



NORTH WEST (INNER) AREA COMMITTEE

**Meeting to be held in Woodsley Road Community Centre, 64 Woodsley Road, Leeds, LS13
1DU on
Thursday, 24th October, 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
Maxwell
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A G E N D A

Item No	Ward	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 15.2 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(*In accordance with Procedure Rule 15.2, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting.)</p>	

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>	

Item No	Ward	Item Not Open		Page No
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 - 19 SEPTEMBER 2013</p> <p>To confirm as a correct record the minutes of the meeting held on Thursday, 19 September 2013</p>	1 - 6
8			<p>AREA CHAIR'S FORUM MINUTES</p> <p>To note the minutes of the Area Chair's Forum held on 6 September 2013</p>	7 - 12
9			<p>ANNUAL COMMUNITY SAFETY REPORT</p> <p>To receive and consider the attached report of the Director of Environment and Housing</p>	13 - 30
10			<p>WEST NORTH WEST HOMES LEEDS INVOLVEMENT IN AREA COMMITTEES</p> <p>To receive and consider the attached report of West North West Homes Leeds</p>	31 - 38

Item No	Ward	Item Not Open		Page No
11			<p>AREA UPDATE REPORT</p> <p>To receive and consider the attached report of the Assistant Chief Executive (Citizens and Communities)</p>	39 - 50
12			<p>AREA COMMITTEE BUSINESS PLAN UPDATE</p> <p>To receive and consider the attached report of the Assistant Chief Executive (Citizens and Communities)</p>	51 - 68
13			<p>WELLBEING QUARTER 2 MONITORING REPORT</p> <p>To receive and consider the attached report of the Assistant Chief Executive (Citizens and Communities)</p>	69 - 86
14			<p>DATE AND TIME OF NEXT MEETING</p> <p>Thursday, 12 December 2013 at 7.00 p.m.</p> <p>MAP OF TODAY'S VENUE</p> <p>Woodsley Road Community Centre</p>	

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NORTH WEST (INNER) AREA COMMITTEE

THURSDAY, 19TH SEPTEMBER, 2013

PRESENT: Councillor J Akhtar in the Chair
Councillors J Walker, N Walshaw,
G Harper, B Atha, J Illingworth, S Bentley
and J Chapman

13 Declarations of Interest

There were no declarations of interest.

14 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors M Hamilton, C Towler, L Yeadon and J Bentley.

15 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 was discussed:

- Royal Park School – Members were asked for their support for the former school building to be used for a community project and prevent the future demolition of the building. Councillor Harper reported that he had been involved in facilitating meetings regarding the future of the building and an offer had been put forward to the Council for its future use subject to proof of funding. It was further reported that meetings had been held with Asset Management regarding a potential transfer of the building. All Members present supported the scheme.

16 Minutes - 27 June 2013

RESOLVED – That the minutes of the meeting held on 27 June 2013 be confirmed as a correct record.

17 Minutes of Area Chair's Forum - 3 May 2013 and 28 June 2013

RESOLVED – That the minutes of the Area Chairs' Forums held on 3 May and 28 June 2013 be noted.

18 Children's Services Area Committee Update Report

Draft minutes to be approved at the meeting
to be held on Thursday, 24th October, 2013

The report of the Director of Children's Services provided an update on performance at Area Committee level, with a broader acknowledgement of city level performance. Key issues for Children's Services were highlighted including Ofsted inspection, basic need and child friendly city.

Issues highlighted from the report included the following:

- Ofsted – an inspection across Leeds schools was due.
- There was significant pressure on availability of places in Leeds schools.
- Reducing the number of looked after children – there had been a nine percent drop in the Inner North West Area over the past year and a significant drop of fifty percent entering care.
- There had been a slight increase in the number of NEETs (Not in Education, Employment or Training) but this correlated with a reduction in rates of 'not known' young people.
- There had been an overall improvement in school attendance.
- There had been a twenty percent reduction of young people committing offences.

In response to comments from Members further discussion included an increase in the number of Common Assessment Frameworks undertaken and Elected Member representation on Clusters.

RESOLVED – That the report be noted.

19 Update on Welfare Benefit Changes

The report of the Chief Officer, Welfare and Benefits provided an update on the impact of the welfare reforms at both a citywide and ward level basis. It also provided information on arrangements that had been put in place to support tenants. Further information in the report referred to the introduction of the Universal Credit and the programme of work aimed at tackling the issue of high cost and payday lending.

Steve Carey, Chief Officer, Welfare and Benefits presented the report.

Further issues highlighted from the report included the following:

- Following changes introduced in April, including rules relating to under occupancy, more tenants had fallen into arrears.
- Council Tax arrears had also risen following changes to council Tax benefits.
- Introduction of a benefit cap would affect approximately 350 families across Leeds. Those most affected had been visited.
- Extra funding available from Government.
- The ambition is to prevent anyone from being evicted due to the benefit cap.

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

- Tenants affected by the benefit cap would still be expected to make some contribution to rent.
- Funding from Government would reduce and there would be further work required around discretionary housing payments. A further report was expected to be considered by Executive Board by the end of the year.
- Concern that if any families were to be evicted, this could be more costly to the Council than if they weren't evicted.
- Taira Kayani of Better Leeds communities addressed the Area Committee and reported on work they were carrying out supporting people affected by Welfare Reform.

RESOLVED –

- (1) That the information about the impact of the welfare reforms be noted.
- (2) That the information about the campaign against high cost lenders be noted.
- (3) That the following priorities be championed:
 - 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

20 Community Planner Update Report

The report of the Community Planning Officer gave the Area Committee an update on the Community Planner Work Programme since the previous report in February 2013.

Jenna Riley, Community Planning Officer presented the report.

Issues highlighted included the following:

- Neighbourhood Planning – update on support work with community groups; area wide planning event scheduled in January
- Far Headingley/Weetwood Design Statement – Work has been carried out to review this with the steering group and Leeds Metropolitan University. A consultation draft was being prepared and a 6 week consultation period would commence in October
- Emerging Policy – Site Allocation Plans; draft Core Strategy

Members thanked Jenna for her work.

RESOLVED – That the report be noted.

21 Wellbeing Commissioning 2014/15 and Funding Update Report

The report of the Assistant Chief Executive (Citizens & Communities) provided members with an update on the budget position for the Wellbeing Fund for 2013/14 and identified additional capital funding available for allocation. The report highlighted the current position of the Small Grants and skips pots and those Small Grants and skips that had been approved since the last meeting. It updated the Area Committee on the Youth Activity Fund and those projects seeking support through this pot. The report also sought approval for the process and timescales for the Wellbeing commissioning round for 2014/15.

Zoe Tyler, Area Support Officer presented the report.

Members attention was brought to the following:

- Additional capital funding available – Members were asked to consider how this could be spent
- Current Wellbeing Fund budget position
- Capital Receipts Programme
- Small Grants & Skips funding
- Youth Activity Fund
- The 2014/15 commissioning process and timescales – including ward meetings with Members to discuss possible projects they would like to see..

Weetwood Members expressed dissatisfaction regarding a recent Back Yard Breeze held in their ward and the lack of consultation, publication and subsequent poor attendance.

RESOLVED –

- (1) That the current position for the Wellbeing Fund for 2013/14 be noted.
- (2) That the current position of the Small Grants and skips pots and those Small Grants and skips that had been approved since the previous meeting be noted.
- (3) That the additional £22,610 capital available be noted and consideration be given to how this should be spent.
- (4) That the current position of the Youth Activity Fund and those projects supported through this fund be noted.
- (5) That the process and timescales for the Wellbeing commissioning round for 2014/15 be approved.

22 Date and Time of Next Meeting

Thursday, 24 October 2013 at 7.00 p.m.

23 Open Forum

Draft minutes to be approved at the meeting
to be held on Thursday, 24th October, 2013

The Chair allowed a further submission for the Open Forum from a member of the public who was not present earlier in the meeting.

Concern was raised regarding the number of mature trees that would be lost as part of the New Generation Transport scheme. It was felt that this had been an undemocratic procedure and disappointment was expressed that this had not been included on the Agenda for this meeting. It was reported that there would be significantly more planting to replace any lost trees and replacements would be trees between 3.5 and 5.5 metres in height and not saplings.

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Agenda Item 8

**Area Chairs Forum
Friday 6th September 2013
Committee Room 4, Civic Hall**

Attendance:

Councillors: P. Gruen (Chair), S. Hamilton, G. Wilkinson, P. Wadsworth, C. Gruen, J. Jarosz.

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

Minutes: S. Warbis

Attending for specific items: S. Wimsett

Item	Description	Action
1.0	Apologies	
1.1	Cllr Asghar Khan, Cllr Andrea McKenna, Cllr Karen Bruce, Cllr Javaid Akhtar, Rory Barke	
2.0	Minutes and Matters Arising	
2.1	The minutes of the previous Area Chairs Forum meeting on 28 th June 2013 were agreed as an accurate record.	
2.2	<u>2.2 of previous minutes - Health</u> Cllr Mulherin and Ian Cameron to attend the next meeting on 11 th October.	
2.3	<u>2.3 of previous minutes – Youth Service Engagement</u> Cllr C. Gruen has been involved in youth consultation. A consultation board is being set up which will attempt to represent youth across the area and not merely established youth groups.	
2.4	A youth council has been set up in Wetherby Town in the North East Outer Area involving Cllr Lamb as the Children’s Area Lead Member.	
2.5	Cllr Hamilton has had discussions regarding the Youth Service delegation in her area.	
2.6	Cllr Wadsworth mentioned that the young people sub group had met and there were good signs that school clusters were coming on board and reporting into the sub group.	
2.7	Concerns were raised over provision for 8-13 year olds following the removal of specific national funding aimed at this group.	
2.8	It was mentioned that appointments would shortly be made in the Youth Services restructuring and that Area Chairs should get in touch with panels to express the needs for their areas.	Area Chairs
3.0	Waste Policies – Engagement with Members	
3.1	This item was removed from the meeting agenda. Confirmation will be sought on how this engagement will take place, either through this meeting or through Environment Area Lead Members.	Sarn Warbis
4.0	Area Committee’s Annual Report to Full Council	
4.1	Anne McMaster brought a draft copy of the Area Committee’s Annual Report to Full Council to the meeting for comment / amendment. The report needs to be finalised by midday on Monday 9 th September to meet deadlines for submission to the Full Council meeting on Wednesday 11 th .	

- 4.2 The report expands on the report that was brought to the Area chairs Forum meeting on 3rd May outlining the achievements of Area Committees in 2012/13 and looking at the challenges ahead. The report aims to highlight good work and best practice and demonstrate the wide ranging use of wellbeing funds and the additionality that is achieved as a result.
- 4.3 It was felt that this was an opportunity to place the work of Area Committees higher up the agenda for full council. Figures show that last year there was a return on investment of £2.50 for every £1 spent through wellbeing funding which was a great achievement.
- 4.4 The report tries to capture action taken against recommendations in the review of area working and also to demonstrate how Area Committee work is addressing the city priorities by using a range of case studies. It does not attempt to capture all of the work that has taken place. The report also covers future challenges.
- 4.5 Comments on the report were invited from Area Chairs and Cllr P Gruen particularly asked if there were any pieces of work that Area Chairs were particularly proud of that had not been included in the case studies submitted so far. It was not possible to include all work carried out and it was pointed out that attempts were being made to include a balanced selection of case studies that reflected good work across all ten Area Committees.
- 4.6 It was pointed out that deadlines were tight to submit the final report for the full council meeting on Wednesday 11th September and that any comments or additions needed to be submitted to Anne McMaster by midday on Monday 9th.

5.0 Report on Area Committee Working Arrangements

- 5.1 Sally Wimsett, Policy and Performance Manager – Citizens and Communities, attended with a report on delivering the area working review recommendations regarding Area Committee working arrangements. This also took into account views gathered during the recent Area Chairs work-shop.
- 5.2 It was pointed out that meetings with the recently appointed Area Lead Members, relevant Executive Board Members, and key service officers had been arranged. The first meeting regarding environment and community safety had taken place this week and had gone well. It was agreed that these would be reported back on at the next Area Chairs Forum meeting.
- 5.3 It has been agreed that there needs to be a long term vision for Area Committees, which includes consideration of moving towards a “community Council” type approach, but there are also some short term fixes that can be applied.
- 5.4 One of the issues is that there is no common understanding of an agreed corporate process for setting Area Committee agendas. It was felt that this needed to be in place and followed up.
- 5.5 Public attendance at meetings and the profile of Area Committees needs to be improved. This is not just about broadcasting what we are doing, but about linking in with local groups and networks to set agendas that are of interest locally.
- 5.6 It was stressed that care needed to be taken to ensure that Area Committees weren’t seen as just another layer of bureaucracy. Emphasis should be placed on the added value that Area committees achieve locally when publicising their work.
- 5.7 It was pointed out that currently Area Committees receive attendance when

Kathy Kudelnitzky

they were allocating funding, but there is a difficulty in encouraging attendance otherwise. Agendas regarding specific local issues could improve this.

- 5.8 It was also mentioned that, although there had been improvement in some recent reports, generally papers received by Area Committees were still too full of "council speak" and were not engaging, or even understandable in some cases, to members of the public. It was recognised that in some cases reports were dealing with abstract concepts which were hard to express simply, but that there should be an attempt to make reports more accessible. There was also common agreement that papers need to be shorter.
- 5.9 It was raised that the name "Area Committee" did not mean anything to the public and that the term itself does not attract attendance. Previous "forums" were better attended and the name should be reconsidered.
- 5.10 It was raised that the name "Community Council" was being considered and Area Chairs were invited to provide any alternative suggestions. It was raised that geographical labelling of Area Committees such as North East Outer, West Inner etc. did not mean anything to the public. Place names would be more easily understood, although it was agreed that this could prove difficult due to the wide boundaries of Area Committees.
- 5.11 It was suggested that dates of meetings should be publicised to local groups and that contact lists should be used more effectively. It was pointed out that this would be made easier if meetings were scheduled more regularly i.e. first Tuesday of alternative months. It was pointed out that there could be problems with this approach regarding member availability due to the range of other scheduled meetings in the council diary, however it was felt that this should be explored. This will be included in the work to address practical issues such as agenda setting, attendance, venues, publicity etc.
- 5.12 It was raised that communities should be aware of where money is coming from for projects in their areas. It was suggested that there should be a common "Area Committee" logo that could be used on leaflets, banners etc. It was pointed out that North East Outer had already used a plaque stating that improvements had been funded by local ward members.
- 5.13 It was suggested that there should be a requirement for funded projects to reference Area Committees when publicising funded work. It was also suggested that there should be a requirement for Area Teams to see proofs of promotional material.
- 5.14 It was suggested that a menu of options for promoting Area Committee work should be available to be used as is appropriate.
- 5.15 It was pointed out that Area Team officers from East North East are meeting with colleagues from the Communications team next week and that these areas will be followed up. It was also raised that generally officers in services needed to make more use of the expertise in the communications team.
- 5.16 The report was welcomed by the Area Chairs Forum.

6.0 Scrutiny Report – Strengthening the Council’s Relationships with Parish and Town Councils

- 6.1 Kathy Kudelnitzky brought a report detailing actions coming out of the scrutiny report on strengthening the council’s relationship with Parish and Town Councils.
- 6.2 Area Chairs were content with work to progress on the agreed actions.

7.0 Any Other Business

7.1 Health

7.2 Jane Maxwell referred to the Inner West Improvement Board meeting that had taken place the previous day. Working relationships are good in the West they are now looking at how the commissioning of local work can be influenced locally.

7.3 The Clinical Commissioning Group (CCG) has £100k to use to improve access to services at an early stage, and are now looking beyond merely addressing health symptoms, and are recognising a need to address the underlying causes such as welfare, debt etc.

7.4 This is linking in with work that other agencies are carrying out and there is a subtle move towards an informal community budget model which may be strengthened in the future.

7.5 Cllr C. Gruen mentioned that where long term objectives are being set it is sometimes difficult to prove outcomes. There are positive signs that shared objectives are leading to cross boundary working, and that there is an understanding now of the external factors that can affect health.

7.6 It was pointed out that the Improvement Board was linked to the Area Committee and that partners would be coming back to the Area Committee shortly for a health themed meeting.

7.7 Welfare Reform

7.8 Sharon Hughes mentioned the work being carried out in the East North East area to address welfare reforms. The group that has been brought together has led to a better understanding of the cross cutting themes involved and has led to more co-ordinated approaches in this area.

7.9 Employment and Skills

7.10 Shaid Mahmood raised the focus that has been put on this theme in the South East area. The Area Committee Employment and Skills group, chaired by Cllr Groves is looking at addressing the breakdown in pathways to success.

7.11 A job shop has recently been opened in the St George's centre and there is also a credit union presence. Part of the success of this has been drawing in central support to enable the local ambitions to be realised.

7.12 Middleton Regeneration Framework

7.13 This links to the Neighbourhood Improvement Board and has enabled work to be carried out in areas that make sense to the community, linking parts of Belle Isle and Middleton. They are creating a master plan for buildings in the area and accelerating local activity.

7.14 NEETS

7.15 Cllr Wilkinson mentioned work that is going on in Outer North East with local businesses following a decision to provide support to all NEETs in the area rather than focusing on one or two apprenticeship opportunities. Local businesses are linking into local high schools and are providing work experience 1 day per week over a period of time, rather than a one off weeks placement, and this is leading to wider gaining of experience and has led to at least one permanent job appointment.

7.16 Area Committee Delegations

7.17 Cllr Wilkinson mentioned that after the successful environmental delegation, and the work being undertaken on the Youth Service delegation, the North East Outer Area Committee would like Planning Enforcement to be considered for the next delegation. Cllr P. Gruen agreed to explore this with officers in the Planning service.

**Cllr P.
Gruen**

7.18 Budgets

7.19 Cllr P. Gruen has asked for finance to report on how much has been spent of the budget that was carried over from last year identified as committed to existing projects.

7.20 Area Committees have been encouraged in the past to consider sharing money between each other where there are balances that can be used in other areas. Cllr P. Gruen also referred to the rules regarding school budgets where it is only permissible for a set percentage of the budget to be carried from one year to the next. Area Chairs were urged to examine their budgets as we approach the halfway point in the financial calendar.

Area Chairs

7.21 Items for the next meeting

- Health – Cllr Mulherin / Ian Cameron
- Targeted Youth Work update – Ken Morton
- Feedback from Area Lead Members meetings – Kathy Kudelnitzky
- Detailed report on added value from well-being spending – Shaid Mahmood

8.0 Date of Next Meeting

8.1 Friday 11th October 2013, 14:00 – 16:00, Committee Room 4 - Civic Hall

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Report of the Director of Environment and Housing

Report to North West (Inner) Area Committee

Date: 24th October 2013

Subject: Annual Community Safety Report

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

Summary of main issues

1. This report provides crime statistics for Inner North West Leeds and gives details of key activity to address crime and anti social behaviour issues. The report recognises the fall in crime in the Inner North West wards during 2012/13 and the challenges faced during the coming year.

Recommendations

2. The Area Committee is asked to:
 - Note the contents of the report and offer comments.
 - Note the role of the Area Committee in reducing burglary and other crime, and to consider funding a target hardening grant for private properties as part of their Wellbeing allocation.

1 Purpose of this report

- 1.1 This report is the annual community safety report, providing Members with details of community safety activity undertaken during the last 12 months. The report will also provide details of crime data and make comparisons with previous years.

2 Background information

- 2.1 Leeds aspires to be the best city in the UK with the best community safety partnership and services. Safer Leeds is focusing on the outcome that “people in Leeds will be safe and feel safe in their homes, in the streets and the places they go”. The strategic assessment for 2013/14 has highlighted a number of priorities for Leeds:

- Strengthen the partnership approach to support a more focused approach to tackling Domestic Abuse.
- Continued focus on reducing domestic burglary and its impact across Leeds.
- Effectively tackle and reduce anti-social behaviour in our communities.
- Improve our understanding and approach to deal with Child Sexual Exploitation
- Tackle substance misuse.
- Reduce re-offending.

- 2.2 The North West Divisional Community Safety Partnership is a multi agency partnership chaired by the Police and West North West Homes and includes partners from Fire Service, Youth Service, Youth Offending Service, Safer Leeds and the Community Safety Area Lead Member from each of the four Area Committees in West North West Leeds. The Partnership meets four times a year and sets the strategic direction for partnership work, examining performance and agreeing local priorities. The work of the group is accountable to the Safer Leeds Executive and the Safer and Stronger Communities Board, who receive regular reports of the activity undertaken.

3 Summary of key Actions

- 3.1 A number of factors have an impact on crime and criminologists have placed these factors into three broad categories:
- A suitable target or opportunity, for example valuable items which can be removed relatively easily such as laptops near an open window, vehicles with unlocked doors and a valuable item on show, etc
 - A motivated offender, for example someone whose values or beliefs make stealing acceptable such as drug dependency, someone motivated by greed, etc
 - A low likelihood of getting caught, for example no Police or security guards, a neighbourhood with a low level of reporting crime, no natural street surveillance, etc

3.2 Traditional problem solving techniques aim to reduce crime by impacting on the identified three categories:

- Working to educate the victim (through leaflet drops, face to face crime prevention advice, etc)
- Tackling the offender (known as offender management; visiting known offenders, tenancy action, curfews, criminal sanctions – prison, etc)
- Undertaking work on the built / natural environment to reduce crime opportunities in the locality such as improving natural surveillance or environmental works such as cutting hedges back, secure by design, etc).

3.3 The Divisional Community Safety Partnership have delivered the following key actions during the last 12 months -

3.4 Domestic abuse

Domestic abuse work is primarily delivered through 3 strands - working to support the victim, taking appropriate action against the perpetrator and raising the awareness and confidence of officers in identifying domestic abuse and making appropriate referrals to special and support agencies. Examples of this include:

- A Domestic Violence MARAC (Multi Agency Risk Assessment Conference) chaired by Safer Leeds. A number of partners attend the conference to discuss high risk domestic violence cases. The focus is on supporting victims and having strong co-ordinated action against perpetrators. Regular attendees include the Primary Care Trust, Social Care, West Yorkshire Police and Leeds Domestic Violence Services.
- An awareness campaign heavily supported by the Leeds Domestic Violence Team. The campaign works with partners during the days of action on Domestic Violence between 25th November and 10th December, linking in with the world wide initiative. Awareness is raised through a co-ordinated media campaign and activities with partner organisations such as schools to promote the White Ribbon Campaign.
- In Inner North West all the children's centres have achieved at least Level 1 of the Safer Leeds domestic violence Quality Mark. Little London Children's Centre has recently been awarded Level 3. Little London Children's Centre has also piloted work with abusive dads; this is shortly to be rolled out to Early Start Teams across the city.
- The Domestic Violence Team delivered an awareness raising presentation to staff from across the Open XS cluster and this was followed up with training for staff from primary schools in the area and a separate session for practitioners who work with secondary age children.
- The Open XS cluster has submitted a successful bid for a small grant to do some creative work on Domestic Violence with young people from City of Leeds School. This will include 6 sessions delivered through PSHE lessons focussing on healthy relationships and culminating in a piece of positive art work that can be used as a focal point in the school and referred to for future sessions. This work will be delivered in partnership with Youth Point.

- Open XS Cluster are running an initiative called Little Voices. This is targeted group work for children who are identified as being affected by domestic violence.

3.5 Burglary

Burglary remains a high priority for the City and the North West Division. A City-wide strategic burglary group meets monthly, lead by Chief Superintendent Dave Oldroyd. The group oversees the work delivered in the localities, identifies strands of work which need to be tackled from a city-wide prospective and shares good practice. Following the Outcome Based Accountability meetings, multi agency burglary plans were developed for Hyde Park, Hawksworth Wood and Headingley. Significant local initiatives have included -

- The top 10 street burglary initiative, engaging with residents and providing crime reduction advice, promoting Immobilise.com, referring into target hardening schemes and promoting laptop and phone tracking software
- Joint work with the Universities to engage with students about burglary. This includes student volunteers working with the Police on doorstep engagement and providing crime reduction advice, promoting Immobilise.com and laptop tracking software, using the university portals and screensavers to get crime messages out and directing university security patrols to areas of concern through Police briefings.
- Environmental audits to address any environmental issues which could impact on burglary such as overgrown hedges, obscured street lighting and broken street lighting.
- Taking tenancy enforcement action against prolific offenders and the introduction of a Local Lettings Policy in Hawksworth Wood to manage offending behaviour and provide incentives to engage with support agencies
- Delivering multi agency action days to convey a variety of messages and raise awareness about burglary and other crimes using leaflets, doorstep engagement and working with partners to have a greater impact by undertaking joint visits. 6 action days were held this year.
- Delivering Operation Optimal targeting patrols to areas where statistics says a burglary may occur and visiting burglary victims and their neighbours (either side and back / front).
- Promoting Immobilise.com and the national property register, through mailing lists, door step engagement and working with the Universities to increase registration on Immobilise.com through the automatic registration systems for new students.

3.5.1 Leeds ASB Team (LASBT) West North West Performance Data

Leeds Anti-Social Behaviour Team receives requests for service (Enquiries) via the contact centre, the local housing office, West Yorkshire Police, Stop Hate UK, Elected Members and local MP's. The team has a number of core performance aims:

1 & 2 Day response to Enquiries from Contact Centre - LASBT West received 1045 enquires in 2012/13. 50.6% of these enquiries relate to ALMO properties. 100% of enquiries were responded to within service standards.

Initial Contact with Customer within 10 days (SSTD3) – 98.7% of customers were contacted within 10 days of a case being opened.

10 day Customer Update (SSTD5) – The year-end cumulative performance for this measure showed that 95.4% of customers were contacted every 10 days.

Initial Contact with Perpetrator within 10 days (SSTD4) – The year-end cumulative performance for this measure showed that 91.4% of perpetrators were contacted within 10 days of a case being opened.

Customer Satisfaction with service - 4 week case onset survey – 89.1% of respondents stated they were either very satisfied or satisfied, with the service they had received.

Customer Satisfaction with service and case outcome – Closed Case survey - 95.2% of respondents stated they were either very satisfied or satisfied, with the service they had received. 95.8% of respondents were either very satisfied or satisfied, with the investigation carried out by the Case Officer and 91.0% were satisfied with the case outcome.

3.5.2 Anti-Social Behaviour Caseload

Table 1 shows a breakdown of the cases investigated and closed in the Inner North West area during 2012/13.

Table 1

Ward Boundaries	Number of Cases Investigated
Hyde Park & Woodhouse	32
Headingley	5
Kirkstall	59
Weetwood	50

3.5.3 Anti-Social Behaviour Case Studies by Ward Area

This section provides a summary of some of the ASB cases that have been investigated by the team during 2012/2013.

Hyde Park and Woodhouse

- A suspended possession order was granted in relation to cannabis cultivation at an address on Oatland Crescent.

Headingley

- LASBT in partnership with Inner North West NPT assisted in resolving a noise nuisance issue where squatters had taken over a private rented property on

St Anne's Road. This was one of the first actions taken under the new Squatter Legislation.

- Injunction with power of arrest granted in relation to a council tenant on Victoria Road using threatening and intimidating behaviour against a neighbour. The perpetrator has also now surrendered their tenancy.

Kirkstall

- Injunction gained against a private resident in the Kirkstall area in relation to harassment and abuse of staff at Kirkstall Housing Office.
- A council tenant was evicted from a maisonette on Queenswood Drive in relation to both burglary offences in the locality and also the cultivation of cannabis in the property.

Weetwood

- Undertaking gained against a council tenant for threatening violence against a member of staff

3.6 Child Sexual Exploitation (CSE)

CSE is a new area of work developed during the last year. There is a City-wide CSE Steering Group chaired by Children's Services. The group aims to develop processes and services to meet the challenges presented by CSE. The group has recently approached Safer Leeds and asked for help to develop and shape local delivery for CSE work.

- The safeguarding of individuals at risk of CSE is delivered through the existing safeguarding process of joint working between the Council and Police. These Officers work very closely together to share information and often work from the same office in 2 Great George Street to ensure an integrated approach.
- The Area Community Safety Co-ordinator role has taken a lead on CSE work locally and chairs a CSE Practitioners forum for West North West Leeds. The forum looks at identifying local CSE gaps in services with a view to finding local solutions or working with the Leeds wide CSE Steering Group to raise and address concerns. Local partners involved in the Practitioners forum include Cluster Co-ordinators, Targeted Services Leads, School Nurses, Police and Social Workers. The group has met on 2 occasions to date and aim to meet quarterly. Work is underway to identify the training needs of frontline staff to help develop a training plan for West North West Leeds and develop better joint working to tackle this issue.
- In June 2013 a Practitioners Workshop for CSE was held to provide an opportunity to raise awareness of the issues relating to CSE. The workshop was organised by the Area Community Safety Co-ordinator and involved presentations from Blast and ISIS who are 2 agencies developing work in CSE. The session was a taster for front line staff such as social workers, healthcare professionals, school staff, housing officers and Police officers. The workshop was attended by over 30 people. Further sessions are planned for frontline staff and practitioners.

3.7 Reduce Re-offending

Reduce Re-offending is delivered in partnership with West Yorkshire Police, Probation, Youth Offending Service, Leeds City Council and other agencies. There is both a mix of partnership working at city-wide level to engage with prolific offenders and locally co-ordinated work to engage with offenders who are at risk of becoming prolific. Typically, the engagement aims to address the causes of offending and help reduce the opportunities to offend by helping an offender secure training or a work placement.

The local group is chaired by Safer Leeds and includes support from West Yorkshire Police, Probation, Youth Offending Service, Signpost, Connexions and other partners who come together to look at additional focused support provided to individuals involved in burglary and other priority crime. The group works across the locality and seeks to address the support needs of individuals and families to help them to stop offending. This support could be through training opportunities provided through Connexions, additional support by Youth Offending Service, Signpost working with the family offering intensive support. Since its inception the group has discussed 32 cases and closed 12 cases due to either engagement with services and reduction in offending or incarceration. The number of cases is fluid with about 20 at any given time.

3.8 Substance misuse

Substance misuse continues to be an active priority for the Neighbourhood Policing Team. Members of the public continue to provide the Police with positive leads about Cannabis and other types of drug dealing. One of the significant emerging issues for the city is the sale and use of new psychoactive substances, so called legal highs. Safer Leeds has a three stranded approach to this new area of work:

Intelligence gathering

- Operation Nightshot established on Police systems and intelligence sought from across the partnership.
- Questionnaires distributed to adult drug users through the drug intervention program.
- Liaison with agencies who provide drug intervention work.
- Partnership work with event organisers.
- Local intelligence gathered to identify local retail outlets and understand the customer profile.

Education

- All Safer Schools Police Officers provided training input and package to deliver in secondary schools.
- Media strategy developed with key features on Look North and YEP and national newspapers including the daily Mail and The Sun.
- Key partners provided training input including elected members, youth services.
- Billboard campaign and marketing material produced.

Enforcement

- Warning letters served to all retail outlets.
- Dedicated CPS lawyer established.
- convictions for selling intoxicating substances to under 18's - first conviction nationally using this legislation to tackle new psychoactive substances
- Ongoing prosecution under Sec 9 Misuse of Drugs Act - selling articles for the preparation and administration of controlled drugs in respect of articles with cannabis leaves etc on
- Market management have served warning letters to all relevant stall holders

4.0 CCTV (Delegated Function)

- 4.1 LeedsWatch provide a monitoring service for public space surveillance cameras covering open spaces across Leeds. The CCTV control room is staffed, and cameras are recorded 24 hours per day, 365 days a year. The service also provides two mobile CCTV vehicles for deployment within communities across Leeds. The main objective of the service is to reduce crime and the fear of crime through the use of CCTV technology, leading to improved crime prevention, and an increase in the detection and prosecution of offenders. The LeedsWatch service works in partnership with a large number of internal and external partners such as; Urban Traffic Control (UTC), Emergency Planning, Leeds Anti-Social Behaviour Team (LASBT), West Yorkshire Police, WY METRO and other Local Authorities across the West Yorkshire sub-region
- 4.2 CCTV is one of a number of Service functions delegated to Area Committees. The Area Committee's role in relation to this function is to 'maintain an overview of the service in the Committee area and receive regular information about it.' There are currently a total of 9 public space surveillance CCTV camera's monitoring the Inner North West Committee Area, via the Central CCTV Control Room at Middleton, they are located in the following areas-
- Hawksworth Park – Burley Road Car Park – Headingley – Hyde Park
 - Within the Inner North West Committee Area there have been a total of 7 arrests on camera. 1 arrest for driving over the prescribed limit, 1 racially aggravated public order offence, 1 assault, 1 damage to vehicle, 1 possession of Class B, 1 handling stolen goods and 1 attempted theft.
 - CCTV footage has been requested in relation to 116 further incidents within the Inner North West area for a various number of offences which provides evidence in relation to the criminal investigations relevant to identification of suspect(s).
- 4.3 The CCTV Vans are now primarily used to respond to reports of noise nuisance. The out of hours noise nuisance service supports the work of the Leeds ASB Teams by providing evidence in relation to noise nuisance cases.
- 4.4 Supporting the city's most vulnerable residents is also a priority. The LeedsWatch service is now responsible for providing a first response to Care Ring alarms. On call 24 hours a day, 7 days per week, this service responds to alarms from mainly

elderly clients who may have fallen or find themselves in need of support. Officers attend to the alarm call and contact emergency services, family members or other appropriate individuals, staying with the client to provide support and re-assurance until further help arrives.

- 4.5 In order to ensure that the service is making the best use of its resources, a full service restructure has now commenced with a view to offering best value for the department. In particular, discussions are taking place with the Anti-Social Behaviour Teams, Environmental services, West Yorkshire Police and Housing Leeds to look at how the various services can better link together to improve service delivery and provide a more pro-active response to issues of public concern.

5.0 Area Committee Funded Projects

- 5.1 During 2012/13 the Area Committee funded Police Off-Road Bikes which proactively patrol green spaces and work with the Neighbourhood Policing team to tackle the nuisance caused in communities by off road bikes. The project also worked closely with the Councils Park Ranger service to undertake joint patrols and deliver advice and training to schools and groups who may undertake bike riding.
- 5.2 During 2013/14 the Area Committee has funded proactive noise patrols consisting of a Council Security Officer and Police Constable proactively patrolling Inner North West Leeds responding to noise related problems. The Service covers the period 8pm to 4am. The original brief for the initiative was to provide 4 days of patrols over a 6 week period to cover the periods of students leaving and arriving in Leeds. The initial 3 weeks of patrols during the time students were leaving has been delivered and the days for the project to run during Freshers has been altered to run on Fridays and Saturdays only to achieve better value for money. This means the service can run for 6 weeks for 2 days per week.

6.0 Analysis of Crime Figures

- 6.1 Appendix 1 provides an overview of crime figures for all 4 wards which make up Inner North West Leeds (Headingley, Hyde Park & Woodhouse, Kirkstall and Weetwood). The figures presented cover the period April 2010 – March 2013 and relate to all crime types, including Fraud & Forgery, handling stolen goods, sexual offences and other thefts. The difference and percentage columns relate to a year on year comparison for 2011/12 and 2012/13.
- 6.2 During this period crime has fallen in all of the wards, with significant reductions delivered in Hyde Park and Woodhouse ward (707 fewer crimes, a 24% reduction) and Weetwood Ward (389 fewer crimes, 24% reduction). It is important to note that these figures include all crimes as mentioned above. The following paragraphs will explore these outcomes in more detail.
- 6.3 The subsequent Appendices (numbered 2 – 5) will concentrate on the following crime types: burglary, robbery, theft of and theft from vehicles, criminal damage and violent crime.
- 6.4 Appendix 2 provides an overview for Headingley ward and shows that all crime reduced, burglary reduced by 43% (178 fewer victims) and robbery saw a drop of

60% (37 fewer victims). During this period, the following work was delivered in Headingley:

- Co-ordinated multi agency action to tackle noise and ASB in the Granbys, Ash Road and Brudenells.
- Two action days were held in the Harolds, Thornevilles and Victoria Road area tackling graffiti, overgrown hedges and other environmental issues (broken streetlights, potholes, etc).
- Operation Allison concentrated on the Ash Road area providing crime reduction advice, promoting free laptop/mobile tracking software and promoting/signing up residents to Immobilise.com
- Targeted action to tackle ASB in Headingley Town Centre focusing on aggressive beggars.

The biggest challenge for the ward relates to burglary and anti social behaviour in the form of noise/rowdy behaviour. A number of initiatives have been developed in partnership between the Council, the Police and the Universities, to educate and raise community safety awareness amongst the new student community each year. Each year a new set of students require education about burglary reduction, staying safe, keeping noise down, environmental responsibilities, etc. As this is resource intensive, it is welcomed and appreciated that the Universities and Student Bodies assist in this task. Teams of student volunteers regularly go out into the community to knock on doors and talk to both student and permanent residents about community safety issues. This work has gone from strength to strength with improvements being made each year in terms of the organisation of the work, how it is operationally delivered and the outcomes and achievements.

6.5 Hyde Park & Woodhouse ward achieved a decrease across all crime types, appendix 3, reductions of note include; reducing burglary offences by 261 (43%), and reducing robbery offences by 85 (46%). During this period the following work has been delivered:

- Operation Optimal - visits to burglary victims and their neighbours and target patrols to hotspot areas
- Operation Allison - peer-to-peer door knocking providing crime reduction advice, focusing on burglary hotspots
- Promotion of Immobilise.com property marking, including door knocking students in University premises to increase sign-ups before students move out of halls of residence
- three action days concentrating partnership attention to the area to tackle crime and environmental issues such as binyards, overgrown hedges, broken street lights, graffiti
- Operation Bullseye targeting receivers of stolen good
- Work through the University Student Union to educate students about leaving doors / windows open through the knowledge website and social media
- Operation Walksafe focusing Police and University patrols to burglary and robbery hotspots. Regular briefings between University security staff and Police to refresh these patrols and joint patrols in partnership using up to date robbery hotspot information to direct patrols

Burglary and robbery are significant challenges for Hyde Park. The ward had recorded the highest number of burglaries for a considerable amount of time, until recently. Whilst the area is by no means the highest for robbery it has remained a consistent reoccurring problem. The results achieved this year are testament to the work of West Yorkshire Police, Leeds City Council, the Universities, Student Unions and other partners in working to raise awareness of how residents (both students and permanent) can reduce the risk of being a victim of burglary, focusing on the key nominals of concern who are active in the area, and actively targeted patrols. Student volunteers have made a tremendous impact during this year; engaging with residents to promote Immobilise.com to register property, undertaking environmental visual audits, encouraging residents to install computrace and prey software tracking for laptops. West Yorkshire Police have also undertaken some sterling work with West North West Homes (now Housing Leeds) to engage with residents in Woodhouse and undertake targeted tenancy enforcement work to reduce the threat of robbery and burglary.

6.6 Appendix 4 provides details about Kirkstall ward and shows a rise in theft from motor vehicle and theft of motor vehicle (10 offences and 12 offences, respectively). All other crime types experienced decreases, with burglary reducing by 145 (40%). examples of some of the work undertaken in Kirkstall ward include:

- Three action days engaging with residents about crime and anti social behaviour in Hawksworth Wood (2 separate occasions) and Burley
- The introduction of a local lettings policy for Hawksworth Wood
- An environmental visual audit of Burley (Haddons and surrounding streets) undertaken to identify and refer any environmental issues impacting on crime and the fear of crime for example overgrown hedges, obscured or broken street lighting, graffiti, untidy communal areas.

Kirkstall ward has experienced significant success in reducing burglary over the last two years. The emerging challenge is to maintain that success during the current financial year. Current figures show that Kirkstall ward is bucking the trend and burglary has a risk of rising during this financial year. Concerted multi agency effort is needed to bring the burglary figures back to a level where reductions will be achieved. This is difficult in a climate of reducing resources coupled with the need to maintain reductions in burglary in neighbouring wards. Housing Leeds has started on a program to replace vulnerable locks in key areas of the ward. The Area Committee may consider matching this lock replacement program through the provision of a 50% grant to privately owned properties vulnerable to burglary.

6.7 Weetwood ward experienced reductions in all crime types other than theft of motor vehicle which increased by 8 (appendix 5). Burglary reduced by 76 (31% and robbery reduced by 25 (64%). During this period the following activity of note was delivered:

- A Safer School Officer talked to pupils about student safety and awareness
- An action day was held in the Iveson/Tinshill area to address environmental issues and raise awareness about reporting anti social behaviour.

- An action day was also held in the Beckett Park area focusing on burglary and anti social behaviour, this was delivered through Operation Allison peer to peer discussions and crime reduction advice.

Whilst Weetwood ward has experienced lower levels of burglary numbers than its neighbouring Inner North West wards, when examining the burglary rate per 1000 properties the ward is highlighted as an area of concern. Therefore, an Outcome Based Accountability session was held with the Universities, Student Unions', Leeds ASB Team, Members and other partners to examine the areas of burglary concern in more detail and agree relevant actions to deliver a reduction in burglary. Members may consider funding a target hardening program through the provision of a 50% grant to properties vulnerable to burglary.

7 Corporate Considerations

7.1 Consultation and Engagement

The projects highlighted in this report will include consultation and engagement under the theme of crime and anti social behaviour with the aim of providing crime reduction advice and to increase reporting.

7.2 Equality and Diversity / Cohesion and Integration

Engagement events and projects take account of equality and diversity in their delivery. Considerations such as date, time, venue and access all have an impact on equality and diversity in relation to ensuring events are accessible to all members of the community.

7.3 Council Policies and City Priorities

Effectively tackling crime and anti social behaviour is a strategic priority in the Safer Leeds Plan 2011-2015.

7.4 Resources and Value for Money

Projects and work highlighted in this report have been funded through a mixture of Safer Leeds, Area Committee, West North West Homes and both Universities. Further opportunities for partnership funding will be explored through the coming year.

7.5 Legal Implications, Access to Information and Call In

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

7.6 Risk Management

Risk implications and mitigation are considered for each project.

8 Conclusions

- 8.1 The overwhelming community safety priority for Inner North West Leeds is undoubtedly burglary; to tackle this considerable partnership work is delivered to address burglary hotspots and communities vulnerable to burglary. Specific work has been delivered in Hawksworth Wood, Headingley and Hyde Park using the Outcome Based Accountability model to identify the issues impacting on burglary in these areas and developing actions to address burglary. More recently the model has been used to develop a burglary plan for Weetwood. Action plans have been used to introduce new initiatives and pieces of work to address specific problems in each of the localities and the continued support from Members to tackle burglary is welcomed.
- 8.2 As with many urban areas, the Inner North West Leeds has a number of community safety challenges and anti social behaviour in the form of noise and rowdy behaviour is a re-occurring problem. However, the Area Committee funded initiative to tackle noise nuisance has achieved some positive results. Multi agency working continues to improve with joint action days being held and smarter working with residents, holding welcome meetings and visits, communicating expected behaviour through door to door engagement and letters and working with landlords to highlight concerns. New ways of working have including coming back to residents to evaluate and review initiatives and seeking to improve them for future years.
- 8.3 Robbery is also a risk; there is a need to continue to educate and raise awareness particularly amongst young adults about steps which can be taken to minimise the risk of becoming a robbery victim, especially late at night. The enforcement work undertaken last year during the summer had a particularly positive effect on robbery figures. The challenge is to maintain the positive outcomes achieved in this reporting period, during a time of budget constraints and cuts.
- 8.4 West Yorkshire Police have commenced discussions about how they may respond to budget pressures and work has started to reduce the number of Divisions and Senior Police staff in Leeds. The proposal is that Leeds reduces to one division serving the whole city, commanded by one Chief Superintendent and reducing the number of superintendents, Chief Inspectors and Inspectors. Current proposals suggest 11 neighbourhood teams aligned to Area Committees and one team dedicated to the city centre. Members have been briefed on the proposals and their views sought. West Yorkshire Police are exploring co-location options with partners to ensure front line services are enhanced.

9.0 Recommendations

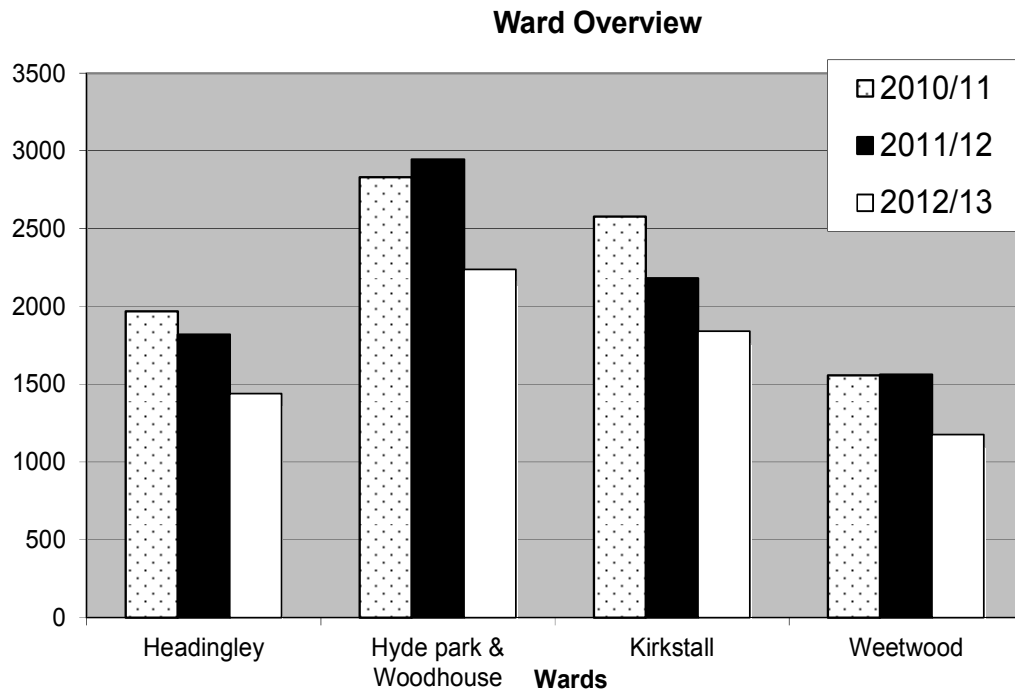
- 9.1 Members of the Inner North West Area Committee are requested to:
- Note the contents of the report and offer comments
 - Note the role of the Area Committee in reducing burglary and other crime, and consider allocating Wellbeing funding to support a burglary reduction scheme.

10.0 Background documents

None

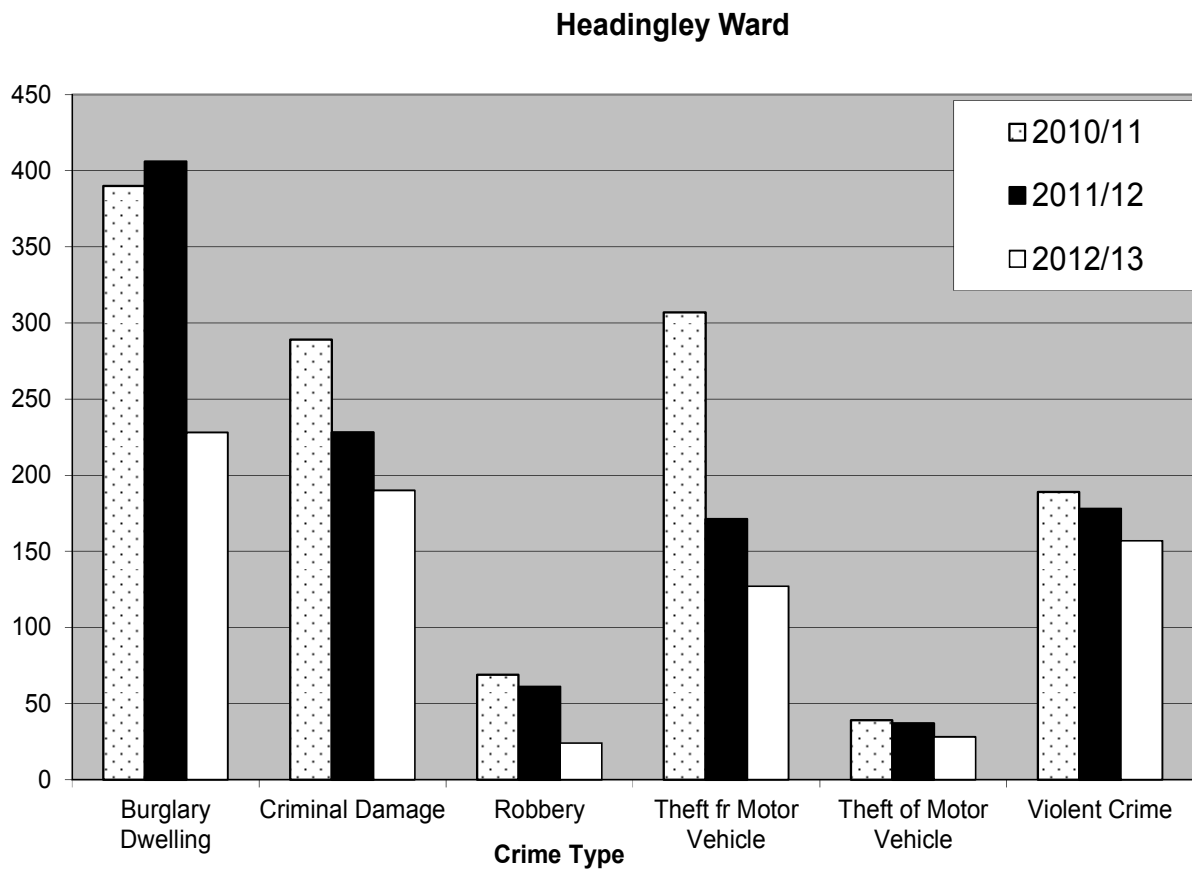
Appendix 1

Ward Name	2010/11	2011/12	2012/13	# Difference	% Difference
Headingley	1969	1818	1439	-379	-20%
Hyde park & Woodhouse	2831	2946	2239	-707	-24%
Kirkstall	2578	2181	1842	-339	-15%
Weetwood	1558	1562	1176	-386	-24%



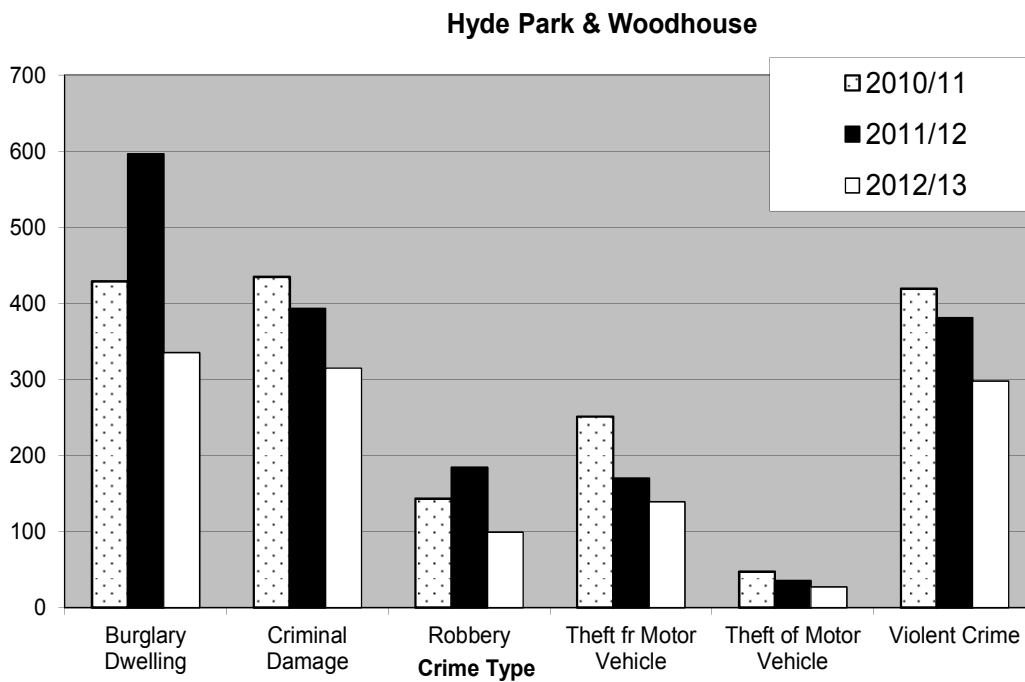
Appendix 2

Headingley Ward	2010/11	2011/12	2012/13	# Difference	% Difference
Burglary Dwelling	390	406	228	-178	-43%
Criminal Damage	289	228	190	-38	-16%
Robbery	69	61	24	-37	-60%
Theft fr Motor Vehicle	307	171	127	-44	-25%
Theft of Motor Vehicle	39	37	28	-9	-24%
Violent Crime	189	178	157	-21	-11%



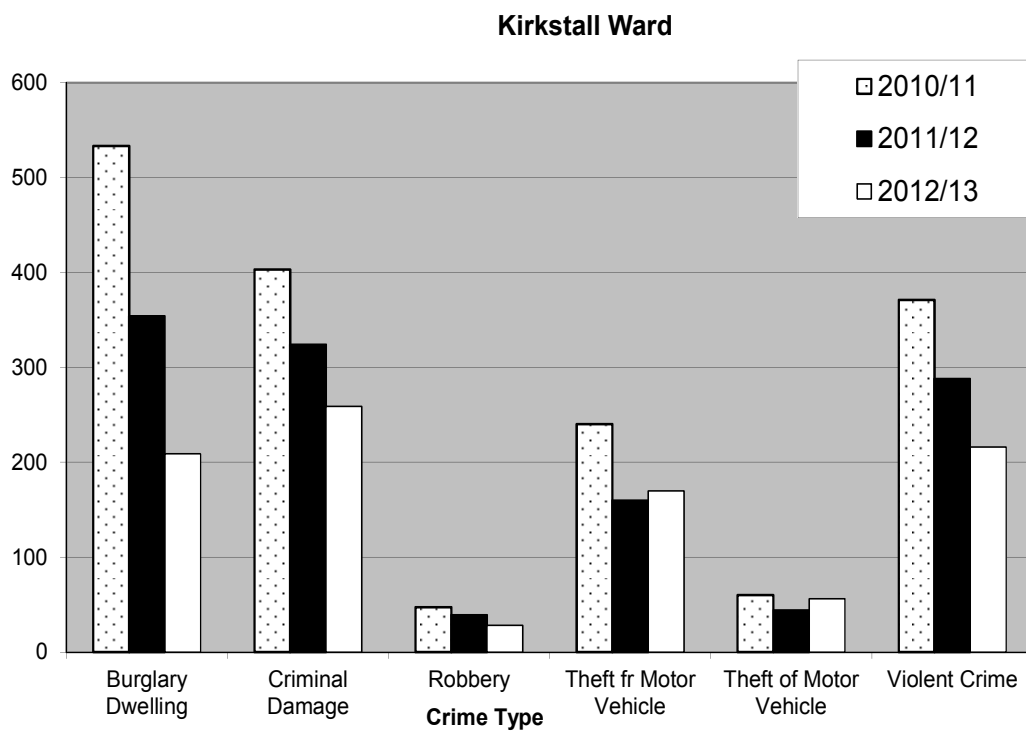
Appendix 3

Hyde Park & Woodhouse	2010/11	2011/12	2012/13	# Difference	% Difference
Burglary Dwelling	429	596	335	-261	-43%
Criminal Damage	435	393	315	-78	-19%
Robbery	143	184	99	-85	-46%
Theft fr Motor Vehicle	251	170	139	-31	-18%
Theft of Motor Vehicle	47	35	27	-8	-22%
Violent Crime	419	381	298	-83	-21%



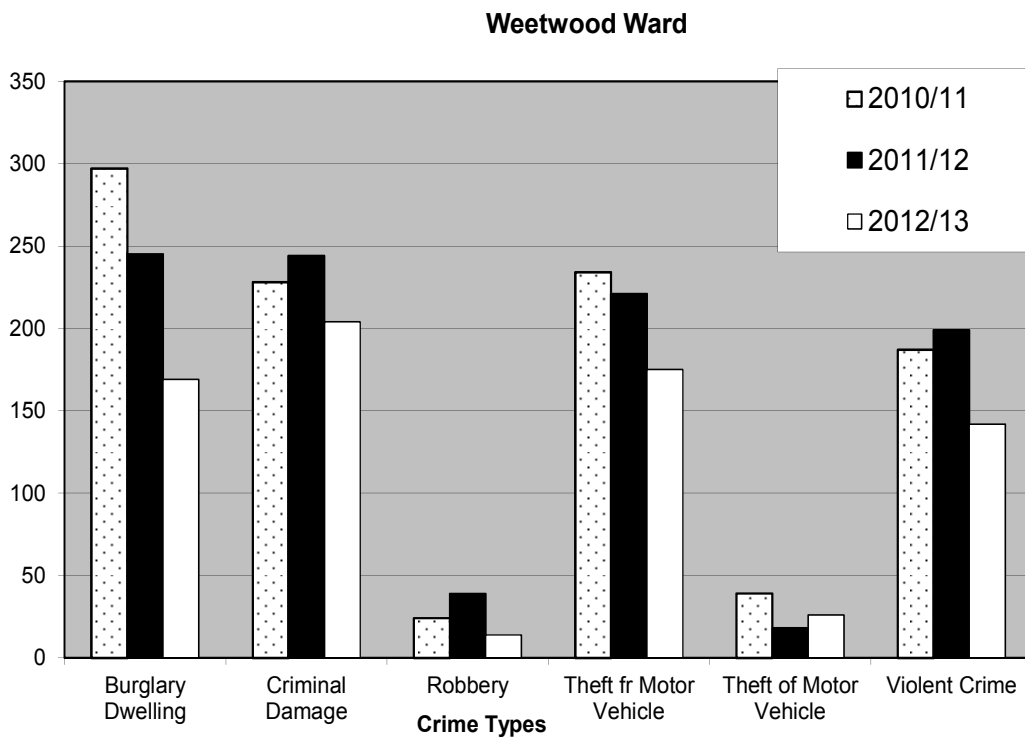
Appendix 4

Kirkstall	2010/11	2011/12	2012/13	# Difference	% Difference
Burglary Dwelling	533	354	209	-145	-40%
Criminal Damage	403	324	259	-65	-20%
Robbery	47	39	28	-11	-28%
Theft fr Motor Vehicle	240	160	170	10	6%
Theft of Motor Vehicle	60	44	56	12	27%
Violent Crime	371	288	216	-72	-25%



Appendix 5

Weetwood	2010/11	2011/12	2012/13	# Difference	% Difference
Burglary Dwelling	297	245	169	-76	-31%
Criminal Damage	228	244	204	-40	-16%
Robbery	24	39	14	-25	-64%
Theft fr Motor Vehicle	234	221	175	-46	-20%
Theft of Motor Vehicle	39	18	26	8	44%
Violent Crime	187	199	142	-57	-28%



Report of West North West homes Leeds WNWhL

Report to North West (Inner) Area Committee

Date: 24th October 2013

Subject: West North West Homes Leeds involvement in Area Committees

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

Summary of main issues

1. WNWhL provided a range of housing management services in the West and North West of Leeds. The Inner North West Area Committee area is coterminous with the 'Inner North West' housing management area comprising 6456 properties in the Kirkstall, Weetwood, Hyde Park and Woodhouse Wards. Tenancy and Estate Management services are delivered locally from our offices located in Kirkstall and Little London and we also operate a number of Outreach Surgeries in the area.
2. Support services such as rent accounting, lettings and property repairs are delivered through a centralised structure, however all customer enquiries can be made locally at the Kirkstall Neighbourhood Office and at the Little London Neighbourhood Office or via the Council Contact Centre.
3. This report seeks to advise the Area Committee of activities undertaken by WNWhL which impact on local communities, and more Corporate activities and achievements which affect the wider community.
4. It was agreed by Area Committee in June 2011 that WNWhL would provide and update of activities and services twice yearly. This is the second of the two bi-annual reports. It will also be the last WNWhL report following the recent housing review and services moving back to Leeds City Council from 1 October 2013.

Recommendations

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

1 Purpose of this report

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

2 Background information

- 2.1 An introductory report was submitted to the Inner North West Area Committee in September 2011 outlining areas of mutual interest and opportunities to promote collaborative working for the benefit of communities in Inner North West Leeds. The report recommended that WNWhL should provide further reports on a twice yearly basis; it was agreed that these reports would fall into the Autumn & Springtime cycle of meetings.
- 2.2 WNWhL delivered services to customers through a combination of centralised and decentralised structures. Generally speaking, estate and tenancy management functions are delivered locally by the Neighbourhood Housing Team based at the Neighbourhood Housing Offices at Kirkstall and Little London. Support services such as Lettings, Income Management and Repairs are delivered through a centralised structure, however enquiries for the range of services we provide can be handled at the local offices. The bulk of customer enquiries are processed through the Council Contact Centre, with whom WNWhL had a Service Delivery Agreement.
- 2.3 As part of the recent housing review a consultation exercise with customers and a survey of our tenants' opinion on two options was undertaken.
 1. Move to a single company model (e.g a single ALMO) with a retained locality delivery structure and strengthened governance arrangements; or
 2. Move to all services being integrated within direct council management with a retained locality delivery structure and strengthened governance arrangements to include tenants and independent members.

The outcome of the consultation with tenants was that 61% were in favour of option 2 and this was approved at the executive board on the 16 July 2013.

Implementing this option involved the creating of a new Housing Management Advisory Board, chaired by the Executive member with responsibility for housing, which will retain a mix of elected members, tenants and independents of ALMO boards. Local delivery arrangements in the current 3 areas should be retained. The best practice across the range of housing management services will be identified as part of the review and applied across all areas of the city.

The Area Panel functions are to be retained and strengthened to make sure tenants remain fully involved and engaged in the work of the new service and in turn, allow the service to be responsive to local needs

The new Environment and Housing Service will be built around 3 elements of

1. Statutory Housing
2. Council Housing Tenancy Management
3. Property and contracts.

The transfer of staff from the 3 ALMOs to Leeds City Council under TUPE arrangements took place on the 1 October 2013. Work is on going to review the new look services for housing and environmental in Leeds.

- 2.4 This report focuses on examples of joint working and activities which promote community involvement and well being within the Inner North West area. Any good practice will be captured as part of the housing review process.

3 Main issues

3.1.1 Partnership working

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

Since the last Committee update concerns have been raised of ASB in the Queenswood and Moor Grange Court areas. Several meetings have been held with residents who are concerned about intruders in high rise blocks and report criminal activity in neighbourhoods near to the blocks. The police have increased visits to the area and have specific operations planned. The WNWhL out Of Hours Tenancy Management Team have been working in the area to observe, report and intervene to reduce ASB activity. A further meeting is scheduled with residents on the 10 October to assess progress and review action.

WNWhL has an active role in the delivery of local action days, including provision and delivery of promotional information, staffing resources through our Neighbourhood Management Officers and Neighbourhood Caretakers and where environmental improvements are required, we fund and provide skips.

In May 2013 WNWhL were involved in an action day held at Woodhouse community centre. As part of this Caring Together held keep active workshops, served tea coffee and lunch. WNWhL held a housing surgery, provided advice for residents Police offered advice for crime prevention and Local solicitors, offered free consultations.

Overall, the day was a great success and gave local residents access to a number of services in one place, who under normal circumstances, may not be able to access these services without assistance.

WNWhL is continuing to work with the Police on operation Optimal to tackle and reduce burglary in the area. Each week we receive details of burglary hot spot areas, this is shared with our NMOs and Neighbourhood Caretakers and where possible work patterns are arranged so we can have a visible presence in the area, wearing our high visibility vests and being extra vigilant which acts as a deterrent to potential burglars. Figures taken from police stats in July 2013 show a positive outcome for Ward 19 (Headingley, Hyde Park & Woodhouse) as no longer the highest burgled ward in West Yorkshire.

3.1.2 Neighbourhood Caretaking.

The WNWhL Neighbourhood Caretaking Teams provide a front line environmental service, patrolling estates and communal areas of multi storey accommodation daily, ensuring a high visible presence to deter illegal dumping, illegal entry, vandalism and other acts of anti social behaviour. The team act as the eyes and ears on the estate reporting and recording any illegal activity and breaches of tenancy. They provide a patrol service of estates on a planned basis, assessing and dealing with environmental issues in communal areas, such as ginnels walkways and communal land where hotspots exist.

The monitoring of the Grounds Maintenance contract currently held by Continental Landscapes Ltd was transferred to Parks and Countryside in April 2013. Responsibility for tree management has also been transferred to the Forestry section.

As part of last years Service Improvements, WNWhL set up an Environmental Caretaker Apprenticeship Scheme with the recruitment of 4 apprentices all from Leeds. They worked primarily on our Vulnerable Persons Gardening Scheme but have also developed their skills to wider environmental and handy person tasks. One has been successful in being recruited to the enhanced Locality Team. Contracts for the remaining 3 have been extended until the end of 2013 pending service reviews where it is hoped that they will be able to secure posts.

3.1.3 Estate Inspections & Gradings.

In line with our published service standards WNWhL arranges regular Estate Inspections and quarterly Estate Gradings. Estate Gradings are promoted on our website and WNWhL welcomes the opportunity for customers, partners and other representatives to attend the inspections and grade the areas for us.

Issues identified may be the responsibility of other Council Departments e.g. Highways, Parks & Countryside and the Inspections provide an opportunity for other agencies to contribute to improving environmental conditions and quality of life for local people. Members of Area Committee, and colleagues within Area Management, are invited to contact the author of this report should there be any interest in attending one of the estate inspections.

Findings from the estate inspections are used to identify where improvements are needed and link to our Local Neighbourhood Action Plan and Area Panel Funding process to help with funding in addressing some of the issues.

The Holborn Estate falls outside the Little London regeneration area and a recent inspection found pathways and drying areas which are tired and in many cases crumbling. An action day with volunteers and WNWhL staff took place at the end of September and a thorough cleanse of the area was carried out. The Highways department were asked to undertake a joint inspection of areas of concern and from this have agreed to renew and repair estate paths this financial year. An Area Panel project bid is being presented in October to seek approval for improvement of drying areas and undertake landscaping work.

3.1.4 Locality working

The Little London area was designated as the Locality pilot area this year. From October 1st a large section was passed to the responsibility of the PFI contractors Keepmoat. Prior to this the Locality team alongside the caretakers, concentrated efforts to ensure the area was clean and up to standard for handover to the contractors. Caretaking resources have been redeployed to concentrate on environmental issues in other estates.

3.1.5 Area Panels

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

- Environmental schemes
- Community safety schemes
- Tenant involvement schemes

Improvement project bids being presented to Octobers panel include:

- Silk Mill railings
- Kendal Close Graffiti Wall
- Holborn Drying Areas
- Queenswood Drive pathway

3.1.6 Community Engagement

WNWhL has a successful track record in community engagement and in 2012 were again awarded accreditation by the Tenant Participation Advisory Service (TPAS) after scoring very highly on our assessment. WNWhL also gained the "Excellent" standard of the Social Housing Equality Framework (SHEF) as awarded by the Local Government Association (LGA).

We have an established Tenant Scrutiny Executive, a method of involving customers which offers us independent challenge and suggests proposals for change to the way we deliver our services. This has been done in consultation with customers. Earlier this year 20 recommendations were agreed by the WNWhL Board of Directors based on Gas and Electrical Safety Testing processes and property security. The group are currently testing the successes of these recommendations and working with the Tenants Inspectors to ensure these are firmly embedded within the organisation.

There are more than 15 different involvement methods that customers can access to become involved with WNWhL. These range from traditional Tenant & Residents Associations, of which there are 12 in the Inner West area, to innovative forums such as the Sheltered Housing Forum and the Lesbian, Gay, Bisexual and Trans Group.

In preparation for the organisational change we are working with other ALMOs to review best practice in resident involvement and are consulting with key customer

groups regarding preferred opportunities for customer involvement and influence. In future we expect to see increased customer involvement at a city wide level. We aim to achieve this by continued good relationships with our partners and our neighbourhood housing teams focussing on excellence in tenancy management.

3.1.7 PFI Little London

The Little London Neighbourhood Office has moved to a new temporary location at the side of the Community Centre. The old office will be demolished as part of the commercial regeneration plans in the area. Customer services are not affected by the relocation and feedback to date on the new office from both customers and staff has been positive.

The regeneration programme commenced 30th September with the first wave of work. Homes on Carlton Carr, Carlton Gardens and some on Carlton Rise will get new windows, doors and wall insulation, followed by new kitchens and bathrooms. Scaffolding was erected week commencing 7th October around the low rise Carlton blocks, evidencing the beginning of transformation in the area. Partnership working with the local housing team and Keepmoat staff is cohesive and effective. Job fairs will be taking place towards the end of the October with various vacancies available and West North West Works is linking in with this to signpost local people.

4.0 Corporate Considerations

4.1 Consultation and Engagement

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

4.2.1 Equality and Diversity / Cohesion and Integration

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

4.2.3 Council Policies and City Priorities

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

4.2.5 Resources and Value for Money

4.2.6 No additional resources are required to deliver the approach outlined in this report.

4.2.7 Legal Implications, Access to Information and Call In

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

4.3 Risk Management

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

5 Conclusions

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

6 Recommendations

6.1 Members are invited to note this report and reminded that this is the last report from WNWhL following the outcome of the housing review.

7 Background documents

- None

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Report of the Assistant Chief Executive (Citizens & Communities)

Report to North West (Inner) Area Committee

Date: 24th October 2013

Subject: Area Update Report

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

Summary of main issues

This report provides members with a summary of sub group and forum business since the September Area Committee. This includes an update on the work which took place around Student Changeover with recommendations for 2014; work being undertaken in Little London and Hawksworth Wood; and the appointment of the Wellbeing funded Community Development Worker.

Recommendations

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

- Note and action as appropriate the Key Messages from Sub Groups and Forums.
- Note the update on the work around Student Changeover and agree the recommendations of the Changeover Planning Group.
- Note the update on the work of the Area Leads.
- Note the work being undertaken in Little London and Hawksworth Wood.
- Note the update on the former Royal Park School and Leeds Girls High School Sports Facilities sites.
- Note the appointment of Better Leeds Communities as the VCFS partner to deliver targeted Community Development Work in Inner North West and Outer West.

1 Purpose of this report

- 1.1 This report provides members with an update on recent Sub Group business and the current position relating to other project activity. This includes an update on the work which took place around Student Changeover in 2013 and recommendations for 2014, work being undertaken in Little London and the appointment of the Wellbeing funded Community Development Worker.

2 Background information

- 2.1 An Area Committee update report is submitted at every cycle of Area Committee meetings unless there is no additional business to report from sub groups or any other project activity to report. Partner organisations and Council services will contribute information to the Area Update Report.

3 Main issues

Forum and Sub Group Key Messages

3.1 Planning Sub Group

- 3.2 Planning sub group met on the 11th September 2013. They discussed a variety of planning applications and issues. The following issues were discussed:

- An update on the Neighbourhood Planning process.
- Following a meeting chaired by Cllr Peter Gruen looking at purpose built student housing, it was agreed to amend part B of the Core Strategy Policy H6. The amendment was taken to the Council's Executive Board on the 4th September with a view to submitting the proposed changes to the Planning Inspector before October 2013. Targeted consultation on the new amendment was undertaken in September 2013.
- Neighbourhood Design statements work is on-going and a meeting took place in September with the steering group for Far Headingley and Weetwood and West Park NDS and Leeds Met University. A latest draft will be out for public consultation in the autumn.
- Various planning applications including – Victoria Road Swimming Pool site, Sandfield House, 13 – 17 Shaw Lane, Tesco Kirkstall District Centre and St Anns Mill weir and Burley Mill weir Kirkstall.

Key Messages

- 3.3 The Area Committee are asked to note the discussions of the Planning Sub Group.

3.4 Environment Sub Group

- 3.5 Environment Sub Group met on 2nd September 2013. The following issues were discussed:

- Susan Upton provided a graphical presentation of the bin collections per ward. The sub group asked for this to be presented at every future meeting.
- The alternate weekly bin collection and work on the menu of options for the ASHORE area is ongoing. The next stage is the Member consultation.
- A pilot scheme in the ASHORE area is being considered, if agreed the start date may coincide with the phase 2 go-live date of 11th November. Areas of Weetwood and Kirkstall are included in phase 2.
- The WNW Environmental Services Locality Team provided an overview of the service and the delegation.
- During the period of 24th July and 1st Sept 2013 there were 358 requests for service received by the WNW Locality Team.
- Chris Baird gave an update on the work he is undertaking as Environmental Coordinator, a post which is funded through Area Committee.
- An update was given on the Freshers work and initial evaluation reports on Changeover.
- Parks & Countryside provided an update on work in each ward.
- Parking Services provided an update on issues within the North West (Inner) area.

Key Messages

3.6 The Area Committee are asked to note the discussions of the Environment Sub Group.

3.7 **Transport Sub Group**

3.8 A joint Transport Sub Group for North West (Inner) and North West (Outer) Area Committees was held on 13th September 2013. The following issues were discussed:

- 20mph Zones around schools and the various schemes used to accompany these zones.
- An update on NGT was provided. The next phase is the consultation window for the Transport & Works Act Order which is open from 19th September to 31st October. Comments must be submitted directly to the Secretary of State for Transport.
- A resolution will be required when full council meet on 13th November 2013.
- The NGT Team are planning a public enquiry for around 2 months likely starting in April 2014.
- There were extensive discussion about the consultation process, the operating costs, the effect of future technologies, losing public park space and trees, work which has been put into improving other provisions and green energy issues.

Key Messages

3.9 The Area Committee are asked to note the discussions of the Transport Sub Group.

3.10 Forum Update

3.11 There have been two forums held since the last Area Update Report to Area Committee, one Hyde Park & Woodhouse Forum and one Headingley Forum. Areas for discussion included community safety, environmental issues and highways.

Key Messages

3.12 The Hyde Park & Woodhouse Forum requested a representative from Asset Management report to the North West (Inner) Area Committee with an update on the site of the former Leeds Girls High School on Chestnut Grove and the site of Royal Park School.

3.13 Area Leads

3.14 The new Area Lead member roles have now met with the appropriate Executive Board member and Council Services. The sessions took place between September and October and included an introduction to the issues within each of the portfolio theme and the opportunity for Area Lead members to raise the local challenges which they would like to explore. Area Lead members will now be meeting with the local service representatives to agree a programme of work for each theme.

3.15 It is proposed to use existing sub-group arrangements, and where no local group exists the Area Support Team will work with Council Departments to ensure that Area Lead members have appropriate support arrangements in place locally. It is the intention of Executive Board members to meet with Area Lead members over the year. Area Committee Chairs will agree local arrangements to ensure Area Lead members have the opportunity report back to the Area Committee on key pieces of work.

3.16 Little London Update

3.17 With the commencement of the PFI housing contract in Little London and the imminent start of a range of other capital improvements, such as the primary school expansion and replacement of the community centre, work is being undertaken to ensure that these programmes are linked to broader activity in the area. Members of the Area Support Team have met with the PFI contractors SC4L and Strategic Housing colleagues to agree an approach to working together. Discussions with some local members and stakeholders have identified that an informal stakeholder group would be helpful to ensure we have regular conversation with local partners while the PFI and other construction activity takes place. Further work will be undertaken to determine how this could work in practice.

3.18 Royal Park School

3.19 Following the decision at Executive Board in July to demolish the Royal Park School building, the Executive Member for City Development met with representatives from the local community to discuss a proposal to take over the building. The group

advise they have the backing of a local businessman or consortium of people who are prepared to invest the £3.24m it is estimated would be necessary to refurbish the building. On that basis it has been agreed that if a viable proposal can be developed within three months then demolition works could be halted, but in the meantime preparations for demolition will continue. Discussions are still on-going, with a deadline of the end of October 2013.

3.20 Leeds Girls High School Sports Facilities, Victoria Road

3.21 Following the landowner's request for a review of the decision to list the site as an asset of community value, an oral hearing took place on 27th September. After hearing evidence from the landowner, nominator, ward members and the Chief Asset Management and Regeneration Officer, the Director of City Development has decided to overturn the decision and remove the site from the list of assets of community value. It was decided that it was not realistic to think the site could be brought back into a use which furthered the social interests or social wellbeing of the local community. The Localism Act sets out no right of appeal for the nominator.

3.22 Community Development Worker

3.23 As previously reported, the North West (Inner) Area Committee, agreed to employ a jointly-funded community development worker with the West (Outer) Area Committee. The post will work directly with individuals and community groups to provide practical advice to develop their capacity to deliver projects and represent the needs of local communities. This will create a new opportunity for Area Committees to directly respond to the needs of local groups, who may have the aspiration to do more in their community, but require some help and advice to organise their activities and access funding.

3.24 The Area Committees have now undertaken a tender process to select a VCFS organisation to deliver the community development project on their behalf and have appointed Better Leeds Communities (BLC) as the VCFS partner to deliver targeted Community Development Work in Inner North West and Outer West. BLC are now in the process of recruiting to the post of Community Development Worker.

3.25 Hawksworth Wood Update

3.26 Hawksworth Wood Village Hall – Following the refurbishment of St Mary's Church Hall, the venue has now been reopened as Hawksworth Wood Village Hall. North West (Inner) Area Committee granted £10,000 Wellbeing funding to Hawksworth Wood Older People's Service (HOPS) to support the renovation works. The Hall is a valuable space for HOPS to improve the delivery of services to older people however it is expected the whole community will use the space.

3.27 HAVA Big Local – The HAVA Board has now been in place for a number of months. Since their election, they have held eight HAVA Board meetings, one Board workshop, two public meetings and a number of task group sessions. Through these meetings they have created and submitted Terms of Reference, drafted a Community Profile and submitted an application for additional Pathway Funding. Additionally they have finalised the application process for small grants and recruited a writer for the HAVA Community Plan. All of these actions will help determine how the £1 million will be spent.

- 3.28 In order to further raise the profile of the work of HAVA, the group have started development of a HAVA website and newsletter. The group has also begun planning activities for 2014.
- 3.29 **Student Changeover and Freshers**
- 3.30 Planning work and additional resource provision for Student Changeover and Freshers was undertaken by Leeds City Council and partners over the summer months. This year the Changeover period spanned several weeks as the three Universities all finished for the term on different dates.
- 3.31 Additional Environmental resources included the provision of two additional bulk crews to clear fly tipping, proactively clear waste from yards and where bags had been slashed; ensuring two bin collections per week for each property throughout much of the area worked and the bin crews were also proactively removing waste from yards/gardens.
- 3.32 The University Student Unions worked together to run a number of projects. Leeds University Union's Leave Leeds Tidy project worked with various charities to organise drop off points for unwanted item. They also recruited a number of student volunteers delivering door to door advice to their peers. Leeds Met Students' Union's Refloat held 2 collections in Hyde Park and Headingley.
- 3.33 This year the Leeds Anti-Social Behaviour team carried out additional patrols in the Inner North West area with Safer Leeds Officers and the Police responding to noise nuisance reports. The project was funded by the Area Committee and ran for three weeks during changeover and six weeks during Freshers.
- 3.34 A full evaluation report of Student Changeover and Freshers can be found at **Appendix 1**.

Key Messages

- 3.35 The Student Changeover and Freshers Group have recommended changes to both the planning process and the operational process.
- The dates for the planning meetings will be set in advance at the beginning of the year, starting in early March with a workshop for all partners to allow new ideas to be put forward and considered.
 - Incorporate the Communications Plan, Changeover Plan and Freshers Plan into one streamlined, easy to read, document which retains the calendar of actions.
 - Improve the engagement of the target demographic of students and young professionals through increased use of social media; specifically encouraging partners to use Twitter and Facebook to create a culture of sharing, retweeting and linking messages.
 - Explore new ideas to work with local food banks to avoid food being wasted and to improve glass collections.

- Create an information sheet which gives advice about waste management, to be distributed by landlords in their new tenant packs.
- Incorporate any requirements about alternate weekly collections and ASHORE pilot project areas.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 Elected members have been consulted on the content of this report.

4.2 Equality and Diversity / Cohesion and Integration

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

4.3 Council Policies and City Priorities

4.3.1 The Area Committee Functions and Priority Advisory Functions were approved by the Executive Board in June 2009. This approval was rolled forward to 2010/11 and is also being rolled forward to 2011/12 with amendments to the environmental delegation. The Area Functions are included in the Council's Constitution (Part 3, section 3c).

4.4 Resources and Value for Money

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

4.5 Implications, Access to Information and Call In

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

4.6 Risk Management

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

5 Conclusions

5.1 This report provides members with an update on recent Sub Group and Forum business and other project work undertaken by the Area Support Team.

6 Recommendations

6.1 Members are asked to:

- Note and action as appropriate the Key Messages from Sub Groups and Forums.
- Note the update on the work around Student Changeover and agree the recommendations of the Changeover Planning Group.
- Note the update on the work of the Area Leads.

- Note the work being undertaken in Little London and Hawksworth Wood.
- Note the update on the former Royal Park School and Leeds Girls High School Sports Facilities sites.
- Note the appointment of Better Leeds Communities as the VCFS partner to deliver targeted Community Development Work in Inner North West and Outer West.

7 Background documents

None

Subject: Changeover and Freshers 2013

Author: Susan Skinner (0113 33 67857) and Chris Baird (0113 37 82142)

1 Executive Summary

1.1 This report provides an update on the Student Changeover and Freshers work in 2013 and will make recommendations for improvements to next year's Changeover plan.

2 Background

2.1 Student Changeover refers to the period between late May and the middle of July when student tenancies end and a huge amount of waste is generated as properties are emptied, especially around the 30th June. Freshers refers to the period in September when new students start their studies in Leeds, and returning students arrive back to the area.

2.2 Each year the Changeover Planning Group develops two action plans to manage and coordinate services over the Changeover and Freshers periods. Planning for 2013 student Changeover was started in April 2013 followed by Freshers planning in August 2013.

2.3 The 2013 end of term dates for all three universities spanned several weeks with Leeds Met University finishing on 24th May 2013, and Leeds University and Leeds Trinity University both finishing on 14th June 2013. Leeds Met University Freshers students started on 9th September and term started on 16th September, Leeds University Freshers started on 16th September and general students returned on 21st September, Leeds Trinity University Freshers arrived in halls on 22nd September and term started on 30th September. This posed a challenge as the cumulative impact was over an extended period.

3 Partner updates for Changeover and Freshers

3.1 A range of partners are involved in planning for the Changeover and Freshers period.

3.2 Locality Team

The provision this year built on that delivered in 2012; the major difference was allowing the **Civics** teams to continue their regular duties. Two additional bulk crews were deployed to clear fly tipping, top off bins and proactively clear waste from yards and where bags had been slashed. A rigid schedule of ensuring two bin collections per week for each property throughout much of the area worked well as it ensured that at any one time the bins were not overflowing, causing a mess or presenting an opportunity to bag slashers. The bin crews were also proactively removing (obvious) waste from yards/gardens.

3.3 Recycling

Wherever possible, residual waste was transported to a dirty MRF to ensure maximum re-cycling outcomes. Due to tip closing times, some loads had to go to non-MRF tips. Glass re-cycling facilities had a doubling of collection rotas over the changeover period. There were no significant accumulations of glass to the side of bottlebanks. Glass collections were supplemented by the Refloat collections organised by Leeds Met Students' Union.

3.4 Enforcement

The Environmental Action Team undertook early morning, daytime and weekend enforcement activity targeting bag slashers and landlord-generated waste. Bag slashing was largely deterred and key landlord waste issues resolved. A team member was deployed to proactively note and take photos of landlord waste when still in yards (which tends to "migrate" to the street overnight). This high visibility activity served as a deterrent to fly tipping activity.

3.5 Skip Enforcement

A definitive list specific street restrictions on placing of skips was issued to all skip companies. Companies were also notified that any skips causing obstruction elsewhere would have to be moved immediately. There were no reported problems with skip obstructions this year.

3.6 Leave Leeds Tidy

Leave Leeds Tidy is run in partnership with Leeds Universities and Student Unions, St Vincent's and Emmaus and receives funding from INW Area Committee Wellbeing fund. This year activities were run solely under the title of Leave Leeds Tidy, not using Green Streets, to prevent confusion. The red collection bags were not used, instead LLT held 7 Action Days to collect items in Hyde Park and Headingley recycling items for St Vincent's and Emmaus, reaching over 10,000 people. LLT wardens and environmental student volunteers delivered advice door to door in Hyde Park, Headingley, Woodhouse and Burley. The LLT Charity Shop in Leeds University Union opened for year round distribution of donations.

3.7 Leeds Met University Union – Refloat

Leeds Met Students' Union undertook 2 Refloat collections in May, one in Hyde Park and one in Headingley. The Hyde Park glass collection was very successful but the Headingley collection was less successful. The milk float was situated alongside the Leave Leeds Tidy action days so that residents had the opportunity to recycle their glass easily during the Changeover period. A new Environmental Coordinator for the University Union has been appointed and will be spending time working on Changeover/Freshers in 2014.

3.8 Leeds Trinity University Union

An on campus drop-off point for unwanted items (& recyclables such as ink cartridges) to be donated to charity or otherwise recycled through Leave Leeds Tidy was held, and shredding facilities on campus were also advertised. A new online Community Living Guide for Leeds Trinity students was launched and went live in mid – June; aimed predominantly at students moving into a student house for the first time it includes a full section on environment, including use of green bins, bottle banks and other recycling facilities.

3.9 Neighbourhood Policing Team

The NPT continued to focus on burglary as the priority of the area, normal PCSO patrols were undertaken. Key messages were distributed to over 1000 students in a day of action.

3.10 Community Safety/Noise Reduction Team

The noise patrols have gone well but felt that they missed the peak and need to start earlier. Woodhouse Moor Enforcement – there have been 60 incidents including 47 barbecue incidents led by the weather, continuing the same level as last year

3.11 Unipol

Unipol included communications about Changeover in their literature reaching landlords. There were fewer issues with landlords than expected in the Changeover weekend.

3.12 WNW Area Support Team

The Area Support Team supported and arranged the planning for both Changeover and Freshers meetings and acted as a focal point for receiving updates from partners. The team also sent out a letter to key residents groups and individuals about additional activity in the area.

4 Freshers

4.1 PR Event – On Monday 30th September a multi-agency publicity stall involving a mock-up room was set up in Leeds University Student Union and run by communications, localities, Leeds Universities (Knowledge), West Yorkshire Police and the Fire Service. Key messages were promoted around personal safety, burglary reduction, fire safety and management of waste. Radio Aire and Student media have reported the event and further information will be released on media outlets (web-sites, twitter, facebook etc).

4.2 Flyer consent zone enforcement patrols were run throughout Freshers weeks and additional green bins located along the main corridor route to Headingley. An issue this year was one company

obtaining a large number of consents and sending additional operatives out with “shoulder banners” (but not flyering), resulting in saturation of the university frontage areas. Whilst they were very efficient at collecting discarded material, there were tensions between companies which resulted in two arrests.

5 Communications

- 5.1 A communication plan was agreed using over 25 communication tools readily available to the group. These included a number of Twitter and Facebook accounts, email lists and websites. It was agreed that social media was a cost effective way to reach students’ at all three universities and messages were delivered through the various Twitter accounts.
- 5.2 Support continued for the Leeds City Council Bin it Win it project which offers residents of the Inner North West the opportunity to sign up, via Facebook and Twitter, to a campaign giving information about what goes in green bins, where glass should be taken and when to put out and take in grey and green bins in the area – specifically using a text message service. Leeds Festival Tickets were offered as a reward for interacting with the project.
- 5.3 The Leave Leeds Tidy website was a key tool for delivering messages about recycling, reusing and binning unwanted items. A short Leave Leeds tidy animation about recycling and reusing was also shown at Hyde Park Picture House for two weeks in June.
- 5.4 Information about personal safety and keeping belongings safe was given out through the Knowledge website.
- 5.5 A summary of additional services and service contact details was sent to resident groups, INW Environment Sub Group Resident Reps and forum members for distribution to interested parties.
- 5.6 Daily emails were sent to North West (Inner) Elected Members at key points throughout the Changeover period which gave detail about positive work and challenges on the ground.

6 Evaluation

6.1 Evaluation of planning process

The initial planning meeting for 2013 was held on 10th April 2013, followed by monthly meetings until July. The initial Freshers planning meeting was held in early August and a final evaluation session held on 28th October 2013. During the evaluation it became clear that actions could be progressed with fewer meetings and that email communications could be encouraged.

- 6.2 Overall the Changeover plan was agreed to be a good record of the work undertaken and it was particularly liked that the plan included a calendar of events. The Freshers Plan and Communication Plans were less comprehensive and could be incorporated into the main Changeover document. Services did not always send in updates and need to be encouraged to send details through.
- 6.3 It was noted that the process did not have a way of feeding in new projects for discussion with the group, it is therefore suggested that the initial planning meeting be in a workshop held in early April which will allow for discussion of new projects, new ways of working and new ideas.

6.4 Evaluation of the Changeover actions

6.5 Locality Team

The timely collection of waste was largely successful with a greatly reduced incidence of bag slashing and resultant mess. However, certain neighbourhoods did not receive sufficient collections – in particular the Talbots, Stanmores, St Annes and Woodside areas. This needs to be addressed in 2014. On Saturday 29th June the flow of waste from properties outstripped the capacity to keep up with it. Whilst this was quickly addressed over the following two days, a re-balancing of resource allocation could improve on this.

- 6.6 A range of discarded items were collected such as bedding, pans and folders; this year there was a noted increase in the amount of food waste particularly unopened packets and tins which could still be used.
- 6.7 There is a huge potential to collect more glass bottles. Large quantities were left in boxes/crates in yards. An expansion of the Refloat collections would be beneficial. Discussions about improving glass collections should take place at an early stage.

7 Recommendations

The Changeover Planning Group recommends that the 2013 action plan be followed next year with the following amendments and additions:

- 7.1 It is clear from feedback received that students began to move out of their properties much earlier than in previous years particularly Leeds Met Students, therefore Changeover activity, particularly sharing messages should commence from early March.
- 7.2 It is recommended that the dates for meetings are set early in 2014 and take the following format:

Tues 11th March 2014	Changeover Planning Initial Workshop for all Partners/Services
Fri 9th May 2014	Email deadline for contributions to the Changeover Plan; plan to be circulated following week.
Tues 13th May 2014	Issues Meeting (if group request)
Tues 3rd June 2014	Planning Meeting
Fri 25th July 2014	Deadline for receipt of contributions to the Freshers Plan; plan to be circulated following week.
Tues 5th August 2014	Changeover Evaluation and Freshers Planning Meeting
Tues 21 st October 2014	Final Evaluation

This will allow two set planning meetings prior to Changeover with a third meeting for issues planned but could be cancelled if the group feel it is not needed; an evaluation meeting for Changeover and planning for Freshers and then a final evaluation meeting.

- 7.3 The initial planning meeting should take a workshop format with a focus on new ways of sharing resources and engaging with the student population.
- 7.4 Incorporate the Communications Plan, Changeover Plan and Freshers Plan into one streamlined, easy to read, document which retains the calendar of actions so that all projects and actions are recorded and easily accessible.
- 7.5 Improve the engagement of the target demographic of students and young professionals through increased use of social media; specifically encouraging partners to use Twitter and Facebook to create a culture of sharing, retweeting and linking messages. The three universities are creating a communication plan of key messages for the next year which should be shared with the group.
- 7.6 Improve engagement with landlords using existing forums to better understand how they communicate with tenants and seek their recommendations for service improvements.
- 7.7 Explore ideas and ways to work with local food banks and charities to avoid food being wasted.
- 7.8 Early discussions to take place about improving glass collections.
- 7.9 Offer to provide to landlords ready-to-use information sheets on waste management (throughout the year) for inclusion in Move-in packs and pre-Changeover communications with tenants.
- 7.10 Investigate any specific requirements around the Tour De France Grand Depart event.
- 7.11 Incorporate any specific requirements around ASHORE pilot project areas, and Alternate Weekly Collections implementation



Report author: Stuart J. Byrne
Tel: 3367635

Report of the Assistant Chief Executive (Citizens and Communities)

Report to North West (Inner) Area Committee

Date: 24th October 2013

Subject: North West (Inner) Area Committee Business Plan 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 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 presents an update on the work to date to deliver the actions outlined in the North West (Inner) Area Committee Business Plan 2011-2015.
2. It is proposed that between November 2013 and March 2014, the Area Support Team will review the actions within the Business Plan. The timescale will ensure that Members have opportunity to be consulted on a refreshed plan that continues to be fit for purpose and reflects the current city wide priority plans and performance monitoring principles.
3. The refreshed Business Plan will be presented to the Area Committee in May 2014 for final approval.

Recommendations

The Area Committee is asked to:

- Note the progress made against the Business Plan actions at **Appendix 1**.
- Agree that the Area Support Team undertake a review of the Business Plan for 2014/15.
- Agree to receive a refreshed Business Plan at the Area Committee meeting in May 2014 for approval.

1 Purpose of this report

- 1.1 This report presents an update on the work to date to deliver the actions within the North West (Inner) Area Committee Business Plan 2011-2015. The report also seeks approval to undertake a review of the business plan to ensure that it continues to be fit for purpose and reflects the current city wide priority plans.

2 Background information

- 2.1 The Leeds Strategic Plan brought together the themes in the Vision for Leeds and Local Area Agreement to provide an integrated framework for partners to tackle city wide priorities. To translate city wide priorities and outcomes to local improvement priorities, the Area Committee approved a three year Area Delivery Plan (ADP) in June 2008.
- 2.2 The 2008-2011 Area Delivery Plan (ADP) which underpinned the work of Area Support Team, came to a formal end in March 2011, however the work programme has continued with many projects rolling forward from the ADP.
- 2.3 The ADP was replaced with a new area Business Plan for 2011-2015. This plan reflected changes to the city and council planning and partnership framework and incorporate local community engagement planning and actions. The Business Plan continues to outline local priorities and actions and provides a framework for the work programme of the North West (Inner) Area Committee and the spending of the Wellbeing Budget. The Business Plan helps enable the Area Committee to fulfil the principles of integrated locality working.

3 Main issues

- 3.1 The North West (Inner) Business Plan 2011-2015 which includes local priorities for action, has now been in place since April 2012. This has formed the basis of the work programme for both the Area Committee and the Area Support Team within Inner North West.
- 3.2 Attached at **Appendix 1** is the Area Business Plan Action Table which details the local priorities and actions agreed by the North West (Inner) Area Committee and highlights what progress has been made against each of these. The table shows the range of work that has been undertaken by the Area Committee and its partners to address local priorities and needs.
- 3.3 The Action Table also shows that the Area Committee has commissioned a range of projects through its Wellbeing Fund which help to address both local and citywide priorities as set out in the Area Committee Business Plan and City Priority Plans.
- 3.4 It is proposed that between November 2013 and March 2014, the Area Support Team will, in consultation with Members and partners, review the current business plan to ensure that the Area Committee and Area Support Team are delivering on those actions previously agreed. The review will also highlight those areas which need more work and identify any additional actions and priorities which have come to light since the plan was originally approved.
- 3.5 Once this review has been undertaken, a revised Business Plan will be brought to a future Area Committee meeting for approval.

- 3.6 The timeline below outlines the process previously agreed for the production and monitoring of the four year business plan and the public facing Action Plan. It includes regular engagement with Members and an annual refresh and review cycle.

<i>October 2011</i>	<i>Members consulted and commented on Business Plan format at Area Committee.</i>
<i>November 2011</i>	<i>Member workshop (working towards Outcome Based Accountabilities criteria) held to furnish Business Plan.</i>
<i>November 2011</i>	<i>Area Support Team developed Business Plan taking into account Members views.</i>
<i>December 2011</i>	<i>Received a draft update at Area Committee.</i>
<i>January 2012</i>	<i>Update on progress at ward based briefings.</i>
<i>March/April 2012</i>	<i>Area Committee adopt 2011-2015 business plan.</i>
<i>August – October 2012</i>	<i>Review business plan.</i>
<i>November – February 2013</i>	<i>Refresh business plan.</i>
<i>March/April 2013</i>	<i>Area Committee adopt refreshed 2011-15 Business Plan.</i>
August – October 2013	Review business plan.
November – February 2014	Refresh business plan.
May 2014	Area Committee adopt refreshed 2011-15 Business Plan.

- 3.7 This process will ensure that Members have been consulted on the production of the plan and that it reflects the views of local elected members and the communities that they represent. In addition, the timescale ensures that it reflects the city wide priority plans and performance monitoring principles.
- 3.8 This report and the proposed review of the North West (Inner) Business Plan will form part of the performance monitoring process by the Area Committee.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 Members were consulted on the development of the North West (Inner) Business Plan during 2011. The final Business Plan was presented for adoption by the Area Committee in April 2012 and this report forms part of the ongoing consultation around the plan.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 Equality, diversity, cohesion and integration are key issues for the Area Committee and the Business Plan takes this into account with a number of actions identified to help address these.

4.3 Council Policies and City Priorities

- 4.3.1 The themes in the proposed Business Plan will mirror the themes and priority outcomes at a city wide level and also reflect the delegated functions and priority advisory functions of the North West (Inner) Area Committee.

4.4 Resources and Value for Money

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

4.5 Legal Implications, Access to Information and Call In

4.5.1 There are no legal implications as a result of this report and it is not eligible for Call In.

4.6 Risk Management

4.6.1 This report provides an update for Members and therefore no risks are identifiable.

5 Conclusions

5.1 The North West (Inner) Area Committee Business Plan sets out the key priorities for the year that links to city wide policies and provides a framework for the spending of the well being budget.

5.2 The Business Plan supports and contributes to changes already being put in place to the council framework at a city wide level. It illustrates how the Area Support Team continues to work with partnerships and local services in this process and continue to champion the role of the Area Committee.

6 Recommendations

6.1 The Area Committee are asked to:

- Note the progress made against the Business Plan actions at **Appendix 1**.
- Agree that the Area Support Team undertake a review of the Business Plan for 2014/15.
- Agree to receive a refreshed Business Plan at the Area Committee meeting in May 2014 for approval.

7 Background Documents

7.1 None

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.

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

Best City For... Health & Wellbeing				
<i>What will the Area Committee do to address this priority?</i>	<i>Who will deliver this?</i>	<i>By When?</i>	<i>What progress has been made?</i>	<i>What was the impact?</i>
Objective 1: Promote healthy lifestyles and tackle health inequalities				
Deliver projects to target health issues through local health and well-being groups and priority neighbourhoods in conjunction with Public Health.	Area Support Team/ Public Health	Ongoing	A multi-faith group has been established in Hyde Park to look at health inequalities within some sections of the local community.	The group has identified activities such as Fit Kids at Woodsley Road Community Centre which now engages with over 20 young people.
Deliver a programme of health improvement initiatives in Hyde Park as part of the Health and Wellbeing neighbourhood improvement theme linking in with the Hyde Park Faith Leaders Forum.	Area Support Team/ Public Health	Ongoing	The Hyde Park Faith Leaders Forum has now been established and has met twice. Through discussions at meetings, the Area Committee agreed funding to support the Fit Kids project (see Objective 5).	
Develop proposals for intergenerational projects which bring young and old people together to undertake healthy activity, considering in particular opportunities which link schools to places like allotments and community gardens.	Area Support Team/ Public Health/ Schools/ Adult Social Care	Ongoing	The Area Committee has agreed funding for a range of projects which promote activities for older people. This has included funding to HOPS in Hawksworth Wood to bring the local church hall back into community use, OWLS to expand its shopping service and OPAL to develop its services.	Following the refurbishment of St Mary's Church Hall, the venue has now been reopened as Hawksworth Wood Village Hall. The Hall is a valuable space for HOPS to improve the delivery of services to older people however the whole community will use the space.

Best City For... Children & Young People				
<i>What will the Area Committee do to address this priority?</i>	<i>Who will deliver this?</i>	<i>By When?</i>	<i>What progress has been made?</i>	<i>What was the impact?</i>

Objective 2: All children and young people in Leeds have access to out of school activities				
Work with young people to commission projects within Inner North West to deliver a broad range of out of school activities for 5-19yr olds.	Extended Services Clusters	September 2014	The focus of this work is being undertaken under the Youth Activities Fund. (Please see below)	
Work with Children's Services and Youth Services to support the delegated Youth Activities Fund for Inner North West.	Area Support Team / Children's Services	Ongoing	<p>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. Processes are now being put in place to ensure the involvement and participation of children and young people in the decision making process when allocating this funding.</p> <p>Back Yard Breeze events were funded over the Summer in order to both provide additional youth activity and to undertake initial consultation on how the YAF should be used.</p>	It is too early to determine the full impact of YAF as most of the funding is yet to be allocated.

Best City For... Business				
<i>What will the Area Committee do to address this priority?</i>	<i>Who will deliver this?</i>	<i>By When?</i>	<i>What progress has been made?</i>	<i>What was the impact?</i>
Objective 3: Provide opportunities for people to get jobs or learn new skills				
Support residents in priority neighbourhoods such as Hyde Park, Hawksworth Wood and Little London to achieve job readiness through the	Area Support Team / Employment and Skills	Ongoing	OBA session undertaken covering employability and welfare benefit changes in the ESNW and Open XS Clusters and Hawksworth Wood. Action	

provision of skills and training activities.			<p>plans have been developed and are being progressed through Cluster Sub Groups.</p> <p>An Opportunities Event took place on 16th May at Woodsley Rd Community Centre with 15 partner agencies offering support around employment, training and volunteering, money saving advice and awareness of a local niche tobacco project . All agencies reported supporting at least 10 people each, some many more.</p>	<p>The benefits of the event were:</p> <ul style="list-style-type: none"> • Local for the community • Agencies all in one place, also referred clients to each other • Direct opportunities e.g. promotion of Trinity jobs and Employment Leeds job site • Recruitment opportunity for onsite employability project supported by wellbeing fund.
Improve employment, learning and skills opportunities for local people and support measures to help communities manage the impact of welfare reform.	Employment and Skills	Ongoing	<p>Progressing plans to deliver themed taster sessions in priority neighbourhoods, such as in retail, to encourage people to move into training opportunities.</p> <p>Frontline worker training on money management, budgeting and high interest / illegal money lending.</p> <p>Commissioned Better Leeds Communities to support private sector tenants affected by the welfare changes.</p>	
Progress the Employability and Welfare Reform Work stream action plan and develop locality working opportunities.	Area Support Team / Employment and Skills	Ongoing	<p>The work stream partnership meets bi-monthly and uses a multi-agency approach to deliver creative responses to barriers and challenges.</p> <p>Following on from an employability provision mapping exercise, the AST, ETS and Communities Team are working</p>	

			to restructure LCC learning and job opportunities.	
Support partners to make local links and maximise partner networks and resources to target those communities who are most in need.	Area Support Team	Ongoing	AST, ETS and Communities Team are working with external partners to improve signposting, make local links and maximise activities.	
Raise awareness of Welfare Reform with frontline services, monitor the impact and address locality need.	Area Support Team / Jobs and Skills	Ongoing	Following on from last year's successful welfare reform frontline worker workshop, the AST are working to deliver a follow up event for frontline workers in December 2013.	
Work with local businesses and SMEs to help develop a WNW Employer Forum and links to broader opportunities.	Area Leadership Team	Throughout 2013/14	Rather than develop an Employer Forum, partners are working with SMEs and local businesses in locally themed events. Upcoming events include a WNW apprenticeship event and a 'Make a Winning Application' event.	
Objective 4: Work with local businesses and partners to support a flourishing local economy				
Work with local communities and businesses to deliver Town and District Centre improvements in Inner North West.	Area Support Team	Throughout 2013/14	As part of T&DC2, Kirkstall Road has been selected as the preferred site for investment in WNW. The next stage will be to look at design drawings and budget costs, before going out to consultation.	Although impact as yet is minimal, once work is undertaken, this will provide streetscape improvements that will encourage greater use.
Objective 5: Provide opportunities and facilities to enable local people to access and engage in sport and cultural activities				
Support Young Minds at Woodsley Road Community Centre to deliver their Fit Kids programme which challenges anti-social behaviour and criminal behaviour through education and physical activity.	INWAC	July 2013 – June 2014	The Area Committee agreed funding to support the Fit Kids project to run workshop sessions and fitness classes, for up to 25 young people, at Woodsley Road Community Centre.	The Fit Kids project has now started delivery. 21 young people between the ages of 10 – 17 have joined the scheme and regularly attending the weekly sessions. Each session starts with exercise to warm up and then moving onto other physical and recreational activities.

Best City For... Communities				
<i>What will the Area Committee do to address this priority?</i>	<i>Who will deliver this?</i>	<i>By When?</i>	<i>What progress has been made?</i>	<i>What was the impact?</i>
Objective 6: Make better use of our community buildings				
Support community centres in the area to have sustained and where possible, increased usage.	Area Support Team	Ongoing	The INW Area Committee has responsibility for two Community Centres, Little London and Meanwood. Work continues to be undertaken to look at maximising usage levels of these.	Greater usage helps to ensure the cost effectiveness and sustainability of these centres.
Assist in reviewing the Council's assets (buildings) in relation to community involvement/ usage/ running/ disposal and undertake community asset transfers where appropriate.	Area Support Team	Ongoing	An audit has been undertaken of assets across the council and preliminary ward briefings have been held with local elected members. A report will now go back to the Budget Review Group who will develop proposals around asset usage / management / rationalisation. These will then be brought back to Members for further consultation.	Consultation at a Ward level has ensured that local circumstances have been taken into account during the decision making process.
Support the development of a new community centre for Little London to replace the existing council owned community centre which has come to the end of its life.	Area Support Team	Throughout 2013/14	The Area Support Team is working with the Regeneration Programme Team to finalise plans for the demolition and replacement of the Little London Community Centre. Once complete the new centre will provide a modern flexible space able to cater for a broad range of activities.	Replacement of Little London Community Centre is still in the planning stages so the current impact is minimal. However, once complete the new facility will be capable of delivering a range of activities and services to the local community.
Objective 7: Reduce crime and anti-social behaviour, with a particular focus on reducing burglary rates				

Work with partners to target burglary in areas of priority including Hyde Park, Woodhouse and Hawksworth Wood.	Area Support Team/ Neighbourhood Policing Team/ Safer Leeds	Ongoing	Following Outcome Based Accountability meetings, multi-agency burglary plans have been developed for Hyde Park, Hawksworth Wood and Headingley.	Focused work around burglary has delivered c.40% reduction in burglary rates compared to the similar period in 2012.
Reduce burglary through multi agency working and specific initiatives.	Area Support Team/ NPT / Safer Leeds	Ongoing	Operation Optimal continues to be a major focus of the Police in INW. This has been taken into account when planning activities such as Student Changeover and Freshers activity.	Focused work around burglary has delivered c.40% reduction in burglary rates compared to the similar period in 2012.
Undertake Graffiti enforcement in Hyde Park.	Environmental Services / NPT	Ongoing	The Graffiti Removal Team has now transferred under the direction of the West North West Environmental Localities Team. This has allowed them to provide a more targeted response to graffiti hot spots.	
Target problems with noise nuisance in Headingley and Hyde Park and pilot a dedicated noise nuisance patrol within the area during the 'Changeover' and 'Freshers' period.	INWAC / Out Of Hours Noise Nuisance Service / NPT	3 weeks in June/July 2013 and 3 weeks in Sept/Oct 2013	The Area Committee has funded a dedicated mobile patrol and response service within specific hotspot areas to deal with the anticipated increase in levels of noise complaints during student Changeover and Freshers weeks in June / July and September / October.	The dedicated mobile noise patrol and response service was in place for the Changeover period and then again to cover the Freshers period. Over the three weekends of Changeover the crew responded to 46 reports of Noise Nuisance and approached 12 properties when noise was witnessed. All requests to turn down the noise were adhered to and any advice given by the officers on noise levels was well received by the students.
Objective 8: Consult local people on changes that may affect their lives and support them to get involved in local decision making				
Undertake annual consultation through the Leeds Citizens Panel to identify Area Committee priorities.	LCC Corporate Communications and Area Management	Annually	The Area Committee has not as yet used the Citizens Panel to undertake consultation but has used a range of other methods, such as forums, Twitter and stakeholder groups to ensure its priorities reflect local opinion.	

Provide the public with information to assist them in understanding local issues through a range of communication channels including community forums and other public meetings	Area Support Team	As required	The WNW Area Support Team continues to support community forums in Headingley, Hyde Park & Woodhouse, Burley & Kirkstall. The Hyde Park Twitter feed continues to be a great alternative method of communicating with the local community and disseminating information.	The community forums provide an opportunity for members of the public to meet with local councillors and officers to both find out what the council is doing locally and raise any concerns they may have. The Hyde Park Twitter feed now has over 1000 followers and has provided an alternative method of engaging in an area with a significant social media savvy population.
Seek the views of the public on key developments that will affect the areas where they live.	Area Support Team, LCC Regeneration Service	As required	The AST has supported a range of consultation events on key developments that affect the area. These include projects such as the Kirkstall Tesco development, Royal Park School and NGT.	This has helped raise local awareness of issues that impact on the inner North West. It also has ensured that local opinion has been considered as part of the council's decision making process.
Objective 9: Support local events that bring people together				
Continue to support local community events such as: Hyde Park Unity Day; Kirkstall Festival; Headingley Literary Festival; Diwali Festival.	INWAC	Annually	The INW Area Committee provided a total of £15,000 to support Hyde Park Unity Day, Kirkstall Festival, Headingley Literary Festival and the Diwali Festival in 2013.	These events provided an opportunity for different sections of the community to come together in celebration. The events together provided a range of positive activities and were attended by thousands of local people.
Objective 10: Support the development of strong networks of community groups that are able to contribute to improving their neighbourhoods				
Support local voluntary, community and faith organisations to play a lead role in the development and implementation of neighbourhood activities.	Area Support Team, West North West Homes	Ongoing	The Hyde Park Faith Leaders Forum has now been established and has met twice. The AST continues to support the work of the HAVA Big Local Board. The Area Committee is funding Community Development Work	

			in some of its more challenging communities to increase local involvement and community capacity. (See below)	
Appoint a Community Development Worker in collaboration with a Third Sector organisation to work within some of our neighbourhoods with low levels of local involvement.	Area Support Team, Third Sector Partner	Q2 – 2013/14	The Area Committee, agreed to employ a jointly-funded community development worker with the West (Outer) Area Committee. The post will work directly with individuals and community groups. The Area Committees have now undertaken a tender process to select a VCFS organisation to deliver the community development project on their behalf and have appointed Better Leeds Communities (BLC) as the VCFS partner to deliver targeted Community Development Work in Inner North West and Outer West. BLC are now in the process of recruiting to the post of Community Development Worker.	It is too early to determine the impact of this project.
Objective 11: Support volunteering within our local communities				
Provide information and opportunities for people to get involved with volunteering particularly in Hawksworth Wood, Hyde Park and Little London.	Area Support Team, Third Sector Partners, Universities and Student Unions	Ongoing	The Area Committee has funded a number of projects to promote local volunteering opportunities in both Hawksworth Wood and the Weetwood Area. The AST have also worked closely with both university unions to promote a range of volunteering activities.	
Objective 12: Improve the local environment and our parks and open spaces				
Work with Environmental Locality Team to deliver the new revised Service Level	Area Support Team/ Environmental	Annually	The Environmental Services SLA is now in its third year and service links to the Area	This has provided greater local responsiveness by the Environmental Locality Team and greater

Agreement to meet community need and deliver service improvements around the environmental.	Locality Team		Committee Environmental Sub Group are now well established.	understanding of service pressures by the Area Committee and other local representatives.
Take enforcement action where there are problems e.g. bins left in the street, waste in gardens and bin yards, overgrown vegetation, particularly targeting areas of Headingley and Hyde Park	Environmental Locality Team	Ongoing		
Work with relevant partners to reduce numbers of derelict buildings and the impact they have on local communities.	Area Support Team, Building Control, CPM and other relevant Depts.	Ongoing		
Work with partners through Locality Working to resolve land ownership issues which may result in unsatisfactory maintenance (rationalise service provision).	Area Support Team/ Environmental Locality Team/ Parks and Countryside/ WNWhL	Ongoing		
Co-ordinate the multi-agency response to student changeover and freshers week to minimise the amount of refuse left outside properties.	Area Support Team	Annually	Planning work and additional resource provision for Student Changeover and Freshers was undertaken by Leeds City Council and partners over the summer months. This year the Changeover period spanned several weeks as the three Universities all finished for the term on different dates.	Analysis is currently still being undertaken on the impact of this years Changeover and Freshers Planning and will be reported to the Area Committee at a later date.
Implement changes to refuse collection which reduce the amount of uncontained waste and the number of bins left in the street.	Environmental Locality Team	Ongoing	Waste Management Services are currently undertaking an options appraisal looking at alternative methods of refuse management in the ASHORE area. Findings	To be determined.

			from this are due to be fed back by the end of 2013.	
Objective 13: Improve public service co-ordination working together with local residents to improve our most deprived neighbourhoods				
Use our Well-being budget to help community groups and voluntary organisations to deliver projects to improve the area through Locality Working to improve deprived neighbourhoods or those with the greatest service demands.	Area Support Team (relevant Council Departments)	Ongoing	The Area Committee funded 27 projects in 2013/14 which tackle a range of local priorities.	Please see feedback on individual projects.
Objective 14: Support partnership working around priority neighbourhoods				
Support the work of the Hyde Park Neighbourhood Board and implement the Hyde Park Neighbourhood Improvement Programme.	Area Support Team / Hyde Park Board	Ongoing	Hyde Park continues to be a priority area of work for the INW Area Committee. Planning work and additional resource provision for Student Changeover and Freshers was undertaken by Leeds City Council and partners over the summer months. Waste Management Services are currently undertaking an options appraisal looking at alternative methods of refuse management in the ASHORE area. Findings from this are due to be fed back by the end of 2013.	Please see feedback on individual projects.
Support the work of the Hawksworth Wood Partnership and implement service change to deliver local benefits.	Area Support Team / Hawksworth Wood Partnership	Ongoing	The Hawksworth Wood Partnership agreed that the priority for their work in the area is to support the successful implementation of HAVA Big Local.	See below.

<p>Support the work of the Hawksworth Wood Abbeydales Vespers Area (HAVA) Big Local to help ensure it is successful and its benefits are long lasting.</p>	<p>Area Support Team</p>	<p>Ongoing</p>	<p>The Area Support Team continues to work with the HAVA Big Local Board to ensure links between it and other partners working in the area. Work has been undertaken to support the newly elected Board Members to understand and undertake their roles effectively.</p>	<p>The HAVA Board has now been in place for a number of months. Since their election, they have held eight HAVA Board meetings, one Board workshop, two public meetings and a number of task group sessions. Through these meetings they have created and submitted Terms of Reference, drafted a Community Profile and submitted an application for additional Pathway Funding. Additionally they have finalised the application process for small grants and recruited a writer for the HAVA Community Plan. All of these actions will help determine how the £1 million will be spent.</p>
<p>Support Priority Neighbourhood work in Little London and ensure this joins up with the community elements of the PFI delivery.</p>	<p>Area Support Team</p>	<p>Ongoing</p>	<p>The PFI contract has now commenced in Little London and the WNW Area Support Team are now in discussions with the contractor SC4L to determine how we can work together to ensure the best support for the local community throughout the refurbishment process.</p> <p>WNW Area Support Team is working with the project team leading on the relocation of the housing office and the demolition and rebuilding of the Little London Community Centre.</p> <p>The Area Committee has funded Community Action Little London & Servias (CALLS) to develop volunteering opportunities within the local area.</p>	<p>A volunteer coordinator was recruited and commenced work on 9th May 2013. All new and existing volunteers have undergone a new induction procedure, including health & safety/risk assessment, an initial assessment of training needs and</p>

				completion of training and development plans. First volunteering event took place on Saturday 6th July as part of Little London Community Day
Objective 15: Ensure efficient use of available resources such as Wellbeing in order to address both local and citywide priorities				
Undertake a Wellbeing commissioning round during the final quarter of the financial year 2013/14 to ensure that 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 2014/15.	INWAC / Area Support Team	Q4 – 2013/14	Planning is currently underway to undertake the Wellbeing commissioning round during the final quarter of the financial year 2013/14. Timescales have been approved by the INW Area Committee which will seek applications for projects between 1 st December 2013 and 31 st January 2014, with funding decisions made by 31 st March 2014.	
Use Wellbeing budget to support projects that meet the objectives of the Business Plan and the city wide priority plans.	Area Support Team	Q4 – 2013/14	The Area Committee undertakes a Wellbeing commissioning round during the final quarter of each financial year. This requires organisations to submit proposals for projects which are then considered against the committees priorities as set out in its Business Plan.	In March 2013 the Area Committee approved funding to 27 projects tackling a range of priorities. These projects continue to be monitored and assessed by the Area Committee throughout the year to ensure they are fully meeting their objectives.
Closely monitor projects to ensure they deliver their agreed outcomes and provide value for money.	Area Support Team	Throughout the year.	The Area Committee approved funding to 27 projects for 2013/14, tackling a range of priorities as set out in the Area Committee Business Plan. These projects are monitored and assessed by the Area Support Team and Area Committee throughout the year, with update reports taken to each round of Area Committee meetings.	Continued monitoring helps ensure that each project is fully meeting its objectives and is running to agreed timescales.

Best City To... Live

<i>What will the Area Committee do to address this priority?</i>	<i>Who will deliver this?</i>	<i>By When?</i>	<i>What progress has been made?</i>	<i>What was the impact?</i>
Objective 16: Ensure that the public and the Area Committee are informed of planning issues as they relate to the Inner North West				
<p>Provide a Community Planning Officer to advise the Area Committee in relation to key planning applications, awareness of legislative change and local planning and housing policy, and how planning regulations can be used to improve the local environment.</p>	<p>Area Support Team</p>	<p>Ongoing</p>	<p>The Area Committee continues to fund the Community Planning Officer post for inner north west. The overall objectives of the community planner role are:</p> <ul style="list-style-type: none"> • 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 	<ul style="list-style-type: none"> • 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

				<p>Groups and Residents on significant planning applications;</p> <ul style="list-style-type: none"> • Working with Housing Services to respond to housing strategy issues in inner north west Leeds; • The continued development of the Community Planner Website.
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Objective 17: Support local communities to take advantage of Neighbourhood Planning opportunities				
Support local community groups to gain awareness and start the Neighbourhood Planning Process where appropriate.	Area Support Team / Community Planner	Ongoing	<p>There is significant local interest in Neighbourhood Planning and on-going support is being offered to local groups through the post of the Community Planning Officer and the INWAC Planning Sub Group.</p> <p>One area wide event has been held to promote the Neighbourhood Planning Process to interested groups and a further event is planned for January 2014.</p>	<p>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, which are required to take Neighbourhood Plans forward.</p>

Report of the Assistant Chief Executive (Citizens & Communities)

Report to North West (Inner) Area Committee

Date: 24th October 2013

Subject: Wellbeing Fund Update and Quarter 2 Monitoring Report

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

Summary of main issues

1. This report provides the North West (Inner) Area Committee with an update on the budget position for the Wellbeing Fund for 2013/14 and the current position of the Small Grants and skips pots and those Small Grants and skips that have been approved since the last meeting.
2. The report also provides an update on the Youth Activity Fund and those projects seeking support through this pot.

Recommendations

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 content of the Quarter 2 monitoring returns for projects funded in 2013/14 (Appendix 2).
- Approve the Wellbeing funding commissioning priorities for 2014/15.
- 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 current position of the Youth Activity Fund and those projects supported to date through this (**Table 3**).

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 includes the Quarter 2 monitoring returns for projects funded in 2013/14. 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 also provides an update on the Youth Activity Fund.

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 At the September Area Committee Members were informed about additional capital funding available to spend. £9,100 has been identified through a number of project under spends and £13,510 through the CRIS allocation which gives Members a total of £22,610 to allocate. To date, no projects have been identified for funding.
- 2.5 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 and Quarter 2 Monitoring

- 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 Details of monitoring returns provided by Wellbeing projects funded in 2013/14 for Quarter 2 are set out in **Appendix 2**. It shows what progress has been made by projects to deliver the activity as agreed through the application process, which projects are now complete and which are still live. All projects are currently meeting the outputs as agreed in the project delivery statements. Members are asked to note the content of the Wellbeing monitoring returns.

3.4 2014/15 Wellbeing Funding Commissioning Priorities

3.5 In an effort to ensure that limited funds are targeted at the areas where they are needed most, the Area Committee is asked each year to consider how it wishes to express its priorities for Wellbeing Funding to perspective applicants for the year ahead.

3.6 Having reviewed the priorities from recent years, the following set of priorities is suggested to be offered to Wellbeing Fund applicants for 2014/15. These priorities link in with the Area Committee Business Plan.

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

3.7 Wellbeing Budget – Small Grants & Skips

3.8 **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 **£7,015** still available for allocation for Small Grants and **£2,185** 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 (03/09/13 – 11/10/13)

Project Name	Organisation /Department	Amount Requested	Amount Approved
Healthy & Well	Namaste	£475	£475

Table 2: Skip Approvals (03/09/13 – 11/10/13)

There have been no new skip approvals during this period.

3.9 Youth Activity Fund

3.10 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 currently agreed for Youth Activity Fund Support.

Table 3: Youth Activity Fund – Projects funded to date.

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

4 Corporate Considerations

4.1 Consultation and Engagement

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

4.2 Equality and Diversity / Cohesion and Integration

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

4.3 Council policies and City Priorities

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

- Vision for Leeds
- Leeds Strategic Plan

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

4.4 Resources and value for money

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

4.5 Legal Implications, Access to Information and Call In

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

4.6 Risk Management

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

5 Conclusions

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

6 Recommendations

- 6.1 The North West (Inner) Area Committee is asked to:
- Note the current budget position for the Wellbeing Fund for 2013/14 (Appendix 1).
 - Note the content of the Quarter 2 monitoring returns for projects funded in 2013/14 (Appendix 2).
 - Approve the Wellbeing funding commissioning priorities for 2014/15.
 - 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 current position of the Youth Activity Fund and those projects supported to date through this (**Table 3**).

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	£ 4,035
Skips	WNW Area Support Team	All Wards	£ 3,419.00	£ 1,109
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	£ 11,762
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
Volunteering 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	£ 65,190
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	£ -
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	£ 3,760.00
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	£ 24,312.40

2 Capital

Table 2.1 shows the capital allocations that are still live from previous years. A further £22,610 of Capital is currently available for the Area Committee to allocate. Table 2.2 provides a budget statement for the 2013 capital allocation.

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

2.2 Capital allocation

Project Name	Lead Organisation	Wards Benefiting	Amount Earmarked	Amount Paid

Total	£	-	£	-
2013 Allocation	£	22,610.00		
Available to Allocate	£	22,610.00		

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	£ 490.00	£ 490.00
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	£ 500.00
Restoration stone work Millennium steps	Rosebank Millennium Green Trust	Hyde Park & Woodhouse	£ 500.00	£ 500.00
Irish History Month 2014	Irish History Month	Hyde Park, Woodhouse & Headingley	£ -	£ -
Open XS Cluster Healthy Relationship Project	Open XS Cluster and Leeds City Council Domestic Violence	Hyde Park, Woodhouse, Kirkstall (Burley)	£ 500.00	£ 500.00
Healthy & Well	Namaste	Hyde Park & Woodhouse	£ 475.00	
Adults Arts Class	Little London Arts LLA	Hyde Park & Woodhouse	£ -	£ -

Total £ 5,310.00 £ 4,035.00
Budget £ 12,325.00
Available to Allocate £ 7,015.00

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	£ 124.00
Queenswood Tenants & Res Association, LS6.	Headingley	1	£ 125.00	£ -

Total £ 1,233.60 £ 1,108.60
Budget £ 3,419.00
Available to Allocate £ 2,185.40

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1.0 Revenue Projects Live from Previous Years

Project Name	Lead Organisation	Amount	Paid	Project Description	Project Update
Kirkstall Ward Pot	Kirkstall Members	£ 2,859.25	£0.00	To support Member led projects in the Kirkstall Ward.	Kirkstall Members had indicated that they would like to use the balance of the Kirkstall Revenue Budget to support the costs of establishing a community hub for Hawksworth Wood within the vacant rooms adjacent to Hawksworth Wood Children's Centre. However, Children's Services have now indicated that they will need the use of these rooms for core service delivery. Kirkstall Members will need to consider how else they may wish to use this funding.
Hyde Park Neighbourhood Board	WNW Area Support Team	£ 13,000.00	£0.00	To deliver additional improvements/initiatives to tackle deprivation within Hyde Park, which fall outside the normal service delivery. Concentrating on crime and grime issues including fly tipping, litter, graffiti, refuse collection, burglary anti-social behaviour and parking issues.	Funding has been earmarked by the Hyde Park Board to cover the cost of a Parking Survey for the Hyde Park area. Highways have undertaken the survey but we are still awaiting their final report. This work has been much more extensive than first envisaged and demand on Highways has been high due to other high profile schemes. We are now in the process of organising meetings with Ward Members and Highways to discuss with members the findings of the survey and the options which could be considered to deal with the parking issues. This will enable us to complete payment.
Environmental Services Co-ordinator	WNW Locality Team	£ 18,295.00	£ 18,295	To employ a senior technical enforcement officer in order to further enhance the new service the Locality Team now offers. The multi skilled officer will direct the cleansing staff through local management and co-ordination, and carry out enforcement duties when required. The role will supplement the current supervision and management arrangements	The post holder has been heavily involved in an intensive operation within Hyde Park & Woodhouse. The operation tackles a number of environmental issues in the area, including bins being left on the street. During the last quarter the Dedicated Environmental Services Co-ordinator has spent a lot of time working closely with the Area Support Team to plan and coordinate Student Changeover.
NEET New Start	The City of Leeds YMCA	£ 3,761.00	£ 3,760	To engage with young people between the ages of 14 -16, currently at risk of exclusion from school, and those who are excluded and not in education. Simultaneously the project aims to engage with 16-25 year olds who are currently not in education, training or employment (NEET).	During this quarter the group have commenced with a further 10 week learning programme to 6 NEET young people predominantly from the Hawksworth Wood area. The programme focused on developing leadership skills in young people and is accredited through the ASDAN Short Course Leadership Award. The course includes development of effective communication skills, developing personal confidence in tackling challenging situations, heightening aspirations and developing trust. Participants have undertaken a team building challenge at Leeds Wall, taken part in experiential learning sessions around personal motivation and aspiration and are due to visit Leeds University as part of the programme's commitment to support participants into further training, education and employment. Course participants, both current and from the previous course, have taken part in an Emergency First Aid at Work course. All participants from the previous 10 week programme continue to be supported by the Training and Development Officer. One participant was successful in obtaining an interview for employment, whilst two others are being supported with applications to further training. The group are currently investigating avenues for further funding beyond the life of this project, in order to expand the training available, hopefully to incorporate a sports leadership programme.

Caring together.... Moving forward	Caring together	£ 1,822.00	£ 994	To allow the group to return to Woodhouse Community Centre, following an asset transfer from Leeds City Council to Oblong.	The group have been back in their office base at Woodhouse Community Centre since May 2012 together with a number of their regular groups and activities. Funding has continued to be drawn down since then and it is envisaged that the project will be complete by the end of Q3.
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2.0 Revenue Projects - 2013/14

Project Name	Lead Organisation	Amount	Paid	Project Description	Project Update
Small Grants	WNW Area Support Team	£ 12,325.00	£ 4,035	To provide a budget for community and voluntary groups to apply for funding for small grants.	To date, 12 small grant applications totalling £5,310 have been approved.
Skips	WNW Area Support Team	£ 3,419.00	£ 1,109	The skips budget provides skips to environmental group, allotment associations etc for community clean ups.	To date, 5 skips totalling £1,233.60 have been approved.
Consultation and Engagement	Area Support Team	£ 1,500.00	£0.00	A budget for community engagement and promotion that will provide a flexible resource to engage with local communities and create promotional materials to raise awareness of specific services and initiatives. The actual projects supported by the budget will be agreed through the Neighbourhood Partnerships but could include leaflets, posters, brochures and venue hire for community events.	
Festive lights	Leeds Lights	£ 12,325.00	£0.00	To pay for the hire of festive lights between October 2013 and January 2014 for Weetwood, Meanwood, Headingley, Otley Road, North Lane, Kirkstall, Hyde Park, Woodhouse, Woodsley Road and Little London.	The festive lights are currently being put up throughout the area prior to being switched on in November. The lights will remain lit until the New Year.
Kirkstall Festival	Kirkstall Festival Committee	£ 5,000.00	£0.00	Kirkstall Festival is an annual event bringing together the local community at Kirkstall Abbey with entertainment, competitions, stalls and food. The event regularly attracts over 10,000 people and is organised and run by a group of dedicated volunteers. Area Committee funding is used to hire a stage, marquee, dance floor, tables and chairs.	Over 15,000 people attended Kirkstall Festival on 13th July 2013. Two separate stages and marquees were provided. The main stage and the youth stage hosted over 12 live acts. Several local groups took part in the activities including schools, church groups, charity groups, scouts, sports clubs and other locally based groups and societies.
Hyde Park Unity Day	Hyde Park Unity Day	£ 5,000.00	£ 5,000	Hyde Park Unity Day is an annual festival held on Woodhouse Moor for the local community. Activities include live bands, stalls, children's entertainment and art workshops. It celebrates the cultural diversity of the area and has activities for all ages. The Area Committee funding will be used for security, fencing and the hire of the main stage.	Unity Day 2013 was a great success, with around 6000 people enjoying the day and 150 volunteers contributing to a brilliant atmosphere with a wide range of activities on offer. The music performances gave platforms to local bands to play to a large audience and promote their work. The children's area was extremely popular, with crafts, cartoon workshops, swing boats and face painting. Unity Garden held arts and crafts workshops, with lantern making, woodwork and other activities. The Memory Lane elderly citizens tent was larger this year and saw tea dances, live bands and free tea and cake, run by Swarthmore College and local elderly citizens groups. The dog show was as popular as ever.

Community Planner	Planning Services	£ 40,000.00	£ 10,000	To pay for a planning officer for the Inner North West area to assist with the Localism Act. The role will have an emphasis on neighbourhood planning - assisting communities to understand the new legislation, implementing the neighbourhood planning regulations, developing neighbourhood plans and facilitating increased participation of the community in the planning process.	A total of 6 significant planning applications/pre-planning enquiries have been discussed in the 3 Planning sub group meetings held since June. The Community Planner has advised ward members on 45 occasions in relation to planning applications and planning enforcement cases during this period. The Community Planner has continued to work with neighbourhood planning officers in the Planning Policy team to co-ordinate events aimed at ward members and community groups. The Community Planner has attended local meetings of Oblong and the North Hyde Park Neighbourhood Association and Little Woodhouse Community Association to discuss neighbourhood planning. They have also provided assistance to the Far Headingley, Weetwood and West Park NDS Steering Group who have been working on a revised and updated version of their Neighbourhood Design Statement. This included representing the Steering Group at the internal Council Planning Board meeting to approve a public consultation strategy and arranging a meeting with Leeds Metropolitan University.
Dedicated Environmental Services Co-Ordinator – INW	WNW Locality Team	£ 18,295.00	£ 18,296	To pay for a senior technical enforcement officer in order to further enhance the new service the Locality Team now offers. The multi skilled officer will direct the cleansing staff through local management and co-ordination and carry out enforcement duties when required. The role will supplement the current supervision and management arrangements	This is a continuation of the post recruited to in 2012/13 detailed above. This financial year the Environmental Services Co-ordinator has been working on a range of key environmental issues throughout the Inner North West specifically coordinating the additional Locality Team resource for Student Changeover and has this year instigated the dedicated bulk waste collection service - Civics - to continue their regular duties across the city ensuring backlogs were tackled; activity for Freshers included ensuring regular flyering consent zone enforcement patrols and reviewing the boundary of consent zones. The postholder has put forward several recommendations for improvements to the Changeover and Freshers provision. He is also supporting the work on Alternate Weekly Collections and the ASHORE menu of options through briefing Councillors and supporting the resident consultation, continuing to liaise with Waste Management about street hotspots and looking at new litter picking routes as well as providing supervision to the bin crews. The postholder continues to maintain a presence throughout the Inner North West, speaking at resident forums and to tenants groups. A full report to the INW Environment Sub Group about the work of Co-ordinator is also provided.
Additional refuse collection for student changeover	WNW locality team	£ 10,000.00	£0.00	The service is applying for funding to hire an additional vehicle (26 tonne), plus staff for a period of 3 weeks. The service will stand the cost of the fuel and tipping charges for this vehicle.	The vehicle was used during the Student Changeover period to provide additional capacity to the Waste Management Service. This helped ensure that streets in the ASHORE area had a biweekly collection during this busy time.
Additional staff for Woodhouse	Community Safety	£ 11,762.00	£ 11,762	To fund additional dedicated staff to curtail anti-social activities on Woodhouse Moor and educate visitors on issues of Parks Byelaws.	The dedicated Woodhouse Moor Parkswatch Patrol started in April and ran until the end of June. The patrol staffing consisted of one officer working from 12.00.p.m - 21.00.p.m. on Wednesdays, Thursdays and Fridays. Two officers working from 12.00 - 21.00 pm on Saturdays and Sundays. The officers were a highly visible patrol service utilising an electric buggy to access the whole park. Their brief was to provide a positive presence and to deal with any issues by the methods of liaison and education. The scheme was aided by additional signage which was visible at all access points. It is worth highlighting that the dramatic improvement has been achieved without the need to prosecute any offenders as all persons dealt with either complied with officers or left the park.

Leave Leads Tidy	Leeds University Union	£ 10,000.00	£ 10,000	To minimise waste and increase recycling over the student changeover period. The scheme employ's Leave Leeds Tidy (LLT) wardens to deliver publicity about how to dispose of household waste and LLT branded collection bags for clothes and re-useable items. Items collected are given away at free shops at the universities and local neighbourhoods or recycled through donations to homeless charities.	Action Days were held in partnership with two charities: St Vincents and Emmaus. Drop-off points were set up around selected areas in Hyde Park and Headingley to collect unwanted items. These items were then recycled and sold by St Vincent's and Emmaus in their charity shops. 8 Leave Leeds Tidy Champions were employed whose role was to deliver advice, information and support to students and longer term residents. By going door-to-door in Hyde Park, Woodhouse, Headingley and Burley, the Champions were able to exceed the targets set out relating to the numbers of people they spoke to. Love Leeds Charity Shop in Leeds University Union was set up to help manage and distribute the large volume of donations on an annual basis and also to help fund the annual Leave Leeds Tidy Changeover project.
EnviroMET	Leeds Met Students' Union (CALM Volunteering)	£ 5,000.00	£0.00	To fund a part time Project Worker to coordinate environmental projects and new initiatives and cover relevant training costs for the post.	A project worker was successfully recruited and took up the post on 27th August. The Project Worker has made links with two Residents Associations: Ash Road and Little Woodhouse, and has started discussions with them around the potential to organise a clean-up in their areas. The Project Worker aims to plan and deliver a clean-up in both areas before the University Christmas break. The Project Worker has recruited a student volunteer who is keen to lead the Student Friends of Woodhouse Moor Group and the event on Woodhouse Moor. Their first planning meeting was held on 30th September. The recruitment of volunteers during freshers week proved to be very successful.
Community Development Worker Post	WNW Area Support Team	£ 15,873.00	£0.00	To employ a jointly-funded community development worker for Inner North West and Outer West. The post holder will work directly with individuals and community groups to provide practical advice to develop their capacity to deliver projects and represent the needs of local communities. This will create a new opportunity for Area Committees to directly respond to the needs of local groups, who may have the aspiration to do more in their community, but require some help and advice to organise their activities and access funding.	The Area Committees have undertaken a tender process to select a VCFS organisation to deliver the community development project on their behalf. The organisation is now in the process of recruiting to the post of Community Development Worker.
Aireborough Summer Activities	Aireborough Summer Activities Scheme	£ 1,781.00	£ 445	To run a holiday play scheme for children aged 4-19 years old with moderate to severe learning and/or physical disabilities who live in Outer North West and Inner North West Leeds.	Separate trips and activities for under 8's, 9-12's and 13+ age groups were organised including trips to the donkey sanctuary, farmer James play barn, Sensory Leeds, an obstacle course, a water play area, go-karting, a trip to the cinema in Leeds and swimming at Aireborough leisure centre followed by a lunch at McDonalds. Other activities included baking and trampolining.

Volunteering Options	Community Action Little London & Servias (CALLS).	£ 4,353.00	£ 1,451	To employ a part-time Volunteering Co-ordinator for 6 hours per week for 26 weeks, including travel and transport and IT provision. The funding will also be used to publicise volunteering in the area, produce a community volunteering event, and develop a bespoke volunteering handbook	The Volunteer Coordinator has been recruited and commenced work on 9th May 2013. All new and existing volunteers have undergone a new induction procedure, including health & safety/risk assessment, an initial assessment of training needs and completion of a training and development plan. The first volunteering event took place on Saturday 6th July as part of the Little London Community Day. The current volunteers were awarded with a certificate of volunteering achievement and a small gift voucher in recognition of their contribution to CALLS. A personal development residential was held from 29th -31st July at Northern College (near Barnsley) and another residential weekend for volunteers in the local area is planned for the end of October 2013. This will be a counselling skills course. The Volunteer Coordinator is updating all of CALLS policies to ensure they meet the needs of volunteers and the organisation and these will be available in a Volunteer's Handbook.
Temp dedicated - Out of hours noise service	Community Safety OOH Noise Service	£ 15,025.00	£0.00	To provide a dedicated mobile patrol and response service within specific hotspot areas to deal with the anticipated increase in levels of noise complaints during student Changeover and Freshers weeks in June/July and September/October.	The dedicated mobile noise patrol and response service was in place for the Changeover period and then again to cover the Freshers period. Over the three weekends of Changeover the crew responded to 46 reports of Noise Nuisance and approached 12 properties when noise was witnessed. All requests to turn down the noise were adhered to and any advice given by the officers on noise levels was well received by the students. The majority of the officer time was spent patrolling those streets which had been identified as 'hot spot' areas. Feedback was received from the patrols that they could be more effective at busier times of year when noise is more of a problem, following this the coverage for Freshers was changed to be six weeks long but only on Friday and Saturdays. During the first four weeks of the September and October coverage the crew has responded to 56 reports of Noise Nuisance and approached 20 properties where noise was witnessed. The project will continue for two further weekends on 12th and 13th October ending on the 19th and 20th October.
Far Headingley, Weetwood and West Park Neighbourhood Design Statement (SPD)	Far Headingley Village Society	£ 1,098.00	£0.00	To pay for a "give notice" by local advertisement to advertise the updated edition of the 2005 Neighbourhood Design Statement (NDS) and subsequent Council adoption as a Supplementary Planning Document (SPD). The NDS is an important planning document outlining key characteristics of the neighbourhood which the local community is keen to retain and improve and which developers must have regard to when applying for planning permission.	The 'Statement' is now in its 6th draft and currently going through the planning officer consultation process. The planning officer has asked for further consultation with Leeds Metropolitan University, the owners of Beckett Park campus which lies within the project study area. A meeting took place on 17th September and the document is being slightly amended to take into account comments arising from that meeting. This will result in a 7th edition draft.
Headingley Lifest 2014	Headingley LitFest, sub-group of Headingley Network	£ 3,000.00	£0.00	To deliver the Youth Programme of Headingley LitFest, which will take place in March 2014. Children and young people will be introduced to writing and performing their own original poetry and prose through a series of workshops run by professional published poets/writers/performers	Negotiations with a number of schools in INW are ongoing to hold poetry workshops and final 'siam' event in late March 2014. Shire Oak, Spring Bank and Weetwood primary schools are already on board. Negotiation with two more schools is yet to be finalised. A workshop leader is currently working with the headteachers of these schools to set up the series of workshops and final events. It is expected that overall 60 pupils aged between 12 - 17 years old will be engaged from Lawnswood School and 150 pupils aged between 9 - 10 years from primary schools will also be involved. The work with all the schools is publicised in the LitFest main brochure, described on the Lifest blog and also in school newsletters and special display material that has been exhibited in Headingley Library.

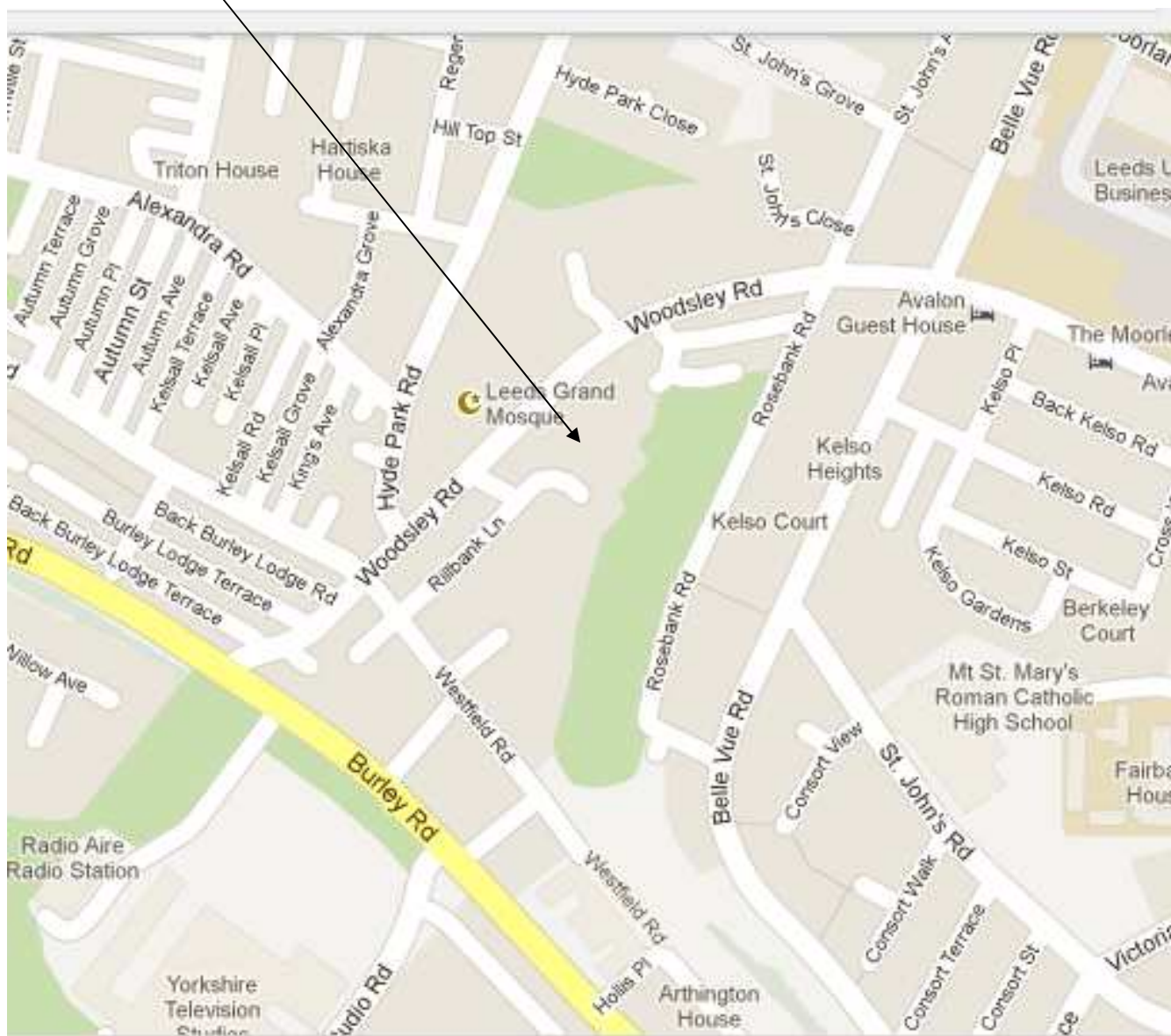
Diwali festival	Hindu Temple	£ 2,000.00	£0.00	To cover the cost of the hire of Leeds Town Hall to hold the 2013 Diwali Festival.	The Town Hall has been booked and the group is now in the final stages of planning for the festival. The final report will be reported back to Area Committee in the December monitoring report.
Reach out and Touch	Hawthorn Older People Support Services - HOPS	£ 9,000.00	£0.00	To employ a part time worker to engage older people who currently do not take an active role in their community for a number of reasons.	The worker was appointed in June and has been actively engaging with older people in the Hawthorn Wood community to establish what support they require to stay in their own homes and how their health and wellbeing can be improved.
Community Engagement	Older People's Action in the Locality (OPAL)	£ 8,985.00	£0.00	To pay for the recruitment of a part time Community Engagement Worker to set up and run a weekly luncheon club and a fortnightly coffee afternoon for the residents of Ireland Wood.	A Community Engagement Worker started at OPAL on 1st July working 14 hours per week. Ireland Wood coffee afternoon continues to be held every 2nd and 4th Thursday of the month and attendance has increased to approximately 15 people each time plus 4 volunteers. A programme of activities has been set including games sessions, quizzes and a talk from a solicitor. The luncheon club has been running for 3 weeks and is a success, starting with 25 people attending and increasing to 30. Three of the volunteers do not speak English as a first language so volunteering with the luncheon club is helping them improve their English and also integrate with the community in a setting which is safe, friendly and non-judgemental.
Expanded door-to-door supermarket shopping service	Older Wiser Local Seniors (OWLS)	£ 2,500.00	£ 625	To support the development and running costs of a door-to-door shopping service for local older people who have difficulties shopping; including people with mobility problems, dementia and visual impairment.	26 residents from Burley, Hyde Park, Little Woodhouse, Headingley, some parts of Kirkstall, Westwood and West Park have joined the scheme. Members are collected from their house in a minibus and taken to Kirkstall Morrisons. They have an hour and a half hour of shopping time and they are then taken home in the minibus. Their shopping is carried inside their homes by volunteers.
Healthy Living Outdoors Action Days	Voice of Quarry Mount	£ 2,500.00	£ 2,467	To install flower and vegetable beds in the grounds of Quarry Mount Primary School and also to support Voice of Quarry Mount to hold regular Action Days in the grounds for the wider community to attend.	An Action Day was held and attended by a number of pupils and community members. Young people enjoyed free healthy eating samples and took recipes cards home to try themselves. They also learned about lifecycles and helped to plant planters in the beds provided. Quarry Mount School has agreed to set up an open gardening group to continue planting vegetables on a regular basis. This will be linked in with the healthy living curriculum.
Childrens Champion	St Mary's Church, Hawthorn Wood	£ 5,000.00	£0.00	To pay for the employment of a part time children's champion, whose role will be to support the transition of children from primary into secondary education.	The Childrens Champion has now been in post for a number of months and is working with a range of young people on the Hawthorn Wood estate.
Woodsley Employability Project	Woodsley Road Multicultural Community Centre	£ 7,550.00	£0.00	To assist the BME communities of Hyde Park & Woodhouse, Burley and Kirkstall areas to improve their chances of employability and help them to get on to the career ladder.	Workshops have been held three times a week for three hours each between July and September. So far 9 people have benefited from the project both male and female and aged between 18 - 40 years old. The project has helped these individuals to improve their CVs, search for appropriate jobs on the Job Centre website and supported them to apply for those jobs. It is anticipated that the next quarter will be even more successful as a number of companies will be hiring for the Christmas period.
Fit Kids	Young Minds	£ 5,430.00	£0.00	To run workshops and fitness classes at Woodsley Road Community Centre for around 25 young people for over 48 weeks, aimed at tackling anti-social and criminal behaviour	The Young Minds 'Fit Kids' project has started with great success, 21 young people between the ages of 10 - 17 have joined the scheme and regularly attend the weekly sessions. Each session starts with exercises to warm up and then moves onto other physical and recreational activities. Workshops are also held informing the young people of the dangers of anti-social behaviour and other criminal activities. A guest from West Yorkshire Trading Standards attended one of the sessions to discuss the harm of Shisha and niche tobacco. The session went really well and further workshops are planned as part of the project.

3.0 Youth Activities Fund - Projects 2013/14

Project Name	Lead Organisation	Amount	Paid	Project Description	Project Update
Back Yard Breeze	LCC Out of School Activities Team	£ 3,600.00	£0.00	LCC Out of School Activities Team to deliver six Backyard Breeze sessions during the Summer. Two in Hyde Park & Woodhouse, two in Kirkstall and two in Weetwood. Although there will be no events specifically held in Headingley, due to lack of suitable locations within this ward, a number of the above events will be held close to the Headingley boundary with the other wards in order to address this.	Six Backyard Breeze sessions were held over the Summer. Consultation was undertaken as part of the sessions which will help direct development of future projects to be funded by the Youth Activities fund.

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