

Report of the Director of Neighbourhoods & Housing Department

Inner North West Area Committee

Date: 30th March 2006

Subject: Key Messages from Area Forums and Area Committee Themed Sub Groups

<p>Electoral Wards Affected:</p> <p>Headingley Hyde Park & Woodhouse Kirkstall Weetwood</p>	<p>Specific Implications For:</p> <p>Ethnic minorities <input type="checkbox"/></p> <p>Women <input type="checkbox"/></p> <p>Disabled people <input type="checkbox"/></p> <p>Narrowing the Gap <input type="checkbox"/></p>
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Council Function <input type="checkbox"/>	Delegated Executive Function available for Call In <input checked="" type="checkbox"/>	Delegated Executive Function not available for Call In Details set out in the report <input type="checkbox"/>
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Executive Summary

The purpose of this report is to provide feedback on actions identified in the February Key Messages Report and to update Members on the feedback of Key Messages from ward forums and sub groups that have taken place since the February Area Committee.

1.0 Background Information

1.1 Members agreed at the December 2004 meeting that the 'Key Messages' report to the Area Committee will replace forum minutes being included in the Area Committee papers. The following forums are covered by this report.

- Hyde Park & Woodhouse Forum
- Headingley Forum
- Planning Group
- Kirkstall Burley Forum
- Central Headingley Strategy Group
- Headingley Stadium Group
- Community and Higher Education Forum
- Transport Group
- Streetscene Sub Group
- Community Safety Sub Group
- Children and Young People Sub Group

2.0 Update on Actions from Previous Key Messages

2.1 An update on actions from the previous Area Committee in February is shown at Appendix 1.

3.0 New Key Messages

3.1 New key messages from local forums and sub groups which have met since the last Area Committee are presented in Appendix 2.

3.2 The report now includes an update on the themed sub groups – Streetscene, Community Safety and Children and Young People.

4.0 Recommendations

4.1 The Area Committee is asked to:

- a) Note the update on actions of previous Key Messages in Appendix 1, and
- b) Note the new Key Messages in Appendix 2.

Forum/Group	Date of meeting and actions identified	Outcome/update
Planning Group	<p><u>9th January</u></p> <ul style="list-style-type: none"> ▪ It is requested that stringent monitoring of non-compliant letting boards within the Direction Area approved by the Office of the Deputy Prime Minister is required to ensure the success of the scheme. ▪ It is requested that extensive consultation takes place on the development of student housing policy in light of the UDP Review Inspectors Report. ▪ It is requested that 'Kirkstall Renaissance' pays greater attention to the development of purpose built student accommodation in little Woodhouse. ▪ It is noted that important Listed Buildings are becoming empty. It is asked whether Leeds University has any plans for the Hostel of the Resurrection and Fairburn House. 	<ul style="list-style-type: none"> ▪ Compliance Officers are carrying out regular surveys and have been heavily involved in educating landlords. They are now liaising with Legal Services in order to pursue a number of prosecutions. ▪ Some limited internal discussions have taken place, which have considered some external feedback and ideas. ▪ At present, there have been no pre-application discussions taking place with the Council.

Planning Group – 13th February 2006

For Action:

- The Area Committee is asked to endorse the Planning Groups proposal for a definition of a balanced community: “A balanced community is one which approximates national demographic norms.”

Hyde Park Woodhouse Forum – 15th February

For information:

- Streetscene and parking issues continue to be a problem in the Little London area and in the Hyde Park area around the Rosebank/ Rillbanks/ Consorts.
- PCSOs reported that they can now patrol on their own, instead of in pairs, before 2pm. This news was well received by the forum.
- Members of the forum asked for an updated position regarding Royal Park School. The forum was informed that information would be presented when it is available.
- Community Action Leeds met announced a number of activities that are taking place for Student Volunteering Week (20th February).
- Members of the forum would like to see detailed plans on the work proposed for Woodhouse Moor and be consulted on these plans. This information to be presented at the next meeting.

Transport Group – 16th February

For information:

- Mark Warner from Leeds Metropolitan University gave an update on the proposals to introduce permit and pay and display parking at Headingley Campus.
- The group would like to consider how an area wide parking strategy can be taken forward.

Kirkstall Burley Forum - 27th February

For information:

- Speeding is a problem on Burley Road near St Matthias School - Highways to look into whether changed road markings would help to slow traffic down.
- Abbey Mills consultation currently underway - residents encouraged to engage in process.

Headingley Forum – 9th March

For Action:

- Sparrow Park Cardigan Road Headingley – this is an abandoned piece of land which has become overgrown and attracts litter. Despite numerous attempts by the Council the owner has not been traced.
The Area Committee is asked to ensure that Leeds City Council take urgent action to acquire ownership of this piece of land. Refer to Planning.
- Concerns were raised that there is often little or no consultation with the local community about planning applications.
The Area Committee is asked to ensure that The Development Department encourage developers to consult with local communities on planning proposals. Refer to Planning.
- A 'Great Student Run' is proposed by Leeds Met for Headingley on the 30th April 2006. The Forum felt very disappointed that there has been no liaison with the local community as there was likely to be severe local disruption, and the Run was exclusive in its scope. A Great Headingley Run would be a different matter.
The Area Committee is asked to request that the North West Area Management Team establish what plans are being made for 5000 people to run through Headingley, and to ensure that community representatives are involved in any discussions held regarding this event. Refer to North West Area Management Team.

For Information

- The Forum thanked Andrew Crates for all his hard work with regards "To Let Signs". The new legislation has had a real impact on the look of the area.

Streetscene Sub Group – 8th March

For information

- The new skips guidance note was agreed. It will be circulated to all Inner North West Councillors and groups that have previously had a skip from the Inner North West Area Committee.
- Members of the group had concerns about what CAST does over and above core services. This information will be provided by City Services
- The Streetscene sub group will start the monitoring of ADP streetscene actions at the next sub group meeting/beginning of 2006/07 financial year.

Community Safety Sub Group – 10th March

For information

- The issue of graffiti in the area was discussed, and the idea of setting up a 'no tolerance' pilot in a specific area. It was agreed that this issue would be picked up with City Services. The Police agreed that they would look into developing a blue print for how this project could operate in an area.
- The Community safety sub group will start to monitor the ADP Community Safety actions from its next meeting.

Children and Young People Sub Group – 10th March

For information

- Funding for projects on the sub group's 'wish list' will be considered by the area committee against the ADP priorities.
- Extended schools – an update was given on the 3 pilot schemes in North West. Alison Larkin to be invited to a future meeting to discuss this in more detail and answer any queries regarding potential overlap of services.
- Business in the Community to be contacted to see if there are any volunteers from local businesses who want to offer support to young people through study support.
- The Children & Young People sub group will start to monitor the ADP Children & Young People's actions from its next meeting.

Report of the Director of Neighborhoods & Housing Department

Inner North West Area Committee

Date: 30th March 2006

Subject: Ward Forum Review

Electoral Wards Affected:

Headingley
Hyde Park & Woodhouse
Kirkstall
Weetwood

Specific Implications For:

Ethnic minorities

Women

Disabled people

Narrowing the Gap

Council
Function

Delegated Executive
Function available
for Call In

Delegated Executive
Function not available for
Call In Details set out in the
report

Executive Summary

The purpose of this report is to outline the current community involvement structures in Inner North West Leeds and consider proposals for the development of these structures, by reviewing the operation of ward forums and Area Committee sub groups over the last year.

Members are asked to consider the information provided and agree the proposals outlined in section 3 of this report.

1.0 Background Information

- 1.1 At the December Area Committee officers were asked to review the operation of Ward Forums in the area, in particular to look at public attendance in relation to officer/partner attendance.

2.0 History of Ward Forums

- 2.1 At the start of the area committees it was agreed to consider establishing ward based forums. As a result three ward forums were established in the Inner North West Area: Headingley, Kirkstall Burley and Hyde Park & Woodhouse. In addition, at the request of the Area Committee, a Transport Sub Group has been established and an ad hoc Headingley Town Centre Strategy Group has been set up.
- 2.2 Forums report back to the Area Committee in the Key Messages report.

3.0 Feedback on each Forum

3.1 A summary of each Forum is provided below.

3.2 Hyde Park & Woodhouse Forum

- Number of meetings – 5
- Officer/agency attendance – low 1, high 10
- Community attendance – low 4, high 10
- Most recent meeting – officer 3, community 10
- Issues covered: community safety, streetscene, youth service, parking, Little Woodhouse student high-rise, Woodhouse Moor, Planning and Community Action Leeds Met (CALM).

3.3 Headingley Forum

- Number of meetings – 5
- Officer/agency attendance – low 6, high 10
- Community attendance – low 4, high 14
- Most recent meeting – officer 10, community 10
- Issues covered: Lounge cinema, planning, licensing, streetscene, housing, crime/community safety, traffic calming, student housing, transport, private hire vehicles.

3.4 Kirkstall Burley Forum

- Number of meetings – 3
- Officer/agency attendance – low 2, high 6
- Community attendance – low 9, high 20
- Most recent meeting – officer 5, community 9
- Issues covered: Major local developments including Kirkstall Hill, housing, race hate incidents, Kirkstall Festival, Beckett Park School proposed closure, waste management, Leeds Organic Growers.

3.5 Transport Sub Group

- Number of meetings – 2
- Officer/agency attendance – low 2, high 3
- Community attendance – low 9, high 10
- Most recent meeting – officer 2, community 9
- Issues covered: Drummond/Churchwood residents parking, parking issues including Leeds Met Uni/Beckett Park, post Supertram plans.

4.0 Proposals for Ward Forums

4.1 Following discussions with Ward Councillors and Chairs of each of the Ward Forums/ Sub Groups the following proposals have been made for the future of each group:

4.2 **Headingley Ward Forum** – Attendance at the Forum has fluctuated. The last meeting in March was well attended and the Forum expressed a wish to continue to meet. It is proposed that the Headingley Forum continues to meet on a quarterly basis and is publicised more effectively, with a review on a 6 month basis. The area management team will also undertake a review of the arrangements for officer

attendance at these meetings develop a thematic approach with only officers relevant to specific agenda items in attendance.

- 4.3 **Kirkstall & Burley Ward Forum** – The forum is well attended by members of the public. It enables the Area Committee to engage with members of the community in an area which is not well serviced by other community forums. It is proposed that the Ward forum continues to meet 3 times a year.
- 4.4 **Hyde Park & Woodhouse Ward Forum** – The issue with this forum has been on occasions very poor attendance from the community and voluntary sector and too many officers being involved. The ward is serviced by 3 other meetings – Little London Multi Agency Meeting, Burley Network and Little Woodhouse Community Association. It is proposed that the Hyde Park Woodhouse Forum ceases to meet, with officers from the Area Management Team attending the above meetings.
- 4.5 **Transport Sub Group** – The group has met twice and has been well attended by members of the public and representatives of interest groups, particularly from the Headingley and Weetwood wards. It is proposed that the group continues to meet on a bi-monthly basis and that it expands its representation to cover the whole of the Area Committee area.
- 4.6 **Headingley Town Centre Strategy Group** – This group now meets on an ad-hoc basis to discuss issues of importance to Headingley Town Centre. It last met in January 2006 to discuss the Town and District Centre proposals for Headingley and has agreed that it will convene when necessary to discuss specific issues.

5.0 Recommendations

- 5.1 The Area Committee is asked to:
 - a) Consider information presented
 - b) Agree the continuation of these structures as outlined in the proposals under section 4.

Report of the Director of Neighbourhoods & Housing Department

Inner North West Area Committee

Date: 30th March 2006

Subject: Voluntary and Community Groups in Inner North West Leeds

Electoral Wards Affected:

Headingley
Hyde Park & Woodhouse
Kirkstall
Weetwood

Specific Implications For:

Ethnic minorities

Women

Disabled people

Narrowing the Gap

Council
Function

Delegated Executive
Function available
for Call In

Delegated Executive
Function not available for
Call In Details set out in the
report

Executive Summary

The purpose of this report is to provide an analysis of voluntary and community groups in Inner North West Leeds. It aims to provide Elected Members with a comprehensive list of groups in the area, broken down into key themes and identify any gaps in provision.

1.0 Background Information

- 1.1 At the last Area Committee meeting in February, Members requested information on community and voluntary groups in the area.
- 1.2 This report provides a list of known community and voluntary groups which operate at a local level in each ward broken down into key themes, see Appendices 1 to 4. The aims of this report are to provide Members with a comprehensive list of groups in the area, identify any geographical or thematic gaps and to provide a definition of a community and a voluntary group. The appendices do not include groups with a city wide or national focus.

2.0 Voluntary and Community Groups – a definition

- 2.1 Voluntary Action Leeds has offered advice on how to define a voluntary and a community group. This definition is not conclusive and is the result of many years of discussion and research.

- 2.2 The Voluntary and Community sector share many of the same aims such as;
- Value driven – they exist for the good of the community and aim to promote social, environmental or cultural objectives,
 - Not established for financial gain,
 - Independent of government and constitutionally self-governing.
- 2.3 The distinction between the two is that community organisations are active on a local or community level, usually small, modestly funded and dependent on voluntary rather than paid effort.
- 2.4 It is more difficult to define a voluntary sector organisation. They can vary enormously in size from small local groups to large national charities. They usually provide services that private commercial enterprise and the state/public sector do not.

3.0 Analysis of groups by ward and theme

- 3.1 Each appendix contains a list of known groups for the ward, broken down into the following categories:
- Health Groups
 - Older People's Groups
 - Children and Young People's Groups
 - Community Safety Groups
 - Environmental Groups
 - Community Groups (which offer a variety of services)
 - Tenants and Residents Groups
 - Other Groups

Where there are no known groups in these categories, the themes do not appear in the appendix.

- 3.2 An analysis of this information shows that Hyde Park and Woodhouse ward (Appendix 1) has the highest number of community and voluntary groups, a total of 29. There are a range of thematic groups in the ward and each of the above categories are represented. In comparison to other wards, there are a particularly high number of Community Groups and these groups provide a good geographical representation of the various neighbourhoods in the ward.
- 3.3 Headingley Ward (Appendix 2) has a total of 11 groups and is well represented by Tenants and Residents Groups and others including lobby and strategy groups. There is, however, a lack of specific Environmental and Community Safety groups in the ward.
- 3.4 Kirkstall Ward (Appendix 3) has a total of 15 groups. Representation of Community and Tenants and Residents groups is good, however there are no Health groups in the ward.
- 3.5 Weetwood Ward (Appendix 4) has a total of 8 groups – the least in the area. Although representation of Tenants and Residents groups is good there are no Health, Community or Older People's Groups in the ward

4.0 Recommendations

- 4.1 The Area Committee is asked to:
- a) Note the contents of the report and appendices, and
 - b) Offer any additions/amendments to the appendices.

Hyde Park & Woodhouse Voluntary and Community Groups

Health Groups

GROUP / ORGANISATION	DESCRIPTION
Active 4 Life	Active 4 Life is a healthy living project working with people in the community. The project is for all ages and cultures. It organises a whole range of activities from indoor carpet bowls to play activities for children, chair-based aerobics and walking groups. They also have an allotment.
Burley and Hyde Park Food Co-op	Purchases bulk quantities of healthy organic, mainly vegan food from wholesalers to sell on at a cost price. Based at Oblong and open Thursdays 6-8pm

Older People's Groups

GROUP / ORGANISATION	DESCRIPTION
Caring Together in Woodhouse and Little London	Caring Together is a small registered charity working with 400 older people living in their own homes in Woodhouse and Little London. They offer a range of services and activities including befriending, decorating, gardening, benefits advice, group activities, healthy living groups, day trips, parties, help with DIY, security systems, bedding and energy efficient light bulbs.
Kashmiri Lunch Club	Tuesdays, Thursdays and Sundays 11.30am – 12.30pm Woodsley Road Centre
Older Active People	Voluntary sector organisation that works with older people in the Burley, Hyde Park, South Headingley, central Headingley, Kirkstall and Little Woodhouse areas. The work includes intergenerational projects, lunch clubs, assisted shopping, befriending, Bollywood screenings, fall reduction exercise classes, walking and theatre groups.

Children & Young People's Groups

GROUP / ORGANISATION	DESCRIPTION
Hyde Park Churches Youth Project	Youth club based activities for 9-25 yr olds ie cooking, dance. Provides information, support and guidance to young people and where appropriate refer to other staff or agencies.

Community Safety Groups

GROUP / ORGANISATION	DESCRIPTION
Burley & Hyde Park Community Safety Project	Providing a comprehensive community safety programme for the people of Burley and Hyde Park based on the action plan prepared by local people.

Environmental Groups

GROUP / ORGANISATION	DESCRIPTION
Burley Green	Burley Green is a community project by and for the residents and businesses of the Burley area of North West Leeds. The aim is to make Burley a wonderful place to live in. Monthly events are held in where graffiti is removed, litter collected, clear broken glass etc.
Hyde Park Source	Reclaims and re-uses hazardous and derelict spaces for the benefit of the community and the local environment. Work includes renovate binyards between houses, creating gardens and safe play areas for children.
Rosebank Millennium Green Trust	The Rosebank Millennium Green Trust is a registered charity that was formed to create and maintain the Rosebank Millennium Green, a 5.5 acre green space in the Burley / Hyde Park area of Leeds. The Green is owned and managed by the local community and therefore relies on the work of volunteers to maintain and improve it. Volunteer opportunities include gardening, conservation, arts, fundraising, web design and working with local people from all sections of the community.

Community Groups (offering a variety of services)

GROUP / ORGANISATION	DESCRIPTION
All Hallows Community Café	Community Café opening times: Wednesdays and Thursdays 9am – 3pm
Burley Lodge Community Centre	<p>Offer one to one counselling service available to local people on a low income or unemployed. Support community initiatives through Opportunities for Volunteers scheme. Offer Youth and Community Education. Free generalist advice provided through four local open door surgeries. Offers various Children's activities, Youth work activities (for ages 13-19). A range of other activities are also available including knitting, cooking, health and relaxation activities and an adult and children's drama group.</p> <p>The centre is also widely used by other organisations and individuals to offer Arabic dancing, Eastern European dancing, Martial Arts, Yoga, arts activities for young people with learning disabilities, a church run group for boys and an IT course.</p>

Burley Network	Sub groups include Learning, Health, Young People and Greenspaces. It's aim is to share information in Inner North West Leeds, enable groups and agencies to work closely together on joint initiatives and to plan work without duplication.
CALLS (Community Action in Little London)	Community involvement and development work. Young Peoples projects Environmental Projects
Cardigan Centre	Works in North West Leeds to improve the quality of life for local people through using the centre for various activities including training, lunch clubs and play schemes.
Hyde Park Churches Community Project	Community café. Also number of projects including yoga and salsa. Offer advice sessions and Credit Union.
Hyde Park Unity Day	Hyde Park Unity Day is run by volunteers and is an organisation that tries to develop creative talents in Hyde Park and surrounding area by providing showcase events with which to display this talent. This is usually Hyde Park Unity Day but they also hold a panto every year. They also undertake a small amount of art/craft workshops that lead up to the events.
Little Woodhouse Community Association	Boundaries are Clarendon Road, Moorland Road, Hyde Park Road, Burley Road and Park Lane. Moorlands Residents, Willows Residents and Marlborough Residents are independent groups but affiliated to Little Woodhouse Community Association.

Tenants and Residents Groups

GROUP / ORGANISATION	DESCRIPTION
Little London Tenants Association	Residents Association
Moorlands Residents Association	Residents Association
North Hyde Park Neighbourhood Association	Residents Association
Woodhouse Tenants Association	Residents Association

The Willows Residents Association	Residents Association
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Other Groups

GROUP / ORGANISATION	DESCRIPTION
Artlink West Yorkshire	Creative arts project for socially excluded groups working mainly with learning and physically disabled clients, people with mental health difficulties and older people.
Canopy Housing Project	Works with young homeless people aged 16-25 in Hyde Park and Burley. Canopy helps young people renovate empty properties and provides a support package to help tenants settle into their new homes.
Cloth Cat	Provide educational opportunities to people who want to get involved in music. It provides courses in business, sound engineering, performance and music software programmes.
Little London Arts	Community arts projects
Oblong	Oblong is a creative resource centre run by local people for community groups, artists, musicians and writers. The centre enables local people to produce work and develop their skills in arts, music, crafts and computing, and to use those skills constructively.
Swarthmore Education Centre	The Swarthmore Education Centre is an education provider, mostly for adult and community learning. They are also a resource for the local community and are involved in neighbourhood regeneration in the local area in partnership with other groups

Headingley Voluntary and Community Groups

Older People's Groups

GROUP / ORGANISATION	DESCRIPTION
Older Active People	Voluntary sector organisation that works with older people in the Burley, Hyde Park, South Headingley, central Headingley, Kirkstall and Little Woodhouse areas. The work includes intergenerational projects, lunch clubs, assisted shopping, befriending, Bollywood screenings, fall reduction exercise classes, walking and theatre groups.

Children & Young People's Groups

GROUP / ORGANISATION	DESCRIPTION
Youth Point	Information and support service for young people aged 13-19 years who live in North West Leeds. Based at The Cardigan Centre.

Tenants and Residents Groups

GROUP / ORGANISATION	DESCRIPTION
Cardigan Triangle Community Association	Residents Association
Friends and Residents of Orville Gardens (FROG)	Residents Association
South Headingley Community Association	Residents Association
The Turnways and Laurel Bank Residents Association	The Association was set up to help create and maintain a sense of community within the street after a number of houses had been bought by landlords, it is open to all residents – both permanent and non-permanent. It is an associate member of HMO Lobby Group.

Other Groups

GROUP / ORGANISATION	DESCRIPTION
Headingley Network	A community group dedicated to preventing the decline of central Headingley and improving the environment and facilities for those who live and work in the area.
Far Headingley Village Society	Community Group to maintain and improve the area for those who live and work in the area.
HeAL	HeAL (Headingley Against Landlordism) is a local organisation fighting to protect Headingley from the effects of uncontrolled Landlordism. It is campaigning on behalf of year-round residents and students to recreate the balance in our community and HeAL the scars caused by Landlordism. We are lobbying the Council, Universities and Central Government to make changes to protect our community.
Leeds HMO Lobby	The Lobby is an association of some twenty community associations in NW Leeds, campaigning nationally and locally for action on concentrations of houses in multiple occupation in Leeds, especially in this area and especially as a result of the demand for student housing.
Headingley Development Trust	Organisation made up of local residents and small businesses with the aim of promoting and developing a sustainable community in Headingley.

Kirkstall Voluntary and Community Groups

Older People's Groups

GROUP / ORGANISATION	DESCRIPTION
HOPS (Hawksworth Older People Support)	HOPS is concerned with the welfare and well-being of all residents in the local community aged 60 and over. The project worker acts as advocate, counsellor and advisor to the elderly residents and manages projects to aid their well-being in terms of safety, security, health, practical and social needs.
STEP (Supporting the Elderly People) Project	Provide support to older people in the area through a range of projects including luncheon clubs, trips and shopping services.

Children & Young People's Groups

GROUP / ORGANISATION	DESCRIPTION
YMCA	Youth centre in Hawksworth Wood runs a variety of projects to support local young people.

Community Safety Groups

GROUP / ORGANISATION	DESCRIPTION
Moor Grange View Neighbourhood Watch	Neighbourhood Watch group

Environmental Groups

GROUP / ORGANISATION	DESCRIPTION
Kirkstall Valley Park	Community group working towards establishing a Kirkstall Valley Park.
Leeds Organic Growers	Community allotment association, providing various initiatives including a community compost recycling project.

Community Groups (offering a variety of services)

GROUP / ORGANISATION	DESCRIPTION
Hawksworth Wood Community Association	Offers a variety of services to local residents in Hawksworth Wood.

Tenants and Residents Groups

GROUP / ORGANISATION	DESCRIPTION
Spenn Hill Residents Association	Residents Association
Spenn Lane and West Park Residents Association	A local residents association dealing with local issues in the area, such as roads, transport, and local problems. Involved in preservation of West Park Fields.
The Gilberts & Sandford Road Residents Association	Residents Association
Vinery Road Residents Association	Residents Association
Woodbridge Residents Association	Residents Association
Abbey Gorse Community Group	Residents group
Kirkstall Village Community Association	Community organisation representing the interests of the area
Moor Grange Action Group	Community organisation representing the interests of the area

Weetwood Voluntary and Community Groups

Children and Young People's Groups

GROUP / ORGANISATION	DESCRIPTION
YMCA	Offers a range of project-based activities and drop-in facilities for juniors, seniors and disabled, along with a range of sporting facilities.

Environmental Groups

GROUP / ORGANISATION	DESCRIPTION
West Park Fields Action Group	

Tenants and Residents Groups

GROUP / ORGANISATION	DESCRIPTION
Drummond Churchwood Residents Association	Residents Association
Highbury Residents Association	Covers the Highburys, Sandfields and Wilton Grove area.
Moor Park Residents Association	Residents Association
St Chad's Residents Association	Residents Association
Weetwood Residents Association	Residents Association
Woodbine Terrace Residents Association	Residents Association

Report of the Director of Neighbourhoods and Housing

Inner North West Area Committee

Date: 30th March 2006

Subject: Community Planning Officer Monitoring Report

<p>Electoral Wards Affected:</p> <p>Headingley Hyde Park and Woodhouse Kirkstall Weetwood</p>	<p>Specific Implications For:</p> <p>Ethnic minorities <input type="checkbox"/></p> <p>Women <input type="checkbox"/></p> <p>Disabled people <input type="checkbox"/></p> <p>Narrowing the Gap <input type="checkbox"/></p>	
<p>Council Function <input type="checkbox"/></p>	<p>Delegated Executive Function available for Call In <input checked="" type="checkbox"/></p>	<p>Delegated Executive Function not available for Call In Details set out in the report <input type="checkbox"/></p>

Executive Summary

The purpose of this report is to update Members of the Area Committee on the work of the Community Planning Officer.

1.0 Background Information

1.1 At the Inner Area Committee meeting of 14th October 2004, it was agreed to extend the Community Planning Officer post for 2 years beyond 2005, subject to receiving six monthly monitoring and evaluation reports.

2.0 Main Issues

2.1 The Planning Officer's role has developed over time in order to respond to changing needs. The main functions of the role are listed below and give an indication of the current workload.

2.2 Development Advice

2.2.1 One of the of the main functions of the position has been to react to current development activity and advise Members and community groups about the acceptability of planning proposals, including how best to resist those proposals which are unacceptable by identifying conflict with planning policy, guidance and

other material planning considerations. Advice of this nature has been provided either in person via briefing sessions/residents meetings, over the phone or in writing. Advice is not limited to formal applications and is accessed by community/residents groups as and when development proposals affect them, but more regularly by Elected Members. Increasingly, there is more involvement in pre-application proposals, attending community consultation sessions and providing advice to Members and the public. Information about planning applications is also regularly posted electronically through community websites and by email communication.

2.3 *Participation*

2.3.1 Attendance at a number of working groups has been necessary and is ongoing to ensure strategic planning issues are taken forward and important information is communicated. The following list includes those groups that consider planning matters:

- Headingley Centre Strategy Group – Responsible for developing the strategy for central Headingley – ‘Headingley Renaissance’, which is now acknowledged by the City Council as a community document and is utilised in discussions between the Council and stakeholders. Ongoing involvement is intended to assist with the realisation of action points in the document and also the development of the Headingley Town and District Centres Bid.
- Shared Housing Group – Responsible for implementing the ‘Action Plan’ developed by the Private Rented Sector Strategic Working Group and stakeholders, which aims to resolve conflict between students and host communities.
- North West (Inner) Area Committee Sub Group (Planning) – Formed to consider planning matters specific to the area and to communicate relevant planning information to the Area Committee.
- North West (Inner) Area Committee Sub Group (Transport) – The group has recently been resurrected and ongoing attendance is intended as there is a clear link between transport and planning matters.
- Private Rented Sector Strategy Group – Acts as an interface between the City Council and landlords/agents, considering issues around HMO Licensing, planning policy and the letting boards code.

2.3.2 In addition, attendance has also been made at a number of other local forums (Headingley Forum, Hyde Park and Woodhouse Forum and Kirkstall Burley Forum), community association and residents meetings in order to provide planning advice.

2.4 *Education and Policy*

2.4.1 A key element of the post has been to explain how the planning system operates, what is and is not a material planning consideration and how changing local and central government policies are implemented at a local level. Recently, there have been a number of amendments to the planning system and there will continue to be changes which are pertinent to future development in the locality. By improving local

knowledge, stakeholders are better equipped to take part in the planning process and to challenge unacceptable proposals, both now and in the future.

- 2.4.2 A number of area based planning initiatives have now been published, including the Headingley Centre Strategy, 'Headingley Renaissance' and the Far Headingley, Weetwood and West Park Neighbourhood Design Statement. Headingley Renaissance' contains a number of action points likely to result in further, more detailed initiatives, designed to improve the public realm, town centre vitality and viability and the amenity of local residents and users. There is potential for further similar Neighbourhood Design Statements to be created elsewhere in the locality, perhaps rolling out to provide coverage for all of Inner North West.
- 2.4.3 The Office of the Deputy Prime Minister (ODPM) approved a Direction to restrict To Let boards in part of Inner North West in August 2005, which was subsequently implemented by the Council from 1st January 2006. A consultation working group has been set up, involving key stakeholders in the drafting and implementation of a code of operation. Close liaison has continued with Planning Services and Compliance to educate agents and landlords and develop the Council's approach. It is intended that the code will be reviewed on a six monthly basis.
- 2.4.4 Assistance has also been provided in conjunction with the Development Department in considering the ramifications of the Unitary Development Plan (UDP) Review Inspector's Report with regard to the Area of Student Housing Restraint (ASHORE), proposed by the Council. Work has been undertaken in explaining the Inspector's findings to stakeholders, as well as giving consideration as to how the newly proposed Area of Housing mix may work in practice.
- 2.4.5 An increased degree of cross working has been taking place, intended to optimise the benefits of HMO Licensing under the Housing Act 2004 and the requirements of the Licensing Act 2003, involving dialogue with other areas of the Council.

2.5 *Monitoring and Compliance*

- 2.5.1 Monitoring and reporting breaches of planning in terms of unauthorised works or those developments not built in accordance with approved continues to take place. Analysis of appeal decisions also forms part of the monitoring role to ensure stronger reasons for refusal are developed where necessary or to influence future thinking on development proposals. The Planning Officer post has been used by residents and community groups as a point of contact for planning issues where initial advice is sought and subsequent enforcement action may need to be taken.

2.6 *Workload*

- 2.6.1 A significant amount of the work generated is in central Headingley and the residential areas of Hyde Park and Far Headingley. This is partly as a result of the focus of Headingley town centre within the locality and also the prominence of issues relating to student housing and a number of major developments in the area. However, the work balance may shift and vary over time when developments at Kirkstall District Centre, Kirkstall Forge, Woodside Quarry and the Little London PFI progress further.

2.7 *Potential areas of change*

- 2.7.1 The vast majority of work carried out by the Community Planning Officer post is distinct from the work carried out by Officers in Planning Services. However, there has been some significant degree of overlap and cross working with Planning Services on the development of the To Let boards code. Members are asked to comment on whether the Community Planning Officer post should:
- a) Become increasingly involved in the 'hands on' delivery of enforcement of the code within the Direction Area. This may involve direct work with the Compliance Manager in carrying out street surveys, gathering evidence and preparing documentation with a view to securing prosecutions.
 - b) Continue a level of involvement as at present, acting as a point of contact in order to facilitate the education of landlords and agents as well as receiving complaints from members of the public in relation to potential enforcement matters.
 - c) Reduce the level of involvement to the extent that the day to day administration and enforcement of the code is carried out by Planning Services and the Compliance Section.
- 2.7.2 Members are asked to comment on any other areas or projects they feel the post should become more or less involved with.

3.0 Recommendations

- 3.1 The Area Committee is asked to;
- a) Comment on the effectiveness of the Planning Officer post, and
 - b) Note the main functions of the Planning Officer as detailed in the report and to consider any amendments and areas of change.