

# Public Document Pack



## SOUTH (INNER) AREA COMMITTEE

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Meeting to be held in Room 6 & 7 Civic Hall, Leeds, LS1 1UR on  
Wednesday, 11th December, 2013 at 6.00 pm

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### 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;

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# A G E N D A

Item No	Ward	Item Not Open		Page No
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></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><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <ol style="list-style-type: none"> <li>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.</li> <li>2 To consider whether or not to accept the officers recommendation in respect of the above information.</li> <li>3 If the recommendation is accepted, to formally pass the following resolution:-</li> </ol> <p><b>RESOLVED</b> – 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><b>LATE ITEMS</b></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><b>DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS'</b></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><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</p>	
6			<p><b>MINUTES - 6TH NOVEMBER 2013</b></p> <p>To confirm as a correct record the minutes of the meeting held on 6<sup>th</sup> November 2013.</p>	1 - 6
7			<p><b>OPEN FORUM</b></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><b>(10 mins discussion)</b></p>	

Item No	Ward	Item Not Open		Page No
8			<p><b>A SUMMARY OF KEY WORK DECEMBER REPORT</b></p> <p>To receive a report of the Assistant Chief Executive (Citizens and Communities) which brings 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.</p>	7 - 34
9			<p><b>WELLBEING REPORT</b></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>	35 - 44
10			<p><b>CHIEF OFFICER ACCESS AND CARE, ADULT SOCIAL CARE/ EXECUTIVE DIRECTOR OF OPERATIONS, LEEDS COMMUNITY HEALTHCARE TRUST</b></p> <p>To receive a report of the Chief Officer Access and Care, Adult Social Care/ Executive Director of Operations, Leeds Community Healthcare Trust which updates the Area Committee of the continued developments towards integrated working across health and social care. There is specific reference to the developments in the South East area – the neighbourhood teams of Kippax, Hunslet, Beeston and Middleton – as these are testing parts of the model for integrated working described in the paper brought to the Area Committee earlier this year.</p>	45 - 52

Item No	Ward	Item Not Open		Page No
11			<p><b>SOUTH AND OUTER EAST LOCALITY TEAM SERVICE LEVEL AGREEMENT PERFORMANCE UPDATE</b></p> <p>To receive a report of Locality Manager (South and Outer East Leeds) which provides an update on performance against the SLA between Inner South Area Committee and the South South-East Environmental Locality Team. This report covers the period from 1st July 2013 to 25th October 2013.</p>	53 - 64
12			<p><b>DATES, TIMES AND VENUES OF FUTURE MEETINGS</b></p> <p>6pm Wednesday 5<sup>th</sup> February 2014, Civic Hall, Leeds, LS1 1UR</p>	

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# Agenda Item 6

## SOUTH (INNER) AREA COMMITTEE

WEDNESDAY, 6TH NOVEMBER, 2013

**PRESENT:** Councillor A Gabriel in the Chair

Councillors J Blake, D Congreve, P Davey,  
K Groves, M Iqbal, E Nash, A Ogilvie and  
P Truswell

### 27 Appeals Against Refusal of Inspection of Documents

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

### 28 Exempt Information - Possible Exclusion of the Press and Public

There were no resolutions to exclude the public.

### 29 Late Items

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

### 30 Declaration of Disclosable Pecuniary and Other Interests'

No declarations were made.

### 31 Apologies for Absence

There were no apologies for absence.

### 32 Minutes - 4th September 2013

**RESOLVED** – The minutes of the meeting held on 4<sup>th</sup> September 2013 be approved as a correct record.

### 33 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 member of public asked Members about Middleton Park Golf Course. Councillor Truswell confirmed that there had been no change since the Committee was last updated at its September meeting (see Minute 22 – “Open Forum”.); and
- A member of public asked Members if there was any further information about the former ice pack site in Beeston. It was confirmed that nothing further was happening presently. A pre-application had been presented to South and West Plans Panel which resulted in a request for the plans to be amended and there has been no further application made to date.

### **34 A Summary of Key Work**

The Acting Area Officer (Citizens and Communities) presented a report of the Area Leader – South East Leeds which detailed a range of activities taking place within the Inner South Leeds Area.

Members gave updates on their theme areas including the following:

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

Employment and Skills update was provided by the Acting Area Officer.

The secretary of Beeston Festival provided an update on the success of the Beeston Festival which was held on Saturday 8th June 2013. The Committee were informed that around 5,000 people attended and that 60 people volunteered working a total of 300 hours for free. The secretary wished to put on record his gratitude for the help of volunteers and the support of the South Inner Area Committee.

**RESOLVED** – The Committee resolved to:

- (a) Note the contents of the report;
- (b) Agree the proposed model for delivering a programme of activities for children and young people 2013/14 as attached at Appendix 2b to the submitted report;
- (c) Agree that funding be provided for after school activities and the February 2014 half term; and
- (d) Agree that projects be progressed outside of the Area Committee following consultation with Members.

### **35 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.

Members felt it important to reinforce that it was Councillors of South Inner Area Committee which approved grants to local organisations

and the Area Support Team managed the process.

Members discussed the future naming and direction of Committees which is currently being considered by the Council across the City.

**RESOLVED** – The Committee resolved:

- (a) That the contents of the report be noted;
- (b) That the position of the Wellbeing budget be noted as set out in paragraph 3.0 of the submitted report;
- (c) Note the Wellbeing revenue projects already agreed as listed in Table 2 of the submitted report;
- (d) That the proposals as detailed within paragraphs 3.3 of the submitted report be agreed; and
- (e) That the small grant position detailed within paragraph 5.0 of the submitted report be noted.

### **36 Aire Valley Enterprise Zone - Employment and Skills Update**

The Head of Employment and Skills (City Development) presented a report submitted by the Chief Officer (Employment and Skills) which summarised the work recently undertaken by the Employment and Skills service to support businesses in the Aire Valley and outlined the services that can be provided to business to support the achievement.

The figures contained within Table 2 of the submitted report were considered by Members. They requested that clarification be sought as to the meaning of the figures.

Members requested more information on Employment opportunities to Inner South wards and whether figures could be broken down to that level.

**RESOLVED** – The Committee resolved to:

- (a) Note the contents of the report;
- (b) 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.
- (c) Request that if possible to establish specific information on employment opportunities in the Inner South Wards, this be circulated to the Inner South Ward councillors; and
- (d) Request that a revised version of Table 2 contained within the submitted report be circulated to Members with explanatory notes.

### **37 Children's Services area committee update report**

The Chief Officer (Strategy, Commissioning and Performance) and the Area Head of Targeted services (South East Leeds) presented a report submitted by the Director of Children's Services which informed the Committee about

local outcomes for children and young people, and supported 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 was also highlighted. The report summarised performance at area committee level, with a broader acknowledgement of city level performance. Key issues for Children's Services were highlighted, including Ofsted inspection, basic need, and child friendly city.

Members asked questions about the location of The Ruth Gorse Academy which has been approved to pre-opening stage. Members were informed that a specific location had not been identified as yet but that a number of sites were being considered.

Members highlighted their concerns about the state of South Leeds Academy which had recently received a poor Ofsted report.

Members discussed with officers the positives of free schools starting in Leeds such as the benefits of partnership working with the Council and the finance they bring with them.

**RESOLVED** – The Committee resolved to:

- (a) Agree that the Area Committee lead for Children's Services meets with the are head of targeted services and local authority partner to discuss local issues and future initiatives; and
- (b) That officers set up a workshop on basic need/school.

Councillor E Nash entered the meeting at 7:05pm during the discussion of this item.

Councillor K Groves entered the meeting at 07:15pm during the discussion of this item.

**38 Strengthening relationships between the Inner South Area Committee and the Third Sector**

The South East Area Leader and Chief Officer of Voluntary Action Leeds submitted a report which updated the Committee about recent developments regarding work with the voluntary, community, faith and social enterprise sector. The report sought Members' support for the direction of travel planned and outlined within the report. The report also highlighted key initiatives for the Area Committee to discuss and agree regarding how to strengthen relationships with the third sector.

David Smith and Richard Curtis from Groundwork Leeds were in attendance to answer questions from Members.

Members discussed the allocation of funding to third sector organisations and commented that decisions on commissioning should be made at a more local level.

Members agreed that the Council needs to work closely with the third sector and focus on ensuring any money allocated to third sector organisations is spent in the right areas.

The benefits of third sector work were discussed both in terms of the professionals employed and the many volunteers involved making investment in this sector a value for money exercise.

**RESOLVED** – The Committee resolved to:

- (a) Note the contents of the report;
- (b) Support the work being done to strengthen the links between the third sector and Area Committees; and
- (c) Agree the key initiatives outlined in paragraph 3.4 of the submitted report 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.

### **39 Dates, Times and Venues of Future Meetings**

6pm Wednesday 11th December 2013, Civic Hall, Leeds, Committee Rooms 6&7.

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**Report of Assistant Chief Executive (Citizens and Communities)**

**Report to South Leeds (Inner) Area Committee**

**Date: Wednesday 11<sup>th</sup> December 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;

## **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 4<sup>th</sup> October were approved at the meeting on 25<sup>th</sup> November 2013 and are attached at **Appendix 1**.

## **4.0 Updates by theme: Children Services – Cllr Angela Gabriel**

### 4.1 Geographically Targeted Youth Work – Area Committee Influence

- 4.1.1 Area Support teams are supporting Children's Services colleagues in their work to enable Area Committees to influence and guide geographically targeted youth work in their localities. Following an initial meeting in November officers are planning a series of Area Committee based workshops in the Members Lounge at Civic Hall. The purpose of the workshops will be to:

- provide information to Members on the overall Youth Offer (including delegated Activity funds)
- enable Members to shape a Service Level Agreement and have their say on how influence will work in practice

- 4.1.2 These meetings will take place in January 2014. Ahead of these meetings the Youth Offer team are meeting locally with Area Committee Chairs and Area Committee Children's Leads to discuss local priorities/current youth work delivery. These local meetings will provide opportunities for Area Committee to influence youth work delivery in advance of a final Service Level Agreement.

### Youth Activities Fund Delegation

- 4.1.3 An invitation to apply for Activities Funding went live on Thursday 7<sup>th</sup> November and the closing date for applications was Monday 23<sup>rd</sup> November. The Children & Young People's Sub Group will review applications on the 2<sup>nd</sup> December. The Youth Offer Team is in the process of establishing a Children & Young People's Panel the area. The panel will also consider the applications, feedback and indicate their preferences. Members agreed at the last meeting to receive by email recommendations made by the sub group and indicate their support or otherwise for these recommendations.



## 4.2 Basic Need Workshops

- 4.2.1 At the South East Area Chairs meeting on Friday 15<sup>th</sup> November, the three Area Committee Chairs agreed to the February Area Committee meeting being dedicated to the key issue of Basic Need of school places. The first half an hour of the meeting will complete core Area Committee business and the remaining three quarters of an hour will be a workshop to look at Basic Need issues and provide a forum for discussions with Members and relevant officers on potential solutions for the future.
- 4.2.2 Colleagues in Children's Services are also arranging a separate city wide workshop that will be held prior to the February Area Committee workshop to brief Children Services Area Leads and Local Authority partners on this issue.

## 5.0 **Updates by Theme: Employment, Skills & Welfare**

### 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 29<sup>th</sup> November 2013. Minutes from the meeting will be presented at a future Area Committee meeting.

### 5.2 Welfare Reform Working Group

- 5.2.1 The South East Welfare Reform Group continues to meet. Progress has been made on better promoting and supporting South Leeds Foodbank. Chapeltown CAB is delivering additional income maximisation advice sessions from primary schools across inner south. Following the launch of the South East Debt Forum in July, a number of organisations continue to meet. This work will focus on building membership of the group, promoting existing services, supporting campaigns around high cost lending / illegal lending and improving access to debt advice.
- 5.2.2 The next meeting of the South East Welfare Reform working Group will be held on 10<sup>th</sup> December 2013, and the minutes presented at a future Area committee.

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

### 6.1 **Inner South Environmental Sub-Group**

- 6.1.1 The meeting scheduled for 27<sup>th</sup> November was cancelled. The meeting will be re-scheduled and the minutes will be presented at a future Area Committee.

### 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 is due to meet on 19<sup>th</sup> November. The minutes will be circulated via email when they are available.

6.2.3 Area Lead role

The Area Lead Member for Community Safety is due to meet with the Area Community Safety Co-ordinator in order to approve the content of the Annual Community Safety report. The report will be presented to the February meeting of the Inner South Area Committee.

6.2.4 Policing review

The newly appointed District Commander for Leeds (Chief Supt Paul Money) will be attending the Area Chairs Forum in November to provide a briefing to the Area Chairs on the subject of the policing review. This will be followed by a report to the Inner South Area Committee in February 2014 by Chief Inspector Nick Adams.

6.2.5 Preventing Violent Extremism

A briefing session for all Elected Members in the South East wedge is being planned for early in 2014. The outline content of the session has been approved at a meeting of the South East Area Committee Chairs in November 2013. The session will include international context, national and local strategies, neighbourhood issues. It will give Members the opportunity to explore how they can support the agenda in their communities. A workshops on the same issue, is also being planned for front line workers across the South East wedge.

Key achievements

6.2.6 Burglary Reduction

Members have received via email a progress report on reductions of burglary across Inner South in recent months. Partners will continue to work together to sustain these reductions.

6.2.7 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.

### 6.2.8 Supporting the partnership approach to reducing domestic abuse

The Domestic Violence Strategy Group is consulting with partners on the development of the new strategy and action plan to reduce domestic abuse in the city. It is anticipated that the consultation will be complete and new locality arrangements will be in development by the end of the financial year 2013/14. The strategy is due to be considered by the South Leeds Community Safety and Environmental Partnership at its November meeting. Members are invited to share their views with the Area Lead Member.

### 6.2.9 Reducing the harm caused by substance misuse

Ward members in Beeston & Holbeck and City & Hunslet wards and the Inner South Area Committee Health and Wellbeing Lead Member have been invited to a co-production event on the theme of drugs and alcohol in LS11. The event will bring together Elected Members, agency representatives, service users and carers. It aims to share learning and develop shared ambitions for the future that will increase the numbers of people successfully accessing and exiting the appropriate service. Findings/recommendations from the session will be shared with the Area Committee at a future meeting.

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

### 7.1 Alcohol and related community safety harm reduction programme

7.1.1 An alcohol and drugs co-production event is to be held at Hamara on 11<sup>th</sup> December 2013 focussing on the LS11 area. The aim of the event is to gauge what concerns the community has on the topic and to inform future commissioning through the development of local solutions in partnership with local residents. It follows on from events which have been run in the WNW and ENE localities.

### 7.2 Reducing Harmful Effects of Tobacco

7.2.1 A review is underway to look at alternative days and venues to run the cessation clinic established in Belle Isle. Numbers attending the sessions have dropped significantly.

7.2.2 The niche tobacco project annual evaluation report has been completed and is being used to bid for a further years funding to continue the project. Funding requests are being made to both Public Health and the SE CCG (Clinical Commissioning Group). As part of the on-going project work two dental screening sessions were held in community venues during Mouth Cancer Awareness week. The screening sessions were carried out by the Community Dental Team, with support from the Niche Tobacco Project Team, and were attended by 76 people across the two days. Of the 76 who attended 16 were referred for further investigation at the hospital. We also last month successfully saw a planning application to establish a shisha bar in inner south refused, following objections from agencies involved in the local project.

### 7.3 Mental Health and Wellbeing

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

### 7.4 Multi Agency Referral Scheme (MARS)

7.4.1 Work is underway to develop the electronic system which will be used to run the MARS project in Middleton starting in January 2014. Discussions are currently on-going with agencies who are to be included on checklist for the electronic trial.

### 7.5 Inner South Day of Older Persons

7.5.1 The Inner south Older Person's event has been planned to take place on Monday, 3<sup>rd</sup> of March 2014 at the Civic Hall at 10:30am – 3:00pm.

7.5.2 To date there have been three planning meetings to help shape the content for the event. The meetings have been chaired by the chair of the Area Committee and invitations extended to local Neighbourhood Networks and relevant community groups and organisations. Attendance at the meetings has been disappointingly low and the Chair has appealed to all for firm commitments to ensure the successful delivery of the event.

7.5.3 The event is also a key opportunity for organisations to present useful information about what services they provide for older people, including information and advice about living in their own homes with comfort, dignity, and security for as long as they choose. Also planned is the opportunity for attendees to participate in demonstrations/taster sessions of various activities.

## 8.0 **Integrated Locality working**

### 8.1 Beeston and Holbeck Neighbourhood Improvement Board (NIB)

8.1.1 The board met on Friday 1<sup>st</sup> November and minutes are attached at **Appendix 2**.

### 8.2 City and Hunslet Neighbourhood Improvement Board (NIB)

8.2.1 At the last Area Committee meeting, Members approved £30,000 to support the development of projects identified in the emerging Neighbourhood Improvement Plan for City and Hunslet Ward. The action plan from the last planning session is due to be finalised and partners will be asked to put forward project proposals that will contribute to delivering actions identified in the plan.

### 8.3 Belle Isle & Middleton Neighbourhood Improvement Board

8.3.1 The last meeting of the board was held on the 19<sup>th</sup> of November 2013. Minutes of the meeting will be presented at a future Area Committee meeting. Discussions include:

- Update on Senior Networks Project
- Update on actions to make area 'dementia friendly'
- Promoting Leeds Get Active/Use of Middleton leisure Centre and engagement with partners

- Progress in reducing levels of smoking in Belle Isle and how partners can continue to support this work
- Work to reduce obesity in the area
- Affordable warmth strategy and how partners can raise of the scheme in the local communities
- Promotion of the jobshops and work to engage with businesses in the area

#### 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 will meet early December to review progress. Particular attention will be paid to monitoring the effectiveness of the refuse and recycling pilot.
- 8.4.2 The Neighbourhood Improvement Officer facilitated a meeting to co-ordinate promotion and Officer support in the first weeks of this pilot. Following a presentation to the Beeston & Holbeck ward Members, the Locality Manager is taking the lead on producing a business case for further phases and an evaluation report on the pilot by January 2014.
- 8.4.3 The Neighbourhood Improvement Officer continues to support TRAC who recently held their AGM where a full committee was voted on.

### **9.0 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 The Forum's application for designation of the area proposed for the Holbeck Neighbourhood Plan has been approved by LCC.
- 9.1.3 The next meeting of the Forum is due to be held on Saturday 14<sup>th</sup> December. The intention is to agree the constitution at the meeting then submit the application for designation of the Forum to LCC.
- 9.1.4 The content, publicity and community projects task groups support the development of the Plan and of the Forum and will give progress reports to the next meeting of the Forum. The content task group arranged for walkabouts to be held focussing on the key themes in the proposed Plan. Notes have been produced following the walkabouts and they will be used to inform the content of the Plan. We now have business representatives taking part in the content task group, particularly to focus on the business and employment theme of the Plan. The publicity task group among other actions plan to promote the next meeting of the Forum with a leaflet to be distributed in Holbeck. .
- 9.1.5 The Neighbourhood Improvement Officer (NIO) has supported the Holbeck Neighbourhood Plan including attending Forum meetings, meetings of other tasks groups when required, working to promote the Plan through the website and newsletter. The NIO facilitates the Community Projects task group which meets regularly to deliver small

community projects. The group delivered a successful fireworks display at Holbeck Working Men's Club in November which was well attended and appreciated by local residents. The group is working toward a Christmas Lights switch on event.

9.1.6 The NIO and Area Support Team have liaised with PFI deliverers to ensure there is a joined up approach to community engagement in the area.

## 9.2 Community First Grants

9.2.1 Community First Grants for all wards are summarised at **Appendix 3**.

## **10.0 Corporate Considerations**

### **10.1 Consultation and Engagement**

10.1.1 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.

### **10.2 Equality and Diversity / Cohesion and Integration**

10.2.1 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.

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

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

### **10.3 Council Policies and City Priorities**

10.3.1 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

### **10.4 Resources and Value for Money**

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

## **10.5 Legal Implications, Access to Information and Call In**

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

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

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

## **10.6 Risk Management**

10.6.1 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.

## **11.0 Conclusions**

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

## **12.0 Recommendations**

12.1 The Area Committee is asked to:

a) note the contents of the report and make comment as appropriate;

### **Background documents<sup>1</sup>**

There are no background papers associated with this report

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

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**Area Chairs Forum  
Friday 4<sup>th</sup> October 2013  
Committee Room 4, Civic Hall**

**Attendance:**

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

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

Minutes: S. Warbis

Attending for specific items: C. Dickinson, S. Wimsett, K. Morton

<b>Item</b>	<b>Description</b>	<b>Action</b>
<b>1.0</b>	<b>Apologies</b>	
1.1	Cllr J. Jarosz	
<b>2.0</b>	<b>Minutes and Matters Arising</b>	
2.1	<u>2.4 of previous minutes</u> It was clarified that the Youth Council set up in the North East Outer area was for the Wetherby area.	
2.2	The minutes of the previous Area Chairs Forum meeting on 6 <sup>th</sup> September 2013 were agreed as an accurate record subject to the above addition.	
2.3	<u>3.1 of previous minutes</u> It is the intention now for initial discussions around waste policies to take place with Environmental Area Lead Members. Part of these discussions will be about the best route to widen discussions with Area Committees.	
2.4	<u>7.17 of previous minutes</u> Cllr Peter Gruen has had discussions with Philip Crabtree, Chief Planning Officer, around the potential for planning enforcement to form part of a delegation to Area Committees. Philip Crabtree is receptive to the idea and a protocol will be drawn up for discussion on how these matters should be taken to Area Committees.	
<b>3.0</b>	<b>Wellbeing Fund – Added Value / Carried Forward Projects</b>	
3.1	Area Leaders brought a report which detailed the added value drawn in through wellbeing funding during 2010-13. A previous piece of work had been carried out regarding capital funding and this paper deals with revenue funding.	
3.2	Wellbeing revenue funding has been used to achieve 5 main benefits: <ul style="list-style-type: none"> <li>• Developing community capacity and pride</li> <li>• Sealing the deal for local projects</li> <li>• Acting as the spur to instigate local activity and gain leverage</li> <li>• Implementing planned targeted local actions</li> <li>• Supporting council departments and partners</li> </ul>	
3.3	Over the 3 years the wellbeing fund has drawn in an additional £2 for every £1 spent. Over the last 12 months this has risen to £2.50 for every £1. Due to different models of activity in each area it is difficult to compare levels of additionality between Area Committees, but it is possible to see a year on year improvement in returns for Area Committees. Overall a good return is being achieved but there is still scope to improve on this through discussions with Area Chairs and Area Committees.	

- 3.4 Cllr Peter Gruen commented that the added value was clear but was interested in assessing impact and particularly gauging what would not have happened without the support of wellbeing funding. Area chairs provided examples of projects that would not have thrived without wellbeing funding. These included:
- Beeston Festival – initial funding allowed the festival to develop into what is now an established event
  - Bramley Baths – initial pump priming has allowed the facility to become self sustaining
  - Wetherby in Support of the Elderly – now had it's 10<sup>th</sup> anniversary but initial support, including the purchase of a vehicle, allowed the group to establish itself with approximately 150 volunteers involved
  - In bloom groups in North West Outer receiving support now sponsorship is becoming harder to find
  - Events in Rothwell such as the festival, may day and Christmas events, and older people events supported through wellbeing funds
  - Burmantofts gala established this year
  - Chapel Allerton arts festival
  - International older peoples week
- 3.5 The recommendations in the report include amendments to the application and evaluation forms, to capture more accurately information on match funding and in kind contributions. Figures for the past 3 years show that 80% of the projects supported would not have taken place without wellbeing funding.
- 3.6 It was agreed that these successes needed to be captured and publicised more effectively in the future.
- 3.7 Area Leaders then brought a report outlining the progress of wellbeing projects that were carried forward from the previous year.
- 3.8 Shaid Mahmood highlighted that Outer East Area Committee had carried forward £29k of funded projects and had a projected underspend against these of £140. Outer South had carried forward £10.5k and had a projected underspend of £50. Inner South had a 2 year plan to carry forward £136k and were projected to have a balance of £21k in March 2014 and an underspend of £5k which will go back into the pot.
- 3.9 Rory Barke reported that there was a hugely better position in his area than previous years due to a lot of effort by members and officers. Inner East have a projected spend of £84k from £110k with £16k to reallocate to other schemes. Outer North East carried forward £44k and have a planned £24k spend with £20k allocated to the Wetherby Development Fund. Inner North East carried forward £39k and have a projected balance of £820.
- 3.10 Jane Maxwell reported that Inner North West carried forward £41k and will have a balance of just under £3k which is being discussed with members at the moment. Outer North West carried forward £113k and are projected to have a zero balance. Inner West carried forward £27k and are projected to have a zero balance. Outer West carried forward £7k and are projected to have a balance of £2k which is under discussion at the moment.
- 3.11 Area Chairs mentioned several problems that had occurred in releasing allocated funding to the Highways Department due to curious financial rules being applied, logistical problems with projects and changes to specifications. It was also raised that there had been problems dealing with Highways on member case work.
- 3.12 It was agreed that Gary Bartlett, Chief Officer Highways and Transportation, would be invited to the next Area Chairs Forum meeting to discuss some of

these issues.

#### **4.0 Area Lead Members**

- 4.1 Kathy Kudelnitzky, Chief Officer – Communities, provided an update on work taking place to embed and develop the Area Lead Member roles.
- 4.2 Meetings have taken place with Executive Board Members, Area Lead Members and relevant service officers for the “Environment and Community Safety” and “Employment Skills and Welfare” lead members. A workshop had taken place for the “Health and Wellbeing” lead members. Meetings will be taking place shortly for “Children’s” and “Adult Social Care”. Notes and actions from the two meetings that have taken place were circulated.
- 4.3 Area Chairs were asked how they could see the roles progressing and also how they were linking in with their Area Lead Members at this early stage. Different approaches have been adopted in different areas including one to one meetings (which are proving time consuming) and group meetings being arranged prior to Area Committee meetings. In some cases Chairs were delaying until the executive member meetings have taken place.
- 4.4 Cllr Peter Gruen stressed that support for the Area Lead Member roles should predominantly come from the services and not the area teams. This support should involve briefings to Area Lead Members on national, citywide and local issues. It was felt that in the past for the champion roles there were different experiences in different areas and that there needed to be consistency of support in all areas. Area Chairs need to make Cllr Peter Gruen aware if they feel that support is not forthcoming.
- 4.5 Kathy Kudelnitzky will be maintaining contact with service leads to iron out issues as they arise.

#### **5.0 Corporate Communications / Area Committees**

- 5.1 Colin Dickinson, Communications Officer, attended with a report outlining support available to Area Committees from the corporate communications press team.
- 5.2 Assistance can be given to address some of the issues raised in the review of area working such as advertising / promoting committee meetings, raising awareness of the role of the area committees, engaging the public around local issues and priorities, publicising area committee actions and crediting members’ input and financial support.
- 5.3 It is clear that this links into the wider aims for enhancing Area Committees and Kathy Kudelnitzky, Chief Officer – Communities, distributed a timeline for shorter term improvements to Area Committee business and also a timeline for establishing a “community council” model.
- 5.4 The issue of branding was raised and it was felt that using the LCC branding alone did not provide enough credit for the local input of members and Area Committees.
- 5.5 It was mentioned that Area Chairs should be issuing a press statement after each meeting to promote progress and decision making. These are already being produced by Area Teams but it was felt that assistance and guidance from Corporate Communications would be useful in this area.
- 5.6 It was stressed that as well as promoting individual successes, more work needed to be done to gain an understanding from the public of the role of Area Committees, the strategic work that is carried out, and how the public can

influence this. Colin Dickinson stated that he was the contact for Area Committees if they needed wider issues to be promoted or publicised.

- 5.7 It was pointed out that significant support from the Communications Team would be needed if the council is to successfully change the identity of Area Committees. Questions were raised as to whether the team had the capacity to achieve this or if extra resources needed to be called upon. It was agreed that James Rogers would have discussions with Corporate Communications over capacity issues.
- 5.8 There needs to be a move to more modern methods of publicity to include new social media. It was raised that the use of photographs would be more likely to interest the media, but that support would be needed to do this most effectively. It was mentioned that large organisations have a tendency to try to control messages. We need to be quicker and more spontaneous. Use of twitter, face-book and youtube can provide instant publicity opportunities.
- 5.9 It was suggested that more emphasis could be placed on community charters and the "you said – we did" model of updating the public. It was also suggested that more onus should be placed on partner organisations to publicise the support that they receive from Area Committees. This should include linking in with organisations that have their own publicity circulation. Also community radio stations can be a good way of providing local information.
- 5.10 It was also pointed out that more effort needed to be put in to reaching hard to reach communities such as those where English is not widely spoken.

**James  
Rogers**

- 5.11 It was agreed that Kathy Kudelnitzky would have a discussion with Colin Dickinson and Sally Wimsett to explore the short term and strategic approach to communications.

**Kathy  
Kudelnitzky**

## **6.0 Youth Services**

- 6.1 Ken Morton, Head of Service Young People and Skills, attended to provide an update on the Youth Service restructure and delegation to Area Committees.
- 6.2 It was pointed out that for the delegation to be successful the service would need to identify and make available officers to provide support and information to elected members. The Area Teams don't have the capacity or detailed knowledge to provide support on their own. Ken assured the meeting that the service is aware of the support needs required.
- 6.3 Ken Morton is in the process of meeting all Area Chairs within the three areas to discuss their particular needs. The service is also engaged with the scrutiny working group to establish what is "good youth work" and how this can be achieved. This work is also looking at targeted breeze activities and discussions and findings will be fed back to the Children's Area Leads.
- 6.4 Meetings have taken place within the service, and are taking place next week with the current third sector providers, to explain the new Area Committee client role. Area Chairs and Area Leads will be made aware of the existing external contracts that are in place within their areas.
- 6.5 The restructuring of the in-house service is well underway although some employee issues have cropped up which need to be dealt with. Middle manager appointments have been made and these details will be provided to Area Chairs. There may be a slight delay, approximately a week, before appointments for the full team are made. This information will also be provided to Area Chairs before the end of the month.
- 6.6 Discussions with Area Chairs will provide transparency over staffing, resources

available and contracts already in place in each patch. More detailed discussions can take place over deployment, commissioning issues and the appropriate mechanism for an ongoing dialogue with the Area Committees. Ken Morton will broker the relevant parties to be involved in local discussions.

- 6.7 Ken Morton will agree a timeline with the Area Leaders which can be worked up into a 2 year framework. Options for Area Committees will range from subtle improvements to a significant shake up of provision.
- 6.8 Area Chairs requested draft papers in advance of the meetings being arranged to allowed considered input to the discussions.
- 6.9 It was suggested that a timetable of meetings needed to be arranged locally with officers in Children's Services and Area Chairs.

**7.0 Any Other Business**

- 7.1 It was mentioned that Cllr Mulherin and Ian Cameron had been due to attend this meeting but due to the change of date of the meeting, and their commitments to an international visit, they were unable to attend. It was asked that they be invited to a future meeting.
- 7.2 A detailed report on this year's wellbeing spend at the half year stage will be brought to the next meeting.
- 7.3 A draft protocol for recording meetings of committees, boards and panels was circulated. This had been provided by Andy Hodson, Head of Governance Services and is being considered by General Purposes Committee at the end of October. Area Chairs were invited to provide any comments in advance of this meeting to Andy Hodson. Sarn Warbis will email the draft protocol to Area Chairs and ask for comments to be passed to Andy Hodson. It was pointed out that approval to record meetings is currently agreed by the chair of each meeting, and that although generally permission should be granted, chairs need to be mindful of confidential items.

**Sarn Warbis**

**Sarn Warbis**

**8.0 Date of Next Meeting**

- 8.1 Monday 25<sup>th</sup> November 2013, 13:30 – 15:30, Committee Room 4, Civic Hall

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**Minutes of the meeting held on Friday 1<sup>st</sup> November 2013  
Beeston Village Community Centre, St Anthony’s Drive, Leeds**

**Present**

Cllr Angela Gabriel (Chair)	LCC - Leeds City Council
Cllr Adam Ogilvie	LCC – Ward Councillor
Neil Diamond	LCC - Housing Leeds
John Statham	LCC – Hosing Leeds
Sgt Jon Arrowsuch	WYP
Ali Akbor	Unity Housing Association
Al Garthwaite	Aspire To Succeed Partnership for Success
Tom O’Donovan	LCC – Citizens & Communities
Gerry Shevlin	LCC - Community Safety
Simon Betts	DWP
Joanne Davis	LCC – Public Health
Paul Spandler	LCC – Environmental Locality Team
Christine Thornton	Beeston Community Forum
Ajay Sharma	Health For All Leeds
Light Addaquay	LCC – Citizens & Communities
Emma Bedford	LCC - Citizens & Communities

**In-Attendance**

Tim Sanders	LCC – NHS Leeds Clinical Commissioning Groups
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**Apologies**

Cllr David Congreve	LCC – Leeds City Council
Shaid Mahmood	LCC – Citizens & Communities
Maggie Hartley	JESS Cluster Manager
Matthew Walker	Leeds Federated Housing Association Ltd.
Joanne Hainsworth	Targeted Service Leader(Beeston, Cottingley & Middleton Cluster)
John Ashton	Targeted Service Leader (Integrated Childrens Services)
Pat McGeever	Health For All Leeds
Liz Lawrence	LCC – Employment & Skills
Ann Marie Spry	Leeds City College
Ellie Rogers	Neighbourhood Improvement Officer (Beeston & Holbeck Ward)
Ian Pickup	Voice of Holbeck
CCG	Clinical Commissioning Group

**Action**

**1.0 Introductions and Apologies**

1.1 The Chair welcomed all to the meeting, introductions were made around the table and apologies were noted.

**2.0 Minutes of Board Meeting on Friday 24<sup>th</sup> May 2013 and matters arising**

2.1 These were passed as being a true and correct record.

2.2 There were no matters arising.

### 3.0 NIB Development and Improvement Plan

3.1 Tom O'Donovan presented the plan and reported that a number of sections within the NIB plan had been updated since the mail out. It was important that the plan captured actions to be carried out by partners and agencies. It had to be about doing things not just reporting information.

Revised plan will be circulated following the meeting.

#### 3.2 Particular reference was made to the following themes:

##### 3.2.1 Communities & Neighbourhoods:

- Map and include list of resident groups, community based facilities and greenspaces in Beeston & Holbeck ward
- Include update on neighbourhood planning in the Beeston Forum Area
- Capital programme works in Cottingley – Neil Diamond to send information on works to Members.
- The NIB would like Child Sexual Exploitation to be noted in the plan and for awareness raising activity to be carried out in Beeston and Holbeck. Gerry to take back to practitioners Forum. Gerry advised that residents and services are encouraged to report intelligence or information about places or individuals believed to be involved in exploiting children and young people. This can be emailed to [leeds.safeguarding@westyorkshire.pnn.police.uk](mailto:leeds.safeguarding@westyorkshire.pnn.police.uk). Any concerns about the welfare or safety of a young person believed to be at risk of CSE should go to Children's and Young People's Social Care on 2224403. Further information about CSE and publicity materials from the WYP "Know the Signs" campaign are available on: <http://www.westyorkshire.police.uk/cse>
- John Statham to provide update on the Matthew Murray site
- Redevelopment of Brown Lane East – details of proposed scheme to come to the next NIB meeting – Ali Akbor
- Housing Leeds explained work being done to increase public access to use available computers. Light to check with Health For All if the public have access to the computers at Beeston Village Community Centre

ER  
CT/IM  
ND

GS

JS  
AA

LA

##### 3.2.2 Health & Wellbeing:

- Continue to promote activities to local people.

##### 3.2.3 Employment & Skills:

- South East NEET reduction group have an event on Tuesday, 3<sup>rd</sup> December 2013 for agencies and practitioners in the area to raise awareness of initiatives in Leeds and of children and young people's targeted services. The event will be held at Tenants Hall Enterprise Centre, Acre Close, Middleton, Leeds, LS10 4HX, Large Hall on, at 1.00 – 4:30pm.
- Arrange a meeting to include area lead employment and skills, Aspire partners and other NIB partners to develop activities to link local people to training and employment opportunities

LA

3.3 **Action:** An email will be sent to partners where updates to the plan are required

LA

### 4.0 Burglary in Beeston & Holbeck



4.1 Burglary has increased in the ward by 10.2% to 226 offences in the 12 months to August 2013. It's Ward ranking has increased to 6<sup>th</sup> in the city. However, the last 3 months (June to August 2013) have seen a decrease of 35.5%. During the 12 month period, there were typically 15-20 burglaries per month. This rose significantly to 36 in November 2012 due to the activity of one offender who was subsequently brought to justice and is currently serving a prison sentence. In August 2013, there were only 12 burglaries in the ward.

In light of this information, the group agreed that a 12 month action plan developed using the OBA methodology is not necessary at this time. A series of short term actions were agreed 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.

NPT

**5.0 "Dementia – friendly communities" – Tim Sanders**

TS

5.1 Tim explained to the board that the 'Dementia – friendly communities' is an initiative designed to improve better attitudes within the communities. He added that Alzheimer's Society has been at the forefront of the creation of dementia-friendly communities. Working with governments and others, such as fellow members of the Dementia Action Alliance, we are supporting communities who want to become dementia friendly.

5.2 Some people with dementia do not feel they can make a contribution to their community. Despite wanting to do more, people feel restricted by their condition or health and hold low expectations about being able to contribute.

5.3 Barriers that people with people dementia face include issues such as: stigma or lack of understanding about dementia from the general public a lack of formal and informal support from others to carry out the activities they want and a lack of appropriate activities for people with dementia to do

5.4 A summary paper which focusses on 10 key areas of becoming a dementia-friendly community was circulated and tabled.

5.5 Tim explained that whilst there are various activities happening across Leeds, all initiatives doesn't fit all and that communities need to do what best suits the need of that neighbourhood.

5.6 Tim reported that Leeds Older People's Forum (LOPF) is seeking to appoint a Campaign Manager to work with people and organisations to develop dementia friendly communities across Leeds, recognising the diversity of the local population. The Dementia Friendly Leeds Campaign promotes the practical actions that community groups, businesses and service providers can take to help people live well with dementia

5.7 Tim also added that training was available for people to become dementia champions for their area. Dementia Friends Champions' training courses are run across England by Alzheimer's Society, using our experience of training volunteers. Each session lasts for

one day, although you may be able to do your training course in two half days or over two evenings. **Dementia Friends Champions Training – LEEDS is due to be held on Saturday, 16 November at Woodhouse community Centre, LS6 2NY.**

5.8 Agreed to explore dementia awareness raising event for neighbourhood networks, frontline staff in the area. It was also mentioned it was an opportunity to link with Employment & Skills agenda, volunteering opportunities and also to include NPTs. Councillor Ogilvie wants to do an event also.

JD/  
Cllr AO

**6.0 Future agenda items**

- 6.1
  - Action plan
  - Prostitution
  - Employment & Skills
  - Policing review

**7.0 Dates of Future Meetings**

7.1 Agreed to the next meeting in February 2014. Day and venue to be confirmed.

### Inner South Community First Grant Summary as at 1<sup>st</sup> November 2013

#### Beeston and Holbeck Community Panel

From your allocation of **£152,595** the following grant requests have been submitted by your panel.

<b>Funded Group</b>	<b>Recommended Amount</b>	<b>Paid Amount</b>	<b>Disposition</b>	<b>Final actual spend</b>
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	1,250.00	Approved	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

### Appendix 3

Beeston In Bloom	2,500.00	0.00	Pending	0.00
Friends of Cross Flatts Park	2,375.00	0.00	Pending	0.00
Salvation Army South Leeds Initiative	495.00	0.00	Pending	0.00
South Leeds Life Group	1,029.00	0.00	Pending	0.00
South Leeds Starlight Majorettes Troupe	1,000.00	0.00	Pending	0.00
Voice of Holbeck	500.00	0.00	Pending	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
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	2,500.00
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	1,000.00	1,000.00	Approved	1,000.00

(Christmas Market)				
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 Anthony's 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	2,500.00
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
<b>Grand Total</b>	<b>101,705.00</b>	<b>85,144.76</b>		<b>42,256.92</b>

### **City and Hunslet Community First Panel**

From your allocation of **£237,370** the following grant requests have been submitted by your panel.

<b>Funded Group</b>	<b>Recommended Amount</b>	<b>Paid Amount</b>	<b>Disposition</b>	<b>Final actual spend</b>
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	1,700.00	Approved	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
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	1,900.00	1,900.00	Approved	0.00

Group				
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	2,500.00
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
<b>Grand Total</b>	<b>125,596.00</b>	<b>118,679.00</b>		<b>29,833.96</b>

### **Belle Isle and Middleton Community Fund Panel**

From your allocation of **£118,685** the following grant requests have been submitted by your panel.

<b>Funded Group</b>	<b>Recommended Amount</b>	<b>Paid Amount</b>	<b>Disposition</b>	<b>Final actual spend</b>
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	1,600.00	1,600.00	Approved	0.00



### Appendix 3

Neighbourhood & Family Advice Centre				
Middleton Park FC (Football Club)	1,000.00	1,000.00	Approved	2,500.00
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	1,780.00	Approved	0.00
Middleton Park FC (Football Club)	1,000.00	1,000.00	Approved	1,000.00
Friends of New Forest Village	2,000.00	2,000.00	Approved	0.00
Fun @ Family Tea	2,126.00	0.00	Pending	0.00
Lithuanian Community In Leeds	500.00	500.00	Approved	0.00
Manor Field Hall Community Centre	2,495.00	2,495.00	Approved	0.00
Middleton & Belle Isle Town Team	2,000.00	0.00	Pending	0.00
Middleton Bosom Buddies	2,500.00	0.00	Pending	0.00
Middleton Community Bowling Club	2,000.00	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	1,925.00
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
<b>Grand Total</b>	<b>75,787.17</b>	<b>66,744.00</b>		<b>26,346.78</b>

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 (Citizens and Communities)**

**Report to South Leeds (Inner) Area Committee**

**Date: Wednesday 11<sup>th</sup> December 2013**

**Subject: Wellbeing Report**

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 project proposals for consideration and approval (4.0).
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 project proposals raised in 4.0;
- 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 project proposals for consideration and approval (4.0)
- 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 November 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**

<b>Wellbeing Revenue Budget Summary for 2012/13</b>	<b>Total</b>	<b>B&amp;H</b>	<b>C&amp;H</b>	<b>MP</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
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 The Area Committee is asked to note that **£220,542.95** has already been allocated from the 2013/14 Wellbeing Revenue Budget as listed in **Table 2** and the remaining overall balance is **£65,191.07**.

3.2.3 The Area Committee has approved the schedule of 2013/14 allocations below:

**TABLE 2 - 2013/14 Revenue Schedule**

<b>Projects</b>	<b>Total</b>	<b>B&amp;H</b>	<b>C&amp;H</b>	<b>MP</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
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	<b>285,734.02</b>	<b>107,592.01</b>	<b>117,079.72</b>	<b>61,062.29</b>
<b><u>2013/14 Allocations</u></b>				
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	5,000.00	1,000.00	1,000.00	3,000.00
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
Beeston & Holbeck Community Projects 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		
City & Hunslet Neighbourhood Improvement Board	30,000		30,000	
<b>Total Allocations against projects</b>	<b>220,542.95</b>	<b>72,267.25</b>	<b>104,501.78</b>	<b>43,773.92</b>
<b>Balance Remaining ( per ward) for 2013/14</b>	<b>65,191.07</b>	<b>35,324.76</b>	<b>12,577.94</b>	<b>17,288.37</b>

### 3.4 Youth 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 Youth 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 the current position of the Youth Activities Fund.

**TABLE 3**

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

3.4.2 The Children & Young People's Sub Group meets on the 2<sup>nd</sup> December. Members agreed at the last Area Committee meeting to receive recommendations by email for approval.

### 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 Members are requested to consider the following projects.

4.4 **Project Title:** Litterbins – Cemetery Road – litter bins  
**Name of Group or Organisation:** South and East Locality Team  
**Total Project Cost:** £1,296  
**Amount proposed from Wellbeing Budget 2013/14:** £1,296  
**Wards covered:** Beeston & Holbeck  
**Project Summary:**

This project will provide a litterbin by four bus stops in Cemetery Road with the aim of reducing the amount of litter dropped in the area. The other two bus stops in the road already have litterbins. The Locality Team will be responsible for emptying the bins.

**Area Committee Business Plan priority:** This proposal supports the Business Plan priority: “Improve the local environment and our parks and open spaces.”

4.5 **Project Title:** Holbeck Cemetery Viewing platform  
**Name of Group or Organisation:** Parks and Countryside  
**Total Project Cost:** £5,000  
**Amount proposed from Wellbeing Budget 2013/14:** £5,000  
**Wards covered:** Beeston & Holbeck  
**Project Summary:**

This project will remove the viewing platform at Holbeck Cemetery as it has been a site of anti-social behaviour and vandalism. The hard surfacing would be removed, the small wall would be removed and the existing fence line along the boundary/ridge would be extended and both sides of the fence would be planted up with a ‘prickly’ shrub. The bottom corner of the cemetery would be allowed to grow wild by only cutting the grass there a couple of times a year. These changes would deter anti-social gathering at this point and add to the biodiversity of the site. Parks and Countryside have met with the Friends of Holbeck Cemetery group and they have agreed to the removal of the viewing platform.

**Area Committee Business Plan priority:** This proposal supports the Business Plan priority: “Support programmes and provide funding for Community Safety projects to address issues relating to community safety and the environment.”

4.6 **Project Title:** Urban Bar refurbishment  
**Name of Group or Organisation:** St Lukes Cares  
**Total Project Cost:** £6,200  
**Amount proposed from Wellbeing Budget 2013/14:** £6,200  
**Wards covered:** Beeston & Holbeck (£4,133); City & Hunslet (£2,067)  
**Project Summary:**

This project will carry out needed refurbishment at the Urban Bar (Malvern Road) to tackle problems of a leaking roof and the lack of insulation and up to date heating systems and would provide a safe and welcoming environment. The funding if agreed by Members would provide insulation and a new heating system, new lining for the roof to ensure it is water tight, replacement of unstable flooring and new kitchen equipment including a toaster, kettle, smoothie maker and music system. The split of funding proposed between the two Wards reflects the split of young people attending a youth club held at the Urban Bar.



**Area Committee Business Plan priority:** This proposal supports the Business Plan priority: “Funding for sport, and cultural events and opportunities for young people.”

- 4.7 **Project Title: Off Road Bikes**  
**Name of Group or Organisation: West Yorkshire Police**  
**Total Project Cost: £105,000**  
**Amount proposed from Wellbeing Budget 2013/14: £4,480.00**  
**Wards covered: All three wards**

**Project Summary:**  
Following on from two successful years of funding for Police Off Road Motorcycles, this project seeks to provide continued funding for a resource which reduces the impact of the anti-social use of motorcycles and quad bikes upon the community.

The anti-social use of motorcycles and quad bikes is regularly raised as an issue with elected members and the Police through engagement opportunities such as community meetings and through calls for service to the Police. The project during 2012/13 received 251 calls for service in Inner South which was approximately two thirds of the total calls received.

The grant will be used to fund the leasing and running costs of two off road motorcycles. It is proposed that the costs for this project are shared across the Inner and Outer South Area with each Area Committee being asked to contribute a sum proportionate to the number of calls for service from each area (£4,480 from the Inner South and £2,240 from the Outer South areas) to cover the on-going leasing and running costs of the bikes with the West Yorkshire Police providing staff, equipment and fuel. The current application of £4,480.00 has been based on the number of calls responded to during 2012/13.

This scheme was approved in principle by members at the March 2013 meeting, subject to satisfactory evaluation that has now been received.

**Area Committee Business Plan Priority:**

The project will assist in achieving the ‘Residents in Inner South are safe and feel safe as a result of reduced crime and ASB’ priority of the Business plan.

**5.0 Small Grants Approvals**

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

<b>Organisation</b>	<b>Project</b>	<b>Amount</b>	<b>Ward</b>
St Andrew’s Pantomime	Red Riding Hood Pantomime	£500.00	B&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 project proposals raised in 4.0;
- e) Note the Small Grants position in 5.0.

## **Background Documents<sup>1</sup>**

There are no background documents associated with this report.

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

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Report author: Julie Bootle/  
Megan Rowlands  
Tel: 3781732

**Report of: Chief Officer Access and Care, Adult Social Care/ Executive Director of Operations, Leeds Community Healthcare Trust**

**Report to Inner South Area Committee**

**Date: Wednesday 11<sup>th</sup> December 2013**

**Subject: Update on Health and Social Care Integration in the South East**

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. Integrated health and social care teams have been developing in Leeds for around 18 months.
2. Due to the need for Leeds Community Healthcare to undertake internal transformation work, an opportunity has been presented to work collaboratively with Adult Social care to shape these developments in line with the model for integrated services.
3. These developments are being tested in South East Leeds – specifically in the neighbourhood teams of Hunslet, Kippax, Middleton and Beeston.
4. The South Leeds Initiative will offer the opportunity to further develop more localised working around GP practice populations, and the use of hot-desking and flexible use of facilities will promote locality working around the natural communities of the locality.

## Recommendations

5. Inner South Area Committee is asked to:
  - note the continued progress in developing integrated health and social care services in Leeds;
  - endorse the direction of travel in developing and delivering improvements in how health and social care services are provided to Leeds residents;
  - note the particular emphasis currently being given to the developments in the South East of the city and offer their support to these developments.

## **1 Purpose of this report**

- 1.1 The purpose of this report is to update the Area Committee of the continued developments towards integrated working across health and social care
- 1.2 There is specific reference to the developments in the South East area – the neighbourhood teams of Kippax, Hunslet, Beeston and Middleton – as these are testing parts of the model for integrated working described in the paper brought to the Area Committee earlier this year.

## **2 Background information**

- 2.1 Integrated health and social care teams have been developing in Leeds for around 18 months. While this is a national direction of travel, endorsed by the Health Act 2012 and reiterated in the Care Bill, it is a model that been signed up to by the senior leaders in the Local Authority and across Health within Leeds.
- 2.2 The origin for the South East Initiative (SEI) came from Leeds Community Healthcare's (LCH) internal transformation work, and specifically the need to create Community Nursing and Community Therapy teams. As these proposals were shared, an opportunity was identified to expand the remit to include elements of LCH/ Adult Social Care (ASC) integration, and enable ASC to work jointly with LCH to shape the developments together.
- 2.3 This initiative will enable detailed data and information to be captured regarding activity and outcomes, in addition to that gathered by analysts to date. It will also enable staff and managers to work together, and gain a shared understanding of future models, caseloads etc. Finally, it will enable certain specific elements of service delivery to be tested and evaluated. This will all support the development of the model for integrated working, and how that model can be rolled out citywide from 2014/15.

## **3 Main issues**

- 3.1 The South East Initiative is designed to test out how ASC and LCH move from the current configuration of teams and ways of working to those outlined in the model for integrated services. This initiative has a number of elements:
  - Rapid Response. Testing the assumption that rapid response can be delivered most effectively at a neighbourhood level
  - Out of Hours. Developing a model for Out of Hours services that works with the proposed model for integrated working
  - Neighbourhood Teams. Designing and shaping a model of neighbourhood community nursing, community therapy and community social work that can be adopted across the City
  - Case Management. Developing a more integrated approach to case management to free up capacity to support complex cases.

- Neighbourhood Rehabilitation Teams – encompassing Intermediate Care Teams (LCH) and Reablement teams (ASC). Designing and shaping a model of neighbourhood rehabilitation teams that can be adopted across the city.

3.2 A further key part of this model is the development of neighbourhood nursing, therapy and social work services wrapped around GP practice populations. During this testing out phase, workers will be encouraged to utilise hot-desking facilities across the estate within the South East area, to enable more local links to be developed within the natural communities of the locality. This will be used to inform a city wide review of neighbourhood boundaries aimed at ensuring all teams are working to an appropriate population that maximises the benefits of integrated working.

All of the above Workstreams are being coproduced with staff and the model is being built using the design principles that were developed by people using health and social care services. We will use existing governance structures and reference groups throughout this work to ensure continued engagement with partners including service users/patients.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

4.1.1 Staff are being fully involved in the developments, and work is on-going with Trade Union representatives across health and social care

4.1.2 Service users and carers have been involved in the development of the integrated service model. There is a patient and public reference group established and links through to existing forums to discuss proposals. Impact on people that use our services is one of the areas of the project that is evaluated externally. Work will commence in January 2014 with a group of older people who have been trained to conduct this evaluation. They will be talking to people that have been supported by integrated teams to get their feedback. This will be evaluated by the older people and fed back directly to the neighbourhood teams so that we can learn what is working and what needs to change and tailor the model accordingly.

### **4.2 Equality and Diversity / Cohesion and Integration**

4.2.1 The model being developed will have a consistent Citywide approach with flexibility in the system to be responsive to local needs. For example work with Neighbourhood Networks is helping to build strong local relationships and understand the supports available within a local area.

4.2.2 An Equality Impact Assessment will be undertaken as part of this programme of work.

### **4.3 Council policies and City Priorities**

4.3.1 This proposal is about working more effectively in partnership with other organisations to improve outcomes for the citizens of Leeds and is in line with the City Priority Plan 2011 – 2015.

#### **4.4 Resources and value for money**

- 4.4.1 The integrated care pathways model aims to develop efficient streamlined services. These new pathways will remove duplication in management and in service delivery. This will improve the experience for service users in accessing a single service that can meet a range of support needs whilst maximising use of resources.

#### **4.5 Legal Implications, Access to Information and Call In**

- 4.5.1 There are no specific legal implications from this report
- 4.5.2 This report is not eligible for call in

#### **4.6 Risk Management**

- 4.6.1 Formal project management methodologies are being applied to this work and project assurance is provided by the NHS Leeds Programme Management Office on behalf of the City Transformation Board. Governance arrangements are in place and all elements of project delivery report into the Integrated Health and Social Care Board which meets on a monthly basis and has representation from all stakeholder groups.

### **5 Conclusions**

- 5.1 The development of integrated health and social care teams continues apace. Alongside this development is the need for LCH to internally streamline and reconfigure its services. The SEI offers an opportunity for LCH and ASC to work together to develop a model of integrated service that meets the needs of the citizens of Leeds
- 5.2 The encouragement of flexible use of the various health and social care estate and hot-desking will further develop the opportunity for more local links within the natural communities of the locality - supporting the development of relationships with key community groups and the GP practices and increasing knowledge of available local support and universal services.

### **6 Recommendations**

- 6.1 Inner South Area Committee is asked to note the continued progress in developing integrated health and social care services in Leeds, endorse the direction of travel in developing and delivering improvements in how health and social care services are provided to Leeds residents, to note the particular emphasis currently being given to the developments in the South East of the city and offer their support to these developments



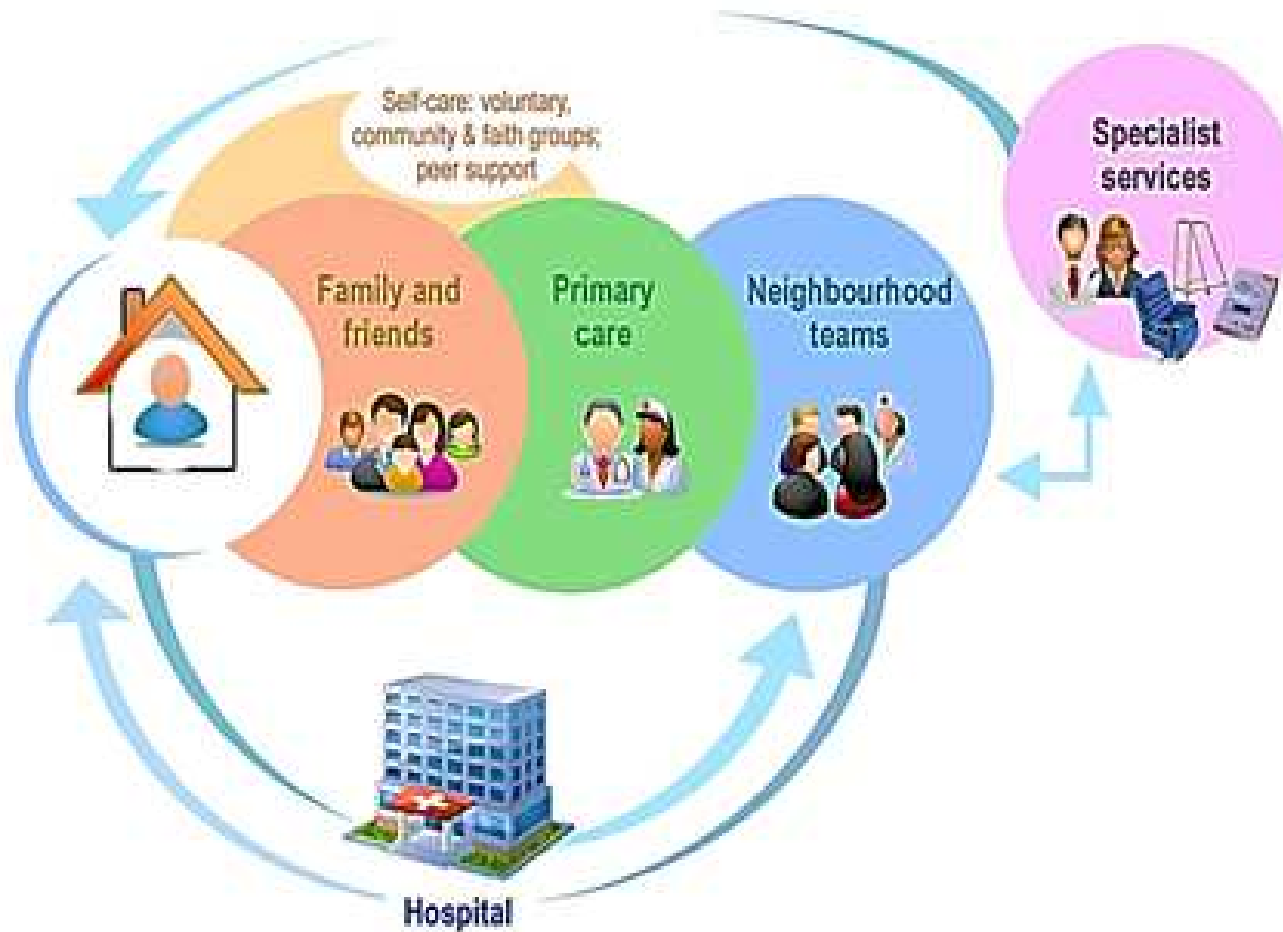
## **7 Background documents<sup>1</sup>**

7.1 There are no background documents to this paper

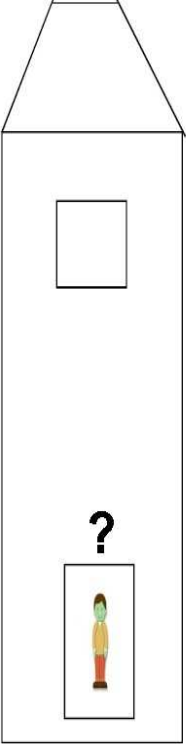
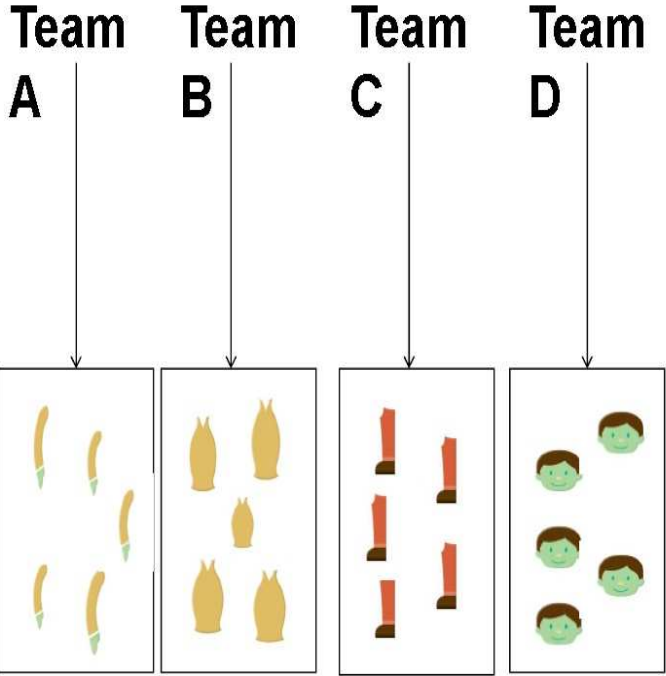
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<sup>1</sup> The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential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

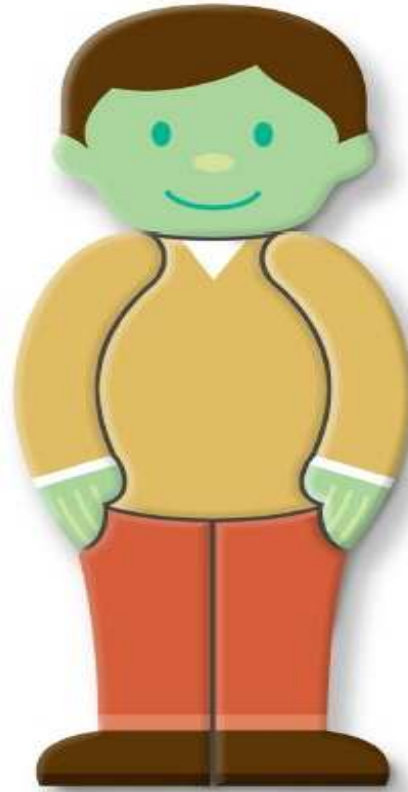
# Vision for Integrated Services in Leeds



Current system in the NHS – bits and pieces of people



**Integrated system sees the whole person**



## Report of Locality Manager (South and Outer East Leeds)

### Report to South Leeds (Inner) Area Committee

**Date: Wednesday 11<sup>th</sup> December 2013**

**Subject: South and Outer East Locality Team Service Level Agreement  
Performance Update**

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 type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number: Appendix number:		

### Summary of main issues

1. This report provides an update on performance against the Service Level Agreement (SLA) between South Leeds (Inner) Area Committee and the South South-East Environmental Locality Team. This report covers the period from 1<sup>st</sup> July 2013 to 25<sup>th</sup> October 2013.

### Recommendations

2. That South Inner Area Committee note and comment on the contents of this report.

## **1 Purpose of this report**

- 1.1 This report provides an update on performance against the SLA between Inner South Area Committee and the South South-East Environmental Locality Team. This report covers the period from 1<sup>st</sup> July 2013 to 25<sup>th</sup> October 2013.

## **2 Background information**

- 2.1 Executive Board approved revisions to the Area Committee Function Schedules to include a new delegated responsibility for Street Cleansing & Environmental Enforcement Services in March 2011. The delegation makes clear the responsibility of Area Committees to negotiate, develop and approve a SLA with the service that achieves, as a minimum, the service standards set by Executive Board. The SLA should determine the principles of deployment of the available resources by:
- the identification of priorities for service delivery annually (both geographical and in terms of types of services delivered)
  - the agreement of the most appropriate approaches to be taken to achieve local environmental cleanliness and quality.
- 2.2 The delegation of environmental services to Area Committee means that service resources, mainly staffing, are now devolved. Resources are organised into three wedge based teams for East North-East, South South-East and West North-West, aligned to new Locality Teams. The SLA sets out the detail of the resources which will be allocated to the Area Committees.
- 2.3 The annual SLA for the Inner South Area Committee was agreed on 19<sup>th</sup> June 2013.

## **3 Main issues**

- 3.1 Section 6.0 of the SLA sets out the principles and priorities against which the Locality Team's success will be measured. The following describes performance against these principles and priorities in the first six months of this year's SLA.

### **3.2 Delivery of SLA Priorities**

#### **a) Priority Neighbourhoods**

- 3.2.1 Progress is being made in identified priority areas for each ward in Inner South area. Mini-action plans are in place for each area focussing on changing behaviours. Actions include environmental audits, enhanced patrol work and proactive support and action on cleansing or other environmental issues. For example an environmental audit of the Nosters/Marley's area in Beeston has been completed. A number of environmental issues have been identified including fly tipped and overgrown bin yards, defective drain pipes to properties, dog fouling and missing wheelie bins. An action plan is being drawn up to engage with residents and landlords to support neighbourhood improvements.
- 3.2.2 An Environmental Action Officer has worked closely on Cottingley Hall estate with Waste Management supervisors, bin crews, Housing Leeds officers and residents to ensure the new communal waste collection points are used correctly. A number of fixed penalties have been issued to residents who have persistently left waste out on non-collection days and there has been a marked reduction in fly-tipping on the

estate. The team is also working closely with Waste Management colleagues on the work to deliver improved recycling collections and fortnightly black bin collections in Middleton Park ward, with particular focus on the Westwoods estate. As with Cottingley Hall above an Environmental Action Officer will support during the roll-out of the new services.

- 3.2.3 Park and Countryside, in partnership with the Locality Team, have commissioned Groundwork Leeds to undertake community engagement activities in the Beeston Hill area around Cross Flatts Park and focussing on environmental improvement. In addition the Locality Team are now working with Leeds Federated Housing, South Leeds Community Alliance, Groundwork Leeds, Waste Management and Private Sector Housing colleagues to develop a partnership approach to improving priority areas. The service intends to focus initially on work in the Bude Road/Stratfords area of Beeston Hill.
- 3.2.4 Our communications with communities and others has improved a huge amount. Every successful prosecution is publicised through the media and our new Facebook page ([www.facebook.com/sselocalityteam](http://www.facebook.com/sselocalityteam)) engages directly with residents and with other media outlets, e.g. South Leeds Life.
- 3.2.5 CCTV has been put to good use to support partner agencies including Leeds Homes and the Police. For example cameras are currently being used to gather evidence of ASB on East Grange Rise, Bodmin Crescent and Sturton Grange.
- 3.2.6 Neighbourhood forums are now routinely attended by a Locality Team member of staff. All Locality Team staff are able to represent the full range of services that contribute to improving the environment, which should significantly improve engagement with the council's environmental services.

**b) *Education and Enforcement***

- 3.2.7 The services' zero tolerance approach to waste in bin yards continues to deliver improvements. Several bin yards have been cleared and secured, including on the Marleys, Woodviews and Harlechs following notices being served. The service has also had several positive meetings with landlords in the area about them taking responsibility for their bin-yards and securing them and working with them proactively to prevent tipping in the first place.
- 3.2.8 The duty of care on businesses to protect the quality of the environment is a key focus within the SLA. A project is underway across the Inner South area to raise awareness among local shop keepers on their legal duty to ensure their shop frontages are kept clean. Non-compliance can lead to enforcement action being taken requiring shop keepers to sweep outside their stores and to provide and empty litter bins.
- 3.2.9 Ward based patrol work is now in place, targeting littering, commercial waste issues, dog fouling and other dog control issues. Dog control remains a priority and in addition to enforcement patrols. The Locality Team are undertaking other activities to improve the situation. For example Dog Wardens and Environmental Action Officers, supported by the Dogs Trust, ran a dog chipping event at Cross Flatts Watsonian Pavillion on 1st November. Owners can have their dogs chipped for free as well as receiving up to date advice on responsible ownership. The Multi-

Use Games Area (MUGA) courts at Cross Flatts Park have also been designated as a dog exclusion area since 11th November.

3.2.10 Our Environmental Action Officers have focused on fly-tipping enforcement resulting in several prosecutions and (at 25th October) 12 cases potentially going forward to court. Successful prosecutions in the period include:

- A gentleman was spotted littering by a dog warden in Middleton and didn't pay the fine. He was fined £75 and also ordered to pay a £20 victim surcharge and costs of £160.
- A lady was prosecuted for the waste and rubbish rotting in her garden on Tempest Road, Beeston Hill and received a £200 fine, costs of £616 and a victim surcharge of £20
- A gentleman from Colwyn View, Beeston Hill also received a £200 fine, Costs of £674.40 and a victim surcharge of £20 for not putting his bin away and failing to pay the fine.
- A lady from Rowland Terrace, Beeston Hill who had uncontained waste in her garden and did not use her bins properly on £200 fine, costs of £583 and a victim surcharge of £20.
- A gentleman from Beeston Hill was prosecuted for fly-tipping and received £450 costs and a £75 fine plus a £20 victim surcharge.

### **c) *Partnership Working and Development***

3.2.11 Work is on-going (at 25<sup>th</sup> October) with former Aire Valley Homes colleagues to develop models of integrated environmental working. As part of the move of council housing services back into the council the decision has been made to transfer many of the environmental activities currently undertaken by housing over to Locality Teams. In addition to this, since April, the council's bulky waste collection services have also been under the responsibility of Locality Teams.

3.2.12 The Locality Teams are therefore developing new structures for 'one environmental service' in Locality areas which take on these new responsibilities, but also seek to improve the current service and make it even more locally accountable. This will involve a move to more zonally based resources and a more flexible workforce.

3.2.13 In addition the service is liaising closely with Police on their review in order to take advantage of opportunities for co-location and greater partnership working across the crime and grime agendas.

### **3.3 Service Delivery Performance**

3.3.1 Appendix A contains the tables which support the descriptions of performance below. Overall 4,329 jobs were logged on our system between 1st July and 25<sup>th</sup> October 2013 of which 2,272 were for the Inner South wedge area (52%). This is a 50% increase in the number of jobs completed compared to the same period last year. This large increase in jobs can be explained by the additional fly-tipping/hot-spot team that we have had in service since June and who are undertaking a significant amount more proactive clearance work than previously. The most prevalent issues dealt with in Inner South in the period were, in descending order: fly-tipping (clearance and enforcement) which accounted for over 50% of the workload, domestic waste issues and waste in gardens. These accounted for 63% of requests received for the area.



- 3.3.2 Revised mechanical cleansing blocks are now in place with the frequency of cleansing increasing across many areas and the maximum frequency increasing from 16 weekly to every 8 weeks. The service is now fixed on particular days in order to aid coordination with Waste Management and housing ALMOs, e.g. Beeston Hill, Belle Isle.
- 3.3.3 Capacity days continue to allow the impact of seasonal tasks, such as leafing, to be minimised. As outlined in previous reports the service has supported the In Bloom judging process across many areas of the wedge and Inner South Leeds (including Beeston and Holbeck in bloom). This included intensive cleaning prior to judging and supporting in bloom groups with litter and waste collections.
- 3.3.4 Locality Teams were successful in obtaining additional funding, to March 2014, from the Housing Revenue Account (HRA) to improve the environment in council housing estates. This has delivered additional litter-picking resources for Belle Isle and the Westwoods in Middleton Park ward and in the Malverns and Cottingley in Beeston and Holbeck ward. It has also delivered an additional Environmental Action Officer to cover these areas.
- 3.3.5 A programme for the maintenance of the 23 priority ginnels in Inner South area is in place. Many have been added to existing cleansing routes and where this was not possible, monthly inspections are taking place to proactively deal with any issues. The former Aire Valley Homes teams continue to support this work in former ALMO estates.
- 3.3.6 89% of manual cleansing rotas in Inner South wedge were undertaken as scheduled in the period, a slight fall when compared with 91% in the same period last year. Of the 53 days where the manual cleaning service did not run 27 were due to holidays, 23 due to sickness, and 3 due to other operational reasons, e.g. urgent work in a different area or training. There is a limited budget to cover manual cleaning, budget equivalent to covering 1 in 6 absences, so not all holidays or sickness can be covered.
- 3.3.7 83% of the mechanical cleansing rotas in Inner South wedge were undertaken as scheduled in the period, compared to 84% in the same period last year. Of the 83 routes that did not run in the period 1 was due to a breakdown, 47 were due to holidays, 8 due to sickness, 3 due to working to cover refuse collection and 24 'other' operational reasons, e.g. training or covering other priority work. Whilst the service has budget available to cover mechanical cleaning staff it is often difficult to source drivers and therefore cover routes.
- 3.3.8 Wedge-wide services generally ran as scheduled, with the exception of 1 occasion where a litter bin team did not run due to holidays which were not able to be covered and gulley cleaning service which did not run on 9 occasions in the period due to 2 sickness, 4 holidays, and 3 'other' operational reasons. It is often very difficult to source appropriately skilled cover for gulley crews, however the Locality Team is in the process of training further frontline cleansing staff across the service so that cover will be easier in future.
- 3.3.9 59 Fixed Penalty Notices were served on residents in the period, 33 more than during the same period last year. Enforcement action in Middleton Park ward has increased with 38 legal notices being served, 2 FPNs being issued and 2 prosecutions progressing a large increase compared to the same period last year.

3.3.10 South Locality team has continued with a work placement scheme with HMP Leeds. Trainees, released on a temporary licence from HMP Leeds, work with the team three days per week undertaking work across the wedge area and creating additional capacity. This has been a great success with the following cutting back and litter clearance work being carried out in Inner South Leeds:

- Whitfield Avenue and the Oval and behind Hunslet library – cutting back
- Tunstall Road roundabout and flyover around to Tulip Street.
- Moor Road near to Middleton railway
- Orion View, Middleton
- Gibraltar Island Road, Hunslet
- Dewsbury Road near to the library
- Old Lane near to Asda and onto the Cardinals
- St Anthony's Drive to Old Lane

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

4.1.1 Consultation was undertaken with Environmental Sub-groups of the Area Committees, including the sub group representing Inner South Area Committee on all aspects of the SLA delivery over the last six months.

4.1.2 Various consultation and engagement exercises have been undertaken with Members on an individual basis, as well as at ward and Area Committee level.

4.1.3 Performance against the SLA is now routinely discussed at all Environmental Sub-Groups.

### **4.2 Equality and Diversity / Cohesion and Integration**

4.2.1 A key principle of locality working and the Service Level Agreement is a focus on delivering the best outcome for residents across the area, so that the streets and neighbourhoods in which they live are of an acceptably clean standard. This principle underpins equality and community cohesion, seeking to bring neighbourhoods with poor environmental quality, up to an acceptable standard, whilst improving all areas of Leeds.

### **4.3 Council Policies and City Priorities**

- 4.3.1 The delegation of environmental services to Area Committees, via an approved Service Level Agreement, will significantly contribute towards the Stronger Leeds section of the new Safer & Stronger Communities Plan 2011-15. By delivering services at an Area Committee level, the priority to *'ensure that local neighbourhoods are clean'* will be much more achievable.

### **4.4 Resources and Value for Money**

- 4.4.1 There are no resource implications.

### **4.5 Legal Implications, Access to Information and Call In**

- 4.5.1 There are no legal implications.
- 4.5.2 The report contains no information that is deemed exempt or confidential.

### **4.6 Risk Management**

- 4.6.1 There are no risk management implications within this report.

## **5 Conclusions**

- 5.1 Positive progress has been made in the first six months of the Service Level Agreement for 2012/13.

## **6 Recommendations**

- 6.1 That South Leeds (Inner) Area Committee note and comment on this report.

## **7 Background documents<sup>1</sup>**

- 7.1 There are no background documents associated with this report.

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<sup>1</sup> 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.

## Appendix A – Summary Performance Information

**Table 1: Service Requests – 1<sup>st</sup> July to 25<sup>th</sup> October 2013**

DESCRIPTION	Beeston and Holbeck	City and Hunslet	Middleton Park	TOTAL
Fly Tip	295	469	177	941
Flytipping	96	100	20	216
Waste in Gardens	38	114	28	180
Found Dog	28	45	38	111
Domestic Waste Issues	35	56	2	93
Overgrown Vegetation	36	18	25	79
Litter Complaint	14	37	20	71
Commercial Waste Issues	11	24	31	66
Lost Dog	10	17	23	50
Gully	16	17	10	43
Road Sweeping	16	16	6	38
Stray Dog at Large	9	9	16	34
Dog Fouling	12	10	8	30
Litter Problems	5	22	3	30
Bulky request	9	9	9	27
Dead Animal Removal	4	12	8	24
Footpath Sweeping	5	5	8	18
Ginnel	6	6	6	18
Graffiti	9	5	4	18
Rodents	5	6	5	16
Nuisance - Accumulation/Deposit	5	5	5	15
Drainage	5	6	3	14
Dog Warden Assistance Requested	4	4	5	13
Bin not Returned	9	2		11
Obstruction	5	4	2	11
Litter Bin Empty	2	5	3	10
Litter Bin Request	4	3	1	8
Nuisance - Other	3	2	3	8
Housing - Vacant	1	4	2	7
Smoke from Bonfire	3	1	3	7
Dog Fouling Enforcement Signage Request	1	3	2	6
Nuisance - Premises	3	1	2	6
Dog Attacking Human			5	5
Stray Dog Not Out		2	3	5
Illegal Advertising		4	1	5
Odour - Other	3	2		5
Abandoned Vehicle	2	1	1	4
Keeping Dogs On Leads At All Times		2	1	3
Illegal Vehicle Crossing			3	3
Vehicles for Sale	3			3
Dog Attacking Animal	1	1		2
Dog Fouling	2			2
Commercial Premises Duty of Care Inspect			2	2
Damage to Highway			2	2
Mud etc on Road			2	2
Needles and Drug Paraphernalia Cleaning		2		2
Fly Tip		1		1
Complaint - staff conduct	1			1
Compliment - Quality of work / service	1			1
Freedom Of Information Act Request		1		1
Housing - Defect	1			1
Keeping Dogs On Leads At All Times	1			1
Nuisance Vehicle	1			1
Street Cleansing Missed	1			1
<b>TOTAL</b>	<b>721</b>	<b>1053</b>	<b>498</b>	<b>2272</b>

**Table 2: Manual Cleaning – 1<sup>st</sup> July to 25<sup>th</sup> October 2013**

<b>Ward</b>	<b>No. Blocks</b>	<b>Ran</b>	<b>Not Ran</b>	<b>% Ran</b>
Beeston and Holbeck	218	197	21	90%
City and Hunslet	232	202	30	87%
Middleton Park	201	181	20	90%
Inner South	484	431	53	89%
Whole SSE	952	870	82	91%

**Table 3: Mechanical Cleaning – 20<sup>th</sup> August to 31<sup>st</sup> October 2012**

<b>Ward</b>	<b>No. Blocks</b>	<b>Ran</b>	<b>Not Ran</b>	<b>% Ran</b>
Beeston and Holbeck	194	164	30	85%
City and Hunslet	242	201	41	83%
Middleton Park	64	52	12	81%
<b>Inner South</b>	<b>500</b>	<b>417</b>	<b>83</b>	<b>83%</b>
<b>Whole SSE</b>	<b>790</b>	<b>646</b>	<b>144</b>	<b>82%</b>

**Table 4: Wedge-wide Services – 20<sup>th</sup> August to 31<sup>st</sup> October 2012**

<b>Team</b>	<b>Scheduled</b>	<b>Ran</b>	<b>Not Ran</b>	<b>% Ran</b>
Outer Litter Bins	117	117	0	100%
Inner Litter Bins	117	116	1	99%
Hot-Spot Teams	115	113	2	98%
Gully Team	117	108	9	92%

**Table 5: Legal Notices Served – 1st July to 25<sup>th</sup> October 2013**

LEGAL NOTICES	Beeston and Holbeck	City and Hunslet	Middleton Park	TOTAL
EP46 - Flytipping	27	28		55
EP34_5 - Commercial Waste Issues	6	6	25	37
EP46 - Domestic Waste Issues	7	24		31
EPA92A - Flytipping	15	14		29
EPA92A - Waste in Gardens	7	20	1	28
EPA92A - Domestic Waste Issues	8	2		10
HW154 - Overgrown Vegetation			5	5
EP46 - Waste in Gardens	3		1	4
EP80 - Flytipping		4		4
EP47 - Commercial Waste Issues		3		3
EP46 - Fly Tip		2		2
EP80 - Domestic Waste Issues		2		2
EP80 - Nuisance - Premises		2		2
EPA92A - Litter Problems			2	2
HW180 - Overgrown Vegetation		2		2
TCP215 - Overgrown Vegetation	2			2
BA59 - Drainage	1			1
BA59 - Waste in Gardens		1		1
EP34_5 - Commercial Premises Duty of Care Inspect			1	1
EP46 - Bin not Returned	1			1
EP4647 - Flytipping	1			1
EP80 - Dog Fouling	1			1
EP80 - Drainage		1		1
EP80 - Nuisance - Accumulation/Deposit		1		1
EP80 - Waste in Gardens		1		1
EP94A - Flytipping		1		1
EP94A - Nuisance - Accumulation/Deposit			1	1
EP94A - Waste in Gardens	1			1
EPA92A - Commercial Waste Issues		1		1
EPA92A - Fly Tip		1		1
HW143 - Overgrown Vegetation			1	1
LG29 - Housing - Vacant		1		1
PD4 - Flytipping		1		1
PH83 - Nuisance - Premises			1	1
<b>TOTAL</b>	<b>80</b>	<b>118</b>	<b>38</b>	<b>236</b>

**Table 6: FPNs Issued – 1st July to 25<sup>th</sup> October 2013**

FPN NOTICES	Beeston and Holbeck	City and Hunslet	Middleton Park	TOTAL
FPN900 - Flytipping	18	1		19
FPN700 - Waste in Gardens	3	7		10
FPN900 - Litter Problems	3	5		8
FPN410 - Commercial Waste Issues	1	4		5
FPN700 - Flytipping	2	2		4
FPN900 - Keeping Dogs On Leads At All Times	1	1	1	3
FPN200 - Waste in Gardens	2	1		3
FPN900 - Dog Fouling	1	1		2
FPN700 - Nuisance - Accumulation/Deposit			1	1
FPN700 - Domestic Waste Issues		1		1
FPN200 - Flytipping		1		1
FPN200 - Domestic Waste Issues		1		1
FPN100 - Commercial Waste Issues	1			1
<b>TOTAL</b>	<b>32</b>	<b>25</b>	<b>2</b>	<b>59</b>

**Table 7: Prosecution Action Taken – 1st July to 25<sup>th</sup> October 2013**

PROSECUTION TYPE	Beeston and Holbeck	City and Hunslet	Middleton Park	TOTAL
Flytipping	2	1		3
Keeping Dogs On Leads At All Times		1	2	3
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>6</b>

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