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# **SOUTH (OUTER) AREA COMMITTEE**

# Meeting to be held at Rodillian Academy On Monday, 27th January, 2014 at 4.00 pm

### **MEMBERSHIP**

#### Councillors

J Dunn - Ardsley and Robin Hood; L Mulherin - Ardsley and Robin Hood; K Renshaw - Ardsley and Robin Hood;

R Finnigan - Morley North; B Gettings - Morley North; T Leadley - Morley North;

N Dawson - Morley South; J Elliott - Morley South; S Varley - Morley South;

K Bruce - Rothwell; S Golton - Rothwell; D Nagle - Rothwell;

Agenda compiled by: Andy Booth Governance Services Unit Civic Hall LEEDS LS1 1UR

Tel: 24 74325

South East Area Leader: Shaid Mahmood Tel: 22 43973

# A BRIEF EXPLANATION OF COUNCIL FUNCTIONS AND EXECUTIVE FUNCTIONS

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

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

# AGENDA

Item No	Ward	Item Not Open		Page No
1			APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS	
			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).	
			(*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.)	
2			EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC	
			To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.	
			2 To consider whether or not to accept the officers recommendation in respect of the above information.	
			3 If so, to formally pass the following resolution:-	
			<b>RESOLVED –</b> That the press and public be excluded from the meeting during consideration of the following 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:-	

Item No	Ward	Item Not Open		Page No
3			LATE ITEMS	
			To identify items which have been admitted to the agenda by the Chair for consideration.	
			(The special circumstances shall be specified in the minutes.)	
4			DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS	
			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	
5			APOLOGIES FOR ABSENCE	
			To receive any apologies for absence.	
6			MINUTES - 2 DECEMBER 2013	1 - 6
			To confirm as a correct record the minutes of the meeting held on 2 December 2013	
7			OPEN FORUM	
			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.	
			(10 mins discussion)	

Item No	Ward	Item Not Open		Page No
8			SUMMARY OF KEY WORK	7 - 36
			To receive and consider the attached report of the Assistant Chief Executive (Citizens and Communities)	
			Presentation 5 Minutes/Discussion 5 Minutes Presenting Officer: Thomas O'Donovan	
9			WELLBEING REPORT	37 - 48
			To receive and consider the attached report of the Assistant Chief Executive (Citizens and Communities)	40
			Presentation 5 Minutes/Discussion 5 Minutes Presenting Officer: Thomas O'Donovan	
10			DATE AND TIME OF NEXT MEETING	
			Monday, 31 March 2014 at 4.00 p.m.	
			MAP OF TODAY'S VENUE	
			Rodillian Academy. Long Thorpe Lane	
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# **SOUTH (OUTER) AREA COMMITTEE**

#### **MONDAY, 2ND DECEMBER, 2013**

**PRESENT:** Councillor R Finnigan in the Chair

Councillors N Dawson, J Dunn, J Elliott, B Gettings, S Golton, T Leadley, L Mulherin

and S Varley

#### 37 Election of Chair

Due to the absence of the Chair, Members were asked to submit nominations for a Chair for the meeting. It was advised that at this stage of the meeting, that as there was not a Member from Rothwell present, that the meeting was inquorate and recommendations made would have to be formally ratified when the meeting became quorate, including the election of the Chair for the meeting.

**RECOMMENDED** – That Councillor R Finnigan be elected as Chair of the meeting.

#### 38 Declaration of Disclosable Pecuniary Interests

Councillor S Varley declared a disclosable pecuniary interest in Agenda Item 14, Wellbeing Report due to an application received from St Mary's in the Wood URC.

## 39 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors K Bruce, D Nagle and K Renshaw

### 40 Open Forum

In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, the Chair allowed a period of up to 10 minutes for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. On this occasion there were no members of the public in attendance.

#### 41 Morley Literature Festival 2013- Evaluation Report

The report of the Area Leader – South East Leeds introduced the Evaluation Report of the 2013 Morley Literature Festival. Members were asked to confirm funding already agreed for the 2014 festival and to consider Wellbeing Funding in 2014/15 to support the festival on 2015.

Jenny Harris, Festival Director presented the report.

Draft minutes to be approved at the meeting to be held on Monday, 27th January, 2014

Issues highlighted from the report included the following:

- The festival had made a small profit but was still challenging in terms of funding.
- This year's festival had been slightly smaller which had been an improvement. The previous year was too large in terms of resources available.
- Members attention was brought to feedback detailed in the evaluation report.

Members congratulated all involved in making the festival a successful event and further discussion involved the use of venues. It was reported that there was to be a meeting with the Head of Facilities regarding the use of venues and this had also been raised at the Community Centres Sub-Group.

(Prior to the discussion regarding the recommendations on this item, Councillor S Golton joined the meeting making it quorate. Members ratified the earlier recommendation for Councillor R Finnigan to be elected as Chair for the meeting)

#### **RESOLVED**

- (1) That the report be noted.
- (2) That funding already ringfenced for the 2014 festival, subject to Executive Board approval of the 2014/15 Wellbeing Budget be confirmed.

#### 42 Minutes - 21 October 2013

**RESOLVED –** That the minutes of the meeting held on 21 October 2013 be confirmed as a correct record.

# 43 Update on Health and Social Care Integration in the South East

The joint report of the Chief Officer, Access and Care, Adult Social Care and the Executive Director of Operations, Leeds Community Healthcare Trust provided an update of the continued developments towards integrated working across health and social care.

Julie Bootle, Head of Access and Inclusion, Adult Social Care and Megan Rowlands, Leeds Community Health Trust (LCHT) presented the report.

Members were informed of the demonstrator sites that were now operating in the South East of the City which had brought together staff from Social Care and Health. The role of the new teams at the demonstrator sites was explained.

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

Draft minutes to be approved at the meeting to be held on Monday, 27th January, 2014

- The full integration of services would take place across the city on a staggered phase to be completed in 2015.
- Work was being undertaken with IT colleagues to assist with the Leeds Care Record for individuals.
- Morley was currently covered by Hunslet and Middleton Teams but there was capacity for an integrated team for Morley.
- Complexity of the changes and impact on organisational/cultural changes.
- Involvement of community groups and leaders.

#### **RESOLVED -**

- (1) That the continued progress in developing integrated health and social care services in Leeds be noted.
- (2) That the direction of travel in developing and delivering improvements on how health and social care services are provided to Leeds residents be endorsed.
- (3) That the particular emphasis currently being given to the developments in the South East of the city be noted.

# 44 Site Based Gardeners in Community Parks & Green Spaces

The report of the Senior Area Manager, Parks and Countryside advised of the work that had been on-going with the 3 site based gardeners funded from South Outer Area Committee Wellbeing funds.

Paul Robinson, Parks and Countryside presented the report.

Benefits of the Site Based Gardeners were highlighted. These included the following:

- Additional staffing resource
- Increased frequency of operations
- Reactionary service to fly tipping and vandalism
- Community liaison
- Improved customer experience and satisfaction

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

- Assistance to 'In Bloom' groups.
- Issues relating to performance management where and when what duties carried out, provision of monthly updates to Ward Members.
- Disparity between the hours committed to each Ward in Outer South.

#### **RESOLVED -**

- (1) That the Site Based Gardener Wellbeing Fund application for 2014/15, when submitted, be supported.
- (2) That the report be noted.
- (3) That monthly reports be provided to Ward Members.
- (4) That further information regarding the distribution of hours across the Outer South Wards be provided.

# 45 South and Outer East Locality Team Service Level Agreement Performance Update

The report of the Locality Manager (South and Outer East Leeds) provided an update on performance against the Service Level Agreement (SLA) between South Leeds (Outer) Area Committee and the South South-East Environmental Locality Team. The report covered the period from 1 July 2013 to 25 October 2013.

Tom Smith, Locality Manager (South and Outer East Leeds) presented the report.

Issues highlighted included the following:

- Issues related to the changeover to fortnightly bin collections, particularly where communal collections are undertaken.
- Increased communications and the use of social media.
- Work with community groups and local businesses.
- Transfer of Aire Valley Homes into the Council this gave an opportunity to the review the service.

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

- Work carried out in Parks whilst this was the responsibility for Parks and Countryside, the Environmental Action Teams did respond where necessary.
- Housing staff would be transferring along with responsibilities previously covered by the ALMOs. This would lead to a large structural and management change.
- The Environmental Sub Group would be kept informed of progress regarding changes and distribution of resources.
- There had been a rise in domestic waste enforcement.
- There had been a drop in the number of mechanical cleaning routes completed. This had largely been affected by staff absence.
- Use of fixed penalty notices and legal notices served increased enforcement including use of PCSOs.
- The Environmental Action Teams were congratulated for their work in Ardsley and Robin Hood regarding problems with fly tipping.

**RESOLVED** – That the report be noted.

Draft minutes to be approved at the meeting to be held on Monday, 27th January, 2014

# 46 Children and Young People Out of School Activities 2013/14: Interim Report

This item was deferred to the next Area Committee meeting.

# 47 Summary of Key Work

The report of the Assistant Chief Executive (Citizens and Communities) presented an update on the key work taking place within the Outer South Leeds area, not covered elsewhere on the agenda.

Aretha Hanson, Area Officer presented the report.

The following issues were highlighted and discussed:

- Youth Work reference was made to the geographically targeted youth work and meetings would take place with the Youth Offer Team, Area Chair's and Area Committee Children's Leads. There had been 6 applications for the Youth Activities Fund Delegation.
- Procurement Pilot Members were informed of work that had been undertaken with Area Management regarding proposed changes to commissioning.
- Basic Needs Workshop Members were informed of the plans to hold workshops in conjunction with the next round of Area Committee meetings in South East Leeds to consider the basic need of school places. Members discussed related issues regarding to future planning provision and it was suggested that representations be made to Planning on behalf of the South (Outer) Area Committee.
- Drighlington Library It was reported that a further six month lease had been approved.
- Strengthening links with Town and Parish Councils Members attention was brought to the action plan appended to the report and there would be a further working group meeting in February 2014.

#### **RESOLVED -**

- (1) That the report be noted
- (2) That the Strengthening Links between Town and Parish Council's Action Plan be noted.

#### 48 Wellbeing Report

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

- Details of the Wellbeing Budget position
- An update on both the revenue, capital and activities fund elements of the Wellbeing budget
- Details of revenue funding for consideration and approval

Draft minutes to be approved at the meeting to be held on Monday, 27th January, 2014

- Details of revenue projects agreed to date which link to the priorities and actions in the Area Committee Business Plan
- The current position of the Small Grant's budget.

Aretha Hanson, Area Officer presented the report. Members' attention was brought to applications that had been submitted for Wellbeing funds.

#### **RESOLVED -**

- (1) That the report be noted.
- (2) That the position of the wellbeing, capital and activities fund elements of the Wellbeing Budget be noted.
- (3) That the revenue projects already agreed be noted.
- (4) That the following project proposals be approved:
  - o Pedal Cycle Rothwell NPT £300.00
  - Crime Reduction Operation 2013-14 Operation Dark Night -£1,217.60
  - Enhancing Visibility PCSO Bicycles £2,079.00
  - o Off Road Bikes £2,240.00
  - o CCTV St Mary's in the Wood URC £2,000
- (5) That the small grants situation be noted.

# 49 Date and Time of Next Meeting

Monday, 27 January 2014 at 4.00 p.m. Meeting to be held at Thorpe Primary School.



Report author: Aretha Hanson

Tel: 2474309

# **Report of the Assistant Director (Citizens & Communities)**

Report to South Leeds (Outer) Area Committee

Date: Monday 27<sup>th</sup> January 2014

**Subject: Summary of Key Work** 

Are specific electoral Wards affected?		☐ No
If relevant, name(s) of Ward(s):	Ardsley and Robin Hood	
	Morley North	
	Morley South	
	Rothwell	
Are there implications for equality and diversity and cohesion and integration?	☐ Yes	⊠ No
Is the decision eligible for Call-In?	☐ Yes	⊠ No
Does the report contain confidential or exempt information?  If relevant, Access to Information Procedure Rule number:  Appendix number:	☐ Yes	⊠ No

# Summary of main issues

This report presents an update on the key work taking place within the Outer South Leeds area, not covered elsewhere on the agenda.

#### Recommendations

The Area Committee is asked to:

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

## 1.0 Purpose of this report

1.1 To bring to Members' attention, a summary of key work which the Area Support Team are engaged in based on priorities identified by the Area Committee, that are not covered 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

2.2 Members will recall at the July 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 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**. The minutes of the meeting on 25<sup>th</sup> November will be presented to a future Area Committee. The next meeting is scheduled for 20<sup>th</sup> January 2014.
- 4.0 Updates by theme: Children's Services Lead Member: Cllr Robert Gettings
- 4.1 Youth Activities Fund Delegation
- 4.1.1 An invitation to apply for Activities Funding went live on Monday 28<sup>th</sup> October and the closing date for applications was Wednesday 13<sup>th</sup> November. The Youth Matters Group reviewed applications and has provided feedback.
- 4.1.2 The Youth Activities Fund Steering Group met on 7<sup>th</sup> January and approved all applications. Further detail on the Activities Fund Budget is included elsewhere on the agenda.
- 4.2 Children & Young People's Working Group
- 4.2.1 The Children & Young People's Working Group was put on hold pending the outcome of the Activities Fund Steering Group. The working group will now be reinstated and arrangements are being made for a meeting in March. The Working Group will monitor the £20,000 Wellbeing Funding awarded for out of school activities.
- 5.0 Updates by Theme: Employment, Skills & Welfare
- 5.1 Employment, Skills and Welfare Lead Member: Cllr Neil Dawson
- 5.1 The Point Steering Group
- 5.1.1 The Point Steering Group last met on 25<sup>th</sup> November 2013 and minutes are attached at **Appendix 2**.

## 5.2 South East NEET Reduction Group

- 5.2.1 The South East Area Leadership Team identified action to further reduce the numbers of young people not in education, employment and Training (NEET) as a major theme. In response to this a NEET Reduction Group was established under the leadership of Ann Marie Spry, Assistant Principle (City College) Adults, Community & ESOL. In pursuing this work on behalf of the leadership team the group took a broad definition of NEET based on the government priorities for young people using 16-24 as the age Category. As such there are a much wider group of partners and agencies with an interest in this group of young people.
- 5.2.2 Earlier this year the South East Area Support Team (AST) in conjunction with the NEET group organised a South East Leeds multi-agency NEET OBA event. The main product of the event was a NEET Reduction Plan for South East Leeds. The plan identified a number of actions partners felt were needed if we were to make further positive impact on the NEET Statistics, with a view to contributing to the goal of Leeds becoming a NEET free City. A Key issue raised was around information sharing between the agencies and initiatives operating for this cohort in South East. As a result it was decided to organise an event for agencies working in the area to:
  - Raise awareness of initiatives in Leeds and children and young people's targeted services
- 5.2.3 The event 'Reducing NEET in South Leeds ~ Partners Working Together' was brought together by the AST, Igen and the NEET Reduction Group and saw 80 delegates gather at Tenants Hall Middleton in December 2013 to consider issues affecting young people in NEET. In attendance were a wide group of partners and agencies with an interest in this group of young people. The event was opened by Ann Marie Spry (Leeds City College), with guest speakers including Councillor Judith Blake, Deputy Leader of the Council and Executive Member for Children's Services and South East Area Leader, Shaid Mahmood.
- 5.2.4 Among other topics the conference were allowed access to the newly developed South East Portal on the Leeds Pathways. This portal though still developing is already home to a raft of information and statistics, including presentations from the NEET event which will be of benefit to a range of interests. For further information go to <a href="Leeds Pathways">Leeds Pathways</a>.
- 5.2.5 The NEET Group will meet again early in 2014 to review the event and the NEET Reduction Plan and consider its future delivery.

#### 5.3 Welfare Reform

5.3.1 Members received a report at the September Area Committee meeting providing an update on Welfare Benefit changes. The report gave an overview of the impact of welfare reform in Leeds as well as describing activity at locality level to address some of the changes, such as information on the arrangements that have been put in place to support people affected by these changes.

- 5.3.2 Locally The South East Welfare Reform Group continues to meet bringing partners together to develop joint working around this issue. The meetings are well attended and have proved a useful forum for developing local responses to the challenges presented by welfare reform.
- 5.3.3 Key achievements of this group include:
  - Scoping, design and commissioning of The Financial Fitness Project. A financial literacy project funded by Public Health and delivered by West Yorkshire Trading Standards in community venues across South Leeds
  - Supporting the development of the Cottingley IT project funded by Public Heallth. Providing online access to people in Cottingley to develop IT skills and link with employment support
  - Launched the South East Leeds Debt Forum in 2013.
  - Supported the role out of Chapletown CAB's income maximisation project. A
    basic benefit and fuel tariff check delivered to parents at schools across
    South Leeds
  - Providing practical support through partners for the newly established Leeds South Foodbank
- 5.3.4 At the December meeting of the Welfare Reform Working Group updates were received from:
  - DWP on The Families First project and changes to the JSA Clamant Commitment
  - Leeds South Foodbank gave an update on their service and asked for partners to support their plans for expansion. They are currently operational in Belle Isle and Middleton and plan to open further distribution centres in Hunslet, Beeston and Morley in the first quarter of 2014
  - Ebor Gardens Advice Centre presented the Money Buddies project which has been piloted successfully in East Leeds
  - Leeds University research project into Christmas spending and debt
- 5.3.5 The next meeting of the South East Welfare Reform working group will be held on Tuesday 11<sup>th</sup> February at 1pm at Dewsbury Road One Stop Centre. Among the items for consideration will be the High Cost Lenders Action Plan and the possible impact of welfare changes on crime. The minutes from the meeting held on the 10<sup>th</sup> December are available on request.

#### 5.4 South East Leeds Debt Forum

- 5.4.1 A debt forum has now been established for South East Leeds. The aim of this group is to bring organisations together to share intelligence and information on issues related to debt advice, financial inclusion and financial literacy. The format mirrors similar debt forums already operating in East and West Leeds and has been established following consultation with partners across South Leeds.
- 5.4.2 The Debt Forum is in its early stages and is developing an action plan to direct its work. The Forum will meet every two months and will be open to organisations across the whole of the South East Wedge.
- 5.4.3 The next meeting of the South East Debt Forum is 28th January at 10am at BITMO's Gate, Aberfield Gate, Belle Isle.
- 5.4.4 Financial Fitness Project

In July 2013 Area Committee approved wellbeing funding for a Financial Fitness Project to be delivered in Outer South. West Yorkshire Trading Standards will provide a detailed summary on the project at the March 2014 Area Committee.

- 6.0 Updates by theme: Environment & Community Safety Lead Member: Cllr Karen Bruce
- 6.1 Outer South Environmental Sub Group

The Outer South Environmental Sub Group met on 25<sup>th</sup> November 2013 and draft minutes are attached at **Appendix 3**. The next meeting is scheduled for 5<sup>th</sup> March 2014 and minutes will be presented to 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 met on 19<sup>th</sup> November. The Partnership reviewed the action plan, commented on draft strategies for Domestic Violence and Hate Crime, received a progress report on the Families First Leeds programme and reviewed the outcomes of Operation Flame. The minutes have been circulated to the Area Lead Member.

6.2.3 The Partnership continues to deliver activity to improve community safety in Outer South Leeds. Given the limited time between the last meeting and this current report, there are no key achievements to report. The Community Safety annual report will be presented to the Area Committee at its next meeting in March 2014.

# 6.2.4 Policing review

A report will be presented to the Area Committee by Chief Inspector Nik Adams at the March meeting of the Area Committee.

# 7.0 Updates by theme: Health and Wellbeing – Area Lead: Cllr Shirley Varley

- 7.1 The South East Health and Wellbeing Partnership Forum is scheduled to meet on 29<sup>th</sup> January at John Charles Centre for Sport. The theme of the meeting is *Health Inequalities the challenge for South East Leeds* and presentations will include:
  - An outline of the Leeds JHWS outcomes and priorities and four key commitments
  - Sharing Successes on the work of the SE Health and Wellbeing Partnership
  - Key health and wellbeing challenges for SE area as defined in the JSNA; MSOA health profiles
  - Priorities of key partners such as the SE CCG
- 7.2 The annual area Health and Wellbeing update will be presented to the March 2014 Area Committee along with updated information on health profiles.
- 8.0 Updates by theme: Adult Social Care Area Lead: Cllr Karen Renshaw
- 8.1 Area Support Team is awaiting confirmation from Adult Social Care of the officer who will liaise with and update the nominated Area Lead.

## 8.2 Ideas that Change Lives Grant Programme

- 8.2.1 The Ideas that Change Lives grants programme re-launched on 20<sup>th</sup> January. The scheme invites innovative organisations across the city to apply for grants of £500 to £10,000. The programme, funded by Leeds City Council's Adult Social Care is part of its Better Lives through Enterprise programme. Funding is aimed at projects that give residents the care and support they need to live independently in their own homes. Successful applicants will also get a full support programme, which will include workshops and one-to-one sessions with experienced business advisors. Projects that could benefit from the grants include mental health support initiatives or groups working with the elderly or people with learning or physical disabilities.
- 8.2.2 The free launch event takes place at the St George's Centre on Great George Street in Leeds on 20<sup>th</sup> January 2014.

## 9.0 Integrated Locality working

## 9.1 Community Centres Sub Committee

9.1.1 The Community Centres Sub Committee last met on 6<sup>th</sup> November 2013 and draft minutes were presented to the 2<sup>nd</sup> December 2013 Area Committee. The next meeting is scheduled for 5<sup>th</sup> February 2014 and minutes will be presented to a future Area Committee.

## 9.2 <u>Morley Literature Festival</u>

9.2.1 Following the departure of Jenny Harris as Director after four successful years, the Area Support Team has provided advice & support to the Morley Literature Festival Committee on recruitment of a new director. The Morley Literature Festival Committee will now appoint a new Director to programme and deliver the 2014 Festival. Requests for expressions of interest went live on 5<sup>th</sup> December 2013with a closing date for applications of 31<sup>st</sup> December 2013. Updates on progress will be provided to a future Area Committee.

# 9.3 <u>Conservation Audits</u>

9.3.1 Following a further round of public consultation that ran from January to March 2012, all consultation responses are being reviewed and considered and amendments made to the appraisal and proposed boundary as appropriate. The project was discussed at Planning Board on 29 November 2012. The appraisal and boundary review may also be considered by Executive Board. If approved, the revised boundary will be designated and the appraisal will be adopted as a material consideration in the planning process.

#### 9.4 Community Hubs Pilot

- 9.4.1 A key objective for the Council through the Citizens@Leeds agenda is to deliver local solutions within communities that truly integrate council and partner service delivery to help individuals and their families address increasingly more complex issues simply and effectively.
- 9.4.2 To deliver this a network of Community Hubs is being developed that will make a real difference to citizens and communities. Community Hubs will deliver a more integrated approach to service delivery and maximise the use of the assets and service points that exist across the city e.g. joint service centres, one stop centres, housing management offices, libraries, children's centres etc. They will support the delivery of pop-up (e.g. in supermarkets and GP surgeries) and mobile provision to ensure that we can reach all priority communities across the city. This work will be supported through the delivery of more on-line provision to enable those that wish to self-serve to be able to do so, thereby freeing up time of our customer services officers to advise those most in need or those requiring more detailed or intense support.
- 9.4.3 To get us started, Executive Board agreed in November to pilot the community hub concept in three locations across the city, to help develop our thinking on the approach and identify the best form of provision for delivering truly integrated face-to-face services. This will be done working closely with all services and partners affected to ensure all issues are appropriately and fully considered. It is proposed to utilise the existing one-stop-centre provision at the Compton Centre in Harehills, the St George's Centre in Middleton and the One Stop Centre in Armley as the sites for the three pilots. The rationale for choosing these sites is as follows:

- To have one pilot in each of the three administrative areas of the city;
- To place the pilots in areas of the city where financial hardship and deprivation are significant issues facing citizens;
- To focus the pilots on those sites where there is already significant colocation of services;
- To ensure that the pilots have a focus on partnership working and exploit further the co-location and integration between council and partner services existing at these sites.
- 9.4.4 The proposals for changes and new service integration are being put in place now with the expectation that these pilots will be operational from 1st April and implemented fully in first 6 months of 2014/15.

## 9.5 Strengthening Relationships between Town and Parish Councils

9.5.1 At the July 2013 Area Committee meeting Members agreed to establish a working group to agree options for strengthening links and report back to Area Committee. The first meeting of the group took place on 11th October 2013 and an Action Plan was developed and approved at the 2<sup>nd</sup> December 2013 Area Committee. The Working Group are scheduled to meet on 3<sup>rd</sup> March 2014 to review and revise the Action Plan, as appropriate and minutes will be presented to a future Area Committee.

#### 10 Localism

- 10.1 **Community First Grants**
- 10.1.1 Community First Grants are summarised at Appendix 4.
- 11.0 Corporate Considerations
- 11.1 Consultation and Engagement
- 11.1.1 Projects are developed to address priorities in the Area Committee Business Plan. The production of this plan is informed by Local Councillors and local residents. All projects developed are in consultation with Elected Members and local communities. Approval for any contribution from the Well being budget is received at the Area Committee.

# 11.2 Equality and Diversity / Cohesion and Integration

- 11.2.1 Community groups submitting a project proposal requesting funding from the Well being budget have an equal opportunities policy and as part of the application process, complete a section outlining which equality groups the project will work with and how equality and cohesion issues have been considered.
- 11.2.2 Internal and statutory partners are committed to equality and cohesion and all projects they are involved with will have considered these issues.
- 11.2.3 A light touch Equality Impact Assessments is carried out for all projects.

# 11.3 Council Policies and City Priorities

- 11.3.1 The projects outlined in this report contribute to targets and priorities set out in the following council policies:
  - Vision For Leeds
  - Children and Young Peoples Plan
  - Health and Well being City Priority Plan
  - Safer and Stronger Communities Plan
  - Regeneration City Priority Plan

# 11.4 Resources and Value for Money

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

# 11.5 Legal Implications, Access to Information and Call In

- 11.5.1 All decisions taken by the Area Committee in relation to the delegated functions from Executive Board are not eligible for Call In.
- 11.5.2 There are no key or major decisions being made that would be eligible for Call In.
- 11.5.3 There are no legal implications as a result of this report.

# 11.6 Risk Management

11.6.1 This report provides an update on work in the Outer 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.

#### 12.0 Conclusions

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

#### 13.0 Recommendations

- 13.1 The Area Committee is asked to:
  - a) note the contents of the report and make comment as appropriate.

# Background documents<sup>1</sup>

There is no background documents associated with this paper.

<sup>&</sup>lt;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

Item 1.0	Description Apologies	Action
1.1	Cllr J. Jarosz	
2.0	Minutes and Matters Arising	
2.1	2.4 of previous minutes 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	3.1 of previous minutes It is the intention now for initial discussions around waste policies to take place	

# the best route to widen discussions with Area Committees.

2.4

7.17 of previous minutes
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.

with Environmental Area Lead Members. Part of these discussions will be about

#### 3.0 Wellbeing Fund – Added Value / Carried Forward Projects

- 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:
  - Developing community capacity and pride
  - Sealing the deal for local projects
  - Acting as the spur to instigate local activity and gain leverage
  - Implementing planned targeted local actions
  - Supporting council departments and partners
- 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.
- 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

Sarn Warbis 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 taing 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.
- 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.
- 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.

James Rogers

- 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.
- 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

- 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.

#### Sarn Warbis

- 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

#### 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 Point Steering Group.

# Monday 25 November 2013. Committee Rm 2 Civic Hall

# <u>Attendance</u>

Cllr Kim Groves	CKG	Leeds City Council - Chair
Cllr Angela Gabriel		Leeds City Council
Dean Stratton	DS	Land Securities
Ann Marie Spry	AMS	Leeds City College
Alice Winter	AW	Leeds City Council
Jane Hopkins	JH	Leeds City Council

# **Apologies**

Cllr Bob Gettings	CBG	Leeds City Council
Cllr Karen Bruce	CKB	Leeds City Council
Alison Niven	AN	Land Securities
Sally Lowe	SL	Leeds City Council
Alison France	AF	DWP

Item	Description	Action
1.0	Welcome and Introductions	
1.1	Cllr Groves welcomed everyone to the meeting.	
2.0	Minutes of the last meeting and matters arising	
3.0	Land Securities - Community events.  Alison Niven has supported a number of events at area level. These have included sessions at the Middleton Employment Fair, the Health and Wellbeing and Employment fair at Woodsley Road and the area NIB in Burmantofts and Richmond Hill – this particular session generated further support for the Families First initiative for representatives from Land Securities to act as mentors for families and young people in the neighbourhood / or link with local schools ie Co-op academy.	
3.0	Learning provision update	
3.1	English and Maths courses are now available at The Point, partly in response to the increased emphasis on these skills now required in Apprenticeship frameworks. Confidence and Motivation in looking for Work and ICT sessions are also running currently.	

3.2	To complement this, AMS reported that a key focus of the forthcoming NEET event (03 December) was to build the capacity of local organisations to support successful applications to Apprenticeships. There was a further discussion about the challenges many young people face in striving to meet Apprenticeship requirements. It was agreed that JH would circulate information on Traineeships which offer pre Apprenticeship support.	JH
3.3	AMS also reported on the recent additions to the Pathways website. There is now a South East page which includes good practice guides and a provision directory amongst other resources. This will improve the capacity within the area for learners, their parents/carers and the organisations in place to support them.	
3.4	Cllr Groves updated the group on the pilot activity at the Hunslet Club, funded by the Area Committee. Aimed at 14–16 year olds, there were a number of after school activities, primarily construction focussed, offering places to 30 young people. Although the opportunity was over-subscribed generally, young women were under represented. Cllr Groves asked that we explore possibilities for after school activity at The Point, exploiting the retail dimension to potentially attract more females. AW and JH to explore possibilities.	AW/JH
4.0	Front of House Update	
4.1	JH tabled an update on Jobshop activities. It detailed the starts to date and during this period, 338 and 87 respectively and the job outcome rate, currently 20%. The report also evidenced the success of the targeted approach to promoting the centre with significant numbers of job outcomes for people in the Morley, Beeston & Holbeck, City & Hunslet and Middleton & Belle Isle wards.	
4.2	A number of events were included in the report, many in partnership with others to further diversify the offer. Examples of the successful initiatives included:	
	<ul> <li>The Dame Kelly Holmes sponsored project 'Get on Track'</li> <li>The successful apprenticeship application workshops</li> <li>The recruitment support/ assessment sessions delivered by Jobshop staff for WR businesses</li> <li>The Land Securities delivered workshops to learners and businesses</li> </ul>	

5.0	Employment Leeds Update	
5.1	AW presented the video produced to support Business Week which was well received. Further video for young people is currently being commissioned	
5.2	There was a discussion about the links between WR and Trinity opportunities. DS confirmed that he would be happy to support the availability of these, on site, and would forward the information he receives to colleagues at The Point, for promotion. DS suggested that Employment Leeds provide information for businesses to promote the use of signposting unsuccessful applicants to The Point. This could be in the form of business card size flyers to pass on to unsuccessful candidates; 'prompt sheets' for those who decline over the phone; or the supply of text to be included in rejection letters.	DS AW
5.3	Cllr Groves also suggested that the forthcoming south Leeds business engagement activity could be held at The Point. CKG to advise.	CKG
5.4	Phase 2 of the White Rose development will be presented to planning over the forthcoming weeks and has the potential to significantly increase opportunities available in the centre. Further updates will provided subject to approval	
6.0	Land Securities Update	
6.1	James Bailey is the new Centre Director.	
6.2	In a discussion about how to identify South Leeds residents, it was acknowledged that there are challenges when businesses use national sifting during recruitment and make allocations by LS postcodes only.	
6.3	Promotion and profile raising. DS acknowledged the progress made on this but made suggestions for further improvements and identified the need to be more proactive with businesses:	
	<ul> <li>Isobel and Niki to meet regarding potential sites in the main mall</li> <li>Use of floor vinyl near to escalators to direct customers to The Point</li> </ul>	
	<ul> <li>Letter to businesses offering interview/assessment space and include update on other recruitment support services</li> </ul>	
1		1

7.0	Children's Services Update	
7.1	There were no updates available for this meeting.	
8.0	Any Other Business	
8.1	It was confirmed that this group will continue to meet 3 times per year.	
9.0	Date and Time of Next Meeting	
9.1	The next meeting will be held from 10am-12 pm on Monday, 24 <sup>th</sup> March 2014 in Committee Room 1, Civic Hall	





# Outer South Environmental Sub Group Monday 25<sup>th</sup> November 2013 Morley Town Hall

# **MINUTES**

Present:		
Cllr Karen Bruce (Chair)	Ward Member	
Cllr Robert Finnigan	Ward Member	
Cllr Shirley Varley	Ward Member	
Tom Smith	Locality Team	
Bob Buckenham	Public Rights of Way	
Aretha Hanson	Area Support Team	
Moira Burke	Area Support Team	
Clare Poolman	Strategy and Improvement	

		ACTION
1	Introduction and apologies	
1.1	Everyone was welcomed and introductions were made. Cllr Finnigan was voted in as Chair of the meeting.	
1.2	Apologies received from Cllr Karen Renshaw and Mark Gray (Housing Leeds).	
2	Matters arising and minutes of the last meeting (25 <sup>th</sup> September 2013)	
2.1	There were no matters arising.	
2.2	The minutes were agreed as an accurate record.	
2.3	The Chair was handed to Cllr Bruce.	
3	Locality Service Performance and delivering of SLA priorities	
3.1	TS presented the South and Outer East Locality Team Service Level Agreement Performance Report that will be presented to Area Committee when on 2 <sup>nd</sup> December.	
3.2	The report highlighted that overall 4,329 jobs were received or identified between 1 <sup>st</sup> July and 25 <sup>th</sup> October 2013 of which 1,190 were for the Outer South wedge area (27%). The most prevalent issues dealt with in Outer South in the period were, in descending order: fly-tipping, overgrown vegetation, domestic waste issues and dog related issues. There has been a significant rise in the number of Domestic Waste Enforcement jobs being carried out, from 19 in July to October 2012 to 91 in the same period year.	

3.3	Manual Cleaning - 1 <sup>st</sup> July to 25 <sup>th</sup> October: 95% of manual cleansing rotas were undertaken as scheduled in the period a slight fall when compared with 96% in the same period as last year. Of the 9 days where the manual cleaning routes did not run 4 were due to holidays and 5 due to sickness.  Mechanical Cleaning – 20 <sup>th</sup> August to 31st October: 76% of the	
	mechanical cleansing rotas were undertaken as scheduled in the period an increase compared to 86% in the same period last year. Of the 38 non-running routes 22 were due to holidays, 3 due to sickness, 3 was due to staff being used by refuse collection, and 10 due to other operational reasons, e.g. training or other priority work.	
3.5	Wedge-wide Services – 20 <sup>th</sup> August to 31st August 2013: wedge-wide services generally ran as scheduled, with the exception of 1 occasion where a litter bin team did not run due to holidays, and gulley cleaning service which did not run on 9 occasions in the period due to holidays (4 occasions), sickness (2 occasions) and other operational problems (3 occasions). Due to the specialist nature of the service it is often difficult to source appropriate cover. However the Locality Team is in the process of training further frontline cleansing staff so that cover will be easier in future.	
3.6	<b>Fixed Penalty Notices</b> : 6 Fixed Penalty Notices were served on residents in the period, twice the number that were served during the same period last year, but still very low numbers. <b>Prosecution action:</b> No prosecutions were progressed during the period.	
3.6	The following points were noted.	
3.6.1	A project is underway across the Outer South Area to raise awareness with shop keepers on their legal duty to ensure 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 litter bins.	
3.6.2	Environmental Services is working with colleagues from Asset Management to improve shop areas including replacement of litter bins outside Fairleigh shops in Tingley.	
3.6.3	<ul> <li>A project is underway to ensure the shops on Fountain Street have adequate waste storage and disposal contracts in place. 15 notices have been issued</li> <li>Next stage is to ensure flats have adequate bins</li> <li>Work is being undertaken with owners of the properties to suggest they come together to tarmac the unmade road at the rear and improve the surrounding environment.</li> </ul>	

<ul> <li>The enforcement team has targeted unauthorised advertising on council street furniture. Some companies in Morley, Gildersome and Rothwell have been asked to remove their banners</li> <li>Negotiations are underway with Rothwell Traders to limit the use of A boards on Commercial Street following complaints from Elected Members and local residents</li> </ul>	
Work is on-going with Housing Leeds to develop models of integrated working, with the development of zonal teams.	
Refuse and Bulky Waste Collections Policies	
TS handed out a brief report on the Kerbside Waste Collection Commitment and gave a brief update of the report. TS to forward to members.	TS
TS introduced Clare Poolman, a graduate trainee, who will be working with the Locality Team to help manage the bulky waste scheme.	
<ul> <li>There is a report scheduled to go to Exec Board in January 2014. This will focus on standard wheeled bin collection service. Changes include: <ul> <li>commitment being developed based on the principles of a social contract, whereby the Council sets out clearly its service standards</li> <li>that excessive waste is not encouraged and is recycled or disposed of through the appropriate routes provided</li> <li>Seek Exec Board approval to the formal adoption of the following operational kerbside collection policies: <ul> <li>Residual waste collection service</li> <li>SORT recycling collection service</li> <li>Garden waste collection service</li> </ul> </li> <li>Key issues from the report: <ul> <li>one wheeled bin per household for each waste stream, an extra green bin can be provided where AWC service is not provided</li> <li>'no side waste' policy where AWC service provided approved by Exec Board in Oct 2013</li> <li>residents must present bins in line with policy to be assured of collection. No recovery for individual bins, but if a whole street is missed the service aims to recover within two working days</li> <li>there is to be a proposal to limit collections of bulky waste to 3 per household per year and four items per collection</li> <li>garden waste not to be collected by the bulky collection service where brown bins have been provided.</li> </ul> </li> </ul></li></ul>	
	council street furniture. Some companies in Morley, Gildersome and Rothwell have been asked to remove their banners  Negotiations are underway with Rothwell Traders to limit the use of A boards on Commercial Street following complaints from Elected Members and local residents  Work is on-going with Housing Leeds to develop models of integrated working, with the development of zonal teams.  Refuse and Bulky Waste Collections Policies  TS handed out a brief report on the Kerbside Waste Collection Commitment and gave a brief update of the report. TS to forward to members.  TS introduced Clare Poolman, a graduate trainee, who will be working with the Locality Team to help manage the bulky waste scheme.  There is a report scheduled to go to Exec Board in January 2014. This will focus on standard wheeled bin collection service. Changes include:  • commitment being developed based on the principles of a social contract, whereby the Council sets out clearly its service standards  • that excessive waste is not encouraged and is recycled or disposed of through the appropriate routes provided  • Seek Exec Board approval to the formal adoption of the following operational kerbside collection policies:  • Residual waste collection service  • SORT recycling collection service  • Bulky waste collection service  Rey issues from the report:  • one wheeled bin per household for each waste stream, an extra green bin can be provided where AWC service is not provided  • 'no side waste' policy where AWC service provided approved by Exec Board in Oct 2013  • residents must present bins in line with policy to be assured of collection. No recovery for individual bins, but if a whole street is missed the service aims to recover within two working days  • there is to be a proposal to limit collections of bulky waste to 3 per household per year and four items per collection  • garden waste not to be collected by the bulky collection

5.0	Locality Team Streets Review
5.1	TS handed out a draft model for the new Zonal Teams in SSE that will be coming into force hopefully in April 2014. A draft paper is being done showing where resources will be allocated, still a bit of work to be done on this.
5.2	TS to bring back for discussion a paper showing what can be set as reasonable zones for Members to discuss.
6.0	Parks and Countryside
6.1	BB gave members a brief update
6.1.1	<ul> <li>P&amp;C are looking at improving Magpie Lane Playground in Morley. Paul Robinson (PR) is exploring funding streams</li> </ul>
6.1.2	P&C are working with Sport, CPM and ward Members for Morley South to improve the bowling Pavilion at Scratcherd Park. Capital funding being sought by Sport from Lottery
6.1.3	There is a new path link to be installed before Christmas mas in Springhead Park
6.1.4	Friends of Springhead Park has been established. Two meetings where P&C staff have taken place along with site visits.
6.1.5	Rothwell Country Park continues to develop – Following the site meeting with the Chair of FoG and the Leeds LAF in July P&C officers are working with Chair (Sue Child) to see how the former colliery site can be further developed to an attractive greenscape containing meadows, trees and ponds
6.1.6	Vicky Nunns is working with Councillor Bruce regarding Wood Lane Recreation. No specific update at this time.
6.1.7	<ul> <li>Vicky Nunns is working with the Councillor Renshaw and Councillor Mulherin on a number of projects, also with Councillor Dunn regarding Smithy Lane and Copley Lane:         <ul> <li>Looking at using S.106 monies for a new slide for Lofthouse Recreation ground and a water supply pipe at Copley Lane Community Garden (now known as Robin Hood Community Garden and Maid Marian Orchard). A quote for approx. £2k has been received from YW for installation of a new water supply pipe.</li> <li>Signs approved for info boards on species and history</li> </ul> </li> </ul>
6.1.8	PR taking the Site Based Gardeners report to the next Area Committee meeting on the 2nd December which details work undertaken.

6.1.9	•	Lewisham Park Memorial is looking overgrown. BB to chase up with colleagues.	
6.1.10	•	90 school children from East Ardsley Primary have begun the season's tree planting with 100 mixed deciduous trees and have been learning about their local environment, local food and the site itself. A press release about this is pending.	
6.1.11	•	75 Elm trees are to be planted in a new avenue along the permissive bridleway through East Ardsley fall and Spring Lane sidings. TCV have commenced fencing at Spring Lane Sidings for the boundary to the community orchard, they will be also fencing off habitat exclusion and water safety zones around the leachate ponds.	
6.1.12	•	Heavy duty access barriers will be installed by Landscapes at Moor Knoll Lane and Lingwell Gate Lane to improve accessibility for LCC and emergency vehicles as public access on the site is increased.	
6.11.13	•	A section of the bridleway running alongside Dolphin Beck Marsh which was excessively overgrown and impassable on foot has been cleared and added to a maintenance contract by PROW.	
6.15	Public	c Rights of Way update	
		A frames have been programmed for installation on Morley 105/27/40  The overgrowth complaints regarding Drake Lane and Wakefield Road Drighlington have been dealt with and 2 Signposts have been installed. Footpaths and Signposts are to be installed in Spring Gardens shortly.  Morley Footpath 37 Public Path Diversion Order has been made and the objection period ended on 9th September. Skelton Restoration site – Temple Newsam to Rothwell Country Park. New network of public paths being built and dedicated. Link to Rothwell will be achieved when new bridge developed. Works ongoing Rothwell 68 (Dawson Lane) off Wood Lane to Churchfield Lane – request for improvements – tarmacking of approx. 130m to full width. Approx. £20 k. Wellbeing application forms have been sent to BB for completion. It was noted that Area Committee would not fund the entire project and match funding would need to be sought. BB to progress Mill Lane, Gildersome Local Public Inquiry: 26/11/13 -	
		Modification Order and Public Path Diversion Order decisions following objections	

7.0	Housing Leeds Update	
7.1	<ul> <li>TS gave a verbal update on the behalf of Mark Gray as he was unable to attend the meeting. Main points:</li> <li>Environmental Work will be handed over to the Locality Team in April 2014. Work is on-going to clear any backlogs before the service is handed over</li> <li>Meetings are scheduled to speak with caretaking and locality staff about the shaping of the new service</li> <li>3 consultations have taken place with staff regarding the new service and have been received well</li> <li>TS advised that the new structure will be in place by December 2013 with grades back from job evaluation</li> <li>All walkabouts are being fulfilled and met as publicised</li> </ul>	
8.0	Any other business	
	None	
9.0	Next meeting	
	Wednesday, 5 <sup>th</sup> March 2014 – venue to be arranged	MB
10.0	Forward plan	
	Wednesday, 23 April 2014 at 4pm – venue tbc Wednesday, 24 September 2014 at 4pm – venue tbc Wednesday, 26 November 2014 at 4pm – venue tbc	

### **Morley South Community First Panel**

From an allocation of £33,910 the following grant requests have been submitted by the panel  $\,$ 

Funded Group	Recommended Amount	Paid Amount	Disposition	Final actual spend
Morley Cricket & Sports Club	630.00	630.00	Approved	0.00
Tingley Methodist Church	1,400.00	1,400.00	Approved	2,000.00
Morley Camping venture	1,000.00	1,000.00	Approved	0.00
Morley Literature Festival	1,200.00	1,200.00	Approved	1,200.00
Tingley Crescent Residents Association	1,260.00	1,260.00	Approved	0.00
Kids for Kids Dance Troupe	700.00	700.00	Approved	0.00
Leeds Grand Theatre	800.00	800.00	Approved	0.00
Woodkirk Valley Football Club	1,000.00	0.00	Pending	0.00
Morley Rugby Football Club	1,010.00	1,010.00	Approved	1,010.00
Morley Amateur Operatic Society	1,992.00	1,992.00	Approved	0.00
St peters Church Hall users Group	2,500.00	2,500.00	Approved	2,500.00
12th Morley Scout Group	800.00	800.00	Approved	800.00
Morley Camping venture	500.00	500.00	Approved	500.00
Newlands methodist Church	400.00	400.00	Approved	0.00
Siegen Close Residents association	420.00	420.00	Approved	420.00
St Andrews Community Hall Steering Group	2,300.00	2,300.00	Approved	2,300.00
St marys United Reformed Church	1,000.00	1,000.00	Approved	0.00
Morley Town AFC	500.00	500.00	Approved	500.00
Morley Bluebell Majorettes	1,290.00	1,290.00	Approved	1,290.00
Morley Murals	500.00	500.00	Approved	0.00
Kidz n co	301.00	301.00	Approved	2,132.00
Finance and Property Group	600.00	600.00	Approved	2,000.00
Grand Total	22,103.00	21,103.00		16,652.00

### **Ardsley & Robin Hood Community First Panel**

Funded Group	Recommended Amount	Paid Amount	Disposition	Final actual spend
Girlguiding Lofthouse	1,250.00	1,250.00	Approved	0.00
East Ardsley In Bloom	712.20	712.20	Approved	0.00
Hilltop Good Companions	1,500.00	1,500.00	Approved	0.00
Lowry Road In Bloom	1,300.00	1,300.00	Approved	0.00
Lofthouse Millennium Green	1,000.00	1,000.00	Approved	0.00
Robin Hood Residents Association	1,000.00	1,000.00	Approved	0.00
Thorpe In Bloom	2,000.00	0.00	Pending	0.00
East Ardsley Luncheon Club	420.00	420.00	Approved	0.00
Tingley Tenants & Residents Association	500.00	0.00	Pending	0.00
Tingley TARA Tenants and residents Association	2,350.00	2,350.00	Approved	0.00
East Ardsley United Cricket Club	1,600.00	1,600.00	Approved	1,600.00
Lowry Road in Bloom	1,000.00	1,000.00	Approved	1,500.00
Meadows in Bloom	1,000.00	1,000.00	Approved	0.00
Winthorpe Residents Association	1,058.00	1,058.00	Approved	1,058.00
St gabriel's Youth and Community Group	1,500.00	1,500.00	Approved	0.00
St Gabriels Community Centre	299.00	0.00	Pending	0.00
Robin Hood Residents Association	1,500.00	1,500.00	Approved	1.50
Lowry Road In Bloom	1,500.00	1,500.00	Approved	1,500.00
Christ Church Lofthouse PCC Graveyard Group	1,485.59	1,485.59	Approved	878.95
Silhouettes Majorette Dance Troupe	1,000.00	1,000.00	Approved	0.00
East Ardsley United Cricket Club	1,100.00	1,100.00	Approved	1,100.00
East Ardsley In Bloom	1,218.00	1,218.00	Approved	0.00
East Ardsley Community Centre Association	1,050.00	1,050.00	Approved	0.00
Girlguiding Lofthouse	1,250.00	1,250.00	Approved	0.00
2nd Morley East Ardsley Scout Group	1,260.00	1,260.00	Approved	0.00
Grand Total	29,852.79	27,053.79		7,638.45

#### **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.

'Final actual spend' means the total amount of grant spent by the funded group as reported to CDF at the end of the project.

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Report auth Agenda otem 9

Tel: 24 74309

#### **Report of the Assistant Director (Citizens & Communities)**

Report to: South Leeds (Outer) Area Committee

Date: Monday 27<sup>th</sup> January 2014

Subject: Outer South Area Committee Well being Budget Report

Are specific electoral Wards affected?	⊠ Yes	☐ No
If relevant, name(s) of Ward(s):	Ardsley & Robin Morley North Morley South Rothwell	Hood
Are there implications for equality and diversity and cohesion and integration?	☐ Yes	⊠ No
Is the decision eligible for Call-In?	☐ Yes	⊠ No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	☐ Yes	⊠ No

#### **Summary of main issues**

This report seeks to provide Members with:

- 1. Details of the Wellbeing Budget position.
- 2. An update on both the revenue, capital and activities fund elements of the Wellbeing budget.
- 3. Details of revenue funding for consideration and approval.
- 4. Details of revenue projects agreed to date which link to the priorities and actions in the Area Committee Business Plan (Appendix 1).
- 5. Members are also asked to note the current position of the Small Grants Budget.

#### Recommendations

Members of the Outer South Area Committee are requested to:

- a) note the contents of the report;
- b) note the position of the Wellbeing, capital and Activities fund elements of the wellbeing budgets as set out at 3.0.
- c) note the revenue projects already agreed as listed in Appendix 1;
- d) consider the project proposals detailed in 4.0:
- e) note the Small Grants situation in 5.0.

#### 1. Purpose of this report

- 1.1 This report seeks to provide Members with:
  - a) Details of the Wellbeing Budget position.
  - b) An update on both the revenue, capital and activities fund elements of the Wellbeing budget.
  - c) Details of revenue funding for consideration and approval.
  - d) Details of revenue projects agreed to date which link to the priorities and actions in the Area Committee Business Plan (Appendix 1).
  - e) Members are also asked to note the current position of the Small Grants Budget.

### 2 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 being purchased through Wellbeing funding are completed or purchased.
- 2.3 Members are reminded that due to the timescales required for the scrutiny and processing of documentation prior to submission to the Area Committee that the deadline for receipt of completed application forms is at least five weeks before an Area Committee.

#### 3.0 Well Being Budget Position

#### 3.1 Revenue funding available for 2013/14

- 3.1.1 The revenue budget approved by Executive Board for 2013/14 is £183,790.00. **Table 1** shows a carry forward figure of £**63,779.29** and funding of £10,508.53 which is attached to on-going projects that was not spent in 2012/13. The total amount of revenue funding available to the Area Committee for 2013/14 is therefore **£237,060.76**.
- 3.1.2 The Area Committee is asked to note that £178,318.53 has already been allocated from the 2013/14 Wellbeing Revenue Budget as listed in **Appendix 1** and the remaining overall balance is £58,742.23.
- 3.1.3 Detail of the Activities Fund Delegation of £30,116 is included at **Table 3**. **£22,740.00** has already been allocated and the remaining balance is **£7,376.00**.

Table 1 : Revenue Well being Budget	2013/14				
INCOME	183,790.00				
Roll Forward	63,779.29				
Less projects carried forward from 2012/13	-10,508.53				
TOTAL	237,060.76				
Area Wide Projects					
Sustainable Economy and Culture	8,200.00				
Small Grants Scheme	£5,000.00				
Communications Budget e.g. printing, meetings	£1,000.00				
Financial Fitness Programme	£2,200.00				
Safer And Stronger Communities	£61,296.41				
Support for Community Safety Off Road Bikes	£2,240.00				
Victims Support – Victims Fund	£1,000.00				
Priority Neighbourhood Worker	£20,402.40				
Site Based Gardeners	£35,654.01				
Community Skips	£2,000.00				
Health and Well Being	£36,500.00				
Garden Maintenance Scheme	£33,000.00				
Community Heroes Event	£1,500.00				
International Day of Older People	£2,000.00				
Children and Families	£20,000.00				
Activities for Children and Young People	£20,000.00				
Total Area Wide projects	£125,996.41			<b>.</b>	<b>.</b>
Balance split across four wards	£111,064.35	£27,766.09	£27,766.09	£27,774.17	£27,774.17
RING FENCED AMOUNTS			Ward	Split	
ADP Theme Project	2013/14	Ardsley & Robin Hood	Morley North	Morley South	Rothwell
ADP Theme Project Sustainable Economy and Culture	2013/14	Robin	-	_	Rothwell
	2013/14 £10,000.00	Robin	-	_	Rothwell
Sustainable Economy and Culture	1	Robin	North	South	<b>Rothwell</b> £8,000.00
Sustainable Economy and Culture  Morley Literature Festival 2012	£10,000.00	Robin	North	South	
Sustainable Economy and Culture  Morley Literature Festival 2012  Rothwell 600	£10,000.00 £8,000.00	Robin Hood	<b>North</b> £5,000.00	<b>South</b> £5,000.00	£8,000.00
Sustainable Economy and Culture  Morley Literature Festival 2012  Rothwell 600  Christmas trees and decorations	£10,000.00 £8,000.00 £18,625.00	Robin Hood	<b>North</b> £5,000.00	£5,000.00 £4,237.50	£8,000.00
Sustainable Economy and Culture  Morley Literature Festival 2012  Rothwell 600  Christmas trees and decorations  Enabled Works Disability Access	£10,000.00 £8,000.00 £18,625.00 £1,500.00	Robin Hood £2,985.00	£5,000.00 £4,237.50	£5,000.00 £4,237.50 £1,500.00	£8,000.00 £7,165.00
Sustainable Economy and Culture  Morley Literature Festival 2012  Rothwell 600  Christmas trees and decorations  Enabled Works Disability Access  Total Sustainable Economy and Culture	£10,000.00 £8,000.00 £18,625.00 £1,500.00	Robin Hood £2,985.00	£5,000.00 £4,237.50	£5,000.00 £4,237.50 £1,500.00	£8,000.00 £7,165.00
Sustainable Economy and Culture  Morley Literature Festival 2012  Rothwell 600  Christmas trees and decorations  Enabled Works Disability Access  Total Sustainable Economy and Culture  Safer And Stronger Communities	£10,000.00 £8,000.00 £18,625.00 £1,500.00 £38,125.00	Robin Hood £2,985.00	£5,000.00 £4,237.50	£5,000.00 £4,237.50 £1,500.00	£8,000.00 £7,165.00 £15,165.00
Sustainable Economy and Culture  Morley Literature Festival 2012  Rothwell 600  Christmas trees and decorations  Enabled Works Disability Access  Total Sustainable Economy and Culture  Safer And Stronger Communities  West Yorkshire Police Pedal Cycle	£10,000.00 £8,000.00 £18,625.00 £1,500.00 £38,125.00	Robin Hood £2,985.00	£5,000.00 £4,237.50 £9,237.50	£5,000.00 £4,237.50 £1,500.00 £10,737.50	£8,000.00 £7,165.00 £15,165.00
Sustainable Economy and Culture  Morley Literature Festival 2012  Rothwell 600  Christmas trees and decorations  Enabled Works Disability Access  Total Sustainable Economy and Culture  Safer And Stronger Communities  West Yorkshire Police Pedal Cycle  Operation Dark Night	£10,000.00 £8,000.00 £18,625.00 £1,500.00 £38,125.00 £300.00 £1,217.60	£2,985.00	£5,000.00 £4,237.50 £9,237.50	£5,000.00 £4,237.50 £1,500.00 £10,737.50	£8,000.00 £7,165.00 £15,165.00
Sustainable Economy and Culture  Morley Literature Festival 2012  Rothwell 600  Christmas trees and decorations  Enabled Works Disability Access  Total Sustainable Economy and Culture  Safer And Stronger Communities  West Yorkshire Police Pedal Cycle  Operation Dark Night  Enhancing Visibility (PCSCO Cyles)	£10,000.00 £8,000.00 £18,625.00 £1,500.00 £38,125.00 £300.00 £1,217.60 £2,079.00	£2,985.00 £2,985.00	£5,000.00 £4,237.50 £9,237.50	£5,000.00 £4,237.50 £1,500.00 £10,737.50	£8,000.00 £7,165.00 £15,165.00
Sustainable Economy and Culture  Morley Literature Festival 2012  Rothwell 600  Christmas trees and decorations  Enabled Works Disability Access  Total Sustainable Economy and Culture  Safer And Stronger Communities  West Yorkshire Police Pedal Cycle  Operation Dark Night  Enhancing Visibility (PCSCO Cyles)  West Yorkshire Police (Operation Flame)	£10,000.00 £8,000.00 £18,625.00 £1,500.00 £38,125.00 £300.00 £1,217.60 £2,079.00 £1,063.76	£2,985.00 £2,985.00	£5,000.00 £4,237.50 £9,237.50 £608.80 £693.00	£5,000.00 £4,237.50 £1,500.00 £10,737.50	£8,000.00 £7,165.00 £15,165.00
Sustainable Economy and Culture  Morley Literature Festival 2012  Rothwell 600  Christmas trees and decorations  Enabled Works Disability Access  Total Sustainable Economy and Culture  Safer And Stronger Communities  West Yorkshire Police Pedal Cycle  Operation Dark Night  Enhancing Visibility (PCSCO Cyles)  West Yorkshire Police (Operation Flame)  Harwill Estate Grit Bins	£10,000.00 £8,000.00 £18,625.00 £1,500.00 £38,125.00 £300.00 £1,217.60 £2,079.00 £1,063.76 £336.76	£2,985.00 £2,985.00	£5,000.00 £4,237.50 £9,237.50 £608.80 £693.00	£5,000.00 £4,237.50 £1,500.00 £10,737.50	£8,000.00 £7,165.00 £15,165.00 £300.00
Sustainable Economy and Culture  Morley Literature Festival 2012  Rothwell 600  Christmas trees and decorations  Enabled Works Disability Access  Total Sustainable Economy and Culture  Safer And Stronger Communities  West Yorkshire Police Pedal Cycle  Operation Dark Night  Enhancing Visibility (PCSCO Cyles)  West Yorkshire Police (Operation Flame)  Harwill Estate Grit Bins  West Yorkshire Police (Rothwell Shed Bars)	£10,000.00 £8,000.00 £18,625.00 £1,500.00 £38,125.00 £300.00 £1,217.60 £2,079.00 £1,063.76 £336.76 £1,000.00	£2,985.00 £2,985.00	£5,000.00 £4,237.50 £9,237.50 £608.80 £693.00	£5,000.00 £4,237.50 £1,500.00 £10,737.50	£8,000.00 £7,165.00 £15,165.00 £300.00 £531.88
Sustainable Economy and Culture  Morley Literature Festival 2012  Rothwell 600  Christmas trees and decorations  Enabled Works Disability Access  Total Sustainable Economy and Culture  Safer And Stronger Communities  West Yorkshire Police Pedal Cycle  Operation Dark Night  Enhancing Visibility (PCSCO Cyles)  West Yorkshire Police (Operation Flame)  Harwill Estate Grit Bins  West Yorkshire Police (Rothwell Shed Bars)  John O'Gaunts A Frame Ginnel Gates	£10,000.00 £8,000.00 £18,625.00 £1,500.00 £38,125.00 £300.00 £1,217.60 £2,079.00 £1,063.76 £336.76 £1,000.00 £1,700.00	£2,985.00 £2,985.00	£5,000.00 £4,237.50 £9,237.50 £608.80 £693.00	£5,000.00 £4,237.50 £1,500.00 £10,737.50	£8,000.00 £7,165.00 £15,165.00 £300.00 £531.88
Sustainable Economy and Culture  Morley Literature Festival 2012  Rothwell 600  Christmas trees and decorations  Enabled Works Disability Access  Total Sustainable Economy and Culture  Safer And Stronger Communities  West Yorkshire Police Pedal Cycle  Operation Dark Night  Enhancing Visibility (PCSCO Cyles)  West Yorkshire Police (Operation Flame)  Harwill Estate Grit Bins  West Yorkshire Police (Rothwell Shed Bars)  John O'Gaunts A Frame Ginnel Gates  St Mary's in the Wood URC CCTV	£10,000.00 £8,000.00 £18,625.00 £1,500.00 £38,125.00 £300.00 £1,217.60 £2,079.00 £1,063.76 £336.76 £1,000.00 £1,700.00 £3,000.00	£2,985.00 £2,985.00 £531.88	£5,000.00 £4,237.50 £9,237.50 £608.80 £693.00 £336.76	£5,000.00 £4,237.50 £1,500.00 £10,737.50 £608.80 £693.00	£8,000.00 £7,165.00 £15,165.00 £300.00 £531.88 £1,000.00 £1,700.00
Sustainable Economy and Culture  Morley Literature Festival 2012  Rothwell 600  Christmas trees and decorations  Enabled Works Disability Access  Total Sustainable Economy and Culture  Safer And Stronger Communities  West Yorkshire Police Pedal Cycle  Operation Dark Night  Enhancing Visibility (PCSCO Cyles)  West Yorkshire Police (Operation Flame)  Harwill Estate Grit Bins  West Yorkshire Police (Rothwell Shed Bars)  John O'Gaunts A Frame Ginnel Gates  St Mary's in the Wood URC CCTV  Total Safer and Stronger Communities	£10,000.00 £8,000.00 £18,625.00 £1,500.00 £38,125.00 £300.00 £1,217.60 £2,079.00 £1,063.76 £336.76 £1,000.00 £1,700.00 £3,000.00	£2,985.00 £2,985.00 £531.88	£5,000.00 £4,237.50 £9,237.50 £608.80 £693.00 £336.76	£5,000.00 £4,237.50 £1,500.00 £10,737.50 £608.80 £693.00	£8,000.00 £7,165.00 £15,165.00 £300.00 £531.88 £1,000.00 £1,700.00
Sustainable Economy and Culture  Morley Literature Festival 2012  Rothwell 600  Christmas trees and decorations  Enabled Works Disability Access  Total Sustainable Economy and Culture  Safer And Stronger Communities  West Yorkshire Police Pedal Cycle  Operation Dark Night  Enhancing Visibility (PCSCO Cyles)  West Yorkshire Police (Operation Flame)  Harwill Estate Grit Bins  West Yorkshire Police (Rothwell Shed Bars)  John O'Gaunts A Frame Ginnel Gates  St Mary's in the Wood URC CCTV  Total Safer and Stronger Communities  Children and Families	£10,000.00 £8,000.00 £18,625.00 £1,500.00 £38,125.00 £300.00 £1,217.60 £2,079.00 £1,063.76 £1,000.00 £1,700.00 £1,700.00 £3,000.00	£2,985.00 £2,985.00 £531.88	£5,000.00 £4,237.50 £9,237.50 £608.80 £693.00 £336.76	£5,000.00 £4,237.50 £1,500.00 £10,737.50 £608.80 £693.00	£8,000.00 £7,165.00 £15,165.00 £300.00 £531.88 £1,000.00 £1,700.00
Sustainable Economy and Culture  Morley Literature Festival 2012  Rothwell 600  Christmas trees and decorations  Enabled Works Disability Access  Total Sustainable Economy and Culture  Safer And Stronger Communities  West Yorkshire Police Pedal Cycle  Operation Dark Night  Enhancing Visibility (PCSCO Cyles)  West Yorkshire Police (Operation Flame)  Harwill Estate Grit Bins  West Yorkshire Police (Rothwell Shed Bars)  John O'Gaunts A Frame Ginnel Gates  St Mary's in the Wood URC CCTV  Total Safer and Stronger Communities  Children and Families  Junior Wardens Scheme  Total for Children and Families	£10,000.00 £8,000.00 £18,625.00 £1,500.00 £38,125.00 £300.00 £1,217.60 £2,079.00 £1,063.76 £336.76 £1,000.00 £1,700.00 £3,000.00 £10,697.12	£2,985.00 £2,985.00 £2,985.00 £531.88 £1,224.88	£5,000.00  £4,237.50  £9,237.50  £608.80  £693.00  £336.76  £3,000.00  £4,638.56	£5,000.00 £4,237.50 £1,500.00 £10,737.50 £608.80 £693.00 £1,301.80	£8,000.00 £7,165.00 £15,165.00 £300.00 £300.00 £1,700.00 £3,531.88 £3,500.00 £3,500.00
Sustainable Economy and Culture  Morley Literature Festival 2012  Rothwell 600  Christmas trees and decorations  Enabled Works Disability Access  Total Sustainable Economy and Culture  Safer And Stronger Communities  West Yorkshire Police Pedal Cycle  Operation Dark Night  Enhancing Visibility (PCSCO Cyles)  West Yorkshire Police (Operation Flame)  Harwill Estate Grit Bins  West Yorkshire Police (Rothwell Shed Bars)  John O'Gaunts A Frame Ginnel Gates  St Mary's in the Wood URC CCTV  Total Safer and Stronger Communities  Children and Families  Junior Wardens Scheme	£10,000.00 £8,000.00 £18,625.00 £1,500.00 £38,125.00 £300.00 £1,217.60 £2,079.00 £1,063.76 £336.76 £1,000.00 £1,700.00 £3,000.00 £10,697.12	£2,985.00 £2,985.00 £2,985.00 £531.88	£5,000.00 £4,237.50 £9,237.50 £608.80 £693.00 £336.76 £3,000.00 £4,638.56	\$outh £5,000.00 £4,237.50 £1,500.00 £10,737.50 £608.80 £693.00	£8,000.00 £7,165.00 £15,165.00 £300.00 £31,000.00 £1,700.00 £3,531.88

#### 3.2 Capital

- 3.2.1 Of the £683,008 capital funding allocated to the Area Committee for 2004/12 a total of £676,743.44 has been committed to date leaving a balance of **£6,264.57**.
- 3.2.2 Members are asked to note the capital allocation by Ward. The spend broken down by Ward is as follows:

	Ardsley and Robin Hood	Morley North	Morley South	Rothwell
Total Allocation 2004-12	£170,752.00	£170,752.00	£170,752.00	£170,752.00
Allocation to date	£170,013.20	£166,612.11	£169,366.20	£170,751.93
New Balance	£738.80	£4,139.90	£1,385.80	£0.07

3.2.3 Members are asked to note that as the capital expenditure report (Appendix 2 in previous reports) has not changed of late, it will not be included as part of this report going forward. Copies of the document are available on request.

#### 3.3 Activities Fund Delegation

3.3.1 As a result of a Youth Review agreed in March 2013, an activities fund has been made available to provide local activity for children and young people age 8-17 years across the city. The Activities Fund has been delegated to Area Committees and the allocation to Outer South Area Committee for 2013/14 is £30,116, rising to £60,232 in 2014/15. Table 3 below outlines the Activities Fund position and provides a breakdown of the funds by ward.

Youth Activities Fund Summary							
		Ward Split 8-17 Population (10,080)					
		2666	2464	2355	2595		
	TOTAL £	Ardsley & Robin Hood	Morley North	Morley South	Rothwell		
Approved Activities	£30,116.00	£7,965.20	£7,361.69	£7,036.03	£7,753.08		
Two Mini Breeze Events August 2013 (Ardsley & Robin Hood, Morley)	£7,500.00	£3,750.00	£1,875.00	£1,875.00			
Morley & CATSS Cluster School Holiday Programme (October)	£1,070.00	356.66	356.67	356.67			
Music-Beats-Music	£2,000.00		£2,000.00				
City Bloc Climbing Club	£1,650.00	£412.50	£412.50	£412.50	£412.50		
DAZL (Outer South Dance Programme)	£3,180.00	£795.00	£795.00	£795.00	£795.00		
The Works Skatepark – Sunshine Indoors	£2,380.00	£595.00	£595.00	£595.00	£595.00		
Youth Encounter Project	£1,000.00			£1,000.00			
Easter Holiday Club Project	£960.00			£960.00			
Morley & CATSS Cluster School Holiday Programme (February)	£1,500.00	£500.00	£500.00	£500.00			
Morley & CATSS Cluster Motorcycle Maintenance Course, Level One	£1,500.00	£500.00	£500.00	£500.00			
Total spend	£22,740.00	£6,909.16	£7,034.17	£6,994.17	£1,802.50		
Remaining Balance per ward	£7,376.00	£1,056.04	£327.52	£41.86	£5,950.58		

#### 4.0 Well Being Projects for Approval

- 4.1 **Appendix 1** details revenue projects that have been commissioned by the Area Committee to date, including a current position statement and project outcomes.
- 4.2 It is possible that some of the projects in **Appendix 1** 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.
- 4.3 Members are asked to note that the deadline for receipt of completed application forms is at least five weeks before an Area Committee to allow for processing of the necessary paperwork.
- 4.4 Members are asked to consider the following projects:-

4.4.1 Project: Cold Calling Control Zone

**Organisation: West Yorkshire Joint Services** 

**Total Project Cost: £541.50** 

Wellbeing contribution: £541.50 (revenue)

Ward covered: Morley North

**Project Summary:** Cold Calling Control Zones are areas which are considered to be vulnerable to doorstep crime and where residents have collectively stated that they do not want cold callers. The main aim of the zones is to prevent incidents of doorstep crime, raise awareness of the activities of rogue traders who target vulnerable people and give residents the confidence to say NO to uninvited callers as a community, therefore reducing levels and fear of crime in the allocated areas.

Zones are clearly identified by signs on lampposts at the main entrance and exit points informing traders that they are entering an area where residents do not buy goods and services at the door. Each household will also receive an information booklet offering advice, as well as a door sticker to deter unwanted callers.

As part of the initiative residents will be revisited on an annual basis to gain feedback from those living within the zone. This ensures the zone is as efficient and effective as possible and any potential improvements can be addressed.

Area Committee/Area Business Plan Key Themes and Action Plan Priorities: This proposal supports the Area Committee priority: 'reduce crime and to provide a solution to areas subject to burglaries.'

4.4.2 Project: Old Road, Churwell, Street Lights

Organisation: LCC Housing Leeds

Total Project Cost: £4,850.00

Wellbeing contribution: £2,400.00 (revenue)

Ward covered: Morley North

**Project Summary:** The project would provide additional street lighting leading from Old Road to Manor Road, Churwell, Leeds. The street and footpath does not have lighting and is a concern for local residents around community safety, anti-social behavior, burglaries and youths hanging around the area. The project is a community safety project which will help reduce crime, burglaries to homes and garages and reduce anti-social behavior in the area. It will also make local residents feel safe when walking along the footpath as it is very dark and next to some rough shrubbery land. The project will be match funded with South Area Panel.

Area Committee/Area Business Plan Key Themes and Action Plan Priorities: This proposal supports the Area Committee priority: 'reduce crime and to provide a solution to areas subject to burglaries.'

4.4.3 Project: Winter Warmth Packs for the Elderly

**Organisation: LCC Area Support Team** 

Total project cost: £9,297.75

Wellbeing Contribution: £4,648.87

Wards covered: Ardsley & Robin Hood, Morley North, Morley South, Rothwell

To provide a Winter Warmth package to 525 elderly people properties in Outer South Leeds with approximately 475 properties being Housing Leeds properties. This package will comprise of some key winter essentials that will help ensure the elderly residents are healthy and warm this winter. Packages will include:

- Thermal flask
- Fleece blanket
- Hot water bottle and cover
- Soup
- Bed socks
- Thermal hat, gloves and scarf
- Thermometer
- Porridge

These will be delivered to and distributed by the Housing Leeds and Morley Elderly Action. The aim is to target the most vulnerable and hard to reach residents most in need of assistance with the Winter Warmth Package.

The package will be branded notifying residents that it has been funded by Outer South Area Committee and Outer South Area Panel.

Area Committee/Area Business Plan Key Themes and Action Plan Priorities: This proposal supports the Area Committee priority: Health and Wellbeing 'we want to improve health and Well-being'.

4.4.4 Project: Litter Bin for Old Dewsbury Road

Organisation: South and Outer East Locality Team

Total project cost: £300

Wellbeing Contribution: £300 (capital)

Wards covered: Morley South

Provision of a new litter bin on the Old Dewsbury Road, Morley near to Woodkirk Academy. This will reduce litter in the area caused by young people walking to school. It will be emptied by the Locality Team.

Area Committee/Area Business Plan Key Themes and Action Plan Priorities: This proposal supports the Area Committee priority: 'Environmental problems: we want to sort out environmental problems in local neighbourhoods'

#### 5.0 Small Grants Update

- 5.1 The following small grants have been approved since the last Area Committee:
  - Drighlington Scout & Hut Committee £500.00 to go towards the replacement roof of the Scout hut
  - Robin Hood Residents Association £500.00 to go towards the cost for items for the Christmas Community Event
  - Carlton Village Residents Association £500.00 to go towards the cost for items for the Carlton's Children's Party.

#### 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 Assessment 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 capital and 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 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

6.6.1 This report provides an update on work in the Outer 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 Outer South Area Committee are requested to:
  - a) note the contents of the report;
  - b) note the position of the Wellbeing, capital and Activities fund elements of the wellbeing budgets as set out at 3.0.
  - c) note the revenue projects already agreed as listed in Appendix 1;
  - d) consider the project proposals detailed in 4.0;
  - e) note the Small Grants situation in 5.0.

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

9.1 There are no background documents associated with this paper.

<sup>&</sup>lt;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.

	Allocation	£183,790.00
	Roll forward	£63,779.29
Budget	Less 2012/13 projects	-£10,508.53
	TOTAL	£237,060.76

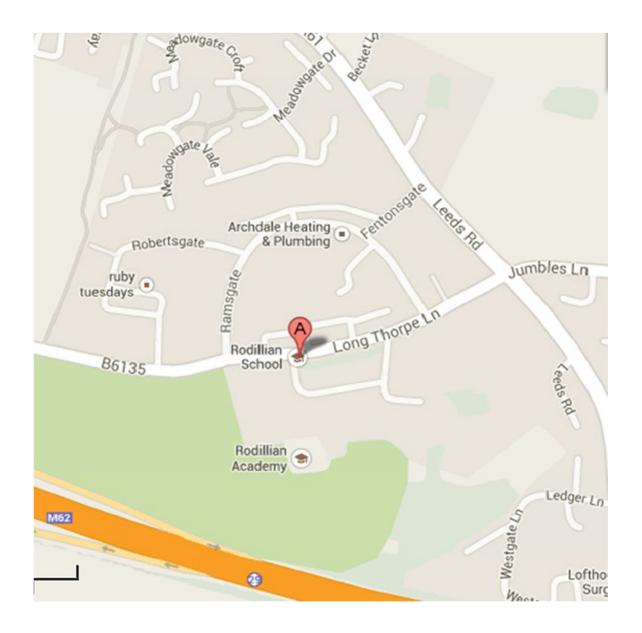
		2013/2014 Revenue Costs				
Project	Delivery Organisation	Approved	Actual	Committed	Balance to be carried forward 2013/14	Outcomes
Skips Budget To provide skips for community use.	South East Area Support	£2,000.00	£1,770.00	£120.00	£110.00	Community groups undertake clean-ups. Improved streetscene in local neighbourhoods. Increased community pride.
Small Grants Fund a fund for small scale community based projects meeting Area Delivery Plan priorities.	South East Area Support	£5,000.00	£3,281.50		£1,718.50	Voluntary and community groups supported through grant aid. Increased range of community activity. Increased community participation. Increased community pride. Delivery of Area Delivery Plan priorities.
Communications budget to enable	South East Area Support	£1,000.00	£262.96	£39.43	£697.61	5 newsletters, Questionnaires, Promotional material. Increased awareness of the Outer South Area Committee. Improved consultation that can inform local projects and plans. Public participation in projects / plans.
Activities for Children and Young People	Children and Young Peoples Working Group	£20,000.00	£7,200.00	£12,800.00	£0.00	Summer activities for young people across the Outer South area. More young people involved in activities over the school holidays. Reduction in complaints of anti social behaviour in the area over the holidays.
Priority Neighbourhood Worker	South East Area Support	£20,402.40	£11,034.32	£3,437.66	£5,930.42	One worker to help progress NIP projects. Increased social capital through capacity building of small groups and the voluntary sector.

			2013/2014 Reve	nue Costs		
Project	Delivery Organisation	Approved	Actual	Committed	Balance to be carried forward 2013/14	Outcomes
Site Based Gardeners	Parks and Countryside	£35,654.01	£35,654.01		£0.00	3 full time Gardeners for 1/2 year. Crime reduction. Reducing fear of crime. Increasing voluntary and community engagement. Cleaner safer public green spaces.
Morley Literature Festival 2013	South East Area Support	£10,000.00	£10,000.00		£0.00	A five day festival with a full programme. Increased community spirit, education and activities for families. Encourage partnership work between the public and private sectors. Engender a stronger community link with the town centre.
Rothwell 600 Celebrations	Rothwell 600 Committee	£8,000.00	£5,369.16	£2,234.95	£395.89	Several events and activities ran by local community groups. Encourage people from a wide variety of backgrounds to share and appreciate the culture and heritage of the area. Use the celebrations as vehicle to regenerate the Ward through a variety of methods, promoting community pride and identity.
@den Maintenance Scheme Morley Eferly Action ♣	Morley Elderly Action	£33,000.00	£16,500.00	£16,500.00	£0.00	Deliver a gardening service to the elderly in the Outer South area. Environmental improvements. People being helped to maintain their homes. Community Safety benefits.
Off Road bikes	South East Area Support	£2,240.00			£2,240.00	Reduction in off road bike offences. Reduction in fear of crime amongst South Leeds residents.
Victims Fund	Victims Support	£1,000.00		£1,000.00	£0.00	Reduction in the fear of crime and repeat offences through target hardening work.

			2013/2014 Reven	ue Costs		
Project	Delivery Organisation	Approved	Actual	Committed	Balance to be carried forward 2013/14	Outcomes
Christmas Lights 2013/14	Leeds Lights	£18,625.00		£18,625.00	£0.00	Develop community pride through festive activities and provide an attractive town centre that increases footfall and supports businesses.
Community Heroes Event 2014	South East Area Support Team	£1,500.00			£1,500.00	Develop and deliver an awards event for community groups across the outer south area
International Day of Older Persons Event	South East Area Support Team	£2,000.00		£ 1,000.00	£1,000.00	Work with partners to develop and deliver an event for older people that coincides with International Day of Older Persons
J@ior Wardens Scheme Rothwell 47	Groundwork	£3,500.00	£ 3,500.00		£0.00	To encourage young people to get involved in their local community and provide a safe, supervised environment for their personal development
John O'Gaunts A Frame Ginnel Gates	Aire Valley Homes Limited	£1,700.00	£ 1,700.00		£0.00	Installation of A-Frame Ginnel Gates to deter ginnels being used by vehicles and motorbikes and deter fly-tipping.
Extra Grit Bins, Harwill Estate	Churwell Action Group	£336.76			£336.76	To provide grit bins on the Harwill Estate to enable residents to cope better with adverse weather conditions and improve community safety.

		2013/2014 Revenue Costs				
Project	Delivery Organisation	Approved	Actual	Committed	Balance to be carried forward 2013/14	Outcomes
Disability Access and Power Assisted Door Unit	Enabled Works	£1,500.00	£ 1,500.00		£0.00	To contribute to the cost of purchase and installation of a 1 stage life for disabled access to the learning and conference suite situated on the upper level of the building. Enabling easy access to all including disabled workers.
Financial Fitness Programme	West Yorkshire Trading Standards	£2,200.00		£ 2,200.00	£0.00	To deliver a programme of work to front line staff to support those affected by Welfare Reforms
Community Safety	West Yorkshire Police	£5,660.36		£ 2,063.76	£3,596.60	Ringfenced to community safety projects that arise throughtout the year
ge 48	St Mary's in the Wood URC	£3,000.00			£3,000.00	To install CCTV on the premises of St Mary's in the Wood URC to deter ASB
TOTAL	Projects agreed	£178,318.53	£97,771.95	£60,020.80	£20,525.78	
	Balance	£58,742.23			£58,742.23	

#### RODILLIAN ACADEMY, LONG THORPE LANE



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