

Public Document Pack



SOUTH (INNER) AREA COMMITTEE

Meeting to be held in Beeston Village Community Centre, LS11 8AB on
Wednesday, 6th November, 2013 at 6.00 pm

MEMBERSHIP

Councillors

D Congreve	-	Beeston and Holbeck;
A Gabriel	-	Beeston and Holbeck;
A Ogilvie	-	Beeston and Holbeck;
P Davey	-	City and Hunslet;
M Iqbal	-	City and Hunslet;
E Nash	-	City and Hunslet;
J Blake	-	Middleton Park;
K Groves	-	Middleton Park;
P Truswell	-	Middleton Park;

Agenda compiled by:
Phil Garnett
Governance Services Unit
Civic Hall
LEEDS LS1 1UR
Tel: 39 51632

South East Area Leader:
Shaid Mahmood
Tel: 22 43973

A BRIEF EXPLANATION OF COUNCIL FUNCTIONS AND EXECUTIVE FUNCTIONS

There are certain functions that are defined by regulations which can only be carried out at a meeting of the Full Council or under a Scheme of Delegation approved by the Full Council. Everything else is an Executive Function and, therefore, is carried out by the Council's Executive Board or under a Scheme of Delegation agreed by the Executive Board.

The Area Committee has some functions which are delegated from full Council and some Functions which are delegated from the Executive Board. Both functions are kept separately in order to make it clear where the authority has come from so that if there are decisions that the Area Committee decides not to make they know which body the decision should be referred back to.

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 Head of Governance Services 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> <ol style="list-style-type: none"> 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. 2 To consider whether or not to accept the officers recommendation in respect of the above information. 3 If the recommendation is accepted, to formally pass the following resolution:- <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>DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS'</p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
6			<p>MINUTES - 4TH SEPTEMBER 2013</p> <p>To confirm as a correct record the minutes of the meeting held on 4th September 2013.</p>	1 - 6
7			<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> <p>(10 mins discussion)</p>	
8			<p>A SUMMARY OF KEY WORK</p> <p>To receive a report of the Area Leader – South East Leeds which brings Members' attention in a succinct fashion, details of the range of activities with which the Area Support Team are engaged in based on the Area Committee Business Plan priorities, that are not addressed in greater detail elsewhere on this agenda. It provides opportunities for further questioning or the opportunity to request a more detailed report on a particular issue.</p>	7 - 70

Item No	Ward	Item Not Open		Page No
9			<p>WELLBEING REPORT</p> <p>To receive a report of Assistant Chief Executive (Customers and Communities) providing Confirmation of the 2012/13 and 2013/14 revenue allocation and carry forward figure; An update on the revenue element of the Wellbeing budget; Details of revenue projects agreed to date; Details of allocation proposals for consideration and approval; Details of Activities Fund Delegation 2013/14; and asks Members to note the current position of the Small Grants Budget.</p>	71 - 78
10			<p>AIRE VALLEY ENTERPRISE ZONE - EMPLOYMENT AND SKILLS UPDATE</p> <p>To receive a report of the Chief Officer, Employment and Skills the report summarises the work recently undertaken by the Employment and Skills Service to support businesses in the Aire Valley and outlines the services that can be provided to business to support the achievement of the Aire Valley Enterprise Zone objectives and link local residents from surrounding communities to employment opportunities.</p>	79 - 86
11			<p>CHILDREN'S SERVICES AREA COMMITTEE UPDATE REPORT</p> <p>To receive a report of the Director of Children's Services informing the Committee about local outcomes for children and young people, and support the involvement of area committees in improving these outcomes by providing an update on the work of the directorate and of the Leeds Children's Trust, including local children's cluster arrangements. The progress made against local and national agendas is also highlighted. The report summarises performance at area committee level, with a broader acknowledgement of city level performance. Key issues for Children's Services are highlighted, including Ofsted inspection, basic need, and child friendly city.</p>	87 - 100

Item No	Ward	Item Not Open		Page No
12			<p>STRENGTHENING RELATIONSHIPS BETWEEN THE INNER SOUTH AREA COMMITTEE AND THE THIRD SECTOR</p> <p>To receive a report of the South East Area Leader and Chief Officer of Voluntary Action Leeds Updating the Area Committee about recent developments regarding work with the voluntary, community, faith and social enterprise sector.</p>	101 - 128
13			<p>DATES, TIMES AND VENUES OF FUTURE MEETINGS</p> <p>6pm Wednesday 11th December 2013, Civic Hall, Committee Rooms 6&7</p>	

This page is intentionally left blank

Agenda Item 6

SOUTH (INNER) AREA COMMITTEE

WEDNESDAY, 4TH SEPTEMBER, 2013

PRESENT: Councillor A Gabriel in the Chair

Councillors J Blake, D Congreve, P Davey,
K Groves, A Ogilvie and P Truswell

15 Appeals Against Refusal of Inspection of Documents

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

16 Exempt Information - Possible Exclusion of the Press and Public

There were no resolutions to exclude the public.

17 Late Items

There were no late items submitted to the agenda for consideration.

18 Declaration of Disclosable Pecuniary and Other Interests'

No declarations were made.

19 Apologies for Absence

Apologies for absence were received from Councillor E Nash and Councillor M Iqbal.

20 Minutes - 19th June 2013

RESOLVED – That the minutes of the meeting held on 19th June 2013 be approved as a correct record subject to an amendment to Minute No. 6 'Appointment of Area Lead Members, Cluster representatives and Corporate Carers' to replace Councillor J Blake with Councillor A Gabriel as the Area Lead Member for Children's Services.

21 Matters Arising

Minute No.4 Open forum

In response to a question regarding the re-use of maisonettes and housing on Beeston Road and Hillside, The Chief Executive of Aire Valley Homes commented that 88 units are being brought back into use as part of a two year programme of work, all of these will be re-let on completion.

With regards to the PFI project in Holbeck Councillor Congreve reported that the project would be happening and wished to record his thanks to residents in Holbeck for all their time and patience.

Draft minutes to be approved at the meeting
to be held on Wednesday, 6th November, 2013

Minute No.6 Appointment of Area Lead Members, Cluster Representatives and Corporate Carers

It was requested that the minute be amended to reflect that Councillor A Gabriel is the Area Lead Member for Children's Services.

22 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 ask questions on matters within the terms of reference of the Area Committee.

The following issues were discussed:

- A local resident raised the issue of children getting in under the fencing at Stank Hall Barn. This has been reported to the Police and was highlighted further to Police Officers present at the meeting;
- A local resident asked for news on Middleton Park Golf Course. Councillor Truswell reported that a working group was in place and that a report was being prepared for the next meeting of the Executive Board. It was also reported that there will be a public consultation and that the issue will come to the Area Committee; and
- Police Officers present informed the Area Committee of the latest crime issues in the area and encouraged residents to report crimes using the 101 number.

23 A Summary of Key Work

The report of the Area Leader – South East Leeds detailed a range of activities taking place within the Inner South Leeds Area.

The Chair welcomed Glen Gorner (Natural Environment Manager) to update Members and answer any questions on the South Leeds Green Infrastructure Corridor, following the response from Parks and countryside to a letter sent by the Chair on 13th June 2013. Members were keen to ensure the right trees were planted in the right places and that opportunities should be identified to increase tree cover in the area. Glen Gorner was requested to communicate plans for engaging Elected Members.

Members agreed the Area Business Plan attached at Appendix 3 to the report.

Members gave updates on their theme areas including the following:

- Children and Young People Sub Group;
- Health and Well Being;
- Employment and Skills Board; and
- Environmental Sub Group.

Councillor Truswell informed the meeting of a piece of work looking at an audit of Public Health resources in the area. Members requested a discussion at a future Area Committee meeting.

The Chair welcomed Louise Megson from SLATE (South Leeds Alternative Trading Enterprise) who updated the Members on the success of the organisation since it received funding from the Area Committee. The aim of this project was to contribute to the costs of employing a part-time Volunteer Development Worker to support volunteers with learning difficulties, including assessing talents and skills of individuals and putting them into appropriate teams, supervising volunteers and recruiting volunteers.

The Chair also welcomed Jason Slack from the Hunslet Club. The aim of this project was to offer vocational training in plumbing, joinery, bricklaying, plastering, car mechanics, bike mechanics, hairdressing and beauty therapy after school hours to 48 students in inner South Leeds between years 10 and 12. The course was to operate one day a week for two hours after school and run for an academic year.

RESOLVED –

- (a) That the contents of the report be noted; and
- (b) That the refreshed Inner South Area Committee Business Plan be approved.
- (c) That the mini breeze events in each of the three areas be approved.

24 Wellbeing Report

The report of the Assistant Chief Executive (Customers and Communities) provided Members with the following:

1. Confirmation of the 2013/14 revenue allocation and the 2012/13 carry forward figure;
2. An update on the revenue element of the Wellbeing budget;
3. Details of revenue projects agreed to date;
4. Details of Activities Fund Delegation 2013/14;
5. Details of revenue funding for consideration and approval; and
6. Members are also asked to note the current position of the Small Grants Budget.

RESOLVED –

- (a) That the contents of the report be noted;
- (b) That the position of the Wellbeing budget be noted;
- (c) That the Wellbeing revenue projects already agreed be noted
- (d) That the proposals as detailed within paragraphs 3.3 be agreed
- (e) That the following be agreed in respect of Wellbeing funding allocations, as detailed within paragraph 4.0 of the submitted report:

Name of Project	Name of Delivery Organisation	Decision
Marlborough Green roof Projects – Phase 2	The Leeds Groundwork Trust	£5,875 Revenue (City and Hunslet) APPROVED
Beeston Hill Waste and Recycling Junior Wardens Scheme	The Leeds Groundwork Trust	£3,500 Revenue (City & Hunslet) APPROVED
Christmas Lights - Beeston & Holbeck	Leeds Lights/Area Support Team	£2,500 (Revenue) Beeston & Holbeck APPROVED
South Leeds Academy- Litter	South and Outer East Locality Team	£162 Revenue (Middleton Park) APPROVED

- (f) That the small grant position detailed within paragraph 5.0 of the submitted report be noted.

25 Update on Welfare Benefit changes

The Chief Officer (Welfare and Benefits) submitted a report providing an update of the impact of the welfare reforms at both a city-wide and ward-level basis and also provided information on arrangements that have been put in place to support tenants.

The report detailed some of the preparations that are underway for Universal Credit with a focus on locality-based support that can be provided. A key element of the preparations for Universal Credit and a response to the welfare reforms is a programme of work aimed at tackling the issue of payday and high cost lending in the city. The report provided information about this programme and sought input from the Area Committee on how the programme of activity can work at a locality level.

Dave Roberts (Financial Inclusion Strategy Manager) and Simon Costigan (Chief Executive Aire Valley Homes) were in attendance to present the report and answer any Member's questions.

Members were informed about the procedures which surround Discretionary Housing Payment (DHP) and that where DHP payments are applicable to a claim against rent arrears action is suspended.

Members discussed the problems of high street banks not lending to people which has contributed to the rise of pay day loan companies. It was also noted that there had been a loss of high street bank branches which had shut in the area.

Members considered the impact on children and were pleased to report that Leeds has kept all Children's Centres open. Members raised concern that the take up of free school meals was low and that families should be encouraged to take up them up wherever applicable.

At this point in the meeting a representative of West Yorkshire Trading Standards informed the Area Committee about the financial workshops and open to members of the public.

RESOLVED –

- (a) That the information about the impact of the welfare reforms be noted
- (b) That the information about the campaign against high cost lenders be noted; and
- (c) That the ongoing work in the locality in response to welfare changes be noted.

26 Date and time of Next Meeting

6pm Wednesday 6th November 2013.

Beeston Village Community Centre, St Anthony's Drive, Beeston, Leeds, LS11 8AB.

This page is intentionally left blank

Report of Area Leader – South East Leeds

Report to South Leeds (Inner) Area Committee

Date: Wednesday 6th November 2013

Subject: A Summary of Key Work

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

Summary of main issues and corporate governance considerations

1. This report details a range of activities taking place within the Inner South Leeds Area, some of which are dealt with in greater detail elsewhere on the agenda.

Recommendations

2. The Area Committee is asked to:
 - a) note the contents of the report and make comment as appropriate;
 - b) agree that the proposed model at **Appendix 2b** be adopted;
 - c) agree funding to be provided for after school activities and the February 2014 half term;
 - d) agree that projects to be progressed outside of the Area Committee following consultation with Member.

1.0 Purpose of Report

- 1.1 To bring to Members' attention in a succinct fashion, details of the range of activities with which the Area Support Team are engaged in based on the Area Committee Business Plan priorities, that are not addressed in greater detail elsewhere on this agenda. It provides opportunities for further questioning or the opportunity to request a more detailed report on a particular issue.

2.0 Background Information

- 2.1 Members will recall at the June 2011 Area Committee, a revised title and format for this report was introduced based on proposed changes to the Leeds Initiative partnership and planning framework for the city and in an effort to be more focused on current priorities.

3.0 Main Issues

3.1 Area Chairs Forum

- 3.1.1 The minutes of the meeting held on 28th June were approved at the meeting on 6th September 2013 and are attached at **Appendix 1**. The minutes from 6th September were approved at the meeting on Friday 4th October and are attached at **Appendix 1b**. The minutes of 4th October will be approved at the next meeting which will take place on 25th November 2013 and will be presented to a future Area Committee.

4.0 Updates by theme: Children & Families – Cllr Angela Gabriel

4.1 Children & Young People's Sub-group

- 4.1.1 The Children and Young People' sub group met on 8th October and the draft minutes are attached at **Appendix 2**.
- 4.1.2 Members will recall that The Inner South Area Committee is charged with delivering a programme of activities and ensuring that children and young people are involved in the planning, decision making and evaluation of those activities. The Youth Activities Fund delegated to Area Committees will be used to fund this programme.
- 4.1.3 The model outlined in **Appendix 2b** proposes a process that will allow the group to commission activities for Children & Young People.
- 4.1.4 **2013/14 – Year 1 proposal**
Children & Young People have been engaged in determining which activities should be funded via consultation already carried out by a range of partners. Providers will be required to confirm their own consultation process with Children & Young People about the activities that they are requesting funding for. Activities need to be delivered by 31st March 2014.

4.1.5 Given the short timescales for making decisions and ensuring activities are delivered, it is proposed that Area Committee agree:

- that the activities funding is used to provide funding for after school activities and for the February 2014 half term.
- to make decisions about youth activities funding outside of the Area Committee meeting via email. Members will be asked to indicate their support to projects.
- to note and make comments on the attached flyer at **Appendix 2c** inviting organisations to apply for funding to deliver activities.

The remaining activities fund balance is outlined in the table below:

Inner South Area Committee Activities Fund Delegation 2013/14				
		Ward Split 8-17 Population (8322)		
		2549	2335	3438
		Beeston & Holbeck	City & Hunslet	Middleton Park
Income	£24,864.00	£7,615.76	£6,976.38	£10,271.86
Expenditure				
Mini Breeze Events September 2013		£3,750.00	£3,750.00	£3,750.00
Total spend per ward	£11,250.00	£3,750.00	£3,750.00	£3,750.00
Balance Remaining per ward September 2013	£13,614.00	£3,865.76	£3,226.38	£6,521.86

4.1.6 **2014/15 – Year 2 proposal**

For the second tranche of youth activities funding in 2014/15, the process outlined will be reviewed and the views of Members will be sought at a future date.

4.2 Procurement Pilot

4.2.1 The completion of the Transforming Procurement project within Leeds City Council produced a new procurement strategy that uses a category management system to improve outcomes and value for money from the goods, works and services it buys. The strategy highlights the importance of engagement with Elected Members, service users and providers throughout the procurement process. This ensures the procurement takes into account locality working and reflects needs and opportunities.

4.2.2 Area Support Team and the Procurement Unit have been working together on two strands of work. Firstly, to understand how the aims of the procurement strategy around engagement with stakeholders can be practically applied. Secondly, as increasing resources are delegated to Area Committees, how the Procurement Team can support the Area Committee undertake a robust commissioning process that ensures that as a

public body, Leeds City Council decision making processes are open, transparent and legally sound, as well as meeting the needs of communities by improving outcomes for service users, and delivering value for money.

- 4.2.3 This work is focusing on two areas; one where the budget being used to commission services is held centrally, and one where the budget is held locally. The areas of work chosen by Procurement Unit in conjunction with Area Leaders are Public Health (central budget) and Children and Young Peoples Activities Fund (local budget). Paperwork being produced as part of this work includes a framework for what to include in Member briefing notes at the start of a commissioning process, an overview of planning a simple procurement, a flowchart for officers on how to identify when to commission and how to undertake it, and a specification form that will provide details for interested papers on the procurement. For the 2013/14 Activities Fund the Procurement Team is supporting the Area Committee by ensuring promotion of the fund is made as broad as possible. Further work will be completed on paperwork and processes by January 2014 with the view to test them in 2014/15 on the Activities Fund.

5.0 Updates by Theme: Sustainable Economy and Culture

5.1 Employment and Skills Board – Cllr Kim Groves

- 5.1.1 The next meeting of the board is due to take place on the 29th November 2013. Amongst the items to be discussed at the meeting is an update on the strategy for engagement with business in South Leeds.
- 5.1.2 Jobshops at Dewsbury Road One Stop Centre and St Georges centre opened in September 2013. The table below outlines activities during the period 5th September to the 3rd October 2013.

	Dewsbury Road One Stop Shop	St Georges Centre
New registrations	99	47
Jobs found	15	1

- 5.1.3 Community Learning
Following the last Area Committee meeting, from the 24 providers appointed, 18 have proposed to deliver training within three of the Inner South wards. **Appendix 3** provides a summary of the community learning providers.

5.2 Town and District Centres Programme (T&DC)

- 5.2.1 Since last Area Committee meeting, Area Support Team has been informed that Dewsbury Road district centre is to be funded under T&DC2 programme, following consideration by the THI/TDC Programme Board and the Asset Management Board. The approval provides authority to take the above scheme to detailed design stage, prior to seeking a design and cost report approval by the Director of Development.

5.2.2 The nomination for Middleton Circus has been put on the reserve list and will not be funded under T&DC2 but will be retained as a reserve scheme that may be considered for funding if additional resources become available in future.

5.2.3 In total six district centres were nominated for funding under T&DC2 scheme. These were appraised against the eight criteria for T&DC2. Based on these appraisals, the THI/TDC Programme Board recommended three nominations for funding to Asset Management Board (AMB). On 5th September 2013, AMB approved following three district centres for funding:

1. Harehills Lane
2. Kirkstall Road
3. Dewsbury Road

5.2.4 The delivery of the projects will be co-ordinated by a small project team, led by the Regeneration Service, consisting of officers from the Area Support Teams, Economic Development, NPS (Leeds), Highways Service and Planning Service.

5.2.5 The project management and reporting to the Programme Board will be undertaken by Regeneration Service. The AST will be responsible for keeping the relevant Area Committees informed and for consulting with the local councillors, traders and residents. The AST will also work with Economic Development in developing a Town Team for each of the chosen district centres.

5.2.6 The Regeneration Service will prepare design brief and instruct NPS Ltd (LCC's strategic design partner), draft a business plan based on final design, seek all financial and procurement approvals, manage the budget and prepare highlight reports for Programme Board and update reports for AMB.

5.2.7 The provisional programme for T&DC2 is as follows:

- | | |
|--|------------------|
| • Design brief for NPS | September 2013 |
| • Draft design with itemised budget costs and drawings | November 2013 |
| • Business Plan to THI/T&DC Programme Board | December 2014 |
| • 1 st scheme final design and final costs | January 2014 |
| • 1 st scheme DCR/DDN to PB (Design freeze) | March 2014 |
| • 1 st Scheme tender procurement | April / May 2014 |
| • 1 st scheme start on site | September 2014 |

6.0 Updates by theme: Environment & Community Safety – Cllr Adam Ogilvie

6.1 Inner South Environmental Sub-Group

6.1.1 The last meeting of the group took place on the 18th September 2013 and the draft minutes are attached as **Appendix 4**. The next meeting is scheduled for 12th November.

- 6.1.2 The meeting focused on performance and delivery of SLA priorities. The main points discussed include:
- New focus on reducing sickness.
 - Quality checks being carried out by supervisors.
 - Cottingley estate has improved with a full time litter picker.
 - Increase in active, more pro-active enforcement work, particularly in Middleton Park Ward.
 - Relevant Elected Members to front the communication of localised key messages. Area Support Team to circulate key messages.

6.1.3 A full performance report is attached as **Appendix 4b**.

6.2 Community Safety

Partnership and priorities

- 6.2.1 The Safer Leeds Executive priorities for 2013/14 are as follows:
- Strengthening the partnership approach to support a reduction in **domestic abuse**.
 - Continued focus on reducing domestic **burglary** and its impact across Leeds.
 - Effectively tackle and reduce **ASB** in our communities
 - Improve our understanding of and approach to deal with **Child Sexual Exploitation**
 - Reduce **re-offending**
 - Deal with increased use of **legal highs and cannabis** in the city
- 6.2.2 The South Leeds Community Safety and Environmental Partnership met on 5th September and the Inner South Area Committee was represented by the Area Lead Member Councillor Adam Ogilvie. The meeting approved its revised Operating Principles and updates were provided on the action plan. The action plan has been circulated by email and Members are invited to comment on its progress via the Area Lead Member.

6.2.3 Area Lead role

Area Lead Members for Community Safety Safer Leeds were invited to attend a meeting with the Senior Management Team of Safer Leeds in October. The Chief Officer provided an overview of the Safer Leeds strategic priorities and explain roles of the members of SMT. Further work is ongoing with the Area Community Safety Co-ordinator to develop communications between the Area Committee and the local partnership. The Community Safety Annual Report is in preparation for the December meeting of the Area Committee. Members are invited to discuss its content with the Area Lead Member.

Key achievements

6.2.4 Burglary Reduction

Members have been advised in previous reports of ongoing activity and success in reducing the number of burglaries in Middleton Park ward. The downward trend continues with only 161 burglaries reported in the ward in the 12 months to August 2013. Middleton Park ward is now ranked 17th in the city. The NPT and partners will continue

to deliver crime reduction activity in order to sustain this reduction. The burglary levels in the ward will continue to be monitored by the local partnership.

Burglary has increased in Beeston and Holbeck ward by 10.2% to 226 offences in the 12 months to August 2013. It's ward ranking has increased to 4th in the city. It should be noted however, that the change in ranking is in part due to successes in reducing numbers of offences in other wards. Furthermore, there was a spike in burglary figures in November 2012 that has affected the average for the year. This spike was due to the activity of one individual who is now in prison. Ward Members have been advised by email of a series of short term actions to supplement the ongoing "Darker Nights" activity in order to prevent an increase in burglaries during the winter months. The NPT will continue to monitor burglaries and advise colleagues and Members if the situation alters over the coming months.

6.2.5 Tackling and reducing ASB

Operation Flame is a multi agency plan that seeks to limit the seasonal increase in ASB and secondary fires associated with Mischief and Bonfire Nights. The document for 2013 has been circulated to Members. It will be reviewed at the November meeting of the South Leeds Community Safety and Environmental Partnership. Members are invited to share their views with the Area Lead Member.

6.2.6 Child Sexual Exploitation (CSE)

The September meeting of the South Leeds CSE Practitioners Forum agreed to develop an awareness raising session for practitioners (date, time and venue to be confirmed). Members are invited to liaise with the Area Lead Member in identifying their own training needs in relation to this issue. The December meeting of the Practitioners Forum will consider awareness raising in communities and with parents.

7.0 **Updates by theme: Health and Wellbeing – Cllr Paul Truswell**

7.1 The Area Health and Wellbeing Partnership Arrangements 2013-15 have now been agreed and attached at **Appendix 5**.

7.2 Alcohol and related community safety harm reduction programme

7.2.1 The South Leeds licensing guidance framework is being used to set restriction measures on new applications. We've had four cases in LS10/11 since May this year and held meetings with applicants. A representation is currently going through on the ASDA store application for Middleton area which is for 24/7 hour sales and the hope is to connect this in with the planning permission which is from 8-10.

7.2.2 An alcohol and drugs co-production event is to be held on 11th December 2013 focussing on LS11. The aim of the event is to gage community concerns to inform future commissioning and to develop joint local solutions in partnership with local residents. It follows on from events having been run in WNW and ENE localities.

7.3 Reducing Harmful Effects of Tobacco in Belle Isle

7.3.1 The cessation clinic established in Belle Isle is due to be reviewed In October 2013. Numbers attending the sessions have dropped which is in line with the pattern for the city. The data for smoking prevalence rates however is showing a gradual increase. Promotion of Stoptober has taken place across the Inner South locality area.

7.4 Leeds Let's Get Active

7.4.1 Leeds Lets's Get Active is a Leeds Council Leisure Services programme of free activities. Free gym and swim sessions are available across all leisure centres in Leeds. (See attached leaflet and information on venues and sessions).

7.5 Mental Health and Wellbeing

7.5.1 The South East multi agency working group is to send out a survey in November 2013 targeting frontline workers in LS11 as the area having the highest suicide rates for the South East. The survey will scope understanding and knowledge of mental health services to determine level of awareness and any gaps which are to be addressed via a future locality event.

7.5.2 The Middleton and Belle isle NIB health and wellbeing group have prioritised additional activity focussed on becoming a dementia friendly area.

7.6 Fuel Poverty

7.6.1 Scottish Power and Southern Electric have successfully bid to run the affordable warmth programme (free insulation; support with boilers etc.) across the south east area. Information on schemes and criteria is to be promoted in the near future.

7.7 Welfare Reform

7.7.1 The South East Welfare Reform Group continues to meet. Current discussions are focussing on High Cost Lenders Action Plan and what partners can do to help deliver local actions outlined in the plan, promotion and support for foodbanks in the area and impact of the changes on crime and the development of the South East Debt Forum. Minutes from the meeting held on 8th of October are attached at **Appendix 6**.

8.0 Integrated Locality working

8.1 Beeston and Holbeck Neighbourhood Improvement Board (NIB)

8.1.1 The board is due to meet on Friday 1st November and minutes will be presented to a future Area Committee meeting. Discussions will focused on the development of an Action Plan in conjunction with partners and agencies.

8.2 City and Hunslet Neighbourhood Improvement Board (NIB)

8.2.1 Members will recall that a Neighbourhood Improvement Planning session took place on Thursday, 8th August 2013. The aim was to identify and agree set of priorities and joint actions with a range of partners and local residents.

As you know the session was well attended with good representation and positive feedback from organisations across all services. The session focussed on key themes linked to the Council's City Priority Plans.(Best city forCommunities, ...to Live in, ...Health & Wellbeing, Children & Young people and Business).

Following the session, further work has been done to review the priorities and actions across the 5 groups and distill to key themes while drumming up interest among local groups.

To move this process along and build on the momentum and ideas that were put forward, a further meeting has been arranged which will focus on:

- Agreeing membership and terms of reference for the improvement board
- Identify a small number of priorities/work streams across the Ward that can turn into actions locally
- Identify and agree lead officers/agencies for each work stream
- Agree timeline to take work forward
- Identify and agree one local Neighbourhood to develop a model of work that will tease out issues and solutions

The meeting will take place on the 4th November 2013. The meeting will have a workshop style approach providing the opportunity for groups on each table to identify a number of priorities and work strands that can be progressed.

8.3 Belle Isle & Middleton Neighbourhood Improvement Board

8.3.1 The last meeting of the board was held on the 2nd of September 2013. Minutes of the meeting is attached at **Appendix 7**. Discussions include:

- Dementia Awareness - developing awareness among all sections of the community and creating dementia –friendly environments
- Leeds Active Offer scheme roll out and engagement with partners
- Middleton Active – how partners can collaborate on activities to channel people into this facility
- Progress in reducing levels of smoking in Belle Isle and how partners can support this work
- Work to reduce obesity in the area
- Welfare Reform update
- Promotion of the jobshop and credit union at St Georges

8.4 Cottingley Neighbourhood Improvement Plan(NIP)

8.4.1 Following the conclusion of the NIP and implementation of the exit strategy, the NIP group are due to meet. One of the major projects to monitor is refuse and recycling pilot.

9 **Localism**

9.1 Holbeck Neighbourhood Plan

9.1.1 Members will be aware of the background to the development of the Holbeck Neighbourhood Plan by the Holbeck Neighbourhood Forum and the Support Group which includes LCC Officers, an Elected Member, Planning Aid and residents.

9.1.2 Members have previously been informed that an application for designation of the area proposed for the Holbeck Neighbourhood Plan has been made to LCC. The relevant Elected Members have been consulted about the proposed designation and a decision about the application is anticipated soon.

9.1.3 The Holbeck Neighbourhood Forum met in September and those present heard about progress with designation of the area and about designation of the Forum. Application for designation of the Forum will shortly be made to LCC. The draft constitution was discussed and will shortly be finalised and will form part of the application for designation.

9.1.4 The content, publicity and community projects task groups support the development of the Plan and of the Forum and gave progress reports to the Forum. There was a live presentation of the website which has been designed by a local resident: <http://www.holbeckneighbourhoodplan.org.uk>. The content task group is currently arranging for walkabouts to be held focussing on the key themes in the proposed Plan.

9.1.5 The Neighbourhood Improvement Officer (NIO) has been supporting the Holbeck Neighbourhood Plan. The NIO facilitates the Community Projects task group which meets regularly to deliver small community projects. There is a focus on working in partnership and co-operation and representatives of various local organisations and residents attend. The group are working toward a Christmas lights switch on event and a pop up space. The NIO attends the Forum meetings reporting back and helping to deliver children's activities at these. The NIO helped to plan and deliver activities at Holbeck Gala and will be involved in upcoming themed walkabouts of Holbeck.

9.2 Community First Grants

9.2.1 Community First Grants for all wards are summarised at **Appendix 8**.

10.0 **Local Updates**

10.1 Wellbeing Projects Evaluation

10.1.1 The Chair of the Area Committee has requested that a selection of completed wellbeing funded projects be presented to the committee.

10.2 Beeston Festival

10.2.1 The aim of this project was to run a community festival in Cross Flatts Park in June 2013. The Area Committee provided £5,000 wellbeing funding particularly towards the costs of stages, marquees, portable toilets and PA systems hire.

10.2.2 The project has met its aims:

- The event ran smoothly and was enjoyed by about 5,000 people who were mainly local residents, but also included people from across the city
- Over 60 volunteers helped on the day who gave over 300 hours to help stage the festival
- There were over 80 stalls which included information stalls run by local organisations, food, bric-a-brac, fashion, plants, books and tombola stalls. The fees for stall hire were an important source of income as are the stalls run by the Festival Committee including the café, barbeque, cakes, books and jams.
- Entertainment took place on three music stages with a variety of musicians representing different cultures – steel pans, jazz, African, rock and acoustic. The Arena showed off local dance and cheerleading talents as well as local martial arts groups and a clown show.
- The festival committee worked closely with the Youth Service and Hamara to deliver a programme of activities for children and young people including inflatables, climbing wall, arts and crafts. A range of sports was also provided including tennis, football and rugby.

10.3. Belle Isle Gala

10.3.1 The aim of this project was to run a community festival at Windmill Primary School in July 2013. The Area Committee provided £2,500 wellbeing funding particularly towards staging costs, inflatables, marquee, equipment, publicity and activities.

10.3.2 The project has met its aims:

- The event ran well and was enjoyed by between 250 and 300 people.
- 18 volunteers helped on the day many of them were BITMO staff and Board members as well as from the local community.
- The gala benefitted from coinciding with Parkside Rugby Club Gala, with rugby matches and other attractions taking place on the field at the side of the school.
- Entertainment included performances by DAZL, by Supreme Starlets Majorettes, and the New World Steel Orchestra.
- There were about 25 stalls offering a range of information, things for sale and refreshments. Attractions on the day including a drumming workshop, Morley exotic Animal Rescue, Breeze inflatables, face painting, clever dogs etc.

11.0 Corporate Considerations

11.1 Consultation and Engagement

11.1.1 Projects are developed to address priorities in the Area Committee Business Plan. The production of this plan is informed by Local Councillors and local residents. All projects developed are in consultation with Elected Members and local communities. Approval for any contribution from the Well being budget is secured at Area Committee.

11.2 Equality and Diversity / Cohesion and Integration

11.2.1 Community groups submitting a project proposal requesting funding from the Well being budget have an equal opportunities policy and as part of the application process, complete a section outlining which equality groups the project will work with and how equality and cohesion issues have been considered.

11.2.2 Internal and statutory partners are committed to equality and cohesion and all projects they are involved with will have considered these issues.

11.2.3 A light touch Equality Impact Assessments is carried out for all projects.

11.3 Council Policies and City Priorities

11.3.1 The projects outlined in this report contribute to targets and priorities set out in the following council policies:

- Vision For Leeds
- Children and Young Peoples Plan
- Health and Well being City Priority Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

11.4 Resources and Value for Money

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

11.5 Legal Implications, Access to Information and Call In

11.5.1 All decisions taken by the Area Committee in relation to the delegated functions from Executive Board are not eligible for Call In.

11.5.2 There are no key or major decisions being made that would be eligible for Call In.

11.5.3 There are no legal implications as a result of this report.

11.6 Risk Management

11.6.1 This report provides an update on work in the Inner South and therefore no risks are identifiable. Any projects funded through Well being budget complete a section identifying risks and solutions as part of the application process.

12.0 Conclusions

12.1 The report provides up to date information on key work areas of the Area Committee.

13.0 Recommendations

13.1 The Area Committee is asked to:

- a) note the contents of the report and make comment as appropriate;
- b) agree that the proposed model at **Appendix 2b** be adopted;
- c) agree funding to be provided for after school activities and the February 2014 half term;
- d) agree that projects to be progressed outside of the Area Committee following consultation with Members,

Background documents¹

There are no background papers associated with this report

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.

This page is intentionally left blank

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

Attendance:

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

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

Minutes: S. Warbis

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

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

50% allocated based on indices of multiple deprivation. There is a proposal for a 2 year review period to account for any demographic changes.

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

4.0 Review of ALMOs and Housing Management Arrangements

- 4.1 Martyn Long, Policy Manager – Corporate Support, attended to discuss the Review of ALMOs and Housing Management Arrangements and to begin discussions around links between Area Committees and local housing management / governance arrangements.
- 4.2 Following extensive consultation the decision had been taken last week at executive board to bring the housing management provision back to Leeds City Council in a city wide arrangement.
- 4.3 Two work streams are being developed to look at governance and tenant involvement / influence. It is being established who needs to be involved in discussions to take this forward. There is a need to make sure that there isn't a dilution of the tenant role and it needs to be established how Area Committees feel that they should be linked in.
- 4.4 It was pointed out that currently there were 10 Area Panels that included elected members, but that these were not currently directly linked to Area Committees. There is also member representation on ALMO boards but these

have no formal links to Area Committees.

- 4.5 It was suggested that housing management should be a regular item for Area Committee business. It was also pointed out that Area Committee capacity needed to be considered, particularly in light of the changes to Area Committee roles being established through the review of area working. There needs to be a channel of influence but a not formal role in managing housing stock.
- 4.6 It was raised that there was some disquiet amongst current ALMO directors and ALMO staff and that new structures and arrangements need to be put in place quickly.
- 4.7 It was raised that currently the ALMOs have differing practices and that it needed to be ensured that the merger led to levelling up and not down of standards of provision.
- 4.8 It was also stressed that there needed to be work to join up area priorities for Area Panels and Area Committees, and that opportunities should be taken for joint commissioning of services and activities to meet the needs of different communities.
- 4.9 Discussions are taking place between Area Leaders and Environment and Neighbourhoods officers to ensure that approaches to communities and housing are joined up.

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

- 5.1 Kathy Kudelnitzky tabled the draft response from the Customer Access and Performance directorate to the scrutiny report on Parish and Town Councils for discussion.
- 5.2 It was pointed out that this only had relevance to those Area Committees that had Parish Councils in their areas.
- 5.3 There are clear links with some of the recommendations in the report to work streams that had already been established through the review of area working.
- 5.4 Area Chairs were happy with the draft response that will be taken back to the Safer and Stronger Communities Scrutiny Board.

6.0 Workshop on Area Committee Meetings

- 6.1 A workshop took place, attended by Area Officers from the Area Support Teams, to discuss the current functioning of Area Committee meetings and to investigate what improvements could be made.
- 6.2 This followed recommendations within the review of area working which were drawn from discussions with the All Party Members Working Group, Area Chairs, Area Committees and officers.
- 6.3 Notes from the discussions can be found at appendix 1.
- 6.4 Feedback and recommendations will be brought back to a future meeting.

7.0 Any Other Business

7.1 Community Centres

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

Customer Access and Performance.

- 7.3 This may also involve associated functions moving from other directorates with a view to streamlining the management process for these facilities.
- 7.4 Area Chairs raised concerns over the progress of the current review of community centres, particularly relating to the lettings process, and there was a call for transparency over lettings payments and subsidies that were currently in place.
- 7.5 It was also mentioned that there was a need for a central team that could manage this work rather than the current confused position with responsibility spread over several directorates.
- 7.6 West Yorkshire Police
- 7.7 Cllr Gruen Raised the news that the organisation of policing in Leeds would be moving from 3 divisions to 1 division.
- 7.8 James Rogers and the Area Leaders were involved in ongoing discussions with senior police officers regarding this, and would be taking opportunities to discuss colocation opportunities and the future of neighbourhood policing teams.
- 7.9 Initial discussions indicated that the police were committed to making new arrangements continue to work at a community level.
- 7.10 Community Radio
- 7.11 Cllr Akhtar highlighted a Ramadan radio station based in Harehills that covers a 7 mile radius, and encouraged Area Chairs to consider small grant contributions to the project. Cllr Gruen suggested that if the scheme made contact with him he would circulate the request to Area Committees for them to consider through their established grant approval process.

8.0 Date of Next Meeting

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

Area Chairs Forum – 28th June 2013
Workshop notes

Agenda Setting Process

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

Reports

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

Operation of Meetings

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

Shaping decisions

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

**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

This page is intentionally left blank

Inner South Children and Young People's
Sub Group

Tuesday 8th October 2013

5.00 p.m.

Dewsbury Road One Stop Centre



PRESENT	
Councillor Angela Gabriel	Ward Councillor – Beeston & Holbeck Ward
Councillor Judith Blake	Ward Councillor – Middleton Park Ward
Maggie Hartley	JESS Cluster
Joanne Hainsworth	Beeston, Cottingley and Middleton Cluster
Satbinder Soor	Youth Service
Sally Coe	Out of School Activities Team
Gary Blake	Young Lives Leeds, Voluntary Action Leeds
Light Addaquay	Area Support Team
Steve Ross	Area Support Team

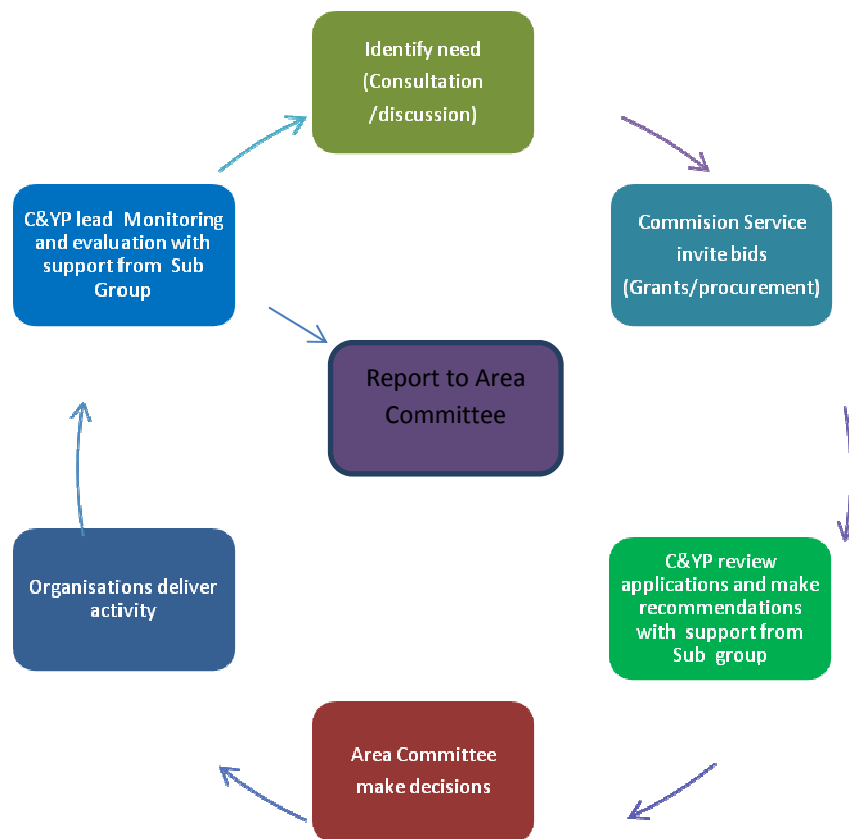
1.0	Welcome and Introductions	ACTION
1.1	Cllr. Angela Gabriel welcomed everyone to the meeting.	
2.0	Apologies	
2.1	Cllr. Patrick Davey, Vikrant Bhatia, Ann-Marie Spry, Adrian Lee	
3.0	Minutes of the last meeting	
3.1	The minutes of the last meeting held on 23 rd July were agreed as a true record.	
4.0	Matters arising	
4.1	Agreed that in future Cllr Gabriel will send a summary of key points from this sub group to all Inner South Councillors. Minutes to go to all the Inner South Councillors.	Cllr. Gabriel
4.2	Satbinder said that Adrian Lee will cover the three Inner South Wards for the Youth Service.	Steve Adrian Lee
5.0	Terms of reference and membership	
5.1	Add to paragraph 3 Functions: 'and delivering the Children and Young People's Plan'.	Steve
5.2	Note that Adrian Lee to be a member in place of Satbinder. Third sector representative to be Gary Blake only. Schools to be represented by Cluster Managers only.	Steve
6	Mini Breeze events	
6.1	Sally gave an update about the three Inner South mini Breezes held in September. Sally to send out the results for circulation.	Sally
6.2	Sally to check the numbers of those attending who already had a Breeze card.	Sally
6.3	About 64 questionnaires analysed; Sally to check how many questionnaires were completed and to check the analysis figures.	Sally
6.4	Sally to check answers to question 13 about type of person who would be an ideal worker.	Sally
6.5	Mini-Breeze in Middleton Park Ward was held in Middleton Park; Cllr Blake said that perhaps this should have been held on Middleton Rec. Needs further discussion.	Sally
6.6	Noted that preferred time for activities was at weekends and during school holidays.	Sally
6.7	Sally to provide feedback from staff about their views about the	Sally

	questionnaire.	
6.8	Sally said the team now has a video booth and this could be used for consultation.	Sally
7	Consultation returns/outcome	
7.1	Sally to send out questionnaire to children and young people email list.	Sally
7.2	Questionnaire to be sent to Joanne to carry out consultation at Cockburn school.	Steve/ Joanne
7.3	Send questionnaire to organisations and ask them if they had any problems with the questionnaire, what could be changed to make it easier to use. Two weeks to reply.	Steve
8	Youth activities funding	
8.1	Light tabled a model for commissioning projects using this funding stream. Projects with 2013/14 funding have to be delivered by March 2014.	Light/Steve
8.2	Funding for 2013/14 could be used to provide after school activities and activities in February half term.	All
8.3	Information from questionnaires could be used to check what activities are popular. Need a representative group of young people to influence decisions about recommending projects and to monitor and evaluate projects. Youth services and the Clusters could help with this, and other organisations too. Youth service could help to train young people to evaluate and monitor projects.	Adrian Lee
8.4	Cllrs. Gabriel and Blake to discuss with Shaid the link to the Procurement Unit for this funding.	Cllr. Gabriel/ Cllr. Blake
9	Directory of activities	
9.1	This could include contacts for activities by area. Could use the VAL database for informing the list of contacts. Could issue press release about this asking for contact details. Part of the exercise would include people signing up to Breeze and being responsible for updating their own entry.	Sally
9.2	Discussion about issues involved in delivering printed version to every household. The directory could possibly be delivered to every household in Inner South along with 'About Leeds' civic newspaper. Sally to check costs and to circulate to the nine inner South Councillors for comment.	Sally
9.3	Discussion about possibly having an on-line version either instead of paper version or as well. Could use Breeze Facebook page for this. Noted that information goes out of date on printed version but can be updated regularly on-line.	Sally
9.4	Agreed in principle to have a written version, subject to costings. Agenda item for next meeting. Sally suggested a sub group to take this forward.	Light/Steve
10	Any Other Business	
10.1	Ask Andrew Wilson to attend the next meeting to talk about his job and his links with sports clubs.	Steve/ Andrew
6.0	Date and time of next meeting	
6.1	The next meeting of the group is to be held on Tuesday 12th November at 4.30 p.m. at Dewsbury Road One Stop Centre (conference room).	All to note

Proposed Model for 2013/14

The Inner South Area Committee is charged with delivering a programme of activities and ensuring that children and young people are involved in the planning, decision making and evaluation of those activities. The youth activities fund-delegated to Area Committees will be used to fund this programme.

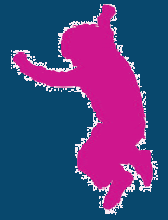
The diagram below proposes a model that will allow organisations to put in a tender to deliver activities and ensure that children & young people are engaged in the process. This model could be used as a trial for the remainder of 2013/14. A review of the model will take place in March /April 2014 with a view to making any enhancements in preparation for the 2014/15 Activities Fund.



This page is intentionally left blank



Activities Fund for Children and Young People Inner South Leeds



Do you offer activities for children and young people aged between 8 and 17?

The Inner South Area Committee is looking for creative, reliable and dynamic partners to deliver fresh and interesting activities which will positively engage children and young people.

To be eligible to apply for funding:

- your group must be registered with Breeze Culture Network. If you are not registered, it is easy to do so at <https://culturenetwork.breezeleeds.org/home>
- and must a group or organisation operating on a not for profit basis

Criteria

- Activities must be delivered by **31st March 2014**
- Activities should take place after school hours, weekends and school holidays
- Allow children & young people to undertake monitoring/evaluation
- Deadline for applications **Friday 22nd November 2013**

If you are interested in bidding for funding to run activities please email:

southeast.ast@leeds.gov.uk for further information and an application form



Inner South Area Committee—working with the communities of:

Beeston, Beeston Hill, Belle Isle, Cottingley, Holbeck, Hunslet, &
Middleton

This page is intentionally left blank

Community Learning Summary Inner South Area Only

Community Learning Providers

Groundworks

Groundworks had two programmes successful in obtaining funding, Green for Go and Men in Sheds.

Men in Sheds will provide a programme of activities to bring together men from a variety of backgrounds to deliver a range of practical activities to build their confidence and skills.

Green for Go programme offers flexibility to each learner in their level of involvement and provides regular environmental learning opportunities for adults with a range of need.

The programmes will be open to all and provide an inclusive environment, and will include men who have experienced a life changing event such as bereavement, redundancy, retirement or relationship breakdown, which men can sometimes find more difficult to manage than women.

The project will bring men together to put their practical skills and knowledge to good use and encourage them to be more socially active, but will also assess their personal needs and set a framework to improve their health, wellbeing and personal circumstances.

Health For All

Health for all work with people living in the most disadvantaged 20% of super output areas and aim to recruit at least 90% of learners from these areas.

They offer a variety of courses in several of the SSAs and includes Assertiveness and Confidence Building, which aims to improve self-esteem for adults affected by domestic violence, abuse, refugees, asylum seekers, BME groups, carers, men, young adults and parents.

Leeds City College

Leeds City College deliver a range of part time programmes across the city. Activities focus on engaging learners from deprived communities, many with no/little formal education and re-engaging them in the learning process.

Courses are available in a variety of subject's i.e. Money Matters, Childcare through to Music Technology

Pre-School Learning Alliance

The alliance support mothers, fathers, grandparents and carers to recognise the importance of the social and emotional development of young children and how they can support this development at home.

Five week programmes will be offered which will engage children in play and learning and promote the importance of social and emotional development for parents.

The Leeds United Foundation

The foundation currently manages a range of education programmes, mainly targeted at the 16 to 19 age range.

The majority of courses are linked with sport and active recreation and encourages hard to reach families to engage in fun educational activities mainly in communities where there is deprivation and has historically led to unemployment in successive generations.

East Street Arts

The specialist programme will take learning into the community and utilise the facilities and spaces of East Street Arts and the expertise of artist/tutors.

Local community groups with an identified need will meet, discuss, and develop their ideas for their own visual arts project, facilitated by an artist/tutor, who will first listen to the group, assess their particular learning needs and use their specialist knowledge to help find the appropriate visual form and content for the group ideas.

The project is aimed at beginners, those adults who are not actively involved in education or learners currently out of employment and facing barriers to social inclusion.

Libraries

Delivering ICT learning sessions in libraries which are aimed at both a general audience and those that are branded as IT for Employment sessions and aimed at jobseekers.

Additional sessions are proposed for young adults who are not in education or employment in Studio 12, a multimedia production studio within the Central Library. Learners at Studio12 are encouraged to create a portfolio of evidence. This evidence of achievement can be used at interview when the learner moves from the Studio to further education or into employment.

Mad Science

Mad Science provides fun science education and entertainment for the entire family. Sessions teach the core scientific principles on subjects such as nutrition and kitchen chemistry.

The literacy and numeracy elements of the learning are captured through extensive hands-on activities that involve lots of measurement and interpretation of information

MD Teaching

Programmes are delivered to improve parents' confidence in supporting their children's developing literacy skills and to attend to their own literacy needs to improve employability and self-esteem .

This provider also delivers specific family learning programmes aimed at improving prisoners' understanding of their children's education (both literacy and numeracy) and to help keep them in touch with their child's learning.

Multiple Choice

Multiple Choice deliver both accredited and non-accredited opportunities to adult learners who have experienced disadvantage through substance misuse who are coming towards the end of their treatment journeys..

The curriculum is split into themes and offers learners the opportunity to focus on four areas, personal wellbeing, hobbies and interests, society and their role within it, and progression to mentoring and employment

People Matters

Courses are aimed at improving confidence and social skills and range from jewellery making through to art and sculpture. The provider targets learners with learning disabilities/difficulties, including those who may have additional needs, who live in the Leeds area. These people also have low skill levels and many have no qualifications

All the courses proposed are at entry level and are aimed at improving confidence and social skills.

Refugee Educ Advice Service

This provider delivers a programme is a holistic package of informal learning experiences which negotiate refugees, asylum seekers and vulnerable migrants (such as the ROMA) along fundamental steps towards adjusting to life in the UK.

The programme is based around four cornerstones: sanctuary, serenity, skills and settlement, with a variety of activities delivered to attain these goals.

Renew Leeds

Targeting residents of Leeds aged 19+ who have no qualifications, low skill levels, lack of confidence, under-employed, etc., as this is our area of expertise as an organisation. The provider has significant experience and levels of engagement with lone parents and members of BAME communities, including those whose first language is not English, through Archway and plan to deliver some of the courses there with crèche facilities to support attendance.

They actively seek to recruit learners onto the programme who live in the areas of Leeds which are in the 20% most deprived Super Output Areas (SOAs) in the households where the population has been identified as having low skills levels.

Mencap Society

Aim to provide services to those with a learning disability in areas of Leeds to address social exclusion and to support community inclusion with progression into accessing social activities independently at the end of our programme. They deliver a building and community based day opportunities service to people with a learning disability.

the theme of the activities will be 'Living Healthy Lifestyles' and consist of a weekly activity from following six key headings. The programmes proposed will include various activities ranging from keeping fit, outdoor pursuits; through to exploring culture and travel.

St Annes

Courses have been proposed in Foundations for Learning and Life and Preparation for Work and will help learners acquire skills and knowledge in their particular subject area as well as promoting social inclusion and facilitating progression routes to go onto further study

They deliver a broad range of non – accredited activities to support diverse learner group those disadvantaged or hard to reach people that may have mental health disabilities may be homeless or vulnerably housed or in recovery from substance. This also includes BME groups and those with barriers to learning, who may have no qualifications or low skills levels.

St Lukes

St Luke's Care's will be delivering 24 5-week courses between September 2013 and August 2014. Each course will comprise of 5, 2-hour lessons catering for 8 learners. The courses will be aimed at learners who have little or no experience of using computers or have not progressed beyond a basic level. The 5 2-hour lessons will cover the following areas:

Swarthmore

Swarthmore are proposing to deliver a variety of courses to priority groups and mainly socially and economically disadvantaged individuals at Swarthmore and additional venues across the city, e.g. children's centres, healthy living networks, voluntary sector organisations.

Vera Media

Focus is on learning for personal and community development, cultural enrichment, to assist learner acquire a new skill or to pursue an interest, in local community settings in the most deprived neighbourhoods.

Learners will be those who are marginalised and least likely to participate, including workless adults, people on benefits or low incomes with low skills and often no qualifications, those that did not achieve at school, recent arrivals and others speaking English as an additional language and the digitally excluded.



Inner South Environmental Sub-Group
 Wednesday 18th September 2013
 2.00 p.m.
 Dewsbury Road One Stop Centre

ATTENDANCE	
Councillor Adam Ogilvie	Ward Member (Beeston & Holbeck)
Glen Gorner	Parks & Countryside
Paul Spandler	Locality Team
Ben Grabham	Refuse and Waste
Steve Ross	Area Support Team

1.0	Welcome and Introductions	ACTION
1.1	Cllr. Adam Ogilvie welcomed everyone to the meeting.	
2.0	Apologies	
2.1	Cllr Kim Groves, Cllr Mohammed Iqbal, Tom Smith, Mike Holdsworth, Tom O'Donovan, Mark Gray.	
3.0	Minutes of the meeting held on 2nd May	
3.1	The minutes of the last meeting were agreed as a true record.	
4.0	Matters arising not elsewhere on the agenda	
4.1	<ul style="list-style-type: none"> The third supervisor has been appointed and is in post. Dog fouling problems at the pocket park on Trentham Street, and Lodge Lane: dog wardens and enforcement officers are checking routinely. Role of PCSOs: Tom Smith to provide update about greater role for PCSOs in environmental issues. Spotted Cow: to be demolished. 	Tom S
4.2	Additional funding through the HRA: Tom Smith to provide a reminder to the Elected Members for the three Wards.	Tom S
Standing items		
5.0	Locality Service Performance and delivery of SLA priorities	
5.1	<p>Paul presented this report. Agreed we should have standardised reporting periods (i.e. full quarter, half year etc) and to use same periods of previous year as comparison.</p> <p>Main points:</p> <ul style="list-style-type: none"> Mechanical cleaning: drivers' training has to be updated. New focus to reduce absence due to sickness. Quality checks being carried out by supervisors. Cottingley estate has improved with a full time litter picker. Paul to check if litter picker can attend the next TRAC meeting. Overflowing street litter bins – mainly a problem in Parks at weekends. Glen to get feedback about Locality Team emptying bins on trial basis in Cross Flatts Park, with P&C staff emptying bins near the Park during the week. 	<p>Tom S/Paul</p> <p>Paul</p> <p>Glen</p>

	<p>Supervisors and Enforcement Officers check bins. Streetsweeping teams now empty overflowing bins if needed.</p> <ul style="list-style-type: none"> • Paul to check number of flytips removed at 5+ days – maybe a computer inputting error. • Enforcement: increase in active, more pro-active work, particularly in Middleton Park Ward. • Need to ensure that key messages are sent out widely. Tom and Paul to write, Cllr Ogilvie to put on South Leeds Life blog. Relevant Elected Members to front the communication of localised key messages. Steve to circulate key messages 	<p>Paul</p> <p>Tom S/Paul Cllrs Ogilvie/ Groves/Iqbal Steve</p>
Meeting specific items		
6.0	AVHL update	
6.1	In Mark Gray's absence Paul updated the meeting about the changes at the ALMO. The environmental part of the ALMO to become part of the Locality team from 1 st April 2014.	
6.2	Tree management: Glen said this work is carried out by P&C, most of the work is risk assessed, some additional funding for non-risk related work e.g. issues of shade, interference with TV reception – needs further discussion about definition of non-risk related work.	Glen
7.0	Refuse collection and waste management	
7.1	Alternate week collections: Ben explained that most of Middleton Park will be included in phase 2 of alternate week collections. Days of collection for black and green bins will be standardised. Side bags won't be collected. Waste Recycling Advisors to work with residents. Hope to go live from November. Information pack to go to residents two weeks before new system goes live.	Ben
7.2	Cottingley: there have been delays to pilot wheeled bin scheme. Hope pilot can start week beginning Monday 7 th October. Residents to be sent information. Additionally, within next three weeks, properties outside pilot area which can have wheeled bins will get them. Residents to be sent information. Perception that there has been improvement on waste collection. Ben to check if someone can attend TRAC meeting on 25 th September.	Ben
7.3	Waste collection: some problems with Beeston routes; some short term measures to be tried, longer term will look at changing some of the routes.	
8.0	Review of street cleaning	
8.1	Paul explained that the review will examine zonal working – each area to have a team of vehicle + driver and 2/3 litterpickers. Possibly work Monday to Friday only, with some limited weekend working. Aim to introduce by 1.4.14.	Paul
9.0	Any Other Business	
9.1	Formal opening of Middleton Park visitor centre went well.	
9.2	Holbeck in Bloom and Beeston in Bloom both got silver gilt award in Yorkshire in Bloom. Leeds got the Gold and Chairman's awards.	
9.3	Next meeting we need to agree an action plan for 2014.	All to note
10.0	Date and time of next meeting.	
10.1	Wednesday 27 th November 2.00 p.m.	All to note
10.2	Dates for 2014 to be agreed.	Steve

SSE Locality Service Delivery Performance – Inner South

September 2013

Overall 4,579 jobs were received or identified between 1st April and 31st August 2013 of which 2,373 were for the Inner South wedge area (52%). The most prevalent issues in Inner South in the period were fly-tipping and the removal of bulky items from the highway. These accounted for 56% of requests received for the area.

a) Manual Cleaning – 22nd April to 11th August 2013

Ward	No. Blocks	Ran	Not Ran	% Ran
Beeston and Holbeck	208	184	24	88%
City and Hunslet	224	187	37	83%
Middleton Park	192	162	30	84%
Inner South	464	395	69	85%
Whole SSE	912	812	100	89%

85% of manual cleansing rotas in Inner South wedge were undertaken as scheduled in the period a slight decrease from 86% in the previously reported period (January to March 2013). Of the 69 non-running routes 43 were due to holidays, 23 due to sickness and 3 due to other operational reasons, e.g. scheduled training.

b) Mechanical Cleaning – 22nd April to 11th August 2013

Ward	No. Blocks	Ran	Not Ran	% Ran
Beeston and Holbeck	184	156	28	85%
City and Hunslet	232	197	35	85%
Middleton Park	64	56	8	88%
Inner South	480	409	71	85%
Whole SSE	760	625	135	82%

85% of the mechanical cleansing rotas in Inner South wedge were undertaken as scheduled in the period a significant increase compared to the last period where only 70% were undertaken as scheduled. Of the 71 non-running routes 28 were due to holidays, 25 due to sickness, 1 was due to staff being used by refuse collection, and 17 due to other operational issues, e.g. scheduled training.

c) Wedge-wide Services – 1st April to 31st August 2013

Team	Scheduled	Ran	Not Ran	% Ran
Outer Litter Bins	112	112	0	100%
Inner Litter Bins	112	111	1	99%
Hot-Spot Teams	112	112	0	100%
Gully Team	112	85	27	76%

Wedge-wide services generally ran as scheduled, with the exception of gully cleaning service which did not run on 27 occasions in the period mainly due to holidays (15 occasions), sickness (7 occasions) and other operational problems (5 occasions). Due to the specialist nature of the service it is often difficult to source appropriate cover.

d) Fly-tip removal – 1st April to 31st August 2013

Area Committee Area	Days to Clear Fly-tip					Total
	1	2	3	4	5+	
Inner South	720	41	20	12	113	906
Outer East	105	28	16	4	46	199
Outer South	144	32	12	4	42	234
Grand Total	969	101	48	20	201	1339

Area Committee Area	Days to Clear Fly-tip					Total
	1	2	3	4	5+	
Inner South	79%	5%	2%	1%	12%	100%
Outer East	53%	14%	8%	2%	23%	100%
Outer South	62%	14%	5%	2%	18%	100%
Grand Total	72%	8%	4%	1%	15%	100%

The speed with which flytipping is removed has improved since the last reported period. 84% of fly-tips were removed within 48 hours of reporting to us, compared to 78% in the previous period reported.

e) Full litter bin emptying – 1st April to 31st August 2013

Area Committee Area	Days to Empty Litter Bin					Total
	1	2	3	4	5+	
Inner South	4	0	0	1	7	12
Outer East	13	1	3	1	13	31
Outer South	10	4	1	2	13	30
Grand Total	27	5	4	4	33	73

Area Committee Area	Days to Empty Litter Bin					Total
	1	2	3	4	5+	
Inner South	33%	0%	0%	8%	58%	100%
Outer East	42%	3%	10%	3%	42%	100%
Outer South	33%	13%	3%	7%	43%	100%
Grand Total	37%	7%	5%	5%	45%	100%

The number of bins being reported as overflowing has increased between the two periods, from 1 per month in January to March 2013 to 3 per month in April to August 2013. The speed of emptying has stayed the same with 33% of reported bins being emptied within 2 days in both periods.

f) Enforcement activity – 1st April to 31st August 2013*Legal Notices Served*

LEGAL NOTICES	Beeston and Holbeck	City and Hunslet	Middleton Park	TOTAL
EP46 - Domestic Waste Issues	4	38		42
EP34_5 - Commercial Waste Issues	7	13	8	28
EP46 - Flytipping	9	17		26
EPA92A - Flytipping	13	8		21
EPA92A - Waste in Gardens	6	12	3	21
EP47 - Commercial Waste Issues		8	1	9
EP34_5 - Commercial Premises Duty of Care Inspect			4	4
EP80 - Flytipping		4		4
EPA92A - Domestic Waste Issues	2	1	1	4
HW154 - Overgrown Vegetation			4	4
EP46 - Bin not Returned	3			3
EP80 - Nuisance - Accumulation/Deposit	2	1		3
HW180 - Overgrown Vegetation		3		3
EP46 - Nuisance - Accumulation/Deposit	1		1	2
EP80 - Waste in Gardens		2		2
TCP215 - Overgrown Vegetation	2			2
TCP215 - Waste in Gardens			2	2
EP34_5 - Flytipping			1	1
EP34_A - Commercial Waste Issues	1			1
EP46 - Waste in Gardens	1			1
EP4647 - Flyers		1		1
EP4647 - Flytipping		1		1
EP47 - Nuisance - Accumulation/Deposit		1		1
EP59 - Flytipping	1			1
EP80 - Commercial Waste Issues			1	1
EP80 - Domestic Waste Issues		1		1
EP80 - Drainage		1		1
EP94A - Nuisance - Accumulation/Deposit			1	1
EPA92A - Commercial Waste Issues	1			1
EPA92A - Fly Tip		1		1
EPA92A - Nuisance - Accumulation/Deposit			1	1
HW137 - Obstruction			1	1
HW143 - Overgrown Vegetation			1	1
PD4 - Flytipping		1		1
PH79 - Nuisance - Accumulation/Deposit			1	1
PH83 - Nuisance - Premises			1	1
TOTAL	53	114	32	199

Overall the number of legal notices served remains at a higher level than previously. 52 notices were served between July and September 2012 (17 per month), 162 between September and December (54 per month), 103 between January and March 2013 (34 per month) and 199 in this period (50 per month). This reflects the additional proactive work being done to deal with priority areas and in particular our focus on bin yards and waste issues.

The level of legal notices in Middleton Park ward continues to increase, from 9 in October to December 2012, to 17 in January to March 2013 and to 32 in this period. This reflects a more proactive approach in this area.

Fixed Penalty Notices Served

FPN NOTICES	Beeston and Holbeck	City and Hunslet	Middleton Park	TOTAL
FPN900 - Litter Problems	5	11	1	17
FPN700 - Waste in Gardens	5	4	1	10
FPN900 - Keeping Dogs On Leads At All Times	4	4	2	10
FPN410 - Commercial Waste Issues	2	4	1	7
FPN900 - Dog Fouling	4	1		5
FPN100 - Commercial Waste Issues		4		4
FPN900 - Flytipping	3	1		4
FPN396 - Litter Problems		1	1	2
FPN900 - Dogs Exclusion LEEDS order 11		1		1
FPN200 - Domestic Waste Issues		1		1
FPN200 - Flytipping		1		1
FPN200 - Waste in Gardens		1		1
FPN510 - Commercial Waste Issues		1		1
FPN700 - Commercial Waste Issues		1		1
FPN700 - Nuisance - Accumulation/Deposit			1	1
FPN900 - Commercial Waste Issues		1		1
FPN900 - Domestic Waste Issues	1			1
TOTAL	24	37	7	68

There has been a doubling in the number of FPNs issued from 24 in the last period (8 per month) to 68 (17 per month) in this. We remain focussed on working to increase the level of patrol work, and therefore the number of FPNs issued.

Prosecution Action Taken

PROSECUTION TYPE	Beeston and Holbeck	City and Hunslet	Middleton Park	TOTAL
Domestic Waste Issues		3		3
Flytipping	2	1		3
Waste in Gardens		2		2
Dogs on Lead by Direction LEEDS order 11		1		1
Fly Tip		1		1
Stray Dog at Large		1		1
TOTAL	2	9	0	11

There has been a significant increase in the number of prosecutions being progressed in this period from two between January and March to eleven in this period.

This page is intentionally left blank

South East Area Health and Wellbeing Partnership Arrangements 2013- 2015

Key Principles

- Provide strong local governance and leadership that demonstrates clearly contribution made at locality level to addressing health inequalities.
- Engage communities in shaping local priorities and holding services to account on delivery to ensure improved outcomes.
- Focus on effective partnering across key organisations to improve health and wellbeing, in a range of different ways to address key local issues.
- Share best practice and learning to help improve outcomes for local residents.

South East Area Health and Wellbeing Forum

Role

- To maximise local partnership activity around local priorities for reducing health inequalities and improving health and wellbeing.
- To receive progress updates against city indicators.
- To inform the commissioning process and support intelligent commissioning decisions for the local area.
- To identify any barriers and blockages to progressing local activity.
- To engage communities to help shape services to better meet local need.
- To engage key partners to be responsive to addressing health inequalities.

Membership

SE Core Partnership Group Members (as above)
 LCC SE Locality Directorate Lead Officers
 SE Voluntary Community and Faith Sector organisation representatives
 SE Health and Wellbeing Area Lead Members
 SE Housing Service providers
 NHS Leeds Community Health Care Trust
 SE Healthwatch representatives
 NHS Leeds York Partnership Foundation Trust rep
 SE Police Lead Inspectors
 WYF service - SE lead officer/s
 Further stakeholders to engage to support key priorities

Frequency of Meetings – maximum of 3 per year

SE Partnership Core Group

Role

- To provide overview and direction and support locality delivery of Leeds Joint Health & Wellbeing Strategy, taking account of data and intelligence on local health needs.
- To maximise partnering at local level to develop health and wellbeing programmes.
- To share local best practice activity with key strategic boards.

Membership

Area Leader SE (Shaid Mahmood)

Health and Wellbeing Improvement Manager SE (Co-ordinator – Bash Uppal)

Clinical Commissioning Group Representative (Dr Dave Mitchell)

Consultant in Public Health (Victoria Eaton)

Health and Wellbeing Area Lead Member (Cllr P Truswell tbc)

Adult Social Care Head of Service SE (Julie Bootle tbc)

Frequency of Meetings – bi-monthly

Reports to: Area Leadership Team for Leeds South and Outer East

**South East Leadership Team: Welfare Reform meeting
Tuesday 8th October 2013 at 1pm
Dewsbury Road One Stop Centre, Conference Room**

Present: Councillor Kim Groves (Chair) Tom O'Donovan (LCC - Area Support Team), Sally Dodgson (West Yorkshire Joint Services), Ian Kenning (Area Support Team), Neil Diamond (Housing Leeds), Jason Kirk (Housing Leeds), Richard Jones (Housing Leeds), Simon Betts (DWP), Joy Wetherill (Welfare Rights Unit LCC), Julie Manning (Early Start (LCC), Norah Gibson (West Leeds Debt Forum), Mel Fox (Chapelton CAB), Shaun Kelly (LCC Welfare Reform Team)

Apologies: Joanne Davis (LCC -Public Health), Gerry Shevlin (Area Community Safety Co-ordinator) Marilyn Banister, Amanda Ashe, Lee Welsh

Item	Description	Action
1.0	Welcome and introduction	
1.1	Councillor Kim Groves introduced herself and invited colleagues to introduce themselves.	
2.0	Notes from the 10th September Meeting	
2.1	The notes were agreed as an accurate record.	
3.0	Matters Arising:	
3.1	<p>High Cost Lenders Action Plan – Tom explained that he had received no updates from partners following circulation of the plan. Suggested that best way forward would be to rationalise the plan and combine it with the debt forum action plan.</p> <p>High Cost Lending Conference – High profile event taking place on 25th October. Some members of the group will be attending.</p> <p>Foodbanks: South Leeds Foodbank opened on Friday 4th October at Belle Isle Family Centre. Initially only one day a week and taking referrals from two agencies. Group plan to open up list of referrers and a second opening day within a month. A discussion took place about how partners can best support foodbanks</p> <p>Action:</p> <ul style="list-style-type: none"> • Contact South Leeds Foodbank and Holbeck Foodbank to see what further support they require. • Contact Leeds ahead to see how Leeds companies can support foodbanks through their CSR schemes. • Develop links with Childrens Centre as referrers and distribution sites for foodbanks • Develop links with One Stop Centres as above <p>Financial Fitness Programme – Sally Dodgson gave an update of the</p>	<p>For information</p> <p>IK</p> <p>TPO</p> <p>JM</p> <p>TPO</p>

	<p>programme so far. Front line workers sessions have been delivered and have received positive feedback from participants. Approximately 40 agencies with around 170 staff have attended so far. A further date will be arranged for January 2014.</p> <p>The dates and venues have been set for the community sessions in South Leeds. Contact Sally for a list.</p> <p>Info sent by Sally following meeting and added here.</p> <p>Frontline workers estimated that they would work with/ speak to an average of 19 clients per week which would equate to info being cascaded to 6324 clients.</p> <p>Discussion took place about need for more financial literacy / awareness raising and engagement within the community. Suggestion was made to make more of the links with schools and children centres.</p> <p>Action</p> <ul style="list-style-type: none"> • Norah Gibson – To share details of leaflets that were distributed through schools in West Leeds. • Sally Dodgson to find out what resources are available from Trading Standards to support awareness raising work. <p>CAB – Mel Fox an advice worker with CAB reported that, from Monday 14th October she will be working in South Leeds providing an outreach advice service targeting schools and low paid workers. A typical outreach session could be delivered in a school offering one hour appointments to up to six clients in a day.</p> <p>This role is initially funded until end of March 2014.</p> <p>Mel asked for help from partners to get the project going quickly. She is new to South Leeds and so needs local contacts, venues and a steer on where this service is most needed.</p> <p>Cllr Kim Groves suggested that Job shops would be a good place to start.</p> <p>Impact on Crime</p> <p>Tom O'Donovan explained that this item will tackled on a future agenda and invited thoughts from colleagues. In response food theft, burglary and thefts from clothes lines were mentioned as possible indicators.</p>	<p>All/SD</p> <p>NG</p> <p>SD</p> <p>All</p> <p>All</p> <p>GS</p>
4.0	<p>South Leeds Debt Forum</p> <p>Ian Kenning distributed copies of the draft action plan which had emerged following the inaugural debt forum meeting which had taken at the end of July.</p> <p>IK suggested that there were some significant overlaps with the High Cost Lending Action plan and it made sense to try and combine the two</p>	

	<p>documents and refine this down to a manageable number of practical activities.</p> <p>The main themes from debt forum event were around</p> <ul style="list-style-type: none"> • Mapping of provision and need • Information sharing • Debt prevention work / financial literacy • Debt support work <p>Ian suggested that a small number of key partners should meet to develop this plan. Carla Yeomans had agreed to join this group. Richard Jones from Housing Leeds also agreed to join</p> <p>Action Ian Kenning to get partners together to develop Debt Forum action plan Carla Yeomans - BITMO Richard Jones – Housing Leeds Mel Fox – CAB Ian Kenning – SEAST Joanne Rogers – LCCU / Housing Leeds</p>	IK
5.0	<p>Benefit Take Up</p> <p>Jason Kirk (Housing Leeds) circulated a paper showing total under occupancy arrears by wards for Aire Valley Homes and BITMO. The data showed the change in arrears from end of March to end of August 2013. There were some distinct difference between Wards, for example Beeston and Holbeck had shown a relatively small increase whereas Middleton Park Ward arrears had nearly doubled. A discussion took place as to why this is the case, suggested that there was a relationship between DHP awards and rent arrears.</p> <p>Jason asked that consideration is given to how this group could make better use of this data in terms of developing strategies that lead to real outcomes on the ground.</p> <p>Shaun Kelly (LCC Welfare Reform team) gave an update of the impact of welfare reform in Leeds.</p> <ul style="list-style-type: none"> • Less households than predicted were affected by the Benefit cap. • Rent arrears levels were rising as a result of the under occupancy reduction to housing benefit • Latest figures for the Local Welfare Support scheme showed that 86% of all applications had been granted. The scheme is still evolving and being refined, demand is less compared to the Social Fund, this is probably to the fact that the scheme makes no cash 	All

	<p>awards</p> <ul style="list-style-type: none"> • There will be more promotion of the Local Welfare Support Scheme to ensure that people know about it. <p>Simon Betts (DWP) Gave an update on the tightening up of the conditions linked to JSA and work related ESA. From October 2013 the Claimant Commitment would be more vigorously enforced. The DWP were attempting to change the culture of both the claimant and Job Centre Plus staff. Basically if the claimant doesn't follow all the conditions outlined in their claimant commitment to find work they would be sanctioned.</p> <p>Concerns were raised by Shaun Kelly and Cllr Kim Groves that Leeds City Council would be faced with the bill of dealing with the impact of this increase in sanctions.</p> <p>A further discussion then took place about the initial experience of supporting clients to access PIP. Joy Wetherill expressed concern at the long time it was taking to process claims.</p> <p>Action</p> <ul style="list-style-type: none"> • Cllr Kim Groves suggested that partners develop local take up campaigns around some of the schemes that are in place to support people. For example Wrap up Leeds and Food Banks 	<p>All</p>
<p>6.0</p>	<p>Updates – Housing Leeds</p> <p>Neil Diamond (Housing Leeds formerly Aire Valley Homes) gave an update on some of the positive partnership initiatives they have been supporting.</p> <ul style="list-style-type: none"> • The secondees from Leeds City Credit Union and Job Centre plus have had a high impact in terms of supporting AVH tenants around employment and financial inclusion. • The Job Club at St Georges Centre is busy. • AVH are supporting a project at Soccer City offering job search support on the back of football sessions • Ministry of Food is working well. <p>Jason Kirk stressed the need to sustain this provision and that it was uncertain at this stage as to what impact if any the transition to Housing Leeds would have.</p> <p>Richard Jones said the house exchange event they had run had worked well but future events would benefit from wider promotion. People could swap houses with other tenants from, regardless of the area, housing association and even out of the local authority area.</p>	
<p>7.0</p>	<p>Date of Next Meeting – 10th December 1pm Dewsbury Road One Stop</p>	<p>All</p>

	Centre	
--	---------------	--

This page is intentionally left blank



Inner South Area Committee

Belle Isle & Middleton Neighbourhood Improvement Board

Meeting held 2nd September 2013
Tenants Hall, Middleton

Present: Cllr Paul Truswell (Chair), Cllr Judith Blake (LCC), Cllr Kim Groves, (LCC), Martin Hackett (LCC – SE Area Support Team), Neil Diamond (AVH), Tom Smith (SE LT), Dawn Austwick (Middleton Elderly Aid), Shaid Mahmood (LCC), Sam Coupland (LCC), Jane Hopkins (LCC), Joanne Hainsworth(BCM Cluster), Carla Yeomans (BITMO), Light Addaquay (LCC), Ian Kenning (LCC), Joanne Davis (LCC), Sue Holdsworth (JCP), Pat McGeever (HFA), Mick Ward (LCC Adult Soc Care), Robert Berriff (WYP), Janet Duke (Middleton Elderly Aid), Matthew Walker (LFHA).

Apologies: Peter Nuttall, Graeme Ashton, Amy Tolliday.

1.0	Introductions and Apologies	Action
1.1	Introductions were made and apologies given.	
2.0	Minutes of the last meeting held on 4th June 2013 and matters arising	
2.1	The minutes were agreed as an accurate record and there were no matters arising that were not on the agenda.	
2.2	Ian Kenning introduced himself to the group explaining that he was working in both Middleton Park ward and City & Hunslet ward as a Neighbourhood Improvement Officer, funded by Area Committee.	
3.0	NIB Development & Improvement Plan	
3.1	MH reported that a number of sections within the NIB plan had been updated since the mail out and he would be sending out the revised plan soon after the meeting.	
3.2	Particular reference was made to: <ul style="list-style-type: none"> • Work to develop a town team with Middleton traders • Proposed improvements to Middleton shopping centre • Proposals at Winrose Grove shops • Information required from AVH and BITMO on area panel bids, community activities • Updates on NEET figures and trends 	
3.3	ACTION: an e mail will be sent to partners where updates to the plan are required.	MH
4.0	Priority Theme – Health & Well Being	
4.1	Dementia – Mick Ward (Head of commissioning in Adult Social Care)	
4.1.1	Key points highlighted include: <ul style="list-style-type: none"> • Improving diagnosis at the early stages of the condition • Review the ‘shared care’ for diagnosis, prescribing and post –diagnosis 	

<p>4.1.2</p> <p>4.1.3</p> <p>4.1.4</p>	<ul style="list-style-type: none"> • A local public awareness campaign and local initiative to identify and assess people who may have dementia • To help people cope with these changes, a good network of support services is vital. • Work with people who have dementia, community groups and others to expand the variety and number of services on offer, and make sure people can access them no matter where in the city they live • Involve local organisations and businesses with the aim of becoming a 'dementia friendly' community. • Integration of Health & Social Care will ensure social care providers and NHS service work together better so there is further reduction of inappropriate prescribing of anti-psychotic medication. <p>Following discussions, the following questions and points were raised:</p> <ul style="list-style-type: none"> • What involvement has there been with community based organisations? • Training for frontline staff, training sessions for volunteers in the community groups • Local awareness campaign including innovative methods and messages for reaching diverse communities. • Develop more intergenerational work, e.g. with local schools, so pupils can recognise the signs in family members • Concerns were raised about intermediate care in between diagnosis and going to a care home. • Encourage local 'dementia champions' <p>Action: Mick to provide information regarding training and awareness and a list of community organisations they have been involved with and publicity leaflets and useful contact list to be circulated to local businesses, community groups.</p> <p>Agreed: All agencies should be addressing this important issue by developing awareness among all sections of the community and age groups, training staff, appointing champions, and creating dementia-friendly environments.</p>	<p>MW</p>
<p>4.2</p> <p>4.2.1</p>	<p>Leeds Active Offer scheme roll out and engagement with partners – Sam Coupland (Sport & Active Lifestyles)</p> <p>SC reported that the Leeds Let's Get Active schemes has three key strands:</p> <ul style="list-style-type: none"> • Strand 1: Free use of Leeds City Council leisure centres for selected sport and fitness activities, at selected times, daily, open to all (universally targeted). - The offer in leisure centres will typically be one free hour every day (off peak) with an additional hour per day for 4 leisure centres that serve the most deprived areas of the city, namely, John Charles Centre for Sport, Armley, Fearnville and Middleton Leisure centres. • Activities to include gym and swim, except at Middleton Leisure centre where a fitness class and a rackets programme has been developed. • Strand 2: Free use of community multi-sport sessions- Activities to include Beginners Running, Health walks and Active family multi-sport 	

4.2.2	<p>activities</p> <ul style="list-style-type: none"> The programmes will be delivered in blocks of 10 – 12 weeks. In total there will be 102 blocks of activity over the life time of the project. The delivery will mainly take place in parks. Strand 3: Behaviour change interventions linked to the Bodyline on Referral Scheme (BORP) - This scheme aims to build on the signposting scheme already (BORP) in place for Healthcare Professional's and Healthy Lifestyle providers. A package of support for new users will be developed to aid behaviour change. <p>Agreed: Marketing and raising awareness of the scheme is crucial in getting people engaged. Partners would promote publicity material provided through their existing channels of communications. I.e. Websites Newsletters, leaflets, etc.</p> <p>Action: Details of the promotional/marketing strategy is needed to see what has been planned to promote the scheme. Sam to make contact with communications team for details of the current plan.</p>	SC
4.3	<p>Middleton Leisure Centre – how partners can collaborate on activities to channel people into this facility – Sam Coupland</p> <p>4.3.1 SC reported the official opening of the centre is schedule for 30th of September at 11am. Though the evening activities are busy, more needed to be done to bring in footfall during the day.</p> <p>4.3.2 There were a few concerns raised about people having difficulty in booking the centre.</p> <p>4.3.3 It was also mentioned that the pricing structure needs to be reviewed in comparison to the rest of the city.</p> <p>4.3.4 Suggestions include organising exercise for older people and activities such as curling.</p> <p>Action: Sam to provide a list of people that have been invited to the official opening to ensure that all the people that needs to be there have been invited.</p> <p>Agreed: Marketing campaigned needs to be tailored and localised to draw people into the centre.</p>	SC
4.4	<p>Progress in reducing levels of smoking in Belle Isle and how partners can support this work – Joanne Davis</p> <p>4.4.1 JD give an update to the board in relation to what activity had taken place in Belle Isle with the aim of Reducing smoking rates from 41.2% in Belle Isle South MSOA and 33.8% in the Belle Isle north MSOA since the OBA workshop took place in November 2012.</p> <p>4.4.2 Since the OBA session in November an action plan had been developed and a working group was meeting regularly to make sure the work programme of the action plan was been delivered.</p>	

<p>4.4.3</p> <p>4.4.4</p>	<p>From May 2013 a weekly smoking cessation clinic had been taking place at Belle Isle Family Centre. Although the clinic had been accessed, it had accessed more by individuals working in the local area than local residents.</p> <p>JD asked the board for their suggestions and ideas in relation to getting to attend the local clinic. Cllr Truswell pointed out that although posters had been put up in a variety of venues to promote the clinic, there needed to be on-going publicity of the local smoking cessation services by everyone. JD noted that workers from smoking cessation were currently carrying out local promotion of Stoptober, which they hoped would encourage more local people to access services.</p>	
<p>4.5</p> <p>4.5.1</p> <p>4.5.2</p> <p>4.5.3</p> <p>4.5.4</p> <p>4.5.5</p>	<p>Work to reduce Obesity – Joanne Davis</p> <p>JD gave an update in relation to the Achieving a Healthy Weight in Middleton work programme.</p> <p>Progress has been made locally in relation to developing a referral pathway between local providers of obesity prevention / weight management services delivering services in the local area.</p> <p>A new family group will be starting at Middleton Leisure Centre in October, which aims to work with parents and children who are both overweight to encourage them as a family to adopt healthy lifestyles behaviours and lose weight.</p> <p>JD added that the potential of developing an Award Scheme for local takeaways to take part in to encourage them to deliver local ‘healthier takeaway’ was currently been examined.</p> <p>Cllr Groves mentioned that it would be really good if there was one local point / venue where individuals could access health related activities. JD mentioned to the board that the Multi Agency Referral Scheme was going to be carried out in Middleton. Referrals from the form in relation to taking up healthy lifestyle activity were going to be referred to a single point of contact at Health For All.</p>	
<p>5.0</p>	<p>Priority Theme – Communities & Neighbourhoods</p>	
<p>5.1</p> <p>5.1.1</p>	<p>Welfare Reform Update – Neil Diamond/Carla Yeomans</p> <p>BITMO</p> <ul style="list-style-type: none"> • Credit Union branch relocating from the BITMO housing office to St Georges centre. • 2.5 additional staff appointed • Welfare reform sessions held in various locations in Belle Isle. • 48 customers assisted in completing an application for DHP. • BITMO are investigating the costs of software that would enable specific tenants to be contacted directly be texts and/email • Links made with Get-IT- Together who offer basic IT training. • Mutual Exchanges promoted through advertising at Aberfield Gate office Tenants would be encouraged and supported in their applications for ASDA Middleton Jobs when the positions become available. • Partnership work with Leeds Federated Housing Association’s HUGO (Help You Get Online) bus. 	

<p>5.1.2</p>	<p>AVHL</p> <ul style="list-style-type: none"> • AVHL undertook visits to all tenants affected by the changes • 12.5 FTE appointed: includes six rent collection officers (Leeds City Council directly funded), three Financial Inclusion Officers, two Re-Housing Officers, one Independent Living Support Officer and an officer seconded from Leeds City Credit Union. • A House Exchange event 15th July 2013 at Middleton Community Centre which was attended by over 30 people. The event was publicised through Facebook, South Leeds Life, Internet, mobile texts and letters to target groups. • Hotspots for rent arrears includes flats on Sissons Road <p>General discussion include:</p> <ul style="list-style-type: none"> • The pressures on foodbanks as they run out of provisions • Low take up of Social Fund /Crisis loan • The council offers goods (e.g. white goods, food boxes) through its Local Welfare Support scheme – what is the take up of this? • Concerns around high interest lenders on the estates was raised • The issue of children being the hardest hit was raised. Work needed to dispel the stigma attached to the take up of free school meals. <p>Action: Carla Yeomans to explore criteria for the local welfare support scheme (the former social fund).</p>	<p>CY</p>
<p>6.0</p>	<p>Priority Theme – Employment & Skills</p>	
<p>6.1 6.1.1 6.1.2 6.2 6.2.1</p>	<p>Job Shop at St George’s Centre</p> <p>The Job Shop will open 5th September with the following partners delivering the service:</p> <ul style="list-style-type: none"> • LCC Employment & Skills • Igen • Aire Valley Homes • Union Learn <p>The Job Shop will be open Monday and Thursday. At the same time the Credit Union will also be opening a new branch at St George’s. There have been several banners advertising the service placed at various points in Middleton and Belle Isle. Flyers have also been placed in shops, public buildings etc. NIB Members were asked to promote the service wherever possible.</p> <p>Cllr Groves reported that she would be organising regular meetings with partner agency’s to monitor the success of the project and look at improvements wherever necessary.</p> <p>Better engagement with business</p> <p>LCC Employment & Skills have agreed to pull together a business engagement plan for South Leeds. It is anticipated that there will be further information on this plan at future meetings.</p>	

7.0	Items for next meeting	
7.1	Agreed that the following item would be discussed: 'What is the next step for universal credit?'	LA
8.0	Date of Next Meeting	
8.1	To be arranged.	

Inner South Community First Grant Summary as at 1st October 2013

Beeston and Holbeck Community Panel

From your allocation of **£152595** the following grant requests have been submitted by your panel.

Funded Group	Recommended Amount	Paid Amount	Disposition	Final actual spend
Holbeck Gala	2,500.00	2,500.00	Approved	5,000.00
Holbeck & Beeston Older Active Peoples Group	789.00	0.00	Pending	0.00
Friends of Holbeck Social Club	1,250.00	1,250.00	Approved	0.00
Friends of Holbeck Moor	1,250.00	1,250.00	Approved	0.00
Cardinal Youth CLub	1,000.00	1,000.00	Approved	0.00
St Andrew's Pantomime Group	1,250.00	0.00	Pending	2,500.00
Friends of Skelton Grange	2,500.00	2,500.00	Approved	0.00
Leeds Mens Health Network	850.00	850.00	Approved	0.00
Beeston Festival Committee	2,500.00	2,500.00	Approved	2,500.00
Irish Arts Foundation	800.00	800.00	Approved	0.00
The Ciaran Bingham Foundation Trust	2,257.00	2,257.00	Approved	0.00
Holbeck Area Residents Association	1,500.00	1,500.00	Approved	0.00
Mosaic Church	2,500.00	2,500.00	Approved	0.00
Cottingley Fair Committee	1,950.00	0.00	Pending	0.00
Cottingley In Bloom	1,800.00	0.00	Pending	0.00
Leeds Music Trust	1,250.00	1,250.00	Approved	0.00
South Leeds Live at Home Scheme	1,250.00	1,250.00	Approved	0.00
St Matthew's Community Centre User Group	2,500.00	2,500.00	Approved	0.00
Leeds Latvian Community Centre	600.00	600.00	Approved	0.00
Beeston Community Forum	641.00	641.00	Approved	616.73
Holbeck Health Group	2,500.00	2,500.00	Approved	2,500.00
Kidz 'n' Co	2,132.00	2,132.00	Approved	0.00
Beeston in Bloom	2,500.00	2,500.00	Approved	2,500.00
Beeston Action for Families	2,440.00	1,787.22	Approved	1,787.22
Beeston History Class	670.00	670.00	Approved	670.00
Cardinal Court Tenanta Association	800.00	800.00	Approved	800.00
Church Together in Leeds 11	1,175.00	1,105.54	Approved	1,105.54

Appendix 8

Clarksfield Allotments	1,350.00	1,350.00	Approved	1,266.00
Cottingley Youth project	1,996.00	1,996.00	Approved	0.00
Friends of Cross Flatts Park	2,500.00	2,500.00	Approved	0.00
Holbeck Christian Fellowship	2,500.00	2,500.00	Approved	2,500.00
Holbeck Gala	2,500.00	2,500.00	Approved	3,500.00
Holbeck in Bloom	2,500.00	2,500.00	Approved	0.00
Krok pro Ko (Step by step) Polish womens group	2,150.00	2,150.00	Approved	1,550.00
Leeds Music Trust	2,500.00	2,500.00	Approved	2,500.00
Mosaic Church, Leeds	250.00	250.00	Approved	230.00
Saheli Womens Group	2,500.00	2,500.00	Approved	0.00
Voice of Holbeck	1,000.00	1,000.00	Approved	0.00
Cardinal Youth CLub	2,000.00	2,000.00	Approved	0.00
Holbeck in Bloom	2,000.00	2,000.00	Approved	0.00
Kidz Klub Leeds	1,250.00	1,250.00	Approved	0.00
Church Together In Leeds 11	750.00	750.00	Approved	750.00
Holbeck Gala (Christmas Market)	1,000.00	1,000.00	Approved	1,000.00
WATSONIA MANAGEMENT COMMITTEE	2,500.00	2,500.00	Approved	0.00
Friends Of South Leeds Music Centre	1,000.00	1,000.00	Approved	990.00
Voice Of Holbeck	1,500.00	1,500.00	Approved	0.00
Beeston Action For Families	1,245.00	1,245.00	Approved	1,241.43
Beeston St Anthonys Community Football Club	900.00	0.00	Pending	0.00
Cardinal Youth Club	1,000.00	1,000.00	Approved	0.00
Ekotah Together	1,250.00	1,250.00	Approved	0.00
Tenants And Residents Association Cottingley (TRAC)	2,500.00	0.00	Pending	0.00
South Leeds Park Run	2,500.00	2,500.00	Approved	0.00
Open Doors St Andrews Church	500.00	500.00	Approved	500.00
Mosaic Church	1,000.00	1,000.00	Approved	0.00
Friends of Holbeck Social Club	1,250.00	1,250.00	Approved	1,250.00
Friends of Holbeck Moor	1,250.00	1,250.00	Approved	0.00
St Andrews Pantomime Group	1,250.00	1,250.00	Approved	0.00
Lynbar Majorettes	1,250.00	1,250.00	Approved	0.00
Holbeck & Beeston Older Active Peoples Group	1,011.00	1,011.00	Approved	0.00
Grand Total	93,806.00	83,894.76		37,256.92

City and Hunslet Community First Panel

From your allocation of **£237370** the following grant requests have been submitted by your panel.

Funded Group	Recommended Amount	Paid Amount	Disposition	Final actual spend
Irish Arts Foundation	1,000.00	1,000.00	Approved	0.00
Holbeck Gala	2,500.00	2,500.00	Approved	0.00
The Ciaran Bingham Foundation Trust	2,300.00	2,300.00	Approved	0.00
Beeston Festival Committee	2,500.00	2,500.00	Approved	2,500.00
Leeds Latvian Community Centre	2,500.00	2,500.00	Approved	0.00
Hunslet Parish Church Youth Groups	2,500.00	2,500.00	Approved	0.00
Kushy Dil Women's Group	1,775.00	1,775.00	Approved	0.00
BasementArtsProject	1,660.00	1,660.00	Approved	0.00
PISCES (Promoting Inclusion & Self Confidence through Environmental Sport)	2,500.00	2,500.00	Approved	0.00
Friends of Skelton Grange	1,500.00	1,500.00	Approved	0.00
Awaaz Network	2,416.00	0.00	Pending	0.00
Beeston In Bloom	2,500.00	0.00	Pending	0.00
Hunslet Hawks & Partners	1,700.00	0.00	Pending	0.00
Opportunity Soccer FC	1,001.00	0.00	Pending	0.00
Salvation Army South Leeds Initiative	1,000.00	0.00	Pending	0.00
Activate Girls Group	800.00	800.00	Approved	0.00
Beeston In Bloom	2,500.00	2,500.00	Approved	2,500.00
Holbeck Gala	1,000.00	1,000.00	Approved	2.50
Hunslet Green Community Sports Club	2,500.00	2,500.00	Approved	100.00
Hunslet Tenants And Residents Association	300.00	300.00	Approved	300.00
South Leeds Community Network	2,500.00	2,500.00	Approved	0.00
Kashmiri Womens Group	2,500.00	2,500.00	Approved	2,500.00
Himmat Asian women carers group	2,500.00	2,500.00	Approved	2,500.00
Walk and Talk Group	2,380.00	2,380.00	Approved	0.00

Appendix 8

The Hunslet Initiative	1,000.00	1,000.00	Approved	1,000.00
South Leeds Community Alliance	2,490.00	2,490.00	Approved	0.00
Leeds Youth Muslim Forum	2,450.00	2,450.00	Approved	2,450.00
Friends of Cross Flatts Park	2,500.00	2,500.00	Approved	0.00
the Hunslet Club	2,496.00	2,496.00	Approved	0.00
51st Leeds Hunslet parish Church Guides	2,500.00	2,500.00	Approved	0.00
Hooner kelah	1,150.00	1,150.00	Approved	0.00
Hunslet Festival	2,500.00	2,500.00	Approved	0.00
Hunslet Hawks Dance Academy	860.00	860.00	Approved	0.00
Reetwirlers Majorettes	1,525.00	1,525.00	Approved	0.00
ST Lukes Cares	1,000.00	1,000.00	Approved	1,000.00
Hunslet Bosom Buddies	2,190.00	2,190.00	Approved	2,190.00
Kidz Klub Leeds	1,250.00	1,250.00	Approved	0.00
Unity In Poverty Action	500.00	500.00	Approved	0.00
South Leeds Elderly Luncheon Club	2,497.00	2,497.00	Approved	2,500.00
Church Together In Leeds 11	750.00	750.00	Approved	750.00
Mariners Involvement Group	800.00	800.00	Approved	0.00
SLATE Volunteers Development Group	2,300.00	2,300.00	Approved	0.00
Stratford Street Youth Club	2,475.00	2,475.00	Approved	2,550.00
Space Youth Programme	2,500.00	2,500.00	Approved	0.00
South Leeds Live at Home Scheme	2,300.00	2,300.00	Approved	0.00
Sporting Change	2,350.00	2,350.00	Approved	0.00
In Focus	2,000.00	2,000.00	Approved	0.00
FDM For Disability Mobility	2,500.00	2,500.00	Approved	0.00
Leeds Men Health Network	1,000.00	1,000.00	Approved	650.00
Yorkshire Adabee Arts Forum	2,425.00	2,425.00	Approved	0.00
Salvation Army	500.00	500.00	Approved	500.00
South Leeds Life Group	1,900.00	1,900.00	Approved	0.00
HUNSLET FESTIVAL	2,500.00	2,500.00	Approved	0.00
Hunslet Baptist Church	1,500.00	1,500.00	Approved	1,336.46
Beeston In Bloom	2,500.00	2,500.00	Approved	0.00
Greenhouse Residents Committee	2,000.00	2,000.00	Approved	0.00
South Leeds Community Radio Volunteer Group	1,000.00	1,000.00	Approved	0.00

Assisi Place Residents Group	2,032.00	2,032.00	Approved	0.00
Awazz Network	2,005.00	2,005.00	Approved	2,005.00
Lynbar Majorettes	1,500.00	1,500.00	Approved	0.00
Shardonnay Twirling Majorettes	1,500.00	1,500.00	Approved	0.00
St Peters Court Tenants Association	2,000.00	2,000.00	Approved	0.00
The Hunslet Initiative	1,045.00	1,045.00	Approved	0.00
Cloth Cat Studios	2,024.00	2,024.00	Approved	0.00
Ekotah Together	1,250.00	1,250.00	Approved	0.00
Kashmiri Womens Group	2,000.00	2,000.00	Approved	0.00
Open Door Mission	1,200.00	1,200.00	Approved	0.00
South Leeds Community Alliance	2,500.00	2,500.00	Approved	0.00
Grand Total	125,596.00	116,979.00		27,333.96

Belle Isle and Middleton Community Fund Panel

From your allocation of **£118685** the following grant requests have been submitted by your panel.

Funded Group	Recommended Amount	Paid Amount	Disposition	Final actual spend
Middleton Residents Group	2,473.00	2,473.00	Approved	0.00
The Ciaran Bingham Foundation Trust	2,405.00	2,405.00	Approved	0.00
Westwood Community Association	1,500.00	1,500.00	Approved	0.00
Middleton Neighbourhood & Family Advice Centre	1,600.00	1,600.00	Approved	0.00
Middleton Park FC (Football Club)	1,000.00	1,000.00	Approved	0.00
Nacro - Middleton Youth Inclusion Project	1,260.00	1,260.00	Approved	0.00
Dance Action Zone Leeds (DAZL)	2,500.00	2,500.00	Approved	0.00
Friends of Middleton Park (FoMP)	1,780.00	0.00	Pending	0.00
Active Belle isle	1,425.00	1,425.00	Approved	1,425.00
Middleton Community Bowling Club	2,385.00	2,385.00	Approved	2,384.78
Little Chefs	1,518.00	1,518.00	Approved	1,518.00

Leeds Corinthians RUFC Community Rugby Club	2,500.00	2,500.00	Approved	100.00
Wednesdays in the Woods	954.00	954.00	Approved	954.00
Middleton Park FC (Football Club)	2,434.00	2,434.00	Approved	2,500.00
Middleton Bosom Buddies	2,500.00	2,500.00	Approved	2,500.00
Friends of Middleton Park (FoMP)	1,640.00	1,640.00	Approved	1,640.00
Trinity Network	1,040.00	1,040.00	Approved	1,040.00
The Hunslet Initiative	1,440.00	1,440.00	Approved	1,440.00
St Philips Residents Group	417.17	0.00	Pending	0.00
South Leeds Life Group	2,270.00	2,270.00	Approved	2,270.00
Middleton Life	2,300.00	2,300.00	Approved	0.00
Middleton Community Bowling Club	1,534.00	1,534.00	Approved	0.00
The South leeds Music Centre	1,000.00	1,000.00	Approved	0.00
Belle Isle and Middleton Dads Group	2,500.00	2,500.00	Approved	0.00
Middleton Park FC	2,500.00	2,500.00	Approved	2,500.00
Middleton Crossroads Project	2,038.00	2,038.00	Approved	0.00
Middleton Elderly Aid Luncheon Club	2,500.00	2,500.00	Approved	0.00
Middleton Community Centre	2,500.00	2,500.00	Approved	0.00
Mens Health Network	1,000.00	1,000.00	Approved	650.00
Friends With Food Group	2,260.00	2,260.00	Approved	0.00
Friends of Skelton Grange	1,925.00	1,925.00	Approved	0.00
Design and Print United	2,488.00	2,488.00	Approved	0.00
Belle Isle WOMens Group	1,580.00	1,580.00	Approved	0.00
Grand Total	61,166.17	58,969.00		20,921.78

Status Explained

Pending or Approved.

'Pending' means the project has only recently been submitted to CDF and needs to be processed, or that the group have not yet returned their grant acceptance form to CDF.

'Approved' means that the group have returned their grant acceptance, so if it is 'Approved' but without a payment it either means that it is scheduled for payment shortly, or that there is a query relating to the payment details.

Report of Assistant Chief Executive (Customers and Communities)

Report to South Leeds (Inner) Area Committee

Date: Wednesday 6th November 2013

Subject:

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

Summary of main issues

This report provides Members with:

1. Confirmation of the 2013/14 revenue allocation and the 2012/13 carry forward figure.(3.0)
2. An update on the revenue element of the Wellbeing budget.
3. Details of revenue projects agreed to date (Table 2).
4. Details of allocation proposals for consideration and approval (3.3).
5. Details of Activities Fund Delegation 2013/14 (Table 3).
6. Members are also asked to note the current position of the Small Grants Budget.

Recommendations

Members of the Inner South Area Committee are requested to:

- a) Note the contents of the report;
- b) Note the position of the Wellbeing Budget as set out at 3.0;
- c) Note the Wellbeing revenue projects already agreed as listed in Table 2;
- d) Consider and make decisions on allocation proposals raised in 3.3;
- e) Note the Small Grants position in 5.0

1.0 Purpose of this report

- 1.1 Confirmation of the 2012/13 and 2013/14 revenue allocation and carry forward figure.
- 1.2 An update on the revenue element of the Wellbeing budget.
- 1.3 Details of revenue projects agreed to date (Table 2).
- 1.4 Details of allocation proposals for consideration and approval (3.3)
- 1.5 Details of Activities Fund Delegation 2013/14 (Table 3).
- 1.6 Members are also asked to note the current position of the Small Grants Budget.

2.0 Background information

- 2.1 Each Area Committee has been allocated a Wellbeing Budget which it is responsible for administering. The aim of this budget is to support the social, economic and environmental wellbeing of the area by using the funding to support projects that contribute towards the delivery of local priorities.
- 2.2 Wellbeing funding cannot be paid retrospectively. An application form must be submitted and approved by the Area Committee before activities or items are purchased.
- 2.3 Members are reminded that due to the timescales required for submission to Area Committee the deadline for receipt of completed documentation is at least seven weeks before an Area Committee to allow for processing the necessary paperwork.

3.0 Wellbeing Budget Position

3.1 Wellbeing Revenue Budget Summary for 2012/13

- 3.1.1 Members have received a summary of their wellbeing position by ward in October for comment prior to the Area Committee meeting. The schedule showed commitments, actual spends and earmarked figures by project and by ward.
- 3.1.2 The revenue budget approved by Executive Board for 2012/13 was **£224,520.00**. The carry forward figure of **£219,337.41** gave a total amount of **£443,857.41** revenue funding available to the Area Committee for 2012/13.
- 3.1.3 **Table 1** summarises the totals of projects rolled forward from 2011/12 and funded by Area Committee up to and including the March 2013 meeting. It also shows an actual spend in 2012/13 of **£249,301.52** with a remaining balance of **£194,555.89**.

3.1.4 **Table 1** includes a number of projects approved in 2012/13 which either did not complete or did not submit an invoice by the 31st March 2013 deadline. Also included are projects approved in 2012/13 for implementation in 2013/14. To ensure the projects are delivered and paid for, funding of **£133,341.87** has been rolled forward to complete these projects. Members are asked to note that among the projects is the £106,020.00 Children & Young People allocation for 2013/14.

3.1.5 The closing balance contains the underspend figure of **£42,494.45**, which includes residual funding of ring-fenced amounts including small grants, community skips, communications budget, community safety and the children and young people project 2012 allocation.

TABLE 1 - Wellbeing Revenue Budget Summary for 2012/13

Wellbeing Revenue Budget Summary for 2012/13	Total	B&H	C&H	MP
	£	£	£	£
Budget Allocation for 2012/13	443,857.41	158,494.36	165,182.80	120,180.25
Projects Committed for 2012/13 including projects b/f from 2011/12	425,137.84	142,199.12	133,939.40	148,999.32
Actual Spend in 2012/13	249,301.52	84,476.62	87,816.25	77,008.65
Remaining balance after actual spend	194,555.89	74,017.74	77,366.55	43,171.60
Projects committed in 2012/13 and rolled forward to be delivered in 2013/14	133,341.87	41,265.73	35,126.83	56,949.31
Closing Balance to be rolled forward to 2013/14	61,214.02	32,752.01	42,239.72	-13,777.71

3.2 Revenue 2013/14

3.2.1 The revenue budget approved by Executive Board for 2013/14 is **£224,520** and is the same as 2012/13. The carry forward balance figure of **£61,214.02** gave a total of **£285,734.02** revenue funding available to the Area Committee for 2013/14.

3.2.2 Having considered the wellbeing revenue budget at its May meeting, the Area Committee approved the following schedule of 2013/14 allocations detailed below.

TABLE 2 - 2013/14 Revenue Schedule

Projects	Total	B&H	C&H	MP
	£	£	£	£
Revenue Wellbeing Budget 2013/14	224,520.00	74,840.00	74,840.00	74,840.00
Closing balance b/f from 12/13	61,214.02	32,752.01	42,239.72	-13,777.71
Available budget	285,734.02	107,592.01	117,079.72	61,062.29
<u>2013/14 Allocations</u>				
Small grants	10,000.00	5,000.00	3,000.00	2,000.00
Skips	3,500.00	1,500.00	1,000.00	1,000.00
Communications budget	4,000.00	1,000.00	1,000.00	2,000.00
Celebration Event 2014	1,000.00	334	333	333
International Older Person 's Event	1,500.00	500	500	500
Festivals 2014	18,275.00	5,984.00	4,816.00	7,475.00
Community Safety Budget	24,791.00	8,263.67	8,263.67	8,263.66
Neighbourhood Improvement Officer - Beeston & Holbeck	13,601.58	13,601.58		
Neighbourhood Improvement Officer - C&H/MP	32,228.22		16,114.11	16,114.11
NIP Budget	3,000.00	3,000.00		
Belle Isle & Middleton Christmas Lights	4,826.15			4,826.15
Cross Flatts Park - Play Area	50,000.00	25,000.00	25,000.00	
Cross Flatts Park - Improvements/Watsonia	10,000.00	5,000.00	5,000.00	
Beeston and Holbeck Christmas Lights	2,500.00	2,500.00		
Litter Bin - South Leeds Academy	162.00			162
Malborough Green Roof Projects - Phase 2	5,875.00		5,875.00	
Beeston Hill Junior Wardens Scheme	3,500.00		3,500.00	
Market Place Event - additional funding	300	100	100	100
Festival 2013 - additional funding	484	484		
Total Allocations against projects	189,542.95	72,267.25	74,501.78	42,773.92
Balance Remaining (per ward) for 2013/14	<u>96,191.07</u>	<u>35,324.76</u>	<u>42,577.94</u>	<u>18,288.37</u>

3.3 Area Committee is asked to consider the following allocations and indicate their support:

3.3.1 Neighbourhood Improvement Board (NIB): City & Hunslet Ward

Members are asked to approve **£30,000** to be allocated against the City & Hunslet Neighbourhood Improvement Board to fund for programmes of work identified through the NIB. These programmes of work and proposals for funding from well being funds will be considered and endorsed by City and Hunslet Members, and approval sought from Area Committee through

its usual processes. (Please refer to section 8.2 in the summary of key work report for more details)

3.3.2 Communications Budget: Middleton Park Ward

At the September 2013 Area Committee meeting, Members agreed a further allocation of £1000 to cover the overspend. Since the last meeting the budget has been used to fund various activities such as venue hire for meetings and promotional materials for key events in the area. There is now a current balance of £108.55. Members are asked to agree that a further allocation of **£1,000** is made to the Middleton Park communications fund from the Middleton Park revenue pot which will cover any additional expenditure to the end of the year for any further events that may be held.

3.4 Activities Fund Delegation

3.4.1 As a result of a Youth Review agreed in March 2013, an activities fund has been made available to provide local activity for children and young people age 8-17 years across the city. The Activities Fund has been delegated to Area Committees across the city and the allocation to Inner South Area Committee for 2013/14 is £24,864 rising to £49,728 in 2014/15. **Table 3** outlines Activities Fund projects.

The funding allocation is based on population and the breakdown for Inner South is as follows:

TABLE 3

Table 3: Activities Fund Delegation 2013/14		Ward Split		
		8-17 Population (8322)		
		2549	2335	3438
		Beeston & Holbeck £	City & Hunslet £	Middleton Park £
INCOME	£24,864.00	£7,616.00	£6,976.00	£10,272.00
TOTAL expenditure to date (Mini Breezes)	£11,250	3,750.00	3,750.00	3,750.00
Balance Remaining (per ward)	£13,614.00	£3,866.00	£3,226.00	£6,522.00

4.0 Wellbeing Projects for approval

4.1 It is possible that some of **the projects** committed in 2012/13 and rolled forward to be delivered in 2013/14 may not use their allocated spend. This could be for several reasons including the project no longer going ahead, the project not taking place within the dates specified in the funding agreement or failure to submit monitoring reports. Due to this the final revenue balance may be greater than the amount specified.

4.2 Members are asked to note that the deadline for receipt of completed application forms is seven weeks before an Area Committee to allow officers to appropriately scrutinise schemes and confirm that they adequately meet the priorities as set out in the Area Committee Business plan. This scrutiny may involve discussion at appropriate working groups and with relevant partner agencies to make sure that the projects presented to Members have all of the necessary information to allow decisions to be made.

4.3 No projects have been received for consideration at this meeting.

5.0 Small Grants Approvals

5.1 The following small grant has been approved since the last meeting and are listed here for information.

Organisation	Project	Amount	Ward
Kidz 'n' Co	Kidz 'n' Co	£500.00	B&H and MP
Friends of Skelton Grange	Skelton Grange Environmental Centre Open Day 2013	£500.00	C&H

6.0 Corporate Considerations

6.1 Consultation and Engagement

6.1.1 Projects are developed to address priorities in the Area Committee Business Plan. The production of this plan is informed by Local Councillors and local residents. All projects developed are in consultation with Elected Members and local communities. Approval for any contribution from the Wellbeing budget is secured at Area Committee.

6.2 Equality and Diversity / Cohesion and Integration

6.2.1 Community groups submitting a project proposal requesting funding from the Wellbeing budget have an equal opportunities policy and as part of the application process, complete a section outlining which equality groups the project will work with and how equality and cohesion issues have been considered.

6.2.2 Internal and statutory partners are committed to equality and cohesion and all projects they are involved with will have considered these issues.

6.2.3 A light touch Equality Impact Assessments is carried out for all projects.

6.3 Council Policies and City Priorities

6.3.1 The projects outlined in this report contribute to target and priorities set out in the following council policies:

- Vision for Leeds
- Children and Young Peoples Plan

- Health and Wellbeing City Priority Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

6.4 Resources and Value for Money

6.4.1 Resource implications will be that the remaining balance of the Wellbeing Budget for revenue will be reduced as a result of any projects funded.

6.5 Legal Implications, Access to Information and Call In

6.5.1 All decisions taken by the Area Committee in relation to the delegated functions from Executive Board are not eligible for Call In.

6.5.2 There are no key or major decisions being made that would be eligible for Call In.

6.5.3 There are no legal implications as a result of this report.

6.6 Risk Management

6.6.2 This report provides an update on work in the Inner South and therefore no risks are identifiable. Any projects funded through wellbeing budget complete a section identifying risks and solutions as part of the application process.

7.0 Conclusions

7.1 The report provides up to date information on the Area Committee's wellbeing Budget.

8.0 Recommendations

8.1 Members of the Inner South Area Committee are requested to:

- a) Note the contents of the report;
- b) Note the position of the Wellbeing Budget as set out at 3.0;
- c) Note the Wellbeing revenue projects already agreed as listed in Table 2;
- d) Consider and make decisions on allocation proposals raised in 3.3.
- e) Note the Small Grants position in 5.0

Background Documents¹

There are no background documents associated with this report.

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.

This page is intentionally left blank

Report of Chief Officer, Employment and Skills

Report to Inner South Area Committee

Date: Wednesday 6th November 2013

Subject: Aire Valley Enterprise Zone - Employment and Skills Update

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

Summary of main issues

1. The Enterprise Zone provides targeted benefits to encourage companies to expand and to locate to Leeds .The Enterprise zone will provide support for local people to access the jobs created in the zone.

2. The Enterprise Zone offers a package of incentives to stimulate the development of the 4 key sites covering a total of 142 hectares of prime development land with planning consents in place for a range of employment uses including large scale manufacturing, distribution and high quality offices.

3. The Enterprise Zone will act as a catalyst for the regeneration of the Aire Valley Leeds which, fully developed could deliver £550m of additional economic output and a significant number of new jobs, accessible to households across the City.

4. The proposed activity outlined in the report will contribute to the achievement of objectives set out in the Best Council plan 2013-2017 of “promoting g sustainable and inclusive economic growth by improving the economic wellbeing of local people and businesses” with a specific focus on helping people into jobs and boosting the local economy.

Recommendations

The Area Committee is asked to:

- a) Note the contents of the report

- b) Comment on the planned approach to support businesses locating to the Enterprise Zone and how local people will be connected to subsequent employment opportunities
- c) Instruct officers to liaise with and support the Employment, Skills and Welfare Area Lead member to maintain an overview of the developing approach and provision to support local people to access training and employment through the Inner South Employment & Skills Board.

1 Purpose of this report

- 1.1 This report summarises the work recently undertaken by the Employment and Skills Service to support businesses in the Aire Valley and outlines the services that can be provided to business to support the achievement of the Aire Valley Enterprise Zone objectives and link local residents from surrounding communities to employment opportunities.

2 Background information

- 2.1 The Aire Valley Leeds Enterprise Zone presents a significant opportunity to deliver economic growth that will have a major impact on the economy of Leeds and the wider city region. The Enterprise Zone has the potential to create 9,500 new jobs and deliver a £550m boost to the local economy. It also has the potential to act as a catalyst for the development of adjacent areas, with the Zone projected to influence the delivery of a further 40,000 jobs in the region by 2025.
- 2.2 The continued development of the area is important to driving continued economic growth and employment creation across Leeds. Companies that are locating within the Enterprise Zone also benefit from a range of incentives including reduced business rates, worth up to £275,000 over a five year period, simplified planning, superfast broadband of up to 100 MB, plus a bespoke package of recruitment and business support.
- 2.3 The local business base includes manufacturing, engineering, transport, distribution and a wide range of business to business service industries, including large national operations and smaller specialist firms. Key companies currently based in the Aire Valley include Arla Foods, the UK's largest dairy foods producer, dried foods manufacturer Symingtons, Hesco Bastion, Everbuild, Allied Glass, Cameron, Roberts Mart, Omega Signs, Mitsubishi PES and Siemens.

3 Working with Business

- 3.1 Through partnerships with agencies in the city, Employment Leeds provides a single point of contact and a more coherent offer of training and recruitment services to businesses located in Leeds and to companies wishing to expand or relocate to Leeds. The team seeks to link job ready individuals registered with the service to these vacancies. The team supports businesses to run information sessions and recruitment and assessment centres in local communities, and source local providers for pre-employment and customised training to meet their specific needs.
- 3.2 The team already works with a number of the large employers in the City covering a wide range of job roles in health and care; engineering and manufacturing;

printing; food and drink; financial and business services and retail at different levels but largely focused on entry level, semi-skilled and skilled jobs.

3.3 The Employment Leeds team is currently supporting the delivery of employment and skills and supply chain obligations on a number of high value contracts and S106 planning agreements where these requirements had been introduced by the Procurement and Planning services of the Council. These included the Leeds Arena, a number of retail developments across the city, and the recently approved PFI schemes for the recycling and energy recovery facility and the housing developments in Beeston Hill and Little London.

3.4 Where obligations are placed on developers and their site end users and contractors, the service will agree an Employment and Skills plan with them which details the employment profile i.e. the number and type of job / training opportunities against a timescale for recruitment and delivery. This enables the service to work with local partner agencies to provide skills training and or customised programmes to support individuals and businesses to access these opportunities. Early intervention with developers and contractors is key to securing and maximising employment outcomes.

4 Recent activity

4.1 Support has been provided to 30 businesses in the Aire Valley during April 2012 – July 2013. These cover a range of sectors including manufacturing / services to manufacturing sector with the remaining spread across construction, media, catering, wholesale distribution, other public and the financial and business services sectors.

4.2 The above activity supported 40 people to secure employment in a variety of roles and an additional 55 young people have accessed apprenticeships. All vacancies are notified to registered Jobshop customers and the provider network across Leeds and advertised on the Council website.

5 Current Business Activity

5.1 The planned development by Veolia at Newmarket Lane and the proposed developments by Watershed Packaging and Symington's at Thornes Farm will potentially generate between 300 to 500 job opportunities over the next 2 years. While Symington's will expand at the new site, new job roles will be created in other parts of the business in Leeds. These discussions are at an early stage and updates on progress will be provided as the developments move forward.

5.2 The contract for the new waste and recycling facility to be developed by Veolia includes employment and skills obligations. Two engagement events have been delivered with partners including Veolia, Clugston Construction, Construction Yorkshire and Housing, the Work Programme providers and Jobcentre Plus to support the delivery of these obligations. The community event focused on the range of job opportunities available, the skills required for the roles and the timeframes involved. The meet the buyer event was aimed at engaging local businesses in the supply chain and provided local businesses with the opportunity to meet with Veolia and their main contractor, Clugston construction.

5.3 The 2 events were held on the 5 August at the Richmond Hill Community Centre and the Leeds Mega Centre .The community event attracted 114 residents from across the city as detailed in Table 1below and the supply chain event attracted 15 local businesses interested in finding out more about the construction and ancillary contracting and supply opportunities.

5.4 The employment and skills obligations included in the contract for the construction and operation of the waste and recycling facility are set out below in Table 2. Those attending the community event have registered their interest in these jobs with Construction Yorkshire and will be advised as different trades are required for site works and will continue to be matched to them.

Table 1 Number of residents by ward attending the Veolia Community Information Event

Ward	No	Ward	No
Ardsley and Robin Hood	1	Killingbeck and Seacroft	2
Beeston and Holbeck	3	Kippax and Methley	1
Burmantofts and Richmond	43	Kirkstall	2
Chapel Allerton	3	Middleton Park	2
City and Hunslet	7	Not known	5
Crossgates and Whinmoor	2	Pudsey	1
Farnley and Wortley	4	Rothwell	1
Gipton and Harehills	8	Temple Newsam	21
Guiseley and Rawdon	1	Weetwood	1
Headingley	1	Wetherby	1
Hyde Park and Woodhouse	4		

Table 2 Employment & Skills Targets – Veolia Waste and Recycling Facility.

Skills Areas	Construction Phase Targets	Operational Phase Targets
New Entrants – skills development		
School/college site visits	20	500
School/college workshops	10	250
Education research projects	2	30
Work experience 16 – 17 years	10	125
Work experience/entry and level 1 qualifications 18 years plus	2	25
Apprentices – project initiated – no of years equivalent	2	25
Project initiated Higher Level Skills	2	25
Existing workforce – Skills development		
Health & safety tests (100%)	250 (max)	25
National Vocational Qualifications (50%)	125 (max)	30
Construction Skills Certification Scheme (CSCS) cards (100%)	250 (max)	15
Employment		
Employment (local)	170	30
Employment (others)	290	28
Total jobs created – Directly engaged on project	300 (at peak level)	43
Total jobs created	55	278

Total (14 + 15)	355	321
Target direct employees sourced from long-term unemployed	50	15
Business Engagement		
Business event held	5	5
Leeds businesses engaged on project	10	25
Yorkshire and Humber businesses engaged on project	15	30

6 Future Activity

- 6.1 Individual businesses locating in the Enterprise Zone will have individual workforce development plans and skills needs. These may depend on whether they are transferring the workforce from another site or growing their overall workforce, existing or potential future skills gaps. Businesses may wish to recruit to a small or a larger number of job roles at different levels requiring generic or specialist skills.
- 6.2 Discussions will take place with businesses choosing to locate in the Enterprise Zone at an early stage to identify their workforce plans and how Employment Leeds can support their implementation particularly through the recruitment of local residents to new opportunities.
- 6.3 The Jobshop network, website and social media plus outreach activity can be used to target opportunities to particular communities and or disseminate information city-wide where appropriate. The team also link with a network of local partners and FE and HE learning providers where specialist and higher level skills are required by businesses. . Members can support this process by encouraging local people seeking employment to register with the Jobshop (at Hunslet Library and Dewsbury Road One Stop Centre) or the Job Club at St George’s Centre Middleton where individuals can access a wide range of skills programmes and undertake preparatory work to complete up-to-date CVs, assessment centre and interview preparation.
- 6.4 The team will continue to work closely with Aire Valley Enterprise Zone Project Director to ensure that support is provided at the appropriate stage to ensure a seamless service and that opportunities are maximised for local residents to access training and job opportunities.

7 Corporate Considerations

7.1 Consultation and Engagement

- 7.1.1 Consultation on the Enterprise Zone has taken place at key stages with stakeholders and ward members. The most recent engagement with local communities and ward members was on the Waste and Recycling facility on the 5 August accessed by both local residents and businesses

7.2 Equality and Diversity / Cohesion and Integration

- 7.2.1 An equality impact assessment screening document has previously been produced for the development of the Aire Valley Enterprise Zone. This

recognised that a targeted approach to those areas with the highest rates of out-of-work claimants is required to ensure equality of opportunity for those furthest from labour market. Targeted information and support will be provided based on data on claimant numbers in and across localities and includes inner south Leeds.

7.3 Council policies and City Priorities

7.3.1 The Enterprise Zone contributes to the city's Growth Strategy and will contribute to the achievement of objectives set out in the Best Council plan 2013-2017 of "promoting sustainable and inclusive economic growth by improving the economic wellbeing of local people and businesses" with a specific focus on helping people into jobs and boosting the local economy.

7.4 Resources and value for money

7.4.1 Collaborative working with business and other partners will ensure that employment opportunities created through investment in the Enterprise Zone can be accessed by the adjacent communities. Support to enable local people to access job opportunities through publicly funded programmes, will reduce their benefit claim period and help them to develop the skills to secure, stay and progress in work and improve their lives.

7.5 Legal Implications.

7.5.1 There are no legal implications arising from the content of this update report.

7.6 Risk Management

7.6.1 There are no new risk management issues associated with this update

8.0 Conclusions

8.1 The Employment and Skills service has undertaken targeted work to support local people from communities with the highest levels of out-of-work claimants to acquire skills and move into work and is well placed to support access to jobs in the Enterprise Zone. Over 7,000 adult learners were supported to acquire new skills and over 3,000 people were supported to secure employment in 2012/13. This has been supported by partnership working and the use of employment and skills obligations e.g. over 300 jobs and apprenticeships at the First Direct Arena and 500 jobs and apprenticeships at Trinity Leeds.

8.2 Early discussions with inward investors, expanding businesses and developers will enable the service to draw up skills and employability support programmes and recruitment plans that meet their business needs. Priority will be given to providing training and employment opportunities for local people during construction and on completion of the schemes with end users in the Aire Valley Enterprise Zone. A range of methods will be used to make local people aware of these opportunities including jobshops, the Council website, social media and notifying local ward members.

9. Recommendations

The Area Committee is asked to:

- a) Note the contents of the report;
- b) Comment on the planned approach to support businesses locating to the Enterprise Zone and how local people will be connected to subsequent employment opportunities;
- c) Instruct officers to liaise with and support the Employment, Skills and Welfare Area Lead member to maintain an overview of the developing approach and provision to support local people to access training and employment through the Inner South Employment & Skills Board.

10.0 Background documents¹

10.1 There are no background documents associated with this report.

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.

This page is intentionally left blank

Report of Director of Children’s Services

Report to Inner South area committee

Date: Wednesday 6th November 2013

Subject: Children’s Services area committee update report

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

Summary of main issues

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

Recommendations

4. The area committee lead for Children’s Services meets with the area head of targeted services and local authority partner to discuss local issues and future initiatives.
5. Area committee confirm if a workshop on basic need/school places is required.

1 Purpose of this report

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

2 Background information

- 2.1 As part of the ambition for Leeds to become the best city in the UK Children's Services aspires to become the best city to grow up in - a child friendly city. This ambition will be realised by improving outcomes against the three 'obsessions', five outcomes, and 12 priorities in the children and young people's plan, which is overseen by the multi-agency Children's Trust Board and implemented locally by the 25 local cluster partnerships of schools and other key local services.
- 2.2 To improve outcomes for all children and young people, but especially the most vulnerable, Leeds has a clear strategy for ongoing service improvement. This is centred on providing better early intervention, using initiatives such as: Families First (the Leeds approach to the national troubled families initiative) 'Early Start' - which integrates local early years and health services; and restorative practices such as family group conferencing, to empower families with the support, skills, tools and confidence to address the challenges they face. By doing this successfully we can reduce the need for more significant service intervention, reducing the social and financial cost of children being taken into care.
- 2.3 Overall, progress against this strategy is continuing positively. The number of children and young people who are looked after in Leeds is safely and appropriately reducing. This has already delivered significant savings when mapped against projected numbers had they continued to rise at their past rate. Feedback from the inspection activity that has taken place so far this year reflects positively on Leeds' progress, specifically a thematic inspection of the Independent Reviewing Officer Service, and a pilot visit to examine elements of the Ofsted inspection of services for looked after children and care leavers. Ofsted has not inspected safeguarding arrangements in Leeds since 2011, indicating that Leeds is regarded much more positively than in the past. A growing number of requests from other authorities and partners to visit and view our services suggest that Leeds is gaining a national reputation for innovation and improvement.
- 2.4 However, preparation for a forthcoming inspection remains a high priority. Ofsted is introducing a new framework, *the inspection of services for children in need of help and protection, children looked after and care leavers* in November 2013. This significantly raises standards and expectations of local authorities, in conjunction with the earlier change in Ofsted judgements from 'adequate' to 'requires improvement'. Preparations aim to ensure that Leeds demonstrates the

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

- 2.5 Strong partnerships continue to be the key to effective strategic and service delivery. On a citywide level, this is being developed positively through the ongoing development of the child friendly Leeds initiative. A number of significant businesses and organisations are now actively involved in supporting child friendly initiatives; this includes BT, Marks and Spencer, and First Direct. In total, 131 organisations have made pledges of support. This is complemented by the 146 child friendly Leeds ambassadors, including the Olympian Nicola Adams, and Leeds Rhinos player Danny McGuire. A strong partnership with the BBC has been established, which led to a successful CBBC Live in Leeds event at the start of the summer holiday. This attracted over 38,000 visitors to the city centre and provided a significant boost to the profile of the city.
- 2.6 At a local level, this partnership approach is developing through the continuing evolution of the cluster model. The recent review of area working identified the need to more clearly understand the relative roles and responsibilities of area committees and other partnership bodies, including clusters used in Children's Services. The relationship between area committees and clusters is central to this. Elected member representatives to Children's Services clusters have been appointed by area committees, formalising the link between the two. Local authority partners and area heads of targeted services are available to meet with the Children's Services leads from each area committee to discuss local issues and identify opportunities for closer working.
- 2.7 Leeds has also reached the final stages in our 'integration pioneer' bid, which, if successful, would see the city become a national pioneer in developing the way we integrate health and social care services. If successful, through our children and young people's plan, and our health and wellbeing strategy, Leeds will be better placed to make joined-up decisions about spending money and planning services, and increase the pace of implementation for the early start initiative, including services for children with complex needs.
- 2.8 Partnership with schools will continue to be crucial as we move into a new academic year. Drawing on the closer working that has been fostered through the strong relationship with the seconded head teachers, Leeds will continue to put schools at the heart of work to improve outcomes. This will be particularly critical as we move forward with the basic need agenda. The rising child population in Leeds is a key challenge in ensuring there are sufficient places at schools. This is already a known issue in primary schools, and is becoming increasingly evident in secondary schools.
- 2.9 Leeds has been awarded a £13.8m share of £820m made available by the DfE for new school places, as part of the targeted basic need programme. The places must be delivered by September 2015. Further information, with a specific reference to local issues, is available through a basic need workshop if required.
- 2.10 The Ruth Gorse Academy (secondary school), offering 190 year seven places, has been approved to pre-opening stage, and is set to open in September 2014. This will be located in the Inner South area committee area.

3 Main issues

Performance update

- 3.1 Appendix one (page nine) provides data and commentary on current performance for the area committee, which is summarised below. Data from the same period 12 months ago is used where possible for direction of travel/progress analysis. Figures may be rounded up/down in the following commentary.
- 3.2 Further, more detailed information is available via the following websites:
- The cluster profile (<https://www.leedsinitiative.org/ClusterDataProfile.aspx>).
 - The West Yorkshire observatory (<http://www.westyorkshireobservatory.org/>).
 - The Department for Education's 'in your area' website (<http://www.education.gov.uk/cgi-bin/inyourarea/areasearch.pl?search=Leeds>).

Inner South area committee commentary

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

- 3.3 The number of children and young people looked after who come from the Inner South area committee area remains stable (299 in June 2012; 300 in June 2013). This is 22 per cent of the total looked after cohort, the second highest of all area committees. The number of children and young people entering care in the first three months of 2012/13, however, was double (24) the figure for the same period 12 months ago (12).
- 3.4 38 more children and young people (a 21 per cent increase: 179 to 217) from the Inner South area committee area are subject to a child protection plan in June 2013 than in June 2012. This is one of the highest rises of all area committees, set against a modest rise of just 0.3 per cent in the citywide figure. 24 per cent of the total child protection cohort comes from the Inner South area committee area, the highest proportion of all area committees.
- 3.5 34 per cent more CAFs were initiated in the first three months of 2012/13 (47) when compared to the same period 12 months ago (35). This rise is above the citywide rise of 27 per cent.
- 3.6 Four per cent more requests for service were received from the Inner South area committee area between April and June 2013 (1,474) than between April and June 2012 (1,417). This is counter to the citywide reduction of four per cent. The number of referrals received from the Inner South area committee area rose, also counter to the citywide reduction of three per cent. Six more referrals (one per cent) were received between April and June 2013 (596) than between April and June 2012 (590). The conversion rate (percentage of requests for service that become a referral) has reduced from 41.6 per cent in April to June 2012, to 40.4 per cent in April to June 2013. These trends are consistent with the improvements made to our front door practice on how child protection inquiries are best handled.

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

- 3.7 The percentage of 'not known' young people in the Inner South area committee area has reduced by seven percentage points, from 21.5 per cent in June 2012 to 14.5 per cent in June 2013. This percentage remains high, although it is partly inflated due to a recording issue. Any not knowns for whom an address is not available have igen's (the data provider) Eastgate office postcode entered on the recording system (the field cannot be left blank). This postcode is in the Inner South area, so a proportion of the not knowns for the Inner South are actually young people living somewhere in the city. The percentage of young people identified as NEET has risen from 7.5 per cent in June 2012 to nine per cent in June 2013.
- 3.8 There is a correlation between a reduction in not known rates, and a rise in NEET levels; the status of more young people is known after sweeps and telephone calls. Targeted support offers mean that the NEET cohort is better informed and supported in trying to find/access education, employment, or training.
- 3.9 Paragraph 3.21 outlines that 2012/13 was the second best year for attendance levels in the city but slightly down on 2011/12 largely due to autumn term sickness. Inner South area committee area attendance levels in primary schools remained stable between 2011/12 and 2012/13 at 94.8 per cent, which is half a percentage point below the city average. Secondary school attendance levels reduced by just over half a percentage point to 92.7 per cent, the second largest reduction of all area committees. The current attendance level is one percentage point below the citywide average, and is the third lowest of all area committees.
- 3.10 Persistent absence in primary schools in the area reduced by 17 per cent, from 279 in 2011/12 to 232 in 2012/13 (47 fewer pupils). This was the only area committee where a reduction was recorded, and is significantly different to the 13 per cent rise seen across the city. Secondary school persistent absence rose, however, by 13 per cent, from 193 to 218 (25 additional pupils). The citywide performance shows a 0.5 per cent reduction.

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

- 3.11 The number of children and young people committing an offence reduced from 157 in 2011-12 to 112 in 2012-13, a 29 per cent drop. This is in line with the citywide reduction of 30 per cent.

Local Ofsted inspections

- 3.12 One additional primary school in the Inner South area committee area (Ingram Road Primary School) is now rated as good by Ofsted. This brings the percentage of primaries rated as good or better to 68 per cent, four percentage points higher than in December, with three primary schools (Beeston Hill St Luke's, Greenmount, and St Anthony's) all rated as outstanding. There is no change in the percentage of secondary schools rated as good or better (50 per cent). South Leeds Academy remains rated as inadequate.

- 3.13 There has been a change in the rating of the single children's home in the Inner South area committee area, with it now being rated as good.

City commentary

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

Children and young people are safe from harm

- 3.15 Children looked after numbers (1,358) are at their lowest point since November 2009, with June's figure five per cent lower than the same point 12 months ago. More children and young people entered care between April 2013 and June 2013 than the same period 12 months ago, but the numbers leaving continue to rise.
- 3.16 The number of children and young people subject to a child protection plan is virtually unchanged from a year ago at 897 (894 in June 2012). It is, however, six per cent lower than the December 2012 figure of 956.
- 3.17 Four per cent (311) fewer requests for service (contact received by the Duty and Advice Team), and three per cent (89) fewer referrals (those requests for service that were deemed to require Children's Social Work Service involvement), were received between April and June 2013 compared to the same period a year ago.
- 3.18 Twenty-seven per cent more CAFs (65) were initiated in the first three months of 2012/13 compared to the same period a year ago; this is equivalent to 22 additional CAFs per month.
- 3.19 There are five per cent more Council-employed foster carers (an increase of 28, to 578) in June 2013 than in December 2012. This should rise further in the coming months, as fourteen independent fostering agency foster carers may become Council-employed. The number of family placement foster carers is four higher in June 2013 (108) than December 2012 (104).

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

- 3.20 Across Leeds primary schools, attendance declined by half a percentage point to 95.3 per cent between half-terms one to four in 2011/12 and half-terms one to four in 2012/13. There were 207 more primary age pupils being persistently absent in the first two terms of 2012/13 compared to same period in 2011/12.
- 3.21 Attendance at Leeds secondary schools was 93.8% in the first two terms of 2011/12, and this has fallen only very slightly to 93.7% in the first two terms of 2012/13. Sixteen fewer secondary school age pupils were persistently absent in the first two terms of 2012/13.
- 3.22 Although attendance at both phases has declined slightly, the most recent figures are the second best attendance rates ever recorded in Leeds. Much of the difference in attendance rates is accounted for by higher levels of absence due to sickness in the autumn term of 2012/13, compared to the autumn term of the previous year. Rates of absence due to sickness levels were at an exceptionally low level across the country in the autumn term of 2011/12, and attendance in

Leeds mirrored this trend. Absence levels in autumn term 2012 remain lower than in autumn term 2010 and previous years.

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

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

Children and young people choose healthy lifestyles

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

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

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

Ofsted inspections

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

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

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

3.30 100 per cent of the eleven directly managed local authority children's homes in Leeds are currently rated good or outstanding, a significant improvement from 36 per cent (four) that were good or outstanding at 31 December 2012.

4 Corporate considerations

4.1 Consultation and engagement

4.1.1 This report is for area committee meetings, which involve a wide range of partners and stakeholders. Consultation and engagement is integral to the work of

Children's Services and the Children's Trust, as evidenced in child friendly city work.

4.2 Equality and diversity/cohesion and integration

4.2.1 Equality issues are implicit in the information provided. The differences shown illustrate that there are different levels of need and of outcomes across the city. Additional equality analysis of the information provided is undertaken, and the detailed information already provided to clusters is powerful intelligence that can be used to help focus priorities and narrow the gap.

4.3 Council policies and city priorities

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

4.4 Resources and value for money

4.4.1 There are no resource implications in this report.

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

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

4.6 Risk management

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

5 Conclusions

5.1 Not applicable, as this report is information based.

6 Recommendations

6.1 The area committee lead for Children's Services meets with the area head of targeted services and local authority partner to discuss local issues and future initiatives.

6.2 Area committee confirm if a workshop on basic need/school places is required.

7 Background documents¹

7.1 There are no background documents to accompany this report.

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

Appendix one: performance data for Inner South area committee

Autumn 2013 Children's Services performance update

Measure	Leeds	Inner S	Current data period	Highest	Average	Lowest			
1. Number of children and young people 0-19	173,462	18,702	January 2013	24,510	17,289	11,609			
2. Percentage of children and young people	n/a	10.8%	January 2013	14.1%	10.0%	6.7%			
3. Number of primary schools	218	22	Current	28	22	15			
4. Number of secondary schools	36	2	Current	6	4	2			
4a. Number of through schools	2	0	Current	2	0	0			
5. Number of children's centres	58	7	Current	11	6	3			
<p>Commentary The Inner South area committee has 10.8 per cent of the city's 0-19 population, (18,702 children and young people). There are 22 primary schools, two secondary schools, and seven children's centres located within the area committee boundary.</p>									
Keeping children safe from harm	Leeds	Inner S			Current data period	Highest	Average	Lowest	
		Current reporting period	Previous reporting period	Direction of travel					
6. Number of children looked after	1,358	300	299	↔	30 June 2013	389	131	22	
7. Number of children entering care	106	24	12	↔	Apr-Jun 2013	32	14	5	
8. Number of children subject to a child protection plan	897	217	179	↔	30 June 2013	217	88	15	
9. Number of CAFs initiated	308	47	35	↔	Apr-Jun 2013	55	30.2	17	
10. Number of requests for service	8,695	1,474	1,417	↔	Apr-Jun 2013	1,701	794	347	
11. Number of requests for service leading to a referral	2,964	596	590	↔	Apr-Jun 2013	635	282	83	
12. Number of LCC-employed foster carers	578	67	59	↔	30 June 2013	83	50	23	
12a. Number of family placement foster carers	108	14	11	↔	30 June 2013	16	11	6	

Commentary

The number of children and young people looked after who come from the Inner South area committee area remains stable (299 in June 2012; 300 in June 2013). This is 22 per cent of the total looked after cohort, the second highest of all area committees. The number of children and young people entering care in the first three months of 2012/13, however, was double (24) the figure for the same period 12 months ago (12).

38 more children and young people (a 21 per cent increase: 179 to 217) from the Inner South area committee area are subject to a child protection plan in June 2013 than in June 2012. This is one of the highest rises of all area committees, set against a modest rise of just 0.3 per cent in the citywide figure. 24 per cent of the total child protection cohort comes from the Inner South area committee area, the highest proportion of all area committees. 34 per cent more CAFs were initiated in the first three months of 2012/13 (47) when compared to the same period 12 months ago (35). This rise is above the citywide rise of 27 per cent.

Four per cent more requests for service were received from the Inner South area committee area between April and June 2013 (1,474) than between April and June 2012 (1,417). This is counter to the citywide reduction of four per cent. The number of referrals received from the Inner South area committee area rose, also counter to the citywide reduction of three per cent. Six more referrals (one per cent) were received between April and June 2013 (596) than between April and June 2012 (590).

Do well in learning and have the skills for life	Leeds	Inner S			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
13. Primary school attendance levels	95.3%	94.8%	94.8%		2012-13 HT 1-4	96.2%	95.3%	93.9%
14. Secondary school attendance levels	93.7%	92.7%	93.3%		2012-13 HT 1-4	94.6%	93.3%	91.1%
15. Number of pupils persistently absent at primary	1,839	232	279		2012-13 HT 1-4	417	184	83
16. Number of pupils persistently absent at secondary	3,067	218	193	↔	2012-13 HT 1-4	474	307	162
17. Number of NEET ⁱ	1,501	256	214	↔	30 June 2013	330	149	47
17a. Percentage of NEET ⁱ	6.7%	9.1%	7.5%	↔	30 June 2013	10.5%	6.2%	2.6%
18. Number of 'not knows'	1,283	408	616		30 June 2013	408	116	41
18a. Percentage of 'not knows'	5.5%	14.5%	21.6%		30 June 2013	14.5%	4.7%	2.2%

Commentary

Inner South area committee area attendance levels in primary schools remained stable between 2011/12 and 2012/13 at 94.8 per cent, which is half a percentage point below the city average. Secondary school attendance levels reduced by just over half a percentage point to 92.7 per cent, the second largest reduction of all area committees. The current attendance level is one percentage point below the citywide average, and is the third lowest of all area committees. Persistent absence in primary schools in the area reduced by 17 per cent, from 279 in 2011/12 to 232 in 2012/13 (47 fewer pupils). This was the only area committee where a reduction was recorded, and is significantly different to the 13 per cent rise seen across the city. Secondary school persistent absence rose, however, by 13 per

cent, from 193 to 218 (25 additional pupils). The citywide performance shows a 0.5 per cent reduction.

The percentage of 'not known' young people in the Inner South area committee area has reduced by seven percentage points, from 21.5 per cent in June 2012 to 14.5 per cent in June 2013. This percentage remains high, although it is partly inflated due to a recording issue. Any not knowns for whom an address is not available have igen's (the data provider) Eastgate office postcode entered on the recording system (the field cannot be left blank). This postcode is in the Inner South area, so a proportion of the not knowns for the Inner South are actually young people living somewhere in the city. The percentage of young people identified as NEET has risen from 7.5 per cent in June 2012 to nine per cent in June 2013.

Voice and influence	Leeds	Inner S			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
19. 10-17 year olds committing an offence	672	112	157		Apr 12 - Mar 13	167	67	18
Ofsted inspections	Leeds	Inner S			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
20. Percentage of primary schools good or better	83%	68%	64%	æ	31 July 2013	93%	82%	68%
21. Percentage of secondary schools good or better	58%	50%	50%		31 July 2013	75%	56%	25%
22. Percentage of children's centres good or better	81%	80%	80%		31 July 2013	100%	88%	60%
23. Percentage of children's homes good or better	73%	0%	0%		31 July 2013	100%	58%	0%
Ofsted judgement - Inner South	Current period: 31 July 2013				Previous period: 31 Dec 2012			
	Outstanding	Good	Satisfactory	Inadequate	Outstanding	Good	Satisfactory	Inadequate
24. Primary schools	3	12	6	1	3	11	7	1
25. Secondary schools	0	1	0	1	0	1	0	1
26. SILCs (citywide)								
27. Pupil referral units (citywide)								
28. Children's centres	0	1	1	0	0	4	1	0
29. Children's homes	0	0	1	0	0	0	1	0

Commentary

One additional primary school in the Inner South area committee area is now rated as good by Ofsted, bringing the percentage of primaries rated as good or better to 68 per cent, four percentage points higher than in December. Cottingley Primary School remains rated as inadequate. There is no change in the percentage of secondary schools rated as good or better (50 per cent). South Leeds Academy remains rated as inadequate.

There has been no change in the rating of the single children's home in the Inner South area committee area, with it remaining at adequate.

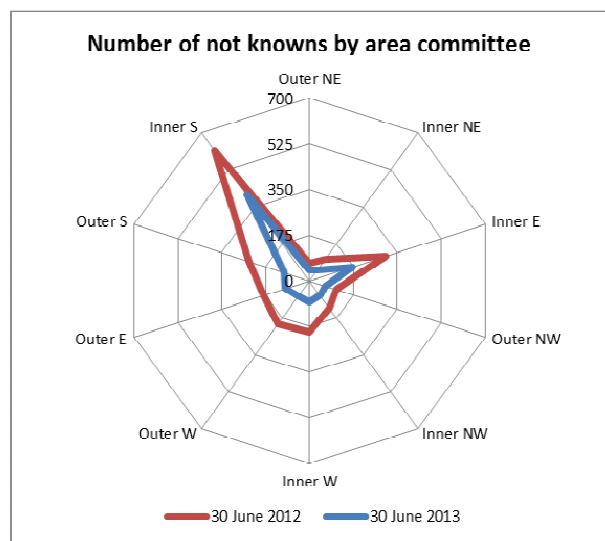
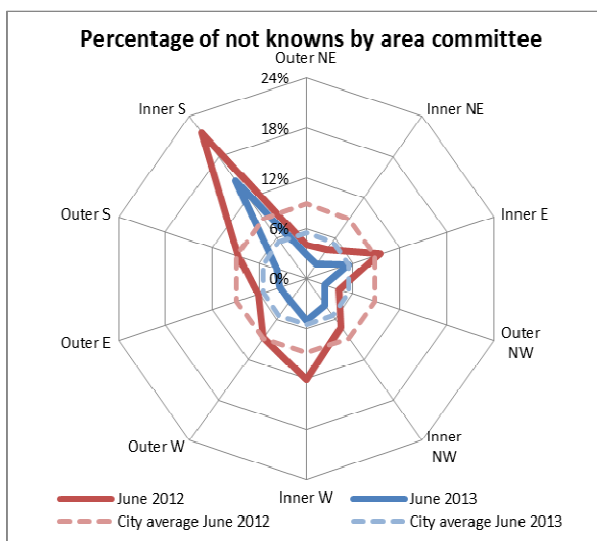
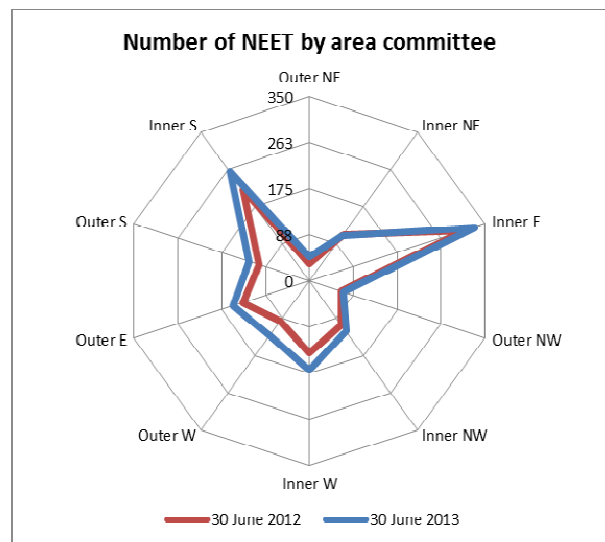
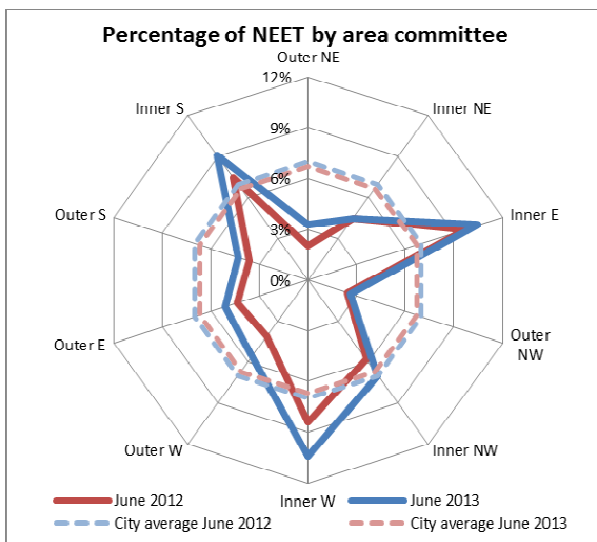
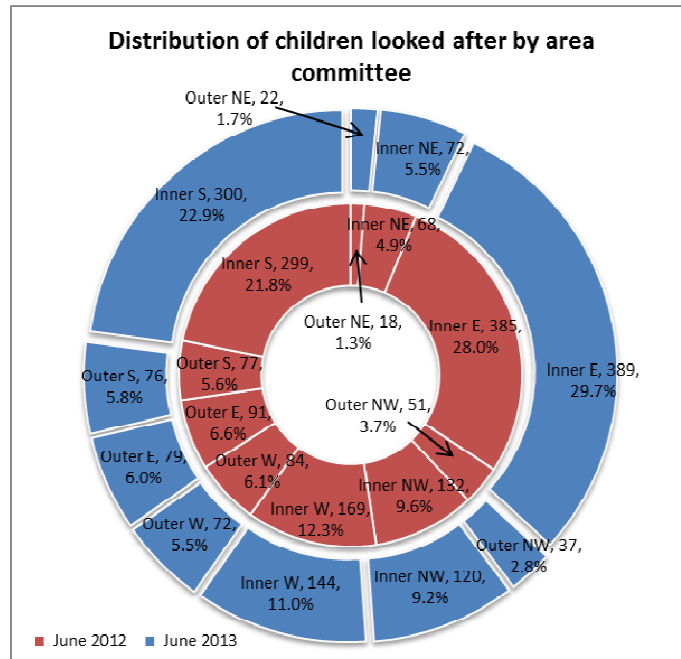
Secondary schools	Current period		Previous period		Direction of travel	
	Ofsted	Attendance	Ofsted	Attendance	Ofsted	Attendance
Cockburn High School	2	94.5%	2	94.1%		↻
South Leeds Academy	4	90.6%	4	92.3%		

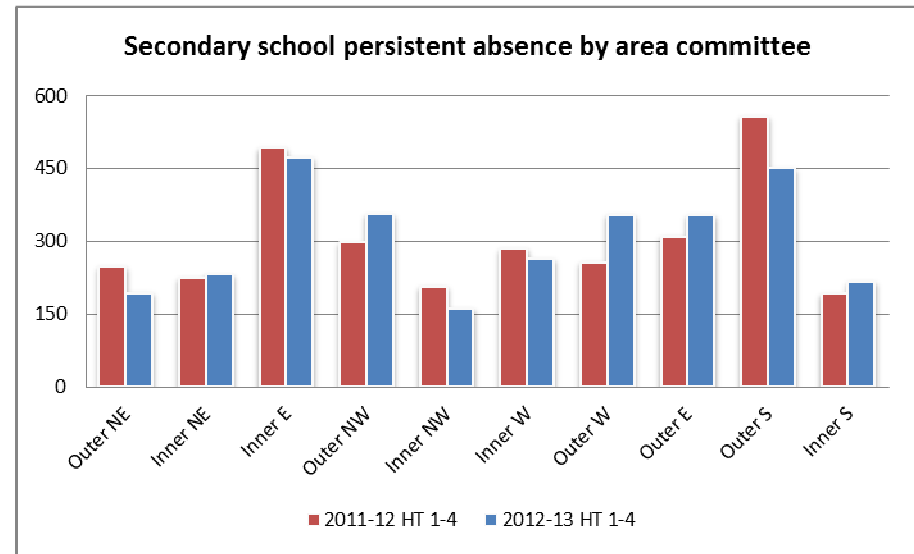
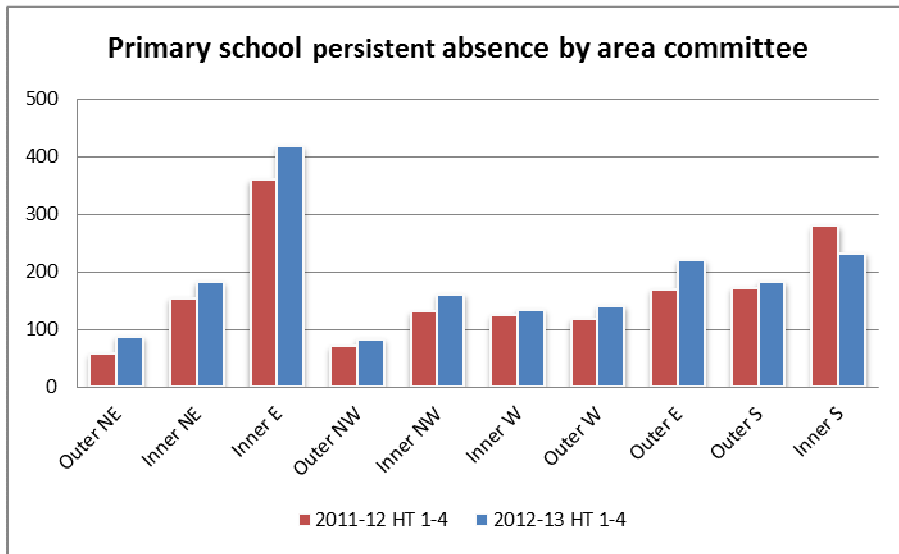
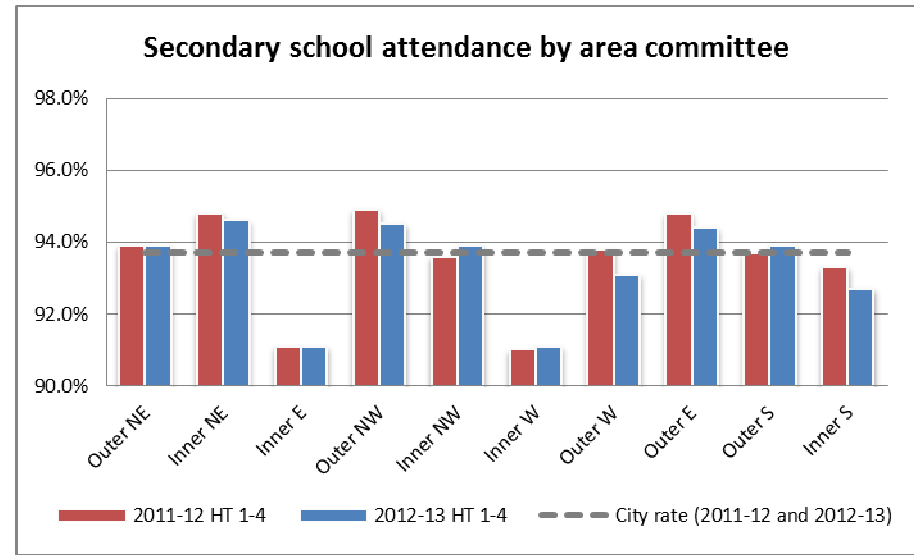
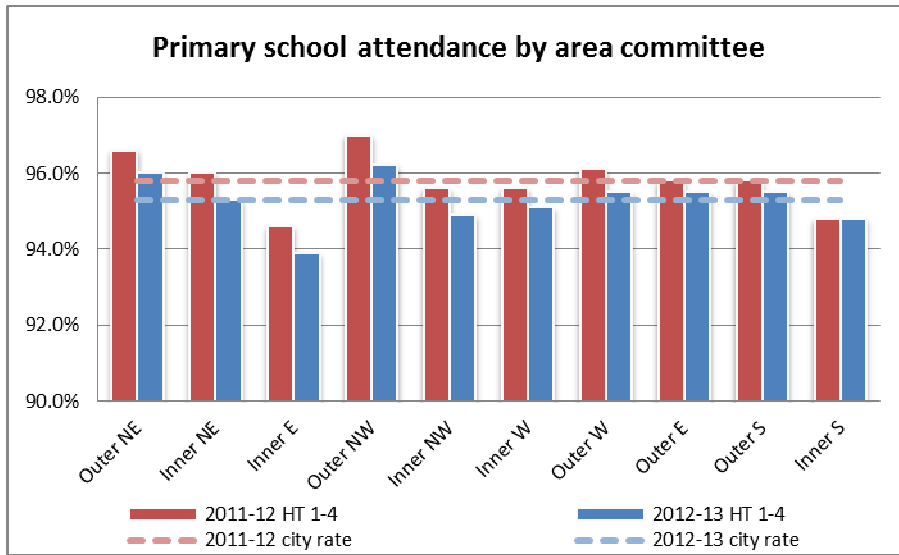
Key: AY - academic year FY - financial year HT - half term ... data below five (suppressed for confidentiality)

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

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

Appendix two: CYPP obsessions - graphs and charts







Report author: Richard Jackson, David Smith VAL on behalf of Third Sector Leeds. Sarah Gill
Tel: 0113 297 7924

Joint Report of the South East Area Leader and Chief Officer of Voluntary Action Leeds

Report to South (Inner) Area Committee

Date: Wednesday 6th November 2013

Subject: Strengthening relationships between the Inner South Area Committee and the Third Sector

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): City and Hunslet, Beeston and Holbeck, Middleton Park		
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

There is a need to strengthen strategic relationships between the Area Committee and the Third Sector; currently there is an engagement with individual organisations and networks (e.g. Healthy Lives Leeds and Young Lives Leeds) but not the sector as a whole.

In July 2013, the South (Inner) Area Committee Chair spoke at an event designed to launch a Third Sector network for the South East Area, Third Sector Leeds Goes Local. The support of the Area Committee is sought for the direction of travel and the next steps in this work.

Recommendations

The Area Committee is asked to:

- a) Note the content of the report
- b) Support the work being done to strengthen links between the Third Sector and Area Committees
- c) Discuss and agree key initiatives outlined in 3.4 for the Area Committee and Third Sector Leeds (TSL) South East to take forward aimed at strengthening

their relationship and better meeting the needs of local communities through collaboration.

1 Purpose of this report:

- 1.1 Update the Area Committee about recent developments regarding work with the voluntary, community, faith and social enterprise sector. Throughout the report these will be referred to as the Third Sector.
- 1.2 Seek members support for the direction of travel outlined in this report.
- 1.3 Present key initiatives for the Area Committee to discuss and agree regarding how to strengthen their relationship.
- 1.4 Seek approval for the recommendations.

2 Background information

- 2.1 The Third Sector in Leeds and more specifically in the Inner South Area is well developed. Across Leeds it is estimated to comprise of over 3000 organisations (of which about half are registered charities). Between them these organisations have around 20,000 paid employees, over 50,000 unpaid volunteers and a turnover of approx £400 - £500 million.
- 2.2 The underpinning rationale and principles of partnership working between the Council and the sector are set out in the Compact for Leeds (**Appendix 1**). It sets out 7 principles to guide public sector and third sector working relationships. It was launched in June 2010 and approved by the Council's Executive Board in the autumn of 2010. The Compact for Leeds is being refreshed to ensure its continuing relevance.
- 2.3 The Council's total investment in the sector is over £100 million per annum. Despite recent reductions in the Council's budget, it is still a very significant part of the mix of service delivery. The ConnectLeeds database developed by a partnership led by Voluntary Action Leeds identifies over 400 organisations with their main base in the South East area. In Inner South there is a wide range of provision from larger organisations such as Health for All, the Hunslet Club and Hamara; neighbourhood networks providing services to older people; residents associations, community groups, sports clubs and faith based organisations. Some of the organisations based in the area serve a much larger area. The spread is not even; the sector is much less visibly present in some communities than in others. It should be noted that a significant number of city wide organisations also provide services to the South East.
- 2.4 It is important to acknowledge that it is difficult to maintain up to date information about the sector. There is a huge amount of change as larger organisations adapt to the changing funding environment, and as smaller ones grow, develop and sometimes decline. By working together, councillors, officers and infrastructure organisations such as Voluntary Action Leeds (VAL) can improve their knowledge of trends and developments both locally and citywide and ensure a vibrant, diverse, and valued Third Sector into the future.

Support services for the Sector

- 2.5 VAL is based in Hunslet. It is the largest support and development organisation in the city, created following the merger with Leeds Voice in October 2011. It provides a wide range of services including networks and forums, volunteering development services including a city centre volunteer centre at the Great George St One Stop Shop, small groups development; commissioning support, fundraising, a comprehensive training programme, room and equipment hire. It works closely with other support and development organisations. Some like the West Yorks Community Accountancy Service are co-located with VAL at Stringer House; and others such as Leeds Community Foundation, Volition, Leeds Older People's Forum and Equality Leeds (formerly Leeds Racial Equality Council) are based in the city centre.
- 2.6 Support and development services are going through a period of significant change. The Transform Leeds programme funded by the Office of Civil Society has provided an opportunity to review their effectiveness and raise their game to meet the challenges that the sector faces. The Council is considering how its investment in support and development services can be deployed to ensure the best value for money possible for the city.

Third Sector Leeds.

- 2.7 The partnership between the Council and the sector is well developed at the city wide level. TSL is recognised as the formal channel of representation at this level. It is the alliance that brings together key networks and forums, support and development organisations and some of the larger organisations in the city. VAL provides the secretariat function for TSL.
- 2.8 TSL is engaged with the partnerships structure, comprising the five strategic partnership Boards, (Children's Trust, Communities Partnership, Health and Well Being Board, Housing and Regeneration Board, Sustainable Economy and Culture Board); and the Safer Leeds Executive. The Third Sector Partnership brings together representatives of TSL with Council Directorates, the NHS and other partners to work together to maintain and develop a thriving third sector in Leeds. The Third Sector Partnership is chaired by Councillor Adam Ogilvie, supported by Councillor Christine Macniven and a lead Director.

3 Main issues

3.1 Third Sector Leeds Goes Local

3.1.1 A pilot initiative is underway between July 2013 and March 2014 to bring the Third Sector in the South East area together. The aims of the project are to:

- a) make better use of existing partnership arrangements at the area and city wide level;
- b) improve networking and collaboration within the sector;
- c) identify challenges facing communities in South East Leeds that could be tackled most effectively by strengthening partnership work with the sector.

3.1.2 A number of discussions have taken place recently about how the partnership between the Council and the Third Sector can be strengthened at a local level, especially with Area Committees. Richard Jackson, the Chief Officer of VAL recently attended a meeting of Area Committee Chairs in the South East on the 24th May 2013. Some of the issues which were identified include:

- a) sector attendees at Area Committees speaking from an organisational rather than sector wide perspective;
- b) the need for Area Committees to be able to access expertise in the sector more easily;
- c) communication between councillors and the sector, especially activity not directly supported by the Area Committee;
- d) the need to get meaningful consultation and involvement from the sector in key developments.

Wellbeing Funding and the Third Sector

3.2 South East Area Support Team has recently undertaken a piece of work looking at the added value of Wellbeing funding. The table below shows an element of this work around the added value that Wellbeing funding brings to Third Sector activity within the South East Area.

2012/13	Number of projects supported	Would not have gone ahead without Area Committee Funding	Council Led	Public Sector Partner Led	Third Sector Led
Outer East	58	44	40	6	12
Inner South	31	22	14	8	9
Outer South	24	13	9	7	8
Total	321	242	165	52	104

It is also relevant to note that almost a third of the £4.85 million of matched investment during 2012/13 is from In Kind volunteer time (£1.4 million).

3.3 TSL and the SE Area Leader worked together to design and deliver an event on Monday 22 July – ‘Third Sector Leeds Goes Local’. The event was attended by over 40 people from across the sector. Councillors Angela Gabriel and Paul Truswell talked about the role of Area Committees and Neighbourhood Improvement Boards and outlined the challenges facing the Council. David Smith and Adrian Curtis described the support available to the local Third Sector from support and development organisations and the strategic role played by TSL. Five challenges for collaboration were identified:

1. The integration agenda for social care
2. The health inequalities gap

3. The need for the Council to work with local communities to bring about behaviour change e.g. to improve the cleanliness of public spaces
4. Reducing the number of young people not in education, employment or training
5. Development of an approach to the Council's asset base.

Initiatives to Strengthen the Relationship between the Area Committee and Third Sector

3.4 Area Committee members are asked to discuss and consider the following key initiatives:

- a) build on current collaboration of local commissioning of the Third Sector and establish an 'intelligent commissioning' arrangements that aims at ensuring the third sector organisations are prepared to engage with local commissioning arrangements in the relevant timescales;
- b) the Area Committees receive an annual update report from TSL regarding Third Sector activity and impact within their area of responsibility. This report would provide a 'State of the Sector' within the locality, aimed at facilitating a greater understanding of the services and support the Third Sector can offer but also what changes in delivery are occurring;
- c) a Third Sector lead organisation is identified to work alongside Area Committee Leads for:
 - Children's Services
 - Environment and Community Safety
 - Health and Wellbeing and Adult Social Care
 - Employment, Skills and Welfare Reform
- d) the Area Committee and TSL work together to ensure relevant and effective Third Sector involvement on the following groups is maintained:
 - Environmental Sub Group
 - SE Welfare Reform Group
 - South East Leeds Debt Forum
 - Community Centres Sub Group
 - Children and Young Peoples Group
- e) Third Sector support and development providers work in mutually supportive arrangements with the Neighbourhood Improvement Officers (funded by Inner South and Outer South Area Committee) aimed at working together to develop community capacity within priority neighbourhoods.
- f) In order to further the impact and value added of Wellbeing funding, the Area Committee should consider setting a target for percentage increase in the number of Third Sector led projects delivered through this fund.

3.5 A further meeting of the TSL South East Area Network will take place on Tuesday 26 November 2013.

3.6 A roll out of the 'TSL Goes Local' initiative into the other areas of Leeds has been agreed. It will occur over the six months of this pilot project with the target of establishing networks in other areas by the end of March 2014.

4. Corporate Considerations

4.1 Consultation and Engagement

4.1.1 40 Third Sector organisations attended the event on 22 July and were supportive of the work being developed by TSL and the Area Leader with support from VAL as the TSL Secretariat. The Director of Commissioning for the South East Clinical Commissioning Group was also present and supports the initiative.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 Third Sector organisations represent the whole range of communities of interest in the area. Improved third sector networking supports better understanding between them.

4.3 Council policies and City Priorities

4.3.1 The work contributes to the achievement of the headline indicators in the City Priority Plan, especially those set out in respect of Best City for Communities.

4.4 Resources and value for money

4.4.1 There is no additional expenditure involved; the pilot project described in the body of the paper is being carried out within existing resources. It is important to acknowledge the time committed to the initiative by VAL, the Council, the NHS, Health for All, Groundwork and all those who attended the event as participants.

4.5 Legal Implications, Access to Information and Call In

4.5.1 There are no legal implications to the council in the advancement of improved relationships and ways of partnership working with Area Committees.

4.6 Risk Management

4.6.1 There is no risk to the council in the advancement of improved relationships and ways of partnership working with Area Committees.

5. Conclusions

5.1.1 The pilot project being undertaken in the South East by VAL will give a lead in the city to improving the partnership arrangements between the council locally and the Third Sector. It will focus effort on key challenges that need a Third Sector contribution to significantly improve the quality of life for local communities.

6. Recommendations

6.1 The Area Committee is asked to:

- a) Note the content of the report;
- b) Support the work being done to strengthen links between the Third Sector and Area Committees;
- c) Discuss and agree key initiatives outlined in 3.5 for the Area Committee and Third Sector Leeds (South East) to take forward aimed at strengthening their relationship and better meeting the needs of local communities through collaboration.

7. Background documents¹

7.1 No background papers.

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.

Working Together

Involving Communities

Sharing Information

Allocating Resources

**Building
Communities and
Third Sector Capacity**

**Promoting
Volunteering**

**Promoting Equality,
Fairness and Good
Community Relations**

compact for leeds
public and third sector
working together for the people of leeds





June 2010

An agreement to strengthen working relationships between the public and third sectors in order to deliver the best possible outcomes for the people of Leeds.

The Compact for Leeds sets out seven principles to guide public and third sector working relationships:

- **Working Together:** creating a Leeds where public and third sector partners work together to more effectively meet the needs and aspirations of the people of the city.
- **Involving Communities:** creating a Leeds where partners work together to ensure that people can make a difference and have a voice that shapes decisions.
- **Sharing information:** creating a Leeds where partners are open and share information and intelligence appropriately, so that everyone can make informed decisions in the interests of the people of the city.
- **Allocating Resources:** creating a Leeds where partners work together within legislative and economic constraints, to ensure that the available funding, the in-kind support and other resources are used in the most effective way and are directed to the agreed priorities and needs of the people of Leeds.
- **Building Communities and Third Sector Capacity:** creating a Leeds where partners work together to ensure that support is in place to help build communities so that they can take action together and contribute to the development of the city.
- **Promoting Volunteering:** creating a Leeds where partners work together to ensure that formal and informal volunteering is encouraged, promoted, valued and recognised.
- **Promoting Equality, Fairness and Good Community Relations:** creating a Leeds where partners work together to ensure that equality and fairness are at the heart of all decision making and where conditions are created for good community relations in all parts of the city, and across all communities.

The Compact – the history and the intention:

The Compact for Leeds builds on the commitment made by the signatories to the Leeds Strategic Plan, to create an environment for a thriving third sector.

The first Compact for Leeds was adopted in 2003 by the Leeds Initiative on behalf of public and third sector partners. Many of the 2003 Compact aspirations are now embedded into everyday practice and policy. The third sector is a key and equal partner in the development and delivery of the Leeds Strategic Plan and participation in strategic partnerships is the norm. The Compact for Leeds has played a role in directly shaping and creating a context for changing and strengthening public and third sector relationships.

The 2010 Compact for Leeds provides a framework for relationships between public and third sector partners. It is not a set of rules, or a bureaucratic burden, but a way of working that demonstrates partners' commitment to work together in the best ways possible.

CONTENTS

Introduction

What is the Compact ?	04
The role of the Compact in the current economic climate	
Understanding the terminology	
Links to the national Compact	

The Compact for Leeds

Compact Values	05
Compact Principles and Partner Commitments	

● 1: Working together	06
● 2: Involving communities	08
● 3: Sharing information	10
● 4: Allocating resources	11
● 5: Building communities' and third sector capacity	13
● 6: Promoting volunteering	15
● 7: Promoting equality, fairness and good community relations	17

Putting the Compact for Leeds into practice

Strategic ownership and accountability	19
How partners will be encouraged to put the Compact into practice	
Support to make the Compact work	
A new approach to the Compact	
Compact Mediation	

Contacts

Compact for Leeds

Launched June 2010

Endorsed by Harmonious Leeds in April 2010 and commended to all partners for formal adoption and implementation.

INTRODUCTION

What is the Compact?

The Compact for Leeds was first launched in 2003; it is an agreement between public and third sector partners. Its purpose is to strengthen working relationships between the partners in order to deliver the best possible outcomes for the people of Leeds.

The Compact for Leeds is more than a document, it is a way of working. The Compact document has a wide audience and all partners, from the grassroots to the strategic, need to find it relevant and valuable in their day to day work. For this reason the Compact document deliberately aims to reflect the interests of all parties, including both strategic direction and practical detail.

The Compact provides a **framework** to guide working relationships and sets out some standards for practice that partners **work towards**, through a process of self assessment and continuous development. There is no expectation that partners will be able to implement all of the Compact commitments at the outset, or to work on all the areas needing development at once. Partners are, however, expected to identify specific actions that they can take within an agreed time frame to move towards full implementation.

The role of the Compact in the current economic climate

Nationally, the funding for statutory partners is being reduced. There are pressures to reduce overall spending; to evidence effectiveness and value; as well as to deliver on core business. This climate creates real challenges for partners as they aim to continue to work co-operatively and transparently, to ensure the very best outcomes for all people in Leeds, particularly those most vulnerable. The challenges of funding are only likely to increase, at least in the short time, making it more important than ever to understand the issues and challenges facing partners in all sectors and the constraints they operate under. Nevertheless all partners should aim to use the guidance of the Compact as their best practice, and, if for any reason this is not possible, be clear about the reason for these limits, and communicate this.

Understanding the terminology

There are many terms and phrases used in relation to the issues and organisations covered by the Compact. A **Compact Glossary** is evolving, but the reality is that some of the terms and phrases used are generated and prescribed nationally and our task is to understand the specific meanings as we use them in Leeds. (see [www.leedsinitiative.org / compact for leeds](http://www.leedsinitiative.org/compactforleeds))

The term **third sector** includes the voluntary, community and faith sector organisations as well as charities, social enterprises, co-operatives and mutuals. It is the collective term that will generally be used throughout this document.

The term **partner** is used to describe the public and third sector agencies and organisations working together, individually and collectively for the benefit of the citizens of Leeds.

Links to the national Compact

The national Compact between Government and the voluntary and community sector was first launched in 1998. It was refreshed and relaunched in December 2009 (see www.thecompact.org.uk) It provides a broad framework for relationships and sets out commitments under three main headings: Involvement in policy development; Allocating

resources and commissioning; and Achieving equality. It makes it clear that local Compacts should be developed based on the same values and commitments, but with local relevance. The Compact for Leeds complements and builds on the National Compact. The new Coalition Government indicated in June 2010 their plans to continue to support and build on the Compact.

THE COMPACT FOR LEEDS

Compact values

The Compact for Leeds has been developed collaboratively, by public and third sector partners and is underpinned by a clear set of shared values:

- That everything that we do as partners is done for the benefit of the people of Leeds.
- That we share a commitment to maintaining and developing a thriving third sector.
- That we recognise that we are interdependent and work together for mutual benefit.
- That we share a commitment to the Vision for Leeds and the Leeds Strategic Plan.
- That we have to work within available resources that are linked to current priorities.
- That we accept our responsibility to make the partnerships that serve the city as effective as possible.

Compact principles and Partner Commitments

The Compact for Leeds sets out seven principles with commitments. They provide a framework for effective relationships between public and third sector partners, so that together they can more effectively meet the needs and aspirations of the people of Leeds. The commitments can be used by all partners to plan specific actions and assess progress towards full implementation of the Compact.

Principle 1: Working together

Principle 2: Involving communities

Principle 3: Sharing information

Principle 4: Allocating resources

Principle 5: Building communities and third sector capacity

Principle 6: Promoting volunteering

Principle 7: Promoting equality, fairness and good community relations

Principle 1: Working Together

Creating a Leeds where public and third sector partners work together to more effectively meet the needs and aspirations of the people of Leeds.

Context:

Public and third sector partners work together in many ways and for many reasons: in formal strategic partnerships, in contractual working arrangements, in ongoing but informal working relationships or in ad hoc working relationships to deliver on specific tasks. To develop and sustain these relationships effectively requires time, energy and resources and all partners need to agree clear, achievable goals and outcomes for joint working.

Value should be seen in the contribution of all partners, and this can be achieved by building transparent, proportionate procedures and ensuring effective review and evaluation. New formal partnerships should only be established when it is clear they will add value and reduce unnecessary costs and bureaucracy.

Best practice around equality, diversity and inclusion should be central to working together and built into all working relationships and formal partnerships.

Partner Commitments:

1. Working together to deliver improved outcomes

Partners will:

- 1.1 Establish together the aims of the working relationship; ensure there is effective leadership; and clear roles for each partner.
- 1.2 Recognise that the partners involved in the working relationship have legitimate individual goals as well as shared goals.
- 1.3 Ensure that a supportive atmosphere exists in any working relationship or formal partnership, where all partners can make an equitable contribution and there is respect for different perspectives.
- 1.4 Be prepared to explore previously untried approaches and to innovate.
- 1.5 Ensure that decisions are made after due consideration of the impact on others.
- 1.6 Ensure that risks are identified and managed.
- 1.7 Ensure that dedicated time and resources for the administration and operation of any formal partnership are established and that partners are agreed that the benefits of the partnership outweigh the costs.

2. Agreeing who should be Working Together

Partners will:

- 2.1 Identify potential stakeholders and the contribution they can make, e.g. roles as expert, advisor, representative.
- 2.2 Review the composition of existing and new working relationships and partnerships periodically to ensure the right partners, with the appropriate level of responsibility and accountability, are involved.
- 2.3 Where practical, enable the involvement of groups, organisations and communities who are likely to be affected by the work.

3. Working Together should be inclusive

Partners will:

- 3.1 Ensure that the practical arrangements are inclusive and take account of the needs of different participants. n.b. see Compact Implementation Aid # 1
- 3.2 Clarify who takes responsibility for the costs associated with the partnership.

4. Building the Capacity of those Involved

Partners will:

- 4.1 Work to create a culture of mutual support to develop partners' capacity and skills to fulfil their role.
- 4.2 Provide opportunities, where appropriate, for partners to develop their role and acquire new skills and expertise.

5. Working arrangements are effectively reviewed

Partners will:

- 5.1 Periodically carry out an assessment of arrangements for working together. n.b. see Compact Implementation Aid #2

Principle 2: Involving Communities

Creating a Leeds where partners work together to ensure people feel they can make a difference and they have a voice that shapes decisions.

Context:

All citizens and communities should have the opportunity to be involved in the decisions and actions that affect their lives.

Involvement includes everything from the provision of information through to devolving responsibility and resources to communities in order to take action for themselves. When deciding the level of involvement, partners should aim to employ the most empowering, yet still appropriate, approach for each situation.

Partners need to provide support to encourage involvement and a variety of methods should be used to inform and consult that suit the different people and communities. Timely feedback about what has happened and changed as a result of the individual's or communities' contribution should be given and processes put in place to evaluate, share good practice and to develop effective approaches.

Across Leeds there is an enormous amount of community consultation taking place - some focused on specific services, neighbourhoods or communities; some prescribed by law or required as part of performance management arrangements and other activities driven by the commitments to good practice and the Vision for Leeds. All partners should aim to co-ordinate their activities and work together to avoid duplication, confusion and consultation fatigue.

Partner Commitments:

1. All communities can get involved

Partners will:

- 1.1 Ensure that citizens and communities have the opportunity to have their voice heard and to shape and influence decisions and actions that affect them and their community.
- 1.2 Ensure that the barriers to involvement are removed or reduced, so that no individual or community will be intentionally excluded.
- 1.3 Aim to allow enough time for relevant communities to contribute when they are carrying out a formal consultation. Legislation and guidance governs some consultations, but aside from this partners should usually allow for a minimum of 8 – 12 weeks for consultation on major service or policy change.

2. Co-ordinate activities to avoid duplication

Partners will:

- 2.1 Find out and use what is already known about people's views and expectations.
- 2.2 Work together wherever possible to join up involvement activities.

3. Use a variety of methods to suit different people

Partners will:

- 3.1 Use a variety of approaches depending on the objective and the audience or stakeholders.
- 3.2 Use relevant organisations who can reach, and are already trusted by, communities.
- 3.3 Aim to work in empowering ways to enable sustained involvement.

4. Information and support to get involved

Partners will:

- 4.1 Involve people at the earliest point possible in the process.
- 4.2 Be clear with people about what can and cannot be influenced.
- 4.3 Be open, frank and transparent.
- 4.4 Be prepared to listen to what communities say.

5. Feeding back about the influence, the impact and the changes

Partners will:

- 5.1 Provide feedback about what has happened and changed as a result of people's involvement.
- 5.2 Evaluate involvement activities to help improve them for next time.



Principle 3: Sharing information

Creating a Leeds where partners are open and share information and intelligence appropriately, so that everyone can make informed decisions in the interests of the people of the city.

Context:

All partners have access to data and intelligence that can add quality and depth to our understanding of communities, local priorities and the impact of our interventions. Sharing this data and intelligence will not only save resources, but will improve the quality of decision making and help deliver better outcomes.

It should be routine to share data and intelligence between partners and communities unless there are clear reasons why it is not appropriate. The challenge of effectively sharing information should not be seen as a barrier to making changes in our practice, and there are good examples of joint work and data and intelligence sharing that we can build on.

The sharing of any information, intelligence, data or analysis between partners will always need to take place within the context of the Data Protection Act and other statutory and commercial considerations.

Partner commitments:

1. Making data sharing discussions inclusive

Partners will:

- 1.1 Make sure that existing planning forums and other settings where data and intelligence are shared have appropriate third sector input and the principle of openness informs the discussions.

2. Making existing information, data, intelligence and analysis available

Partners will:

- 2.1 Make data, intelligence and analysis available to partners, unless there are reasons of security, confidentiality or commercial sensitivity.
- 2.2 Make sure that information sharing is timely, appropriate and targeted.
- 2.3 Ensure that, as systems and working arrangements are developed, they reduce duplication and maximise opportunities for sharing, transparency and openness.
- 2.4 Ensure that personal information is shared when it is appropriate to meet legal obligations, e.g. for safeguarding purposes.

Principle 4: Allocating Resources

Creating a Leeds where partners work together, within legislative and economic constraints, to ensure that the available funding, the in-kind support, and other resources are used in the most effective way and are directed at the agreed priorities and needs of the people of Leeds.

Context:

The current economic climate presents challenges where the available resources will need to be used in the most effective way to meet the identified and prioritised needs of communities. These resources may be directed through commissioning, grants, procurement and in kind support.

All partners have a duty to make the objectives of funding programmes and their eligibility criteria clear from the outset. It should be recognised that the allocation of resources, including the process and the timeline, may be outside of the control of organisations in Leeds.

Partners involved in supporting and representing disadvantaged or marginalised communities have a crucial role in helping to reach some of the most socially excluded people in Leeds, combating discrimination and disadvantage and providing vital services.

Partner Commitments:

1. Arrangements for allocating resources

Partners will:

- 1.1 Increase efficiency by working closely together to maximise the impact and spread of resources, to avoid duplication. This includes, where appropriate, strengthening the co-ordination of funding priorities and arrangements.
- 1.2 Follow realistic time-tables to ensure that funding processes follow time-tables that allow for the distribution of information; for third sector organisations to receive and respond to guidance and support and for legislative timescales to be met.
- 1.3 Adopt an assessment process where possible, to shape and deliver future funding programmes, which considers the following:
 - the likely impact of the commissioning approach on the sustainability, and diversity of the third sector, and communities served.
 - the most appropriate funding type e.g. procurement, grants
 - the optimum length of the funding or contractual agreement - including consideration of three-year funding, where appropriate.
 - options around collaboration, which may give better outcomes, but will need to be considered when planning timelines.

- 1.4 Recognise that termination clauses may be included in funding agreements to accommodate changes in financial allocations or changed needs and priorities during the funding period termination clauses will ordinarily provide a minimum of six months notice.
- 1.5 Make details of new funding opportunities available through agreed channels e.g. infrastructure organisations, websites and the internet, networks, directories, newsletters and social marketing. Where competitive processes allow, a named contact will be available for organisations to discuss potential opportunities.
- 1.6 Provide appropriate opportunities for the involvement of third sector organisations in the design and evaluation of funding and contracting.
- 1.7 Recognise that third sector organisations can, subject to externally set limitations, include relevant overhead costs in funding applications, and have the right to hold reserves to meet legal obligations.
- 1.8 Encourage organisations to develop collaborative bids, recognising that they can present clear advantages such as value for money, sharing expertise and resources.
- 1.9 Reference the Compact Mediation and Dispute Resolution procedure in the terms and conditions of all funding agreements and contracts with third sector organisations. This route is for challenge about processes and practice that are not compliant with Compact principles, not decisions affecting individual organisations or contract management.

2. Service Delivery and Payment Terms

Partners will:

- 2.1 Recognise the value of volunteers' time to projects as match funding, subject to the terms and conditions of the specific funding programme.
- 2.2 Work towards the use of quality assurance schemes that are appropriate to the service provided. Funders will recognise alternative schemes and quality marks as long as they meet the standards required.
- 2.3 Ensure that the supporting evidence required for financial claims or quality assurance is proportionate to the level of funding.
- 2.4 Recognise that funding may be time-limited or end as priorities change.
- 2.5 Recognise that there is a joint responsibility to ensure timely discussions before the end of a grant or contract period.
- 2.6 Enter into discussions when contract terms and conditions are breached, or where there are performance issues, allowing a reasonable time for remedial action, before a default notice is served.
- 2.7 Recognise their separate responsibilities towards beneficiaries when funding is discontinued or contracts are terminated.

3. Monitoring and Evaluation

Partners will:

- 3.1 Implement effective monitoring focused on outputs and outcomes, and ensure it is proportionate to the level of funding and risk.
- 3.2 Ensure there is consistency in the effective protection of, and proper accountability for, public money.
- 3.3 Ensure that monitoring and evaluation provide a sufficient overview of performance and impact to inform future funding and help to identify good practice and service improvement opportunities
- 3.4 Ensure, where appropriate, that beneficiaries can be involved in any monitoring and evaluation processes.

Principle 5: Building communities' and third sector capacity

Creating a Leeds where partners work together to ensure that support is in place to help build communities, so that they can take action together and contribute to the development of the city.

Context:

'Communities' can mean different things to different people. People can identify as members of a geographical community, or they may identify with others who share their identity, experience or interest. Community Development approaches and practice in communities can help individuals to develop confidence and capacity and to take more active roles as citizens, whilst communities build organisations and networks which can deliver more wide ranging community participation. Councillors, other civic leaders, community activists, involved citizens and professionals all have a role to play in building communities and delivering improved outcomes.

Some communities have benefited from community capacity building and support and now have strong infrastructure; others have had little or no support, which limits their ability and opportunity to influence, shape and contribute. To support and develop these groups and communities will be labour and resource intensive but will be necessary to ensure that all communities can be engaged and can take active roles in the city. An overall approach to community infrastructure development is needed.

Partner Commitments:

1. Creating opportunities for all to participate

Partners will:

- 1.1 Aim to ensure that all communities have the opportunity to engage in civic life and the shaping of their local community and the city.
- 1.2 Aim to ensure that those communities who face barriers to participating are appropriately supported and resourced to take active roles in developing their communities and the city.

2. Connecting with communities

Partners will:

- 2.1 Develop working arrangements where all partners share knowledge, contacts and routes into particular neighbourhoods and communities.
- 2.2 Use the existing contacts and groups in a particular neighbourhood or community to develop a better

understanding of the issues, priorities and dynamics and specifically what needs to be addressed locally and how best to do it.

- 2.3 Recognise that there is a clear, central role for elected members as community leaders within a strong local democracy.

3. Building stronger communities

Partners will:

- 3.1 Identify where opportunities exist to build on existing work or to strengthen local groups so that they can take action for themselves.
- 3.2 Support local people to come together in groups to identify and communicate their local issues and, where appropriate, take action themselves.

4. Working together

Partners will:

- 4.1 Ensure that there is strategic and operational commitment to the principle and practice of community development and third sector capacity building.
- 4.2 Work together with other partners at strategic and operational level to ensure that Community Development support is in place to enable communities to take active roles.
- 4.3 Coordinate resources and other support for third sector led community capacity building and community development work.
- 4.4 Identify opportunities for joint work on Community Development with public, third sector and community partners and where appropriate, identify a lead group for work with particular neighbourhoods or communities.
- 4.5 Coordinate Community Development work between partners in neighbourhoods and communities.

5. Building on what works

Partners will:

- 5.1 Ensure that appropriate monitoring arrangements are in place to track and analyse reach, participation, targeting and impact for communities.

Principle 6: Promoting Volunteering

Creating a Leeds where partners work together to ensure that formal and informal volunteering is encouraged, promoted, valued and recognised.

Context:

The term volunteering includes formal activity undertaken through public, private and voluntary organisations as well as informal community activity. Volunteer must be a choice freely made by each individual and should be a choice that is open to all.

The value of the contribution of volunteers should be recognised and both the organisation involving volunteers and the volunteers themselves should benefit from the relationship. Organisations who use volunteers should operate in a way that ensures the volunteering experience is positive and adds value to an organisation.

The following commitments focus on formal volunteering activities.

Partner Commitments:

1. Volunteering is open to everyone

Partners understand that:

- 1.1 Everyone has the right to choose to become a volunteer.

2. Organisations who use volunteers aim to deliver a good quality volunteering experience

Partners will:

- 2.1 Monitor and evaluate the volunteer and the organisations experiences and identify where improvements can be made.
- 2.2 Make sure that they are aware of and work towards implementing good practice.
- 2.3 Have an awareness of the wider volunteering opportunities and networks within the city.
- 2.4 Recognise that delivering a good quality volunteering experience requires commitment and resources.

3. Recruitment of volunteers is fair and accessible

Partners will:

- 3.1 Have in place a variety of methods for recruiting volunteers from all areas and communities.

- 3.2 Have a standard recruitment and interview process.
- 3.3 Make sure that all volunteers receive a role description and appropriate training and induction so they understand what is expected of them.
- 3.4 Make sure that volunteers are not out of pocket after giving their time freely.

4. Organisations have appropriate policies for managing volunteers

Partners will:

- 4.1 Have a distinct Volunteering Policy in place or where there are only a small number of volunteers, other policies should make specific reference and distinctions about volunteers. Policies should follow legal requirements in distinguishing volunteers from paid workers.
- 4.2 Ensure policies are written in plain English and are available to all.

5. Volunteers are supported and supervised within their role

Partners will:

- 5.1 Ensure all volunteers have a named member of staff as their point of contact and for support and supervision.
- 5.2 Recognise the support needs of individual volunteers will differ and the support offered should be appropriate to the role and the individual.

6. Volunteering programmes provide the training and information volunteers need to carry out their role

Partners will:

- 6.1 Provide appropriate training and induction.
- 6.2 Promote training as a way to help volunteers develop new skills and learning and give them an opportunity to gain new experiences.
- 6.3 Understand that training helps motivate volunteers and makes them feel valued.

7. Insurance, health and safety, safeguarding and other legal requirements are met

Partners will:

- 7.1 Ensure that all appropriate arrangements are in place to protect volunteers and others.
- 7.2 Ensure that volunteers are covered by the organisation's employers' liability and public liability insurance and additional insurance is put in place where appropriate.
- 7.3 Ensure Health and safety procedures are followed.
- 7.4 Ensure all relevant legislative requirements, checks and appropriate practices are in place.

Principle 7: Promoting Equality, Fairness and Good Community Relations

Creating a Leeds where partners work together to ensure that equality and fairness are at the heart of all decision making and where conditions are created for good community relations in all parts of the city and across all communities.

Context:

All partners should ensure that, through all our work, we seek to eliminate the causes of unfairness, including discrimination on the grounds of: age, disability, faith or religion, gender, race, sexual orientation, caring responsibilities, socio economic status and any other areas of inequality.

All of these aspects of people's lives should be taken into account when making decisions, as should the recognition that, for some people, reducing discrimination in only one area of their life is not sufficient to prevent them from suffering inequality.

By supporting and encouraging equal life chances for all, partners can ensure that everyone has the opportunity to; be included, take up a service or contribute to decisions that affect their lives.

By acting together partners can guarantee that our collective impact on communities promotes inclusion and creates conditions in which good relations can thrive.

Partners Commitments:

1. Use legal duties as a starting point

All partners will:

- 1.1 Abide by legal duties to promote equality of opportunity both in work places and in the commissioning and delivery of services in the statutory and third sectors.
- 1.2 Seek and promote opportunities beyond minimum legal requirements wherever possible to promote equal life chances.

2. Assess the impact of decisions or actions on different groups:

All partners will:

- 2.1 Put in place effective monitoring systems which will enable them to understand the individuals and communities they are reaching and serving and to analyse and track the impact and outcomes of decisions and actions on particular groups and communities.

- 2.2 Take into account the possibility of disproportionate or negative impact on groups or communities defined by gender, age, disability, sexuality, race or ethnicity, religion or belief or gender identity. And to take into account in this process the potentially different needs of people in terms of health, marital/partnership status, legal, economic or nationality status as well as issues associated with socio economic class and where people live.
- 2.3 Analyse the common experiences of excluded or under-represented groups and seek to eliminate the barriers to inclusion or access.
- 2.4 Undertake appropriate Equalities Impact Assessments on key decisions or actions and address gaps and weaknesses in evidence, engagement, services or outcomes n.b. see Compact Implementation Aid #3

3. Working together

Partners will:

- 3.1 Ensure that, wherever possible, they promote good relationships between different communities.
- 3.2 Work together in communities so their work fosters inclusion and creates the conditions for good relations to thrive.
- 3.3 Share information and working practices, wherever possible, in neighbourhoods and localities to avoid any potential conflict between groups about the allocation of resources.
- 3.4 Share good practice and routes to specific communities.
- 3.5 Ensure decisions relating to funding of single-identity groups, or specialised services will be open, transparent and clearly linked to needs and outcomes and wherever possible, any specialised or ring fenced funding streams will signpost and make reference to mainstream or other funding opportunities.

4. Embedding good community relations in all activities

Partners will:

- 4.1 Ensure that the foundations for good community relations are embedded in the work we undertake.
- 4.2 Embed empowerment, engagement and volunteering opportunities in neighbourhood and locality activities where possible.
- 4.3 Encourage economic, ethnic and wider demographic diversity in neighbourhoods and work places.
- 4.4 Provide opportunities for different groups in communities to come together to make decisions about their shared places, spaces and services.
- 4.5 Provide opportunities for safe spaces for dialogue between different parts of communities when decisions are being made that affect them.

PUTTING THE COMPACT FOR LEEDS INTO PRACTICE

Strategic ownership and accountability

Overall responsibility for the Compact for Leeds rests with the VCFS Partnership Group, which reports to the Leeds Initiative Narrowing the Gap Board.

Public Sector signatories to the Compact will be invited to identify a lead person from within their organisation with responsibility for Compact.

Third Sector Leeds will lead and promote implementation within the third sector.

How Partners will be encouraged to adopt and put the Compact into practice:

Whilst Partners are expected to work together at all times within the spirit of the Compact, Compact leads will work within their respective organisation or sector to:

- use appropriate approaches and opportunities to assess compliance
- identify development priorities and agree a set of specific actions which their organisation will aim to implement within an annual plan
- integrate specific and relevant principles and commitments into existing performance, audit and assessment arrangements.
- develop appropriate mechanisms for promoting the Compact, including integrating Compact awareness into staff induction

An annual cycle of reporting on Compact implementation to the VCFS Partnership Group is proposed, which will include organisations / sectors action plans, their developments and challenges.

Support to make Compact work:

Simple Compact Self Assessment tools will be developed and made available for all partners.

Practical tools and guidance will be developed to aid delivery e.g. the Volunteer Management Toolkit

Colleagues will be encouraged to share and cascade their experience and effective practice.

Information about the Compact for Leeds and the resources will be available on a website

www.leedsinitiative.org.uk / compact for leeds

A new approach to Compact:

There has been much enthusiasm for the potential of the Compact, but concern that its profile and 'leverage' are weak. A pragmatic approach to Compact implementation has been agreed. The objective is for the Compact to take account of:

the frequently changing policy context;

the differing and rapidly changing operating context of partners;

the regular turnover in personnel who need to be aware of the Compact;

partners existing performance management and quality assurance requirements and other audit and reporting arrangements.

Compact Mediation

There is the potential for differences of understanding or opinion about the implementation of the Compact. Disagreements over meeting the Compact commitments should ideally be resolved, amicably and informally, between partners through open dialogue and negotiation.

The VCFS Partnership Group will develop arrangements for mediating and moderating conflicts, that cannot be resolved informally.

The Compact Mediation and Dispute Resolution procedure exists to support the positive resolution of issues between the Statutory partners and Third Sector.

Compact mediation should ideally be referenced in the terms and conditions of agreements and contracts with third sector organisations. This route supports resolution where partners have not complied with Compact processes and practice that they have undertaken to implement.

Glossary

The Compact Glossary is intended to be a guide – it is an evolving tool.
(see www.leedsinitiative.org / compact for leeds).

Contact:

**Pat Fairfax - Supporting Compact implementation
Contact for Leeds City Council contact**

E: pat.fairfax@leeds.gov.uk

T: 0113 24 78128

LCC Regeneration Service, 6th floor West, Merrion House, LS2 8BB

**David Smith - Chair Compact Implementation Group
Contact for Third Sector Leeds**

E: david.smith@leedsvoice.org.uk

T: 0113 297 7946

Norma Thompson - Contact for NHS Leeds

E: norma.thompson@nhsleeds.nhs.uk

T: 0113 305 9827

**Victoria Betton - Contact for Leeds Partnerships
NHS Foundation Trust**

E: victoria.betton@leedspft.nhs.uk

T: 0113 2952322

Rachael Loftus - Contact for Leeds Initiative and Partnerships

E: rachael.loftus@leeds.gov.uk

T: 0113 24 75661

compact for leeds
public and third sector
working together for the people of leeds

