



LEEDS
CITY COUNCIL

AGENDA
ITEM NO:

Originators: Thomas O'Donovan/
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REPORT OF: Director, Neighbourhoods and Housing Department

REPORT TO: Inner North-West Area Committee

DATE: 7th April 2005

SUBJECT: Inner Area Committee Well-being Budget Report

Electoral Wards Affected :

Headingley
Hyde Park and Woodhouse
Kirkstall
Weetwood

Specific Implications For :

Ethnic Minorities
Women
Disabled People

Executive Function

Council Function

Eligible for Call In

Not eligible for Call in

(details contained in the report)

1.0 Purpose of this Report:

This report seeks to provide Members with:

- a) a current position statement on the Well-being Budget.
- b) a progress report on revenue projects agreed for the current financial year (04/05), (appendix 1).
- c) details of revenue projects agreed and recent expressions of interest for the Well-being budget 05/06 (appendix 2 and 2.1).
- d) details of capital projects agreed and recent expressions of interest for the capital Well-being budget. (appendix 3).

2.0 Background

2.1 At the last Area Committee meeting the final allocations of Well-being funding were noted as **£202,729** revenue funding for 2004/05 financial year, **£202, 730** revenue funding for 2005/06 financial year, and **£394,196** capital funding over three financial years up to March 31st 2007.

2.2 Members should note the following points: -

§ It is anticipated that unallocated revenue funding for 2004/05 will be rolled forward to next year. This is subject to a report to Executive Board, and Executive Board approval.

- § A total of £5,232.10 is remaining in the small grants fund for 2004/05. The Small Grants allocation for 2005/06 is £10,000.
- § The budget for community skips has been incorporated into the Well-being budget. So far this year approximately £5, 300 has been spent . The total figure allocated for 2004/05 is **£6000**. (Please note that at the last Area Committee meeting a further £1,000 was allocated to the skips budget if required). The Skips budget for 2005/06 is £6,000.

3.0 Well-being Projects

- 3.1 The priorities for 2005/06 are contained within the 2005/06 Area Delivery Plan, which was agreed at the 17th February Area Committee meeting.
- 3.2 Details of projects agreed for the 2004/05 revenue budget, including a current position statement and project outputs are listed in Appendix 1.
- 3.3 Details of revenue projects agreed for 2005/06 are listed in appendix 2
- 3.4 Details of new expressions of interest for 2005/06 are attached at Appendix 2.1. The Area Committee is asked to consider and agree projects to be developed.
- 3.5 As stated in the September Area Committee Well-being report, Members are advised to progress with caution around agreeing funding for posts that commit ongoing revenue from the budget.
- 3.6 Details of capital projects agreed in principle for 2005/06, and new expressions of interest for 2005/06 are attached in appendix 3. Please note that the Seagulls Re-paint project, Cragside Fields bollards and the Hawksworth Wood Community Shop projects are now included in this appendix as capital projects following discussions since the last Area Committee meeting. The Area Committee is asked to consider and agree projects to be developed.

4.0 Small Grants

- 4.1 The following small grant application is presented for information:

Organisation	Project Name	Amount
Community Action Little London and Servias (CALLS)	Little London Community Day	£500.00

5.0 Recommendations

Members of the Inner North-West Area Committee are requested to:

- 5.1 Note the budget position of the Well-being Budget as set out at 2.1 and 2.2.
- 5.2 Note the Well-being revenue projects agreed for 2004/05 listed in appendix 1.
- 5.3 Note the Well-being revenue projects agreed for 2005/06 listed in Appendix 2, and consider the new projects for 05/06 listed in appendix 2.1 and agree any action.
- 5.4 Note the Well-being capital projects already agreed listed in appendix 3 and consider the other capital projects and agree any action.

**Inner North West Well-being Budget 2004/2005
Update of spend to date and project progress**

Project	Delivery Organisation	Revenue Cost to 04/05	State of Readiness	Outputs	Outcomes
Inner North West Well-being Budget	North West Area Management Team / Onyx – skips supplier	£5,300	£5,300 has been spent to date.	§ Provide skips for community groups to undertake clean-ups	§ Improved streetscene in local neighbourhoods § Increased community pride
Inner North West Well-being Grants Fund	North West Area Management Team	£4,767.90	£4,767.90 has been spent to date.	§ Support voluntary and community groups through grant aid	§ Increased range of community activity § Increased community participation § Increased community pride
Inner North West Well-being Community Fund - Highways Road Corridor - streetscape	LCC Highways	£5,000	Ongoing discussions with Highways and other relevant services . (One project for £500 for signposting in the Hyde Park Area has spent out of this budget. £4,500 remains to be spent). Awaiting highways response	§ Rationalise street signage and furniture in target areas § Detailed survey planned	§ Improved streetscape in the area
Inner North West Well-being Community Fund - Highways Road Corridor - streetscape/signage	LCC Highways	£5,000	Ongoing discussions with Highways and other relevant services Awaiting highways response	§ Rationalise street signage and furniture in target areas § Detailed survey planned	§ Improved streetscape in the area
Inner North West Well-being Community Fund - Highways Road Corridor - streetscape/signage	LCC Highways and Parks & Countryside	£20,000	Projects to be started March/April 2005: Stanmore Grove (£5k) Spenneth Approach (£5k) Sandy Lane (£5k) Meanwood Valley Trail (£5k)	§ Improve highways and footpaths	§ Additional road resurfacing in targeted areas § Improved access by footpaths

**Inner North West Well-being Budget 2005-2006
Projects agreed for 2005-06**

Project	Delivery Organisation	Revenue cost 05/06	Revenue cost 06/07	Description	Outputs	Outcomes
Planning Officer	LCC Development Department	£30,000 (* Please note that CIT funding ends 30 th June 2005. Area Committee funding will begin 1 st July 2005)	£40,000	To fund a Community Planning Officer post for the North West Inner Area	<ul style="list-style-type: none"> § React to current development activity and advise Members and community groups § Attend and advise a number of working groups on planning matters § Monitoring and enforcement § Ensure strategic planning issues are taken forward and important information is communicated 	<ul style="list-style-type: none"> § More informed local communities § Increased participation in planning process § Greater awareness within the Council of issues important to the community
Funding Officer	Voluntary Action Leeds	£43,400	£43,400	To fund a Funding Advice Officer post for the Inner North West Area	<ul style="list-style-type: none"> § Support groups in identifying funders and completing applications § Arrange training sessions for groups § Produce and distribute a quarterly newsletter 	<ul style="list-style-type: none"> § Develop links with community and voluntary sector § Increase awareness of funding opportunities for groups § Community development
Inner North West Skips Budget	North West Area Management Team /	£6,000		To establish a skips for community use fund	<ul style="list-style-type: none"> § Provide skips for community groups 	<ul style="list-style-type: none"> § Improved streetscene in local

Appendix 2

Project	Delivery Organisation	Revenue cost 05/06	Revenue cost 06/07	Description	Outputs	Outcomes
	Onyx – skips supplier				to undertake clean-ups	neighbourhoods \$ Increased community pride
Inner North West Small Grants Fund	North West Area Management Team	£10,000		To establish a small grants fund	\$ Support voluntary and community groups through grant aid	\$ Increased range of community activity \$ Increased community participation \$ Increased community pride
Woodsley Park Greenspace		£8,000	£8,000	To provide revenue funding of £8,000 per year for two years to cover maintenance costs of the new facility.	\$ New facility effectively maintained	\$ Better play facilities for children and young people
Festive Lights for Hyde Park	Leeds Lights	£11,238		To fund a further 4 sessions of lights for Burley Road. Funding will cover the costs of hiring and putting up the lights for 4 sessions and also includes electricity costs.	\$ Provide festive lights at 4 further sessions	\$ Improved streetscape and environment \$ Increased Community Pride. \$ Increased awareness of different cultures/religions
Woodsley Road Community Centre Manager	Voluntary Action Leeds	£20,397	£20,851	To fund a part time Community Centre Manager at Woodsley Road Community Centre	\$ Community Centre worker in post	\$ Increased community use at the centre
Study Support Sessions	LCC Youth Service	£2,000		The continuation of the study support project funded in 04/05, dependent upon the evaluation of the scheme	\$ Minimum of 20 Young People attend the Study Support Sessions \$ 10 Young People	\$ Increase in self esteem, build confidence in the young people attending the study

Appendix 2

Project	Delivery Organisation	Revenue cost 05/06	Revenue cost 06/07	Description	Outputs	Outcomes
				(see Appendix 1 for details of 04/05 scheme)	regularly attend at least once a week	§ support sessions. § More positive approach to education
My Street Project	City & Regional Office of University of Leeds / Community Action at Leeds Met	£3,500	£3,500	Joint funded project (with Leeds University and Leeds Met University). The project has an environmental/streetscene focus and works with student volunteers on a variety of projects	§ Establish a recycling project § Respond to ongoing issues of litter/graffiti	§ Improve the local environment/streetscene § Encourage recycling § Bring students and local residents together
Hyde Park Unity Day	Hyde Park Unity Day	£5,000		To help fund the Annual Hyde Park unity Day, held in Woodhouse Moor.	§ Show-case art/dance music event on Woodhouse Moor – a celebration of ongoing work in the area § Various workshops in other local parks and community centres	§ Promote a positive image of the area § Encourage and support local arts § Improve links between different cultures and between students and residents
Extension of Older Active People Project	Older Active People	£4,000		Extend Older Active People into the North Headingley Area	§ Extension of the work of the project into the North Headingley area § Providing a range of preventative health activities	§ Reduction in social isolation § An increase in the use of older people's skills and experience

Appendix 2

Project	Delivery Organisation	Revenue cost 05/06	Revenue cost 06/07	Description	Outputs	Outcomes
Headingley development trust	Headingley Network	£2,500		To prepare a business plan for the Headingley Development Trust, which will comprise of Local Community Associations, residents and investors. Funding will pay for a consultant to assist in the preparation of the Business Plan. The first phase of the Plan is to attract funds for the purchase of Headingley Community Annex. The overall aim of the Trust is to provide community resources, business and group space that support a range of community activity during the day and evenings.	§ Business plan prepared for the acquisition of the Headingley Annex	§ Possible acquisition of Headingley Annex

Appendix 2

Project	Delivery Organisation	Revenue cost 05/06	Revenue cost 06/07	Description	Outputs	Outcomes
Community & Voluntary sector support		£20,000		<p>Short-term funding of £20k for twelve months to assist the work of the following organisations:</p> <ul style="list-style-type: none"> Ø Rosebank Millennium Green Trust Ø Hawksworth Wood Community Association Ø Breakers Unify Ø Community Action for Little London and Servias Ø Little London Arts Ø Cardigan centre <p>Funds to be allocated on a case by case basis</p>	<p>§ Help to sustain these organisations through gap funding</p> <p>§ Linked to group development worker to help develop and sustain these groups (see below)</p>	§ Groups sustained

Appendix 2

Project	Delivery Organisation	Revenue cost 05/06	Revenue cost 06/07	Description	Outputs	Outcomes
Group Development Worker	TBC	£40,000		Funding to be allocated for the establishment of a capacity building worker's post of up to £40k on an Inner Area wide basis to support the work of a number of organisations	§ Help to deliver sustainable organisations in Inner North West Leeds § Help to develop business plans § Help on issues of organisational sustainability § Link with the funding officer project to identify funding opportunities	§ Develop sustainable organisations with business plans and funding strategies.
		Revenue Cost 05/06	Revenue Cost 06/07			
	SUB TOTAL 1 Projects agreed for 05/06 and 06/07	£206,035	£115,751			

Inner North West Well-being Budget 2005-06 – Expression of Interest

Project	Delivery Organisation	Revenue cost 05/06	Revenue cost 06/07	Revenue cost 07/08	Description	Outputs	Outcomes
Community post	Leeds Organic Growers	£0 (see capital Bid)	£20,000	£15,000	Leeds Organic Growers will run a green garden Kerbside collection and composting service targeting 40,000 households across Inner North West Leeds	Generate 4 jobs and 10 volunteer placements. Produce 1350 tonnes of compost/soil per year, helping to make the project a self sustaining enterprise after 3 years.	Job creation Improved environment Creation of a sustainable community enterprise
Streetscene Services Area Delivery proposals	LCC City Services	£11,690			See Streetscene Services Area Delivery Proposals report for full details. Please note that this application is being made to all 10 Area Committees.		
		Total Revenue 05/06	Total Revenue 06/07	Total Revenue 07/08			
	SUB TOTAL 2 – Expressions of interest received, requiring consideration for 05/06.	£11,690	£20,000	£15,000			

**Inner North West Well-being Budget
Capital Programme 2004-2007**

Projects agreed by Area Committee

Project	Delivery Organisation	05/06 Cost	Description	Outputs	Outcomes
Woodhouse Moor Bowls Pavilion	LCC Parks & Countryside	£24,200	To refurbish bowls pavilion at Woodhouse Moor Bowls Club	<ul style="list-style-type: none"> § To replace the bowls pavilion building with a suitable permanent structure 	<ul style="list-style-type: none"> § Increased use of the Bowling Green § Increased participation
Community Re>Paint Project	Seagulls Re-Use Limited	£4509.35	In Development	<ul style="list-style-type: none"> § Purchase a van to support the Community Re>Paint project. § Collect left-over paint from households and redistribute to community groups, charities and low income households. 	<ul style="list-style-type: none"> § Diverting materials from landfill § Improve environmental awareness § Provide an affordable/free source of paint
Refurbishment of Hawksworth Wood Community Shop	Hawksworth Wood Community Association	£3,850	In Development	<ul style="list-style-type: none"> § Refurbish the community charity shop, which is currently in a poor state of repair. § Project is match-funded by Community Building Capital grants scheme. Total project costs are £6, 000. 	<ul style="list-style-type: none"> § Improve use of the facility § Community pride
Mushroom Bollards for Cragside Fields	LCC Parks & Countryside	£5,000	In Development	<ul style="list-style-type: none"> § Supply and fit mushroom bollards to Cragside Fields 	<ul style="list-style-type: none"> § Prevent cars from driving onto the fields § Reduction in anti social behaviour § Make the fields safer
		Total agreed			
		£37,559.35			

Projects for consideration at Area Committee

Project	Delivery Organisation	05/06 Cost	Description	Outputs	Outcomes
Creation of new space for a community building	Burley Lodge Centre	£100,000 (£50,000 05/06, £50,000 06/07)	Opening up of attic space for office and social community enterprise	<ul style="list-style-type: none"> § Increased support to social community enterprise sector § Provide 7 managed work spaces, with IT equipment available at low rent to start up social enterprises. 	<ul style="list-style-type: none"> § Community enterprise development and support § Developing the social capacity of local groups.
Community Compost	Leeds Organic Growers	£11,666	Leeds Organic Growers will run a green garden Kerbside collection and composting service targeting 40,000 households across Inner North West Leeds. Capital funding used to purchase machinery for the project. Revenue funding also required for 2006/07 and 2007/08 (see 2.1)	<ul style="list-style-type: none"> § Generate 4 jobs and 10 volunteer placements. § Produce 1350 tonnes of compost/soil per year, helping to make the project a self sustaining enterprise after 3 years. 	<ul style="list-style-type: none"> Job creation Improved environment Creation of a sustainable community enterprise

Appendix 3

Project	Delivery Organisation	05/06 Cost	Description	Outputs	Outcomes
Projects pending further information – no decision required at present					
Educational facility for children	Learning & Leisure/ Sure Start	£30,000	Build a new facility for childcare provision at the site of the Early Years Centre in Burley	<ul style="list-style-type: none"> § Provision of a new facility (portacabin style) to increase childcare provision in the area 	<ul style="list-style-type: none"> § Improve out of school and childcare provision § Support working families § Improved education facilities for children
Mobile Facility for young people	Learning & Leisure	£35,000	Purchase a unit in partnership with North East	<ul style="list-style-type: none"> § Various locations in the Inner Area 	<ul style="list-style-type: none"> § Improve services provided for young people § Diversionary project § Reduce anti social behaviour
Beckett Park Play Area	LCC Parks & Countryside	To be confirmed	To replace/refurbish the existing play area	<ul style="list-style-type: none"> § New play facility built 	<ul style="list-style-type: none"> § Increased use of the playground by children and families
TOTAL Capital Budget for 3 years (4/05, 05/06, 06/07)		£394,196			
TOTAL Capital Projects		£214,225.35 (Excluding a cost for Beckett Park Play Area)			

Capital Expressions of Interest

– Supporting Information

1) A Burley Lodge Enterprise

<p>Project Title: A Burley Lodge Enterprise (ABLE)</p>
<p>Lead Organisation: Burley Lodge Centre</p>
<p>Project Summary:</p> <p>About the Project</p> <p>The project aims to provide advice, support and facilities for community organisations and individuals, who are beginning to trade or have an interest in trading. This will be achieved through providing resources within our building and providing support through appointing a full time Social Enterprise Development Worker. We want to convert our currently redundant attic space into start up units for social enterprises. In addition we will create a training suite and resource library. Storage space for projects will be provided in the basement. As part of the project a lift will be installed and the building will be made fully disabled accessible.</p> <p>Facilities provided would include:</p> <ul style="list-style-type: none"> • Seven managed work spaces equipped with photocopier, fax, ICT equipment and telephone and available to any start up social enterprises or community groups in the Objective 2 areas. The work spaces will be available for a low rent of between £2,500-4,000 a year. • IT support • A training suite/meeting room • A resource library with the internet, journals, magazines, books and toolkits available. • Storage space provided in the basement. <p>Timescale</p> <p>It is anticipated that the project will run from July 2005 to December 2006 based on the construction time and access to an enterprise worker for one year (Objective 2 funded).</p> <p>Why the project is needed</p> <p>The Burley and Hyde Park area of Leeds suffers from low economic attainment. There is high unemployment (20%) and little inward investment into the area. In addition, the large transient student population, a recent addition, has resulted in many business that provide for local people being replaced by taxi companies, takeaways and house letting agencies. We are often approached by local people who wish to start projects to benefit the area but lack of suitable space and funding is always an issue. In addition the short term nature of grant funding can lead to a lack of sustainability in projects. We believe that some of these groups can attain sustainability through trading. However, they will require dedicated support and resources to make this happen.</p> <p>There is no dedicated workspace for start up social enterprises in the area and the start up costs can be prohibitive. This project will provide IT equipment and support, a shared fax, photocopier and telephone, a training suite/meeting room and a resource library at a low cost for groups. In addition through the networks set up the small groups will be linked to additional support and training. The website set up by the paid worker will</p>

provide a further method for groups to link up and share information and good practice.

The project has the support of West Yorkshire Social Enterprise (WYSE) Link, who have stated that the project is a good idea and this kind of facility is needed in the area. There is currently a shortage of business start up facilities across Leeds and WYSE Link will assist in the development of this project.

Outcomes:

The burley Lodge Centre make the following comments:

We want to achieve positive results for both individuals and the community as a whole that are sustainable and not dependent on short term funding. We see the main results as follows;

- The capital development of a well used community resource to improve facilities and access for local people. Our services are used by over 350 local people a week.
- Local people involved in the project will benefit by receiving business support, training and work experience that may lead to them gaining self employment through setting up their own social enterprise or alternatively leading to paid employment or further training elsewhere.
- The project will encourage local people and groups to engage with gaps in local provision and find solutions. For example, through our volunteering scheme, we are currently paying for a volunteer to be trained in teaching baby massage. She attended a short term baby massage group that was set up by Sure Start and decided that she would set up her own group to continue this provision as she had identified a lack of low cost facilities for local parents and children in the area.
- Groups which learn how to trade will ensure they are sustainable thus ensuring long term improvements for the community. For example, with the support of a Social Enterprise Development Worker the above baby massage project will be given support to look at ways of generating income to cover the costs of this group and not be dependent on short term funding
- West Yorkshire Social Enterprise Link have identified a shortage of start-up facilities for local social enterprises in this area. We will provide high quality facilities, resources and equipment.
- The worker provided will ensure groups have enough information, advice, training and support to increase their trading activity.

Ownership of Capital:

The Burley Lodge Centre is owned by Leeds City Council (Neighbourhoods & Housing Department).

Burley Lodge Centre have been paying peppercorn rent to Leeds City Council for the facility since 1982. The current lease on the building is 5 years until 2007. The lease will be renewable at this point, but there is nothing in the current lease stating that it will be renewable at the peppercorn rent.

Discussions are ongoing regarding the status of the lease and the building (potential for longer term 99 year lease or acquisition of the asset by Burley Lodge Centre).

Project Costs:

We have recently completed a feasibility study for the capital build with full costings. The project will cost £433,201 (£372,408 capital costs & £60,793 revenue costs).

We are asking the Well-Being Fund for **£100,000**.

Objective 2 will fund up to 50% of project costs. Full application submitted, decision 2005.

Should the objective 2 application fail the project will not be able to continue in its current form. The current scheme includes a lift and DDA alterations to achieve DDA compliance. If the scheme does not go ahead as planned it will be Leeds City Councils responsibility to make the building DDA compliant.

Co-op Trust and Barclays funding applications have been submitted, discussions expected April 2005. Biffa application submitted end of march. These applications will make up the remaining £116, 600.50 funds for the project.

Project Beneficiaries:

The following wards will benefit; Headingley and Hyde Park and Woodhouse.

2) Community Compost

Project Title: Community Compost

Lead Organisation: Leeds Organic Growers (LOGs)

Project Summary:

About the Project and why the Project is needed

Leeds Organic Growers will run a green garden waste kerbside collection and composting service targeting £40,000 households. No service of this kind is currently in operation in Leeds and social surveys reveal there is a public demand and backing.

A vehicle will collect bags of green waste once a month from each member. Green waste will be processed at the composting facility at The Station Allotments. Other green waste input will come from casual walk-in, bring tippers, and the one-off contract collection service. The Station Allotment will contribute waste and use products. Products will be retailed on site, through commercial retailers, and by bulk order.

The project will be delivered by LOG's in partnership with Leeds City Council (LCC) Waste Management Department, Volunteers Recruitment Fund (Home Office). A promotion and education campaign is planned to kick start public interest. Greenfingers is funding the project research. We will employ four of our own staff from action for Employment and the Step-Up programme. Other partnerships includes, Social Services, Area Management Team, Leeds North West Almo, Leeds City Environmental Partnership. We are in close contact with Heeley City farm (Birmingham) and Run-A-Muck (Sheffield, Ian Brown as our consultant). Making recycled waste wood garden furniture in collaboration with Jacob Cramer College.

We will have a diverse product range, including: compost, soil improver, wood chip, mulch and waste wood recycled furniture. We will also offer a consultation service for other projects to come and learn. A key objective is to run an education, awareness and promotional campaign in collaboration with Leeds City Council Waste Management Department. This will be supported by our interactive website.

Safety is a primary concern, minimising all risks to people (especially local residents) and the environment by adhering to all relevant legislation (including an Environmental Impact Assessment), and doing continuous monitoring and evaluation.

The composting facility will contribute towards general site regeneration through investing in an access road and 2 composting windrow bins. CRED will pay for all capital costs in the first year, and cover revenue costs to December 2007. We estimate that we will break even by the end of the financial year 2008. This project is being designed to be a suitable ongoing community service.

Meetings will continue with key informants as stated above, to assess project delivery targets on a regular basis.

Outcomes:

The project will generate 4 jobs and 10 volunteers placement. All with necessary training. Recruitment will comply to our Equal Opportunities Policy.

The service will be promoted to 40,000. We will have the capacity to produce 1350 tones of compost/soil improver in one year, using an innovative windrow/bin design. This will be spread over the year in three composting batches. To fill this capacity we will need 2000 tones of household green waste, 500 tones per annum per ward (based on Run-A-Muck figures).

Targeting a gap in garden green waste service provision in Leeds whilst contributing towards LCC waste reduction strategy targets. These include: reducing landfill waste, increasing waste re-use, educating the public, promoting healthy living, local products and social enterprise.

The project will address a neighbourhood crime indicator. Overgrown gardens are used by criminals to target crime (Home Office). The Home Office has assigned Greenfingers funding to counteract this issue. We will assess this using other successful methodologies.

We will provide opportunities for the community (particularly local resident) to contribute their opinions and fears in social surveys. We will encourage networking to promote best practice and knowledge transfer by creating a resource database.

Carried out and acted on the Risk Analysis and Environmental Impact Assessment to produce a model project.

Ownership of Capital:

All equipment purchased will be owned by Leeds Organic Growers, who are a Voluntary Organisation

Project Costs:

Total Project costs up to December – 2007 £400,000

Four inner city wards at 10,000 houses per ward. Project costs to ward per annum equals £5,000, project delivery costs equals 50p per household per annum. Four wards at £5,000 per annum equals £20,000 per annum. Total cost of £1,666.

The project is due to begin in September 2005 and CRED finishers in December 2007. We are aware that the financial year does not directly overlap the calendar year, therefore we have had to break down the costs as follows:

Financial year 2005/06

£11,666 (CAPITAL)

Sept 05, Oct 05, Nov 05, Dec 05, Jan 06, Feb 06, March 06.

Financial year 2006/07

£20,000 (REVENUE)

April 06, May 06, June 06, July 06, Aug 06, Sept 06, Oct 06, Nov 06, Dec 06, Jan 07, Feb 07, March 07.

Financial year 2007

£15,000 (REVENUE)

April 07, May 07, June 07, July 07, Aug 07, Sept 07, Oct 07, Nov 07, Dec 07.

TOTAL PROJECT COSTS TO WELL BEING DECEMBER 2007 £46,666

Project Beneficiaries:

Services will target 40,000 household in the Leeds Inner North West Wards of Hyde Park and Woodhouse, Headingley, Kirkstall and Weetwood.

Used maps and Leeds City Council to find out what percentage of houses in our target will have potential garden waste. The project will run a pilot service to assess efficiency and fine tune process.



REPORT OF: Director of Neighbourhoods and Housing

REPORT TO: Inner North-West Area Committee

DATE : April 7th 2005

SUBJECT : Criteria for Well-Being Budget allocations

Electoral Wards Affected :

Headingley
Hyde Park and Woodhouse
Kirkstall
Weetwood

Specific Implications For :

Ethnic Minorities
Women
Disabled People

Executive Function	<input type="text" value="4"/>	Council Function	<input type="text"/>	Eligible for Call In	<input type="text"/>	Not eligible for Call In (details contained in the report)	<input type="text"/>
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1.0 Purpose of Report

1.1 This report proposes more extensive criteria to be used to advise the allocation of any of the Committee's Well-Being Budget funding that is unallocated. The report asks Members to approve the criteria with immediate effect.

2.0 Background

2.1 A separate report on this agenda details the current position with regards to this Committee's capital and revenue Well Being Budget covering, in the main, the financial years 2004 / 05 and 2005 / 06.

2.2 Currently projects requesting Well Being Budget funding complete a basic expression of interest form. Projects are then reported through to the Area Committee for decision, following which comprehensive project delivery statements and funding agreements are drawn up.

2.3 Members have requested greater assistance and clarity from officers on the levels to which schemes that are seeking funding meet certain key criteria. In response to this, it is proposed that the current expression of interest form is expanded and that the headings listed at 3.1 below are now included in order to provide more information that will be used in determination of a decision regarding Well-Being funding.

3.1 The criteria will be encompassed by answers to the following questions / headings detailed in bold below, and where appropriate explanatory comments have been made to indicate the nature of information that will be taken into account:-

§ **Organisational details**

§ **Organisational status** (the organisation should be a public body, voluntary / community organisation or a social / community enterprise).

§ **Full details of the project for which funding is being sought**

§ **Details of funding amount sought from Well Being** (details of any additional resources to be brought into the area through the project should be detailed).

§ **Which priority / priorities within the Area Delivery Plan for 2005 / 06 does the project address** (projects should detail and justify specifically why they meet the priorities they identify).

§ **If the request is for salary costs is this for:-**

- a new post or an existing post?
- if a new post, what is the justification for this post?
- if an existing post, when does the current funding end?
- what have been the practical achievements of the postholder?
- what geographical area will the new or existing postholder cover?

Consideration will be given to:-

- the level of on-going revenue commitments for the Committee
- the ability for as wide a geographical area to benefit as possible
- any evaluation of the benefits of existing posts that are seeking funding.

§ **What other funding sources have or are being approached?** (Well-Being should be towards the end of a chain of funding requests rather than at the beginning. Council Departments should clearly demonstrate why a project cannot be funded out of core budgets).

§ **If requests to other sources have been turned down, what were the reasons given for this?** (are the reasons valid in relation to this application?)

§ **When will be the definite start date for the project?** (projects should be able to guarantee when a scheme will start and finish if funding is approved).

§ **Specifically who will benefit from the project?** (consideration should be given not only to the numbers of people to benefit but also to the quality of the contact and how this contact results in achieving the priorities of the Area Delivery Plan).

§ **Partnership working** (evidence should be given of which other agencies are directly involved in the project).

§ **Consultation** (evidence should be provided of consultation with the community and / or other organisations regarding the need for the project).

§ **Exit strategy** (what strategy is proposed for managing the end of Well-Being funding for the project?)

4.0 Next steps

4.1 From the answers submitted by projects, Area Management officers will make comments on the suitability of a project and will give an officer recommendation on whether a project should be supported fully, with conditions, or not at all. Even if the recommendation is to support, this will be dependent on budget availability and Member support. It is

prerogative of the Councillors on the Area Committee.

5.0 Recommendations

5.1 Members of the Area Committee are requested to:-

- § Agree the proposed criteria at 3.0
- § Agree that these will relate to all future Well Being Budget projects



LEEDS
CITY COUNCIL

AGENDA
ITEM NO:

Originators: Thomas O'Donovan
/ Richard Jackson/ Christa Smith

Telephone: 305 7497

REPORT TO: Inner North-West Area Committee

REPORT OF: Director, Neighbourhoods and Housing Department

DATE: 7th April 2005

SUBJECT: Funding Officer

Electoral Wards Affected :

Headingley
Hyde Park and Woodhouse
Kirkstall
Weetwood

Specific Implications For :

Ethnic Minorities
Women
Disabled People

**Executive
Function**

4

**Council
Function**

**Eligible
for Call In**

Not eligible for Call in

(details contained in the report)

1.0 Purpose of this Report:

- 1.1 The purpose of this report is to update members of the Area Committee on progress of the Funding Officer Project agreed in principle at the December Area Committee.
- 1.2 At the December Area Committee meeting it was requested that a further report on the Funding Officer Project would be presented once the budget implications for the 2005/06 financial year were known.

2.0 Background

- 2.1 At the December Area Committee, Members agreed to the future funding and development of the Funding Officer Project in line with option 2.
- 2.2 Members are reminded that Option 2 is as follows:

This option is almost identical to the existing delivery structure, but extends the work in Hyde Park & Woodhouse Ward and increases the hours of the worker to full time, to deal with the extra workload of the larger area and expand services available. This option covers the whole of the Inner North West Area.

This service will cost approximately **£43,400** per year

This service will provide:



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Specific Implications For :

Ethnic Minorities
Women
Disabled People

Executive Function

Council Function

Eligible for Call In

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This service will cost approximately **£43,400** per year

This service will provide:

- § Direct support via email, telephone and face to face, to groups and individuals on completing funding applications.
- § Training sessions.
- § Production and distribution of a quarterly newsletter.

The increase in costs from the existing project is primarily due to: -

- increased staffing costs (to one full time equivalent)
- additional resource demands from groups
- provision of more training

This is also balanced against a reduction in initial set-up costs as some of these have been met within the existing project.

2.3 Funding for this project was agreed in principle from the 2005/06 and 2006/07 revenue budgets (£43,400 per annum).

3.0 **Corporate Procurement**

3.1 At the November Area Committee Members were informed that Officers of the Corporate Procurement Unit were reviewing the project to ensure that it complies with Contract & Procurement Rules.

3.2 Officers of the Corporate Procurement Unit have now confirmed that implementation of project option 2 complies with Corporate Procurement Rules.

4.0 **Funding Officer Project Update**

The Posts

4.1 Sharon Knott, the current Funding Officer, will continue to work on a Part-time basis and a further part-time worker will be recruited May/June 2005 to operate on a Job Share basis.

4.2 It is proposed that Sharon Knott undertake a supervisory role within the project over the new member of staff to ensure a consistent approach to the project delivery is maintained.

4.3 Recruitment of the further part-time worker will be carried out by Voluntary Action Leeds and the North West Area Management Team.

The Location

4.4 Following discussions at the December Area Committee, it has been agreed that the project will operate at increased capacity if based within the Inner North West Area.

4.5 It is proposed to locate the project at the Woodsley Road Community Centre. It is expected that this will assist in supporting the development of the range of services provided at the centre, as well as throughout the Inner North West area.

The Monitoring

4.6 Monitoring of the project will be undertaken in line with other Well-being Projects.

- 4.7 Projects will be monitored on a quarterly basis, initially based on the outputs and outcomes agreed between the delivery organisation and the North West Area Management Team.
- 4.8 A report on the monitoring will be presented to the Area Committee every quarter.
- 4.9 In addition to this, the Area Committee can also request a more detailed progress statement for the project as and when required.

5.0 Recommendations

5.1 Members are asked to:

- a) Note this report,
- b) And agree to the monitoring procedure listed in 4.6-4.9



LEEDS
CITY COUNCIL

AGENDA ITEM NO:
Originator: Helen Finister
Tel: 2474249

REPORT OF: Director of City Services
MEETING: Inner North West Area Committee
DATE: 7th April 2005

SUBJECT: STREETSCENE SERVICES AREA DELIVERY PROPOSALS

Electoral Wards Affected:	Specific Implications For:
All	Ethnic Minorities <input type="checkbox"/> Women <input type="checkbox"/> Disabled People <input type="checkbox"/>
Eligible for Call In <input type="checkbox"/>	Not eligible for Call in <input type="checkbox"/> (details contained in the report)

1.0 Purpose of the Report

The purpose of this report is to seek approval to a proposal to establish a Streetscene neighbourhood service delivery team to support the delivery of local priorities.

2.0 Background

- 2.1 Over the past year the implementation of the area management arrangements have raised a number of issues which have been key drivers for the re-examination of the way that the Streetscene service is delivered at local level. Clearly Streetscene Services were not established nor funded to meet this growing local demand with the majority of the resource committed to the provision of core services.
- 2.2 It has been reported that Elected Members are of the view that having a more direct local resource which can be deployed to meet local needs is the way forward and that Streetscene Services should try to achieve this. Detailed discussions have therefore been ongoing with Area Managers to identify a realistic and achievable delivery vehicle which enables area management to delivery its local priorities.
- 2.3 Currently the only additionally and therefore flexible resources available is provided via funding available through the Neighbourhood Renewal Fund (NRF) which is matched funded by City Services. This additional funding provides the LEAP, rapid response and graffiti resources. At the current time this resource is used in a programmed way and allows little flexibility to meet changing local needs.
- 2.4 The NRF and matched funding is however, allocated to permanent staffing resources and the only way of releasing the funding to Area Committees involves the transfer of the staff and associated assets.

Committee. The resource under review will only fund nine teams where ten are required therefore the proposal is unworkable unless each Area Committee agrees to the proposed changes and a contribution to the cost of the service.

3.0 Streetscene Neighbourhood Service Delivery Model

3.1 Proposals

- 3.1.1 It is proposed to establish **one dedicated team per Area Committee**, supported by one graffiti team per wedge. The teams will be employed and managed by City Services but their day to day work will be determined by an Area service level agreement. The resources will be totally at the discretion of the Area Committee and will not be removed by the service to cover other areas. The only time the resource would be removed is if it were to be used inappropriately.
- 3.1.2 It needs to be noted that once this resource is allocated to the Area Committees there will no longer be a flexible resource to meet local emergencies and to support local initiatives such as community clean-ups. Any Community Group therefore wishing support for community projects will need to agree this with the Area Management Team.

3.2 Service Delivery Arrangements

- 3.2.1 In order to ensure the efficient and cost effective use of resources across the city it is vital that a core scheduled service is maintained. Therefore one of the guiding principles is that the core service will continue to be provided on a scheduled basis as discussed at the Area Committee in December 2004.
- 3.2.2 There are a number of ancillary service areas where there is currently insufficient funding or their work load is such that a guaranteed cannot be provide that resources would remain solely at the discretion of the Area Committee. The work of these resources (needle-picking, fly-tipping, enforcement and education and awareness) will continue to be determined by the department but would be influenced by Area Committee referrals.
- 3.2.3 Management of the resource will be undertaken by Streetscene Area Managers along with their core service responsibilities. However, this arrangement will be reviewed and options presented at a later date with regard to the development of a neighbourhood management structure, if required.
- 3.2.3 In order to manage the work load of the teams it is important that agreement is reached with each Area Committee on priorities for the team. Some discussions also need to be held with regard to the Area Committee policy on the work to be undertaken by the team and a work programme which allows some flexibility for emergencies. If this report is agreed it is proposed that Streetscene Officers and Area Management Officers meet to develop a draft service agreement which can then be agreed with Elected Members.

4.0 Service Enhancements

- 4.1 It is clear that the proposals within this report will only go so far in tackling the issues at neighbourhood level. Therefore this report must be seen as the first step in the development of a neighbourhood management framework on which Area Committees can build in order to provide more local resources to tackle specific problems. To

pricing schedule which will enable consideration to be given to enhancing services where required.

- 4.2 In anticipation that Area Committees will feel the need to enhance the resource discussions have already taken place with the Learning and Leisure Jobs and Skills Team with a view to establishing a working which will provide new deal placement opportunities at local level. In addition it is proposed that similar conversation take place with the Youth Offending and Probation Service who maybe able to provide resources at local level for such activities as graffiti removal. It is anticipated that if these arrangements can be put in place this will minimise the cost to Area Committees.

5.0 Financial Implications

- 5.1 In order to make the proposal viable Streetscene Services will disband LEAP and the rapid response teams to provide 9 teams (driver and two crew). In addition 5 graffiti teams will be deployed on a wedge basis. Therefore there is a shortfall of 1 team (driver and two crew) to make the proposal viable.
- 5.2 Area Committees are therefore being requested to agree to a contribution of £11,690 to support the proposal which includes staffing, vehicle and disposal costs for one team. This would enable one team to be provided to each Area Committee.

6.0 Implementation

- 6.1 If the proposal is agreed by Area Committees it is intended to implement the scheme from the 6th June 2005. However, in advance of this date there will be a necessity to agreed with each Area Committee the service level agreement and work programme for each team.

7.0 Recommendations

- 7.1 Area Committees are asked to agree

7.1.1 The proposal contained within this report

7.1.2 The allocation of £11,609 from the Well Being budget for 2005/06.



REPORT OF: Director of Neighbourhoods and Housing

REPORT TO: Inner North-West Area Committee

DATE : 7th April 2005

SUBJECT : Community Safety

Electoral Wards Affected :

Headingley
Hyde Park Woodhouse
Kirkstall
Weetwood

Specific Implications For :

Ethnic Minorities
Women
Disabled People

Executive Function	<input type="text" value="4"/>	Council Function	<input type="text"/>	Eligible for Call In	<input type="text"/>	Not eligible for Call In (details contained in the report)	<input type="text"/>
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1.0 Purpose of Report and Background

1.1 The purpose of this report is to provide an update on community safety progress over the last six months, as requested at the last Area Committee meeting.

1.2 In September 2004, Members received a comprehensive Community Safety Report outlining community safety priorities, actions, impact, future planned work and potential developments in North West Inner. Last month Members received details of links now in place between Area Committees and the Divisional Community Safety Partnership.

2.0 Neighbourhood Policing for the Inner North West area

2.1 Pudsey Weetwood Police Division, in line with West Yorkshire Police Policy, are currently in the process of creating Neighbourhood Policing Teams, developing the previous structure of Community Policing.

2.2 The majority of Inner North West is served by Belle Vue Police Station, with Ireland Wood served by Horsforth Police Station.

The table below outlines the increase in personnel at Belle Vue over the coming months:

	Pre-April 05	1 st April 05	Planned
Sergeants	1	2	2
Constables	8	10	12
PCSOs	26	26	30
Specials	6	6	10
Specialist Roles	2	4	5

The Specialist roles cover the following functions: Crime Reduction, Youth Development, Domestic Violence, Hate Crime and Anti Social Behaviour.

3.0 Neighbourhood Wardens & Police Community Support Officers (PCSOs)

3.1 Members will be aware that Area Committees have responsibility delegated by the Executive Board for Council funded PCSOs although line-management responsibility for these officers remains with the Divisional Commander of Pudsey Weetwood Division.

3.2 Given the Area Committee's responsibility, Members are invited to raise any issues with regards to the role of PCSOs either through the Area Management Team or through the Area Community Safety Co-ordinator (Zahid Butt), who will liaise with the Police to ensure a response and report back.

3.2 In terms of monitoring, the Police are currently refining the monitoring information collected on PCSO activity. It is proposed that a quarterly briefing paper is produced for each Member in the Inner Area, providing brief details of the work undertaken at ward level by PCSOs during the previous quarter.

3.3 There are currently 26 PCSOs working from Belle Vue Police Station. 4 of the 26 PCSOs are match funded by the Council and cover:

- Headingley (2 PCSOs)
- Little London / Woodhouse (2 PCSOs)

3.4 The remaining PCSOs are deployed across the Inner North West area. Leeds City Council and West Yorkshire Police are currently exploring an increase in match funded PCSOs to 2 PCSOs for each Ward city wide. This would see an increase of PCSOs in the inner area from 4 Match Funded PCSOs to 8 Match Funded PCSOs.

3.5 Appendix A provides a breakdown of the beats in the Inner North west Area. The table below provides a breakdown of the Officers designated to these Police Beats:

Police Beat	Constables	PCSOs	Match Funded PCSOs
Beat 15	1	4	
Beat 16	1	2	
Beat 17	1	4	
Beat 18	2	4	plus 2 match funded PCSOs
Beat 19	2	4	covering beats 18 & 19
Beat 20	1	2	plus 2 match funded PCSOs
Beat 21	1	2	
Totals	9	22	4

3.6 There are currently 3 Neighbourhood Warden posts based within Inner North West:

- Little London / Woodhouse: currently vacant (with temporary cover arrangements in place)
- Burley / Hyde Park: filled part-time / part time vacancy
- Hawksworth Wood: in post

London / Woodhouse post and the part-time Burley / Hyde Park post. Prior to this decision, discussions had commenced with Leeds North West Homes about contributions towards funding a Neighbourhood Warden post. These discussions have resulted in Leeds North West Homes match funding the part time vacancy in Burley / Hyde Park, creating a further full-time post in that area.

4.0 Highlights of Community Safety Activity

4.1 A list of particular issues and initiatives follow but it should be noted that these and others are co-ordinated and targeted through an action plan which is regularly updated and monitored and about which relevant officers from a variety of agencies meet every 2-3 months.

4.2 Operation Walksafe

High profile police operation targeting the returning student population, providing targeted extra patrols in hotspots and crime prevention advice at key times.

4.3 Operation Alvinouth

Extra Police patrols in Headingley in the late evening / closing time to prevent and tackle ASB caused by those leaving licensed premises. Funded through the Committees Well Being Budget.

4.4 Operation Alstonfield

Extra Police patrols targeting ASB in Little London, particularly targeting rough sleepers in the multi storey blocks and drug dealing in the area.

4.5 Little London and Woodhouse Drug Action Group

Multi agency group aiming to increase local awareness about drugs and services available through an arts calendar project with local primary schools, needle stick information cards distributed to the community and a graffiti project within the subway in Little London

4.6 Alleygating

Chestnut Avenue will be the first alleyway to receive gates and these will be installed after some preparatory work by May. Other proposed sites will be brought forward following consultation with Ward Members and residents and will proceed through the statutory planning process.

4.7 Freshers Week

Multi agency crime prevention / awareness campaign held in September, October and January, aimed at new intakes and returning students.

4.8 Mobile CCTV

Elected Members, Leeds North West Homes, the Anti Social Behaviour Unit (ASBU), Streetscene Graffiti Unit and the Police have identified ASB and Graffiti hotspots in each ward. The Mobile CCTV will be deployed to these hotspots and accompanied by 2 PCSOs.

4.9 Operation Apollo

The 3 day multiagency operation, previously reported to Committee, tackling crime, fear of crime and environmental improvements involving Police, Leeds Community Safety, Leeds North West Homes, City Services, Environmental Health, ASBU, Fire Service, Area Management and Leeds Magistrates Courts amongst others. Agencies are involved in co-ordinated and concentrated effort in particular geographical areas throughout North West

be addressed in the near future.

4.10 Priority Offenders

Targeting of multi agency resources to tackle priority offenders who commit a substantial portion of crime. Aims to develop a multi agency package for each target to stop their offending through support, rehabilitation and enforcement.

4.11 Vehicle Crime

A scheme whereby vehicles displaying property that could be stolen are visited by PCSOs and receive a letter from DVLA to remind them to not keep property in the car or keep it out of view.

4.12 Graffiti

Area Management, Police, Trading standards and the Graffiti Unit are working closely together to address this problem in terms of clearance, dealing with the point of sale of spray cans and apprehending perpetrators. Good practice from other areas outside Leeds is also being investigated to see if different approaches can be taken.

4.13 Local Multiagency Working

Monthly meetings held between practitioners from North West Leeds, Police and ASBU to share local information and agree actions to tackle individuals causing anti social behaviour.

4.14 For future consideration, under the new inspection proposals for Leeds City Council as a Children's Services Authority, the Council will be asked to provide data and details on keeping young people (0-19 years) safe and encouraging a positive contribution from young people. In this regard, future reports to Area Committees on Community Safety could include under the 'Highlights of Community Safety Activity' section specific details of any activity aimed at keeping this age group safe from crime in terms of being victims of crime and also activities that provide positive alternatives to young people who may otherwise be drawn into criminal activity. In that latter regard a number of the Well-Being projects that target young people would be good examples.

Similarly, the Area Committee could consider requesting specific data under the 'Crime Data Analysis' section below relating to children and young people in terms of being victims of crime or perpetrators of crime.

5.0 Crime Data Analysis

5.1 Appendix 2 provides crime data covering the calendar years 2003 and 2004. A comparison between 2003 and 2004 shows that crime on the whole has seen a downward trend, reducing by 16%. However, Members will note that Headingley ward has seen a slight increase in the priority crime of Burglary Dwelling. Whilst it is difficult to accurately predict why this slight increase has occurred, it is likely that there are a number of contributing factors, including:

- transient population in the area
- large percentage of burglaries occurring due to doors / windows left open
- appeal of easy to carry valuable items in properties in this area (laptops, mobile phones)

The Police continue to focus attention on Headingley to address these issues through targeted:

- Police patrols
- work with prolific offenders
- partnership working with the University and other partners

6.0 Accident Data

6.1 Members have previously requested information relating to Inner North West accident data. Analysis of this data shows that accident casualties in Leeds have been steadily falling (the most recent data relates to 2003). This trend is echoed in the figures for the North West Wedge and the Inner North West Area.

	North West Wedge		Inner North west	
	1994-1998	1999-2003	1994-1998	1999-2003
Accidents	654	622	376	349
Casualties	939	913	533	504

Members may wish to request a more comprehensive assessment of road safety in the area at a future meeting.

7.0 Conclusion

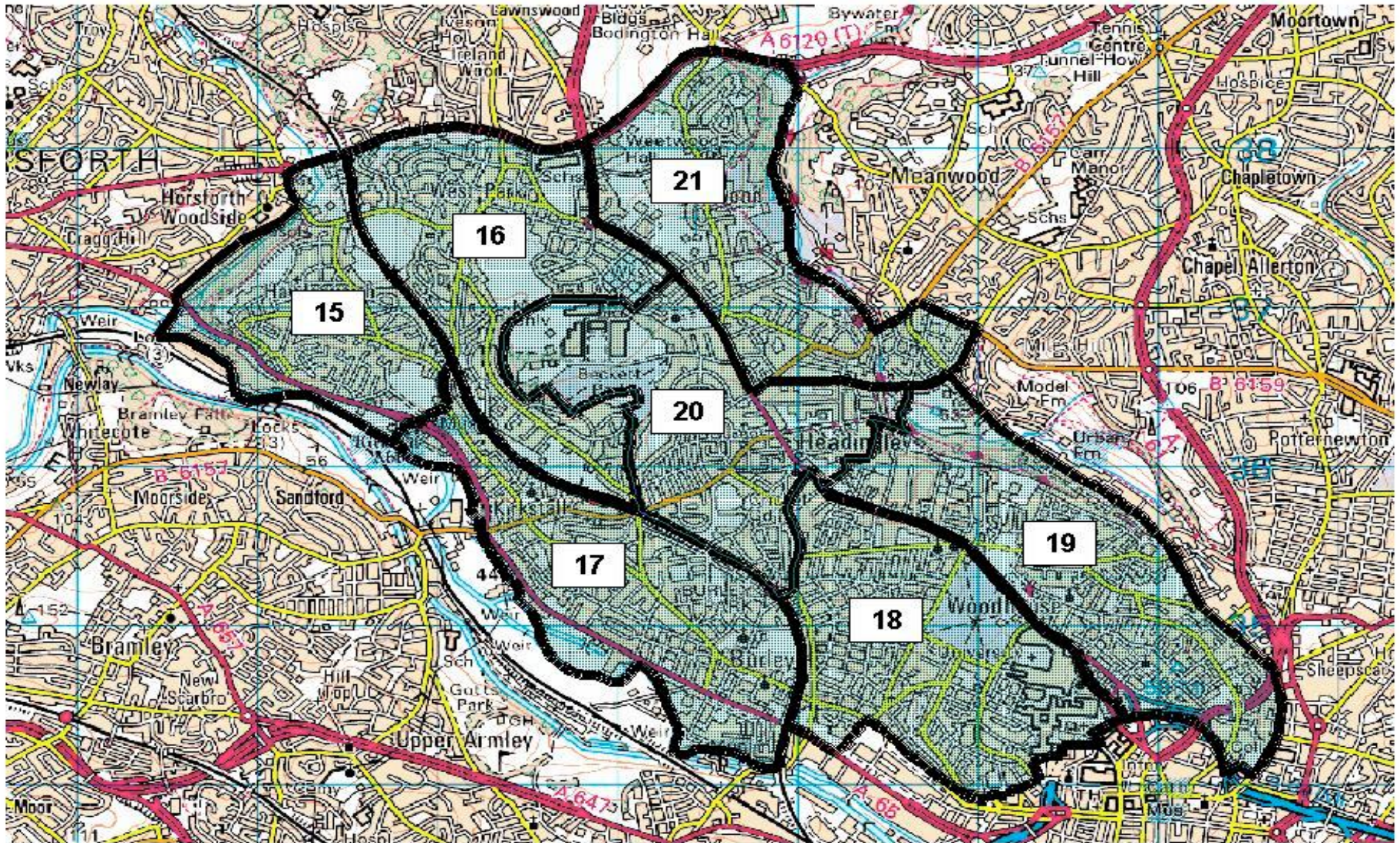
7.1 The last 12 months has seen a significant increase in partnership work to tackle priority crime. Local multi agency meetings at the practitioner level help focus local resources to local crime and asb hotspots. Multi Agency Operations such as Apollo have yielded positive results and enable agencies to tackle multiagency issues across a larger area.

7.2 The increase in Police resources at the neighbourhood Policing level is welcomed and will contribute to sustained reductions in priority crime and an increase in engagement with local communities.

8.0 Recommendations

8.1 Members are asked to:

- (i) Note and make comment on the details contained within the report
- (ii) Note the information on Council funded PCSOs and agree to receiving quarterly Ward briefing reports on their activities.



North West Inner - Appendix 1

Recorded Crime 2004	Total Crime	Burglary Dwelling	Burglary Elsewhere	Criminal Damage	Drug Offences	Robbery	Theft From Vehicle	Theft of Vehicle
Headingley	3291	747	129	478	18	51	678	178
Hyde Park & Woodhouse	4615	799	150	873	85	165	499	293
Kirkstall	3210	474	167	696	51	60	310	223
Weetwood	2629	433	160	527	78	22	334	132
	13745	2453	606	2574	232	298	1821	826

Recorded Crime 2003	Total Crime	Burglary Dwelling	Burglary Elsewhere	Criminal Damage	Drug Offences	Robbery	Theft From Vehicle	Theft of Vehicle
Headingley	3926	739	155	513	35	115	767	264
Hyde Park & Woodhouse	5311	892	176	898	128	224	755	400
Kirkstall	4066	781	200	712	145	91	375	302
Weetwood	3132	536	334	510	56	43	381	184
	16435	2948	865	2633	364	473	2278	1150

Reduction	-16%	-16%	-30%	-2%	-36%	-37%	-20%	-28%
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Appendix 2



ITEM NO.:

Originators:
Thomas O'Donovan /
Christa Smith

REPORT OF The Director, Neighbourhoods and Housing Department

MEETING: Inner North West Area Committee

DATE : 7th April 2005

SUBJECT : Proposed Hyde Park Woodhouse Forum

Electoral Wards Affected :

Hyde Park & Woodhouse

Specific Implications For :

Ethnic Minorities

Women

Disabled People

Executive Function

Council Function

Eligible for Call In

Not eligible for Call In (details contained in the report)

1.0 PURPOSE OF REPORT

1.1 The purpose of this report is to update Members of the Inner Area committee on the proposals for a Hyde Park & Woodhouse Forum.

2.0 BACKGROUND

2.1 At the inaugural meeting of the North West Inner Area Committee Members considered arrangements to establish local forums.

2.2 Attached at appendix 1 are proposals for a Hyde Park & Woodhouse Forum, which have been presented to Hyde Park & Woodhouse Councillors. Area Management officers are now in the process of establishing a forum based on these proposals.

2.3 It is proposed to issue letters of invitation to organisations listed under 'Membership' in appendix 1, to attend an initial Hyde Park & Woodhouse Forum meeting.

3.0 RECOMMENDATIONS

3.1 Members are asked to note the contents of the report and support the development of this forum.

Appendix 1

PROPOSED HYDE PARK & WOODHOUSE FORUM

BACKGROUND

Previous Forums

Previous Forums for the area have been established around the SRB 5 – Local Regeneration Fund. This funding has now ended, and forums no longer meet. The old SRB 5 forums were Burley & Hyde Park, and the South West Forum which covered the Little London and Woodhouse areas.

Current Forums/ Groups

Currently there are a number of forums operating in the area. The Burley Network covers parts of the Hyde Park area and has representation from the University and local groups. Community Action Little London represents the tenants and residents of the Little London area, Little Woodhouse Community Association, covers the Woodhouse area. There are also a number of other groups operating in the area, such as the Little London Tenants & Residents Association, Burley & Hyde Park Community Safety Project, and Caring Together in Little London & Woodhouse.

MEMBERSHIP

The Hyde Park & Woodhouse Forum would provide an opportunity to bring individuals and groups together. The purpose of the forum would be to provide an “umbrella” organisation for all groups and residents in the Hyde Park & Woodhouse area, encouraging them to contribute to debate and also raise issues of concern. It is intended that the forum would become a strong voice for Hyde Park & Woodhouse, contributing to and supporting the work of local Councillors and feeding into the Inner North West Area Committee.

It is suggested that the membership is made up of:

- (a) Group representatives (1 or 2 per group or 1 with a named substitute).
Among the groups invited to participate would be;

- Burley Network
- Woodsley Road Community Centre
- Cardigan Centre
- Grove
- Little Woodhouse Tenants and Residents
- Burley Lodge Centre
- Community Action Little London
- Burley & Hyde Park Community Safety Project
- Caring Together in Woodhouse & Little London
- Community Action Leeds Met (CALM)
- Rosebank Millennium Green Trust
- Up Your Street project
- Swarthmore

- Universities
- Park Lane College
- Older Active People
- Hyde Park Churches Project
- Hyde Park Source
- Local Schools
- Hyde Park Unity Day
- Little London Community Centre
- Little London Arts
- Oblong
- Cloth Cat
- Other local Tenants and Residents Associations

(b) Non affiliated members i.e. residents of ward. Any resident of the Hyde Park & Woodhouse Ward can be co-opted at any meeting but could not vote until formally co-opted by the forum. All residents of the ward would be welcome to attend as observers.

(c) The forum would be chaired by a Hyde Park & Woodhouse Councillor.

SUB GROUPS

Sub groups, to look at specific issues, could be set up as required.

FREQUENCY OF MEETINGS

It is proposed that the forum meets 4 times a year. This is in keeping with the frequency of other forums.

Communication with the Area Committee would be via the 'Key Messages' process, which would be monitored by staff at the Area Management Office.

AGENDA

Agenda's and papers (where possible) would be circulated 2 weeks before each meeting. Suggested agenda items not agreed at the previous meeting would have to be submitted prior to the 2 week deadline.

CHAIR

Councillor K Hussain has agreed to Chair the Hyde Park & Woodhouse Forum.

VENUE

The venue for the forum will move around the ward initially, so that ownership of the forum can be established.



LEEDS
CITY COUNCIL

AGENDA
ITEM NO:

Originators:
Thomas O'Donovan /
Christa Smith/Gerry Burnham

Telephone: 0113 3057495

REPORT TO: Inner North-West Area Committee

REPORT OF: Director, Neighbourhoods and Housing Department

DATE: 7th April 2005

SUBJECT: Key Messages from Area Forums

Electoral Wards Affected :

Headingley
Hyde Park and Woodhouse
Kirkstall
Weetwood

Specific Implications For :

Ethnic Minorities
Women
Disabled People

**Executive
Function**

4

**Council
Function**

**Eligible
for Call In**

Not eligible for Call in
(details contained in the report)

1.0 PURPOSE OF REPORT

1.1 The purpose of this report is to update Members of the Inner Area Committee on the feedback of Key Messages from area forums and sub groups.

2.0 BACKGROUND

2.1 The principle of Key Messages has been devised in order to provide a formal communication method for the main outcomes of area forums and sub groups to be fed into the Area Committee structure. The following are the key local forums and sub groups in our area:

Kirkstall Burley Forum
Proposed Hyde Park & Woodhouse Forum
Planning Group
Central Headingley Strategy Group
Community and Higher Education Forum

Headingley Forum
Transport Group
Hawsworth Wood Forum
Headingley Stadium Group

2.2 Members agreed at the December meeting that 'Key Messages' report to the Area Committee will replace forum minutes being included in the Area Committee papers.

3.0 RECOMMENDATIONS

3.1 The Area Committee is asked to:

- Note the format of the Key Messages in Appendix 1 and consider any actions.

Appendix 1:

KEY MESSAGES FOR AREA COMMITTEE

Kirkstall Burley Forum

For Action:

1. Speeding traffic on Butcher Hill - PC Morris to draft a letter to the Pudsey Weetwood Traffic Control section
2. ALMO Investment - Sarah Charlton to look into whether Leeds North West Homes produces any literature that updates on investments in the area.

For Information:

1. This years Kirkstall Festival is on Saturday 9th July, see enclosed letter re: booking stalls.
2. Kirkstall Forge Development - Design Statement is being displayed in Headingley, Armley, Kirkstall & Horsforth libraries.

Headingley Forum

For Action:

1. Planning are currently working on a 'Developing Community Involvement' policy, Headingley forum members agree that this criteria is required urgently so that it can be used as a bench mark in determining planning applications. Refer to Planning Group.
2. Part of Headingley is within a conservation area, but there is concern that this does not receive full consideration when assessing applications. Refer to Planning Group.
3. Under the Licensing Act 2003 the Council will take over responsibility for issuing liquor licences from a date which is expected to be in November 2005. It is requested that the **Area Committee request information on how these changes are to be publicised.**
4. Licensees in Headingley have produced a 'Best Practice Guide'. **The Area Committee is asked to support the adoption of the 'Best Practice Guide' among licensees in the Headingley area.**
5. Under the Housing Act 2004 all HMOs consisting of 3 or more storeys - 5 or more persons will require licensing. It is requested that the **Area Committee consider the appointment of a Housing Officer to deal with issues relating to HMOs and to apply to the government to allow LCC to licence ALL HMOs in the ASHORE area.**
6. Graffiti is an overwhelming problem in the area – there is currently a 'graffiti epidemic'. A multi-agency approach is needed to catch the perpetrators. **The Area Committee is asked to prioritise this issue to ensure ongoing co-ordinated action.**

7. In the light of the disposal of the Headingley Community Centre Annex North Lane. **The Council is requested to keep the Headingley Forum informed of any proposals for the future use of the building.**
8. Concerns were expressed regarding the large amounts of uncleared litter outside takeaway premises. **The Area Management Team is asked to seek clarification on whose responsibility it is to clear this litter and detail appropriate enforcement action and report back to the next Headingley Forum.**
9. Concerns were raised at the amount of illegal taxi trade outside of 'The Box' public house on Otley Road. **West Yorkshire Police to work with LCC Licensing Section to address this issue.**

For Information:

1. Headingley Forum thanked the Police and also the Police Community Support Officers for the work they are undertaking in the Headingley area.



REPORT OF: THE CHIEF RECREATION OFFICER

REPORT TO: INNER NORTH WEST AREA COMMITTEE

DATE : Thursday 7th APRIL 2005

SUBJECT : FIXED PLAYGROUND STRATEGY

Electoral Wards Affected :

All

Specific Implications For :

Ethnic Minorities

Women

Disabled People

Executive Board Decision

Eligible for Call In

**Not eligible for Call In
(details contained in the report)**

For information and discussion:

1.0 PURPOSE OF REPORT

1.1 This report outlines the Fixed Play Strategy approved by Executive Board in 2002 and seeks to consult with the Area Committee to determine future proposals for providing a network of equipped playgrounds supported by informal playspaces across Leeds.

2.0 BACKGROUND

2.1 The 2002 report endorsed by the Executive Board, titled "Children's Playgrounds", outlined the strategy for improving the quality of play facilities by investing in sustainable sites, and reconfiguring the nonsustainable sites.

2.2 The report recommended the introduction of 3 new standards as follows:

Neighbourhood Area Playground (NAP)

The majority of playgrounds are to meet this standard and are based principally in Parks and Recreation grounds. Catering for three particular age groups, 0-8 years, 8-14 years and teenagers, with improved play equipment and facilities such as a skatepark, multi-use games area (MUGA) or BMX track etc for young people.

Integrated Supervised Playgrounds (ISP)

Would be based around a NAP with a proposed 6 across the city, they would be supervised and focussed on children with special needs or disabilities, but providing for all children.

Area Management		North West Inner Wedge - Fixed Play Strategy - Key To Area Map				
Ref	Plg Name	Current Std	Proposed Std	Year	Cost	Comments
B03	Beckett Park	NAPS	NAPS		£110,000	Playground needs refurbishing
B06	Burley Lodge	Playground	IPS	2005		Neighbourhood renewal scheme
B07	Burley Park	NAPS	NAPS	2004/05	£80,000	Youth provision needed
B34	Benson Court	NAPS	NAPS			
C17	Cragside	Playground	NAPS		£200,000	
K02	Kirkstall Abbey	Playground	NAPS		£103,000	HLF
L04	Little Moor	Playground	IPS		£8,000	
M11	Melville Place	NAPS	NAPS			Refurbished
O03	Oatlands Drive	NAPS	NAPS			Refurbished
S15	Sandford Road	Playground	IPS		£15,000	
T23	Blackman Lane	NAPS	NAPS		£150,000	MUGA requires refurbishment
W11	Woodhouse Moor	NAPS	NAPS			Partial refurbishment 2002
W12	Woodsley Road	Playground	IPS		£15,000	



REPORT OF: Director of Neighbourhoods and Housing

REPORT TO: Inner North-West Area Committee

DATE : April 7th 2005

SUBJECT : North West District Partnership

Electoral Wards Affected :

Headingley
Hyde Park and Woodhouse
Kirkstall
Weetwood

Specific Implications For :

Ethnic Minorities
Women
Disabled People

Executive Function	<input type="text" value="4"/>	Council Function	<input type="text"/>	Eligible for Call In	<input type="text"/>	Not eligible for Call In (details contained in the report)	<input type="text"/>
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1.0 Purpose of Report

1.1 This report brings to the Committee’s attention details of progress on the North-West District Partnership’s three year plan and on any other developments the Area Committee should be aware of in relation to the District Partnership.

2.0 Background

2.1 The Area Committee received a progress report on the North-West District Partnership at its December meeting which dealt with the establishment of the Partnership and the initial stages of planning for the drawing up of a three year plan. This report deals briefly with general District Partnership developments in the last quarter and more specifically work that has taken place to draw up the District Plan, which is now in draft format.

3.0 District Plan

3.1 The District Plan links closely to the themes of Vision for Leeds 2 – the City’s approved Community Strategy – and aims to provide a mechanism, on a local area basis, for the delivery of partnership actions to meet the Vision’s eight themes, which are:-

- Harmonious communities
- Thriving places
- Environment
- Transport
- Learning
- Enterprise and Economy
- Culture
- Health and Well-Being

plan which includes around half a dozen key activities per theme to work on through to 2008. One of the key factors to stress is that the North-West District Plan is a Partnership document and focuses on actions that require a multiagency or partnership response. It is not a compendium of individual services' or agencies' responses to the priorities in the North-West.

3.3 The Plan has been drawn up based on:-

- The District workshop "Getting Started" held in July 2004
- A workshop with officers of the District Partnership held in January 2005
- The District Conference held in Horsforth in February
- A special meeting of the North-West District Partnership Board in March

North-West Members' involvement is directly through the Chairs of the two Area Committees in the North-West, Councillor Hamilton and Councillor Latty, and Councillor Anderson also sits on the Partnership in his capacity as Chair of Leeds North West Homes. A number of Members also attended the conference in February.

3.4 The aim is to have all five District Plans in final draft form by the end of April, following which approval and adoption processes through the Leeds Initiative, the Council and other agencies will take place. It is envisaged that the Plans will come into full effect from September 2005 at the latest.

3.5 A full draft of the action plan section of the District Plan will be available at or around the time of the Area Committee meeting. It is proposed to e-mail the document to Members for information and any responses. Any comments received will be presented at the next full District Partnership meeting on Thursday April 27th where the final document will be approved.

4.0 Other developments

4.1 Other items for the Area Committee to note in relation to the North-West District Partnership include:-

- Representation is now in place from Leeds Bradford International Airport and the Higher Education sector (two representatives).
- The voluntary sector is electing representatives to attend the Partnership.
- Councillor Hamilton has taken over as Chair of the Partnership till October, following which an agency other than the Council will take over the chairing of meetings.

4.2 Finally, the Partnership has agreed that whilst the District Plan will be the main document that will frame its activities from the summer, there is work that can start now to deliver both positive experiences of partnership working and practical impact. Early areas that partners are engaged in are:-

- Extending the involvement of partners in targeted community safety operations such as Operation Apollo and also in environmental improvements in a defined area.
- Improving the choice and quality of work placements for school pupils in North-West Leeds, especially in relation to the health and social care sectors.
- A project to improve communication of important information from any of the partners to people whose first language is not English.

wider energy efficiency agenda.

5.0 Recommendation

5.1 The North-West Inner Area Committee is asked to note progress with the North-West District Partnership and the District Plan and that any comments on the draft action plan element of the District Plan should be sent to the Area Manager prior to Wednesday April 27th.



LEEDS
CITY COUNCIL

ITEM NO.:

Originator:
Stuart Robinson

Tel: 247 4360

REPORT OF DIRECTOR OF LEGAL AND DEMOCRATIC SERVICES

REPORT TO : NW INNER AREA COMMITTEE

DATE : 7th APRIL 2005

SUBJECT : DATES, TIMES AND VENUES OF AREA COMMITTEE MEETINGS 2005/06

Electoral Wards Affected :

Specific Implications For :

Ethnic Minorities

Women

Disabled People

Executive Board Decision

Eligible for Call In

Not eligible for Call In (details contained in the report)

1.0 PURPOSE OF REPORT

1.1 The purpose of the report is to request Members to give consideration to agreeing the dates, times and venues of their meetings for the 2005/06 municipal year which commences in May 2005.

2.0 OPTIONS

2.1 The options are:-

- To approve the list of dates and times provisionally agreed with the NW Area Manager, based on the existing pattern;
- To consider other alternative dates;
- To continue to meet at 7.00 pm, or to consider alternative times;
- To continue to alternate venues between the four wards.

3.0 RECOMMENDATIONS

3.1 The Committee is requested to consider the options and to take a decision at this meeting in order that the arrangements can be finalised and included in the Council's official diary for 2005/06.

4.0 BACKGROUND

4.1 The Area Committee Procedure Rules stipulate that there shall be at least six ordinary meetings of each Area Committee in each municipal year (May to April).

meetings for the year at its first meeting in the municipal year. If this was strictly adhered to, unfortunately it would mean that none of the dates and times would be agreed early enough to appear in the Council's official diary.

5.0 MEETING DATES

5.1 The following provisional dates have been agreed in consultation with the NW Area Manager. They follow the same pattern as last year, i.e. Thursdays in June, September, October, December, February and March:-

30th June 2005, 8th September 2005, 20th October 2005, 8th December 2005, 9th February 2006 and 30th March 2006.

5.2 A similar pattern of meetings is being suggested in respect of the other 9 Area Committees, so that for co-ordination purposes, all Committees are meeting in the same basic cycle and months. Whilst Members have discretion as to which actual dates they wish to meet, they are requested to take into consideration that any proposed substantial change to the cycle e.g. changing months rather than dates within the suggested months, will cause disruption and lead to co-ordination problems between the Area Committees.

6.0 MEETING DAYS AND TIMES

6.1 Currently the Committee meets on Thursdays at 7.00 pm, and the above suggested dates reflect this pattern.

6.2 Meeting on set days and times has the advantage of certainty and regularity, which assists people to plan their schedules. The downside might be that it could serve to exclude certain people, for instance, who have other regular commitments on that particular day or who might prefer either a morning meeting or a meeting later in the evening after normal work hours.

6.3 For these reasons, some Area Committees have chosen to vary their meeting days and times, alternating between different weekdays and holding daytime and evening meetings alternately. Others, however, have chosen a regular pattern similar to this Committee's existing arrangements – it really is a matter for Members to decide.

7.0 MEETING VENUES

7.1 Currently, the Committee alternates venues between the four wards.

8.0 RECOMMENDATION

8.1 Members are requested to consider the options and to decide their meeting dates, times and venues for 2005/06 in order that they may be included in the Council's official diary for 2005/06.

16-meeting dates for 2005-06.doc