for direct payments.

Different approaches could be applied to tenants depending on whether they were getting full or partial benefit (and so were already making rent payments directly), the length of time a tenant had been on Housing Benefit (more recent claims would be likely to have a recent history of paying rent direct; long term claims may need more support)

Landlords/councils would be expected to put in steps to support customers to move to direct payments where this was appropriate

The advantages of this approach are:

- it would ensure that tenants were aware of their responsibilities on transfer to Universal Credit;
- it would result in a number of tenants moving onto direct payments straightaway;
- it would identify people unsuitable for direct payment right at the start of the process;
- it would reduce the costs and problems associated with a failure to effectively manage direct payments;
- it would deliver a more supportive approach to implementing Universal Credit;
- it recognises that a number of tenants are likely to visit their local council or landlord when they are notified they are migrating to Universal Credit.

The managed migration process, with its letter giving notice of migration, easily allows for this proposition to be built in.

The natural migration process will see tenants faced with the same sudden change as those in the managed migration caseload. The migration will occur when a relevant change of circumstance occurs and more difficult to plan for. Tenants moving under a natural migration will not be transitionally protected and could face reductions in benefit income caused by both the change in their circumstances and also if they are in a category where Universal Credit is less generous.

Proposition 3: the natural migration process will see Housing Benefit services given notice to end Housing Benefit cases in natural migration cases. As part of this process, councils should be given responsibility for assessing the suitability for tenants to move onto direct payments in line with proposition 2.

The advantages of this approach are largely the same as above. The added advantage is that tenants facing reductions in benefit income could be given added budgeting support.

There would be costs implications arising from these propositions for councils/social landlords and further work is required to quantify the costs. However, a more measured and supportive approach to establishing direct payments could see other costs reduce in the long-term and could lead to fewer failures by tenants to manage direct payments, fewer enquiries to DWP offices and a reduction in likely rent arrears.

Appendix 5 – High cost lenders action plan

Priority area	Actions	Involvement/Partners	Action Progress
Develop understanding of the scale of the issue in Leeds	1. Financial profiling at SOA level	FI Team, Regional Policy Team	Discussions with Salford University on feasibility of mapping Leeds research data against nationally available data.
	2. Mapping of provision of HCL through mapping of local financial services	Area Management	Baseline data set out in Executive Board Report, September 2012, to be supplemented by local knowledge.
	3. Utilise data analysed during the Advice Sector Review to map current resources and activity to tackle debt issues across Leeds	FI Team, Environment and Housing Commissioning Team	
Coordinate activity across public, private and 3 rd Sector to deal with HCL	4. Presentation to Financial Inclusion Steering Group on HCL campaign	FI Team	Presented to Steering Group on 3 July 2013
	5. Coordinate activity across ALMO's to ensure that best practice is delivered uniformly across city.	LCC Housing Management Service Area Management	ENE and AV both employ a dedicated CU staff member to work closely with tenants.
	6. Encourage all social housing providers to engage with best practice examples	LCC Housing Management Service Area Management	
	7. Area Management Locality working to coordinate partners at a community level	Area Management	
Develop Communication Plan in two parts. 1. City Wide High Profile campaign	8. Develop an overarching communication plan for producing a comprehensive promotion and marketing plan warning of the problems of HCL's and promoting alternatives ie. LCCU.	FI Team Corp. Comms.	Communications Plan developed and currently seeking marketing agency to deliver the plan via a tender exercise. Interviews to take place on 3 September.
	9. Engage major sports organisations in campaign against HCLs and promoting alternatives particularly LCCU;	FI Team	Met with Leeds Rugby, LUFC and YCCC. Leeds Rugby and YCCC keen to be involved. Further letter sent out to LUFC following their management changes.
	10. Engage with major public and private sector employers and the banking sector to support the campaign	FI Team LCCU Area Management	Discussions held with Chamber of Commerce. LCC Chief Exec article circulated in Chamber of Commerce bulletin.

2. Local Neighbourhood promotion and education Campaign	11. Engage with Leeds's Universities and NUS to support the campaign	FI Team	Met with University of Leeds, Student Advice. Letter to 2 Leeds universities seeking action on payday lending
	12. Engage with local media to seek their involvement in the campaign	FI Team Corp. Comms.	Contact made with YP reporter
	13. High profile public meeting/media event to launch campaign	FI Team	Conference to take place on 25 October
	14. Investigate the use of "void space" on advertising hoardings, both public and private sector	FI Team Corp. Comms.	Meetings have taken place with relevant officers and possibilities being explored
	15. Investigate prominent banner adverts on public buildings	FI Team Corp. Comms. Area Management	See 13
	16. Ban websites carrying adverts for HCLs;	FI Team Corp. Comms.	List of 190 payday lenders compiled and forwarded to LCC IT. Also sent to all other WY authorities and York who have agreed to block websites. Date agreed – 2 September. Internet redirect pages prepared and press release ready for issue.
	17. Discourage contractors promoting HCLs;	Corp. Procurement	
	18. Develop campaign website to support HCL campaign with advice and information about partner services	FI Team Corp. IT Services	Met with IT services and temporary web pages have now been set up until new campaign branding in place.
	19. Develop a social media campaign through Facebook, Twitter etc	FI Team Corp. Comms.	
	20. Develop promotional and educational material to support local campaigning activity against HCL and promoting LCCU	Corp. Comms. Area Management	
	21. Provide comparisons between HCLs and more affordable options;	FI Team LCCU	Case studies prepared with LCCU
	22. Provide guidance on dealing with money issues that avoid using HCLs;	Advice Agencies LCCU Area Management	
	23. Create programme of events to keep issue fresh, raise awareness of issues and to raise awareness of frontline role;	FI Team Area Management	

	24. Provide briefing and training to frontline staff;	All Directorates Public Health Area Management	
	25. Develop HCL toolkit for frontline staff;	Advice Leeds All Directorates Area Management	
	26. Link with illegal lending team campaigns where appropriate;	Illegal Money Lending Team Area Management	IMLT are members of the FI Steering Group and work regularly with partners across the city
	27. Investigate advertising on side of council vehicles	LCC Transport Corp. Comms. Area Management	
	28. Work with Secondary Schools to develop media for education on HCL's possibly utilising such as "Shontal" theatre group	Children's Services Area Management	
	29. Investigate possibility to produce video production of the "Shontal" play for use by community groups and schools	FI Team Corp. Comms.	
Build Capacity for alternative affordable credit	30. Develop a programme of initiatives to support the delivery of expanded credit facilities through LCCU and Headrow Money Line (CDFI)	FI Team Corp. Comms. Area Management	See 8 above. A package of support initiatives agreed and funding provided to LCCU to implement.
	31. Engage with the banking sector to seek their support for working closely with LCCU to enhance provision	FI Team LCCU	Meeting set up with some banking partners and LCCU preparing for a larger meeting in the Autumn
Reduce dependency on and use of HCLs	32. Set costs reduction targets for ALMO tenants;	ALMO's LCC Housing Services	
	33. Promote alternative options including CDFI, LCCU Payday Loans and LCCU Budgeting Accounts;	Corp. Comms. Area Management	See 8 above
	34. Use control zones in worst affected areas to discourage doorstep lenders visiting homes in the area;	ALMO's Area Management	
	35. Support social enterprise models for furniture re-use;	FI Team Citizens and Communities Directorate	

	36. Investigate possibility of developing a “Brighthouse” social model for white goods and furniture	FI Team Citizens and Communities Directorate	
	37. Link in with fuel poverty activity, including Wrap-up-Leeds, Warm Front and Community Energy Together (switching scheme)	Fuel Poverty Officer Area Management	Regular dialogue takes place with the Fuel Poverty Officer
	38. Work with employers to educate and support staff about Payday Loans and alternative arrangements	FI Team Area Management	
	39. Work with Public health to tackle lifestyle issues	LCC Public Health Area Management	
	40. Discourage HCL as a way of paying council/utility bills	LCC Revenue Division	
	41. Work with Food Banks and other anti-poverty initiatives	FI Team Citizens and Communities Directorate Area Management	
Provide direct support for those caught up in HCL	42. Increase money, debt and benefits advice	FI Team Env. And Housing Commissioning Team	
	43. Include debt review in rent/Ctax arrears cases;	LCC Revenue Division, Corporate Debt Team ALMO's	
	44. Ensure a unified approach to debt collection by utilising the Corporate Debt Team and coordination through the Corporate Debt Liaison Group	FI Team LCC Revenue Division, Corporate Debt Team	Next meeting of the Corporate Debt Liaison Group taking place on 4 October
Measure the impact of the approach	45. Agree indicative KPIs	FI Team	
	46. Review and refresh approach as required	FI Team	

Appendix 6 - Legal Credit Activity in Leeds

Details of Credit Businesses Based in Leeds

Businesses involved in Consumer Credit activity (loans, brokerage, debt collection, debt management) are required to hold a Consumer Credit Licence, issued by the Office of Fair Trading. As the local regulator of consumer credit West Yorkshire Trading Standards Service (WYTSS) is sent details of any new or amended application for a Consumer Credit licence for their comments, e.g. that a person is fit/unfit to hold such because of convictions, etc.

A list of all businesses in West Yorkshire with a Consumer Credit Licence was formerly maintained by WYTSS but there is now a national register kept on line (link below) and the West Yorkshire service has to rely on this national register for local information.

<http://www2.crw.gov.uk/pr/Default.aspx>

Legal High Cost Credit Providers in Leeds

The following high cost home collected credit lenders are based in Leeds:

Adamson Finance - 135 Otley Old Road, Leeds, West Yorkshire, LS16 6HH

CLC Finance - Unit 4, Meadow Court, Millshaw, Leeds, West Yorkshire, LS11 8LZ

Fowlers Permanent C& S LTD - 53 Stanningley Road, Leeds, West Yorkshire, LS12 3ND

Leeds & District Clothing & Supply Co Limited - 164 Harehills Lane, Harehills, Leeds, West Yorkshire, LS8 5JP

Naughton Finance Ltd - Mayflower House, 14 Pontefract Road, Leeds, LS10 1SG

Martin Oddy & Co - 4 Griffin House, Station Road, Morley, LS27 8JW

Park Finance Co Ltd - 9 Ring Road, Seacroft, Leeds, West Yorkshire, LS14 1AT

Pioneer Finance - 2 Holly Tree Lane, Colton, Leeds, West Yorkshire, LS15 9JF

However in addition to these businesses there are a number of other businesses that operate 'rounds' in Leeds, including Provident and West Riding Family Finance (Bradford); D & J McGuinness, J R Naylor and Provida Loan (Wakefield); and Shopcheck (Birstall) plus some businesses from Rotherham, Chester, Solihull and Worcestershire.

All businesses involved in small cash loans are required to place their details on the Lenders Compared website – www.lenderscompared.org.uk – which lists all the businesses who will offer such credit by postcode and includes rates, payment periods and other key terms and conditions. It is interesting to note that some businesses operate at a very local level. There are for example some businesses that will offer loans in Seacroft but not Morley or the city centre.

The Lenders Compared web-site lists loans (a) which offer a number of repayments and (b) loans between £50 and £800. As such it does NOT include the high cost short-term payday loan businesses such as Wonga or Quickquid; or high cost loan businesses offering medium sized loans (£1,000 - £5,000) such as Ocean Finance. Most of these businesses operate regionally or nationally and advertise via newspapers, television and increasingly via the internet (especially using formats specifically tailored for mobile phones).

Lenders Compared does also NOT pick up businesses which offer high cost loans based on a security (usually a car - often referred to as log-book loans) who use a range of archaic financing tools that mean they are not legally defined as either "small amount" or "multiple payment" credit service. There are a number of such businesses that operate in but are not based in Leeds.

Below is a list of shops operating in Leeds by postcode which has been compiled by the Economic Policy Team. The list may not be fully comprehensive as there is not one simple data source for this information, some shops may be part of national groups which are registered outside of Leeds and due to the provisos indicated above. However, this is probably the most up to date list available at the current time.

Credit shops operating in Leeds

POSTCODE		
LS1	Money Shop	2 Call Lane, Leeds LS1 6DN
	Money Shop	25-27 The Headrow, Leeds LS1 6PU
	Pawnbrokers/payday loans	8 New Market Street, Leeds LS1 6DG
	Finance 321	57 Great George Street, Leeds LS1 3AJ
	Ramsdens 4 Cash	11-12 Kirkgate, Leeds LS1 8BY
	Herbert Brown Pawnbrokers	19 Kirkgate, Leeds LS1 6BY
	Cash Shop	26 New Market Street, Leeds LS1 6DG
	Cash for Gold	35 Vicar Lane, Leeds LS1 6DS
	Ramsdens 4 Cash	49 New Briggate, Leeds LS1 8JD
	Brown and Gold Cash for Gold	Park Cross Street
LS2	Money Shop	38 Eastgate. Leeds LS2 7JL
	Money Shop – Ramsdens	49 New Briggate, Leeds LS2 8JD
	Cash Converters	21 Eastgate, Leeds LS2 7LY
	Everyday Loans	Unit 2 Merrion Centre, Leeds LS2 8NG
	Herbert Brown Pawnbrokers	12 Eastgate, Leeds LS2
	The Money Shop	2 Call Lane, Leeds LS2
	Herbert Brown Pawnbrokers	40-42 Merrion Centre, Leeds LS2 8NG
	Brighthouse	Merrion Centre, Leeds LS2
LS7	Automoney	122 Potternewton Lane, Leeds LS7 2EG
LS8	Cash Converters	254 Roundhay Road, Leeds LS8 5RL
	Money Shop	243 Roundhay Road, Leeds LS8 4HS
	One Stop Money Shop	83 Roseville Road, LS8 5DT
	Cash Converters	164 Harehills Lane, Leeds LS8 5JP
LS9	Cash Converters	76 Lincoln Green Road, Burmantofts, LS9 7SU
	Automoney/Log book loans	577 York Road, Leeds LS9 6NH
	Ramsdens 4 Cash	314 Harehills Lane, Leeds LS9 7BG
LS10	NFL Cash Direct	Pontefract Road, Stourton, Leeds LS10 1SP
	Naughton Finance Limited	Mayflower House, 14 Pontefract Rd, Leeds LS10 1SG
LS11	Cash Converters	211 Dewsbury Road, Beeston, Leeds LS11 5FZ
	Cash Express	247 Beeston Road, Leeds LS11 7LR
	Shopacheck	Oakhurst Avenue, Dewsbury Road, Leeds LS11 7HL
	Cash Xpress	2 Parkfield Mount, Leeds LS11 7PA
	CLC Finance	Unit 4, Meadow Court, Millshaw, leeds LS11 8LZ
LS12	Cash Converters Log book loans	6-8 Town Street, Armley, Leeds LS12 3AB
	Money Shop	26 Town Street, Leeds LS12 3AB
	One Stop Money Shop	12 Town Street, Leeds LS12 1UX
	Cash Generator	41-43 Town Street, Leeds LS12
	Fowlers Permanent C&S Ltd	53 Stanningley Road, Leeds LS12 3ND

LS13	Cash Converters	30 Bramley Shopping Centre, Leeds LS13 2ET
	Albemarle and Bond Pawnbrokers	25 Bramley Centre, Leeds LS13 2ET
	Cheque Centre	21 Bramley Centre, Leeds LS13 2ET
	Brighthouse	27-29 Bramley Shopping Centre, Leeds LS13
LS14	Cash Converters	853 York Road, Leeds LS14 6AX
	Park Finance Co Limited	9 Ring Road, Seacroft, Leeds LS14 1AT
LS15	Money Shop	14 Station Road, Crossgates, Leeds LS15 7JX
	Cheque Centre	25 Crossgates Shopping Centre, Leeds LS15 8ET
	Herbert Brown	39 Crossgates Shopping Centre, Leeds LS15
	Pawnbrokers and cheque cashing	36 Austhorpe Road, Leeds LS15 8DX
	Cash Generator	7 Crossgates Shopping Centre, Leeds LS15 8ET
	Ready Steady Dough	Park Approach, Leeds LS15 8GB
	Cash Express	241 Selby Road, Leeds LS15 7JR
	Cash for Gold	243 Selby Road, Leeds LS15
	Pioneer Finance	2 Holly Tree Lane, Colton, Leeds LS15 9JF
	Brighthouse	Cross Gates Shopping Centre, Leeds LS15
LS16	Adamson Finance	135 Otley Road, Leeds LS16 6HH
LS18	Carloantoday	164 Town Street, Horsforth, Leeds LS18 4AQ
	ScrapGold	85b Town Street, Horsforth, Leeds LS18
LS20	Shopacheck	5-8 Richmond Terrace, Leeds LS20 8BP
LS22	One Stop Money Shop	21 Market Place, Wetherby, Leeds LS22 6LQ
	Brown and Gold – Cash for Gold	10 North Street, Wetherby, LS22 6NN
LS27	Ramsdens 4 Cash	62 Queen Street, Morley, Leeds LS27 9BP
	Martin Oddy and Co	4 Griffin House, Station Road, Morley, LS27 8JW

Appendix 7 Social Sector Size Criteria - Update on Contacts/Visits Undertake to Date

	WNWHL	%
Number of Tenants Affected May 2013 List	2277	
Completed Visits / Contacts	2160	95%
No response to contacts and newly affected awaiting contact	117	5%
Family Size Dispute	91	4%
Property Size Dispute	42	1.8%
Transfer Requested * see below	222	10%
Cover Shortfall from Income / Benefits	1238	54%
Seek Employment/Increase hours	317	14%
Plan to move to other tenure	108	5%
Seek Lodger	54	2.4%
Foster Carers	8	0.4%
In adapted Properties	86	4%
Access to Children or Applying	21	0.9%
Tenants considered High Risk	84	4%
* Bedroom Requirements of those requesting a transfer		
1 Bedroom	153	69%
2 Bedrooms	61	27%
3 Bedrooms	8	4%
4 Bedrooms	0	0%
5 Bedrooms	0	0%

Appendix 8 Arrears of All Under Occupiers

All Arrears Cases

Ward	March	April	May	June	Change (£s) red = increase green=decrease
WNWhL Total	£ 234,722	£ 280,250	£ 284,523	£ 281,904	£ 47,182
Adel and Wharfedale	£ 1,862	£ 2,000	£ 2,081	£ 2,289	£ 428
Armley	£ 33,753	£ 43,182	£ 42,727	£ 41,987	£ 8,234
Bramley and Stanningley	£ 30,333	£ 36,892	£ 35,791	£ 36,325	£ 5,992
Calverley and Farsley	£ 3,891	£ 5,454	£ 4,918	£ 5,297	£ 1,406
Chapel Allerton	£ 32	£ 32	£ 32	£ 78	£ 46
City and Hunslet	£ 2,542	£ 1,096	£ 555	£ 726	-£ 1,815
Farnley and Wortley	£ 34,761	£ 42,071	£ 42,058	£ 42,251	£ 7,489
Guiseley and Rawdon	£ 5,508	£ 5,301	£ 5,018	£ 4,602	-£ 905
Headingley	£ 927	£ 1,298	£ 1,521	£ 1,834	£ 907
Horsforth	£ 7,954	£ 9,493	£ 9,257	£ 9,475	£ 1,521
Hyde Park and Woodhouse	£ 29,461	£ 35,528	£ 38,565	£ 36,428	£ 6,967
Kirkstall	£ 49,380	£ 58,628	£ 59,593	£ 60,023	£ 10,644
Moortown	£ -	£ 30	£ 16	£ 97	£ 97
Otley and Yeadon	£ 2,908	£ 5,695	£ 7,134	£ 6,779	£ 3,871
Pudsey	£ 16,531	£ 16,973	£ 18,568	£ 17,198	£ 668
Weetwood	£ 14,880	£ 16,577	£ 16,690	£ 16,514	£ 1,633

Please note that these are ALL arrears cases and therefore arrears may have been accrued previous to the introduction of the size criteria benefit changes in April 2013. Also any arrears accumulated since April 2013 can only be assumed to be directly related to the decrease in benefit.



Report author: Kate Sibson
Tel: 3367871

Report of : Assistant Chief Executive (Citizens and Communities)

Report to : West (Inner) Area Committee

Date: 4th September 2013

Subject: Business Plan Update Report

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

Summary of main issues

1. This report updates the Area Committee on new initiatives and partnership working within the area that contribute the priority themes outlined in the Area Committee's Business Plan.
2. The report includes information a range of projects including the Youth Activities Fund consultation, Community Safety action days and the start of a corporate asset review.

Recommendations

3. The Area Committee is asked to note the contents of the report and
 - i) Consider how alcohol affects local communities and help to identify those groups that might need targeted support,
 - ii) Consider whether the pilot scheme to introduce an Operating Schedule should be extended to parts of the inner West, and
 - iii) Highlight any further areas of work that Members would like partners to prioritise.

1 Purpose of this report

- 1.1 The purpose of this report is to highlight new initiatives and partnership working that contributes to the Inner West Business Plan.

2 Background information

- 2.1 The Area Committee approved the revised Inner West Business Plan at its meeting on 26th June 2013. The Plan is aligned to the 'Best City For...' corporate priorities and lists a range of actions under nine improvement objectives which are:

- Promote healthy lifestyles and tackle health inequalities
- All children and young people in Leeds have access to out of school activities
- Provide opportunities for people to get jobs, volunteer or learn new skills
- Provide opportunities and facilities to enable local people to access and engage in sport and cultural activities
- Make better use of our community buildings
- Reduce crime and anti-social behaviour, with a particular focus on reducing burglary
- Engage with local communities to strengthen community activity and involvement in local decision making
- Improve the local environment and our parks and open spaces
- Improve public service co-ordination working together with local residents to improve our most deprived neighbourhoods

3 Main Issues

- 3.1 This section outlines some new initiatives across the two wards that contribute to the corporate 'Best City' priorities and the Area Committee's business plan.

'Best City For ... Health & Wellbeing'

Alcohol Services in the Inner West

- 3.2 At the last Area Committee, Members requested an update on alcohol services in the Inner West. Responsible drinking is safely enjoyed by many people in our community and has a positive impact on the local economy. Harmful drinking, however, can have a destructive impact on individuals, families and communities. It is a major concern for many different organisations and partners and cannot be tackled in isolation.
- 3.3 The council's Public Health service currently commissions three citywide treatment services for adults. These are: Addictions Dependency Solutions, Leeds Addiction Unit and St Anne's.
- 3.4 Faith Lodge, Spacious Places and Alcoholics Anonymous also provide services for adults. Platform and Barca provide young people's specialist services

3.5 There are three locally based services for residents from the Inner West :

Healthy Lifestyle Service (alcohol, physical activity / obesity, smoking)	Health Trainer Service	Alcohol brief interventions (ADS) GP surgery
Whitehall Surgery LS12 5NR Wortley	Armley One Stop Centre LS12 1UQ Armley	Priory View, LS12 1HU
Hawthorne Surgery LS12 5NR, Wortley	Highfield Medical Bramley LS13 2BL, Bramley	Manor Park, LS12
		Thornton medical centre, LS12
		Armley Moor Health Centre, LS12

3.6 The Leeds West Clinical Commissioning Group (CCG) in partnership with LCC Public Health have provided additional investment in alcohol services in the Inner West. This includes funding two alcohol workers and one student alcohol worker to provide brief interventions for pre-dependent drinkers identified through primary care services, and treatment for dependent drinkers including those in recovery. This service will support around 700 dependent drinkers per year.

3.7 The West North West Multi-Agency Alcohol Plan has been approved and provides a framework for local services to co-ordinate alcohol support and intervention in the wedge. It covers a range of alcohol related issues including treatment, community safety, young people and families and domestic violence.

3.8 LCC Public Health is providing funding for the Healthy Living Network Town Street Hub to host alcohol support services and provide volunteering opportunities for people with alcohol problems.

3.9 Public Health would like to extend a pilot currently running in parts of the inner south to introduce an optional additional item called an 'Operating Schedule' to the licensing application. This asks applicants to demonstrate knowledge of the local area and identify mitigating actions in relation to risks for their proposed licensable activity. A proforma is supplied by the Licensing Service and covers a range of risks and mitigation actions including:

- Reviewing the sale of large quantities of alcohol and special offers
- Sale of alcohol to people who are already drunk
- How to refer someone who appears to have a drinking problem
- CCTV coverage of areas where alcohol is displayed
- Implementing the Check 25 proof of age system
- Premises checks by staff including the removal of litter outside

The current trial covers City & Hunslet, Middleton and Beaston & Holbeck wards. The addition Operating Schedule is optional and has been widely used and provides members of the licensing committee and the wider public with additional information on the applicant's approach to the responsible sale of alcohol from the premises.

3.10 Older people have been highlighted as a group in the inner West area that requires additional support. The Adult Social Care service has identified alcohol as having a contributory factor in relation to mental health issues and falls among older people.

3) Ward Member Support.

3.11 The Inner West Area Committee is asked to consider the following:

- i) How alcohol affects local communities and help to identify those groups that might need targeted support, and
- ii) Whether the pilot scheme to introduce an Operating Schedule should be extended to parts of the inner West.

MARS Referral Scheme

3.12 Following a successful trial in Armley, the council's Public Health service are working on a citywide rollout of the scheme that makes it easy for frontline workers to refer clients to other services including children's centres, debt advice or smoking cessation sessions.

3.13 The original scheme was a paper system with forms passing between services. The rollout aims to provide an electronic referral system that will cut down on paperwork and time. The MARS scheme is due to be rolled out in Bramley in November, and the West North West Health Improvement Officers have begun briefing front line staff about the scheme.

Leeds Get Active

3.13 Leeds City Council's sport and health pilot entitled 'Leeds Let's Get Active' begins in October aims to encourage people of all ages to be more physically active, especially those in areas of greatest health inequality.

3.14 The project received funding confirmation last month, with a total of £1million of match-funding being offered by Leeds public health and Sport England through the National Lottery over the next 18 months.

3.15 The project will see one off-peak hour each day made available at every Leeds City Council-managed leisure centre in the city for free gym and swimming sessions. The sessions will be open to all but will be primarily targeted at those who currently do not take part in any sport or physical exercise. There will also be a range of activities run in local communities.

'Best City For ... Children & Young People'

National Citizenship Scheme

3.16 The Youth Service is running the first National Citizenship Scheme in Leeds. Over the summer 20 young people aged 16-18 from the inner west participated in

residential and a community project to improve the land behind Bramley Community Centre.

- 3.17 The Area Committee provided £1,200 towards the project to provide a bursary for young people not able to afford the £50 fee and equipment for the community projects.

Youth Activities Fund

- 3.18 The Inner West Area Committee has been allocated a budget of £16,000 this financial year to spend on out of school activities for young people aged 8-17. On behalf of the Area Committee, Cllr Gruen and Cllr McKenna consulted with over 50 young people to find out what activities they enjoyed.

Following the consultation, Members agreed to spend 50% of the budget on summer holiday activities including fun swim sessions at Bramley Baths, nature trails in local parks and outdoor art and sports sessions on the Broadleas and Wythers. To date there have been 'backyard breezes' held in the Raynville's averaging around 30-40 young people attending. Two events in the Broadleas will be held in August and a mini breeze will be held on Armley Moor on the 29th August. Members will continue to consult with young people on how to spend the remainder of the budget. Work will start in September to strengthen how Members engage with local children and young people.

'Best City For Business'

New Wortley 'Job Squad'

- 3.19 The employment, advice and training services based at New Wortley Community Centre have been brought together under the 'Job Squad' branding. Officers from the Area Support Team have printed posters and leaflets highlighting the support on offer, however 'job ready' a person is. The noticeboards at the centre were re-vamped with colourful borders and a clear focus on employability, health and community. A leaflet drop for the whole neighbourhood is planned.

West North West Works

- 3.20 WNWHL has developed a sub-brand West North West Works (WNWW), to support tenants into employment.
- 3.21 A Jobs and Training event was held in July at the Armley Lazer Centre to coincide with the end of the school and college terms. This was an event focused mainly on young people and was held at Armley Lazer Centre on 11th July.
- 3.22 A selection of around 700 tenants were targeted through West North West homes Leeds tenant tracker system and around 40 young people registered to attend. Partners included Department for Work and Pensions, Leeds City College and approximately 35 other training and third sector organisations.
- 3.23 The day included talks on apprenticeships, sector based work academies and the option of skills development through volunteering. In addition a range of current job

vacancies was supplied by Employment Leeds and people had the option to attend workshops hosted by IGEN and Jobs and Skills on Job Applications, CV Writing and Interview Tips.

- 3.24 Locally based initiatives such as this event are considered to be more effective at reaching residents who are experiencing challenging circumstances. The Inner West Neighbourhood Improvement Board is explaining how to facilitate more of these types of sessions linked to some of the citywide employment and training opportunities.

Improving local access to employment and training support

- 3.25 Leeds City College has been delivering co-located provision from Bramley Library in response to local need.
- 3.26 The Area Support Team is working with Leeds City College and WNW Works to deliver locality based targeted taster / themed sessions in priority neighbourhoods. WNW Works is currently undertaking questionnaires with residents to identify what skill sets people have, what prevalent taster / themed sessions and jobs people want. For example there may be a demand for taster / themed sessions around security, customer services / retail, call centres, demand will be linked to city wide and locality job opportunities.

Community Festivals

- 3.27 The Area Committee supported the Bramley Carnival and Bramley Music Festival, which brought new visitors into the town. On a smaller scale, the Broadleas multi-cultural food day and the Fairfield fun day encourage people from different backgrounds to meet and get more involved in their local community.

‘Best City For Communities’

Area Lead Members

- 3.28 Area Lead Members were nominated at the July Area Committee meeting and the first set of meetings are scheduled to take place in September. At these meetings there will be the Executive Portfolio Holder, the Area Lead Member and officers including the relevant service lead officer. Discussions will be centred around understanding the city context, and the role of the Area Lead Member.

Corporate Assets

- 3.29 Since May 2013, the West North West Area Support Team (AST) have been supporting the city wide Asset Review, an element of the Budget Plus Programme. The review aims to see a reduced asset base that is more efficient and effective in delivering integrated services to our customers and achieves significant savings for the council.
- 3.30 AST have supported asset management in the production of a comprehensive list of assets for each Area Committee area, also adding local context on usage, sensitivities, and leasing and management arrangements. Fortnightly meetings are

being held to progress asset review work in the localities and are led by a member of the project team.

- 3.31 Inner West Area Committee area is the pilot area for the west north west, although the asset review is being undertaken across the whole of the west north west. A workshop was held at Armley Lazer Centre with service managers to explore their needs and the needs of the community and to look at the potential for a change and improvement in the delivery of those services from the available asset base. Ward members have been briefed on the work through the General Purposes sub group.
- 3.32 The city wide project is ensuring that all members have been briefed on the asset review with the AST arranging 13 ward member briefings in the west north west.

Neighbourhood Planning

- 3.33 Planning officers attended a New Wortley Residents' Association (NWRA) public meeting to outline the Neighbourhood Planning process. The Area Support Team will work with Planning and NWRA to explore whether there is sufficient support to begin a Neighbourhood Plan.

3.34 Neighbourhood Improvement

The Area Support Team has launched an online blog to update partners on new initiatives and activities in the Broadleas and Fairfields. Posts include youth service timetables, vacancies aimed at unemployed young people and notice of community events. The address is www.fairfieldandbroadleas.wordpress.com.

Community Safety Update

- 3.35 Overall total crime for West Inner continues to fall, see Appendix 1 for details. The latest data available (covering June 2012 to June 2013) shows that there has been a 45% decrease in burglary, 18% decrease in burglary elsewhere, 16 % decrease in criminal damage, 15% decrease in drug offences over the last 12 month.
- 3.36 Inner West has seen an increase in the motor vehicle theft up by 29%. The parameters of Operation Optimal have now widened to incorporate theft from motor vehicle offences which are seeing some changes in the numbers of offences being recorded. Work is also on going in relation to identifying vehicles that are left insecure or with valuable items on display. Work continues around robbery, with a dedicated robbery team working within the division. However resources have been allocated using the Optimal methodology and this has resulted in the reduced theft of motor vehicle for July.
- 3.37 There has been a 43% reduction in burglary from June 12 – June 2013 for Armley ward and a 47% reduction for Bramley & Stanningley ward.
- 3.38 The following provides the Area Committee with a brief overview of current Community Safety and Neighbourhood Policing initiatives

1) Target Hardening

- 3.39 Most of the homes across Leeds are fitted with standard euro profile cylinders. These locks have a central cylinder that is easy for criminals to snap and gain entry to the property. West Yorkshire police now recommend fitting British standard anti snap and snap safe euro locks as a direct replacement for the standard barrels.
- 3.40 Funding of £50,000 from West North West Homes Leeds is being targeted to replace Euro profile locks on their properties. An analysis of crime in relation to Euro profile burglaries has identified the Broadleas in Inner West as the target area to deliver target hardening and WNWHL are looking at commissioning the service to an organisation such as CASAC.

2) Operation Bunkway

- 3.41 Operation Bunkway is a district wide initiative that targets criminals travelling into our key areas to commit crime. Utilising plain clothes officers and vehicles, alongside uniformed NPT staff and Roads Policing units with portable ANPR facilities, officers are working into the early hours of the morning to stop identified vehicles, and where appropriate conducting searches of the driver, passengers and the vehicle itself.

3) Child Sexual Exploitation

- 3.42 Child Sexual Exploitation (CSE) is a priority within the Safer Leeds Strategy and is been driven forward by both Children's Services and Community Safety.
- 3.43 Working in partnership with both Bramley and Aces Cluster, a Child Sexual Exploitation awareness session took place on 16th April at Swallow Hill with a further session at Yeadon Town Hall . The session was open to all schools, cluster staff and partner agencies in West North West Leeds including health, youth services, housing staff and social care. The session provided an introduction and basic awareness of CSE.
- 3.44 As part of Safeguarding the CSE /missing coordinator for Children's services has been working with the Area Community Safety Coordinators to develop three local CSE practitioner forum meetings that reflect the three police divisions. This piece of work is a joint collaboration between both services and in order to be effective requires the support from a wide range of partner agencies.
- 3.45 The forums have 3 main aims these being
- To map and share local information, number locations (not individual cases)
 - Focus and address training needs, share new materials & good practice.
 - Ensure processes and procedures are understood and disseminated and are working effectively.
 - Ensure intelligence passed on appropriately. Develop better links between organisations and specialist providers.

3.46 'Girls Talk' is a new project targeting groups who are vulnerable to Child Sexual Exploitation (CSE) and are presenting risk taking behaviours including; unhealthy relationships, drinking and substance misuse and negative peer groups. The session started on the 5th August running for six weeks at the Youth Inclusion Building on Broadlea Hill on Monday evenings in partnership with BARCA , the Youth Offending Service and Platform.

4) Hate Crime

3.47 There is a specific multiagency action plan to address the issues on the Wythers, focussing on three strands which include:

3.48 Enforcement - A weekly project team made up of representatives from LASBT, Police, WNWHL are taking a coordinated approach to intelligence gathering, sharing information, and coordinating actions focusing on the nominal / target families who have been identified as perpetrators. Other actions will include, tenancy sweeps, tenancy visits, letter drops.

3.49 Prevention - As part of the project team meetings, information on new BME tenants moving onto the Wythers and Broadleas will be passed onto the Hate Crime Coordinators so that they can arrange a visit /send information to introduce themselves and their role has Hate Crime coordinator and also link into any tenancy visits with local Housing officer.

3.50 Education - The Hate Crime Coordinators and LASBT manager, are arranging session to talk to young people around ASB/Hate crime and consequences of this at the Lazer Centre . They are also going to explore other ways of engaging with young people.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 All Wellbeing funded projects require applicants to outline their consultation ahead of any grant being awarded.

4.1.2 The community events listed in the report provide the Area Support Team and other services with an opportunity to consult with local residents, the results of which will influence the delivery of the Business Plan.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 The Business Plan takes into account equality, diversity, cohesion and integration issues. The Fairfield and Broadleas events are specifically targeted at bringing together people from different backgrounds to improve community cohesion and promote understanding of different cultures.

4.3 Council policies and City Priorities

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

4.4 Resources and value for money

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

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 There are no legal implications as a result of this report, and there are no key or major decisions being made that would be eligible for Call In.

4.6 Risk Management

- 4.6.1 All Wellbeing applicants are asked to identify risks associated to the successful delivery of their project. These are assessed by the Area Support Team, and all projects are monitored quarterly against set targets.

5 Conclusions

- 5.1 There are several new initiatives in the inner West area that contribute to the delivery of the Inner West Business Plan highlighted in this report. The Area Support Team continues to look at opportunities to develop projects and promote new ways of working to achieve the objectives outlined in the Plan.
- 5.2 A half year Business Plan monitoring report will be presented to the 18th December Area Committee. Work is taking place to provide more quantitative local information to help monitor progress.

6 Recommendations

- 6.1 Members are asked to note the contents of this report and;
- i) Consider how alcohol affects local communities and help to identify those groups that might need targeted support,
 - ii) Consider whether the pilot scheme to introduce an Operating Schedule should be extended to parts of the inner West, and
 - iii) Highlight any further areas of work that Members would like partners to prioritise.

7 Background documents¹

- 7.1 None

¹ 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.

Crime Trends

Inner West Recorded Crime	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	3 Month Total	12 Month Total	12 Month Change
Burglary Dwelling													63	392	-45%
Burglary Elsewhere													68	361	-18%
Criminal Damage													193	807	-16%
Drugs Offences												21	62	243	-15%
Fraud & Forgery													18	113	1%
Handling													6	22	-12%
Other Crime												12	31	119	16%
Other Theft												101	277	908	-13%
Robbery												4	8	45	-17%
Sexual Offences												6	20	66	14%
Theft From Motor Vehicle												51	142	447	-11%
Theft Of Motor Vehicle													32	128	29%
Violent Crime												96	217	796	-1%

Ward Risk Management Matrix: June 2012 –June 2013: Burglary

Ward	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	12 Month Total	12 Month % Change	3 Month Change	Colour Key
Hyde Park & Woodhouse													295	-46.5%	-27.6%	Very High Concern
Gipton & Harehills													281	-18.6%	-5.6%	High Concern
Killingbeck & Seacroft													244	-21.8%	6.5%	Some Concern
Burmantofts & Richmond Hill													231	-41.8%	-5.9%	Low Concern
Beeston & Holbeck													228	12.3%	1.8%	Strategic Area
Armley													222	-40.8%	-22.0%	
Kirkstall													212	-29.8%	-16.4%	
Cross Gates & Whinmoor													207	-14.1%	5.6%	
Roundhay													207	8.4%	-27.5%	
Headingley													201	-45.2%	0.0%	
Temple Newsam													190	9.2%	-17.0%	
Middleton Park													185	-6.1%	-40.8%	
Farnley & Wortley													180	-28.0%	-2.2%	
Pudsey													179	-13.5%	-45.8%	
Bramley & Stanningley													175	-47.1%	-67.9%	
Calverley & Farsley													161	-26.5%	-23.1%	
Weetwood													161	-28.1%	-32.6%	
Chapel Allerton													155	-39.5%	-28.2%	
City & Hunslet													154	-20.6%	-34.0%	
Moortown													147	-28.3%	0.0%	
Alwoodley													133	-15.3%	0.0%	
Morley North													127	-3.1%	-22.9%	
Horsforth													125	-12.0%	-6.5%	
Adel & Wharfedale													97	-24.8%	-40.9%	
Harewood													91	-6.2%	0.0%	
Morley South													87	-7.4%	-9.5%	
Rothwell													82	-23.4%	-21.4%	
Garforth & Swillington													71	-6.6%	-18.2%	
Otley & Yeadon													71	1.4%	16.7%	
Wetherby													71	-16.5%	-37.0%	
Ardsley & Robin Hood													59	-14.5%	-16.7%	
Guiseley & Rawdon													59	-4.8%	20.0%	
Kippax & Methley													58	-20.5%	120.0%	

Inner West Serious Acquisitive Crime	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	3 Month Total	12 Month Total	Rate ‰ Pop	12 Month Change
Armley													136	578	22.62	-31%
Bramley & Stanningley													109	434	20.34	-19%

Report of the Assistant Chief Executive (Citizens & Communities)

Report to West (Inner) Area Committee

Date: 4th September 2013

Subject: Wellbeing Fund Report

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

Summary of main issues

1. The purpose of this report is to advise the Inner West Area Committee of:
 - The balance of the Inner West Wellbeing revenue budget 2013/14
 - A scheme deferred from the last Area Committee meeting
 - A project requesting a change to their approved scheme
 - Two new Wellbeing fund applications
 - Wellbeing Projects in development
 - Update on the Youth Activities Fund budget
2. The report also asks the Area Committee to approve the grant application and commissioning process for the 2014/15 Wellbeing budget.

Recommendations

3. The Area Committee is asked to:
 - i. Note the balance of the Wellbeing Revenue Budget for 2013/14,
 - ii. Consider the two new Wellbeing applications at 3.11, 3.12 and 3.13,
 - iii. Note the progress on the Ganners Alleygating scheme deferred from June 2013,

- iv. Note the projects funded via the Youth Activities Fund, and
- v. Approve the grant application and commissioning process for the 2014/15 Wellbeing budget.

1 Purpose of this report

- 1.1 The purpose of this report is to update the Area Committee on the current position of the Inner West Wellbeing revenue budget, and presents three new applications for consideration.
- 1.2 The report provides further information on the deferred Ganners Alleygating Scheme, and submits a request from Barca-Leeds to change the frequency they deliver the Activ-8 youth project at Bramley Baths.
- 1.3 The report also asks the Area Committee to approve a grant application and commissioning process for the 2014/15 Wellbeing revenue budget.

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 at Full Council taking into consideration both population and deprivation of an area.
- 2.2 Including carry forward, the 2013/14 Inner West Wellbeing budget was £141,229.

3 Main issues

3.1 Wellbeing Budget Statement 2013/14

- 3.2 The latest Wellbeing Budget Statement for 2013/14 is included as Appendix 1. It sets out the current budget and the projects approved to date.
- 3.3 The current balance of the ward Wellbeing budgets are:
Armley £14,688
Bramley & Stanningley £1,926*

* Decision pending on Ganners Alleygating application – (£1,890 Bramley & Stanningley).

- 3.4 There is £4,200 remaining in the Wellbeing Capital budget.

Wellbeing Budget – Small Grants & Skips

- 3.5 Table 1 and Table 2 below outline the small grant applications and skip requests approved since 1st April 2013.
- 3.6 The balance of the small grant and skip budget at 21st August 2013 was: £1,998
- 3.7 Table 1 – Small grant approvals 01.04.13 – 24.08.13

Project Name	Organisation	Amount
Eric Atkinson Centre sign	Area Support Team	£100
Fairy Jobmother event crèche	Area Support Team	£203
New Wortley Community Centre CCTV	New Wortley Community Centre	£300
Making Bramley Bloom	Newlay & Whitecote RA	£300

Flat roof repairs	West Leeds Sports & Social Club	£300
Nuisance Bikes leaflet	West Yorkshire Police	£250
Covert cameras	Environment Locality Team	£490
Dog show engagement event	West Yorkshire Police	£250
Fairfield Funday	Barca-Leeds	£200
Farnley Academy Container Storage	Wortley Football Club	£300
Russian Winter	Russian Speakers Group for Children	£300

3.8 Table 2 – Skip approvals 01.04.13 – 24.08.13

Location	Number	Cost
Mistress Lane	1	£150
Ganners, Bramley	1	£150
Haley's Field Allotments	1	£150
Wythers Clean up	1	£124
Broadlea Clean up	1	£150
Langley Road, Bramley	1	£150
New Wortley Community Centre	1	£125
Aviaries & Salsburrys	2	£292
Bramley Community Centre	1	£125

Deferred Wellbeing projects

3.9 Ganners Alleygating Scheme - £1,890 – Community Safety

An application was submitted by Safer Leeds to part fund a fence and gates along a ginnel in the Ganners area of Bramley to prevent burglary and anti-social behaviour. Officers carried out formal consultation with neighbouring properties and a number of objections were lodged.

At the June Area Committee meeting, Members asked for more time to consult with local residents. West North West Homes have provided clarification on the land ownership issues raised during the consultation.

New Wellbeing applications

3.10 Since the last Area Committee, three new applications have been submitted for Armley ward. Project summaries are attached to the end of this report.

3.11 a) Calverley Gardens Grit Bin - £250

Residents at Calverley Gardens in Bramley have asked the council to supply a grit bin for the street. The location was inspected by Highways and does not meet the council's grit bin criteria.

Members have the option to purchase grit bins, however they must agree to meet the cost of filling the bins each year, which in 2012 was £75 per bin. The price of the bin, including grit, will be confirmed in October and is expected to be around £250.

Members are asked to consider the request to purchase a grit bin for Calverley Gardens and if approved, agree to the cost of filling the bin with salt each year.

Further information on this scheme is attached at Appendix 3.

3.12 b) Additional Litter Picker for Armley

The Environment Locality Team report to the June Area Committee, presented an option to purchase additional services for their area. Armley Ward Members asked that a proposal for an additional litter picker for Armley be considered at a future meeting.

The cost of the resource depends on whether holidays and sickness are covered. The proposals below are for a six month period from September 2013 to March 2014
1 day a week litter picker without cover - £2,058
With cover - £2,215

Further information on this scheme is attached at Appendix 4.

3.13 c) Mosaic feature for Armley Mills Garden

Hyde Park Source has been commissioned by Armley Mills to create a new garden on the site based on plants historically used to dye clothes. An application has been received to enhance the garden by creating a mosaic feature, built by local volunteers who will learn new skills in cement mixing, construction and mosaic making.

Hyde Park Source are requesting £3,240 towards the cost of creating the mosaic.

Further information and a full cost breakdown is attached at Appendix 5.

Youth Activities Fund

3.14 At the June Area Committee meeting, Members were informed about the new Youth Activities Fund budget delegated to Area Committees. The allocation was based on the number of young people aged 8-17 in the area, and the 2013/14 budget for the inner west is £16,202.

3.15 The delegation has a requirement for Area Committees to evidence consultation with young people before allocating funding to projects. During July, the Area Support Team and Children's Services organised three consultation sessions, one with the 13-17 age group and two with young people aged 8-12.

3.16 Over 50 young people participated in the consultation. They were asked what type of out of school activities they enjoyed, and were given examples of activities the Area Committee could fund during the summer holidays. The young people were pleased to be involved in the decision making, and their feedback directly influenced the projects put forward for approval.

3.17 Members were given feedback from the consultation, and a delegated decision was taken by the Deputy Chief Executive, Citizens & Communities, to fund the following activities:

£1,380 Bramley Baths – Six free fun swim sessions for up to 50 young people

£3,750 LCC Out of School Activities Team – Mini Breeze session on Armley Moor

£1,520 LCC Out of School Activities Team – Four Backyard Breeze sessions, two in Armley ward, two in Bramley & Stanningley ward

£1,500 LCC Parks & Countryside – Six two hour nature trail sessions, three in Bramley Falls Park, three in Armley Park

- 3.18 Cllr C Gruen, Inner West Area Lead for Children & Young People, has asked the Area Support Team to draft a consultation framework for the Youth Activities Fund to enable Members to allocate the remainder of the budget this financial year. This will be brought to a future General Purposes Sub Group for discussion.
- 3.19 The balance of the Youth Activities Fund is £8,052.

2014/15 Wellbeing application process and commissioning round

- 3.20 The Area Committee is asked to consider how to organise the process for receiving applications and commissioning projects from its 2014/15 Wellbeing revenue budget.

The 2013/14 Process

- 3.21 In 2013, the Area Committee introduced an open application round, widely publicised through the Yorkshire Evening Post, social media and our own database of local contacts.
- 3.22 The application window opened on 30th November and closed on 1st February, giving groups two months to submit their form. The Committee received a total of 36 applications totalling £244,518 which was £105,400 over the budget available.
- 3.23 Members met twice to discuss the applications:
4th February General Purposes Sub Group – Five applicants were invited to attend to speak to Councillors about their application. Projects invited were if they were asking for a large amount of funding or referred by a Ward Member.
- 3.24 4th March Wellbeing Workshop - Members and Co-optees met again at a workshop session to discuss all the applications and recommend those that should be put forward for approval at Area Committee. A pack containing summaries of all the projects was provided to Members a week before the meeting, and all Members were able to attend.
- 3.25 At the Area Committee meeting on 20 March 2013, 23 projects were approved and 6 were deferred. The deferred projects were determined at the May and June Area Committee meetings.
- 3.26 Members were asked to comment on the process, and asked for more time to discuss projects in ward briefings and together, more influence over the type of applications coming forward, and more detail in the project summaries.

The 2014/15 Process

- 3.27 Taking into account feedback from Members, it is proposed that the application window be brought forward by a fortnight to run from 18th November to 20th January.

- 3.28 In late November, officers from the Area Support Team will meet Members in ward briefings to consider the type of schemes they would encourage applications from. Appropriate organisations will then be sought to put a proposal together.
- 3.29 After the closing date, the Area Support Team will provide Members with detailed project summaries that will include a full financial breakdown, measurable outputs and links to the Business Plan. It is proposed that Members meet in ward groups to have a first look at the applications before coming together a week later at a General Purposes Sub Group to discuss all applications as last year.
- 3.30 The Area Committee is asked to approve the dates for the 2014/15 Wellbeing fund application round and agree to meet twice in ward groups and together at a General Purposes Sub Group to discuss the applications and make recommendations for approval at Area Committee.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 Elected Members have been consulted on local priorities through the Area Business Plan. The 2013/14 commissioning round began with a communication to all Area Committee contacts and a press release.

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 2011 – 2030
 - City Priority Plan 2011 - 2015
 - Joint Health & Well-being Strategy
 - Children and Young People's 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 achieved.
- 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 are considered on all Wellbeing applications. Projects are assessed to ensure that applicants are able to deliver the intended benefits.

5 Conclusions

5.1 Wellbeing funding provides an important opportunity to support local organisations and drive improvements to services. The Area Committee has committed over £140,000 to projects already this year.

5.2 This report asks the Committee to note the current budget position, review the scheme deferred from June and consider the request to change the Activ-8 project frequency two new grant applications. It also proposes a timetable and decision making framework for the 2014/15 Wellbeing commissioning round.

6 Recommendations

6.1 The Area Committee is asked to:

- i) Note the balance of the Wellbeing Revenue Budget for 2013/14,
- ii) Consider the three new Wellbeing applications at 3.11, 3.12 and 3.13,
- iii) Note the progress on the Ganners Alleygating scheme deferred from June 2013,
- iv) Note the projects funded via the Youth Activities Fund, and
- v) Approve the grant application and commissioning process for the 2014/15 Wellbeing budget.

7 Background documents

- None

INNER WEST AREA COMMITTEE
2013-14 Wellbeing Statement

Appendix 1
21/08/2013

1.0 Revenue

1.1 Revenue Budget Calculation

The table below describes the revenue budget calculation for the 2013-14 financial year. It shows the amount allocated to each ward of the Inner West Area Committee, details of the carry forward from 2012-13 and any existing commitments.

2013/14 IW Revenue Budget	IW Area Committee	Armley	B&S
Balance Brought Forward from 12/1	£32,004	£12,639	£19,365
2013/14 New Allocation	£136,710	£68,355	£68,355
Youth Activity Fund	£16,202		
Total	£184,916	£80,994	£87,720
Schemes Approved from 2012-13 budget to be spent in 2013-14	£27,485	£10,485	£17,000
2013/14 Commitments	£135,974	£50,978	£68,794
Remaining to Allocate	£21,457	£19,531	£1,926

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	Total Project Cost	Armley			Bramley & Stanningley		
			Earmarked	Paid	Remaining	Earmarked	Paid	Remaining
Youth Activity Fund	WNW Area Support Team	£16,202	£0		£0	£0		£0
Small Grants & skips	WNW Area Support Team	£6,478	£3,239	£250	£2,989	£3,239	£203	£3,036
Festive Lights Armley, Rodley, Bramley	Leeds Lights	£4,255	£1,850	£0	£1,850	£2,405	£0	£2,405
NIP Engagement	WNW Area Support Team	£1,500	£750	£53	£697	£750	£53	£697
Sports Coaching	Sports & Active Lifestyle	£1,000	£500	£0	£500	£500	£0	£500
Summer Sports Leadership	Sports & Active Lifestyle	£3,924	£1,962	£0	£1,962	£1,962	£0	£1,962
Off Road Bikes	WYP	£2,684	£1,342	£0	£1,342	£1,342	£0	£1,342
Gardening towards Employment	The Conservation Volunteers	£4,210	£2,105	£0	£2,105	£2,105	£0	£2,105
Action Days	Community Safety/Police	£1,000	£500	£0	£500	£500	£0	£500
Pedal Cycles	WYP	£1,000	£500	£0	£500	£500	£0	£500
Replacement Tools	Armley Common Rights Trust	£1,720	£1,720	£0	£1,720			
A Taste of Life	Healthy Living Network	£10,000	£10,000	£0	£10,000			
Armley Saturday Night Project	Breeze	£4,000	£4,000	£0	£4,000			
Armley Lights Switch On	WNW Area Support Team	£2,950	£2,950	£0	£2,950			
Clyde Walk Green	Groundwork	£5,395	£5,395	£0	£5,395			
New Wortley CC Revenue Support	New Wortley CC	£6,000	£6,000	£1,500	£4,500			
Broadleas CCTV	Leadswatch	£1,784				£1,784	£0	£1,784
Bramley Carnival	Bramley Carnival Committee	£4,250				£4,250	£3,855	£396
Bramley Christmas Lights Switch On	Bramley Lights Project	£2,684				£2,684	£0	£2,684
Bramley Music Festival	Bramley Music Festival ctee	£2,500				£2,500	£2,500	£0
Fairfield CC	Fairfield Community Centre	£4,820				£4,820	£1,205	£3,615
Bramley War Memorial	Bramley War Memorial Ctee	£10,000				£10,000	£0	£10,000
Site Based Gardener	P&C	£11,767				£11,767	£0	£11,767
Fairfield ArtGarden Refurb	WNW Area Support Team	£1,025				£1,025	£760	£265
St Catherine's Replacement Bicycle	St Catherine's Drive	£410				£410	£0	£410
Bramley Grit	LCC Highways	£530				£530	£0	£530
Armley Town Street Interpretation Panel	LCC Regeneration Service Major Projects Team	£80	£80	£0	£80			
Bramley Villagers	Bramley Villagers Social Club	£2,500				£2,500	£2,500	£0
Youth Service Summer Activities	Youth Service	£4,506	£3,085	£0	£3,085	£1,421	£0	£1,421
Welfare Reform Budget	WNW Area Support Team	£7,500	£5,000	£0	£5,000	£2,500	£0	£2,500
Active8 Youth Project, Bramley Baths.	WNW Area Support Team	£9,300				£9,300	£0	£9,300
Total		£135,974	£50,978	£1,803	£49,175	£68,794	£11,076	£57,718

1.3 Youth Activity Fund

The table below lists those Youth Activity projects supported in 2013-14 and provides a current balance of funding

Project Name	Lead Organisation	Wards Benefiting	Amount Earmarked	Amount Paid
Bramley Baths fun swim sessions	Bramley Baths	B&S	£ 1,380.00	£ -
Mini Breeze Session, Armley Moor	LCC Out of School Activities Team	A	£ 3,750.00	£ -
4 Back yard Breeze sessions	LCC Out of school Activities Team	A / B&S	£ 1,520.00	£ -
Nature Trail Session	Parks & Countryside	A / B&S	£ 1,500.00	£ -
0	0	0	£ -	£ -
0	0	0	£ -	£ -
0	0	0	£ -	£ -
0	0	0	£ -	£ -
0	0	0	£ -	£ -
0	0	0	£ -	£ -
0	0	0	£ -	£ -

Total £ 8,150.00 £ -
Budget for Year £ 16,202.00
Available to Allocate £ 8,052.00

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	Total Project Cost	Armley			Bramley & Stanningley		
			Earmarked	Paid	Remaining	Earmarked	Paid	Remaining
Target hardening in Armley	AST commissioning CASAC	£3,000	£3,000	£250	£2,750			
Bramley park floodlights	Parks & Countryside	£17,000				£17,000	£0	£17,000
Aston Ginnel Closure	Community Safety	£7,485	£7,485	£0	£7,485			
Total		£27,485	£10,485	£250	£10,235	£17,000	£0	£17,000

2 Capital

The is no additional capital funding allocated to Area Committees for 2013-14 and there is no remaining capital monies in the Inner West.

3 Small Grants

At its meeting in March 2013 the Area Committee allocated £6,478 to the Small Grants and skips pot.

Project Name	Lead Organisation	Wards Benefiting	Amount Earmarked	Amount Paid
Eric Atkinson Sign	WNW Area Support Team	Bramley & Stanningley	£100	£0
Fairy Jobmother Creche	WNW Area Support Team	Bramley & Stanningley	£203	£203
CCTV	New Wortley Community	Armley	£300	£300
Making Bramley Bloom	Newlay and Whitecote Residents Association	Bramley & Stanningley	£300	£0
Flat Roof Repairs	West Leeds Sports and Social Club	Armley	£250	£250
Information Leaflet about reporting Nuisance Bike LS16 6RG	West Yorkshire Police	Armley, Bramley & Stanningley	£250	£250
Covert Surveillance Cameras	LCC WNW Locality Team	Armley, Bramley & Stanningley	£490	£0
Employment & Advice local contact points	WNW Area Support Team	Armley, Bramley & Stanningley	£0	£0
Community Engagement/Dog Show Event	West Yorkshire Police	Armley, Bramley & Stanningley	£250	£250
Fairfield community Fun Day	BARCA	Stanningley	£200	£0
		Total	£2,943	£1,253
		Budget	£6,478	
		Available to Allocate	£1,997	

4 Skips

Skips	Ward Benefiting	No of Skips	Amount Committed	Paid
Mistress Lane, Armley, LS12 2HL	Armley	1	£150	£150
Ganners, Bramley	Bramley & Stanningley	1	£150	£150
Haley's Field Allotments	Bramley & Stanningley	1	£124	£124
Wythers Cleanup	Armley	1 + Permit	£150	£150
Broadlea Cleanup	Bramley & Stanningley	1 + Permit	£150	£150
2 Langley Road, Bramley, LS13	Bramley & Stanningley	1 + Permit	£150	£124

Appendix 2
Project Summary
Calverley Gardens new grit bin

Project Name: Calverley Gardens new grit bin
Amount Applied for: £250

Lead Organisation: Leeds City Council Highways Department

Project Summary:

The majority of grit bins in the city are provided by the Highways Service based on a strict criteria taking into account gradient, highway usage, specific residences such as schools, hospitals and aged persons homes etc.

Councillors have the opportunity to purchase additional grit bins for locations that do not meet the criteria, and they must agree to meet the cost of replenishing the bins. In 2013 this was £75 per bin.

For each location, a Grit Bin Champion must be nominated to take responsibility for the management of the bin. The Champion will advise Ward Members when the bin needs refilling and report any damage. The cost of replacing damaged grit bins must also be met by the Ward Members.

The costs of the bin and replenishment are estimated, the final price list for blue grit bins will not be available until October.

Project Delivery

On receipt of a purchase order, the Highways Service will install a new bin, filled with salt. Ward Members should nominate a Grit Bin Champion from the street who will be responsible for monitoring the bin and reporting any issues.

Outcomes

A new grit bin will be installed in autumn.

Ward / Neighbourhood:

Calverley Gardens, Bramley

Project Cost & Financial Breakdown

Estimated cost of a blue grit bin filled with salt : £250

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Appendix 3
Project Summary
Additional Litter Picker for Armley

Project Name: Additional litter picker for Armley
Amount Applied for: £2,058 or £2,215

The cost of litter picker one day per week without holiday / sickness cover - £2058
The cost of litter picker one day per week with holiday / sickness cover - £2215

Lead Organisation: Leeds City Council WNW Environmental Locality Team

Project Summary:

At the June 26th Area Committee, the Environment Locality Team offered Area Committees the opportunity to buy in additional services such as enforcement patrols or litter picking.

Armley Members expressed interest in funding an additional litter picker for the town centre one day a week. The price depends on whether holidays and sickness will be covered. The two options are as follows:

Litter picker one day a week without sickness / holiday cover - £2,058
Litter picker one day a week with sickness / holiday cover - £2,215

These costs are based on the service being delivered until the end of March.

Project Delivery

Ward Members will advise the Locality Team where the street attendant should focus on. The attendant will be managed by the Locality Team.

Outcomes

Improved cleanliness of streets in target area.

Ward / Neighbourhood:

Armley

Project Cost & Financial Breakdown

Litter picker one day a week without sickness / holiday cover - £2,058
Litter picker one day a week with sickness / holiday cover - £2,215

To be employed mid-September to the end of March.

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Appendix 4
Project Summary
Armley Mills Mosaic Project

Project Name: Armley Mills Mosaic Project
Amount Applied for: £3,240

Lead Organisation: Hyde Park Source

Project Summary:

Hyde Park Source have been commissioned by Armley Mills Museum to create a community garden in their grounds that will be planted with species historically used to dye fabric.

Hyde Park Source would like to complement this work with an attractive mosaic feature created by local residents. The project will provide training in construction skills including cement mixing, joinery and casting.

A diverse team of volunteers will be recruited, including people looking for work and young people not in education, employment or training. The project will last ten weeks and hopes to start mid-September, should this application be successful.

Project Delivery

The project will be delivered by Hyde Park Source with the approval of the Armley Mills Museum. Local organisations like Healthy Living Network and the Armley Job Shop will be approached to recruit local volunteers.

Outcomes

- New mosaic feature in the community garden
- Volunteers trained in practical skills and signposted to further training opportunities.

Ward / Neighbourhood:

Armley

Project Cost & Financial Breakdown

Staffing costs	£1,950
Volunteer expenses	£ 250
Refreshments	£ 150
Materials	£ 650 (cement, wood, tiles, glue etc)
Tools & equipment	£ 120
Transport	£ 120
Total	£3,240

Hyde Park Source are contributing £540 on to cover the management fee and health and safety inspection.

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Report author: Chris Dickinson

Tel: 3367866

Report of : Deputy Chief Executive

Report to : Inner West Area Committee

Date: 26 June 2013

Subject: Inner West Neighbourhoods Improvement Programme

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

Summary of main issues

A programme of Neighbourhood Improvement was launched in June 2012 targeting four of the most disadvantaged communities in Inner West Leeds. This report briefly sets out the progress that has been made to date, particularly in relation to the development of key partnerships and the formation of a Neighbourhood Improvement Plan aligned to local improvement themes.

The report will consider the key challenges to programme delivery identified during the first stage of activity and outline the next steps for targeting measurable improvement for priority neighbourhoods in Inner West Leeds.

The Neighbourhood Improvement Plan is included as the appendix to this report to highlight the range of activity being targeted by this programme of work.

Recommendations

The Area Committee is recommended to:

- Note the progress made since the introduction of the Neighbourhood Improvement Programme in June 2012.
- Comment on the Neighbourhood Improvement Plan and the proposed actions for the municipal year ahead.
- Consider the opportunities for strengthening the links between Area Committee and Neighbourhood Improvement activity.

1 Purpose of this report

- 1.1 This report aims to provide Elected Members with an update on the current position with the Neighbourhood Improvement Programme for Inner West Leeds.
- 1.2 It offers Members the opportunity to review this progress and to consider the development of programme activity going forward.

2 Background information

- 2.1 Area Committees in Leeds have the delegated responsibility for Neighbourhood Management Co-ordination, to agree priority neighbourhoods and to approve and monitor Neighbourhood Improvement Plans for the committee's area.
- 2.2 Starting in 2006 the West North West Area Management Team has led a range of Neighbourhood Management activity on behalf of the Area Committee targeting the four priority neighbourhoods of New Wortley and Wythers in Armley ward and the Fairfields and Broadleas in Bramley and Stanningley ward.
- 2.3 This work was generally limited to the local co-ordination of community safety and environmental services by frontline staff and was delivered through three neighbourhood-based partnerships called LAMPs (local area management plans) and the Broadleas Improvement Group.
- 2.4 In contrast, Neighbourhood Improvement is a term used to describe a broader thematic range of activity including health, employment and learning. Rather than just co-ordinate services, it seeks to integrate and improve the services offered to localities. It offers a strengthened and more strategic approach to partnership working and performance management and provides a more measurable approach to delivering benefits to local communities.

3 Main issues

- 3.1 Neighbourhood Improvement Board:
In June 2012, the Area Committee approved the establishment of the Inner West Neighbourhoods Improvement Board to lead the development of Neighbourhood Improvement activity targeted at the area's four most deprived localities.
- 3.2 Chaired by the Deputy Leader and Executive Member for Neighbourhoods, Planning and Support Services and attended by senior officers and locality partners, the Neighbourhoods Improvement Board has now met four times and has set itself the following objectives:
 - To raise the profile of issues affecting priority neighbourhoods in Armley and Bramley and Stanningley Wards.
 - To set priorities for neighbourhood improvement and provide strategic leadership to a broad range of locality partners.
 - To oversee a programme of locality working which is responsive to the needs and aspirations of local communities.

Following a review of deprivation indices and service data, the Board identified three improvement themes that will form the basis of the Neighbourhoods Improvement Plan. A lead officer has been nominated for each theme to drive forward the development of programme activity:

- Tim Taylor, Health and Wellbeing
- Alice Winter, Employability
- Gail Webb, Learning Outcomes for Children and Young People

3.3 Neighbourhood Partnerships and Partner Network

During the past year work has been undertaken to improve the functioning of the three LAMP meetings in New Wortley, Wythers and Fairfield and the Broadleas Improvement Group. Rather than having four separate meetings: one for each neighbourhood, local partners have recommended that two Neighbourhood Partnerships should be established (one for each Ward). Work to make the transition from the LAMPs to this new structure has been completed and the resulting Neighbourhood Partnerships are now directly accountable to the Neighbourhoods Improvement Board.

3.4 Neighbourhood Partnership meetings will continue to offer an opportunity for front line staff to discuss priorities and joint working at a local level. They will also have a new role to help deliver actions from the Neighbourhood Improvement Plan and provide regular updates to the Board.

3.5 Recognising the need to develop stronger links between services operating at neighbourhood level, a Partner Network was launched in December 2012. This wider reference group of partners will be invited to attend an annual event and to contribute to online discussions relating to neighbourhood improvement activity.

3.6 Community Engagement

The Neighbourhood Improvement Board has stated a clear recognition that residents should play a central role in the Neighbourhood Improvement Programme, both in terms of leadership through the Board and in the way we co-ordinate services through the Neighbourhood Partnerships.

3.7 Gaining resident involvement in disadvantaged communities will always be difficult, but the Board currently only receives attendance from 2 residents: one each from New Wortley and Wythers neighbourhoods. Efforts to increase representation from these areas and recruit residents from Broadleas and Fairfields neighbourhoods have been unsuccessful to date.

3.8 Events and public meetings held in these areas have generated some interest, but they have not been successful in identifying residents who are prepared to get involved in projects or attend the Board and Partnership meetings.

3.9 The following sets out the aspiration for representation and involvement from residents in the next 12 months:

- Neighbourhood Board: 8 residents in total (2 from each neighbourhood)

- Neighbourhood Partnership: 8 residents in total (2 from each neighbourhood)
 - Residents Network: A database of at least 40 locally active residents (10 from each neighbourhood)
- 3.10 Two Community Organisers hosted by BARCA have joined the Neighbourhood Partnerships and it is hoped that they will help to support increased resident participation.
- 3.11 Two further events to promote the Neighbourhood Improvement Programme and encourage resident participation have been arranged as follows:
- 8 August: Fun Day in the Fairfields
 - 23 August: Multi-Cultural Feast in the Broadleas
- 3.12 Neighbourhood Improvement Plan
A Neighbourhood Improvement Plan (NIP) has been developed to help co-ordinate the activity agreed at the Board. This is enclosed as **Appendix 1**.
- 3.13 The NIP sets out programme activity under each of the three workstreams and provides a performance management framework to highlight progress and measure improvement against medium and long term objectives. The content of the NIP has been developed directly through discussions lead by theme leads at Board meetings.
- 3.14 The NIP is a live document and further work is needed to clarify how certain outcomes will be achieved and their benefit measured. The Area Support Team will continue to update and refine the content of the NIP.
- 3.15 Members are asked to note the content of the NIP and comment on any areas where changes or clarification is needed.

Neighbourhood Improvement Board Challenges

- 3.16 The Neighbourhood Improvement Board are focusing on a number of themed priorities, these being Health and Wellbeing, Learning Outcomes for Children and Young People and Employability. Under each theme are a number of key priorities that the Board are working to improve.

Health and Well Being:

- To recognise and support established Inner West alcohol services and projects. To see where partners can add value to projects that are developing and key priorities that have been identified.
- Improving men's health and community wellbeing
- Obesity and smoking

Learning Outcomes for Children and Young People:

Improving outcomes for young people in primary and secondary schools, in particular in the following areas

- the transition experience between key stages
- the engagement of families in supporting their children's learning
- the child's journey through learning.

Employability:

- Improving signposting and connectivity to employability and learning training provision
- Preventing and improving outcomes for NEETs
- Reaching those in need of provision
- Locality based provision
- Impact of welfare reform
- Low educational attainment of children living in households where no parent works
- Employability Hubs
- City centre job opportunities
- Targeted work with WNWHL and RSLs
- Links between Community Safety and Employability and the Welfare Reform
- Collaborative work JCP and Work Programme Providers

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 Ward Members and a broad range of stakeholders have been consulted on the development of the Neighbourhood Improvement Programme.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 The Neighbourhood Improvement Programme has been developed specifically to respond to the needs of individual neighbourhoods. It takes account of local diversity and the specific needs of disadvantaged communities. It aims to influence the delivery of services to reduce the inequality of life outcomes in deprived neighbourhoods in Inner West Leeds.

4.2.2 It is recognised that disadvantaged communities in Armley and Bramley and Stanningley Ward are not well integrated and suffer from poor cohesion. The programme seeks to tackle this disadvantage and bring communities together in joint problem solving.

4.3 Council policies and City Priorities

- 4.3.1. The Area Committee Functions and Priority Advisory Functions were approved by the Executive Board in June 2009, this approval was rolled forward to 2010/11, and rolled forward again to 2011/12 with amendments only to environmental delegations.
- 4.3.2. The Area Functions are included in the Council's Constitution (Part 3, section 3C).
- 4.3.3. The work of the Neighbourhoods Improvement Board will contribute at a local level to the themes contained in the:
 - Vision for Leeds
 - Leeds Strategic Plan
 - Health and Wellbeing City Priorities Plan
 - Children and Young People's Plan
 - Safer and Stronger Communities Plan
 - Regeneration City Priority Plan

4.4 Resources and value for money

- 4.4.1. Programmes of work outlined in this report are resourced by in large through mainstream resources, whether this be programme leadership provided by Area Support Team staff, Board members and theme leads, or the work of delivering activity through the Neighbourhood Partnerships.
- 4.4.2. The Neighbourhood Improvement Plan offers a mechanism for monitoring the outcomes achieved by this activity and provides an opportunity to make value for money assessments.

4.4.3 Legal Implications, Access to Information and Call In

- 4.5.1. This report is the report of the Area Leader for West North West Leeds who has delegated responsibility to action decisions in accordance with the Area Support Team's work programme in accordance with part 3 of the Council's Constitution in relation to Area Committee Functions.
- 4.5.2. This report is not confidential, neither is it, or part of it exempt.
- 4.5.3. This report is not subject to Call In.

4.6 Risk Management

- 4.6.1. There are no significant risks identified in this report.

5 Conclusions

- 5.1 Neighbourhood Improvement Board: Good progress has been made in the development of the role and capacity of the Neighbourhood Improvement Board. The group has met four times since September 2012 and in this first period of activity much of the discussion has focused around identifying priorities and

setting objectives. Going forward the programme will benefit from clearer direction regarding how objectives will be achieved and measured.

- 5.2 Neighbourhood Partnership: The process of moving from four crime and grime LAMPS to two Neighbourhood Partnerships has been completed and the groups have now met three times. Further work is needed in the year ahead to strengthen the link between the Board and the Neighbourhood Partnerships. Area Support Team will continue to play a leadership role in managing overall programme activity, but further contributions are needed from partners and theme leads who can provide leadership around the three improvement themes.
- 5.3 Community Engagement: Gaining resident involvement in disadvantaged communities will always be difficult, but the programme is currently falling short of its target for resident involvement in the Board and has no residents attending Neighbourhood Partnership meetings.
- 5.4 Proposed community development work delivered by Public Health targeted at New Wortley will be used to map local networks and support better representation from that Neighbourhood, but additional work is needed to identify and recruit resident involvement from Wythers, Broadleas and Fairfields as well
- 5.5 Now that the initial process of setting up the Board is complete, further discussions are needed to confirm if the format and timing of Board and Partnership meetings should be altered to encourage more community involvement. Consideration should be given to whether community development support is needed in some areas to help support residents form local networks and to represent their neighbourhoods at meetings.
- 5.6 Neighbourhood Improvement Plan: It is intended that the NIP will help to provide a link between the strategic discussions at the Board and the co-ordination of services at the Neighbourhood Partnership. While some progress has been made in achieving this aim, the Board has needed to focus much of its time on agreeing priorities and objectives.
- 5.7 Input from both Area Support Team staff and theme leads is needed going forward to help translate these objectives into specific actions to be delivered by the Neighbourhood Partnerships.
- 5.8 Link to the Work of the Inner West Area Committee: The Neighbourhood Improvement Programme provides an opportunity for the Inner West Area Committee to influence how a range of services respond to issues relating to employability, health and wellbeing and learning outcomes for young people.
- 5.9 As the programme enters the next phase of activity, Member involvement will become particularly important as the partnership seeks to ensure that changes and improvements to service delivery are responsive to local needs.

6 Recommendations

- 6.1 The Area Committee is recommended to

- Note the progress made since the introduction of the Neighbourhood Improvement Programme in June 2012.
- Comment on the Neighbourhood Improvement Plan and the proposed actions for the municipal year ahead.
- Consider the opportunities for strengthening the links between Area Committee and Neighbourhood Improvement activity.

7 Background documents¹

7.1 None

¹ 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.

Inner West Neighbourhoods Improvement Plan - Draft Covering - Broadleas, Fairfield, New Wortley & Wythers

This Neighbourhoods Improvement Plan has been developed to improve services and outcomes for residents around the three priority themes agreed by the Inner West Neighbourhood Improvement Board. These are Health, Employment & Training and Improving Learning Outcomes for Children & Young People. Increasing resident participation is also a priority for the Board and included in this plan.

The plan will be delivered through the two ward based Neighbourhood Partnerships and other multi-agency groups including the school clusters, community safety tasking and employability networks.

Priority: Health & Wellbeing				
Issue	Action	Who	Target	Update / Future Plans
High suicide rate in LS12	Develop multi-agency action plan to raise awareness and improve services for at risk groups.	Healthy Living Network New Wortley CC GP practices WNWH	Three specific projects started engaging with x individuals. Report completed on clustering of high risk tenants in certain areas or accommodation type.	Funding provided by NHS Leeds to Healthy Living Network for harm reduction activities.
High rates of alcohol dependency	Raise awareness among front line workers about risks of alcohol and treatment / support services.	WNW Health & Wellbeing Team	Training / communications delivered to x front line staff.	
Loan sharks operating in priority neighbourhoods	Continue 'Stop Loan Shark' campaign through West Leeds Debt Forum. Deliver awareness raising sessions in the community.	West Leeds Debt Forum WNW Health & Wellbeing Team	X Individuals attending community sessions.	'Opportunity Knox' sessions planned for Spring: Fairfield 28 th Feb, others?

<p>Higher demand for mental health services in priority neighbourhoods</p>	<p>Identify housing type / areas that have higher levels of demand.</p> <p>Promote 'community prescription' model to GP practices, providing detailed information on voluntary / community sector support and employability services.</p> <p>Improve mental health awareness training for front line staff including police and WNWH.</p> <p>Agree a process to improve referral process to mental health services for nominals identified through tasking meetings.</p>	<p>WNW Health & Wellbeing Team</p> <p>Healthy Living Network BARCA Community Centres GP Practices Area Support Team Employment Leeds</p> <p>Public Health West Yorkshire Police WNWH</p> <p>Police Public Health WNWHL ASBU</p>	<p>Mapping information completed and shared with primary care providers.</p> <p>Work with at least two GP practices on the community prescription model.</p> <p>X Number of police, WNWH and GP practice staff attending ASSIST training. Audit C training completed with police.</p> <p>Referral process agreed and implemented.</p>	<p>New Wortley practice already working with the community centre.</p>
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Priority: Employability				
Issue	Action	Who	Target	Update / Future Plans
<p>Lack of awareness in the community and among front line staff about local learning and employability services</p>	<p>Develop New Wortley and Fairfield Community Centres into hubs for employment and training support. Create promotional material for both centres highlighting the opportunities they offer for people at all stages of job readiness.</p>	<p>Community Centres Employment & Skills Job Centre Plus Colleges and training providers Area Support Team</p>	<p>Publicity created for both centres</p> <p>X Number of people supported into employment through accessing services at the centres</p>	<p>NWCC provides confidence building, volunteering, job club and various training courses.</p>

	Organise events in priority neighbourhoods to promote employability and debt services. Develop a portal to bring together local information on all employability services.	Public Health Team Area Support Team Employment & Skills	X Number events held X Number agencies X Number residents Portal launched by when?	Fairfield Opportunity Knox Fairy Jobmother in NW and FF.
Welfare benefit changes reducing income of families and individuals in receipt of benefits	Employment support services to work with WNWH and Leeds Federated Housing to identify customers affected by the under occupancy charge and offer advice and guidance.	WNWH Leeds Federated Housing Employment & Skills Job Centre Plus Area Support Team	X number WNWH customers offered support. X number of priority neighbourhood residents enrolled in WNWH sector based academy.	Currently working with WNWH to access customer data.
Link between low educational attainment in families where no parent works.	Develop project to work with two Bramley schools to identify and support parents into training and employability services.	Bramley cluster Area Support Employment & Skills Job Centre Plus BARCA	X number families receiving employability support.	
Lack of collaborative working between Work Programme contractors and community based services.	Work with Ingeus and Interserve to identify Work Programme opportunities in local businesses.	Employment & Skills Area Support Community Centres		
Lack of local co-ordination of employability services for individuals at risk of offending.	Police and Community Safety to work with West North West Works and other employability services to agree a referral process.	West Yorkshire Police West North West Homes Community Safety Probation Service Employment Leeds	Referral process agreed X Number of referrals from police / probation service	
Improve links between large city centre employment opportunities and jobseekers in priority neighbourhoods.	Ensure opportunities are publicised through local job clubs. Engage directly with employers.	Employment Leeds Job Centre Plus		

Priority: Improving Learning Outcomes				
Issue	Action	Who	Target	Update / Future Plans
Improve transition experience between key stages	Programme of development to increase teacher knowledge and understanding at each of the key stages	Learning Improvement Service	Development programme in place by end of the academic year	
Increased engagement of families in supporting their children's learning	Awareness raising at clusters and family of schools. Learn from the implementation in other parts of the city and application to Inner West Introduce family learning concept at secondary level and to support transition from primary to secondary	Learning Improvement Service with Business Lab partner	FLS offer at secondary transition and at secondary level in the highs schools in the Inner West	Bid to Area committee for funding to support this approach in partnership with clusters
Understand the child's journey through learning in the Inner West to inform strategies to improve learning outcomes	Map the data from early years to post 16 outcomes of children attending school in the Inner west. Understand the story behind the data and use to inform strategy to work with partners to improve learning outcomes	Performance team Learning Improvement Team	Story behind the data for May meeting.	Use this intelligence to further develop strategies the local approach of the Leeds Education Challenge
Improve links between Leeds Education Challenge and local schools	Develop work programme to improve learning outcomes linked to the Leeds Education Challenge.	Children's Services School Clusters	Work programme in place.	
Improve local co-ordination between Education Leeds and Community Safety on young people at risk of offending.	Share information on Amber nominals and Families First lists to target intervention and support.	Police Community Safety Targeted Services School Clusters	Lists reviewed regularly X number young people benefiting from additional support services	

Priority: Increasing Resident Involvement				
Issue	Action	Who	Target	Update / Future Plans
Low level of capacity of individuals and community organisations to represent the needs of priority neighbourhoods	Target community development activity specifically in priority neighbourhoods to increase levels of participation in community activity.	WNW Area Support Team (subject to availability of funding)	<ul style="list-style-type: none"> • Number of community organisations supported • Number of individuals supported to undertake community activities. • Number of community activities undertaken. 	Seeking funding from Area Committee Wellbeing to appoint community development worker.
Front line staff are not aware of other services that will benefit their own customers.	<p>Directory of services across the three priority themes to be developed and refreshed every six months. (Format TBC)</p> <p>Front line staff to signpost customers to other services.</p>	<p>WNW Area Support Team</p> <p>Neighbourhood Partnership members plus schools and health care providers</p>	<p>Directory to be ready for September.</p> <p>Circulate to at least 50 front line staff.</p>	
Low take up of community based services in Wythers and Broadleas.	<p>Develop communication strategy for Broadleas to promote services and increase use of YIP building.</p> <p>Increase mobile provision and use of existing community buildings in and nearby the Wythers.</p>	<p>Neighbourhood Partnership – who will lead?</p> <p>WNW Area Support Team / BARCA</p>	<p>(How many?) more services using YIP building.</p> <p>Existing provision mapped and sessions made available to other agencies.</p> <p>Proposal for 'service bus stop' to be taken forward.</p>	
Attendance at community events is low in Broadleas, Fairfield & Wythers.	Deliver at least one community engagement event in the three neighbourhoods and support New Wortley Residents' Association with their own	West North West Homes / Accent Housing / BARCA / WNW Area Support Team / New Wortley Residents'	At least one engagement event held in each neighbourhood with at least 40 residents attending and 4 joining	

	activities.	Association + Neighbourhood Partnerships	each of the Neighbourhood Partnerships	
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