



NORTH WEST (INNER) AREA COMMITTEE

Meeting to be held in St Michael's Church Hall, St Michael's Road, Leeds, LS6 3AW on Thursday, 19th September, 2013 at 7.00 pm

MEMBERSHIP

Councillors

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

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

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

Item No	Ward	Item Not Open		Page No
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information 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>	
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>	

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4			<p>DECLARATIONS OF INTEREST</p> <p>To declare any personal / prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
6			<p>OPEN FORUM</p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
7			<p>MINUTES - 27 JUNE 2013</p> <p>To confirm as a correct record the minutes of the meeting held on 27 June 2013</p>	1 - 8
8			<p>MINUTES OF AREA CHAIR'S FORUM - 3 MAY 2013 AND 28 JUNE 2013</p> <p>To note the Minutes of the Area Chair's Forum held on 3 May 2013 and 28 June 2013</p>	9 - 24
9			<p>CHILDREN'S SERVICES AREA COMMITTEE UPDATE REPORT</p> <p>To receive and consider the attached report of the Director of Children's Services</p>	25 - 42
10			<p>UPDATE ON WELFARE BENEFIT CHANGES</p> <p>To receive and consider the attached report of the Chief Officer, Welfare and Benefits</p>	43 - 90

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11			<p>COMMUNITY PLANNER UPDATE REPORT</p> <p>To receive and consider the attached report of the Community Planning Officer</p>	91 - 98
12			<p>WELLBEING COMMISSIONING 2014/15 AND FUNDING UPDATE REPORT</p> <p>To receive and consider the attached report of the Assistant Chief Executive (Citizens and Communities)</p>	99 - 110
13			<p>DATE AND TIME OF NEXT MEETING</p> <p>Thursday, 24 October 2013 at 7.00 p.m.</p> <p>MAP OF TODAY'S VENUE</p> <p>St Michael's Church Hall, St Michael's Road, Leeds, LS6 3AW</p>	

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Agenda Item 7

NORTH WEST (INNER) AREA COMMITTEE

THURSDAY, 27TH JUNE, 2013

PRESENT: Councillor J Akhtar in the Chair

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

Apologies Councillor J Walker, J Illingworth and
J Chapman

1 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors J Chapman, J Illingworth and J Walker.

2 Open Forum

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

- Royal Park School – signage regarding the premises being unsafe for entry due to asbestos. It was thought that this work had already been carried out. Area Management agreed to investigate and report back.
- Thanks were expressed on behalf of Chris Baird and the Environmental Localities Team for recent litter clearances, as part of the Student Changeover process.
- The Burley Lodge Trust had now become known as Better Leeds Communities. The Committee was given an overview of services provided and Members were invited to the launch event of the new organisation.

3 Minutes - 16 May 2013

RESOLVED – That the minutes of the meeting held on 16 May 2013 be confirmed as a correct record.

4 Minutes of Area Chair's Forum

RESOLVED – That the Minutes of the Area Chair's Forum be noted.

Draft minutes to be approved at the meeting
to be held on Thursday, 19th September, 2013

5 Local Authority Appointments to Outside Bodies

The report of the Chief Officer (Democratic and Central Services) outlined the procedures for Council appointments to outside bodies and the Area Committee was requested to consider and appoint to those bodies listed in the report.

Members attention was brought to the Outside Bodies that required Member appointments for the 2013/14 Municipal Year.

RESOLVED – That the following appointments be made for the 2013/14 Municipal Year:

Better Leeds Communities Board Of Directors	Councillor C Towler
Cardigan Centre	Councillor N Walshaw
Swarthmore Education Centre	Councillor G Harper
Ireland Wood Children's Centre	Councillor S Bentley
ALMO Area Panel	Councillor J Illingworth Councillor J Chapman

6 Appointment of Area Lead Members, Cluster Representatives and Corporate Carers.

The report of the Assistant Chief Executive (Customers and Communities) invited the Area Committee to make appointments to Area Lead Member roles, Clusters and the Corporate Carers Group for the 2013/14 Municipal Year.

RESOLVED – That the following appointments be made for the 2013/14 Municipal Year:

Area Leads

Environment and Community Safety	Councillor N Walshaw
Employment Skills and Welfare	Councillor L Yeadon
Children's Services*	Councillor S Bentley
Public Health & Wellbeing and Adult Social Care & Community Health	Councillor J Illingworth

*Children's Services to include role of Corporate Carer

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Clusters

ESNW (Extended Services North West: Weetwood, Adel and Wharfedale)	Councillor J Bentley
Inner NW Hub	Councillor J Illingworth Councillor M Hamilton
Open XS (Hyde Park, Woodhouse and part of Headingley)	Councillor J Akhtar

7 Nominations to Area Committee Sub Groups

The report of the Assistant Chief Executive (Citizens and Communities) set out the roles of the Inner North West Area Committee Sub Groups and sought nominations to the position of Chair to each group. It also sought nominations for both Elected Member and resident representatives from each ward to each sub group where appropriate.

Members were also asked to consider the existing Sub Groups and whether to consider establishing a new sub group to look at Community Safety issues. It was felt that Community Safety issues could be included within the current Sub Group structure and that the Joint Transport Group should continue if Members in the North West Outer Area Committee agreed.

RESOLVED – That the following Sub Group appointments be made for the 2013/14 Municipal Year:

Planning Sub Group

Headingley	Councillor N Walshaw (Chair)
Hyde Park & Woodhouse	Councillor G Harper
Kirkstall	Councillor J Illingworth
Weetwood	Councillor S Bentley
Community Representatives	Mr M Winter; Mr K Torode; Dr R Tyler; Ms M Charlton; Mr D Hall; Mr M Thomas; Ms M Southon; Ms B Mitchell/ Ms G Rawinsky (shared appointment)

Environment Sub Group

Headingley	Councillor N Walshaw
Hyde Park & Woodhouse	Councillor C Towler (Chair)
Kirkstall	Councillor L Yeadon
Weetwood	Councillor J Bentley
Community Representatives	Mr H Eagleston; Ms J Brown; Mr P Hall; Mr J Davison; Mr M Park

Joint Transport Sub Group

Headingley	Councillor N Walshaw
Hyde Park & Woodhouse	Councillor J Akhtar
Kirkstall	Councillor J Illingworth
Weetwood	Councillor J Chapman

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

The report of the Locality Manager (West and North West Leeds) provided an update on performance against the Service Level Agreement (SLA) between North West Inner Area Committee and the West North West Environmental Locality Team.

Jason Singh, Locality Manager (West and North West Leeds) presented the report.

Members' attention was brought to the performance summary and activity outlined in the report. Approval was also sought for the Service Level Agreement for the delivery of delegated environmental service in 2013/14.

In response to Members comments and questions, the following issues were discussed:

- Enforcement priorities – these would be discussed at Sub Group meetings and with Ward Members.
- Bin collections – problems with bins being left out particularly in HMO areas.
- Gully cleaning.
- Commercial/trade refuse – could legal proceedings be investigated?
- Problems related to short term tenancies and lack of knowledge regarding waste collection and recycling.
- Graffiti and costs of graffiti removal.
- The Environmental Locality Team were complimented on the improved tidiness of the area.

RESOLVED –

- (1) That the performance of the West North West Locality Team over the past year be noted.
- (2) That the Service Level Agreement (SLA) for the delivery of delegated environmental services in 2013/14 be approved.

9 Better Lives for People of Leeds: Care Homes and Day Services for Older People

Draft minutes to be approved at the meeting
to be held on Thursday, 19th September, 2013

The report of the Director of Adult Social Services outlined the Better Lives vision in which context a review of the remaining care homes and centres had been completed and proposals developed that revised the current service model and, if implemented would lead to the decommissioning of three facilities in the North West Inner area.

The report outlined proposed options for the following care homes and day centres:

- Burley Willows care home and day centre, Hyde Park & Woodhouse
- Queenswood Drive day centre, Kirkstall

Michelle Tynan, Chief Officer – Learning Disabilities and Kim Edwards, Business and Contracts Officer presented the report.

Members were informed of consultation that had been held with residents and users of the homes, along with their relatives and carers and that a report with final recommendations would be submitted to Executive Board in September 2013.

In response to Members comments and questions, the following issues were discussed:

- Possibility of other uses or public ownership of the buildings involved – it was suggested that discussion be held with Ward Members regarding future possible community use.
- Estimated savings should the proposals be approved would be approximately £488,000. Capital investment was required to bring the homes up to standard and it was felt unlikely that a residential care provider would take on use of any of the buildings.

RESOLVED – That the consultation process to implement the recommendations of the Executive Board held on 15 February 2013 be noted.

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

The report of the Director of Children's Services provided the Area Committee with an update on the recommendations agreed at Executive Board in March 2013 - Investing in Young People: Future Direction for Youth Services in Leeds.

The report also informed and updated the Area Committee of their delegated responsibilities for Youth activity funding. This included how they commissioned, monitored and evaluated local play, arts, sports and cultural activity for young people aged 8-17 years with the involvement and participation of children and young people throughout the process.

Ken Morton, Head of Service, Young People and Skills presented the report.

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Members' attention was brought to the funding that has been made available for North West Inner Leeds of £17,884 for 2013/14 and £35,769 for 2014/15. This funding could be used to provide activities for young people and to lever in other funding.

In response to Members comments and questions, the following issues were discussed:

- Concerns regarding the use of NHS data for funding based on population – assurances had been given that this was the most reliable, accurate and up to date information available.
- Members were informed that any projects that required funding for the forthcoming summer holidays could be arranged via consultation with Ward Members and approved under the delegated decision process.
- Ways of working with Young People and Clusters to influence provision.
- Free swimming and use of other leisure facilities – engagement with sports centres.

Jane Maxwell, West North West Area Leader, outlined a process that would enable arrangements to be made for activities in the 2013 Summer holidays with the tight timescales involved. The Area Committee could authorise a Member representative from each ward meet to consider possible activities for the 2013 Summer holiday period and make recommendations to officers. Officers could then ratify the recommendations made by these Members via the delegated decision process. This would enable the necessary approvals to be put in place quickly enough to allow arrangements to be made for the 2013 Summer holiday period. Details of the schemes commissioned would be brought back to a future Committee for Members' information.

RESOLVED –

- That the report be noted.
- That a Member representative from each ward meet to consider possible activities for the 2013 Summer holiday period, and make recommendations to officers.
- b) That officers be authorised to ratify the recommendations made by the Sub Committee via the delegated decision process.
- That the Area Committee Chair and new Area Lead for Children's Services work with the Executive Member to shape the July Executive Board report re targeted youth work services.

11 Wellbeing Update and Monitoring Report

The report of the Assistant Chief Executive (Citizens and Communities) provided the North West (Inner) Area Committee with an update on the budget position for the Wellbeing Fund for 2013/14 and provided Quarter 4 monitoring for projects funded in 2012/13. It also highlighted the current

Draft minutes to be approved at the meeting
to be held on Thursday, 19th September, 2013

position of the Small Grants and skips pots and those Small Grants and skips that had been approved since the last meeting.

The following issues were discussed:

- Update on the Community Development Worker post – work was ongoing in relation to recruiting to this post and a further update would be provided to Members.
- Thanks were expressed for the continued support of park patrols on Woodhouse Moor which have been successful in preventing some of the previous problems encountered there.
- Thanks for support for Unity Day, to be held at Hyde Park on 27 July. Members also discussed issues surrounding the organisation of this event.
- Funding for additional out of hours noise service.
- Hyde Park Neighbourhood Management.

RESOLVED -

- (1) That the current budget position for the Wellbeing Fund for 2013/14 be noted.
- (2) That the content of the monitoring returns for Quarter 4 projects funded in 2012/13 be noted.
- (3) That the current position of the Small Grants and skips pots and those Small Grants and skips that have been approved since the last meeting be noted.

12 Date and Time of Next Meeting

Thursday, 19 September 2013 at 7.00 p.m.

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Attendance:

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

Minutes: S. Warbis

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

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

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

3.4 Heather Pinches informed the meeting that a report is being taken to Member Management Committee on 4th June to give Area Committees the role of appointing elected members to school clusters.

3.5 Concerns were raised over the increased work for Area Committees and resulting pressures on agendas at meetings. It was explained that in areas where the current champion role is working effectively there wouldn't be an increase in workload. The intention is to build in close links with appropriate executive members and also establish effective support from and links to relevant services. The new roles will be closely monitored and adjustments will be possible as the roles develop.

4.0 Neighbourhood Planning

4.1 Ian Mackay attended to give an update on Neighbourhood Planning.

4.2 There has been progress since his last attendance at the Area Chairs Forum. There have been 14 designations in parished areas with 4 more on the verge of being designated. 18 expressions of interest have been received including 14 from non-parished areas.

4.3 Meetings with Area Chairs to discuss the role of Area Committees in Neighbourhood Planning went well. Although there is no formal role in the process Area Committees have a critical role in influencing and promoting neighbourhood plans.

4.4 There are now better relationships between communities and planning officers in many areas. Links need to be established with Neighbourhood Planning activity and other Area committee work.

4.5 Ian Mackay went through a table identifying the role of Area Committees at various stages in the neighbourhood planning process. This had been drawn up following discussions with elected members. The key roles are seen as being promoting plans and encouraging communities, consultation on plans drawn up, delivery/monitoring of non-planning elements of neighbourhood plans.

4.6 Area Chairs mentioned good work that was being carried out in Inner West and Outer South in encouraging and informing communities about neighbourhood plans and Ian was thanked for his efforts in these areas.

4.7 It was mentioned that there were some practical issues around the capacity of staff in Area teams and planning to manage the amount of interest that had been generated. There were also issues about the level of support that LCC can give to communities while plans are being developed.

5.0 Youth Services Review

5.1 Cllr Judith Blake and Ken Morton attended to provide an update on the review of youth services.

5.2 It is important to link up LCC youth activity funding with other streams. There has been a recent government announcement about additional sports resource going into primary schools. Ken Morton has also been talking to schools about the post 16 agenda and issues around efficiencies regarding small 6ht form provision.

5.3 A briefing note provided an initial estimate of youth Activity budget to be allocated to each Area Committee in 2013/14 and the increased allocation in 2014/15. Budgets should be transferred over to Area Committees during this

month.

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

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

Ken Morton

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

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

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

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

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

Ken Morton

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

**Ken Morton
/ Area
Leaders**

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

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

6.0 Locality Asset Planning

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

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

**Sarn
Warbis**

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

8.3 Challenges highlighted included:

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

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

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

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

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

9.0 Any Other Business

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

Sarn Warbis

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

Sarn Warbis

10.0 Date of Next Meeting

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

Area Committees

Achievements and Challenges of Locality Working 2012-2014

Area Chairs Forum 3 May 2013

EAST NORTH EAST

2012/13 Achievements

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

2013/14 Challenges

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

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

SOUTH EAST

2012/13 Achievements

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

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

2013/14 Challenges

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

WEST NORTH WEST

2012/13 Achievements:

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

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

2013/14 Challenges

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

Authors

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

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**Area Chairs Forum
Friday 28th June 2013
Committee Room 4, Civic Hall**

Attendance:

Councillors: P. Gruen (Chair), A. Khan, S. Hamilton, A. McKenna, A. Gabriel, J. Akhtar, P. Wadsworth, C. Gruen.

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

Minutes: S. Warbis

Attending for specific items: K. Morton, M. Long

Item	Description	Action
1.0	Apologies	
1.1	Cllr Josephine Jarosz, Cllr Gerald Wilkinson	
2.0	Minutes and Matters Arising	
2.1	The minutes of the previous Area Chairs Forum meeting on 3 rd May 2013 were agreed as an accurate record.	
2.2	<u>2.6 of previous minutes – Health</u> It was requested that Cllr Mulherin be invited to the next meeting to look at links into the Areas and approaches to tackle health inequalities.	Sarn Warbis
2.3	<u>5.11 of previous minutes</u> Cllr J. Akhtar reiterated that he would like to be involved in discussions on Youth Services engagement when they commenced, particularly relating to Muslim communities.	Ken Morton
2.4	<u>8.7 – Area Leaders Round Up</u> It was stressed that work needed to be carried out to publicise the work carried out by Area Committees. Credit was not being given for projects funded by Area Committees and it was suggested that a protocol needed to be developed to include publicity in funding agreements. It was also mentioned that the role of Area Committees needed to be made clear to other organisations. Area Leaders need to make sure that local councillors are given credit for the work they are progressing. It was suggested that the name "Area Committee" did not reflect the work that was done and thoughts should be given to renaming / rebranding. It was agreed that officers would develop ideas and bring back to the next meeting.	Kathy Kudelnitzky
3.0	Targeted Youth Work – Area Formula	
3.1	Ken Morton, Head of Service Young People and Skills, attended with 2 papers discussing the timeline for developing the Area Committees leadership of the youth work service and recommendations on the area formula for distributing funding for targeted youth work budgets.	
3.2	A report will be going to the Executive Board meeting on 17th July to discuss recommendations for the distribution of the targeted youth work resource. This will follow reports to the next round of Area Committee meetings. The recommended formula is based on 50% allocated through population data, and 50% allocated based on indices of multiple deprivation. There is a proposal for a 2 year review period to account for any demographic changes.	

- 3.3 A baseline of resources will be provided for each Area Committee covering both targeted and universal provision. Discussions need to take place over how to get the best value from the resources available.
- 3.4 The question was raised as to how the provision would be monitored. It was explained that a quality assurance team would be in place to work with the Area Committees. There would be a similar client / contractor relationship to the one established through the environmental delegation, and key performance indicators would be established.
- 3.5 The movement of indicators in the Children's Plan would show performance at a macro level while there would also be monitoring at a micro level, project by project.
- 3.6 Discussions will need to take place with Area Chairs and appointed Area Lead Members to identify and explain outcomes. A team is being pulled together in Children's Services to support this role. Resourcing, reporting and finance will be arranged at the Area Committee level and structures and processes need to be put in place to allow this.
- 3.7 Processes for restructuring the service have been put in place and negotiations are ongoing with union representatives. It was stressed by Area Chairs that staff with local connections needed to be in place in local areas. It was also stressed that the important thing was to have good quality staff working in this field. This could be a combination of LCC and external staff.
- 3.8 It was also stressed that the review needed to be underpinned by transparency over available budgets and an emphasis on locally made decisions. The aim should be about value for money and meeting local needs.
- 3.9 It was mentioned that city wide assets such as Herd Farm also needed to be connected into localities, and that there should be an awareness of the city wide resource being put into these assets, and how these are being equitably accessed by different areas.
- 3.10 It was pointed out that areas with hotspots of ASB / Crime should be taken account of when resources are being allocated.

4.0 Review of ALMOs and Housing Management Arrangements

- 4.1 Martyn Long, Policy Manager – Corporate Support, attended to discuss the Review of ALMOs and Housing Management Arrangements and to begin discussions around links between Area Committees and local housing management / governance arrangements.
- 4.2 Following extensive consultation the decision had been taken last week at executive board to bring the housing management provision back to Leeds City Council in a city wide arrangement.
- 4.3 Two work streams are being developed to look at governance and tenant involvement / influence. It is being established who needs to be involved in discussions to take this forward. There is a need to make sure that there isn't a dilution of the tenant role and it needs to be established how Area Committees feel that they should be linked in.
- 4.4 It was pointed out that currently there were 10 Area Panels that included elected members, but that these were not currently directly linked to Area Committees. There is also member representation on ALMO boards but these have no formal links to Area Committees.
- 4.5 It was suggested that housing management should be a regular item for Area Committee business. It was also pointed out that Area Committee capacity

needed to be considered, particularly in light of the changes to Area Committee roles being established through the review of area working. There needs to be a channel of influence but a not formal role in managing housing stock.

4.6 It was raised that there was some disquiet amongst current ALMO directors and ALMO staff and that new structures and arrangements need to be put in place quickly.

4.7 It was raised that currently the ALMOs have differing practices and that it needed to be ensured that the merger led to levelling up and not down of standards of provision.

4.8 It was also stressed that there needed to be work to join up area priorities for Area Panels and Area Committees, and that opportunities should be taken for joint commissioning of services and activities to meet the needs of different communities.

4.9 Discussions are taking place between Area Leaders and Environment and Neighbourhoods officers to ensure that approaches to communities and housing are joined up.

5.0 Scrutiny Report – Strengthening the Council’s Relationship with Parish and Town Councils

5.1 Kathy Kudelnitzky tabled the draft response from the Customer Access and Performance directorate to the scrutiny report on Parish and Town Councils for discussion.

5.2 It was pointed out that this only had relevance to those Area Committees that had Parish Councils in their areas.

5.3 There are clear links with some of the recommendations in the report to work streams that had already been established through the review of area working.

5.4 Area Chairs were happy with the draft response that will be taken back to the Safer and Stronger Communities Scrutiny Board.

6.0 Workshop on Area Committee Meetings

6.1 A workshop took place, attended by Area Officers from the Area Support Teams, to discuss the current functioning of Area Committee meetings and to investigate what improvements could be made.

6.2 This followed recommendations within the review of area working which were drawn from discussions with the All Party Members Working Group, Area Chairs, Area Committees and officers.

6.3 Notes from the discussions can be found at appendix 1.

6.4 Feedback and recommendations will be brought back to a future meeting.

7.0 Any Other Business

7.1 Community Centres

7.2 Cllr Gruen informed the meeting that the management of community centres will be moving from the Environment and Neighbourhoods Directorate to Customer Access and Performance.

7.3 This may also involve associated functions moving from other directorates with a view to streamlining the management process for these facilities.

7.4 Area Chairs raised concerns over the progress of the current review of

community centres, particularly relating to the lettings process, and there was a call for transparency over lettings payments and subsidies that were currently in place.

7.5 It was also mentioned that there was a need for a central team that could manage this work rather than the current confused position with responsibility spread over several directorates.

7.6 West Yorkshire Police

7.7 Cllr Gruen Raised the news that the organisation of policing in Leeds would be moving from 3 divisions to 1 division.

7.8 James Rogers and the Area Leaders were involved in ongoing discussions with senior police officers regarding this, and would be taking opportunities to discuss colocation opportunities and the future of neighbourhood policing teams.

7.9 Initial discussions indicated that the police were committed to making new arrangements continue to work at a community level.

7.10 Community Radio

7.11 Cllr Akhtar highlighted a Ramadan radio station based in Harehills that covers a 7 mile radius, and encouraged Area Chairs to consider small grant contributions to the project. Cllr Gruen suggested that if the scheme made contact with him he would circulate the request to Area Committees for them to consider through their established grant approval process.

8.0 Date of Next Meeting

8.1 Friday 6th September 2013, 14:00 – 16:00, Committee Room 4 - Civic Hall

Area Chairs Forum – 28th June 2013 Workshop notes

Agenda Setting Process

- Scale down the agenda to give more time for discussion
- Members need greater involvement in agenda setting directly
- Better partnership between Area Officers and Chairs in setting agendas
- Restrict city-wide reports. Reject from agendas if not locally focused
- Forward agenda for the ACs good idea, members could input to this. However, departments pay no attention to this and often insist their reports go to ACs – more often than not to meet their needs not the needs of the locality
- Forward plan to avoid congested / light meeting agendas
- Would be good to link the agenda to the AC business plan and monitor progress – quarterly monitoring
- Late items from departments upset the themes of meetings
- Officers to be open about late reports and not protect services
- Work to be done across service areas of the council to help them fully understand the role of ACs in the democratic process – the opportunities this provides to improve services
- Departments should work to the ACs forward plan
- Improve coordination across the city e.g. P&C reporting together with Environmental services
- Give partners their own slots on agendas
- Area Improvement Managers could be linked to each major service area to facilitate relationship

Reports

- Currently reports are too lengthy – more summary of issues and highlighting of local impact. Less paper
- Need clear rules about the length of reports and what should be in summary. No jargon and glossary of terms where necessary. Shorter, sharper, key ideas and options.
- Report template should be much more flexible and less archaic (daft numbering system). Too much on background before getting to nub of issues.
- Plain English, keep the public in mind, more accessible. Meaningful recommendations required that are localised
- Short, to the point and with local impact
- Need to communicate to the rest of LCC the value of ACs and what they can bring if utilised in meaningful way
- Better use of presentations for reports
- Key messages and newsletters about work of ACs is good
- Area Committees sponsoring and annual event/conference?
- Fed up with reports for noting
- Ask services to consider what it is they want from reporting to ACs and from local councillors
- Quality Assurance process required and accountability of chief officers for the quality of reports and meeting deadlines and forward plans , etc.

Operation of Meetings

- Promote meetings to communities / local groups
- Try to get beyond attendance of the “usual suspects”
- Advertise agendas and invite attendance
- Hold meetings in community settings and at appropriate times to promote attendance
- Encourage open sessions
- Rebrand / revamp meetings. Include “community” in the title
- In some outer areas forums are more appropriate for public attendance
- Ensure that feedback from forums is taken to Area Committees
- Public attendance peaks if there is a specific local issue being discussed
- Improve / develop mailing lists to promote meetings and actions taken
- Include celebration of local activities / events / achievements at meetings
- Extraordinary area committee meetings are a good way of analysing a particularly knotty issue and provides for more in depth discussion time.
- Give more time to open forums to encourage local people’s contributions if required but recognise the time limitations of the agenda.
- Area Lead Members to speak on their subjects – with officer support

Shaping decisions

- Need to see the actions taken from the comments made at ACs – what happens?
- The report needs to help discussion e.g. options for members to consider
- Ask what do the officers want from members
- Structure the debate better – how we come to a decision
- Succinctness is really important
- Split out the background information and put in the public arena in some other way
- All comes back to officers across the council needing to better understand the role and purpose of the ACs in the democratic process and the added value local members can bring
- The pace of response and progress of actions within the council is often slow and appears to reflect silo working.
- Area Committee wellbeing funding can become tied up in local issues and we need a route to mainstream these local difficulties through core funds in services.
- Bespoke innovations such as an older people’s week or the ‘Civic Conversation’ approach can bring relevancy to area committees and help local people understand the part that local councillors can play more broadly.
- Ward meetings and neighbourhood forum meetings where they are held tend to pick up and address a lot of local issues and we need to recognise the complimentary roles of ward and area committee meetings and avoid duplication of effort.
- We need to improve promotion of area committees on a range of media including radio and social media.

Report of Director of Children’s Services

Report to North West (Inner) Area Committee

Date: 19 September 2013

Subject: Children’s Services Area Committee Update Report

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

Summary of main issues

1. This report summarises performance at area committee level, with a broader acknowledgement of city level performance.
2. The rising child population in Leeds is a key challenge with regards places at schools. This is already a known issue in primary schools, and is becoming increasingly evident in secondary schools.
3. Nine per cent fewer children and young people from the Inner North West area committee area are looked after in June 2013 than in June 2012. Seventeen per cent more referrals were received from the Inner North West area committee area in the first three months of 2012/13 than the first three months of 2011/12. Attendance, while remaining better than historic levels, has declined in 2012/13 compared to 2011/12. This is due to the exceptional low levels of sickness seen both in Leeds and nationally in 2011/12. Eighty-two per cent of primary schools and sixty per cent of secondary schools are now rated as good or better by Ofsted.

Recommendations

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

1 Purpose of this report

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

2 Background information

- 2.3 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 children and young people's plan, 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.
- 2.4 To improve outcomes for all children and young people, but especially the most vulnerable, Leeds has a clear strategy for ongoing service improvement. This is centred on providing better early intervention, using initiatives such as: Families First (the Leeds approach to the national troubled families initiative) 'Early Start' - which integrates local early years and health services; and restorative practices such as family group conferencing, to empower families with the support, skills, tools and confidence to address the challenges they face. By doing this successfully we can reduce the need for more significant service intervention, reducing the social and financial cost of children being taken into care.
- 2.5 Overall, progress against this strategy is continuing positively. The number of children and young people who are looked after in Leeds is safely and appropriately reducing. This has already delivered significant savings when mapped against projected numbers had they continued to rise at their past rate. Feedback from the inspection activity that has taken place so far this year reflects positively on Leeds' progress, specifically a thematic inspection of the Independent Reviewing Officer Service, and a pilot visit to examine elements of the Ofsted inspection of services for looked after children and care leavers. Ofsted has not inspected safeguarding arrangements in Leeds since 2011, indicating that Leeds is regarded much more positively than in the past. A growing number of requests from other authorities and partners to visit and view our services suggest that Leeds is gaining a national reputation for innovation and improvement.
- 2.6 However, preparation for a forthcoming inspection remains a high priority. Ofsted is introducing a new framework, *the inspection of services for children in need of help and protection, children looked after and care leavers* in November 2013. This significantly raises standards and expectations of local authorities, in conjunction with the earlier change in Ofsted judgements from 'adequate' to 'requires improvement'. Preparations aim to ensure that Leeds demonstrates the

progress that has been made, and the continuing improvement journey that Children's Services are on. Ofsted has also introduced a targeted inspection of local authority school improvement services. Again, thorough preparations are underway for this.

- 2.7 Strong partnerships continue to be the key to effective strategic and service delivery. On a citywide level, this is being developed positively through the ongoing development of the child friendly Leeds initiative. A number of significant businesses and organisations are now actively involved in supporting child friendly initiatives; this includes BT, Marks and Spencer, and First Direct. In total, 131 organisations have made pledges of support. This is complemented by the 146 child friendly Leeds ambassadors, including the Olympian Nicola Adams, and Leeds Rhinos player Danny McGuire. A strong partnership with the BBC has been established, which led to a successful CBBC Live in Leeds event at the start of the summer holiday. This attracted over 38,000 visitors to the city centre and provided a significant boost to the profile of the city.
- 2.8 At a local level, this partnership approach is developing through the continuing evolution of the cluster model. The recent review of area working identified the need to more clearly understand the relative roles and responsibilities of area committees and other partnership bodies, including clusters used in Children's Services. The relationship between area committees and clusters is central to this. Elected member representatives to Children's Services clusters are to be appointed by area committees, formalising the link between the two.
- 2.9 Leeds has also reached the final stages in our 'integration pioneer' bid, which, if successful, would see the city become a national pioneer in developing the way we integrate health and social care services. If successful, through our children and young people's plan, and our health and wellbeing strategy, Leeds will be better placed to make joined-up decisions about spending money and planning services, and increase the pace of implementation for the early start initiative, including services for children with complex needs.
- 2.10 Partnership with schools will continue to be crucial as we move into a new academic year. Drawing on the closer working that has been fostered through the strong relationship with the seconded head teachers, Leeds will continue to put schools at the heart of work to improve outcomes. This will be particularly critical as we move forward with the basic need agenda. The rising child population in Leeds is a key challenge in ensuring there are sufficient places at schools. This is already a known issue in primary schools, and is becoming increasingly evident in secondary schools. Leeds has been awarded a £13.8m share of £820m made available by the DfE for new school places, as part of the targeted basic need programme. The places must be delivered by September 2015. Further information will be brought to area committees as appropriate.

3 Main issues

Performance update

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

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

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

Inner North West area committee commentary

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

- 3.2 The number of children looked after who come from the Inner North West area committee area reduced by nine per cent between June 2012 and June 2013, changing from 132 to 120. This is higher than the citywide reduction of five per cent across the same period. There is a 50 per cent drop in the number of children and young people entering care in the first three months of 2012/13 (five) compared to the first three months of 2011/12 (ten), counter to the rise in care starters seen across the city in the same periods.
- 3.3 There are 101 children and young people subject to a child protection plan in the Inner North West area committee area in June 2013, a rise of one per cent (from 100) in June 2012. This is the third highest number of all area committees.
- 3.4 Exactly the same numbers of CAFs (34) were initiated in the first three months of 2012/13 when compared to 2011/12. The citywide numbers saw a 27 per cent increase across the same period.
- 3.5 Six per cent fewer requests for service were received between April and June 2013 (680) when compared to April to June 2012 (722). A 17 per cent increase in referrals was seen in the same period (197 in 2011/12; 231 in 2012/13). The conversion rate (percentage of requests for service that become a referral) has risen from 27 per cent in April to June 2012 to 34 per cent in April to June 2013. This is the second highest increase across all area committees, counter to the citywide trends seen in the last 12 months since improvements were made to our front door practice on how child protection inquiries are best handled.

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

- 3.6 The percentage of 'not known' young people in the Inner North West area committee area has reduced by three percentage points, from seven per cent in June 2012 to four per cent in June 2013. The percentage of young people identified as NEET has risen from six per cent in June 2012 to seven per cent in June 2013.
- 3.7 There is a correlation between a reduction in not known rates, and a rise in NEET levels; the status of more young people is known after sweeps and telephone calls. Targeted support offers mean that the NEET cohort is better informed and supported in trying to find/access education, employment, or training.

- 3.8 Paragraph 3.21 outlines that 2012/13 was the second best year for attendance levels in the city but slightly down on 2011/12 largely due to autumn term sickness. Attendance between 2011/12 and 2012/13 levels in the Inner North West area committee area declined by just over half a percentage point in primary schools to 94.9 per cent, and rose by just under half a percentage point to 93.9 per cent in secondary schools. The secondary school rise is the largest of all area committees, and compares well to the citywide level, which remained at 93.7 per cent.
- 3.9 There was a sharp rise in the number of children persistently absent from primary schools in the Inner North West area committee area, rising from 130 in 2011/12 to 161 in 2012/13 - a rise of 31, or 24 per cent (the third largest percentage increase of all area committees). Persistent absence in secondary schools reduced by 22 per cent (46), from 208 in 2011/12 to 162 in 2012/13. This was the largest decrease of all area committees.

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

- 3.10 The number of children and young people committing an offence reduced from 100 in 2011-12 to 80 in 2012-13, a 20 per cent drop. This is lower than the citywide reduction of 30 per cent.

Local Ofsted inspections

- 3.11 Iveson Primary School, which was rated inadequate at the turn of the year is now rated as requires improvement. Overall, 79 per cent of primaries are rated good or better (up from 74 per cent in December). City of Leeds secondary school was also rated as inadequate, but this school too is now rated as requires improvement.
- 3.12 There has been no change in the Ofsted ratings of the two children's homes in the Inner North West area committee area; one is outstanding, the other is adequate.

City commentary

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

Children and young people are safe from harm

- 3.14 Children looked after numbers (1,358) are at their lowest point since November 2009, with June's figure five per cent lower than the same point 12 months ago. More children and young people entered care between April 2013 and June 2013 than the same period 12 months ago, but the numbers leaving continue to rise.
- 3.15 The number of children and young people subject to a child protection plan is virtually unchanged from a year ago at 897 (894 in June 2012). It is, however, six per cent lower than the December 2012 figure of 956.
- 3.16 Four per cent (311) fewer requests for service (contact received by the Duty and Advice Team), and three per cent (89) fewer referrals (those requests for service

that were deemed to require Children's Social Work Service involvement), were received between April and June 2013 compared to the same period a year ago.

- 3.17 Twenty-seven per cent more CAFs (65) were initiated in the first three months of 2012/13 compared to the same period a year ago; this is equivalent to 22 additional CAFs per month.
- 3.18 There are five per cent more Council-employed foster carers (an increase of 28, to 578) in June 2013 than in December 2012. This should rise further in the coming months, as fourteen independent fostering agency foster carers may become Council-employed. The number of family placement foster carers is four higher in June 2013 (108) than December 2012 (104).

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

- 3.19 Across Leeds primary schools, attendance declined by half a percentage point to 95.3 per cent between half-terms one to four in 2011/12 and half-terms one to four in 2012/13. There were 207 more primary age pupils being persistently absent in the first two terms of 2012/13 compared to same period in 2011/12.
- 3.20 Attendance at Leeds secondary schools was 93.8% in the first two terms of 2011/12, and this has fallen only very slightly to 93.7% in the first two terms of 2012/13. Sixteen fewer secondary school age pupils were persistently absent in the first two terms of 2012/13.
- 3.21 Although attendance at both phases has declined slightly, the most recent figures are the second best attendance rates ever recorded in Leeds. Much of the difference in attendance rates is accounted for by higher levels of absence due to sickness in the autumn term of 2012/13, compared to the autumn term of the previous year. Rates of absence due to sickness levels were at an exceptionally low level across the country in the autumn term of 2011/12, and attendance in Leeds mirrored this trend. Absence levels in autumn term 2012 remain lower than in autumn term 2010 and previous years.
- 3.22 NEET and 'not known' levels have significantly reduced across the city; NEET sweeps and the use of Welfare Call have contributed to this. Young people identified as NEET are offered targeted support to help them with pathways to EET. The graphs in appendix two show the changes in the last 12 months for each area committee, especially the reduction in the not known cohort.
- 3.23 Complementing the core devolved youth contract support programme in Leeds, local clusters and/or partnerships of clusters are being funded to deliver local innovation projects (eg providing provision of targeted mental health, counselling, and bespoke motivational programmes). The aim is to contribute to the reduction of 16 to 17 year-old NEETs in localities by increasing young people's experience and qualifications, so they have the opportunity to continue in education and successfully find work.

Children and young people choose healthy lifestyles

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

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

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

Ofsted inspections

- 3.26 Eighty-three per cent of primary schools (180) are rated as good or better in July 2013, seven percentage points higher (15 more schools) than in December 2012. Four fewer primary schools are rated as outstanding across the same period, and three more primary schools are rated as inadequate.
- 3.27 The percentage of secondary schools rated as good or better has reduced by three percentage points to 58 per cent in July 2013, from 61 per cent in July 2012 (one less school). One more secondary school is rated as inadequate.
- 3.28 There have been no inspections of children's centres in Leeds since the last update report. A new inspection framework begins in September; an update to area committees will be provided later.
- 3.29 73 per cent (eight) of the eleven directly managed local authority children's homes in Leeds are currently rated good or outstanding, a significant improvement from 36 per cent (four) that were good or outstanding at 31 December 2012. The other three children's homes are currently rated adequate/satisfactory.

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

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

7 Background documents¹

7.1 There are no background documents to accompany this report.

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

Appendix one: performance data for Inner North West area committee

Autumn 2013 Children's Services performance update

Measure	Leeds	Inner NW	Current data period	Highest	Average	Lowest
1. Number of children and young people 0-19	173,462	15,004	January 2013	24,510	17,289	11,609
2. Percentage of children and young people	n/a	8.6%	January 2013	14.1%	10.0%	6.7%
3. Number of primary schools	218	19	Current	28	22	15
4. Number of secondary schools	36	3	Current	6	4	2
4a. Number of through schools	2	0	Current	2	0	0
5. Number of children's centres	58	7	Current	11	6	3

Commentary

The Inner North West area committee has 8.6 per cent of the city's 0-19 population, (15,004 children and young people). There are 19 primary schools, three secondary schools, and seven children's centres located within the area committee boundary.

Keeping children safe from harm	Leeds	Inner NW			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
6. Number of children looked after	1,358	120	132		30 June 2013	389	131	22
7. Number of children entering care	106	5	10		Apr-Jun 2013	32	14	5
8. Number of children subject to a child protection plan	897	101	100	↔	30 June 2013	217	88	15
9. Number of CAFs initiated	308	34	34		Apr-Jun 2013	55	30.2	17
10. Number of requests for service	8,695	680	722		Apr-Jun 2013	1,701	794	347
11. Number of requests for service leading to a referral	2,964	231	197	↔	Apr-Jun 2013	635	282	83
12. Number of LCC-employed foster carers	578	41	40	↗	30 June 2013	83	50	23
12a. Number of family placement foster carers	108	n/a	30 June 2013	16	11	6

Commentary

The number of children looked after who come from the Inner North West area committee area reduced by nine per cent between June 2012 and June 2013, changing from 132 to 120. This is higher than the citywide reduction of five per cent across the same period. There is a 50 per cent drop in the number of children and young people entering care in the first three months of 2012/13 (five) compared to the first three months of 2011/12 (ten), counter to the rise in care starters seen across the city in the same periods.

There are 101 children and young people subject to a child protection plan in the Inner North West area committee area in June 2013, a rise of one per cent (from 100) in June 2012. This is the third highest number of all area committees. Exactly the same number of CAFs (34) were initiated in the first three months of 2012/13 when compared to 2011/12. The citywide numbers saw a 27 per cent increase across the same period.

Six per cent fewer requests for service were received between April and June 2013 (680) when compared to April to June 2012 (722). A 17 per cent increase in referrals was seen in the same period (197 in 2011/12; 231 in 2012/13). The conversion rate (percentage of requests for service that become a referral) has risen from 27 per cent in April to June 2012 to 34 per cent in April to June 2013. This is the second highest (best) increase across all area committees.

Do well in learning and have the skills for life	Leeds	Inner NW			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
13. Primary school attendance levels	95.3%	94.9%	95.6%		2012-13 HT 1-4	96.2%	95.3%	93.9%
14. Secondary school attendance levels	93.7%	93.9%	93.6%	↗	2012-13 HT 1-4	94.6%	93.3%	91.1%
15. Number of pupils persistently absent at primary	1,839	161	130	↘	2012-13 HT 1-4	417	184	83
16. Number of pupils persistently absent at secondary	3,067	162	208		2012-13 HT 1-4	474	307	162
17. Number of NEET ⁱ	1,501	118	104	↘	30 June 2013	330	149	47
17a. Percentage of NEET ⁱ	6.7%	7.0%	5.8%	↘	30 June 2013	10.5%	6.2%	2.6%
18. Number of 'not knows'	1,283	68	129		30 June 2013	408	116	41
18a. Percentage of 'not knows'	5.5%	4.0%	7.3%		30 June 2013	14.5%	4.7%	2.2%

Commentary

Attendance between 2011/12 and 2012/13 levels in the Inner North West area committee area declined by just over half a percentage point in primary schools to 94.9 per cent, and rose by just under half a percentage point to 93.9 per cent in secondary schools. The secondary school rise is the largest of all area committees, and compares well to the citywide level, which remained at 93.7 per cent. There was a sharp rise in the number of children persistently absent from primary schools in the Inner North West area committee area, rising from 130 in 2011/12 to 161 in 2012/13 - a rise of 31, or 24 per cent (the third largest

percentage increase of all area committees). Persistent absence in secondary schools reduced by 22 per cent (46) from 208 in 2011/12 to 162 in 2012/13. This was the largest decrease of all area committees.

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

Voice and influence	Leeds	Inner NW			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
19. 10-17 year olds committing an offence	672	80	100		Apr 12 - Mar 13	167	67	18
Ofsted inspections	Leeds	Inner NW			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
20. Percentage of primary schools good or better	83%	79%	74%	æ	31 July 2013	93%	82%	68%
21. Percentage of secondary schools good or better	58%	33%	33%		31 July 2013	75%	56%	25%
22. Percentage of children's centres good or better	81%	60%	60%		31 July 2013	100%	88%	60%
23. Percentage of children's homes good or better	73%	50%	50%		31 July 2013	100%	58%	0%
Ofsted judgement - Inner North West	Current period: 31 July 2013				Previous period: 31 Dec 2012			
	Outstanding	Good	Satisfactory	Inadequate	Outstanding	Good	Satisfactory	Inadequate
24. Primary schools	1	14	4	0	2	12	4	1
25. Secondary schools	0	1	1	0	0	1	1	1
26. SILCs (citywide)								
27. Pupil referral units (citywide)								
28. Children's centres	0	3	2	0	0	3	2	0
29. Children's homes	1	0	1	0	1	0	1	0

Commentary

Iveson Primary School, which was rated inadequate at the turn of the year is now rated as requires improvement. Overall, 79 per cent of primaries are rated good or better (up from 74 per cent in December). City of Leeds secondary school was also rated as inadequate, but this school too is now rated as requires

improvement.

There has been no change in the Ofsted ratings of the two children's homes in the Inner North West area committee area; one is outstanding, the other is adequate.

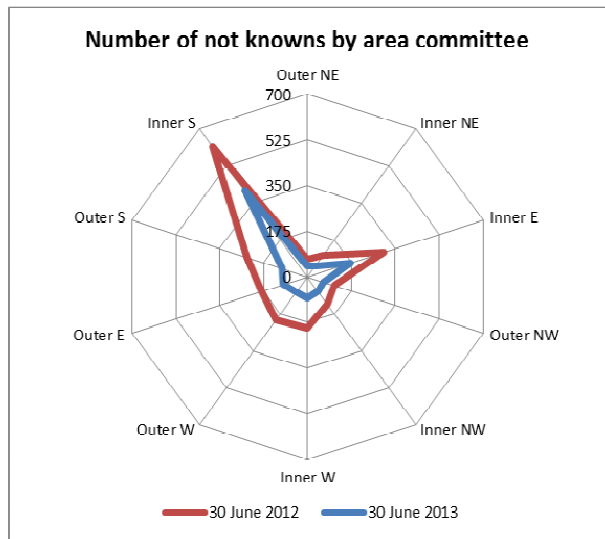
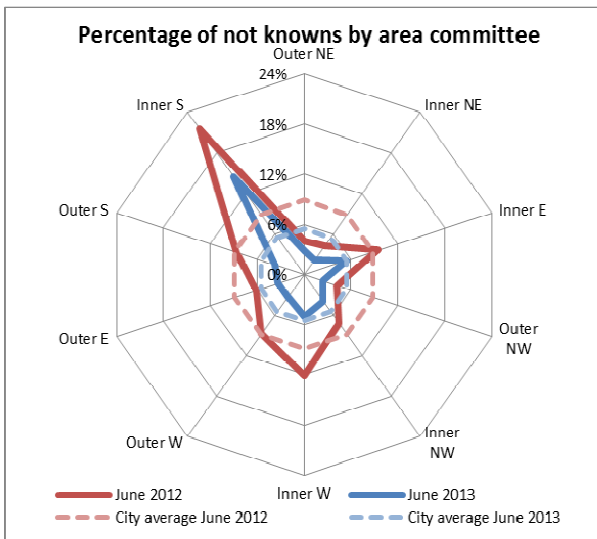
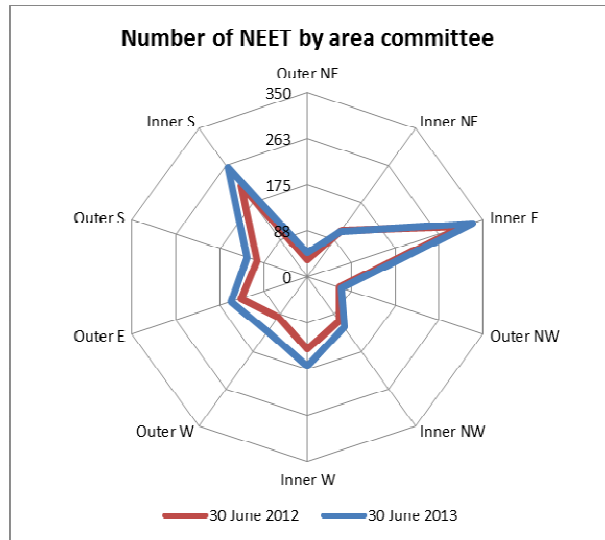
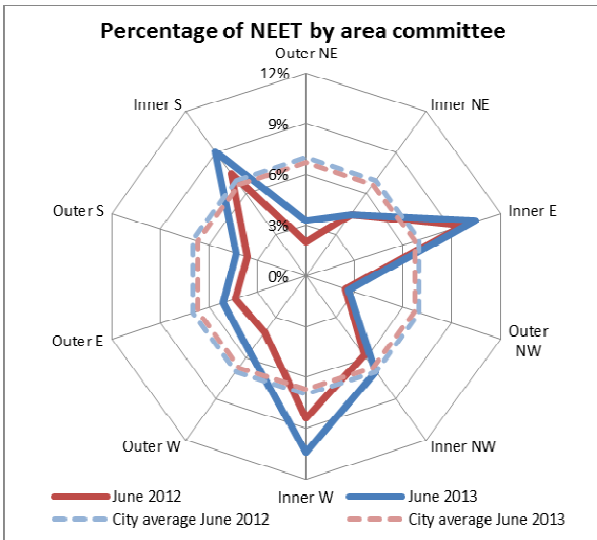
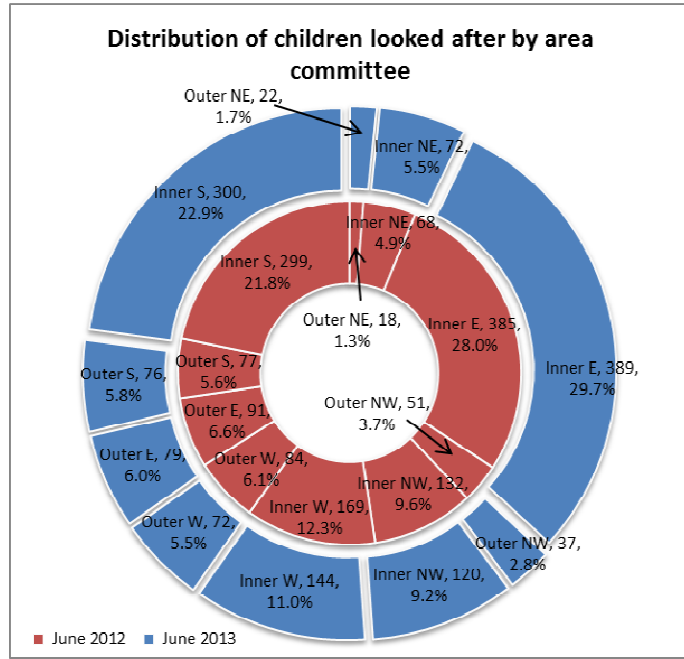
Secondary schools	Current period		Previous period		Direction of travel	
	Ofsted	Attendance	Ofsted	Attendance	Ofsted	Attendance
Abbey Grange Church of England Academy	2	95.2%	2	94.9%		æ
City of Leeds School	3	90.6%	4	91.6%	æ	
Lawnswood School	3	93.4%	3	92.2%		æ

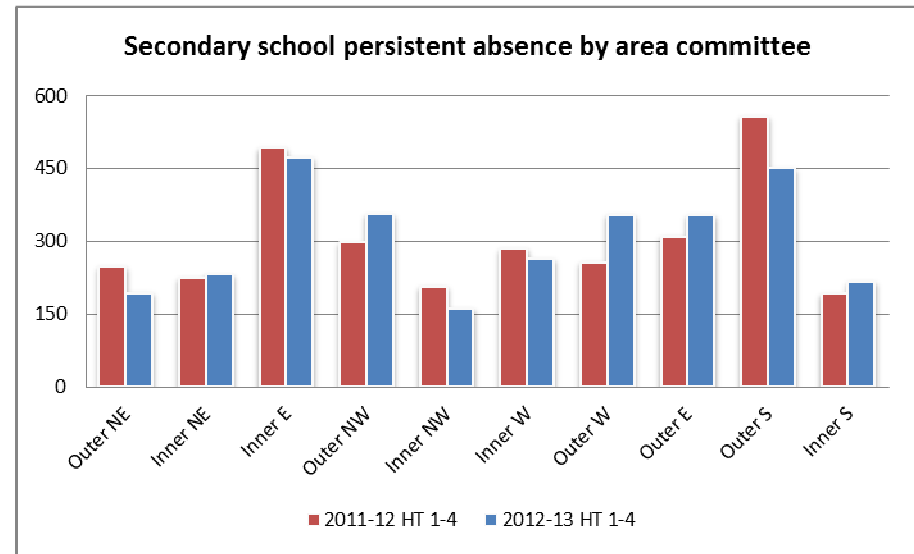
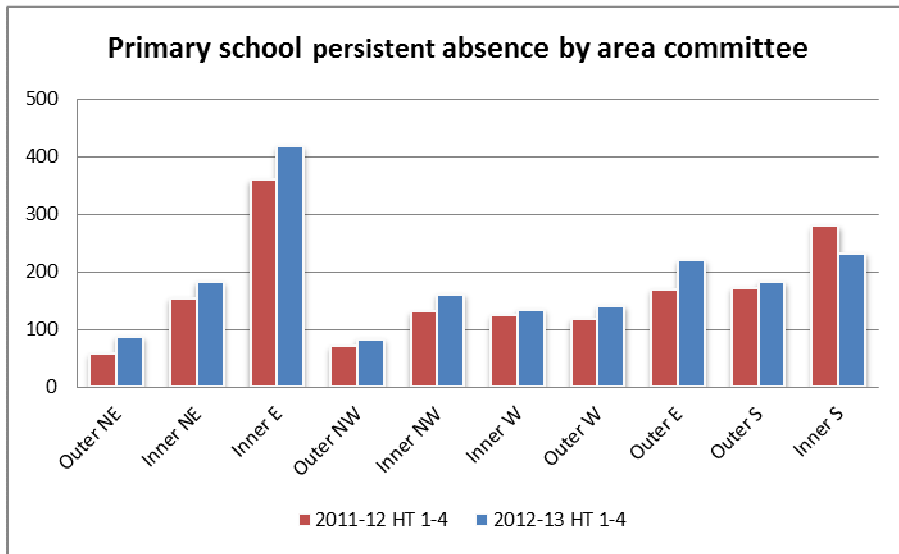
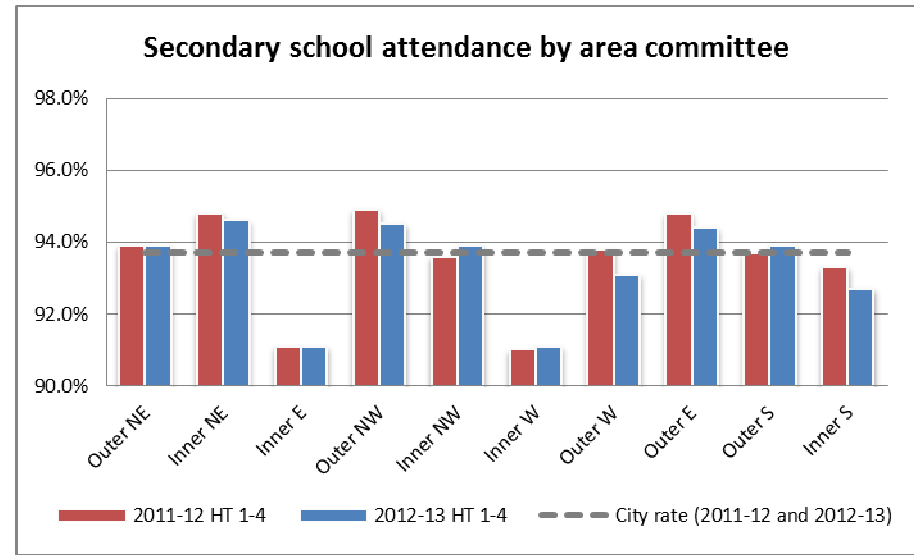
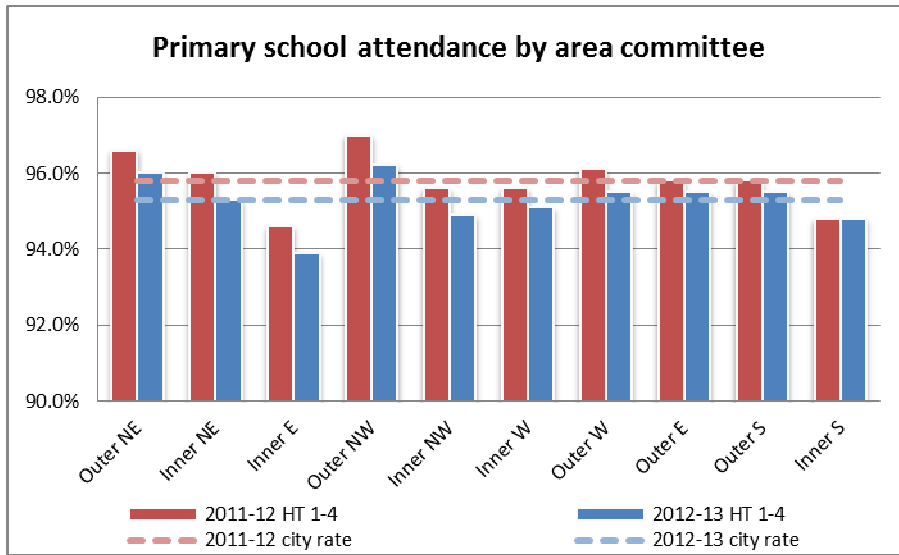
Key: AY - academic year FY - financial year HT - half term ... data below five (suppressed for confidentiality)

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

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

Appendix two: CYPP obsessions - graphs and charts





All area committees Autumn 2013 Children's Services performance update		CURRENT REPORTING PERIOD - 2013										
			City-wide	East North East			West North West				South East	
Measure	Data period	Leeds	Outer NE	Inner NE	Inner E	Outer NW	Inner NW	Inner W	Outer W	Outer E	Outer S	Inner S
Context												
1. Number of children and young people 0-19	January 2013	173,462	12,774	17,458	24,510	18,329	15,004	11,609	15,970	18,501	20,030	18,702
2. Percentage of children and young people	January 2013	n/a	7.4%	10.1%	14.1%	10.6%	8.6%	6.7%	9.2%	10.7%	11.5%	10.8%
3. Number of primary schools	Current	218	23	16	22	28	19	15	21	28	24	22
4. Number of secondary schools	Current	36	3	2	4	6	3	2	4	5	5	2
4a. Number of through schools	Current	2	0	2	0	0	0	0	0	0	0	0
5. Number of children's centres	Current	58	3	6	11	4	7	4	4	6	6	7
Keeping children safe from harm												
6. Number of children looked after	30 June 2013	1,358	22	72	389	37	120	144	72	79	76	300
6a. Distribution of children looked after by area committee (%)	30 June 2013	n/a	1.6%	5.3%	28.6%	2.7%	8.8%	10.6%	5.3%	5.8%	5.6%	22.1%
7. Number of children entering care	Apr-Jun 2013	106	...	11	32	...	5	6	5	24
8. Number of children subject to a child protection plan	30 June 2013	897	15	63	181	24	101	74	79	81	47	217
8a. Distribution of CPPs by area committee (%)	30 June 2013	n/a	1.7%	7.0%	20.2%	2.7%	11.3%	8.2%	8.8%	9.0%	5.2%	24.2%
9. Number of CAFs initiated	Apr-Jun 2013	308	17	17	55	22	34	30	20	32	28	47
10. Number of requests for service	Apr-Jun 2013	8,695	347	470	1,701	425	680	804	694	640	704	1,474
11. Number of requests for service leading to a referral	Apr-Jun 2013	2,964	83	147	635	144	231	261	244	217	260	596
12. Number of LCC-employed foster carers	30 June 2013	578	23	67	83	52	41	30	29	57	47	67
12a. Number of family placement foster carers	30 June 2013	108	7	16	7	11	...	11	6	16	13	14
Do well in learning and have the skills for life												
13. Primary school attendance levels	2012-13 HT 1-4	95.3%	96.0%	95.3%	93.9%	96.2%	94.9%	95.1%	95.5%	95.5%	95.5%	94.8%
14. Secondary school attendance levels	2012-13 HT 1-4	93.7%	93.9%	94.6%	91.1%	94.5%	93.9%	91.1%	93.1%	94.4%	93.9%	92.7%
15. Number of pupils persistently absent at primary school	2012-13 HT 1-4	1,839	87	182	417	83	161	134	141	220	182	232
16. Number of pupils persistently absent at secondary school	2012-13 HT 1-4	3,067	195	233	474	357	162	265	356	355	452	218
17. Number of NEET ⁱ	30 June 2013	1,501	47	106	330	67	118	168	128	152	120	256
17a. Percentage of NEET ⁱ	30 June 2013	6.7%	3.3%	4.5%	10.5%	2.6%	7.0%	10.4%	5.6%	5.1%	4.3%	9.1%
18. Number of 'not knowns'	30 June 2013	1,283	41	51	172	64	68	81	74	97	103	408
18a. Percentage of 'not knowns'	30 June 2013	5.5%	2.9%	2.2%	5.5%	2.5%	4.0%	5.0%	3.3%	3.3%	3.7%	14.5%

All area committees Autumn 2013 Children's Services performance update		CURRENT REPORTING PERIOD - 2013										
Measure	Data period	City-wide	East North East			West North West				South East		
		Leeds	Outer NE	Inner NE	Inner E	Outer NW	Inner NW	Inner W	Outer W	Outer E	Outer S	Inner S
Voice and influence												
19. 10-17 year olds committing an offence	Apr 12 - Mar 13	672	18	57	167	32	80	63	46	51	46	112
Ofsted inspections												
20. Percentage of primary schools good or better	31 July 2013	83%	91%	88%	73%	93%	79%	80%	86%	82%	83%	68%
21. Percentage of secondary schools good or better	31 July 2013	58%	67%	75%	25%	67%	33%	50%	75%	60%	60%	50%
22. Percentage of children's centres good or better	31 July 2013	81%	100%	100%	75%	100%	60%	100%	100%	100%	67%	80%
23. Percentage of children's homes good or better	31 July 2013	73%	100%		0%		50%	100%		100%		0%
Ofsted judgement												
24. Primary schools: outstanding	31 July 2013	37	9	5	4	4	1	1	2	3	5	3
24a. Primary schools: good	31 July 2013	143	12	9	12	22	14	11	16	20	15	12
24b. Primary schools: satisfactory/requires improvement	31 July 2013	33	2	1	6	2	4	3	2	4	3	6
24c. Primary schools: inadequate	31 July 2013	5	0	1	0	0	0	0	1	1	1	1
25. Secondary schools: outstanding	31 July 2013	2	0	0	0	0	0	0	0	1	1	0
25a. Secondary schools: good	31 July 2013	20	2	3	1	4	1	1	3	2	2	1
25b. Secondary schools: satisfactory/requires improvement	31 July 2013	12	1	1	2	2	2	1	1	1	1	0
25c. Secondary schools: inadequate	31 July 2013	4	0	0	1	0	0	0	0	1	1	1
26. SILCs (citywide): outstanding	31 July 2013	2										
26a. SILCs (citywide): good	31 July 2013	3										
26b. SILCs (citywide): satisfactory/requires improvement	31 July 2013	0										
26c. SILCs (citywide): inadequate	31 July 2013	1										
27. Pupil referral units (citywide): outstanding	31 July 2013	0										
27a. Pupil referral units (citywide): good	31 July 2013	3										
27b. Pupil referral units (citywide): satisfactory/requires improvement	31 July 2013	0										
27c. Pupil referral units (citywide): inadequate	31 July 2013	0										
28. Children's centres: outstanding	31 July 2013	2	0	1	1	0	0	0	0	0	0	0
28a. Children's centres: good	31 July 2013	19	1	2	2	1	3	2	1	1	2	4
28b. Children's centres: satisfactory	31 July 2013	5	0	0	1	0	2	0	0	0	1	1
28c. Children's centres: inadequate	31 July 2013	0	0	0	0	0	0	0	0	0	0	0
29. Children's homes: outstanding	31 July 2013	1	0		0		1	0		0		0
29a. Children's homes: good	31 July 2013	7	3		0		0	3		1		0
29b. Children's homes: adequate	31 July 2013	3	0		1		1	0		0		1
29c. Children's homes: inadequate	31 July 2013	0	0		0		0	0		0		0

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

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

EARLIER REPORTING PERIOD - 2012												All area committees
												Autumn 2013 Children's Services performance update
	City-wide	East North East			West North West				South East			
Data period	Leeds	Outer NE	Inner NE	Inner E	Outer NW	Inner NW	Inner W	Outer W	Outer E	Outer S	Inner S	Measure
January 2012	171,127	12,664	17,246	23,910	18,189	15,242	11,581	15,737	18,515	19,944	18,099	Context
January 2012	n/a	7.4%	10.1%	14.0%	10.6%	8.9%	6.8%	9.2%	10.8%	11.7%	10.6%	1. Number of children and young people 0-19
Current	218	23	16	22	28	19	15	21	28	24	22	2. Percentage of children and young people
Current	38	3	4	4	6	3	2	4	5	5	2	3. Number of primary schools
Current	0	0	0	0	0	0	0	0	0	0	0	4. Number of secondary schools
Current	58	3	6	11	4	7	4	4	6	6	7	4a. Number of through schools
												5. Number of children's centres
												Keeping children safe from harm
30 June 2012	1,432	18	68	385	51	132	169	84	91	77	299	6. Number of children looked after
30 June 2012	n/a	1.3%	4.7%	26.9%	3.6%	9.2%	11.8%	5.9%	6.4%	5.4%	20.9%	6a. Distribution of children looked after by area committee (%)
Apr-Jun 2012	75	21	...	10	10	5	12	7. Number of children entering care
30 June 2012	894	12	32	165	28	100	131	76	86	62	179	8. Number of children subject to a child protection plan
30 June 2012	n/a	1.3%	3.6%	18.5%	3.1%	11.2%	14.7%	8.5%	9.6%	6.9%	20.0%	8a. Distribution of CPPs by area committee (%)
Apr-Jun 2012	243	12	14	47	18	34	16	16	30	18	35	9. Number of CAFs initiated
Apr-Jun 2012	9,026	259	520	1,872	522	722	890	676	765	778	1,417	10. Number of requests for service
Apr-Jun 2012	3,053	62	205	721	125	197	293	193	256	262	590	11. Number of requests for service leading to a referral
31 Dec 2012	550	21	69	81	47	40	28	29	55	46	59	12. Number of LCC-employed foster carers
31 Dec 2012	104	6	16	7	11	...	11	5	16	13	11	12a. Number of family placement foster carers
												Do well in learning and have the skills for life
2011-12 HT 1-4	95.8%	96.6%	96.0%	94.6%	97.0%	95.6%	95.6%	96.1%	95.8%	95.8%	94.8%	13. Primary school attendance levels
2011-12 HT 1-4	93.7%	93.9%	94.8%	91.1%	94.9%	93.6%	91.0%	93.8%	94.8%	93.7%	93.3%	14. Secondary school attendance levels
2011-12 HT 1-4	1,632	57	154	359	70	130	124	118	169	172	279	15. Number of pupils persistently absent at primary school
2011-12 HT 1-4	3,083	249	226	494	299	208	286	258	311	559	193	16. Number of pupils persistently absent at secondary school
30 June 2012	1,603	32	108	310	63	104	137	94	132	101	214	17. Number of NEET ⁱ
30 June 2012	7.0%	2.0%	4.5%	9.7%	2.4%	5.8%	8.4%	4.1%	4.4%	3.6%	7.5%	17a. Percentage of NEET ⁱ
30 June 2012	2,153	67	102	303	109	129	198	203	184	241	616	18. Number of 'not knowns'
30 June 2012	8.9%	4.1%	4.3%	9.5%	4.2%	7.3%	12.1%	8.8%	6.1%	8.6%	21.6%	18a. Percentage of 'not knowns'

EARLIER REPORTING PERIOD - 2012												All area committees
												Autumn 2013 Children's Services performance update
	City-wide	East North East			West North West				South East			
Data period	Leeds	Outer NE	Inner NE	Inner E	Outer NW	Inner NW	Inner W	Outer W	Outer E	Outer S	Inner S	Measure
Apr 11 - Mar 12	958	28	67	238	49	100	84	79	73	83	157	Voice and influence 21. 10-17 year olds committing an offence
												Ofsted inspections
31 July 2012	76%	87%	81%	73%	93%	74%	67%	71%	71%	71%	64%	22. Percentage of primary schools good or better
31 July 2012	61%	67%	100%	25%	67%	33%	50%	75%	60%	60%	50%	23. Percentage of secondary schools good or better
31 July 2012	81%	100%	100%	75%	100%	60%	100%	100%	100%	67%	80%	24. Percentage of children's centres good or better
31 July 2012	36%	67%		0%		50%	33%		0%		0%	25. Percentage of children's homes good or better
												Ofsted judgement
31 Dec 2012	41	9	5	4	6	2	1	3	3	5	3	26. Primary schools: outstanding
31 Dec 2012	124	11	8	12	20	12	9	12	17	12	11	26a. Primary schools: good
31 Dec 2012	51	3	3	6	2	4	5	6	8	7	7	26b. Primary schools: satisfactory/requires improvement
31 Dec 2012	2	0	0	0	0	1	0	0	0	0	1	26c. Primary schools: inadequate
31 Dec 2012	2	0	0	0	0	0	0	0	1	1	0	27. Secondary schools: outstanding
31 Dec 2012	21	2	4	1	4	1	1	3	2	2	1	27a. Secondary schools: good
31 Dec 2012	12	1	0	3	2	1	1	1	1	2	0	27b. Secondary schools: satisfactory/requires improvement
31 Dec 2012	3	0	0	0	0	1	0	0	1	0	1	27c. Secondary schools: inadequate
31 Dec 2012	2											28. SILCs (citywide): outstanding
31 Dec 2012	3											28a. SILCs (citywide): good
31 Dec 2012	0											28b. SILCs (citywide): satisfactory/requires improvement
31 Dec 2012	1											28c. SILCs (citywide): inadequate
31 Dec 2012	0											29. Pupil referral units (citywide): outstanding
31 Dec 2012	2											29a. Pupil referral units (citywide): good
31 Dec 2012	1											29b. Pupil referral units (citywide): satisfactory/requires improvement
31 Dec 2012	0											29c. Pupil referral units (citywide): inadequate
31 July 2012	2	0	1	1	0	0	0	0	0	0	0	30. Children's centres: outstanding
31 July 2012	19	1	2	2	1	3	2	1	1	2	4	30a. Children's centres: good
31 July 2012	5	0	0	1	0	2	0	0	0	1	1	30b. Children's centres: satisfactory
31 July 2012	0	0	0	0	0	0	0	0	0	0	0	30c. Children's centres: inadequate
31 Dec 2012	1	0		0		1	0		0		0	31. Children's homes: outstanding
31 Dec 2012	3	2		0		0	1		0		0	31a. Children's homes: good
31 Dec 2012	7	1		1		1	2		1		1	31b. Children's homes: adequate
31 Dec 2012	0	0		0		0	0		0		0	31c. Children's homes: inadequate

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

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

ⁱⁱ Provisional data



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Report of Chief Officer, Welfare and Benefits
Report to North West (Inner) Area Committee
Date: 19th September 2013
Subject: Update on Welfare Benefit changes

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

1. The report provides an update on the citywide and local aspects of the significant welfare changes which were introduced in April 2013. These changes have seen more tenants falling into arrears with their rent and their Council Tax. Steps have been taken to mitigate the impact of the changes, including changes to recovery processes, and support is being provided to those tenants who engage with the council about their arrears.
2. The Discretionary Housing Payments scheme, which provides support to tenants affected by the welfare changes, is on track to spend the full £1.9m budget with the bulk of this spend going on those deemed to be priority cases within the Council's policy. Further funding may be available this year from DWP but this is subject to a bidding process and details of the process have yet to be announced.
3. The Local Welfare Support scheme, which has replaced the Social Fund scheme in Leeds, provides goods and services rather than cash to those in need. The spend in the 1st quarter clearly shows that there will be an underspend against this fund and, as a consequence, proposals will be developed and taken to Executive Board for alternative uses of this funding. Proposals will also be developed on potential Local Welfare Support schemes for 2014/15. It is intended to discuss these proposals for the 14/15 scheme with Area Committees ahead of an Executive Board recommendation.
4. The roll out of Universal Credit has started with a further 6 small areas announced as Universal Credit sites. The main roll out of Universal Credit is now not expected until late 2014 or even later. Nevertheless, preparations continue and one of the key aspects of the preparations relates to tackling high cost lenders in the city. A plan of

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

Recommendations

5. The Committee is asked to:

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

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

5.3. Champion the following priorities:

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

Purpose of this report

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

2 Background information

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

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

High Cost Lenders (HCL)

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

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

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

- 2.7 Work was undertaken in 2012 to try to determine the numbers of money shops in Leeds city centre and in district centres. This is not straightforward because there is no clear planning or industrial classification to distinguish these types of shops. **However, from available sources of information a list was compiled and is attached to this report at Appendix 6**
- 2.8 The high cost lending market (Home Credit, Pawn Brokers, Money Shops, Payday Lenders, rent-to-buy) was estimated by the OFT to be £7.5 billion in loans to consumers in 2008¹. The equivalent figure for payday loans at that time was £900 million but it is reported that this figure will have more than doubled by 2011. It is further estimated that 5 million people in the UK access high cost credit of which 2 million use payday lenders.
- 2.9 If this national picture is equated to the Leeds population it means that up to 60,000 people in Leeds may use high interest lenders including approximately 22,500 people who may take out Payday loans. In addition to the social cost, this market represents a potentially huge impact on the Leeds economy. Based on national data, the high cost market in Leeds could be in the region of £90m. If everyone using high cost credit in Leeds had access to affordable sources this could reduce the cost of borrowing by up to £60m in a year to Leeds families. Even a 10% penetration into this market would represent a significant annual gain for Leeds communities and the economy.

¹ OFT, Review of High Cost Credit, June 2010

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

Financial Conduct Authority (FCA)

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

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

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

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

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

3 Main issues

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

Citywide Response – main issues

Social sector size criteria (under-occupancy)

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

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

Discretionary Housing Payments (DHP)

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

Council Tax Support (CTS) scheme

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

Local Welfare Support Scheme

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

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

Benefit Cap

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

Preparations for Universal Credit

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

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

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

a) Preparing for a digital claims process:

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

b) Developing a Local Support Services Framework

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

c) Dealing with direct payments to tenants

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

Debt Prevention and High Interest Lenders

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

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

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

Leeds City Credit Union

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

Headrow Money Line

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

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

Leeds Advice Partners

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

West North West Homes Leeds Response and Activities

Social sector size criteria (under-occupancy)

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

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

Benefit Cap

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

West North West Homes Leeds (WNWHL) Arrears Process

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

Preparations for Universal Credit

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

The Local Perspective : Welfare Benefit Changes

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

Debt Prevention and High Interest Lenders

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

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

Locality Employability Initiatives and Improving Local Delivery

- 3.50 The Employability and Welfare Reform Working Group has been delivering a range of initiatives to better co-ordinate local activity, identify gaps in provision and use the local community facilities to deliver learning opportunities and employment.
- 3.51 The Area Support Team is working with Leeds City College and WNW Works to deliver locally based targeted themed taster sessions in priority neighbourhoods. WNW Works are currently undertaking questionnaires with residents to identify what skill sets people have, what prevalent sessions and jobs people want.
- 3.52 Four Estate Caretaker Apprenticeships have been created and a new Work Experience Mentor and two Employment Outreach Workers have been appointed in partnership Jobcentre Plus, to work with their unemployed customers and bring them closer to the jobs market.
- 3.53 The Outreach Workers are proactively seeking out tenants who are in need of employment support and also responding to referrals from other WNWhL staff who are conducting Welfare Reform and general tenancy visits. In addition there is an on-going campaign to contact customers affected by the welfare reforms who responded to last year's survey saying that they wished to secure employment.
- 3.54 Since staff started in their outreach roles, around 300 tenants have been supported through telephone/ written, and face to face contact with regards to job search. A much larger number, of around 2000, have been contacted by text inviting them to attend job focused events.
- 3.55 A Jobs and Training event was held in July at the Armley Lazer Centre focused mainly on young people from our priority neighbourhoods, to coincide with the end of the school and college terms.

- 3.56 A selection of around 700 tenants were targeted through West North West homes Leeds tenant tracker system and around 40 young people registered to attend. Partners included Department for Work and Pensions, Leeds City College and approximately 35 other training and third sector organisations. The day included talks on apprenticeships, sector based work academies and the option of skills development through volunteering. In addition a range of current job vacancies was supplied by Employment Leeds and people had the option to attend workshops hosted by IGEN and Jobs and Skills on Job Applications, CV Writing and Interview Tips.
- 3.57 In August an information session was delivered to support the Childcare Assistant vacancies that have arisen in the Children's Centres around the city.
- 3.58 A cohort of potentially suitable tenants were identified and contacted, by text, inviting them to find out more details. Around 90 people responded, with around 25 individuals booking onto the one hour session. Roughly 80% of attendees wished to proceed with making an application. At the session attendees were asked what they needed further support with and this was help with identifying job vacancies, CV writing; and application form completion. This information will be used to inform the content of future sessions.
- 3.59 A second event with SMG has been held on the 8th August for Food and Beverage operatives, all those who attended the initial events were invited to apply again. A further 70 offers were secured with a further event planned for September.
- 3.60 A number of event's have been held as part of breeze on tour with the apprenticeship bus on the 14th and 15th August at Kirkstall Abbey.

4 Corporate Considerations

4.61 Consultation and Engagement

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

4.62 Equality and Diversity / Cohesion and Integration

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

4.63 Council policies and City Priorities

- 4.63.1 The on-going development of responses to the welfare changes and preparations for changes still to come is aimed at supporting City Priorities around health and

wellbeing and poverty. Cross-sector working, particularly with the advice sector and 3rd sector organisations such as the Credit Union, is aimed at ensuring tenants and residents receive support to manage the changes.

4.64 Resources and value for money

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

4.65 Legal Implications, Access to Information and Call In

4.65.1 There are no legal implications relating to this report.

4.66 Risk Management

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

5 Conclusions

5.1 Many tenants are struggling to cope with the welfare changes that came into effect from April 2013; there have been increases in rent arrears and Council Tax arrears which it can only be assumed are as a result of the changes. On-going preparations for Universal Credit recognise the impact of the changes to date and focus on tackling high cost lending, increasing financial inclusion and supporting tenants to get online to manage benefit claims.

5.2 Potential reductions to Discretionary Housing Payments funding in FY14/15 mean that further work is required to move tenants away from dependency on DHPs and into more sustainable and affordable renting solutions.

5.3 Partners are coming together in localities to better use the community infrastructure to support people affected by the welfare changes. This provides a good platform for further collaboration with a range of city-wide partners.

6 Recommendations

The Committee is asked to:

6.1 Note the information about the impact of the welfare reforms;

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

6.3 Consider how they would like to prioritise and champion the following priorities:

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

7 Background documents²

Appendix 1 Monthly update

Appendix 2 LWS advice updates

Appendix 3 Local public PCs

Appendix 4 Ward breakdown Benefit Cap

Appendix 5 Direct payment proposition

Appendix 6 High cost lending update

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

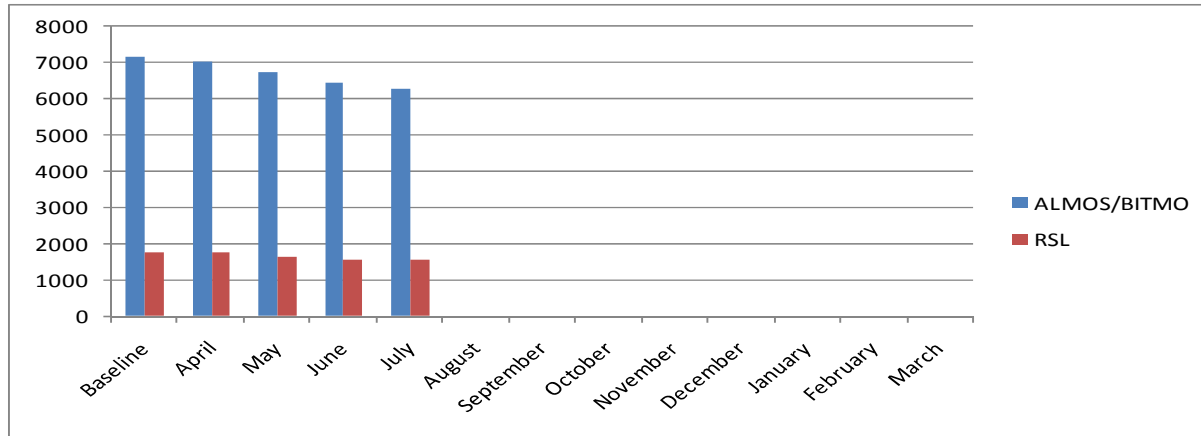
Appendix 8: Arrear of all under occupiers - All arrears cases

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

Under occupancy statistics

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

- ALMOs : 6,296



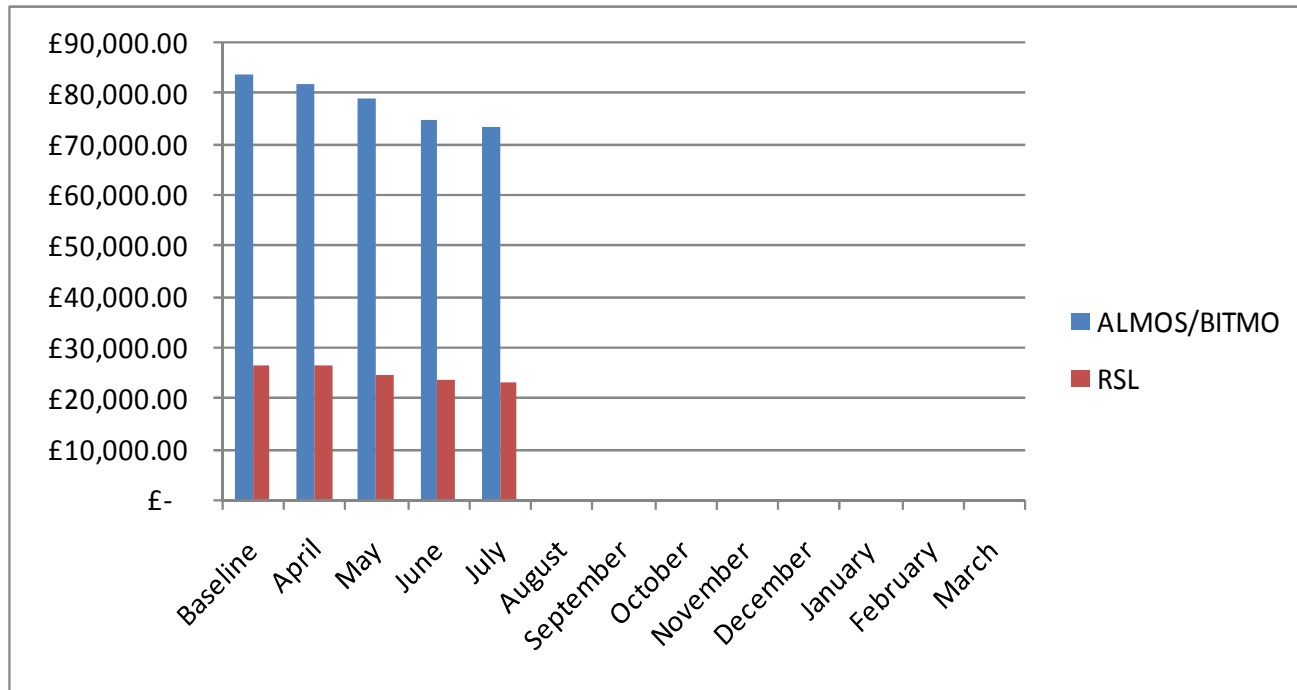
- HAs : 1,538

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

Under-occupancy statistics

The weekly loss of Housing Benefit is:

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



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

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

NUMBER OF CLAIMS WITH CHILDREN AFFECTED BY UNDER OCCUPATION

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

TOTAL NUMBER OF CHILDREN AFFECTED BY UNDER OCCUPATION

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

NUMBER OF UNDER OCCUPIED CLAIMS WITH RENT ARREARS BY ALMO

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

Ward breakdown

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

Discretionary Housing Payments as at 31.07.13

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

Local Welfare Scheme statistics as at 31.07.13

Calls offered

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

Decisions	
Outcome	Totals
Awarded	1517
Not awarded	257
Total	1774

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

Breakdown Of Non Awards

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

Local Council Tax Support

NUMBER OF CLAIMS AFFECTED BY 19% LCTS scheme

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

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

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

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

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

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

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

Affect Of Council Tax Support On Council Tax Collection Rate

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

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

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

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

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

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

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

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

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

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

Council Tax Collection Rate For CTS and Non CTS Claims

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

Appendix 2 – Ward breakdown of Benefit Cap cases

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

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

Name of Org	Address	Post Code	Ward	Number of computers available
Kaba-C (CIC) Cyber Café	66 Burley Lodge Road, Leeds	LS61QF	Burley	8 PC's
Swarthmore Adult Education Centre	2-7 Woodhouse Square, LS3 1AD		Woodhouse	30 PC's
Cardigan Centre	145-149 Cardigan Road	LS61JL	Burley	10 PC's
Oblong	Woodhouse Community Centre, 197 Woodhouse St	LS62NY	Woodhouse	10 PC's
Workers Educational Association - Leeds	Suite 10b Josephs Well, Hanover Walk	LS31AB	City Centre	12 PC's
Jobshop Session at Little London	Little London Community Centre, Oatland Lane, Little London	LS71SP	Little London	
Burley Library	Burley Library, 230 Cardigan Road, Leeds	LS61QL	Hyde Park and Woodhouse	8 PC's
Headingley Library	Headingley Library, 8 North Lane, Leeds	LS63HG	Headingley	13 PC's
Aire View Care Home, Broad Lane	Broad Lane	LS53ED	Kirkstall	2 PC's
Bankfield Court	Bankfield Road	LS42JT	Kirkstall	2 PC's
Bentley Court	Bentley Court, Meanwood Valley Green	LS72RP	Weetwood	2 PC's

Burley Willows Hall	Willow Approach	LS42HE	Kirkstall	2 PC's
Carlton Croft	Carlton Croft	LS71HF	Hyde Park and Woodhouse	2 PC's
Clayton Wood Estate	Cragside Close	LS166QZ	Weetwood	2 PC's
Cragside Close		LS53QB	Kirkstall	2 PC's
Dalesman Pub	Old Farm Approach	LS165DD	Kirkstall	2 PC's
Eltham Court	Eltham Court	LS62TP	Hyde Park and Woodhouse	2 PC's
Foxcroft Road	LS169AX	LS169AX	Kirkstall	2 PC's
Headingley Court	North Grange Raod	LS62QU	Headingley	2 PC's
Headingley Hall	Shire Oak Road	LS62DD	Headingley	2 PC's
Hollin Drive	Hollin Drive	LS165NE	Weetwood	2 PC's
Hops	6 Broadway	LS53PR	Kirkstall	2 PC's
Ireland Cres	119/129 Vesper Road	LS166SZ	Weetwood	2 PC's
Iveson Rise		LS166LW	Weetwood	2 PC's
Kirkstall Court Care Home, Vesper Road		LS53LJ	Kirkstall	2 PC's
Linden Court	Hollin Lane	LS165NB	Weetwood	2 PC's
Linton Croft	Old Farm Parade	LS165DB	Kirkstall	2 PC's
Little London Children's Centre	169a Meanwood Raod	LS71SR	Hyde Park and Woodhouse	2 PC's
Lovell Park Court	Lovell Park Court	LS71DE	Hyde Park and Woodhouse	2 PC's
Magdalene Close Sheltered Housing	Magdalene Close	LS166QJ	Weetwood	2 PC's
Methodist Church	Tinshill Road	LS167DG	Weetwood	2 PC's

Mount St Joseph's	Shire Oak Road	LS62DE	Headingley	2 PC's
Muir Court	St Michael's Road	LS63AP	Headingley	2 PC's
Oakfield	Headingley lane	LS62PQ	Headingley	2 PC's
Off Vesper Road	Vesper Road	LS53NX	Kirkstall	2 PC's
Orchard Court	St Chads Road	LS165QS	Weetwood	2 PC's
Quarry Mount Childrens Centre	Cross Quarry Street	LS62JY	Hyde Park and Woodhouse	2 PC's
Queenswood Court		LS63EG	Kirkstall	2 PC's
Queenswood Road		LS63NL	Kirkstall	2 PC's
Sayers Close	Kirkstall Lane	LS53BE	Kirkstall	2 PC's
St Anns Square		LS42UF	Kirkstall	2 PC's
St Chads Court	Otley Road	LS62AA	Headingley	2 PC's

Appendix 4 – Proposition for direct payments

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

Introduction

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

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

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

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

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

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

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

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

Roll out of Universal Credit

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

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

New claims/steady state claims

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

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

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

The advantages of this are:

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

Natural/managed migration

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

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

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

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

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

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

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

The advantages of this approach are:

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

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

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

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

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

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

Appendix 5 – High cost lenders action plan

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

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

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

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

Appendix 6 - Legal Credit Activity in Leeds

Details of Credit Businesses Based in Leeds

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

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

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

Legal High Cost Credit Providers in Leeds

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Credit shops operating in Leeds

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

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

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

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

Appendix 8 Arrears of All Under Occupiers

All Arrears Cases

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

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

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Report author: Jenna Riley

Tel: 0113 247 8027

Report of the Community Planning Officer

Report to the Inner North West Area Committee

Date: 19th September 2013

Subject: Community Planner Update Report

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

Summary of main issues

1. The objectives of the community planner role include providing advice to ward members and community groups on planning matters, working with the inner north west Area Committee (INWAC) Planning Sub Group to respond to local planning issues, and working with council officers from a range of service areas to co-ordinate planning responses in the inner north west area.

2. The Community Planner Update Report submitted to Area Committee in February 2013 outlined the key projects and themes that would form the community planner work programme for the year 2013/14. These focused on a number of general topic areas such as neighbourhood planning and housing strategy, but also included specific areas of work relating to Houses in Multiple Occupation, Letting Boards, community led planning documents, the Council's Local Development Framework Core Strategy and the Site Allocations Development Plan Document (DPD). In addition the work programme also included the coordination of the Planning Sub Group and outlined that the community planner would continue to be available to advise and assist community groups on a range of planning issues.

3. This report gives an update on how the projects and themes outlined in the February 2013 report have progressed over the past seven months. The report also notes that alongside work on these projects and themes, the community planner resource has

continued to be well used by community groups and individual residents over the period.

Recommendations

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

1 Purpose of this report

- 1.1 The report is intended to give an update to Ward Councillors on the community planner work programme since the previous report to Area Committee in February 2013.

2 Background information

- 2.1 The overall objectives of the community planner role are outlined below:

- To advise and assist Ward Councillors, community groups and individuals on planning related matters;
- To work with the INWAC Planning Sub-Group to raise awareness of area specific planning related issues and to support the planning related initiatives of the Area Committee;
- To work alongside Council officers from a wide range of service areas to co-ordinate planning responses in the inner north west area.

- 2.2 The Community Planner Update report to Area Committee on 21st February 2013 outlined a number of existing and emerging projects and themes which would form key parts of the Community Planner work programme for the year 2013/14. These included:

- The co-ordination of the INWAC Planning Sub Group;
- Responding to the emergence of Neighbourhood Planning from the Localism Act 2012;
- Co-ordinating a response from Area Committee to the Local Development Framework (LDF) Draft Core Strategy;
- Co-ordinating a response from Planning Sub Group to the Site Allocations Development Plan Document (DPD);
- Advising groups in relation to the Article 4 Direction and assisting the City Development Planning Policy team where appropriate in relation to the creation of related planning policy (HMOs);
- Assisting the steering groups of community led planning documents;
- Assisting the City Development Planning Enforcement team on the monitoring of the Area of Special Advertisement Control and the Letting Board Code;
- Advising and Assisting Community Groups and Residents on significant planning applications;
- Working with Housing Services to respond to housing strategy issues in inner north west Leeds;

- The continued development of the Community Planner Website.

3 Main issues

- 3.1 The below provides an update in relation to how the nine key projects and themes outlined in paragraph 2.2 have progressed in the last eight months.

INWAC Planning Sub Group

- 3.2 The community planner has continued to co-ordinate and support the INWAC Planning Sub Group. The group has met seven times since the February meeting of Area Committee to discuss significant local planning applications and locally relevant planning mechanisms. The group has two new members and continues to lead, and provide support for local community groups, on issues such as Neighbourhood Planning and the monitoring of community planning documents such as Neighbourhood Design Statements.

Neighbourhood Planning

- 3.3 There is significant local interest in Neighbourhood Planning in inner north west Leeds. Neighbourhood planning is one of the key outcomes of the Localism Act 2012 and offers opportunities for local communities to shape their neighbourhoods through the production of Neighbourhood Development Plans and other related mechanisms.
- 3.4 The Community Planner has continued to work with the INWAC Planning Sub Group to advise and support local community groups in relation to neighbourhood planning. Over the last seven months, two inner north west (area wide) events have been held; the first of which was held in April at St Chads Parish Centre to introduce Neighbourhood Planning and the second of which was a follow up meeting held in June at Civic Hall to discuss issues and potential boundaries. The meetings were well attended by approximately 60 local residents, business owners, student groups and third sector organisations as well as ward members from across the area. A summary of the meeting is available to download from the Community Planner website.
- 3.5 The Community Planner has subsequently attended smaller meetings of the Burley Top Community Association and Little Woodhouse Community Association to discuss neighbourhood planning and has met with representatives from Oblong (Woodhouse) and Women Dignity All Together Community Group (Little London) to discuss the same subject. The Community Planner has also attended the local meetings of Oblong (Woodhouse), North Hyde Park Neighbourhood Association and Little Woodhouse Community Association to present information and offer specific advice to groups on how to progress with neighbourhood planning.
- 3.6 Over the last seven months, Kirkstall Village Community Association, North Hyde Park Neighbourhood Association, South Headingley Community Association and Little Woodhouse Neighbourhood Association have come forward and registered their interest in developing a Neighbourhood Development Plan. The groups have begun to look at local issues and possible boundaries and the next stage will be to

establish Neighbourhood Forums, the qualifying bodies which will draft Neighbourhood Development Plans.

- 3.7 The Planning Sub Group will continue to monitor issues arising in relation to neighbourhood planning and is committed to providing support to local community groups wherever possible.

Planning Policy Consultations

- 3.8 The Community Planner resource was used to draft a follow up consultation response to the Draft Core Strategy on behalf of the Area Committee and the INWAC Planning Sub Group. The consultation response incorporated comments from the Planning Sub Group meeting of 13th February 2013 and recorded the group's support for the suggested changes to specific policies. The policies which have been amended to address the comments and concerns of Area Committee and the Planning Sub Group include those relating to Houses in Multiple Occupation, Purpose Built Student Housing Developments, Affordable Housing, Design and Car Parking.
- 3.9 The Community Planner resource was used to draft a consultation response to the Site Allocations Development Plan Document (DPD) in July. The consultation response incorporated comments from the Planning Sub Group meeting of the 10th July 2013. The group made comments in relation to the four topic areas including Housing, Greenspace, Retail and Employment and Town and Local Centre Allocations.

Article 4 Direction and HMO Planning Policy

- 3.10 The Community Planner has continued to advise community groups, landlord groups, the universities, student groups and other interested parties on matters relating to the Article 4 Direction since its introduction on 10th February 2012.
- 3.11 The Community Planner has provided support to the City Development Planning Policy team, where appropriate, in relation to the creation of more detailed planning policy. The Community Planner has also continued to represent the Area Committee in local and national discussions related to HMO planning legislation and policy. The Community Planner has attended meetings with landlord groups, universities, student groups and other interested parties.

Community Led Planning Documents

- 3.12 Over the last seven months the Community Planner post has supported the Steering Group of the Far Headingley, Weetwood and West Park Neighbourhood Design Statement (NDS) who have drafted a revised and updated version of the document. The Community Planner has acted as the officer representative throughout the adoption process to date including representing the Steering Group at the internal Council Planning Board meeting to approve an appropriate public consultation strategy.
- 3.13 The document is progressing well along the supplementary planning document (SPD) adoption process and is expected to go out to public consultation in the

Autumn 2013. The document is expected to be adopted in late 2013/ early 2014. The Community Planner will continue to support the steering group through this process.

- 3.14 Planning Sub Group will continue to monitor the uptake of the other community led planning documents in the area through its monthly meetings.

Letting Boards

- 3.15 The Community Planner has continued to provide support to the City Development Planning Enforcement team in relation to the monitoring of the Letting Board Code in the Area of Special Advertisement Control (Regulation 7 Direction area).

Advice on Planning Issues/ Applications

- 3.16 The Community Planner resource has continued to provide officer support for community meetings and has been well used by local residents and community groups as a first point of contact for general planning related queries. The Community Planner continues to attend community and resident group meetings, where appropriate, to advise groups on a range of topics. The Community Planner has also continued to advise prospective developers on appropriate local consultation strategies.

Housing Strategy

- 3.17 Discussions have taken place with officers from Housing Services through the Planning Sub Group in relation to housing strategy issues. The inquiry to consider Student Accommodation in the City in light of the publication of the report from Re'new and Unipol titled "An Assessment of Housing Market Conditions and Demand Trends in Headingley, Hyde Park and Woodhouse" was discussed at the Planning Sub Group meeting in August. Members of Planning Sub Group have requested that the Community Planner joins the working group which has been set up to look at the issues.

Community Planner Website

- 3.18 The Community Planner webpage continues to act as a resource for local community groups to access inner north west Leeds specific planning information including details on neighbourhood planning.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 This report is intended to provide an update to ward members in inner north west Leeds on the community planner work programme. As such this report has not been subject to public consultation.

4.2 Equality and Diversity / Cohesion and Integration

4.2.2 There are no specific equality considerations arising from this report. As such it has not been necessary to prepare an Equality Impact Assessment.

4.3 Council policies and City Priorities

4.3.1 This report does not have any direct implications for Council policy.

4.4 Resources and value for money

4.4.1 The community planner is funded from the Wellbeing Fund and works alongside existing Council resources.

4.5 Legal Implications, Access to Information and Call In

4.5.1 There are no specific legal implications as this report does not relate to a key or major decision.

4.6 Risk Management

4.6.1 There are no significant risks identified in this report.

5 Conclusions

5.1 The Community Planner resource has continued to be well used by ward members, community groups and local residents since the previous Community Planner Update Report in February 2013. Those projects and themes outlined in section 3 of this report will continue to form the bulk of the community planner work programme over the next six months when a further update report will be brought to Area Committee.

6 Recommendations

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

7 Background documents¹

7.1 Neighbourhood Development Plans in inner north west Leeds - Neighbourhood Planning Follow Up Meeting Summary Notes are available to download at <http://www.leeds.gov.uk/docs/Neighbourhood%20Planning%20Follow%20Up%20Meeting%20Notes.pdf>

7.2 LDF Core Strategy (Publication Draft – pre submission changes) Consultation Response from INWAC and Planning Sub Group (13th February 2013)

7.3 LDF Site Allocations DPD Site Allocations DPD Issues and Options Consultation Response from INWAC and Planning Sub Group (12th July 2013)

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.

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Report of the Assistant Chief Executive (Citizens & Communities)

Report to North West (Inner) Area Committee

Date: 19th September 2013

Subject: Wellbeing Commissioning 2014 -15 and Funding Update Report

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

Summary of main issues

1. The purpose of this report is to advise the North West (Inner) Area Committee of:
 - The current budget position for the Wellbeing Fund for 2013/14.
 - Additional capital funding available, due to the introduction of the Capital Receipts Incentive Scheme (CRIS) and underspends on previously approved projects and seeks direction on how this should be used.
 - The current position of the Small Grants and Skips pots.
 - The Small Grants and Skips that have been approved since the last meeting.
 - An update on the Youth Activity Fund.
2. The report also asks the Area Committee to approve the commissioning process and timescales for the 2014/15 Wellbeing budget.

Recommendations

3. The North West (Inner) Area Committee is asked to:
 - Note the current budget position for the Wellbeing Fund for 2013/14 (**Appendix 1**).
 - Note the current position of the Small Grants and skips pots and those Small Grants and skips that have been approved since the last meeting (**Table 1** and **Table 2**).
 - Note the additional **£22,610** Capital available for allocation and consider how this should be spent.
 - Note the current position of the Youth Activity Fund and those projects supported through this fund (**Table 3**).
 - Approve the process and timescales for the Wellbeing commissioning round for 2014/15.

1 Purpose of this report

- 1.1 This report provides members with an update on the budget position for the Wellbeing Fund for 2013/14 and identifies additional capital funding available for allocation. The report highlights the current position of the Small Grants and skips pots and those Small Grants and skips that have been approved since the last meeting. It updates the Area Committee on the Youth Activity Fund and those projects seeking support through this pot. The report also seeks approval for the process and timescales for the Wellbeing commissioning round for 2014/15.

2 Background information

- 2.1 Area Committees have a delegated responsibility for the allocation of Area Wellbeing Funding. The amount of Wellbeing funding provided to each committee is calculated using a formula agreed by Council taking into consideration both population and deprivation of an area.
- 2.2 The North West (Inner) Area Committee seeks to ensure that Wellbeing funding is allocated in a fair and transparent way and that recipients are able to commence delivery of their projects as early as possible in the financial year. To facilitate this process, a commissioning round is held which requires organisations to submit proposals for projects. Once the annual Wellbeing budgets are set by Executive Board and ratified by Full Council, the Area Committee meets to agree which projects will be supported in the year ahead. These projects are then monitored and assessed by the Area Committee throughout the year to ensure they are fully meeting their objectives.
- 2.3 In 2013/14, the North West (Inner) Area Committee received a sum of £215,580 of Wellbeing revenue. After deducting any existing commitments and taking account of the 2012/13 carry forward position, the Area Committee had £219,286 of funding available for allocation. £218,721 of this funding was committed to 27 projects, as listed in **Appendix 1** (paragraph 1.2).
- 2.4 In 2013/14, the North West (Inner) Area Committee received a sum of £17,884 Youth Activity Fund. This fund is to commission sports and cultural activity for young people age 8-17. This should be allocated with the involvement and participation of children and young people in the decision making process.

3 Main issues

3.1 Wellbeing Budget Statement 2013/14 - Revenue

- 3.2 The latest Wellbeing Budget Statement for 2013/14 is included as **Appendix 1** to this report. This sets out the current budget position for Wellbeing projects showing the amount approved by the Area Committee and the value of funds spent to date. The Wellbeing Budget statement also outlines the current budget position of those projects funded in previous years which still have funding left to spend.

3.3 Wellbeing Budget – Capital Receipts Programme

- 3.4 The establishment of a Capital Receipts Incentive Scheme (CRIS) was approved by Executive Board in October 2011. The key feature of the scheme is that 20% of each receipt generated will be retained locally for re-investment, subject to

maximum per receipt of £100k, with 15% retained by the respective Ward – via the existing Ward Based Initiative Scheme - and 5% pooled across the Council and distributed to Wards on the basis of need.

- 3.5 Some receipts are excluded from the scheme and these are largely receipts that are already assumed to fund the Council's budget or are earmarked in some other way to previous or future spend.
- 3.6 Consideration has been given as to how to distribute the 5% element on the basis of need and options have been appraised. It was proposed to allocate the 5% element to Area Committees using the already established methodology that exists for allocation of funding (based on need) between Area Committees. This option results in larger sums being available within Areas to enable larger capital schemes to progress and as the Area Wellbeing capital fund is now largely exhausted, this funding stream would provide Area Committees with an on-going, albeit relatively small, source of capital funding.
- 3.7 Future allocations will take place on a quarterly basis following regular update reports to Executive Board.
- 3.8 At its meeting on 17th July 2013, the council's Executive Board approved that the existing 5% allocation from 2012/13 (£112.6k) and future CRIS receipts available for allocation across wards, be allocated to the Area Committees based on the existing Area Wellbeing needs based formula. The distribution of the 5% element to Area Committees using the Area Wellbeing methodology has resulted in the shares set out in table below:

2012/13 allocation

Area Committee	Percentage Allocation	Area Allocation
Inner South	12.50%	£14,070.76
Outer South	10.23%	£11,518.19
Outer East	10.31%	£11,607.81
Subtotal South & East		£37,196.76
Inner West	7.61%	£8,567.67
Inner North West	12.00%	£13,510.48
Outer West	8.59%	£9,666.28
Outer North West	8.96%	£10,086.17
Subtotal West/ North West		£41,830.61
Inner North East	9.00%	£10,140.70
Inner East	14.57%	£16,404.60
Outer North East	6.23%	£7,019.09
Subtotal East/ North East		£33,564.39
Total – All Areas	100.00%	£112,591.76

- 3.9 In addition to CRIS, the Area Support Team has completed a financial review of previously funded Wellbeing Capital projects approved between 2004/05 to 2013/14. Taking into account a number of project under spends, this has identified

an additional amount of **£9,100** of Capital funding available for reallocation. Combined with the Inner North West CRIS allocation of **£13,510** this gives a total of **£22,610** of Capital funding available to the North West (Inner) Area Committee. Members are asked to consider how they would like to allocate this funding?

3.10 Wellbeing Budget – Small Grants & Skips

3.11 **Table 1.** below outlines those Small Grant applications that have been approved since the last Area Committee meeting. **Table 2.** outlines those skips that have been approved since the last meeting. Taking these into account, there is **£8,235** still available for allocation for Small Grants and **£2,281** still available for Skip Hire in the 2013/14 budget. The Area Committee are asked to note the current position of the budget and those grants and skips that have recently been approved.

Table 1: Small Grant Approvals (15/6/13 – 02/09/13)

Project Name	Organisation /Department	Amount Requested	Amount Approved
Visit to Holocaust Museum	Council of Christians and Jews, Leeds Branch	£350	£350
Children's Scarborough Trip	Hawksworth Wood Community Association	£500	£500
Health and Wellbeing	Bentley Court Sheltered Housing	£500	£500
Bentley Court Sheltered Housing	Cardigan Centre	£500	£500
Restoration stone work Millennium steps	Rosebank Millennium Green Trust	£500	£500
Open XS Cluster Healthy Relationship Project	Open XS Cluster and Leeds City Council Domestic Violence	£500	£500

Table 2: Skip Approvals (15/6/13 – 02/09/13)

Location	Ward	Number of Skips	Amount Approved
Queenswood Tenants & Res Association	Headingley	1	£130

3.12 Youth Activity Fund

3.13 In 2013/14, the North West (Inner) Area Committee received a sum of £17,884 Youth Activity Fund. This fund is to commission sports and cultural activity for young people age 8-17. **Table 3.** below lists those projects agreed for Youth Activity Fund Support.

Table 3: Youth Activity Fund – Projects for Consideration

Project Name	Organisation /Department	Amount Requested	Amount Approved
Back Yard Breeze	LCC Out of School Activities Team	£3,600	£3,600

3.14 2014/15 Wellbeing Funding Commissioning

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

3.16 The 2013/14 process

3.17 In 2013 the Area Committee conducted an open application round, widely publicised through the Yorkshire Evening Post, social media and our own database of local contacts.

3.18 The application window opened on 1st December 2012 and closed on 1st February 2013, giving groups two months to submit their project proposals. The Committee received a total of 53 applications totalling £516,613. This was £297,327 over the budget available.

3.19 Members met on 19th February 2013 at a workshop to discuss all the application forms in detail and recommend those that should be put forward for approval at Area Committee. A pack containing summaries of all the projects was put forward to Members a week prior to the workshop.

3.20 At the Area Committee meeting on 7th March, 27 projects were approved totalling £218,721.

3.21 Members were asked to comment on the process and requested that greater emphasis be put on projects for children and young people, with possible changes to the commissioning process to take account of the City Priorities Plan themes. Members also requested to have more influence over the type of applications coming forward.

3.22 The 2014/15 process

3.23 Taking into account feedback from Members, it is proposed to hold ward briefings in November prior to the opening of the commissioning round. This will give Members the opportunity to consider the type of schemes they would encourage applications from. Appropriate organisations will then be sought to develop suitable proposals.

3.24 The commissioning round is proposed to take place with the following key milestones:

- **19th September 2013:** Area Committee to consider the details of the proposed commissioning round and timescales.
- **24th October 2013:** Area Committee to consider the 2014/15 Wellbeing priorities.
- **November 2013:** Area Support Team to meet with Members in ward briefings to discuss potential applications.
- **1st December 2013:** Commissioning round begins. All previous applicants, Area Committee and forum contacts will be informed. A press release will be produced announcing the launch of the commissioning round.

- **31st January 2014:** Commissioning round ends. Deadline for all Wellbeing Fund applications.
- **w/c 3rd March 2014 (date to be confirmed):** Members briefing to review all applications and recommend those that should be put forward for Area Committee approval.
- **27th March 2014:** Area Committee meets to approve 2014/15 Wellbeing Fund allocations.
- **1st April 2014:** All successful applicants notified and organisations begin implantation of project activity.

3.25 In an effort to ensure that projects are able to begin spending funds in April, applications put forward to the Area Committee for approval will be notified prior to the meeting.

3.26 It should be noted that at the point of writing this report, it is unclear what level of funding will be available for the Area Committee to allocate at the March meeting. Should an announcement on Wellbeing allocations to Area Committee by Full Council not be forthcoming in time for the 27th March Area Committee, then it will be recommended that the Area Committee postpone its decision on Wellbeing allocations until the next available meeting.

3.27 The Area Committee is asked to approve the dates for the 2014/15 Wellbeing fund applications round and agree to hold ward briefings prior to the start of the commissioning round.

4 Corporate Considerations

4.1 Consultation and Engagement

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

4.2 Equality and Diversity / Cohesion and Integration

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

4.3 Council policies and City Priorities

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

- Vision for Leeds
- Leeds Strategic Plan
- Health and Wellbeing City Priorities Plan
- Children and Young People's Plan

- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

4.4 Resources and value for money

- 4.4.1 Aligning the distribution of Area Committee Wellbeing funding to local priorities will help to ensure that the maximum benefit can be provided.
- 4.4.2 In order to meet the Area Committee's functions (see Council's Constitution Part 3, section 3C), funding is available via Well Being budgets.

4.5 Legal Implications, Access to Information and Call In

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

4.6 Risk Management

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

5 Conclusions

- 5.1 The North West (Inner) Area Committee Wellbeing Fund provides an important opportunity to support local organisations and drive forward improvements to services. This report provides members with an update on the Wellbeing programme for 2013-14.

6 Recommendations

- 6.1 The North West (Inner) Area Committee is asked to:
- Note the current budget position for the Wellbeing Fund for 2013/14 (Appendix 1).
 - Note the current position of the Small Grants and skips pots and those Small Grants and skips that have been approved since the last meeting (**Table 1** and **Table 2**).
 - Note the additional **£22,610** Capital available for allocation and consider how this should be spent.
 - Note the current position of the Youth Activity Fund and those projects supported through this fund (**Table 3**).
 - Approve the process and timescales for the Wellbeing commissioning round for 2014/15.

7 Background documents¹ - None

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

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1.0 **Revenue**

1.1 **Revenue Budget Calculation**

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

2012/13 INW Revenue Budget	
Balance Brought Forward from 2012/13	£ 44,706.72
INW Revenue Allocation for 2013/14	£ 215,580.00
Youth Activities Fund for 2013/14	£ 17,884.00
Total Budget	£ 278,170.72
Projects approved from 2012/13 budget to be paid in 2013/14 (inc. Kirkstall Revenue Pot)	£ 41,000.25
Projects approved in 2013/14	£ 236,605.00
Total Commitments	£ 277,605.25
Remaining to Allocate	£ 565.47

1.2 **Revenue Project Statement**

The table below lists those projects supported in 2013-14 and provides a current revenue project statement for each. Most grants are paid retrospectively so grants shown as unpaid at this point in the year do not necessarily reflect any potential underspend.

Project Name	Lead Organisation	Wards Benefiting	Amount Earmarked	Amount Paid
Youth Activity Fund	WNW Area Support Team	All Wards	£ 17,884.00	£ -
Small Grants	WNW Area Support Team	All Wards	£ 12,325.00	£ 2,045
Skips	WNW Area Support Team	All Wards	£ 3,419.00	£ 985
Consultation and Engagement	Area Support Team	All Wards	£ 1,500.00	£ -
Festive lights	Leeds Lights	All Wards	£ 12,325.00	£ -
Kirkstall Festival	Kirkstall Festival Committee	K	£ 5,000.00	£ -
Hyde Park Unity Day	Hyde Park Unity Day	HP&W	£ 5,000.00	£ 5,000
Community Planner	Planning Services, LCC	All Wards	£ 40,000.00	£ 10,000
Dedicated Environmental Services Co-Ordinator – INW	WNW Locality Team	All Wards	£ 18,295.00	£ 18,296
Additional refuse collection for student changeover	WNW locality team	All Wards	£ 10,000.00	£ -
Additional Staff for Woodhouse	Community Safety	HP&W	£ 11,762.00	£ -
Leave Leeds Tidy	Leeds University Union	All Wards	£ 10,000.00	£ 10,000
EnviroMET	Leeds Met Students' Union (CALM Volunteering)	HP&W, H	£ 5,000.00	£ -
Community Development Worker Post	Area Support Team	All Wards	£ 15,873.00	£ -
Aireborough Summer Activities	Aireborough Summer Activities Scheme	W	£ 1,781.00	£ 445
Volunerring Options	Community Action Little London & Servias (CALLS).	HP&W	£ 4,353.00	£ 1,451
Temp dedicated - Out of hours noise service	Community Safety OOH Noise Service	HP&W & H	£ 15,025.00	£ -
Far Headingley, Weetwood and West Park Neighbourhood Design Statement (SPD)	Far Headingley Village Society	H	£ 1,098.00	£ -
Headingley Litfest 2014	Headingley LitFest, sub-group of Headingley Network	H	£ 3,000.00	£ -
Diwali festival	Hindu Temple	All Wards	£ 2,000.00	£ -
Reach out and Touch	Hawksworth Older People Support Services - HOPS	K	£ 9,000.00	£ -
Community Engagement	Older People's Action in the Locality (OPAL)	W	£ 8,985.00	£ -
Expanded door-to-door supermarket shopping service	Older Wiser Local Seniors (OWLS)	All Wards	£ 2,500.00	£ 625
Healthy Living Outdoors Action Days	Voice of Quarry Mount	HP&W	£ 2,500.00	£ 2,467
Childrens Champion	St Mary's Church, Hawksworth Wood	K	£ 5,000.00	£ -
Woodsley Employability Project	Woodsley Road Multicultural Community Centre	HP&W, K	£ 7,550.00	£ -
Fit Kids	Young Minds	HP&W, K	£ 5,430.00	£ -

Total	£ 236,605.00	£ 51,314
Budget for Year	£ 237,170.47	
Available to Allocate	£ 565.47	

INNER NORTH WEST AREA COMMITTEE
2013-14 Wellbeing Statement

1.3 Youth Activity Fund

The table below lists those Youth Activity projects supported in 2013-14 and provides a current balance of funding remaining to allocate. Most grants are paid retrospectively so grants shown as unpaid do not necessarily reflect any potential underspend.

Project Name	Lead Organisation	Wards Benefiting	Amount Earmarked	Amount Paid
Back Yard Breeze	LCC Out of School Activities Team	All Wards	£ 3,600.00	£ -
0	0	0	£ -	£ -
0	0	0	£ -	£ -
0	0	0	£ -	£ -
0	0	0	£ -	£ -
0	0	0	£ -	£ -
0	0	0	£ -	£ -
0	0	0	£ -	£ -
0	0	0	£ -	£ -
0	0	0	£ -	£ -
0	0	0	£ -	£ -
0	0	0	£ -	£ -
0	0	0	£ -	£ -
0	0	0	£ -	£ -
Total			£ 3,600.00	£ -
Budget for Year			£ 17,884.00	
Available to Allocate			£ 14,284.00	

1.4 Kirkstall Revenue Pot

This section provides a budget statement for the Kirkstall Revenue Pot. £10,000 was allocated to the Kirkstall Revenue Pot in 2010/11 of which £2,859.25 remains to allocate in 2013/14.

Kirkstall Revenue Projects	Lead Organisation	Earmarked	Paid
Total Projects Agreed 2013		£0.00	
Remaining to Allocate		£2,859.25	

1.5 Revenue Projects Live from Previous Years

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

Project Name	Lead Organisation	Wards Benefiting	Amount Earmarked	Amount Paid
Hyde Park Neighbourhood Board	WNW Area Support Team	HP & W	£ 13,000.00	£ -
Environmental Servicers Co-ordinator	WNW Locality Team	All Wards	£ 18,295.00	£ 18,295.00
NEET New Start	The City of Leeds YMCA	K	£ 3,761.00	£ -
Caring together.... Moving forward	Caring together	HP&W	£ 1,822.00	£ 994.40
Bringing people together (SG)	Bhojan Sangam Group	0	£ 500.00	£ 500.00
Skip - Raynal Drive (Community Cohesion Day)	N/A	0	£ 124.00	£ 124.00
Skip - Hollin Lane	N/A	0	£ 139.00	£ 139.00
Irish Arts (SG)	Irish Arts	0	£ 500.00	£ 500.00
Total			£ 38,141.00	£ 20,552.40

2 Capital

Table 2.1 shows the capital allocations that are still live from previous years. There is no capital funding remaining and no additional capital funding has been allocated to Area Committees for 2013-14.

2.1 Capital Projects Live from Previous Years

Project Name	Lead Organisation	Wards Benefiting	Amount Earmarked	Amount Paid
Headingley Bin Yards	AST	H	£ 17,528.00	£ 17,460.00
Sparrow Park	Sparrow Park Action Group	H	£ 10,814.00	£ -
Left Bank Leeds	Left Bank Leeds	All Wards	£ 9,389.00	£ 9,389.00
HOPS Church Hall Refurbishment	HOPS	K	£ 10,000.00	£ 6,384.40
Total			£ 47,731.00	£ 33,233.40

INNER NORTH WEST AREA COMMITTEE
2013-14 Wellbeing Statement

3 Small Grants

At its March 2013 meeting the Inner North West Area Committee agreed to create a £12,011 fund for small grants. This amount was amended at the April 2013 Area Committee to £12,325 to include the unallocated balance of £314 from the Small Grant pot from 2012-13. The table below details the small grant approved in 2013-14 and shows the balance available to spend.

Project Name	Lead Organisation	Wards Benefiting	Amount Earmarked	Amount Paid
Covert Surveillance Cameras	LCC WNW Locality Team	All Wards	£ 245.00	£ -
Children's Day	Leeds Rugby Foundation	All Wards	£ 500.00	£ 500.00
Kirkstall Valley Allotment & Growing Project	Leeds Youth Offending	All Wards	£ 500.00	£ -
Holt Park Outing	Holt Park Over 60s Club	Weetwood	£ 195.00	£ 195.00
Employment, Learning & Advice Community Contact Points	IGEN	All Wards	£ 300.00	£ -
Visit to Holocaust Museum	Council of Christians and Jews, Leeds Branch	All Wards	£ 350.00	£ 350.00
Children's Scarborough Trip	Hawksworth Wood Community Association	Kirkstall	£ 500.00	£ 500.00
Health and Wellbeing	Bentley Court Sheltered Housing	Headingley, Kirkstall, Hawksworth Wood	£ 500.00	£ 500.00
Learning Point Cookbook Project	Cardigan Centre	All wards	£ 500.00	£ -
Restoration stone work Millennium steps	Rosebank Millennium Green Trust	Hyde Park & Woodhouse	£ 500.00	£ -
Irish History Month 2014	Irish History Month	Hyde Park, Woodhouse & Headingley	£ -	£ -

Total £ 4,090.00 £ 2,045.00
Budget £ 12,325.00
Available to Allocate £ 8,235.00

4 Skips

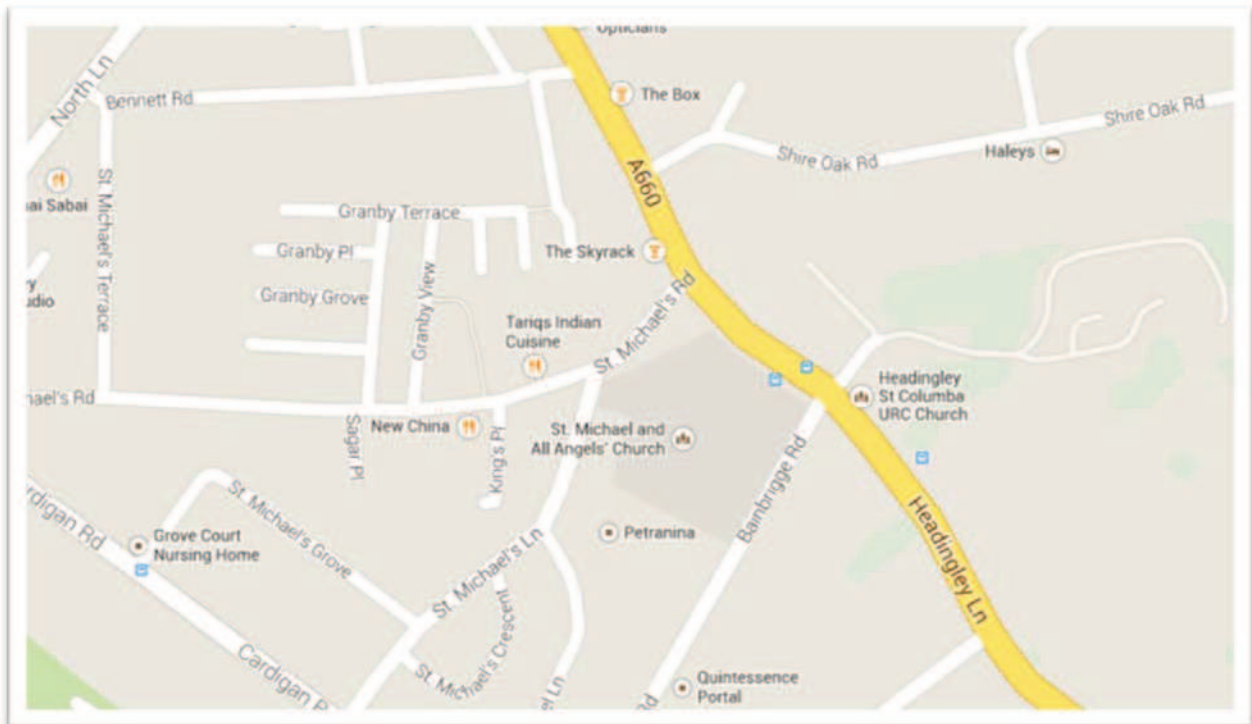
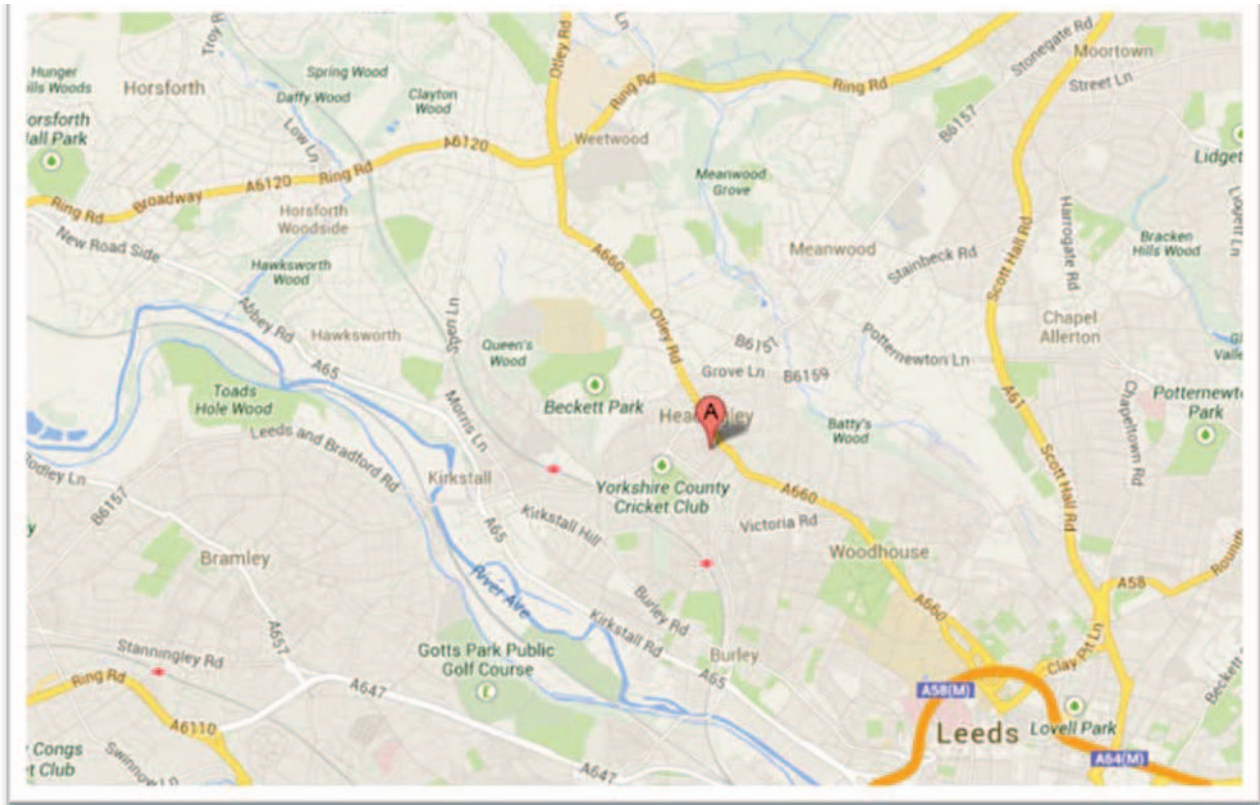
At its March 2013 meeting the Inner North West Area Committee agreed to create a £3,000 fund for skips. This amount was amended at the April 2013 Area Committee to £3,419 to include the unallocated balance of £419 from the skips pot from 2012-13. The table below details the skips approved in 2013-14 and shows the balance available to spend.

Skips	Ward Benefiting	No of Skips	Amount Committed	Paid
St Michaels Lane and Talbot View.	Kirkstall	1	£ 149.64	£ 149.64
Kirkstall Abbey Grounds	Kirkstall	3	£ 417.48	£ 417.48
Hyde Park Unity Day	HP & W	3	£ 417.48	£ 417.48
Burley Model Allotments	Kirkstall	1	£ 124.00	£ -

Total £ 1,233.60 £ 984.60
Budget £ 3,419.00
Available to Allocate £ 2,185.40

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St Michael's Church Hall
St Michael's Road, Leeds, LS6 3AW



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