



WEST (INNER) AREA COMMITTEE

**Meeting to be held in Leeds West Academy, Intake Lane, Rodley, Leeds, LS13 1DQ on
Tuesday, 25th March, 2014 at 5.00 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:
Debbie Oldham
Governance Services Unit
Civic Hall
LEEDS LS1 1UR
Tel: 39 51712**

**West North West Area Leader:
Jane Maxwell
Tel: 33 67858**

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 15.2 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 15.2, 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>OPEN FORUM / COMMUNITY FORUMS</p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
7			<p>MINUTES -19TH FEBRUARY 2014</p> <p>To confirm as a correct record the minutes of the meeting held on 19th February 2014.</p>	1 - 8
8			<p>MATTERS ARISING</p> <p>To receive any matters arising from the minutes.</p>	9 - 10

Item No	Ward	Item Not Open		Page No
9			<p>AREA PANEL MINUTES</p> <p>To receive the minutes of the Inner West Area Panel meeting held on 10th February 2014.</p>	11 - 16
10			<p>AREA CHAIRS FORUM MINUTES</p> <p>To receive the minutes of the Area Chairs Forum meeting held 20th January 2014.</p>	17 - 20
11	Armley; Bramley and Stanningley		<p>COMMUNITY FORUM MINUTES</p> <p>To receive the minutes of the Armley Community Forum meeting held 18th February 2014 and the Bramley and Stanningley Combined Police PACT meeting held 30th January 2014.</p>	21 - 28
12	Armley; Bramley and Stanningley		<p>CHILDREN'S SERVICES PERFORMANCE REPORT</p> <p>The report of the Director of Children's Services provides members with a comprehensive set of children's information. The purpose of this cycle of reports is to understand if there are any local priorities that should also be regularly highlighted in these reports.</p>	29 - 40
13	Armley; Bramley and Stanningley		<p>READINESS FOR LEARNING AND THE INEQUALITY GAP AT AGE 5</p> <p>The report of the Director of Children's Services provides Members with a brief overview of the statutory assessment outcomes at the end of the foundation stage at both a city wide and local level. It presents the Area Committee with information on the composition of early years providers and local outcomes within the area with the aim of stimulating discussion and greater understanding on the notion of 'readiness to learn' as children move into key stage one from their foundation years experience.</p>	41 - 52

Item No	Ward	Item Not Open		Page No
14	Armley; Bramley and Stanningley		<p>OFSTED FRAMEWORK & FUTURE LEADERS BESPOKE PROGRAMME IN BRAMLEY</p> <p>The report of the Director of Children’s Services provides the Area Committee with an overview of the key issues in relation to changes to Ofsted inspections. The report also provides information on the Future Leaders programme.</p>	53 - 56
15	Armley; Bramley and Stanningley		<p>FAMILIES FIRST</p> <p>The Report of the Director of Children’s Services provides Members of the Inner West area committee information on the Families First Leeds programme and to seek the support of the area committee in embedding the programme over the next 12 months. The report outlines the purpose and structure of the programme, provides highlight data relating to Families First in the Inner West, and outlines a number of the challenges and successes of the programme.</p>	57 - 66
16	Armley; Bramley and Stanningley		<p>NEET (NOT IN EDUCATION, EMPLOYMENT OR TRAINING) UPDATE REPORT</p> <p>The report of the Director of Children’s Services provides an update on the current NEET position with an update on activity that is taking place to support young people who are Not in Education, Training or Employment (NEET) whilst recognising that the majority of young people do successfully access the educational, employment or training opportunities available to them.</p>	67 - 76
17	Armley; Bramley and Stanningley		<p>WELLBEING FUND REPORT</p> <p>The report of the Assistant Chief Executive (Citizens and Communities) is to advise the Inner West Area Committee of the balance of the Inner West Wellbeing revenue and capital budget 2013/14, new grant applications for the 2014/15 Wellbeing revenue allocation and propose a method for allocating the Youth Activities Fund in 2014/15.</p>	77 - 88

Item No	Ward	Item Not Open		Page No
18	Armley; Bramley and Stanningley		<p>AREA UPDATE REPORT: BUSINESS PLAN END OF YEAR UPDATE</p> <p>The report of the Assistant Chief Executive (Citizens and Communities) is to highlight the activities undertaken and achievements made in meeting the objectives set out in the Business Plan. It also requests Councillors to agree upon a new name for the Community Committee.</p>	89 - 108
19	Armley; Bramley and Stanningley		<p>DATES, TIMES AND VENUES OF COMMUNITY COMMITTEE MEETINGS 2014/15</p> <p>The report of the City Solicitor seeks the Area Committee's formal approval of a meeting schedule for the 2014/2015 municipal year and also to agree a date for the Election of Chair Committee meeting prior to the Annual Council Meeting in June 2014. Members are also requested to give consideration as to whether they wish to continue with the Committee's current meeting and venue arrangements or whether they would like to request any amendments to such arrangements.</p>	109 - 114
20			<p>VENUE MAP</p> <p>Leeds West Academy, Intake Lane, Rodley, Leeds LS13 1DQ</p>	115 - 116

Item No	Ward	Item Not Open		Page No
			<p>THIRD PARTY RECORDING</p> <p>Third Party Recording</p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</p> <p>Use of Recordings by Third Parties– code of practice</p> <p>a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title.</p> <p>b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete.</p>	

This page is intentionally left blank

Agenda Item 7

WEST (INNER) AREA COMMITTEE

WEDNESDAY, 19TH FEBRUARY, 2014

PRESENT: Councillor C Gruen in the Chair
Councillors T Hanley, J Harper, A Lowe,
J McKenna and N Taggart
Co-optees Boutle, Bowes and Ritchie
Apologies Councillor

70 Appeals Against Refusal of Inspection of Documents

There were no appeals against refusal of inspection of documents.

71 Exempt Information - Possible Exclusion of the Press and Public

There were no resolutions to exclude the public as there were no members of the public present.

72 Late Items

There were no formal late items. However, it had been noted that the wrong versions of the following items had been published in the agenda.

Item 8 – Matters Arising

Item 15 – Business Plan Appendix 1

Item 16 – Wellbeing Fund Update Report and

Item 16 – Wellbeing Fund Update Report Appendix 1

These items had been published prior to the meeting and Members received copies at the meeting.

73 Declaration of Disclosable Pecuniary Interests

No declarations were made.

74 Apologies for Absence

There were no apologies for absence.

75 Open Forum / Community Forums

On this occasion there were no members of the public in attendance at the meeting.

76 Minutes - 18th December 2013

RESOLVED – That the minutes of the meeting held on 18th December 2013 be approved as a correct record.

Draft minutes to be approved at the meeting
to be held on Tuesday, 25th March, 2014

77 Matters Arising

Minute no. 65 – Housing in Inner West Leeds

Clarification had been sought on the number of void Housing Leeds properties in Inner West Leeds.

Outcome

The response from Housing Leeds informed the Area Committee that there were 45 void properties, as at the end of December 2013 in the Inner West wards. These were Housing Leeds properties that were currently available to let but were in between tenancies. This does not include any residential properties that were 'taken out of charge' or not available for letting that were empty. These can be properties that were due for demolition, sale, or other reasons.

78 Area Panel Minutes

The committee considered the minutes of the Inner West Area Panel meeting held on 2nd December 2013.

In relation to Diverse Tenants, page 9 of the minutes, the Area Committee sought information as to whether ESOL courses were available to tenants.

In response the Committee were informed that Adult Social Services were currently in the processing of mapping all such courses across the cross the Council, so there maybe courses available in the future.

RESOLVED- That the minutes be noted.

79 Minutes - Area Chairs Forum - 25th November 2013

The minutes of the Area Chairs Forum meeting held on 25th November 2013 were considered by the Area Committee.

RESOLVED – That the minutes be noted.

80 Community Forum Minutes

The minutes of the Armley Forum meeting held on 21st January 2014 and the minutes of the Bramley and Stanningley Forum meeting held on 28th November 2013 were considered by the Committee.

RESOLVED – That both sets of minutes be noted.

81 Business Plan Update Report

The report of the Assistant Chief Executive (Citizens and Communities) provided the Area Committee with an update on the new initiatives and

Draft minutes to be approved at the meeting
to be held on Tuesday, 25th March, 2014

partnership working within the area that contributes to the priority themes outlined in the Area Committee's Business Plan.

Chief Inspector Fran Naughton was in attendance at the meeting and updated the Area Committee on the changes within the West Yorkshire Police and what it would mean for the West Inner area.

Cllr. Lowe arrived at the meeting at 17:13

The Chief Inspector informed the Committee on a number of changes including:-

- The opening in April 2014 of the new Police Headquarters on Elland Road
- That Inspector Simon Jessop had been appointed for the West Inner area, he is due to take up the role from March
- Sergeant Williamson would be staying in the area working within the team

The Area Committee discussed numerous issues around this topic including the cuts to the service in policing, the hope of stability that the new operating model would bring and partnership working across the area to problem solve.

Members sought information about Dunkirk Hill, Armley. Members were informed that due to issues of anti-social behaviour and crime in the area, trees were being removed from the canal side and replanted with shrubs to make the area a safer space to visit.

RESOLVED- That the Area Committee noted the content of the report and received the verbal update from Chief Inspector Fran Naughton on the forthcoming changes.

82 Wellbeing Fund Report

The report of the Assistant Chief Executive (Citizens and Communities) advised the Inner West Area Committee of the balance of Inner West wellbeing revenue and capital budget 2013/14 and of the position statement on small grants and skips budgets.

The report also asked the Area Committee to consider new wellbeing applications.

The latest wellbeing budget statement for 2013 /14 was included as Appendix 1 of the submitted report. It informed Members of the current budget and the projects approved to date.

At the December Area Committee it had been agreed that a delegated decision would be made by the Chair on how to spend the remaining Youth Activities Funding for 2013/14. Members attention was drawn to 3.3 of the submitted report to a table outlining the activities selected for funding and the amount to be funded.

Draft minutes to be approved at the meeting
to be held on Tuesday, 25th March, 2014

Members were asked to approve £418 in order to cover unforeseen additional costs for the Armley Festive Lights 2013. The Committee were also asked to approve an additional £750 per ward into the small grants and skips budget.

RESOLVED- That the Area Committee;

- Noted the balance of the Wellbeing Revenue and Capital Budgets for 2013/14.
- Approved the additional £418 spend for Armley Festive Lights project.
- Approved an additional £750 per ward to the small grants and skips budget.

83 Employment and Skills

The report of the Chief Officer Employment and Skills was presented to the Committee by the Head of Employment and Skills. The report provided the Inner West Area Committee with an overview of the activity and outcomes being delivered and led by the Council's employment and skills service and the Area Support Team.

The Committee were updated on a number of issues including:-

- Inner West Area Committee Position
- Direct delivery through network of Jobshops
- Planned developments in West Leeds and City Centre that would offer jobs and apprenticeships
- Education Business Partnerships
- Pathways Website
- Commissioned services including Young Talent – Headstart programme

Members raised their concerns that the Inner West area did not seem to be sharing in the success of the City. Discussion took place around the issues highlighted in the submitted report about unemployment and low skills base in the Inner West Area.

The Chair welcomed Trisha Hiley Lead Talent Acquisition Manager of Premier Farnells a company located in Armley who was in attendance at the meeting. The representative told the Committee of the difficulties that the company had in employing people from the Inner West area and was attending the meeting to seek assistance from the Committee on increasing employment from the local area. The representative informed the Committee of the variety of posts that the company has to offer including those posts with flexible hours.

The Head of Employment and Skills offered to contact Premier Farnells the following day.

RESOLVED-That the Area Committee would:

- Contribute to shaping the priorities for action with the Area Committee Lead Member Employment, Skills and Welfare.

- Support a review of the existing strategic and operational partnership arrangements within the area for delivery of employment and skills priorities
- Use these to feedback identified needs and inform future delivery through Community Learning and other models where appropriate
- Receive the next annual headline report to include key outcomes and an evaluation of any revised arrangements

84 Welfare Benefit Changes One Year On - Poverty and Financial Inclusion

The Chief Officer, Welfare and Benefits presented his report to the Area Committee which provided the Members with an update on the citywide and local aspects of the main social security benefit changes which were introduced in April 2013.

The Chief Officer informed the Committee on a variety of issues including welfare support scheme, bedroom tax, and benefit cap. He told the Members about the ongoing work to assist and support those who fall into those areas.

Members' attention was drawn to Discretionary Housing Payment (DHP) outlined in appendix III of the submitted report. He explained to the Members his concerns that unless people engaged with the revenues service this payment would be withdrawn. The Chief Officer highlighted appendix II of the submitted report which outlined the new Social Contract which is based around high levels of support for citizens but requires citizens to engage with the support.

The Chief Officer updated the Committee on the work around high interest lending and illegal money lending with the development of the Money Information Centre (MIC). He told the Committee that this was not a place but a brand where there would be many organisations and centres which would be badged as MIC, there would be officers in situ who would be accredited to give money advice. It is expected that Armley One Stop Centre and Housing Leeds offices would carry the brand. The Money Information brand is expected to be launched in mid-March.

Cllr. Hanley left the room during this item at 18:22 returning at 18:29

Cllr. Taggart entered the meeting at 18:23

Members were also updated on the setting up of the food aid network which would see the food banks not only distributing food but linking into other relevant services.

Members were informed of the work being undertaken to communicate and prepare people for the roll out of Universal Credit in 2016.

The Area Committee thanked the Chief Officer and his team for the support and help that is being undertaken to address the issues.

Cllr. Lowe left the room during this item at 18:39 returning at 18:40

The Area Committee discussed at length the issues and how they are affecting the West Inner area and how they would address this with people attending their surgeries.

RESOLVED – That the Committee would:

- Note the information about the continuing impact of the welfare reforms and continue to promote engagement with benefit initiatives in Armley, Bramley and Stanningley.
- Work with the Financial Inclusion team to shape local events and support initiatives against high cost lenders.
- Provide comment on the new Social Contract approach of Citizens@Leeds.

85 Armley One Stop Centre - Community Hub Pilot Site

The report of the Chief Officer Citizens and Communities was presented to the Committee by the Head of Face to Face Contact and the Customer Services Manager of Armley One Stop Centre (OSC).

The report provided members with the current position on work taking place on establishing a pilot Community Hub in the Armley OSC.

The Area Committee was informed that Community Hubs will deliver an integrated approach to service delivery maximising the use of the assets and service points that exist across the city. Armley OSC already has principal services which include:

- Registrars
- Library and Information Services
- Welfare Rights
- Credit Union Branch
- Job Shop
- Leeds Counselling Service
- Councillors and MP surgeries
- Youth Offending Team
- Eastern European Outreach Group (POMOC)

It is also expected that the Community Hubs will promote partnership working with the Police, Children's Centres, Metro, and NHS, relevant to local demand. It is envisaged that these services will support the delivery of 'pop up' and mobile provision to reach all priority communities across the city.

The Community Hub will also provide 'wrap around' services which could include literacy, numeracy, language classes, energy advice, debt advice.

The Community Hub will be staffed by an integrated front of house team. The team will initially be made up of officers from Library Services, Customer Services and the Job Shop.

Members discussed the Community Hub with all Members welcoming the concept of the Community Hub. Members made specific reference to the services and partners needed for the area, and offered suggested locations for 'pop up' delivery of services.

RESOLVED – That the Committee

- Supported and defined the work being undertaken with current service partners on site at the Armley OSC to deliver a Community Hub provision for the local community.
- Noted the plans for future closer working with internal and external to the Council to provide a more holistic customer service provision in communities, led by the needs of the local community
- Considered their role in the development of the Community Hub concept within their locality in line with the developments and ideas set-out in Section 3 of the submitted report. This is to include advising on partners for the community hub in Armley and the location of pop-up provision.

This page is intentionally left blank

Matters Arising from Meeting: 19th February 2014

Minute No.	Action to be taken	By whom	Outcome
83 – Employment & Skills	Contact to be made with Premier Farnells in relation to recruiting locally.	Jane Hopkins from Employment & Skills	A meeting is arranged for 18th March with Officers from Jobs & Skills and Farnells.

This page is intentionally left blank

MINUTES

Inner West Area Panel Meeting

Date: Monday 10th February 2014

Time: 16.00 until 17:30

Venue: The Boardroom - Westfield Chambers

Attendees

Name	Initials	Position
Hugh Morgan Pugh	HMP	Chair of the Inner West Area Panel
Harry Shields	HS	Vice Chair of the Inner West Area Panel
Corrine Brown	CB	Area Panel Observer
Lorna Bustard	LB	Community Involvement Team Manager
Jenny Holt	JH	Area Panel Member
Jean Paxton	JP	Area Panel Member
Councillor J McKenna	JM	Area Panel Member
Akbar Khan	AK	Area Performance Manager Inner West L.C.C
Tracey Thorpe	TT	Minute-taker Administration Officer

Item No.		Owner
1.0	WELCOME AND APOLOGIES	
1.1	No apologies have been received from Councillor Taggart or Deanne Hodgson Area Panel Member	
2.0	MINUTES OF PREVIOUS MEETING AND MATTERS ARISING	
2.1	The minutes of the meeting held on the 2 nd December 2013 were approved as a true and accurate record.	
2.2	The actions from the previous minutes were reviewed.	
2.3	TT to send a letter to Deanne Hodgson regarding her non attendance at the area panel meetings. TT showed the Chair a copy of the letter sent to Deanne Hodgson, TT has also telephoned and left messages several times for DH. It was agreed that another letter will be sent informing DH that her place will now have to be offered to any future members requesting to sit on the Inner West Panel. TT will also inform Amanda Rudd in the Governance team.	
3.0	CUSTOMER INVOLVEMENT	
3.1	<u>Update on Previous Bids</u> AK informed the panel that the bid AP 47 Ashlea Court resurfacing of the garden area has been finalised and the feedback from local residents has been very positive stating the garden area is a big improvement. TT	

handed out photographs showing the outcome of the bid.

The trees on Poplar Way AP 46 are due to be planted and completed by the end of March 2014.

The Broadlea Notice Board AP43 has been completed on the 7th February 2014.

AK reported that all the orders have been placed for the skips that are being used for action days which are on-going. Currently there will be no more skips ordered.

3.2

Area Panel Bids

AP79 Metal Fencing 30 - 46 Landseer Way £1,836.01 Approved

The above bid is to install metal fencing along the pathway, running to the front of 30 to 36 Landseer Way, in order to prevent the risk to Tenants and pedestrians as the path is located on a high area of banking.

Consultation has been conducted by home visits to all affected tenants. 10 Visits attempted with 4 successfully accessed visits. Of the 4 accessed visits all 4 tenants were in favour of the proposed bids.

Delivery of the project is envisaged to be before the 31st of March 2014.

A vote was carried and agreed by everyone to approve the funding.

AP80 Path/Fencing Landseer Drive £7,750.66

The bid is for renewing the existing concrete walkway to the side and the front of block 46-68 Landseer Drive and also to provide metal fencing to the length of the front pathway in order to prevent a fall hazard to pedestrians and tenants. The pathway is currently uneven and damaged in several areas and prevents a trip hazard to tenants and pedestrians, also the high banking to which the pathway is located present a Health and Safety risk, an issue that would be resolved by the installation of Metal fencing. The proposed works would improve the environment and give tenants a sense of pride in their properties and the community, would also prevent possible personal injury to tenants and pedestrians.

Consultation has been conducted by home visits to all affected tenants. 12 Visits attempted with 5 successfully accessed visits. Of the 5 accessed visits all 5 tenants were in favour of the proposed bid.

A vote was carried and agreed by everyone to approve the funding.

AP81 Rossefield Parade – Fencing £5,893.65 Approved

The bid is to supply and install bow top metal fencing powder coated in

	<p>green, along with 2 metal gates in order to allow access for tenants and the grass cutting contractors. The fencing will be surrounding low level blocks of flats.</p> <p>The metal fencing will be installed to 1-11 Rossefield parade and 25-35 Rossefield Walk. There is currently an issue of dog fouling in the area and feeling of unease from the tenants regarding security and privacy as currently anyone can walk up to their windows and peer in/attempt to break in. The fencing would improve the environment and give tenants a sense of pride in their properties and the community.</p> <p>The bid has been identified by customers as a priority. Consultation has been conducted by home visits to all affected tenants. 12 visits were attempted with 6 successfully accessed visits. Of the 6 accessed visits all 6 tenants were in favour of the proposed bid.</p> <p>Once the work is complete there are no maintenance costs envisaged.</p> <p>A vote was carried and agreed by everyone to approve the funding.</p> <p><u>AP87 Fencing, Levelling of Wasteland Broadlea and Leeds & Bradford Road. £2,355.00 Approved.</u></p> <p>A previous bid for fencing to Broadlea/Leeds & Bradford Road had been submitted by the Neighbourhood Management Officer Sukhvinder Singh the amount was for £10,312.86 the original bid was for £17,000.00.</p> <p>A further three quotes have been submitted to the panel for carrying out the levelling of the ground along with the removal of all fly tipping and litter. There is also some Japanese Knot weed which will also require removal. Access points will also be made to enable the grass cutting machines to maintain the areas.</p> <p>The panel decided to approve the quote from Continental Landscapes at a cost of £2,355.00 plus v.at</p>	
4.0	COMMUNITY ENGAGEMENT & INCLUSION	
4.1	<p>LB attended the meeting and gave a quick update on the Housing Review.</p> <p>Liz Cook has been appointed to the role of Chief Officer in Housing Management; along with Simon Costigan Chief Officer who will lead on Strategic Housing.</p> <p>The roles of LC and SC have been swapped around to enable a fresh approach in the operational side of their roles.</p> <p>Three similar posts will also cover the South South East and East North East geographical areas. Jill Wildman has been appointed to Head of</p>	

	<p>Housing Management for West; JW was previously a Director at East and will be looking at best practice across the service.</p> <p>There will be one more post to be recruited to within Senior Management this post will be known as Head of Neighbourhood Services. The structure is schedule to be completed by the 1st April 2014.</p> <p>LB reported that the Area Panel Chairs have been meeting across the City. Ted Wilson has been appointed as the City Wide Chair who will liaise with the other Area Panel Chairs. The terms of reference for the panels have not yet been finalised.</p> <p>Tenant Scrutiny is also being looked into, at the moment the Community Involvement and Engagement team facilitate this, Peter Marrington - Head of Scrutiny and Member Development for Leeds City Council will be leading on this.</p> <p>The Multi Story Flats Forum will consist of six members of staff and 1 tenant who will sit on advisory panels covering geographical areas. Interviews are to take place at the end of March.</p> <p>A tenant's conference will be taking place at the end of February a consultation exercise will be carried out looking at what works well in geographical areas, possibility of one City Wide group or a Local group.</p> <p>The new structure in April will take on all the best practice and encourage new people to become involved.</p>	
5.0	LOCAL PERFORMANCE	
5.1	<p>AK reported that there has been a marked improvement and that everyone in his team had done well.</p> <p>There are still issues with the correspondence and staff. A new member of staff is starting shortly, the ticket system is working out well reducing the time for customers waiting, and the staff have received good feedback from the customers.</p> <p>Home visits the corporate target is 100% during December 46% of the visits were carried out.</p> <p>Estate grading's have also shown a marked improvement up to good as opposed to average.</p> <p>The Out of Hours team have 4 priority areas they are working in New Wortley, Bramley, Wyther and Armley. Currently the figures are showing 60 – 75% and may go up to 100% by the end of March.</p> <p>The Out of Hours service will be disbanded by the end of March and there are no plans to extend the service in the future. At the moment the hours</p>	

	<p>of the service have been reduced they will only operate after 8pm on a Monday, Tuesday, Wednesday and Friday. There will be no service on Thursday, Sat and Sunday. The service was set up nearly 2 years ago due to reports of noise and anti-social behaviour happening after the housing office has closed. At night time it has been relatively quiet, a suggestion has been made to have the service put forward into the housing restructure.</p> <p>The Shakespear's and Little London area, Keep Moat have been employed to carry out the works. The upgrading of work will be carried out on all Multi Story flats and funding will be monitored throughout the areas.</p> <p>As from the 1st of April 2014 the Caretakers will no longer be under the remit of the housing offices. They will be transferred over into the three Locality teams of Environmental Action, who are introducing a new Cleansing Services team that will be merged into one. The new proposals are to introduce a Zonal Team which will operate City Wide with cleaning operatives and litter pickers who will work shift patterns</p> <p>Civic Enterprise Leeds (formally PMC) will still be responsible for the chute programme and litter picking.</p>	
6.0	DATE AND TIME OF NEXT MEETING	
6.1	The next meeting will take place on Monday 7 th April 2014 from 4.00pm until 6.00pm at Westfield Chambers.	
Item No	Summary of Actions and Agreements	Owner
2.1	TT to inform Amanda Rudd in Governance regarding D.Hodgson non attendance at area panel.	TT

This page is intentionally left blank

**Area Chairs Forum
Monday 20 January 2014
Committee Room 1, Civic Hall**

Attendance:

Councillors: J Akhtar, K Bruce, C Gruen, P Gruen (CHAIR), S Hamilton, A Khan, A McKenna, P Wadsworth, G Wilkinson.

Officers: R Barke, S Mahmood, J Maxwell, J Rodgers.

Minutes: J Sharp

Attending for specific items: Phil Crabtree, Bridget Emery, Andy Hodson, James Nundy, Sally Wimsett

Item	Description	Action
1.0	Apologies	
1.1	Cllr Angela Gabriel, Cllr Josephine Jarosz, Kathy Kudelnitzky.	
2.0	Minutes and Matters Arising	
2.1	The minutes of the previous Area Chairs Forum meeting on 25 November 2013 were agreed as an accurate record.	
2.2	<u>2.2 of previous minutes - Highways</u> Cllr P Gruen mentioned conversations with Gary Bartlett, Chief Officer Highways & Transportation. Gary confirmed that he is happy to feedback to the Area Chairs either as a group or individually. Cllr C Gruen said she was meeting with Gary on Friday 24 January 2014.	
2.3	<u>5.3 of previous minutes – A New Approach to Locality Working</u> Cllr S Hamilton asked whether any decisions had been made, re the number of meetings of the 'Community Committees'. Cllr P Gruen said that a final decision would probably not take place until April / May 2014 but the proposal is to have four business meetings and any number of themed minutes.	
3.0	Protocol for Third Party Recording of Committee, Board and Panel Meetings	
3.1	The following papers were available at the meeting: 'Protocol for Third Party Recording of Committees, Board and Panels Meetings' (report to Area Committee Chairs 20 January 2014); Appendix 1.	
3.2	Amendments have recently been agreed to the Local Public Audit and Accountability Bill and the likelihood is that the Secretary of State will publish Regulations that will allow third party recording of committee, board and panel meetings in the very near future. Members were asked to consider the content of the above report and provide observations that they might wish General Purposes Committee to take into account.	
3.3	Cllr S Hamilton expressed some concerns about the public recording and manipulating images. She wondered whether it might be preferable for the council to do the recording and to distribute it. The public will still be allowed to record meetings even if the council does	

its own.

- 3.4 Cllr G Wilkinson expressed concerns about decisions being recorded. Andy explained that we can refuse the recording of any private / sensitive parts of meetings.
- 3.5 Cllr P Gruen asked if the phrase 'member training' could be re-worded in the report.

**Andy
Hodson**

4.0 Domestic Violence

- 4.1 The following papers were available at the meeting: 'Domestic Abuse' briefing note (Area Chairs Forum 20 January 2014); 'Domestic Abuse in Leeds Overview Report' (September 2013); 'Leeds Domestic Violence Strategy and Action Plan 2013-15' (version V9 17/12/2013).
- 4.2 Cllr Gruen introduced this item by explaining that burglary rates had been greatly reduced via similar intensive cross-partnership working.
- 4.3 Bridget summarised the contents of the report. She explained that the Safer Leeds Executive has identified domestic abuse as a key priority for the city and all the major partners in the city have agreed an approach around four key outcomes as a way of tackling this crime. Members' views on the partnership approach were sought.
- 4.4 Cllr J Akhtar said it is important to ensure that NHS / health professionals are culturally sensitive and not to contact social services or raise safe-guarding issues unnecessarily. Bridget was confident that the Safeguarding Hub could address these issues.
- 4.5 Cllr A Khan expressed concerns that East Leeds appears to have the highest percentage of reported domestic violence and enquired what plans were in the place to address this. Bridget said caution was required with some of the stats. There is a correlation between deprivation and domestic violence but only in the sense that more affluent communities are more likely to have the means to find alternatives to reporting to the Police, e.g. having the financial means to find alternative accommodation.
- 4.6 Bridget mentioned that drugs and alcohol services are currently being re-commissioned and domestic violence should be considered during the commissioning process.
- 4.7 Bridget added that a communication plan was required to raise awareness across the city. This would need to be tweaked to appropriately fit different parts of the city.
- 4.8 Cllr P Gruen suggested that a discussion paper went to each of the Area Committees. He also suggested that a list of key contacts is added to the paper.

**Bridget
Emery**

5.0 Community Committees branding / consultation

- 5.1 The following paper was available at the meeting: 'Community committee engagement activities'. Sally also distributed examples of the branding / publicity.

- 5.2 Sally explained that the aim of developing new branding is to indicate both internally and externally that the council is strengthening the way it engages with its residents, not just through area / community committees but across our whole spectrum of citizen engagement.

The branding is designed to create a link between Leeds City Council and local communities by providing an 'umbrella' identity for use on 'community committee' reports and any Citizens@Leeds events, activities or meetings.

To achieve this, the design team created a new identity signalling the new approach whilst clearly associating with the council through the use of the council crest and corporate colours of blue and gold.

The examples shown on the visuals include: flyers and posters (e.g. consultation event); committee report covers; newsletter; signage for the community hubs; social media accounts.

- 5.3 Audience groups to engage with include: citizens and residents; key partners (e.g. clinical groups; clusters; leadership team; Police; NHS; third sector).
- 5.4 Sally said that she also wished to consult with members via: Labour group meeting (10/02/14); other political group meetings; workshops for Area Committees.
- 5.5 Sally intends to present a pilot pack of branded committee papers (tailored to the design principles, which have gone to Exec Board) for comments. These will be tested with (amongst others): various services; Area Support; the six DMTs.
- 5.6 There needs to be a discussion about what will replace the former Area Committee names, e.g. Outer North West, etc.
- 5.7 Cllr P Gruen said it was important that the Area Chairs champion these changes.
- 5.8 There was a general discussion about making sure the local branding (e.g. Citizens @ Armley) does not obscure the one-council approach. There was some concern about confusion from the public differentiating between the council, Area Support and Area Chairs.
- 5.9 Cllr P Gruen suggested issuing press releases after meetings: the meetings should have something important to discuss.
- 5.10 There was a discussion about resources for updating any possible use of social media / websites / twitter accounts / etc. This might require additional resources.

6.0 Older Person's Event Week in Outer East

- 6.1 The following papers were available at the meeting: 'Older Person's Event Week in Outer East' (presentation to Area Chairs 20 Jan 2014); Appendix 1. James presented the above paper, which is a program intended to engage with older residents with an intergenerational aspect.

- 6.2 Cllr McKenna said she will be taking the presentation to the next Health & Wellbeing Lead Members meeting.
- 6.3 Cllr McKenna added that luncheon clubs are being investigated as a way to engage with older residents. 1,400 winter packs are being distributed to vulnerable older people in her ward.

7.0 Community Infrastructure Levy / Neighbourhood Planning

- 7.1 This was not discussed but Phil previously discussed this at the Area Leader's meeting (14 January 2014). Minutes of this are available.

8.0 Any Other Business

- 8.1 James noted that the initial budget proposals include a £200k reduction in the 2014/15 Well-being budget. James noted that a decision has not yet been taken on how this reduction would be applied to individual area committees, but commented that one way would be to simply retain the existing formula to distribute the revised gross budget (e.g. 50% population / 50% deprivation) as opposed to a direct £20k reduction for each area or a proportionate reduction against underspends. Those chairs present felt the formula approach was the fairest way of distributing the revised budget.
- 8.2 Jonathan Sharp has replaced Sarn Warbis as facilitator of future Area Chairs Forums.

9.0 Date of Next Meeting

- 9.1 The next planned meeting was originally 7 March 2014 but has been changed to Friday 28 February, 10am to 12pm, Committee Room 3, Civic Hall.

Armley Forum

Minutes of meeting
Tuesday 18 February 2014, Armley Library

Chair: Cllr Janet Harper

Present: Cllr J McKenna, Cllr A Lowe, Karen Anderson, Brenda Mason, Lynda Chemey, Shirley Friend, DM Peck, Morgan Pugh, P Hannah, Shelia Richmond, F Smyth, Hazel and David Bootle, Eric Bowes, Mrs Shepherd, Margaret & David Stead, K Dawkins, S Dawkins, LS Bonallie

1 Welcome & Introductions

1.1 Cllr Harper welcomed everyone to the meeting. Apologies were received from T Maynard, Keith Harrison, Nick Briggs, Mandy Kirby Briggs, Brook Nelson, Mrs Lemm and Margaret Quirke

2 Minutes of last meeting and matters arising

2.1 The minutes were agreed.

3 Police Update

3.1 PCSO Andy Grice provided an update to the meeting and reported that between 18 January 2014 and 18 February there had been 11 burglaries, 3 robberies, 23 thefts from a motor vehicle, 1 theft of a motor vehicle and 49 reports of criminal damage. Overall reported crime levels were down around 20% on the same period last year. These figures are from 18th Jan 14 to 18th Feb 14.

3.2 Residents were reminded to keep their windows and doors locked. There has been an increase in the number of thefts from motor vehicles so people were reminded to ensure that they don't leave things out on display in their cars.

3.3 Residents were informed that a van had been stopped in the area that was in the process of moving a cannabis farm. The drugs were seized and people arrested.

3.4 A neighbourhood action day had taken place on the Edinburghs on Wednesday 12 February. It was reported that the police had spoken with landlords and given advice on how to improve security at properties.

3.5 The Chair welcomed questions from the floor:
Cllr Lowe reported that a resident had complained to her about problems with anti-social behaviour on Third Avenue. The resident had reported that youths had been drinking outside her property and been generally intimidating; knocking on her door at night and hanging around outside her home.
PCSO Grice said that they will pay some extra attention around here and that he would report it to the other two police teams in the area.

3.6 Cllr McKenna raised an issue about the 24 hour alcohol shop in Armley and asked that the police specifically keep a record about any reported problems with this shop so that the matter can be reviewed when it's licence comes up for renewal again.
PCSO Grice reassured Cllr McKenna that all reported problems would be logged together.

3.7 PCSO Grice said that the service had seen a decrease in the number of reports of public drinking on Town St.

3.8 Q: What is the procedure for the police when using / accessing CCTV footage on the Clydes?

A: A request to access the footage is put through to Leeds Watch by the police if it is

within a reasonable timescale to access the footage. The CCTV on Town St is well used and the police have links into this system. There is a different procedure to access the footage on the Clydes, but it is still used by the police.

4 **Planning services – Sarah Hellewell**

4.1 Sarah sent her apologies for the meeting, but it is hoped that she will be able to attend the next forum in March.

5 **Housing – Neisha Martin, Neighbourhood Management Officer**

5.1 Neisha introduced herself to the Forum and said that her job role involved working for the out of hours team, patrolling the local tower blocks and dealing with any problems arising.

5.2 The Chair welcomed questions from the floor:

Q: What is the biggest problem that you have to deal with?

A: There are a lot of problems with anti-social behaviour from youths accessing the multi-storey flats. The problems aren't as bad as they were a year ago, the fob systems have been changed on the flats recently and each one is individually coded to each flat. This means that the team know who is letting people into the buildings. The out of hours team always carry out their patrols in twos and they work closely with the local policing teams to carry out tenancy sweeps of the blocks.

5.3 Q: How is the good neighbour policy progressing?

A: The lettings team deals with this, Neisha said she could feedback to them for a response.

NM

5.4 Q: Is the biggest problem with the tenants or with youths who don't reside in the blocks?

A: It tends to be a mixture of both, quite often it is tenants letting strangers into the building.

5.5 Q: How is the court action in the New Wortley tower blocks progressing?

A: The high rise management team are dealing with this, but Neisha said she could feedback to them to ask for a response.

NM

5.6 Q: The homes at Wesley Rd used to be for over 55s only, they are now open to everyone as the Housing Federation has changed its policy. Why is this?

A: Cllr Lowe stated that she understood that under the Equality Act 2010, classifying homes for a specific age range was challenged on the basis of age discrimination. Therefore all housing policies had to be reviewed where age restrictions were in place. Where restrictions were in place, the policies had to be able to demonstrate reasonableness, and in the case of Wesley Rd the Housing Federation was not able to demonstrate this so had to change its policy.

6 **Any other business**

6.1 Q: Cars have been parking along one side of Chapel Lane and this has made the junction with Town St more dangerous. Could a barrier be put in place or the road made one way to deal with the problem?

A: There needs to be a record of accidents at a site before changes would be made to the road layout. The site isn't known as being one that is prone to accidents, but the concerns raised have been listened to.

6.2 Q: There has been some consultation about the development of a new supermarket adjacent to the New Inn on Tong Road. The consultation was good and lasted a period of time, more facilities are needed in this area and this piece of land needs clearing up. Has there been any planning application submitted for this site yet?

A: Cllrs hadn't seen an application, and if there had been one then they would have been made aware of it.

- 6.3 Q: Are there any welfare projects running for the BME community in Armley? Last week a person who had come out as gay was beaten up for doing so, there were no LGB / BME services in Armley to offer support.

A: There aren't any specific BME / LGB groups in Armley, but there are groups based in the city centre such as MESMAC. This month is LGBT history month, so more promotion is being done at the moment. Cllr Lowe offered to discuss in more detail after the meeting.

- 6.4 Q: There isn't a lot for 18 – 30 year olds to do in the area. What services does the council provide for this age group?

A: It is the Council's responsibility to provide services for children up to 18 and up to 21 for looked after children. For those over this age the Council would usually be engaging with them to help them find work for example. The Council is facing cuts from central government, so needs to ensure that it is targeting its work appropriately. There is the Leeds Let's Get Active scheme currently running in the area which provides free swim and gym sessions at specified times every day. The LAZER centre and Saturday Night Project run for people up to 18 years of age and the Council is putting more money into developing apprenticeship opportunities and options for NEETs.

- 6.5 Q: Car parking on Armley Town St can sometimes be difficult, it used to be possible to park where the taxi business is based, but since they bought the land there is only a small section of it left available to park on. This piece of land is covered in potholes, is the council planning on leveling off the car park?

A: The council has no plans to level off this car park. If there are no spaces on Armley Town St then people can also park at Wilkinson's for free for up to 90 minutes.

- 6.6 Q: There are two or three properties on Armley Ridge Road where the fences have blown down in the high winds and have not been cleared up. Who should this be reported to?

A: Contact the council's enforcement officer, John Pearson. His number can be found on the agenda sheet.

- 6.7 The hoardings on the site next to The Hub on Town Street are in a bit of a mess. Cllr Lowe said that she would report this to planning and get someone to come and look at them.

- 6.8 There is a public meeting on Friday 21 Feb 7.30pm at Gotts Park. Everyone welcome for a free pie and peas supper.

- 6.9 8 March is International Women's Day. There is a dinner at Armley Mills from 4 – 10pm. There is a fee for tickets, the Mill will be able to provide further details.

7 **Date and time of next meeting**

- 7.1 Tuesday 18th March 7pm Armley One Stop Centre.

Please forward any suggestions for agenda items to nicole.darbyshire@leeds.gov.uk or call Nicole on 0113 3367871.

This page is intentionally left blank

Minutes of Meeting 30th January 2014
Eric Atkinson Centre, Wellington Gardens

Chair: Cllr Caroline Gruen

1 Welcome & Introductions

1.1 Cllr Gruen welcomed everyone to the meeting. Apologies were received from Norah Gibson.

2 Minutes of the last meeting

2.1 The minutes of the meeting were agreed.

3 Police update

3.1 Sgt Goulden attended with two PCSOs. A newsletter was circulated highlighting initiatives and achievements in the NW division.

3.2 Crime statistics from 1st December 2013 to 30th January 2014

Burglary 16 - down 41 on the same period last year

Theft from motor vehicle - 34, up by 9

Theft of motor vehicle - 13, up 1

Criminal damage - 55, down 2

Burglary other - 27, down 40

Sgt Goulden advised that the tactics used to bring down the burglary rate so successfully will be used to tackle theft from motor vehicle which is rising.

3.3 There were no questions from the floor and Cllr Gruen thanked the officers for attending.

4 Planning Issues

4.1 Sarah Hellawell introduced herself as the new Principal Planning Officer for the inner west area. Her team plays a key role in planning applications and works with developers to bring sites forward for development. She is keen to hear from local residents about planning issues in their community.

4.2 The planning service has had a quiet few years but planning applications are picking up now, including the recently opened Aldi store and an expected application is in development for the former Belgrave Works site to create a new retail development. Twelve houses have been approved for a site on Half Mile Lane, and planners are working with an applicant on a proposal for an indoor skatepark facility on Broad Lane.

4.3 Cllr Gruen welcomed Sarah's attendance at the forum and took questions from the floor: Lord Cardigan Pub site, the upkeep has been raised several times at the forum, can anything be done to speed up the development? There was a plan in place for residential dwellings but that has been abandoned. The owners are looking at other options and they will be reminded of their responsibilities in relation to the upkeep of the site.

4.4 Where is the skatepark development? On Westfield House, Broad Lane, opposite Beecroft Gardens. It will take over part of the old warehouse space, and planners are working with the applicant on a range of issues including parking and accessibility.

4.5 There is a need for more housing in this area, what is being done? Gradually developers are coming forward and there are a few sites being discussed including a former care home off Calverley Lane. Planners are trying to work with developers to meet the needs of the local community.

- 4.6 Complaint raised about the Abbey Pub site, only half of the properties have been completed since the collapse of the market and residents are living on a building site. S Hellawell to investigate and report back.
- 4.7 What is happening with the Bell Lane medical centre? The application is still being worked on.
- 4.8 Are there plans for the Mount Cross building on Broad Lane? Plans are at a very early stage and it's not appropriate to comment yet. Updates will be provided at a future forum meeting. Cllr Gruen thanked Sarah for attending.

5 **Manor Park Patient Representatives**

- 5.1 Annabel and Adrian Gaskin are both involved in patient advocacy at Manor Park Surgery, and Adrian is the Chair of the Patient Voices group. They were invited to the forum to talk about the new Care Quality Commission standards for patient care and how people can get involved with the local practice.
- 5.2 The Care Quality Commission inspects all hospitals, GP practices and Care Homes. Following the scandal at Staffordshire Hospital Trust, the standards of care expected by professionals has been overhauled, and patients will be involved in the new inspection regime. Care should be safe, effective, well led and responsive to the ordinary person's needs. It is important that patients are aware of the expected standards, and a copy of these was circulated at the meeting.
- 5.3 The Patient Voices group at Manor Park is very active and works with the GPs and practice staff. It was a recommendation from the group that led to an early and late close one day a week. All patients are welcome to join the group and come to meetings, see the notice in the surgery for more information. Members of the committee will take any non-clinical complaints or concerns to the practice management.
- 5.4 The group is trying to publicise the need for everyone to ensure their family knows their wishes in case of serious illness or death. Everyone should make a will and you can even pay for your funeral in advance. Keep all your personal financial information together and tell someone where it is.
- 5.5 The Chair welcomed questions and comments from the floor:
 Q: Are there plans for a Wellbeing centre like the one in Pudsey? The Wellbeing centre has a range of services including weight management and advice on healthy lifestyles.
 A: Councillors would like to speak to GPs directly about local medical provision and GPs from different practices will be invited to attend a future forum.
- 5.6 A forum member supported the idea of a patient board and would like to have one at Blenheim surgery.
- 5.7 Q: There are not enough home visits, sometimes patients who request one are asked to come into the surgery.
 A: All GPs have a record of people who can't come into the surgery. Issues like this are inspected as part of the CQC visit.
- 5.8 Q: Why is there a delay in getting planning permission for the new surgery? The planning approval was challenged in the court by Lloyds pharmacy and the Judge found in favour of the council. The original plans have been delayed by two years, and feasibility and financing need to be looked at again before work can start. Any works will be within the footprint of the current site.

6 **Bramley Community First**

- 6.1 Dianne Law from Bramley Community First grant fund attended the forum to remind residents that grants of up to £2,500 are available for community projects. In the past, grants have been awarded to Bramley carnival, Bramley Christmas Light Switch On and a project at the canal.

6.2 Eight people are on the grants panel which meets each quarter. There are currently two vacancies on the panel and they are looking for new people to join. The panel is keen to change membership over the course of the project to get new perspectives and be representative of the community. Members of the forum are invited to volunteer or nominate someone who might be interested.

6.3 A member of the forum nominated Kevin Ritchie who confirmed he would be interested in joining the panel.

7 **Bramley War Memorial and World War One Commemoration**

7.1 Planning permission has been approved for the new War Memorial which will be placed at the entrance to Bramley Park. It is hoped that it will be constructed before the 100 year anniversary of the start of the First World War in August.

7.2 Councillors are keen to support commemoration events and help co-ordinate a local programme. Anyone interested in supporting this should contact the Ward Members.

8 **Area Committee Update**

8.1 Kevin Ritchie, Area Committee co-optee updated the forum on the December meeting of the Inner West Area Committee.

8.2 Housing officers talked about the abolition of West North West Homes as all council housing is back under full council control.

8.3 Parks & Countryside reported that Rodley Park is being improved in the spring.

8.4 Environmental Services attended and advised them about a case where an Asda van parked on a grass verge and got stuck leaving behind a deep rut. There is no enforcement policy on this but Asda have been approached to pay for the remedial works.

9 **Any other business**

9.1 A query was raised about the proposed plaque acknowledging Denise Atkinson's service to the local community. It was reported that it will be in place before the next forum meeting.

10 **Date and time of next meeting**

10.1 Thursday 27th March, 7pm Eric Atkinson Centre, Wellington Gardens.

This page is intentionally left blank

Report of the Director of Children's Services

Report to Inner West area committee

Date: 19 March 2014

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. The number of children subject to a child protection plan in this area reduced by almost 50 per cent, the second highest reduction of all area committees.
2. Secondary school attendance rose slightly in this area, although remains low when compared to the citywide average.
3. Local priorities are to be agreed, if required, with the local lead member for Children's Services.

Recommendations

4. Discuss whether local priorities need to be defined more clearly at a local level, in addition to the Children's Services obsessions. These priorities may include a focus on a specific element of one of the obsessions.
5. Consider the outcomes from the basic need workshop that took place in January, the March OBA session, and ongoing consultation with schools to provide local intelligence for consideration in school place planning and to instruct officers on improved methods of member engagement in school place planning.
6. Promote igen and the Leeds Pathways website to NEET young people/their families.

1 Purpose of this report

- 1.1 This report provides members with a comprehensive set of children's information in an increasingly succinct manner. Common feedback is to build on this with more local context. There are established city priorities in the Children and Young People's Plan (CYPP), especially the obsessions. The purpose of this cycle of reports is to understand if there are any local priorities that should also be regularly highlighted in these reports, for example a focus on a particular aspect of one of the obsessions. For this committee it is recommended that the local lead member for Children's Services works with the area head of targeted services to identify local priorities for the committee's approval.

2 Background information

- 2.1 As part of the ambition for Leeds to become the best city in the UK, we are aiming to become the best city to grow up in - a child friendly city. This ambition will be realised by improving outcomes against the three obsessions, five outcomes, and 12 priorities in the CYPP, which is overseen by the multi-agency Children's Trust Board and implemented locally by the 25 local cluster partnerships of schools and other key local services.

3 Main issues

- 3.1 This section provides an update on performance data, successes, and issues within the area committee. A Children's Services summary is in appendix one.

Local updates

- 3.2 Table one presents a summary of the area committee's performance data, and compares the trend/direction of travel to the city trends. A full set of the area's performance data is in appendix two.

Table one: summary of the area committee's performance data

	December 2013	December 2012	Trend	Comparison to city trend
Children looked after	139 (10.3%)	156 (11.2%)	↓	Larger reduction
Children subject to a child protection plan	66 (9.0%)	129 (13.5%)	↓	Larger reduction
CAFs initiated	72	55	↑	Smaller rise
Primary school attendance	95.2%	95.5%	↓	Smaller reduction
Secondary school attendance	91.0%	90.8%	↑	Rise vs city static
Primary school persistent absence	115	133	↓	Larger reduction
Secondary school persistent absence	253	328	↓	Larger reduction
NEET young people; unadjusted	146 (9.3%)	121 (7.5%)	↑	Larger rise
Not known young people	119 (7.6%)	180 (11.1%)	↓	Larger reduction
Foundation Stage good level of dev	36.7%	n/a		Lower than city
KS2 level 4+ reading, writing, maths	68.3%	70.0%	↓	Reduction vs city rise
5+ A*-C GCSE inc English and maths	42.0%	42.5%	↓	Reduction vs city rise
Free school meal uptake - primary	74.7%	75.1%	↓	Smaller reduction
Free school meal uptake - secondary	71.5%	71.4%	↑	Rise vs city reduction
10-17 year-olds committing an offence	62	64	↓	Smaller reduction

- 3.3 Children looked after numbers in the area reduced by a larger proportion than the citywide reduction. Fewer children are entering care, and greater numbers are leaving as permanence options such as adoption are rising.
- 3.4 The number of children subject to a child protection plan in this area reduced by almost 50 per cent, the second highest reduction of all area committees. Child protection numbers are safely and appropriately reducing across the city due to a focus on more better alternatives instead of initial child protection conferences: early help initiatives and multi-agency working, for example, reducing the need for child protection plans. The number of common assessment frameworks (CAFs) initiated across the city have risen in the last 12 months, supporting the use of early help initiatives.
- 3.5 Secondary school attendance rose slightly in this area, although remains low when compared to the citywide average. The data for both secondary schools is listed in appendix one, and shows that attendance at Swallow Hill remains a concern. Primary school attendance reduced by a small amount in this area but remains close to the city average (0.2 points below).
- 3.6 Attendance at both phases was affected by illness in the autumn term of 2012/13. Despite the reduction in attendance due to illness, persistent absence (those pupils missing at least 15 per cent of sessions) reduced in this area. Information on current year (2013/14) attendance levels is not yet available.
- 3.7 This area saw a rise in the percentage of NEET young people. The number of not knowns, however, reduced by a higher proportion than the citywide average. The number of not knowns may actually be lower: UCAS (Universities and Colleges Admissions Service) have, for legal reasons, been unable to share admissions data with local authorities. This has led to an increase in the not known figures as up to 500 young people's statuses are usually recorded from UCAS data.
- 3.8 Support for 18 and 19 year olds who are claiming out of work benefits is available by going to the igen centre on Eastgate or by viewing the Leeds Pathways website¹, as these young people are eligible for support. Promoting these routes through elected members' surgeries or through local networks will help a greater number of young people access advice and support to help improve their ability to access appropriate employment or training.
- 3.9 Aggregated results for foundation stage, and key stages two and four, in the Inner West area are below citywide levels. The key stage two and four results were lower than the previous years' results. Individual schools have access to detailed information relating to their children and young people, and will use this to inform school improvement plans, implement targeted intervention, and use the pupil premium to raise standards for disadvantaged pupils.
- 3.10 A small team of Leeds headteachers and partners are seconded to work with the Local Authority on a part-time basis to help accelerate the rate of improvement across the city. There are currently eight such secondments: four primary headteachers (working within the 0-11 phase), two secondary headteachers

¹ www.leedspathways.org.uk

(working within the 11-19 phase) and two SILC principals (cross-phase). The introduction and implementation of the Learning Improvement Strategy, which categorises schools and identifies the level of support required has developed the role of the local authority in relation to challenge and intervention, which has strengthened the partnership with headteachers and governors.

- 3.11 A slight reduction in the take-up of free school meals was seen in primary schools in the area, although there was a rise at secondary schools in the area. All key stage one pupils will be entitled to a free school meal from September 2014 due to a national policy change.
- 3.12 All area committees have identified a lead member for Children's Services, who will work with the area head of targeted services to discuss whether local priorities need to be defined more clearly at a local level, in addition to the Children's Services obsessions. These priorities will shape future area committee reports.

Service updates

- 3.13 Families First is Leeds' approach to the national Troubled Families programme. 'Troubled families' are "characterised by there being no adult in the family working, children not being in school and family members being involved in crime and anti-social behaviour"². The government have set a target for 120,000 families to be 'turned around' during the current Parliament. For each family that is 'turned around' a set amount of money may be claimed under the programme's payments by result criteria.
- 3.14 Leeds has 2,180 troubled families, a target set by the Department for Communities and Local Government. Approximately 1,400 families are currently receiving support since the start of the programme, with payments by result claimed on 532 families (24 per cent of the cohort). A breakdown of households by cluster and area committee is in appendix three.
- 3.15 For the clusters in the Inner West, a total of 110 families (46 per cent) of the identified cohort have made sufficient progress to achieve payment by results - 'turned around'. This compares with 41 per cent for the city overall; and a national average of 33 per cent, based on other local authority submissions. A separate report provides more detail.

Basic need update

- 3.16 Area committees are hosting basic need workshops during early 2014, facilitated by officers from children's services and planning. The Inner West workshop took place in January. General principles arising from the workshops will be taken to the Cross Party Basic Need Steering Group for agreement and implementation within the basic need programme. Locality-specific queries and suggestions will be captured and actioned by officers. The objectives of the workshops are:

² [The Troubled Families programme, Communities and Local Government](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/11469/2117840.pdf)
(https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/11469/2117840.pdf)

- Supporting members' in-depth understanding of national school place planning policy, local school place planning context, and key challenges to the delivery of sufficient school places.
- Developing an improved approach to ensuring strong join-up between elected members, officers, and local stakeholders.
- Engaging in early discussions with the aim of identifying and delivering the best local solutions.

3.17 One of the outcomes from the January workshop was to hold an OBA workshop on school places and local engagement. Invitations and details of this workshop will be available in mid-March.

4 Corporate considerations

4.1 Consultation and engagement

4.1.1 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.

4.2 Equality and diversity/cohesion and integration

4.2.1 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.

4.3 Council policies and city priorities

4.3.1 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. The area committee summary sheets currently being developed build on wider priorities and the Children's Services obsessions, and incorporate locally-agreed priorities.

4.4 Resources and value for money

4.4.1 Families First is a payment by results scheme. For every family 'turned around', the local authority can claim additional payments if successful across the full range of indicators.

4.5 Legal implications, access to information and call in

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

4.6 Risk management

- 4.6.1 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.

5 Conclusions

- 5.1 Not applicable, as this report is information based.

6 Recommendations

- 6.1 Discuss whether local priorities need to be defined more clearly at a local level, in addition to the Children's Services obsessions. The priorities will be agreed between the local lead member for Children's Services and the area head of targeted services. These priorities may include a focus on a specific element of one of the obsessions.
- 6.2 Members are recommended to consider the outcomes from the basic need workshop that took place in January, the March OBA session, and ongoing consultation with schools to provide local intelligence for consideration in school place planning and to instruct officers on improved methods of member engagement in school place planning.
- 6.3 Promote the use of the igen centre on Eastgate, and the Leeds Pathways website, to NEET young people and their families, so igen are aware which 18 and 19 year olds are claiming out of work benefits and are eligible to receive support, so that young people's routes to employment and training is enhanced.

7 Background documents³

- 7.1 There are no background documents to accompany this report.

³ 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: Children's Services' update

The 'best council and best city' ambition to make Leeds a child friendly city has continued to build momentum in recent months. The Yorkshire Evening Post has launched its support with a series of features, an ongoing commitment to raise the profile of the city's children and young people, and an appeal to businesses to join the campaign. This has coincided with the first Child Friendly Leeds Awards, hosted by City Varieties, sponsored by British Gas, and planned, run and presented entirely by children and young people. Over the coming year, a key focus of this ambition will be achieving a consistent one-council approach so that children and young people are increasingly at the heart of decision-making over issues and developments that affect them.

This growing momentum, however, comes at a time when services are continuing to address significant issues. As with all areas of the council, children's services must address major financial challenges, with approximately £18 million in savings needed during 2014/15. Clear action plans are in place to achieve this. Despite this challenge, through the citywide partnership of the Children's Trust Board and the shared vision outcomes and priorities in the Children and Young People's Plan (CYPP), Leeds is continuing its clear strategy of investing in early intervention and preventative services, working restoratively with families to address their problems at an earlier stage and prevent escalation. The family group conferencing programme is continuing to develop; recent analysis shows that it has already safely and appropriately prevented 55 children and young people in Leeds from needing to be placed in care, with significant financial savings being made as a result.

The service is preparing for an Ofsted inspection, anticipated in spring 2014, which will last for up to four weeks and review a wide range of services that support the most vulnerable children. A number of other authorities have recently been inspected under this new framework and Leeds is actively looking to learn from their experiences to support our preparations. The learning from this inspection will significantly shape the direction of the service over the next period.

Children's services has maintained the relentless focus on the three obsessions in the CYPP, which have seen improvements across each. In addition, there are several other current priority areas of work for the service citywide:

- *Frameworki*, the replacement for the electronic social care recording system has been implemented. The focus is now on managing the transition to the new system and enabling staff to maximise its potential
- The need to provide sufficient school places, given the city's population growth, continues to be a key statutory priority for the local authority and a clear programme is in place to manage this.
- Leeds is at the forefront of a regional drive to increase educational standards and has recently hosted a major education summit with more than 260 national and regional attendees. A particular focus of our work with schools over the coming year will be on supporting pupils at major transition points in their lives by ensuring they are 'ready for learning'.
- Drawing on international best practice, we are exploring how we can maximise the potential of the council's wider work on community and citizen engagement by developing our existing cluster model. This work is in early development, but is key to the next stage of pushing more services out to localities. There will be further details on this work at future area committees.

Appendix two: performance data for Inner West area committee

Spring 2014 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 2014	24,510	17,289	11,609
2. Percentage of children and young people	n/a	6.7%	January 2014	14.1%	10.0%	6.7%
3. Number of primary schools	218	15	Current	28	22	15
4a. Number of secondary schools	36	2	Current	6	4	2
4b. Number of through schools	2	0	Current	2	0	0
5. Number of children's centres	56	5	Current	9	6	2

Commentary

The Inner West area committee has 6.7 per cent of the city's 0-19 population (the smallest proportion of all area committees). There are 15 primary schools, two secondary schools, and five children's centres located within the area committee boundary.

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	1,356	139	156		20 Jan 2014	356	123	17
7. Number of children entering care	-	-	28		Apr-Dec 2013	-	-	-
8. Number of children subject to a child protection plan	737	66	129		20 Jan 2014	155	69	13
9. Number of CAFs initiated	867	71	55		Apr-Dec 2013	162	84	30
10. Number of requests for service	-	-	2,387		Apr-Dec 2013	-	-	-
11. Number of requests for service leading to a referral	-	-	779		Apr-Dec 2013	-	-	-

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				
12. Primary school attendance levels	95.4%	95.2%	95.5%	↘	2012/13 HT 1-5	96.4%	95.4%	94.1%
13. Secondary school attendance levels	93.7%	91.0%	90.8%	↗	2012/13 HT 1-5	94.7%	93.4%	91.0%
14. Number of pupils persistently absent at primary	1,532	115	133	↘	2012/13 HT 1-5	373	153	61
15. Number of pupils persistently absent at secondary	2,748	253	328	↘	2012/13 HT 1-5	438	275	163
16a. Number of NEET young people (unadjusted)	1,540	146	121	↗	31 Dec 2013	338	143	44
16b. Percentage of NEET young people (unadjusted)	6.9%	9.3%	7.5%	↗	31 Dec 2013	10.7%	6.3%	3.0%
16c. Number of NEET young people (adjusted)	1,540	154	-	n/a	31 Dec 2013	350	153	48
16d. Percentage of NEET young people (adjusted)	6.9%	9.9%	-	n/a	31 Dec 2013	11.3%	6.8%	3.3%
17a. Number of 'not knows'	1,630	119	180	↘	31 Dec 2013	202	145	60
17b. Percentage of 'not knows'	7.1%	7.6%	11.1%	↘	31 Dec 2013	8.4%	6.5%	4.2%
18. Foundation Stage good level of development	51%	36.7%	n/a	(Change of definition)	2012/13 AY	64.7%	51.8%	36.7%
19. Key Stage 2 level 4+ reading, writing, and maths	74.0%	68.3%	70.0%	↘	2012/13 AY	85.7%	74.2%	65.3%
20. 5+ A*-C GCSE including English and maths	57.3%	42.0%	42.5%	↘	2012/13 AY	70.5%	54.5%	41.5%
Choose healthy lifestyles								
21. Free school meal uptake - primary schools	73.1%	74.7%	75.1%	↘	2012/13 FY	75.8%	71.9%	66.6%
22. Free school meal uptake - secondary schools	71.1%	71.5%	71.4%	↗	2012/13 FY	88.2%	71.6%	61.7%
Voice and influence								
23. 10-17 year olds committing an offence	685	62	64	↘	Sep 12-Aug 13	134	55	17

Ofsted inspections	Leeds	Inner W			Current data period	Highest	Average	Lowest	
		Current reporting period	Previous reporting period	Direction of travel					
24. Percentage of primary schools good or better	81%	80%	80%	↔	31 Dec 2013	93%	81%	68%	
25. Percentage of secondary schools good or better	61%	50%	50%	↔	31 Dec 2013	75%	60%	25%	
26. Percentage of children's centres good or better	79%	100%	100%	↔	31 Dec 2013	100%	86%	57%	
27. Percentage of children's homes good or better	100%	100%	100%	↔	31 Dec 2013	100%	100%	100%	
Ofsted judgement - Inner West									
				Current period: 31 Dec 2013					
				Previous period: 31 July 2013					
28. Primary schools	1	11	3	0	1	11	3	0	
29. Secondary schools	0	1	1	0	0	1	1	0	
30. SILCs (citywide)	-	-	-	-	-	-	-	-	
31. Pupil referral units (citywide)	-	-	-	-	-	-	-	-	
32. Children's centres	0	2	0	0	0	2	0	0	
33. Children's homes	0	3	0	0	0	3	0	0	
Secondary schools									
				Current period					
				Previous period					
				Direction of travel					
				Ofsted		Ofsted		Attendance	
Leeds West Academy	2	93.3%	2	93.2%	↔	↕	↕	↕	
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) - data not available; Framework report development required/underway

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

Appendix three: Families First cohort

This table shows families worked with and the percentage against whom PBR has been claimed. Data are by cluster, which have been aligned to area committees. Where a cluster straddles two area committees, the proportion of the population in each cluster is shown.

Cluster	Total households	% claimed PBR	Primary area committee	% of popn in area committee	Secondary area committee	% of popn in area committee
CHESS	40	65	Inner East	72.5	Inner North East	27.5
Inner East	145	63	Inner East	100.0	-	-
NEXT	26	81	Inner North East	100.0	-	-
NETWORKS	20	55	Inner North East	100.0	-	-
ESNW	18	61	Inner North West	51.1	Outer North West	48.9
Inner NW Hub	58	52	Inner North West	100.0	-	-
OPEN XS	20	55	Inner North West	100.0	-	-
Beeston, Cottingley and Middleton	49	65	Inner South	91.9	Outer South	8.1
JESS	81	65	Inner South	100.0	-	-
ACES	36	56	Inner West	54.2	Outer West	45.8
Bramley	54	57	Inner West	100.0	-	-
Brigshaw	8	75	Outer East	100.0	-	-
Garforth	4	100	Outer East	91.3	Outer North East	8.7
Seacroft Manston	112	47	Outer East	52.3	Inner East	47.7
Templenewsam Halton	36	69	Outer East	87.0	Inner East	13.0
Alwoodley	18	78	Outer North East	79.5	Inner North East	20.5
EPOS	6	83	Outer North East	100.0	-	-
Aireborough	23	57	Outer North West	100.0	-	-
Horsforth	10	50	Outer North West	100.0	-	-
Otley/Pool/Bramhope	6	50	Outer North West	100.0	-	-
Ardley & Tingley	10	80	Outer South	100.0	-	-
Morley	27	52	Outer South	100.0	-	-
Rothwell	21	62	Outer South	100.0	-	-
Farnley	30	63	Outer West	91.2	Inner West	8.8
Pudsey	31	55	Outer West	96.2	Inner West	3.8

This page is intentionally left blank

Report of the Director of Children’s Services

Report to Inner West area committee

Date: 04 March 2014

Subject: Readiness for learning and the inequality gap at age 5

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. Ensuring all children have appropriate knowledge, skills and attitudes for ‘readiness for learning’ is fundamental to ensuring children have the best start to their primary phase of education. How well children fare in relation to reaching the national expected levels of development, and their dispositions and attitudes to learning, at the end of the foundation years is both a local and city wide issue.
2. Is there common understanding and agreement between partners on what constitutes ‘readiness for learning’?
3. Leeds is ranked 152 out of 152 local authorities for the ‘inequality gap’ measure at the end of the Early Years Foundation Stage (EYFS). Locally, between a third and just under half of children meet the national ‘good level of development’ measure. This can place children at a disadvantage as they move into key stage one.

Recommendations

4. Within the context of Priority 4 – supporting children to be ready for learning - discuss whether local priorities may be required to improve outcomes for children leaving the end of the foundation stage to ensure children are ready for key stage one.
5. Use existing local partnerships to encourage and support collaborative working between schools and non-school settings to ensure children are meeting age related

expectations at the end of the EYFS. Such 'learning communities' will provide the opportunity to find local solutions to the readiness to learn issue.

6. Provide opportunities for partners across the foundation years to discuss and agree what 'readiness for learning' looks like at a local level. Do partners, across health, education and others, recognise and acknowledge the significant period of growth, development and learning that takes place between the birth of a child and the time they enter school? Ensure they use this as a key driver to improve young children's development through local priorities.

Purpose of this report

- 1.1 This report provides a brief overview of the statutory assessment outcomes at the end of the foundation stage at both a city wide and local level. It presents information on the composition of early years providers and local outcomes within the area with the aim of stimulating discussion and greater understanding on the notion of 'readiness to learn' as children move into key stage one from their foundation years experience.

2 Background information

- 2.1 A good start in the early years has a major impact on a child's future life chances. It is crucial for their future success that children's early experiences build a secure foundation for learning throughout school and beyond. High quality early years experiences lead to improved early learning outcomes and ensure that children make good, or rapid, progress in their learning from their starting points.
- 2.2 Evidence shows that where children attend an Ofsted judged good or better early education setting, greater progress is made between years 2 and 6 in English and Maths (EPPE 2012).
- 2.3 The early years sector across Leeds is diverse with a mix of childminders, local authority Children's Centre day care, private day nursery provision and maintained, independent and non-maintained schools providing early education and childcare places. Whilst this diversity is beneficial for parental choice, this combination can be complex for the local authority to monitor, challenge and support.
- 2.4 All early years providers, including schools, must adhere to the requirements of the Early Years Foundation Stage (EYFS) framework. The EYFS is a comprehensive statutory framework published in 2012 by the Department for Education. The framework sets standards for development, learning and care of children from birth to the age of five.
- 2.5 The EYFS framework requires all schools to complete a teacher based, best fit assessment for children reaching the end of the foundation stage, generally the Reception year in primary school. This assessment is commonly known as the Early Years Foundation Stage Profile (EYFSP).
- 2.6 The assessment framework for early years changed in the 2012/13 academic year and results from previous years are not comparable. In the first year of any assessment against a new framework, results tend to be more volatile than for a framework that has been in place for a number of years, as schools will be making judgements for the first time against a new set of developmental milestones: the early learning goals which are the national, expected level of development children are expected to reach before entering key stage one.
- 2.7 There are two headline indicators when measuring performance in the early years: the percentage of children achieving a good level of development and the Department for Education term the 'inequality gap in achievement' indicator.

- 2.8 The good level of development measure is the percentage of children who achieve at least the expected level in the prime areas of learning and in the specific areas of literacy and mathematics. The prime areas of learning are: communication and language; physical development; and personal, social and emotional development.
- 2.9 On the good level of development indicator, performance in Leeds is above or in line with all core cities and above or in line with eight out of our ten statistical neighbour authorities. Leeds ranks =67th when compared to all local authorities nationally which places Leeds in the third quartile.
- 2.10 The 'inequality gap in achievement' indicator is measured as the percentage gap in achievement between the lowest 20 per cent of achieving children in a local authority (mean score), and the score of the median across 17 early learning goals taken from the prime and specific areas of learning¹.
- 2.11 On the inequality gap indicator, Leeds is ranked the lowest local authority in the country. Six out of our ten statistical neighbours are also in the bottom quartile for this measure and six out of the ten core cities (including Leeds) are in the bottom quartile.
- 2.12 Table 1 shows how Leeds compares against national data, statistical neighbours and core cities on the two measures.

Table 1 - 2013 Early Years Foundation Stage headline indicators

	Leeds	National	Stat neighbours	Core cities
% good level of development	51	52	48	48
% inequality gap	44.6	36.6	39.0	39.6

Source: DfE Statistical First Release, ref: SFR43/2013

3 Main issues

- 3.1 Clearly, outcomes for Leeds' bottom 20% children are not desirable. Based on these outcomes a significant number of children are not working securely at age related expectations and are therefore not ready to move into key stage one.
- 3.2 Despite a 93-98% take up of Free Early Education Entitlement (FEEE) across the Inner West area, between 30.6% and 43.8% of children reached a 'good level of development' at the end of the EYFS in 2013, significantly below the Leeds average of 51%.
- 3.3 Variations in the percentage of children scoring 17 points (not meeting expected levels of development at the end of the EYFS) exist across the Inner West area at

¹ The prime and specific areas are: Personal, Social and Emotional Development, Communication and Language, Physical Development, Literacy, Mathematics, Expressive Arts and Design and Understanding the World.

an individual school level. This ranges from no children in one school to 26 children within another.

3.4 An investigation of the achievement gap between the lowest attaining 20% of children and the mean in Leeds identified the following which may be reflected in the characteristics of the Inner West area. Further analysis of these characteristics at a local level may be possible if requested for a later date.

3.4.1 Variation in score by Cluster, Reach Area and school

Table 6 shows that children attending schools in the inner areas of Leeds are much more likely to be in the LA bottom 20%. For example, half of the children attending schools in the C.H.E.S.S. cluster are in the bottom 20%. Other clusters with disproportionately high numbers in the bottom 20% are J.E.S.S., Beeston, Cottingley and Middleton, ACES, Inner East, Bramley and Seacroft Manston. NETWORKS and OPEN XS clusters have relatively few in the bottom 20%, despite high levels of deprivation. Investigation at a school level has revealed considerable variation between outcomes in schools in the same area (table 7). Even in areas which have high overall proportions of children scoring only 17 points, some schools have relatively small numbers of children scoring at this lowest level.

3.4.2 Gender

In Leeds, 5.9% of girls scored 17 points compared to 10.3% of boys; nationally only 2.5% of girls and 5% of boys scored 17 points. The gender gap is therefore greater in Leeds than nationally at the bottom score (4.4% in Leeds, 2.5% nationally).

3.4.3 Ethnicity

Outcomes for children with an additional language were significantly worse than for children whose first language is English. Almost 16% of EAL (English as an additional language) children scored only 17 points and 38% of EAL children were in the Leeds bottom 20%. The ethnic groups with the highest proportion of children scoring only 17 points are of Gypsy Roma, Bangladeshi, Kashmiri and Pakistani, Traveller, and White Eastern European heritage.

Local updates

3.5 Table one below presents a summary of the quality of early years providers in the area by Ofsted outcome and provider type. Further early years indicators are available in Appendix 1. Across the Inner West area the majority of 3 and 4 year old places are provided by CC day care and school nursery providers. No early years provision is rated as outstanding. However, 100% of group provision in the Bramley CC reach area is judged as good.

Table one: summary of early years providers by Ofsted outcome and Children's Centre Reach Area

	Armley CC Reach Area			Bramley CC Reach Area			Castleton CC Reach Area			Hollybush CC Reach Area		
	Childminder	Day nursery	OOSC ²	Childminder	Day nursery	OOSC	Childminder	Day nursery	OOSC	Childminder	Day nursery	OOSC
Outstanding												

² Out of School Club

Good	8	1		10	4	2	2	1		5		
RI	2		1	9			2		1	5	1	2
Inadequate				1								

Source: Leeds Family Information Service

- 3.6 To improve the percentage of providers judged good or better, the Learning improvement team (0-5) are implementing a revised Early Years Improvement Strategy to challenge providers and provide targeted support where the capacity of provider's leadership to improve is limited. This can be challenging where such provision is a private business and not managed by the local authority.
- 3.7 Three area based Early Years Review Groups, chaired by the Head of Learning Improvement, are also being established to monitor quality and children's learning outcomes from birth to 5. This will include a West area group.

What works well

- 3.8 Children's centres in the inner west including Armley, Castleton, Farnley, Bramley and Hollybush, are integrated with 2 health visiting service teams covering this area. Armley, Castleton and Farnley with the Thornton health visiting team and Bramley and Hollybush with the Bramley health visiting team.
- 3.9 The integration of Children's Centres with health visiting services, now known as Early Start teams, has ensured that 100% of children under the age of 5 are known to the service and targeted families identified with the vast majority engaged in services. Early Start managers report improvements across outcomes have been enhanced as a result of this integration based on starting points of both children and families.
- 3.10 In Bramley, the integration of health visiting services was a natural development to the already established Cluster Family Support Team which included children centre Family Outreach Workers and cluster family support workers working across the 0-19 agenda.
- 3.11 The impact of the work of the Family Support Team is best evidenced by the reduction in the number of children who are 'looked after', a reduction in the number of children who are subject to a Child Protection and a reduction in referrals to Children Social Work Service.
- 3.12 Children's centre teachers are reporting a positive impact of the expansion of the funded 2 year old offer to eligible parents. For example, eight children who transferred to primary school in September 2013 from Armley Children's Centre made rapid progress in their learning with all eight working at age related expectations on exit from the Children's centre. Feedback reports all eight have settled well into school and are progressing well in their Reception classes.
- 3.13 Established and productive 'learning communities' such as the ACES Early Years Cluster Network, work well when they are represented by practitioners from across schools, children's centres and other early years providers. Practitioners from these settings undertake a range of activities such as moderation of assessments, professional development and embedding transition arrangements. These should be encouraged and established across the Inner West area and

strive to include practitioners from private, voluntary and home based early years providers.

- 3.14 Children's centre teachers report that the rate at which children move in and out of the area, and between settings, is high and impacts negatively on children's learning and development. The network is committed to sharing information about children and is working collaboratively to share information about children at the point of transition.

Support needed

- 3.15 Feedback from providers indicated the need for:
- increased understanding of the transient nature of the local community – moving in and out of the area and also moving to new addresses/settings within the area – and the huge impact this has on a child's ability to learn. The settling in process cannot be rushed if it is to be productive;
 - a universal, local authority system for monitoring children's stage of development from birth to the end of the EYFS so that children's progress can be tracked easily across and within settings and
 - support for learning and ESOL courses as increasingly more languages are being spoken across the community. The ability to engage families in the learning process would be invaluable.
- 3.16 At a strategic level, a number of actions have already been put into place to address the poor outcomes seen at a city wide level. A general comment from a recent meeting with youth councillors and Children's Trust Board members highlighted that the importance of pre-school learning and how this supports overall child development, is not always shared. It is hoped the refreshed 0-5 yr Early Education and Childcare Partnership Board will aid an improved awareness and understanding of early learning with our partners.
- 3.17 Although EYFS Profile assessments are undertaken at the end of Reception, the responsibility to improve outcomes for children rests with all early years providers and partners. As there is no national data for attainment on entry to nursery and reception class, no prescribed methods of assessing children when they start school and no standardised expectations for three- and four-year-olds on entry to nursery and reception it is becoming increasingly imperative to revisit the need for a local authority based 'tracking system'. This would enable the local authority to monitor, and providers to intervene in a timely and appropriate way in children's learning as they progress through the EYFS and move from setting to school.

4 Corporate considerations

4.1 Consultation and engagement

- 4.1.4 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.

4.2 Equality and diversity/cohesion and integration

4.1 Some of the data highlights equality and diversity that need to be addressed as part of Children's Services response to the readiness to learn agenda.

4.3 Council policies and city priorities

4.3.1 A 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.

4.3.2 Resources and value for money

4.3.3 There are no financial decisions arising from this report/

4.4 Legal implications, access to information and call in

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

4.5 Risk management

4.5.1 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.

5 Conclusions

5.1 As a result of an investigation into last years outcomes the local authority has a better understanding of the nature and characteristics of the bottom 20% learners. Timely and direct action is being taken to communicate, challenge and promote appropriate and consistent assessments at the end of EYFS.

5.2 Early years providers and schools are progressively mindful of the need to adjust the curriculum and provision to meet the needs of children to ensure they make better progress in the areas they need to catch up most.

5.3 In order to improve the outcomes of the bottom 20% of learners early years providers are aware of the need of not just focussing on the more traditional areas such as literacy and mathematics but the broader, prime and specific areas which provide the range of experiences and opportunities for children to broaden their knowledge and skills.

5.4 The role of parents and/or carers in supporting their child's learning is a vital element to improving outcomes. It is crucial parents and/or carers are valued and seen as partners to improving children's learning outcomes. Practitioners have a responsibility to share information on children's progress and ideas in order to provide a best start in early home learning.

6 Recommendations

- 6.1 Within the context of Priority 4 – supporting children to be ready for learning - discuss whether local priorities may be required to improve outcomes for children leaving the end of the foundation stage to ensure children are ready for key stage one.
- 6.2 Use existing local partnerships to encourage and support collaborative working between schools and non-school settings to ensure children are meeting age related expectations at the end of the EYFS. Such 'learning communities' will provide the opportunity to find local solutions to the readiness to learn issue.
- 6.3 Provide opportunities for partners across the foundation years to discuss and agree what 'readiness for learning' looks like at a local level. Do partners, across health, education and others, recognise and acknowledge the significant period of growth, development and learning that takes place between the birth of a child and the time they enter school? Ensure they use this as a key driver to improve young children's development through local priorities.

7 Background documents

- 7.1 There are no background documents to accompany this report.

Appendix one: early years indicators for Inner West area committee

Source: Children's Performance and the Leeds Family Information Service

Table 2: Percentage of under 5's by Children's Centre reach area who live in the 30% most deprived lower super output area

Children's centre reach area	Under 5's resident in 30% most deprived LSOAs
Armley CC	84%
Bramley CC	67%
Castleton CC	65%
Hollybush CC	94%

Table 3: Percentage of 3 and 4 year olds taking up free early education (2011)

Children's centre reach area	% take up
Armley CC	95%
Bramley CC	98%
Castleton CC	93%
Hollybush CC	94%

Table 4: Percentage of settings within each reach area judged good or outstanding

Children's centre reach area	Number of childminders	% of childminders good or outstanding	Number of providers of childcare on non-domestic premises (day nurseries & out of school clubs)	% of providers of childcare on non-domestic premises good or outstanding
Armley CC	10	80%	2	50%
Bramley CC	20	50%	6	100%
Castleton CC	4	50%	2	50%
Hollybush CC	10	50%	3	0%

Table 5: Percentage of children reaching a good level of development by reach area

Children's centre reach area	% reaching a good level of development
Armley CC	36.3%
Bramley CC	42.1%
Castleton CC	43.8%
Hollybush CC	30.6%

Table 6: Proportion of children in each cluster (by school) who are in the Leeds bottom 20%

Cluster	All pupils	Pupils at <=23pts	
		No.	%
ACES	311	101	32.5
Aireborough	397	12	3.0
Alwoodley	350	51	14.6
Ardley & Tingley	222	27	12.2
Beeston, Cottingley and Middleton	437	165	37.8
Bramley	364	115	31.6
Brigshaw	260	25	9.6
C.H.E.S.S.	409	203	49.6
EPOS	406	19	4.7
ESNW	290	41	14.1
Farnley	193	50	25.9
Garforth	261	28	10.7
Horsforth	268	17	6.3
Inner East	657	213	32.4
Inner NW Hub	310	34	11.0
J.E.S.S	607	234	38.6
Morley	510	92	18.0
N.E.X.T.	414	66	15.9
NEtWORKS	270	40	14.8
OPEN XS	204	42	20.6
Otley/Pool/Bramhope	220	27	12.3
Pudsey	628	75	11.9
Rothwell	360	29	8.1
Seacroft Manston	562	160	28.5
Templenewsam Halton	287	71	24.7

Source: NCER KEYPAS (Leeds)

Table 7: Number and percentage of children scoring 17 points, by school, grouped by Cluster

Cluster2013	School	Scoring 17	Total EYSFP Pupils	Percentage of pupils scoring 17
ACES	1	1	26	4%
	2		32	0%
	3	1	28	4%
	4	9	60	15%
	5		29	0%
	6	11	75	15%
	7	12	61	20%
Bramley	1		34	0%
	2	4	36	11%
	3	3	24	13%
	4	5	56	9%
	5	14	54	26%
	6	5	30	17%
	7	4	28	14%
	8		43	0%
	9	8	59	14%

Source: NCER KEYPAS (Leeds)

Table 8: - All Children Scoring 17 points by the Children's Centre Reach Area of their home address

Childrens Centre Reach	Number of children scoring 17	Total number of EYFSP children	Percentage of children in Reach Area scoring 17
Armley Moor CC	23	180	13%
Bramley CC	13	185	7%
Castleton CC	18	159	11%
Hollybush CC	31	209	15%

Source: NCER KEYPAS (Leeds)

Report of the Director of Children's Services

Report to West Leeds (Inner) Area Committee

Date: 25th March 2014

Subject: Ofsted Update and Future Leaders Bramley Pilot

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

Summary of main issues

1. At the Area Committee information will be presented on:
 - The Ofsted framework that was introduced in September 2012 and;
 - The Future Leaders pilot in Bramley.

Recommendations

2. That the area committee receive a presentation for its consideration, input and discussion.

1 Purpose of This Report

Ofsted

1.1 The presentation will cover key issues in relation to changes to Ofsted inspections. A new Ofsted framework was introduced in September 2012. Changes have also been made to the Ofsted guidance in January 2014.

1.2 Some of the key changes to the frame work are:

- “Outstanding” schools will be exempt from inspection (not nursery, special schools or Pupil Referral Units). For other schools, up to a five year interval depending on performance. Usually, three year cycle for PRUs, special and nursery schools even if “outstanding”.
- Grade 3 (satisfactory) schools are now classified as “requires improvement”.
- If deemed as “requires improvement” for two previous consecutive inspections, the school will usually be deemed to require “special measures” after the third inspection.
- Inspectors consider salary progression of teachers in light of the “quality of teaching” judgement. Schools must supply anonymised information about the most recent performance management of all teachers.
- Inspectors look at new groups of children, those in receipt of the Pupil Premium, and evaluate how this funding is spent.

1.3 There are 18 schools in the inner west area, 2 secondary schools and 16 primary schools. Both secondary schools are academies.

1.4 1 school is rated as ‘outstanding’, 13 schools in the area are ‘good’, 3 schools are ‘satisfactory/requires improvement’. Swallow Hill Academy is yet to be inspected but as a maintained school was last rated as ‘satisfactory’.

1.5 The Future Leaders programme is aimed at teachers who want to become inspirational headteachers in challenging schools in an accelerated timeframe. The leadership development programme takes place over three years and places teachers into senior leadership positions in challenging schools. They are supported through specialist training and development.

1.6 **Future Leaders**

There are currently 350 Future Leaders working in 240 challenging secondary schools across the country. The programme will also shortly be extended to include teachers in a primary setting.

1.7 In 2013, established future leaders heads improved 5 A*-C GCSE (including English and Maths) results by 4.6% compared with a national rate of 1.4%.

1.8 The presentation will detail a proposal for Future Leaders to work with the Bramley cluster.

2 Corporate Considerations

2.1 Consultation and Engagement

- a) Consultation and engagement is integral to the work of Children's Services and the Children's Trust, as evidenced in child friendly city work.

2.2 Equality and Diversity / Cohesion and Integration.

- a) The work of Ofsted takes into account equality, diversity, cohesion and integration issues .

2.3 Council Policies and City Priorities

- a) The information contained in the presentation contributes towards the achievement of the objectives set out in the Best Council Plan 2013-17.

2.4 Resources and Value for Money

- a) There are no resource implications.

2.5 Legal Implications, Access to Information and Call In

- a) There are no legal implications.
- b) The report contains no information that is deemed exempt or confidential.

2.6 Risk Management

- a) There are no risk management implications within this report.

3 Recommendations

3.1 That the area committee receive a presentation for its consideration, input and discussion.

4 Background documents¹

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.

- a) There are no background documents associated with this report.

Report of the Director of Children's Services

Report to Inner West Area Committee

Date: 25th March 2014

Subject: Families First

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:		

1. Summary of main issues

2. Families First is the Leeds interpretation of the national 'Troubled Families' Programme. The initial phase of the programme has been delivered since April 2012 and will be completed in May 2015. The priority for the remainder of phase 1 of the programme is to embed 'whole family' approaches to working with families with multiple and complex needs and ensure all existing identified families are receiving appropriate support.
3. Households meeting the Families First criteria are distributed unevenly across the city with high concentrations in some wards/clusters, including the ACES and Bramley clusters.
4. For the clusters in the Inner West a total of 110 families or 46% of the identified cohort have made sufficient progress to achieve Payment By Results – 'turned around'. This compares with 41% for the city overall and a national average of 33% based on other local authority submissions. Further work is needed to measure the impact of the programme more broadly in terms of services to whole families and service transformation.
5. Progress against individual risk factors is variable, with good progress in reducing crime/anti-social behaviour, but fewer improvements in school attendance. Challenges remain in terms of moving adults back into employment.
6. The programme is located within Children's Services but the work with whole families cuts across the children's and adults agendas, with a strong focus on

supporting adults into employment. Further work continues to develop more integrated ways of working across directorates and the wider partnership.

7. Recommendations

8. The area committee is asked to:
9. Note the content of this report and recognise that the programme is in continuous development, with a good evidence base of impact.
10. Identify ways in which the area committees, in partnership with services and the Families First programme, can support further improvements, particularly in respect to supporting adults into employment.
11. Identify how the area committees and children's services can work towards sustainably embedding the Families First model in the future and beyond the life of the programme.

1 Purpose of this report

- 1.1 The purpose of this report is to brief the Inner West area committee on the Families First Leeds programme and to seek the support of the area committee in embedding the programme over the next 12 months.
- 1.2 The report outlines the purpose and structure of the programme, provides highlight data relating to Families First in the Inner West, and outlines a number of the challenges and successes of the programme. Two case study examples are also attached.

2 Background information

- 2.1 The Families First Programme in Leeds is being delivered through existing structures and services across a range of different agencies already working with children and families. Individuals who are taking on the role of 'lead practitioner' come from a range of professional backgrounds. The programme is built around delivering family support utilising a 'whole family approach'.
- 2.2 Families are eligible for the programme where there are multiple issues identified relating to crime (U18 offending), anti-social behaviour, poor school attendance/multiple exclusions, individuals in the household claiming out of work benefits, in addition to local concerns. Families are classed as 'high' 'medium' or 'low' risk/need and an appropriate level of provision identified to address the identified needs, utilising the whole family approach of a lead practitioner providing hands on support and co-ordinating a 'team around the family'

3 Main issues

- 3.1 The programme is just over halfway through. Results achieved so far, as measured by the payment by results element of the programme, are outlined below.

PBR Overall Passes	Year 1			Year 2			All Families		
	Total Y1	Y1 Passes	% Y1 Passes	Total Y2	Y2 Passes	% Y2 Passes	Total Y1 &Y2	All Passes	% Passes
ACES	36	28	77.8%	64	19	29.7%	100	47	47.0%
Bramley	54	38	70.4%	85	25	29.4%	139	63	45.3%
Inner West	90	66	73.3%	149	44	29.5%	239	110	46%
West North West	286	202	70.6%	291	82	28.2%	577	284	49.2%
Leeds	890	643	72.2%	838	247	29.5%	1728	890	51.5%

PBR progress against individual criteria

AREA	ACES BRAMLEY NOS	ACES BRAMLEY %	WNW NOS	WNW %	Proportion of Area	Difference
Crime / ASB	144	60.3%	370	64.1%	38.9%	-4%
Crime / ASB Passes	132	91.7%	321	86.8%	41.1%	5%
Crime Fails	12	8.3%	49	13.2%	24.5%	-5%
Education	172	72.0%	393	68.1%	43.8%	4%
Ed Passes	63	36.6%	163	41.5%	38.7%	-5%
Ed FAILS	80	46.5%	179	45.5%	44.7%	1%
Ed Data Missing	29	16.9%	56	14.2%	51.8%	3%
Employment	207	86.6%	487	84.4%	42.5%	2%
Moved to Continuous employment.	4	1.9%	6	1.2%	66.7%	1%
TOTAL FAMILIES	239	100.0%	577	100.0%	41.4%	-

- Aces & Bramley families make up 41.4% of the area households.
- Crime and ASB families make up 60% of household issues, slightly lower than the area level of 64%.
- Pass rates for people with crime issues (this includes families that failed for other reasons) are around 5% higher in ACES/ Bramley than in comparison with the wider area.
- Educational issues of attendance and exclusion affect 72% of FF families in ACES & Bramley, 4% higher than the whole area proportion.
- Education PBR pass rates are 5% lower than the overall area.
- Missing/gaps in education data account for a number of failures in this area – some cases flagged for concerns regarding attendance are to be treated with caution as early identification may include people of over school age.
- Employment and work benefits flags exist for 86.6% of families, very similar to wider area numbers.
- 4 of the 6 people moving into continuous employment for West North West have come from the ACES Bramley areas.

3.2 As the programme moves towards its final year, focus is needed on embedding the model of working into mainstream delivery, to ensure sustainability beyond the funded period. A more increased engagement in localities and areas is key to this.

3.3 Development of the cost/benefit analysis may inform future funding/commissioning for this way of working and is a priority activity.

3.4 Whole family working needs to be underpinned by more integrated working between agencies and directorates. Continued work with between adults and

children's services/commissioners and the implementation of the revised "Think Family" protocol is needed to support this.

- 3.5 Further plans are in development to support Workforce Development, including support for managers to provide effective supervision.
- 3.6 Work is continuing to consult with families regarding service development.
- 3.7 A renewed focus on school attendance is needed and engagement with schools to achieve progress in this area. Locally an increased engagement of key schools is reported.
- 3.8 The numbers of families being supported into employment needs to increase substantially.
- 3.9 The programme may be extended for a further year. Proposals need to be developed and submitted to Department for Communities and Local Government outlining how we would seek to appropriately target and deliver the next phase of the programme.

5. Risks and Issues:

- 5.1 There is still a need to ensure that all agencies take on the lead practitioner role wherever appropriate to ensure all families have been supported by the end of May 2015.
- 5.2 The situation regarding gathering education data for PbR continues to remain problematic and does impact on our returns and income generation. Work is underway across a number of service areas to address this.
- 5.3 Substantial progress has been made in supporting service transformation and culture change in order to deliver work to whole families. If results are to be sustained and savings realised, clear organisational commitment and strategic drive is required to embed the practice beyond the lifetime of the programme
- 5.4 There are still significant barriers around information sharing between health agencies and broader partners, which can undermine the integrated approach to working with families.

4 Corporate considerations

4.1 Consultation and engagement

- 4.1.1 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.

4.2 Equality and diversity/cohesion and integration

- 4.2.1 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.

4.3 Council policies and city priorities

4.3.1 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.

4.4 Resources and value for money

4.4.1 There are no resource implications in this report.

4.5 Legal implications, access to information and call in

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

4.6 Risk management

4.6.1 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.

5 Conclusions

5.1 Not applicable, as this report is information based.

6 Recommendations

6.1 The area committee is asked to:

6.1.2 Note the content of this report and recognise that the programme is in continuous development, with a good evidence base of impact.

6.1.3 Identify ways in which clusters and services, area committees and the Families First programme can deliver further improvements, particularly in respect to supporting adults into employment.

6.1.4 Identify how the area committees and children's services can work towards sustainably embedding the Families First model in the future and beyond the life of the programme.

7 Background documents¹

7.1 Case study below

Families First Case Study (Bramley Cluster)

Family Composition

Mum and Dad have 5 children aged between 3 years and 13 years of age. Two of secondary school age, two of primary school age and the youngest attending nursery at a

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.

different primary school to elder siblings. Parents had elected to home educate (EHE) the eldest child. Eligibility for the Families First Programme (FFP) relate to Dad being unemployed and the previously recorded persistent absenteeism of the eldest child. The family live in privately rented accommodation. The family have a history of agency involvement including common assessments (CAFs) and requests to Children Social Work Service. Over the past four years there has also been a trend of disengagement when the parents have experienced high challenge with high levels of support. A part of their response had been to remove their children from school or move them to other settings.

The issues identified through assessment

Just weeks prior to notification that the family was to be a part of the FFP, the Cluster's Targeted Service Leader (TSL) had been approached by the Family Intervention Service (FIS) for guidance as to how to progress work with this family. FIS had worked with the family for over a year and the need for intensive support was no longer considered to be required. The outcomes of the CAF (focused upon implementing routines and boundaries within the home to improve behaviour) had been met and the case was expected to close. In addition, the TSL had been notified of the EHE and a safeguarding visit by the Attendance Improvement Officer (AIO) was planned. As the TSL investigated how best to progress the case, information shared by partners suggested new needs were emerging as well as inconsistencies in the views of practitioners about the level of risk and range of presenting issues. Furthermore it was evident that the eldest child was not receiving any home education. The AIO started to build a relationship with the parents and successfully supported them to accept that a return to mainstream school was in the best interests of the eldest child and the family. The TSL, securing Mum and Dad's consent, made a decision to organise a multi-agency meeting to hear the views of everyone. This one meeting, with representatives of 3 settings and 4 agencies and Mum, enabled the formulation of a new holistic family assessment and the launch of a new plan for the family.

Specific needs related to: the eldest child's re-integration to mainstream school; all of the children accessing activity to develop their social and personal development; emotional health needs for two of the children; support for Mum and Dad to sustain parenting strategies and especially their management of the eldest child's volatile behaviour within the home; Dad to re-enter the employment market; financial advice for Mum and Dad to manage a reduction in a high level of debt and the securing of affordable housing.

What we did and who was involved

It was agreed that an intensive approach by a single agency, such as FIS, would not adequately meet the needs of the family at this stage. Furthermore given the age range of the children a new FIS service would have to be requested which would demand a high quality assessment and a plan of work tried and tested. That said, an approach whereby each child had an individual plan within the broader context of the family plan with interventions offered by a range of local agencies and settings was agreed. On Mum's request, the AIO was designated Lead Professional (LP) and focused specifically on the

transition plan for the eldest child to return to school. This involved representing the family at the Fair Access Panel, negotiating with the secondary school a transition plan and some individual work with the child to motivate and encourage a return to school. The Cluster's Senior Family Support Practitioner (SFSP) started working with the family to revisit the family dynamics, behaviours within the home and Mum and Dad's parenting approach. With support of the LP the CaMHS offer of a parenting programme was revisited. In addition, the SFSP met with the four younger siblings to capture their wishes and feelings and this has been added to the assessment and used to inform interventions. Dad has been offered employment support through the Community Work Team. Barca-Leeds have started working with the three eldest children through group activity and for the eldest child, one-to-one support had been initiated. Work to review the family's accommodation has started given the impact of their current housing type on their level of debt.

The difference made

Within a three month period of successful engagement with this family:

*high quality information shared by partner agencies across the education, health and voluntary sectors led to a quality assessment being written within a short timeframe and, their commitment to allocate resource, produced a plan that was initiated with immediate effect;

* a child who has not received an education for over 6 months (and before this was persistently absent) has re-started mainstream school with a support package in place that will maximise the child's chance to cope with maintaining attendance and engaging in learning;

* Mum and Dad are being supported to access the CaMHS Parenting Programme;

* all of the children are starting to benefit from activities outside of the home that will develop their interests and raise their aspirations;

*Dad has accepted the support of the Community Work Team coach to find employment;

*Mum and Dad are to access Citizen's Advice Bureau to manage their debt;

*Housing services are now involved to secure the family local authority housing;

*the views of the children are within the assessment and have shaped the plan. As such some interventions identified by practitioners for the children have not been pursued and instead others have been sought.

On-going challenge

Work with the family has affirmed their lack of trust in agencies and the trend to withdraw when dealing with challenging issues. Sustaining their engagement is proving to be particularly time consuming and, the parents' commitment to appointments has not been

maintained on numerous occasions. The volatile nature of the family dynamics has emerged. Understanding this, the potential impact upon relationships within the family and the implications for the children's behaviour within and outside of the home, notwithstanding their health and welfare, is now a focus. This being the case, the on-going assessment and reviewing of the plan will determine if this case needs the intervention of a specialist service, such as MST (Multi-Systemic Therapy).

Julia Pope
TSL Bramley

This page is intentionally left blank



Report author: Richard Amos, Ken Morton

Telephone: 0113 3950249

Report of the Director of Children's Services

Report to Inner West Area Committee

Date: 25th March 2014

Subject: NEET (Not in Education, Employment or Training) Update Report

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

Summary of main issues

1. This report provides an update on the current NEET position with an update on activity that is taking place to support young people who are Not in Education, Training or Employment (NEET) whilst recognising that the majority of young people do successfully access the educational, employment or training opportunities available to them.

Recommendations:

2. The Area Committee is asked:
- To continue to facilitate partners working together (including Leeds West Academy, Swallow Hill, IGEN, Colleges, LCC Services, Third Sector – ACES and Bramley clusters) on activities which can demonstrate impact and is based on mutual support and challenge;
 - To further promote and celebrate the success of young people from Inner West Leeds developing a positive and optimistic narrative about aspirations, behaviours and character;
 - To develop a Destinations Team (made up of partners) working at an individual learner level to improve access to opportunities.

1 Purpose of this report

This report provides an update on activity that is taking place across the city and locally to support the reduction of numbers of young people who are Not in Education, Training or Employment (NEET). The report also provides an update on activities to improve access to employment opportunities across the area.

Children's Services have a statutory responsibility for young people aged 16-19 who are NEET. The Council's Employment & Skills Service also delivers and commissions complimentary services to support young people to develop skills and gain apprenticeships or employment, focusing on those living in the most deprived neighbourhoods. Both 16-19 and 19+ provision is enhanced by activities and services provided by a range of non-statutory providers. IGEN are the contract lead for the Connexions service and coordinate an area based team for the WNW area.

2 Background Information

Our ambition is to be a NEET free city.

Despite interventions which have undoubtedly made a difference to some young people the NEET numbers show a rise of 25 year on year (from 121 to 146). The not known category has improved year on year by 61 (from 180 to 119). The number of young people identified as NEET for over 6 month is 15 (this is a figure we have not had in previous years)

3 Service Updates

3.1 Children's Services – promoting universal information, advice and guidance.

Careers Education Information Advice and Guidance (CEIAG) Self-Assessment Tool (SAT) and Network

The CEIAG SAT devised by the local authority was launched at the Leeds CEIAG Network meeting on 20th November 2013. The SAT allows schools and college to assess their current practices in delivering CEIAG against Ofsted criteria and best practice guidance. There was an impressive attendance at the meeting of two colleges, IGEN and 24 secondary schools (including representatives from SILCs and PRUs). Attendees pledged to return to their schools and roll out the SAT with a target date for completion of Easter 2014. On 10th February, there was a second Network meeting of the academic year which provided the opportunity for schools to compare their initial drafts of findings and kick-start the buddying system to share good practice and deploy innovative ways of meeting their IAG duties.

The CEIAG Self-Assessment Tool is available on the New Teacher, Parent and Professional Area at www.leadstandp.org.uk. This is a new website linked to Leeds Pathways, bringing together information and advice to professionals and parents. Users can check out new blogs, presentations, news and the latest information by area – East North East, West North West and South East Leeds.

3.2 Destinations Team

In the summer 2013, Leeds West Academy, Farnley Academy and Swallow Hill, along with the Connexions Service, identified the Year 11 learners they were most concerned might become NEET or those in the area that were already NEET.

Anonymous learner information was collected and shared with some colleges and learning providers, with an appropriate lead Post 16 provider identified to work with the school and young person to plan a progression pathway into Post 16 learning.

Of the 72 young people reviewed, who were the young people the schools felt were most likely to be NEET, 47 of them (or 65%) were still engaged in Learning or Employment in November. This is a considerable achievement bearing in mind that as late as May/June of their final Yr11, schools were concerned that these young people were most likely to be NEET by the coming September.

The Yr12 Destinations Report (which measures the destinations of the previous year's Yr11's in November of the following Academic Year) showed that those who were NEET in the 3 schools had decreased from 6.82% in Nov 2012 to 2.85% in Nov 2013, a reduction of 30 young people. Engaging more young people from Yr11 to Yr12 should positively impact the progression and retention of these young people in education and learning, reducing the longer term NEET in the area.

The process is now being reviewed with the expectation to roll out the successful project to other key areas of the city, and to build on the initial success by repeating the process in the West.

3.3 Youth Contract

Children's Services manages the devolved Youth Contract Support Programme to re-engage 16 and 17 year olds identified as NEET with learning or employment with training, on behalf of Employment and Skills for delivery in Leeds. The programme is primarily delivered through the Targeted IAG provider, IGEN, working in partnership with the Education Business Partnership. Supported by a key worker, participants engage in a rolling, structured programme of activities tailored to their needs. 758 young people in Leeds have joined the programme with 517 (68%) progressing into education, employment or training. To date 129 sustained this position for more than 6 months.

229 young people have joined the programme from the West North West area with 156 (68%) progressing into education, employment or training. To date 44 have sustained this position for more than 6 months.

The destinations have been as follows:

Apprenticeship	7%
EFA funded Work Based Learning	33%
Employment with non-accredited training	2%
Employment with Training	2%
Employment without Training	8%
FTE – Further Education	25%
FTE - Other post 16	2%

FTE – Schools Sixth Form	2%
FTE – Sixth Form College	1%
Other training (e.g. private training organisation)	17%
Temporary Employment	2%

3.4 Target Services and Cluster Work

The role of the Targeted Services Leader in each cluster is to secure the engagement of a range of local partners, including schools and services, in the development and delivery of a local action plan that will impact positively on NEET numbers as reducing NEET is one of the city’s three obsessions.

These activities span the universal provision and offer in the cluster, the commissioning of more targeted services to address the specific needs in the local area in addition to identifying named lead practitioners to develop packages of individual support, based on the needs of the young person. The cluster action plan also incorporates activities that are preventative e.g. providing support for children who are already persistently absent before they reach year 11 as there is a strong correlation between poor attendance at key stage 4 and young people going on to become NEET and also targeting children and young people at risk of becoming NEET through vocational activities during school holidays.

As of January 2014, the Armley cluster had reduced the number of NEET by 29 since the start of the Children and Young People’s Plan and Bramley had reduced by 17. The Families First programme also has a focus on NEET and, for example, in the ACES cluster, 79% of young people identified as NEET in the year 1 programme are now in EET.

Schools and services are able to access a range of individual support services such as family support and targeted mental health services through multi-agency Guidance and Support meetings.

Other activities and action plans in the cluster also cross-cut the NEET agenda e.g. work around the misuse of drugs and alcohol by young people and services that address the emotional health and well-being of young people where this might be a barrier to their continuing in learning and training.

3.5 IGEN

IGEN are the contract lead for the connexions service and coordinate an area based team for the WNW area of 24 staff. In the Inner West area we have a number of staff working for IGEN and Barca, in the high schools, community and as Youth Contract Key Workers.

Effective Transition Personal Advisors (ETPA’s) provide support for vulnerable year 11 pupils from September through to the following November. This work in schools supports the young people to make choices and apply for post 16 options, essentially preventing them from becoming NEET. For those in Year 11 in

2012/2013 IGEN were 96.7% successful in supporting young people into EET destinations.

IGEN's community and specialist Personal Advisors support 35 young people each at any one time. With a variable turnover rate they support between 7 and 9 young people in to EET destinations every quarter. Since January 2014 IGEN have a Families First Lead Practitioner as part of the WNW team.

Targets:

- Reducing NEET and not known figures. Tracking by telephone or through NEET sweeps. City wide February figures hover around: 7% NEET and 5.5% not known. Last quarter (October to December) we visited 62 houses in LS12, 79 in LS13 and 43 in LS28 to sweep. They are also planning NEET and attendance sweeps with Armley and Bramley Cluster partners as well as utilising Facebook to contact young people.
- Outreach and drop in services have been reviewed in the WNW. A joint project with the Youth Service is taking place, using a youth bus to engage young people in the Wythers (LS12 2) area.
- One stop shop: Partners working with IGEN in the City Centre (1 Eastgate) providing a wide range of services for young people to drop into or make appointments.

Specific area related challenges:

The principle of practice for our work is based on engaging with individual young people to address their needs and challenges. It is therefore difficult to suggest particular issues related to the Armley, Bramley and Stanningley areas. IGEN are becoming increasingly aware of mental health barriers for young people preventing them engaging outside of the household and are working to develop training and resources to help staff to work with these young people. In addition they are working with a wide variety of partners (Youth Service, Community Safety, Cluster teams) to address issues in areas with greater numbers of NEET and unknown young people, for example in the Wythers estate and New Wortley.

3.6 Employment and Skills

Apprenticeship Hub and Apprenticeship Training Agency (ATA)

The Leeds Apprenticeship Hub was established in July 2013. Current and planned activities focus on awareness raising with pupils ahead of their eligibility to apply through delivery of the school and academies engagement programme; delivery of guidance events for young people and for those who are eligible to apply, 'make a winning application workshop' sessions which will be held across local venues. Hub activities delivered in West Leeds include:-

- Between September 2013 and January 2014 there were 3 application workshops delivered at Armley One Stop Centre for young people that had made numerous unsuccessful apprenticeship applications. 12 young people received one to one support.
- October 2013 West Leeds Academy Year 11. Sessions with students to support them to register on and learn how to make best use of the National Apprenticeship

Service on-line vacancy system to search for and successfully apply for an apprenticeship.

- November 2013 – The first of a series of area based events for young people to raise awareness of apprenticeships and the support available to access these and speak directly with employers and young apprentices. School students from years 11, 12 and 13 at Crawshaw, Pudsey Grangefield, Swallow Hill, City of Leeds and Farnley Academy attended along with a number supported by Full Circle Learning and BARCA. 181 young people attended and follow up sessions are being scheduled with individual schools.

To January, the Hub / ATA had collectively achieved 118 SME engagements and 53 apprentice starts.

There is still work to do with schools/academies for year 11 and 13 pupils appropriate for Apprenticeship opportunities, ensuring they receive the right information and guidance at the right times. It remains the case that there are challenges in promoting Apprenticeships where they are perceived as competing with 6th Form opportunities.

3.7 Complimentary activity

A range of complimentary wrap-around activities focused on those aged 19+ is managed/delivered through the Employment & Skills Service.

Head Start' programme

Working with Leeds City Region Local Enterprise Partnership £1.2m has been secured for delivery in Leeds of the Young Talent – Headstart programme. It will provide 800 18-24 year olds furthest from the labour market, with a 'head start' into work through a supported work experience placement for up to 8 weeks including training. The programme will start in March 2014 and run for 2 years.

The programme will focus on those in receipt of Jobseekers' Allowance (JSA) for 6 months and will include an intensively supported work experience placement for up to 8 weeks with a local employer, plus 2 weeks training and a guaranteed job interview. In addition, each young person will receive employability information, advice and guidance through the Council's Jobshops to enable them to compete more effectively in the market place.

The programme will be managed through the Council's Employment and Skills Service in partnership with Jobcentre Plus. The support element of the programme will be delivered by an external provider. All activities must start by March 2014 and the programme in Leeds will run over two years.

3.8 Education Business Partnership

Between September and January 2014 the EBP delivered a further 36 school events to 3041 young people aged 13-18 supported by 297 business volunteers. To date, 5100 young people in schools and through interventions on the Devolved Youth Contract have improved employability skills. A further 1903 young people have been involved in a mentoring programme. 625 business volunteers have been engaged in activity supporting employability programmes in schools and on the youth contract and of these 149 have accessed training to better support these young people.

A range of other support has been provided including mentoring provision for 100 Looked after Children, support for the integration of Employer Engagement across the curriculum; delivery of the Post 16 Network Forum focusing on employability (including 2 schools from Inner West).

February sees the launch of the 'Young Chefs' team challenge in conjunction with the Institute of Hospitality, Leeds Metropolitan University and ASK Restaurant. This is open to all high schools. The final will be held on 15th May. One school in Inner West (Leeds West Academy) will be taking part.

3.9 Current challenges and barriers

- Mismatch between Young People's skills and attitudes, and expectations of employers and apprenticeship entry levels;
- Providing appropriate CEIAG to young people and engaging them in appropriate provision that is destination led;
- Ability for services to capture positive progression for the most vulnerable NEET cohort, even when they don't achieve EET status
- Ensuring that practitioners have the right skills and knowledge to support parental training and employment and that access to adult employment services, such as Pinnacle People, is maximised
- Information sharing arrangements across health services and broader partners
- Currently out of 1500 Not Knowns – 1100 have no address and telephone number. Ongoing work is happening locally and strategically to try and improve this situation;
- Support needs within the cohort: Individual young people are in need of more intensive support over a longer period of time;
- Reduction in Careers / Universal Connexions provision: Some young people accessing the Connexions Centre indicate they are not receiving guidance whilst at school;
- Demand versus Supply: IGEN caseloads are balanced at the moment, although we have seen occasions where we have needed to use waiting lists for our services.

4. Corporate Considerations

4.1 Consultation and Engagement

In preparation for the 2013 to 2015 contracting of the connexions service, a significant amount of consultation was carried out by LCC . In addition as part of the bid process igen ran a wide range of participation activity to help shape and direct the tender. Over 200 young people were asked about their needs, wants and expectations for the service, and a range of interviews, focus groups and sessions were delivered to engage young people in planning delivery. The connexions centre at Eastgate was designed by young people for young people and is proving to be a successful space for young people and practitioners.

Within the connexions service which includes the Youth Contract work we undertake, regular feedback is receive following sessions and interventions, with case study, interviews and workshops being used to provide ongoing feedback to help shape the service. Igen also have an annual stakeholder survey for young people, parents, partners etc.

Whilst feedback mechanisms are a positive way of improving, involving service users and responding to need, we want to look towards improved data to provide us with the additional information to target resource. As more sophisticated information becomes available about areas, groups of young people and need, we will analyse and respond appropriately.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 Evidence from the last recession and the current data indicates that increased unemployment has disproportionately impacted on inner city neighbourhoods with the highest levels of claimants. Targeted support to enable those individuals seeking to improve their skills and secure paid work will reduce their benefit claim period, help them to develop the skills to secure, stay and progress in work and improve their lives.
- 4.2.2 Equality Impact Assessment screening was undertaken to support the development and implementation of the programmes of activity commissioned by the service. Data relating to service users will be captured and monitored and activity plans reviewed to ensure the needs of equality groups are met to access these services.

4.3. Council Policies and City Priorities

- 4.3.1 The information contained in this report contributes towards the achievement of the objectives set out in the Best Council Plan 2013-17, namely “becoming a NEET free city” and ‘promoting sustainable and inclusive economic growth by improving the economic wellbeing of local people and businesses’ with a specific focus on helping people into jobs and tackling poverty.

4.4. Resources and value for money

- 4.4.1 There are no specific decisions arising from this report. Expenditure on existing programmes delivered by the Council referenced in this report was taken in accordance with the Council’s financial and decision-making policies and procedures.

4.5. Legal Implications, Access to Information and Call In

- 4.5.1 There are no legal implications arising from this report. This report is not subject to Call In. The report is accessible to the public.

4.6. Risk Management

- 4.6.1 Existing programmes of delivery are supported by risk management plans which are reviewed on a regular basis.

5. Conclusions

- 5.1.1 Despite improvements in reducing NEET and increasing participation of young people in learning, in the past year the NEET figure has remained stubbornly high

within the inner West. Resources and activities have been put in place to work with young people at an individual learner level.

- 5.1.2 The demand for the services in the Inner West will be mitigated if we can improve the learning offer across all ages. The planned work of the Area Committee will support this area by bringing partners together to work collaboratively about how to better address the needs of young people in the Inner West area.

6.0 Recommendations

- The Area Committee is asked:
- To continue to facilitate partners working together (including Leeds West Academy, Swallow Hill, IGEN, Colleges, LCC Services, Third Sector – ACES and Bramley clusters) on activities which can demonstrate impact and is based on mutual support and challenge;
- To further promote and celebrate the success of young people from Inner West Leeds developing a positive and optimistic narrative about aspirations, behaviours and character;
- To develop a Destinations Team (made up of partners) working at an individual learner level to improve access to opportunities.

7.0 Background documents¹

- 7.1 There are no background documents.

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.

This page is intentionally left blank

Report of the Assistant Chief Executive (Citizens & Communities)

Report to West (Inner) Area Committee

Date: 25th March 2014

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

- The purpose of this report is to advise the Inner West Area Committee of:
 - The balance of the Inner West Wellbeing revenue and capital budget 2013/14;
 - New grant applications for the 2014/15 Wellbeing revenue allocation.
 - Propose a method for allocating the Youth Activities Fund in 2014/15.

Recommendations

- The Area Committee is asked to:
 - Note the balance of the 2013/14 Wellbeing revenue budget and the new revenue allocation for 2014/15.
 - Consider the 2014/15 Wellbeing applications and advise which should be approved, declined or deferred.
 - Agree to introducing an open application process for the 2014/15 Youth Activities Fund as described at 3.10

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 and capital budget.
- 1.2 The report also asks the Area Committee to consider new Wellbeing grant applications for the 2014/15 financial year listed at Appendix 3.
- 1.3 The report also seeks permission from the Area Committee to introduce an open application process for the 2014/15 Youth Activities Fund budget, subject to the involvement of young people at every stage.

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 There is £100 remaining in the Area Committees capital budget.
- 3.4 The current balance of the revenue ward Wellbeing budgets are:

Armley	£12,730
Bramley & Stanningley	£ 3,521
- 3.5 There are some on-going projects which are expected to underspend at the point of completion. The end of year position will be confirmed and reported to the Committee in June.
- 3.6 In previous years any underspend has been carried forward. It is envisaged that this will be the case again this year.

3.7 Youth Activities Fund

- 3.8 The latest statement for the Youth Activities Fund 2013/14 is included as Appendix 2.
- 3.9 The current balance of the Youth Activities Fund is £952. Next year the Area Committee will have an allocation of £32,000. Including the carry forward the Youth Activities Fund budget in 2014/15 will be **£32,952**.
- 3.10 To widen the range of activities considered for Youth Activities Funding, it is proposed introduce an open application process for 2014/15. If supported by Members, officers

from the Area Support Team would solicit applications from organisations listed on the Breeze Culture Network, highlighting the feedback gained from consultation to date. Once the application window closes, the projects will be discussed with young people both in school and youth work settings, before being considered in more depth by the new Children and Young People's Board.

3.11 The Area Committee is asked to approve this new approach to allocating the Youth Activities Fund and regular updates will be provided to the General Purposes Sub Group and Area Committee meetings.

3.12 **Wellbeing Budget – Small Grants & Skips**

3.13 There have been two small grant approvals since the last Area Committee:

Project Name	Organisation	Amount
Easter Egg Hunt	Armley Common Right Trust	£175
Scout Hut Storage	17 th South West Scouts	£270

3.14 There have been no skip requests since the last Committee.

3.15 The balance of the small grant and skip budget at 11th March 2014 was **£1,710.50**.

3.16 **Wellbeing Commissioning Round 2014/15**

3.17 The Area Committee's Wellbeing budget for 2014/15 is **£123,670**, this represents a reduction of just under 10% on the budget from last year.

3.18 Including carry forward, the budget for the new financial year is as follows:

	Total	Armley	Bramley
2014 / 15 Revenue Allocation	£139,921	£74,565	£65,356

3.19 Any underspend from 2013/14 will be added once a final reconciliation is done.

3.20 The Area Committee opened its commissioning round for new applications between 18th November 2013 and 20th January 2014. Over thirty applications for funding in 2014/15 were submitted totalling £187,023.

3.21 Members reviewed the applications at Ward Member meetings and the General Purposes Sub Group held on 3rd March and the recommendations are detailed below:

Projects recommended for approval:

Project Name	Armley	Bramley & Stanningley	Total
Small grants and skips	£3,000	£3,000	£6,000
Festive Light Motif Hire	£2,030	£2,615	£4,645
Priority Neighbourhoods Budget	£2,000	£2,000	£4,000
Armley Festive Lights Switch On	£5,500		£5,500
Bramley Festive Lights Switch On		£2,500* (applied for £3,370)	£2,500
Police Off Road Bikes	£567	£567	£1,135
Armley Hanging Baskets	£950		£950
Fairfield Community Centre		£5,000* (applied for £9,630)	£5,000
New Wortley Community Centre	£8,000* (applied for £20,000)		£8,000
1213 Got Talent – Angels of Youth	£2,500* (applied for £2,920)	£2,500* (applied for £2,920)	£5,000
World War One Commemorations	£1,000	£1,000	£2,000
Bramley Carnival		£3,000* (£3,192 applied for. £3k approved subject to match funding approvals)	£3,000
Bramley Music Festival		£2,500* (£5,092 applied for. £2,500 approved subject to match funding approvals)	£2,500
Multi Sports Holiday Camp	£1,344	£1,344	£2,688
Boys Brigade Gala	£1,500		£1,500
Armley Saturday Night Project	£4,107		£4,107
Armley Brownie Sleepover	£1,000* (£3,060 applied for)		£1,000
Winter Warmer Packs	£2,300	£1,500	£3,800
POMOC	£700* (£7,500 applied for)		£700
Active After Work	£2,170	£2,170	£4,340
Bramley Community Shop		£12,500	£12,500
Armley Food Bank Christmas Donation	£2,000		£2,000
Money Buddies	£1,065	£1,065	£2,130
Broadleas CCTV		£1,784	£1,784
Bramley Grit Bins		£600	£600
Bramley Site Based Gardener		£9,602* 4 days per week for 6 months per year	£9,602
TOTAL	£41,733	£55,247	£96,980

3.22 A decision on the following projects will be deferred until a future Committee meeting:

Project Name	Armley	Bramley & Stanningley	Total
Police Burglary Other Crime Prevention	£2,500	£2,500	£5,000
Youth Sport & Engagement			£3,855

3.23 The projects not recommended for funding are listed at Appendix 3.

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 2014/15 commissioning round began with a communication to all Area Committee contacts and a press release.

4.1.2 Consultation with Young People will continue to identify potential projects for the Area Committee's Youth Activities Fund.

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.

6 **Conclusions**

6.1 The Area Committee invests its Wellbeing funding in a variety of projects that link to its Business Plan. An open application round was launched and publicised widely to accept applications for funding from the 2014/15 revenue allocation. 32 applications were submitted and are presented for consideration at Appendix 3.

7 **Recommendations**

7.1 The Area Committee is asked to:

- Note the balance of the 2013/14 Wellbeing revenue budget and the new revenue allocation for 2014/15.
- Consider the 2014/15 Wellbeing applications and advise which should be approved, declined or deferred.
- Agree to introducing an open application process for the 2014/15 Youth Activities Fund as described at 3.10

8 **Background documents**

None

Funding / Spend Items	Armley	B&S	
Balance b/f 2012-13	£ 12,639.00	£ 19,365.00	£ 32,004.00
New Allocation for 2013-14	£ 68,355.00	£ 68,355.00	£ 136,710.00
Youth Activity Fund			£ 16,202.00
Total available (incl b/f bal) 2013-14	£ 80,994.00	£ 87,720.00	£ 184,916.00
Schemes Approved from 2012-13 budget to be spent in 2013-14	£ 3,000.00	£ 17,000.00	£ 20,000.00
Amount of b/f budget available for new schemes 2013-14	£ 77,994.00	£ 70,720.00	£ 164,916.00

2012-13 Schemes to be paid for in 2013-14			
Target hardening in Armley	£3,000.00	-	£3,000.00
Bramley park floodlights	-	£17,000.00	£17,000.00
Total of schemes approved in 2012-13	£3,000.00	£17,000.00	£20,000.00

Approved 2013-14 Schemes	Armley	B&S	Approved
Youth Activity Fund			16,202.00
Small Grants & skips	£4,586.00	£4,586.00	£9,172.00
Festive Lights Armley, Rodley, Bramley	£1,850.00	£2,405.00	£4,255.00
Neighbourhood Improvement Programme (NIP) Engagement	£750.00	£750.00	£1,500.00
Sports Coaching	£500.00	£500.00	£1,000.00
Summer Sports Leadership	£1,962.00	£1,962.00	£3,924.00
Off Road Bikes	£1,342.00	£1,342.00	£2,684.00
Gardening towards Employment	£2,105.00	£2,105.00	£4,210.00
Action Days	£500.00	£500.00	£1,000.00
Pedal Cycles	£500.00	£500.00	£1,000.00
Replacement Tools	£1,720.00	-	£1,720.00
Armley town street hub	£10,000.00	-	£10,000.00
Armley Saturday Night Project	£5,500.00	-	£5,500.00
Armley Lights Switch On	£3,368.00	-	£3,368.00
Clyde Walk Green	£3,438.00	-	£3,438.00
New Wortley CC Revenue Support	£6,000.00	-	£6,000.00
Broadleas CCTV	-	£1,784.00	£1,784.00
Bramley Carnival	-	£4,250.00	£4,250.00
Bramley Christmas Lights Switch On	-	£2,684.00	£2,684.00
Bramley Music Festival	-	£2,500.00	£2,500.00
Fairfield Community Centre	-	£4,820.00	£4,820.00
Bramley War Memorial	-	£558.00	£558.00
Site Based Gardener	-	£11,767.00	£11,767.00
Fairfield ArtGarden Refurbishment	-	£1,025.00	£1,025.00
St Catherine's Replacement Bicycle	-	£410.00	£410.00
Bramley Grit	-	£530.00	£530.00
Armley Town Street Interpretation Panel	£0.00	-	£0.00
Bramley Villagers	-	£2,500.00	£2,500.00
Youth Service Summer Activities	£3,085.00	£1,421.00	£4,506.00
Apprenticeship Project	£9,000.00	£9,000.00	£18,000.00
Active8 Youth Project, Bramley Baths.	£0.00	£9,300.00	£9,300.00
Dv Support Group	£800.00	£0.00	£800.00
Ladz Club	£4,043.00	£0.00	£4,043.00
Armley additional litter picker	£2,215.00	£0.00	£2,215.00
POMOC	£2,000.00	£0.00	£2,000.00
Total of Schemes approved 2013-14	£65,264.00	£67,199.00	148,665.00
Total Approved Spend 2013-14 (incl b/f schemes)	£68,264.00	£84,199.00	168,665.00
Total Budget Available for 2013-14 (incl b/f bal)	80,994.00	87,720.00	184,916.00
Remaining Budget Unallocated	12,730.00	3,521.00	16,251.00

This page is intentionally left blank

Youth Activities Fund - 2013/14

Appendix 2

Budget - £16,202

Ref Number	Project Name	Organisation / Department	Ward	Total Approved
IWYAF/13/01	Bramley Baths fun swim sessions	Bramley Baths	B&S	£ 1,380.00
IWYAF/13/02	Mini Breeze Session, Armley Moor	LCC Out of School Activities Team	A	£ 3,750.00
IWYAF/13/03	4 Back Yard Breeze sessions	LCC Out of School Activities Team	A / B&S	£ 1,520.00
IWYAF/13/04	Nature Trail Session	Parks & Countryside	A / B&S	£ 1,500.00
IWYAF/13/05	Armley SNP	Breeze Out of School team	A	£ 1,500.00
IWYAF/13/06	Performing arts Moorside CC	Junior Jam	B&S	£ 480.00
IWYAF/13/07	Performing arts New Wortley CC	Junior Jam	A	£ 480.00
IWYAF/13/08	Martial Arts at Lazer Centre	Youth Service	A	£ 300.00
IWYAF/13/09	Dance instructor for Strawberry Lane Youth Club	Youth Service	A	£ 300.00
IWYAF/13/10	Easter holiday trips	Barca	B&S	£ 900.00
IWYAF/13/11	Rugby League half term camp	AIM Education	B&S	£ 2,060.00
IWYAF/13/12	Leaflets & Publicity	Area Support Team	A / B&S	£ 600.00
IWYAF/13/13	Kickboxing at Fairfield CC	Junior Jam	B&S	£ 480.00
				£15,250.00

This page is intentionally left blank

2014/15 Wellbeing applications not recommended for approval

Town Street Hub	Healthy Living Network	£7,500
Clydes Urban Oasis	Groundwork Leeds	£3,524
Local Business Support	Leeds Ahead	£9,850
Financial Fitness course	Trading Standards & Housing Leeds	£4,200

This page is intentionally left blank

Report of : Assistant Chief Executive (Citizens and Communities)

Report to : West (Inner) Area Committee

Date: 25th March 2014

Subject: Area 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

This report provides a summary of the Area Committee's Business Plan for the year 2013/14 and successes in meeting objectives.

The report asks Councillors to discuss and agree upon a name for the new Community Committee.

Recommendations

The Area Committee is asked to:

Recommend future direction for the next years Business Plan;

Decide upon and propose a name for the new Community Committee.

1. Purpose of this report

1.1.1. The purpose of this report is to highlight the activities undertaken and achievements made in meeting the objectives set out in the Business Plan.

1.1.2. It also requests Councillors to agree upon a new name for the Community Committee.

2. Background information

2.1.1. 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

2.2. The Business Plan, in Appendix 1, has been updated, filling in the 'What is the impact?' column.

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'

3.2. Objective 1: Promote healthy lifestyles and tackle health inequalities

3.2.1. The Inner West has some notable trends in health that focus around obesity, hypertension, high levels of smoking, and mental health issues particularly with 50+year old men.

3.2.2. Activities undertaken through the Business Plan were aimed at getting people engaged to guide them through to healthier living and get them actively

participating in exercise. This has been very successful and the Healthy Living Network has significantly exceeded the targeted number of contacts. The Leeds Let's Get Active free sessions at Armley have some of the highest attendance in the city. The free gym sessions at Bramley Baths have attracted lower numbers, and publicity and the time of the offer are being reviewed.

3.2.3. Other activities looked to deliver training on health and mental health issues to staff – and these have been delivered.

3.2.4. The MARS referrals project was a successful in pilot in that it showed that multi-agency working is valuable and effective, but it was hampered in the minimal structure and resources that were available to run this. The project did not generate the number of referrals that had been stated in the Business Plan but it's value was acknowledged and it is being rolled out citywide, launching in April 2014.

3.2.5. **Recommendations for FY14/15:**

- Work with the new joint Healthy Living Network / Barca community health improvement teams to identify opportunities for closer partnership working to help residents in our priority neighbourhoods improve health outcomes for themselves and their families.
- Support front line staff, who have had training, with information as to where to send / signpost people, linking in to provisions that maybe being delivered through the community hub.
- Encourage the use of the MARs online system, when launched, by multiple agencies across the Inner West.
- Strengthen the mental health training and guidance tools for front line staff.

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

3.3. Objective 2: All children and young people in Leeds have access to out of school activities.

3.3.1. Through the Youth Activities and Wellbeing Funds the Area Committee sought to give 50 people benefit; in the end 270 young people attended sessions with free swim session at Bramley Baths and the Armley Saturday Night Project being among the most popular.

The National Citizenship Scheme however did not reach its target of 30 young people, but did have 21 complete the scheme.

3.3.2. Recommendations for FY14/15

- Continue to support activities for children and young people through Youth and Wellbeing Funding
- Continue to support the Saturday Night Project which is highly popular and can deliver targeted provision to children not attending school or at risk of offending.
- Link ESOL provision to schools where there is high need for language training.
- Work with Children's Services to support work on the Principles and practise for meeting EYFS progress being in place within the next 12 months.

'Best City For Business'

3.4. Objective 3: Provide opportunities for people to get jobs, volunteer or learn new skills.

3.4.1. The Area Committee has successfully delivered on these initiatives – the Job Squad launched and being effective in increasing access to job shops, the Destinations Team which has focused on specific children at risk of NEET and is an approach that is being rolled out in other areas, and 11 regular volunteers working at community centres and the Hub.

3.4.2. Recommendations for FY14/15

- § A recent Employment and Skills Area Committee highlighted the continued need to provide accessible training and to make information about jobs and employers highly visible.
- § Activities could focus on linking provisions of training and services better across the whole area and taking sessions to people in their communities. Working with the Armley One Stop Centre as they move to becoming a Community Hub would also be a recommendation.
- § Facilitate closer engagement between those involved in the Employment and Skills agenda and schools and academies to engage in skills aptitude focused work and pathways to employment.

3.5. Objective 4: Provide opportunities and facilities to enable local people to access and engage in sport and cultural activities.

3.5.1. The Area Committee funded 6 community events, including the Christmas lights switch on which has a growing popularity.
Area Committee funding helped provide a new boxing facility at Bramley Villagers and floodlights for the Phoenix Rugby Club at Bramley Park.

3.5.2. Recommendations for FY14/15

- Consider linking of funding for this objective to the Leeds Lets Get Active project for the sports
- Work towards community involvement in the World War 1 commemorations, such as the Bramley War Memorial.

'Best City For Communities'

3.6. Objective 5: Make better use of our community buildings

3.6.1. There has been success in delivering these activities – with a gardening club at the New Wortley Community Centre, 1 new service at Fairfield Community Centre and a Job Club at the Broadleas Hill centre.

The debate around community building usage is likely to change subtly over the next year as work is done to configure the Armley One Stop Centre into a community hub, which will have associated 'pop up' provisions in communities.

3.6.2. Recommendations for FY14/15

- Further work to promote the accessibility and use of Community Centres by and with their communities
- Work closely with services to bring together through co-location, and to identify where mobile (pop up) services are needed in communities, and where those services can be located.

3.7. Objective 6: Reduce crime and anti-social behaviour, with a particular focus on reducing burglary rates

3.7.1. The activities focused around target hardening and burglary. Much work done on this is through regular tasking meetings and operational work of involved teams.

Funding for target hardening was difficult to disperse to the desired level but the money is being well utilised for work that the Private Sector Housing team are doing in the Edinburghs.

3.7.2. Recommendations for FY14/15

- Target most vulnerable properties through the crime reduction officers
- Continue support for Operation Optimal and offender management
- Continue with action days in burglary hotspots
- ASB priority operations to tackle ASB and durgs in New Wortley and Armley
- CSE – develop awareness of CSE in front-line staff across west Leeds
- Domestic Violence – working with clusters and public health and holding an OBA session
- Easter European community engagement (POMOC)

4. Objective 7: Engage with local communities to strengthen community activity and involvement in local decision making.

4.1.1. Regular community forums have been held throughout the year and in both wards and have been important opportunities for discussion with communities.

Recruitment of individuals to the Neighbourhood Partnership has been more challenging with only 1 regular attendee instead of the 4 aimed at.

Youth engagement has been more successful with 75 young people consulted over Youth Activities spend.

4.1.2. **Recommendations for FY14/15**

- Forums and engagement will become more important with the introduction of Community Committees in June, and there may be some impact and changes as a result.
- Develop a pilot for engagement with the community in Bramley.

5. Objective 8: Improve the local environment and our parks and open spaces.

5.1.1. Closer working with and between Housing Leeds and Environments teams has led to improvements in the look of local neighbourhoods.

There still remain some problems with bin yards, but the Private Sector Housing's work in the Edinburgh's will contribute to assisting with one of the worst bin yard areas.

5.1.2. **Recommendations FY14/15**

- Whilst significant improvements have been made to the community parks in the Inner West over the past year, there is a desire to move them closer to Quality Park Status. Further discussions needed with Parks & Countryside as to how this can be achieved.

6. Objective 9: Improve public service co-ordination working together with local residents to improve our most deprived neighbourhoods.

6.1.1. The Neighbourhood Partnerships have slightly increased attendance and some productive outcomes have been achieved.

The Neighbourhood Improvement Board has been active in focusing on 3 themes and has had key achievements of –

Setting up and piloting a Destinations team around NEET, which has been successful in tackling some difficult issues. The pilot has been picked up to take across the city.

Initiating a 'Community Index' of intelligence, piloted in the Broadleas, which through workshops, attended by a broad array of stakeholders from services, third sector and communities, identify priorities for a community and encourages co-production of activities to meet objectives for those priorities. The process and

intelligence framework itself is being looked at as a case study and maybe translated across the city.

Establishing a working group to target CCG funding to priority health issues within the Inner West.

6.1.2. Recommendations FY14/15

- To continue with the ongoing activities of the NIB

7. Naming of the Community Committee

7.1. Members are asked to consider and agree on a place-based name for their new community committee at their Area Committee meeting, so that the new committees can be formally constituted at the council's AGM on 9 June 2014. Having consulted with the Chair of the Area Committee the following suggestions have been made to stimulate discussion.

Here are a few examples that may assist.

Inner West:

Armley, Bramley and Stanningley Community Committee
Armley and Bramley Community Committee

West Outer :

Community Committee for Calverley & Farsley, Farnley & Wortley, Pudsey
Calverley & Farsley, Farnley & Wortley, Pudsey Community Committee
Pudsey Community Committee (including Calverley & Farsley, Farnley & Wortley)

North-West Outer

Community Committee for Adel & Wharfedale, Guiseley & Rawdon, Horsforth, Otley & Yeadon
Adel & Wharfedale, Guiseley & Rawdon, Horsforth, Otley & Yeadon Community Committee
Wharfedale & Aireborough Community Committee

North-East Inner

Community Committee for Chapel Allerton, Moortown, Roundhay etc.

8. Corporate Considerations

9. Consultation and Engagement

9.1. 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.

10. Equality and Diversity / Cohesion and Integration

The Business Plan takes into account equality, diversity, cohesion and integration issues

11. Council policies and City Priorities

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.

12. Resources and value for money

13. 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.

14. Legal Implications, Access to Information and Call In

15. 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.

16. Risk Management

17. 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.

18. Conclusions

19. 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.

20. Work is taking place to provide more quantitative local information to help monitor progress.

21. Recommendations

22. Members are asked to :

23. Receive a verbal update from Inspector Fran Naughton and comment on any possible issues or concerns about the forthcoming changes.

24. Background documents¹

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.

25. None

This page is intentionally left blank

Inner West Area Committee – Business Plan (Priorities for Action) 2013-14

Best City For... Health & Wellbeing				
Objective 1: Promote healthy lifestyles and tackle health inequalities				
<i>What will the Area Committee do to address this priority?</i>	<i>Who will deliver this?</i>	<i>By When?</i>	<i>What will it achieve?</i>	<i>What was the impact?</i>
Support people to make healthy lifestyle choices				
Support to make healthy choices focused in the priority neighbourhoods.	Healthy Living Network commissioned by Public Health	31 Mar 2014	Quarterly targets delivered through Public Health contracts: 15 Community Health Educator projects 15 people volunteering 12 people supported into employability services 20 healthy living activities 20 people referred to NHS stop smoking service 30 people supported to access weight management 10 people supported to be more physically active.	Between April and December, the Community Health Educators (CHE) and Community engagement workers from Barca and Healthy Living Network had 5750 contacts with residents of which 2615 were new people. Over the three quarters there were: 64 CHE 48 people supported to volunteer 83 people supported into employability / financial inclusion services 34 healthy living activities 44 people referred to the NHS stop smoking service 131 people referred to a Weight Management service 91 people helped to become more physically active
Launch the Leeds Get Active project in West North West and support people to take more exercise.	Public Health / Leisure services	31 Oct 2013 31 Mar 2014	Increase in number of people exercising at Armley Leisure Centre, Bramley Baths and community sports clubs.	The launch of this project has been very successful in Inner West with more people accessing Armley Leisure Centre than any other venue in the City. There is still work to do on the timing of sessions at Bramley Baths to encourage a better take up of these sessions.

Approve multi-agency alcohol plan including work with CCGs and licensing. Secure funding for additional alcohol workers.	Public Health and partners	31 Jul 2013 31 Mar 2014	More dependent drinkers in treatment / changes to licensing policy 2 new alcohol workers funded (140 extra dependent drinkers treated each year)	The Business case to the CCG was approved and 2 extra workers are now in place covering Inner West.
Implement MARS referral project in Armley and Bramley & Stanningley wards	Public Health, WNWH, Police, GPs, Clusters, Barca, HLN	31 Mar 2014	80 referrals for each ward, participation from WNWH, Police, Barca and Clusters	During the six month pilot in Armley ward, there were 55 referrals for 44 clients, mainly home fire safety checks. Some partners using the system directly referred to services rather than filling in the form and going through the MARS process. Roll out to Bramley and the rest of the city is on hold as an electronic referral system is being developed. It is hoped this will be in place by 1 st April.
Mental health				
Implement project at New Wortley to improve access to mental health services for men	Barca, Healthy Living Network, New Wortley Community Centre	31 Dec 2013	2 additional positive communications sessions per week 40 men accessing service.	There continues to be one Positive Communications session at the centre with a full quota of 20 people attending each week. The CCG has approved funding for a second session starting soon. A study is underway by Barca and Healthy Living Network to better understand the needs of men with mental health issues to prevent suicide and self harm.
Deliver mental health awareness training to front line workers.	Public Health	Dec 31 2013	30 staff completing training	Assist Training – A suicide prevention 2 day course was delivered to 15 – 20 frontline staff. The mental health first aid course was delivered to a min of 30 people.

Housing and Public Health				
Promote Health is Everyone's Business to WNW Housing tenants (raises awareness of preventative health / wider determinants services)	Public Health / Housing Officers	March 31	Locality and Public Health Plan drafted Sessions delivered to tenants	All Housing Leeds staff can access the online training via the PALS HR system. A 'Health is Everyone's Business' film has been produced and will be distributed to all housing teams for use in their team meetings. The Public Health Locality Team will follow up with an offer additional training where necessary.
Young people				
Promote healthy relationships to young people through Area Committee funded provision. - Saturday Night Project - Activ-8	Breeze, Barca	Report qtly	Youth Workers offer relationship advice at every session.	The SNP and Active -8 projects regularly include sessions on relationships and sexual health. 21 young people attending the Activ-8 project have been signposted to other services including Connexions, counselling and drug / alcohol support.

Best City For... Children & Young People				
Objective 2: All children and young people in Leeds have access to out of school activities				
<i>What will the Area Committee do to address this priority?</i>	<i>Who will deliver this?</i>	<i>By When?</i>	<i>What will it achieve?</i>	<i>What was the impact?</i>
Use the Youth Activities Fund and Well-being fund to commission new youth provision.	Area Support Team, Area Committee, Youth Service, Barca, Clusters	Apr – Nov 2013	50 young people benefiting from Area Committee investment in Youth Provision.	270 young people attended sessions funded by the Inner West Area Committee during the summer holidays.
Recruit 30 young people from the Inner West onto the National Citizenship Scheme	Youth Service, Barca	Jun– Aug 2013	30 young people complete scheme 15 benefit from Area Committee bursary.	21 young people completed the Citizenship Programme. No bursary was required as the Youth Service funded all places.
Deliver targeted provision to young people not attending school or at risk of offending including through Activ-8 and Saturday Night Project.	Clusters, Breeze, Youth Service, Barca, IGEN	31 Mar 2014	20 young people who are not in employment, education or training or at risk of offending are attending the Area Committee funded provision.	Both projects are directly linked into the cluster support and guidance and Tasking meetings take referrals of 30-35 young people per year not attending school or involved in criminality.

Best City For... Business				
Objective 3: Provide opportunities for people to get jobs, volunteer or learn new skills				
<i>What will the Area Committee do to address this priority?</i>	<i>Who will deliver this?</i>	<i>By When?</i>	<i>What will it achieve?</i>	<i>What was the impact?</i>
Launch Job Squad initiative in New Wortley and Fairfield community centres.	Area Support Team, Barca, New Wortley Community Centre Employability Partnership	30 Sept 2013	Create a recognised local brand for employment and training services at each centre. Increase number of people accessing job shops by 15 for each centre.	Job squad publicity available in each centre, and a new job advice service was introduced at the Broadlea Hill centre. Between April and December 180 people accessed the services with 13 officially reported into employment, but anecdotal evidence from the centre workers suggests this figure is actually higher.

Support the development of a local 'Destinations Team' to ensure young people are supported to continue into learning or employment post 16.	Children's Services	31 Oct 2013	Number of young people who are NEET for more than six months is reduced.	The destinations team was launched in June 2014 and worked with 90 young people identified as most at risk of becoming NEET. By September, 1/3 enrolled in college, 15 – 20% still engaged with the team but no firm plans, 1/3 difficult to contact and 10-15% awaiting further information.
Partners will develop a bespoke programme of four new sessions delivered through community provision in priority neighbourhoods. This will include: Targeted training and employment advice Taster learning sessions delivered by Leeds City College	IGEN, Job Centre Plus, Employment & Skills, Leeds City College, Community Centres	31 Dec 2013	4 new sessions to be run across the priority neighbourhoods. 30 people accessing the new provision.	Fairfield Community centre is running free IT courses. The Area Support Team is currently working with the senior family support worker for the Bramley Cluster to identify a school to partner with to deliver training courses for parents.
Increase the number of volunteers working in Fairfield and New Wortley Community Centres and the HLN Hub.	Barca, New Wortley Community Centre, Fairfield Community Centre, Healthy Living Network	31 Dec 2013	4 volunteers at the Hub, 2 new volunteers in New Wortley, 1 new volunteer in Fairfield.	There are 11 regular volunteers at the Hub on Town Street helping with craft activities, the café and administration. There are 12 volunteers at New Wortley Community centre, an increase of 4

Objective 4: Provide opportunities and facilities to enable local people to access and engage in sport and cultural activities

<i>What will the Area Committee do to address this priority?</i>	<i>Who will deliver this?</i>	<i>By When?</i>	<i>What will it achieve?</i>	<i>What was the impact?</i>
Use Area Committee funding to support community events: <ul style="list-style-type: none"> • Bramley Carnival • Bramley Music Festival • Festive Light switch on events in Armley and Bramley. 	Community Groups, Area Support Team	Jun – Aug & Nov 2013	6 community events held.	All community events have taken place. The Christmas lights switch on events were very well attended.

Support projects that develop the capacity of grassroots sports clubs to include: <ul style="list-style-type: none"> • Summer sports coaching • Young coaches qualifications • Bramley Villagers • Bramley Phoenix Rugby Club 	Community Sports Clubs, LCC Sport Development	31 Mar 2014	5 new coaches qualified 2 sports facilities improved	At Bramley Villagers the gym has been extended, new boxing equipment purchased and the number of juniors attending sessions has now doubled. New floodlights were installed at Bramley Phoenix Rugby Club. 4 young people gained formal coaching qualifications with a further 12 receiving a first aid certificate and 9 achieving a gymnastics proficiency accreditation.
---	---	-------------	---	---

Best City For... Communities

Objective 5: Make better use of our community buildings

<i>What will the Area Committee do to address this priority?</i>	<i>Who will deliver this?</i>	<i>By When?</i>	<i>What will it achieve?</i>	<i>What was the impact?</i>
Undertake a community development project to work with New Wortley Community Centre to ensure services at the centre meet the needs of local residents.	Public Health, New Wortley Residents' Association, New Wortley Community Centre	31 Mar 2014	Surveys completed. Application to Big Lottery fund for CC extension submitted by September 2013. 2 new services at the centre provided through partners.	Healthy Living Network has employed a new community development worker two days a week. She has started a gardening club and is undertaking consultation with the local community about new ways to get involved.
Undertake outreach with partners to increase usage and footfall at Fairfield Community Centre.	Barca, Fairfield Partnership, Area Support Team	Aug – Dec 2013		Promotional campaign completed. New IT drop in established at the centre. Footfall rose 10% by March 2014.
Work with Barca to improve the use of the Broadlea Hill centre by the community.	Barca, Area Support Team	31 Mar 2014	1 new service at the centre Groups and services report increased participation at sessions of at least 15%.	Barca are planning to re-brand the building as 'Broadleas Community Centre' in spring 2014. New 1:1 Job support with 4 users per week. One off community engagement events have raised the profile of the centre including the summer fun day and temporary ice rink in December.

Work with the Corporate Assets Team to review council assets and work with partners to deliver more effective local provision.	Asset Team, Area Support Team	Phase 1 complete by Oct 2013	Options for service reconfiguration and reprovision identified. Proposals put forward to corporate team.	Armley is one of the pilot areas for the Asset review. All buildings have been mapped and meetings have been held with Ward Members and services. A new Hub concept is about to be trialled in Armley One Stop to co-locate a wider range of services.
--	-------------------------------	------------------------------	--	--

Objective 6: Reduce crime and anti-social behaviour, with a particular focus on reducing burglary rates				
<i>What will the Area Committee do to address this priority?</i>	<i>Who will deliver this?</i>	<i>By When?</i>	<i>What will it achieve?</i>	<i>What was the impact?</i>
Increase take up of target hardening scheme in Armley.	Neighbourhood Policing Team, CASAC, Community Safety	31 Jan 2014	Grant fully allocated and 36 properties target hardened.	The outputs for this project have been very disappointing with only five properties benefitting. The remainder of the budget is being offered to support the Neighbourhood Approach project in the Edinburghs and will hopefully be fully allocated by March 2014.
Hold four action days in burglary hotspots	Community Safety, Neighbourhood Policing Team	1 per qtr	4 action days held Burglary rates reduced year on year	One action day per quarter was held in the hotspots. Proactive visits are made to the top ten most burgled streets in the division. The burglary rate in the two wards continues to fall.
Community Safety and Partners to work with clusters and Youth Services to better target and co-ordinate support for young people and their families on the margins of criminality, including Wellbeing Fund projects: - Saturday Night Project - Active -8 - Bramley Villagers Boxing	Community Safety, Clusters, Targeted Services Lead	31 Oct 2013	10 Identified young people at risk of crime engaged with youth services or cluster support.	The Targeted Services Leaders are working through the Support & Guidance groups and Inner West tasking meetings to identify young people and make referrals to the relevant youth service. Final figures have not been made available but reports from tasking show an average of three new young people per month are referred through these meetings to youth provision including those funded by the Area Committee.

Objective 7: Engage with local communities to strengthen community activity and involvement in local decision making				
<i>What will the Area Committee do to address this priority?</i>	<i>Who will deliver this?</i>	<i>By When?</i>	<i>What will it achieve?</i>	<i>What was the impact?</i>
Hold regular community forums and monitor positive action resulting from meetings.	Area Support Team	31 Mar 2014	Hold 16 meetings per year 30 positive actions recorded.	Since April 2013, the following forums have been held: 8 Armley - 5 Bramley. The forums encouraged active participation from local communities. Attendees made valuable contributions to discussions in relation to local events, problem areas/ issues and city wide projects such as promoting the Leeds Lets Get Active sessions and proposals to improve Bramley Shopping Centre. Both forums also elect co-optees onto the Area Committee to take a role in local decision making.
Recruit two residents from each priority neighbourhood onto the Bramley and Armley Neighbourhood Partnerships.	West North West Homes, Area Support Team	31 Mar 2014	4 residents regularly attend meetings.	Only one resident regularly attends the partnership meeting. Some initiatives were tried without success including a residents' lunch. One resident attended the Broadleas challenge workshop.
Consult with young people on the Youth Activities Fund projects.	Area Support Team, Youth Service, Barca	31 Nov 2013	Young people directly influence Youth Activities Fund spend. A minimum of 4 consultation sessions per year.	The Area Support Team directly consulted with over 75 young people at six different settings. The Breeze team carried out additional consultation at their 4 Backyard Breeze sessions during the summer.
Work with LCC Planning and New Wortley Residents' Association to support the development of a New Wortley Neighbourhood Forum (1st stage in Neighbourhood Planning process)	New Wortley Residents' Association, Area Support Team, LCC Planning Service	31 Mar 2014	New Wortley Residents' Association to have developed Neighbourhood Forum. Support package from Planning Aid secured.	Officers from Planning attended the NWRA public meeting in July to explain more about Neighbourhood Plans. It is unlikely that there will be sufficient numbers of residents to start the process at this stage.

Objective 8: Improve the local environment and our parks and open spaces

<i>What will the Area Committee do to address this priority?</i>	<i>Who will deliver this?</i>	<i>By When?</i>	<i>What will it achieve?</i>	<i>What was the impact?</i>
Organise multi-agency clean up days through Tasking.	West North West Homes, Environmental Locality Team	31 Mar 2014	6 clean additional up operations per year	Housing Leeds have organised clean up operations in targeted neighbourhoods each month including the Broadleas, Ganners, Cedars and Edinburghs.
Work with the community to deliver environmental improvements on waste, derelict or nuisance sites to include: <ul style="list-style-type: none"> - Mistress Lane - Wythers - Clyde Walk 	Community groups, Healthy Living Network, Environmental Locality Team	31 Mar 2014	3 sites improved	The improvement project on Clyde Walk has started and match funding of £79,000 has been secured. Work is on-going to secure a sum from the land owner of the derelict site on the Wythers to clear and maintain it in the future.
Deliver Environmental Services delegation and ensure continued improvement through robust monitoring. Including 9 month pilot joint working project with West North West Homes	Environmental Locality Team, Area Support Team, West North West Homes	31 Mar 2014	Improved resident perception of environment measured through the annual citizens' panel against 2012 baseline and neighbourhood surveys.	The Area Committee received a report on the Environmental Service delegation in June and December.
Take action in hotspots to tackle waste disposal issues including : <ul style="list-style-type: none"> • bin yards • inappropriate storage and fly tipping. • Little Scotland / Ley Lane / Mistress Lane / Nancrofts • Half Mile Lane, Spring Valley Court / Broad Lane / Ganners Walk 	Environmental Locality Team	31 Dec 2013	Environmental Audit shows improvement. 20 examples of proactive enforcement action in the hotspot areas per ward.	Between July and November in the inner west, 28 legal notices were served, mainly of domestic / business waste. 6 penalty notices were issued and there were 2 prosecutions for environmental issues. In the same period the Locality Team participated in 4 action days in the Ganners / Heights, Broadleas and two in the Rossfields. In January a major bin yard clearance was completed in the Edinburghs / Cedars.

Objective 9: Improve public service co-ordination working together with local residents to improve our most deprived neighbourhoods				
<i>What will the Area Committee do to address this priority?</i>	<i>Who will deliver this?</i>	<i>By When?</i>	<i>What will it achieve?</i>	<i>What was the impact?</i>
Develop and deliver the inner West Neighbourhoods Improvement Plan	Area Support Team, Neighbourhood Improvement Board Theme Leads	Review qtlly	80 % actions show positive progress	The Neighbourhoods Improvement Plan was not formally approved as the Board shifted focus onto reducing NEET and the Broadleas Challenge.
Develop the role of Neighbourhood Partnerships to lead on improving community outcomes	Area Support Team, Neighbourhood Partnerships	31 Mar 2014	Attendance at meetings increased by 25% 4 positive outcomes attributed to the meetings.	Attendance has risen at both meetings but only by a few. Meetings have become more productive during the year with the following outcomes: <ul style="list-style-type: none"> • Joint first tenancy visits with Barca for new tenants under 24yrs on Broadleas. • Broadleas multi-cultural funday • Multi-agency action days in New Wortley tower blocks • Commitment to community bus stop in Wythers when the new information mobile becomes available.
Use the Neighbourhood Improvement Board to pilot three innovative projects to address local priorities.	Neighbourhood Improvement Board, Neighbourhood Partnerships	31 Mar 2014	3 new projects piloted focused on the themes of: <ul style="list-style-type: none"> • Employability • Learning • Health & Wellbeing 	The Neighbourhood Improvement Board has piloted the following: <ul style="list-style-type: none"> • Post 16 destinations team • Focussed work around the 'Broadleas Challenge' • Established a working group to help target CCG funding.

Report of the City Solicitor

Report to West Inner Area Committee

Date: 25th March 2014

Subject: Dates, Times and Venues of Community Committee Meetings 2014/15

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

Summary of main issues

1. In line with previous practice, Area Committees have agreed their meeting schedule for the forthcoming municipal year at the last ordinary meeting of the current municipal year, in order to enable the agreed schedule to appear within the Council's diary.
2. The purpose of the report is to request Members to give consideration to agreeing the dates and times of their new Community Committee meetings for the 2014/2015 municipal year which commences in June 2014, whilst also considering whether any revisions to the current meeting and venue arrangements should be explored.
3. Given the principles set out in the report to Executive Board on 18th December 2013 which were agreed for the purposes of consultation, and noting that Executive Board is scheduled to confirm arrangements for the new Community Committees in May, this report seeks to schedule 4 ordinary committee meetings as a minimum for 2014/2015, this being in order to ensure that the dates appear within the Council's diary. Individual Community Committees may add further dates as they consider appropriate and as business needs of the committee require. A meeting in May 2015 to elect a Chair for the next municipal year will also be scheduled with Members' approval, once Group nomination arrangements have been confirmed. Members are also asked to note that the schedule does not set out the community engagement events which are to be a key feature of the new area arrangements, as these will need to be locally determined.
4. In acknowledging that Executive Board is not scheduled to confirm arrangements for the new Community Committees until May, should there be any changes to the

arrangements which impact upon the proposed meeting schedule, then such matters will be brought to the Committee's attention at the earliest opportunity.

5. In addition to confirming the 2014/2015 schedule, the report also seeks to agree an 'Election of Chair' meeting in June 2014 during the limited window available leading up to the Annual Meeting of Council on 9th June 2014, in order to determine the Chair of the Committee for 2014/2015.

Recommendations

6. Members are requested to consider the options detailed within the report and to agree the Committee's meeting schedule for the 2014/15 municipal year, in order that they may be included within the Council diary for the same period.
7. Members are requested to give consideration as to whether they wish to continue with the Committee's current meeting and venue arrangements or whether they would like to request any amendments to such arrangements.
8. Members are requested to consider and agree the proposed date for the meeting in June 2014, which is primarily scheduled to elect a Chair for the 2014/2015 municipal year.

1 Purpose of this report

- 1.1 The purpose of this report is to seek the Area Committee's formal approval of a meeting schedule for the 2014/2015 municipal year and also to agree a date for the Election of Chair Committee meeting prior to the Annual Council Meeting in June 2014.
- 1.2 In addition, Members are requested to give consideration as to whether they wish to continue with the Committee's current meeting and venue arrangements or whether they would like to request any amendments to such arrangements.

2 Background information

- 2.1 Currently, the Area Committee Procedure Rules state that each Committee will agree its schedule of meetings for the forthcoming year, either at the last meeting in the current municipal year or at its first meeting in the new municipal year. In order to appear in the Council diary for 2014/15, the dates and times of the Community Committee meetings need to be approved at the earliest opportunity.

3 Main issues

3.1 Meeting Schedule

- 3.2 The following provisional dates have been agreed in consultation with the Area Leader and their team. As referenced earlier, this report seeks to schedule 4 ordinary committee meetings as a minimum for 2014/2015 in order to ensure that the dates appear within the Council's diary. Individual Community Committees may add further dates as they consider appropriate and as business needs of the committees require. A meeting in May 2015 to elect a Chair for the next municipal year will also be scheduled with Members' approval, once Group nomination arrangements have been confirmed. The proposed schedule is presented for agreement in line with the principles outlined in the report to Executive Board in December 2013, with the acknowledgement that the Executive Board is not scheduled to confirm arrangements for the new 'Community Committees' until May. Should there be any change in the arrangements for Community Committees which affect the proposed schedule of meetings, then such matters will be brought to the Committee's attention at the earliest opportunity.

- 3.4 The proposed meeting schedule for 2014/15 is as follows:-

- **Wednesday, 16th July 2014 at 5.00pm**
- **Wednesday, 15th October 2014 at 5.00pm**
- **Wednesday, 21st January 2015 at 5.00pm**
- **Wednesday, 18th March 2015 at 5.00pm**

- **The proposed date for the meeting to elect a Chair for the 2014/2015 municipal year is 4.00 p.m. on Thursday, 5th June 2014.**

3.5 Meeting Days, Times and Venues

3.5.1 Currently the Committee meets on a Wednesday at 5.00pm and the above suggested dates reflect this pattern.

3.5.2 Meeting on set days and times has the advantage of certainty and regularity, which assists people to plan their schedules. The downside might be that it could serve to exclude certain people i.e. members of the public, for instance, who have other regular commitments on that particular day or who might prefer either a morning or afternoon meeting or a meeting immediately after normal work hours. Therefore, the Committee may wish to give consideration to meeting start times and venue arrangements which would maximise the accessibility of the meetings for the community.

3.6 Corporate Considerations

3.7 Consultation and Engagement

3.7.1 In compiling the proposed schedule of meeting dates and times, the current Area Committee Chair, the Area Leader and colleagues within Area Support have been consulted.

3.7.2 The submission of this report to the Area Committee forms part of the consultation process as it seeks the views of Elected Members with respect to the Community Committee meeting schedule and venue arrangements.

3.7.3 Consultation upon the revised arrangements for Community Committees continues in order to ensure that such committees are responsive to the needs of the local communities. The proposed arrangements for Community Committees are scheduled to be submitted to Executive Board in May 2014 for approval.

3.8 Equality and Diversity / Cohesion and Integration

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

3.9 Council policies and City Priorities

3.9.1 A Community Committee meeting schedule which facilitates a widely accessible but robust decision making forum is in line with the Council's Policies and City Priorities.

3.10 Resources and value for money

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

3.11 Legal Implications, Access to Information and Call In

- 3.11.1 In line with Executive and Decision Making Procedure Rule 5.1.2, the power to Call In decisions does not extend to decisions taken by Area Committees.

3.12 Risk Management

- 3.12.1 There are no risks directly arising from the submission of this report to the Area Committee, however, not determining an agreed meeting schedule at this meeting may result in the dates not featuring within the 2014/15 Council diary.

4 Conclusions

- 4.1 The Area Committee Procedure Rules currently stipulate that each Committee will agree its schedule of meetings for the forthcoming year, either at the last meeting in the current municipal year or at its first meeting in the new municipal year. In order to enable the Committee's meeting schedule to feature within the Council diary for 2014/15, Members are requested to agree the arrangements for the same period at today's meeting. However, it is noted that Executive Board is not scheduled to consider the final proposals regarding Community Committee arrangements until May. Should there be any changes which impact upon the proposed meetings schedule, then such matters would be brought to the Committee's attention at the earliest opportunity.

5 Recommendations

- 5.1 Members are requested to consider the options detailed within the report and to agree the Committee's meeting schedule for the 2014/15 municipal year, in order that they may be included within the Council diary for the same period.
- 5.2 Members are requested to give consideration as to whether they wish to continue with the Committee's current meeting and venue arrangements or whether they would like to request any amendments to such arrangements.
- 5.3 Members are requested to consider and agree the proposed date for the meeting in June 2014 which is primarily scheduled to elect a Chair for the 2014/2015 municipal year.

6 Background documents¹

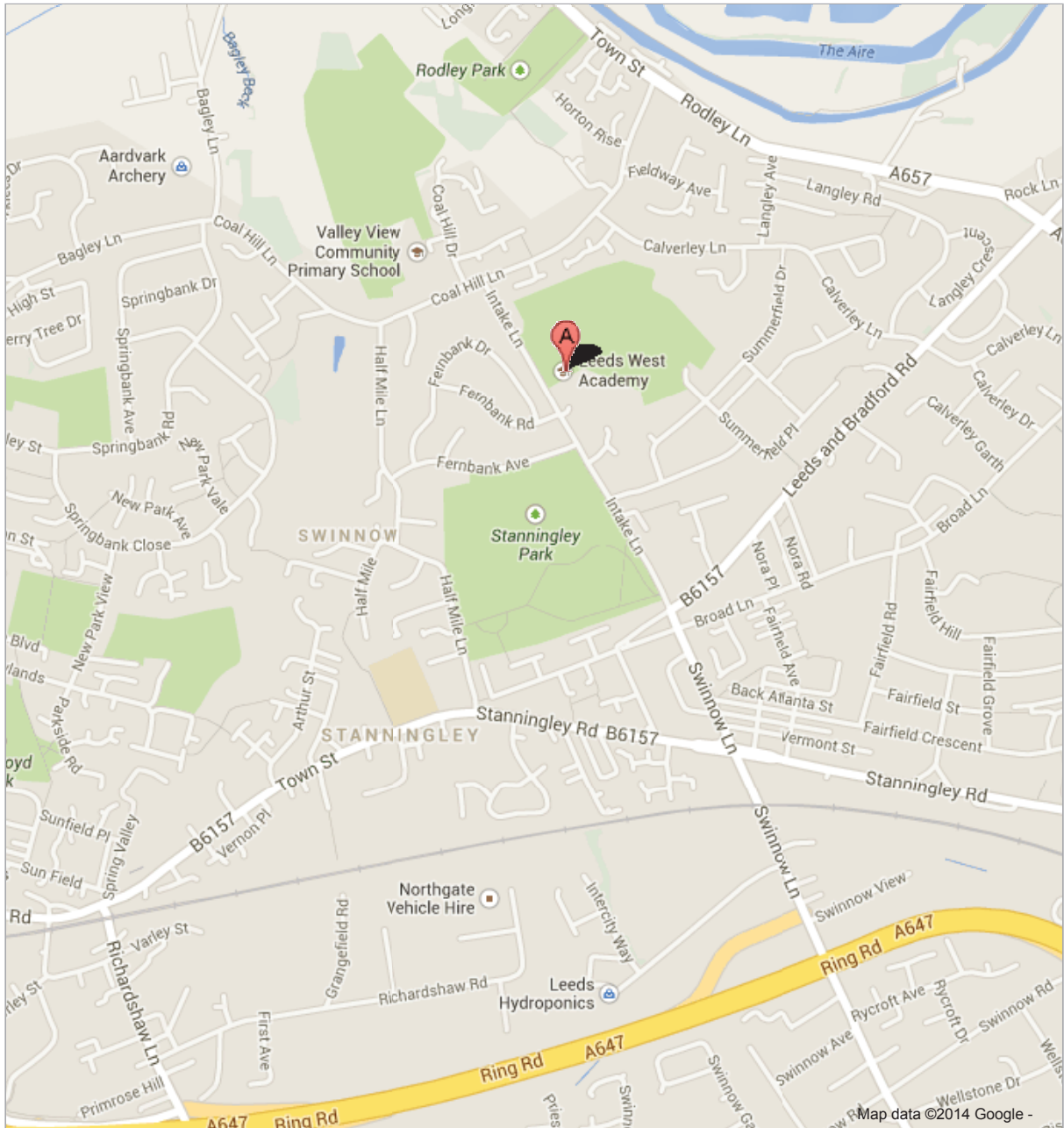
- 6.1 None.

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.

This page is intentionally left blank

Agenda Item 20

To see all the details that are visible on the screen, use the "Print" link next to the map.



This page is intentionally left blank