

## **NORTH WEST (INNER) AREA COMMITTEE**

**9<sup>TH</sup> FEBRUARY 2006**

- PRESENT:** Councillor M Hamilton in the Chair  
Councillors Bentley, Ewens, Hussain, Illingworth,  
Jennings, Minkin, Monaghan and Rhodes-Clayton
- OFFICERS:** Christine Addison, North West Area Manager  
Dayle Lynch, Neighbourhoods and Housing Department  
John Kearsley, City Services Department  
Sue Wraith, Development Department  
Andrew Crates, Development Department  
Inspector Chris Rowley, West Yorkshire Police  
Inspector Peter Olan, West Yorkshire Police  
Stuart Robinson, Chief Executive's Department
- MEMBERS OF THE PUBLIC:** Martin Cook, Headingley Network  
Rachel Harkess, Headingley Network  
Barry Payne, Leeds HMO Lobby  
Richard Norton, Friends and Residents of Orville Gardens  
Ken Stratford, Burley Lodge Centre  
Penny Bainbridge, Cardigan Centre  
Dr John Dickinson, Weetwood Residents Association  
Lee Ingham, Older Active People  
Sharon Knott, Voluntary Action Leeds  
Richard Jackson, Voluntary Action Leeds  
Sue Buckle, Headingley Resident  
Lucy Nokes, Highbury Residents Association  
Alison Haskins, The Scarman Trust  
Lawrence Wood, PPI Forum, North West Leeds  
James Thompson, Community Action, Leeds Metropolitan  
University  
Katherine Mitchell, Labour Party Campaigner, Headingley Ward  
Bill Rollinson, HEAL/Local Resident  
Peter Spafford, Headingley Local Resident  
Donald Hood, Far Headingley Village Society  
Stephen Rennie, Hawksworth Wood Community Association

### **83 Chair's Opening Remarks**

The Chair welcomed everyone to the February meeting of the North West (Inner) Area Committee held at Headingley Primary School. He apologised for the informal layout of the meeting and as a result he invited those present to introduce themselves.

**84 Late Items**

In accordance with his powers under Section 100B(4)(b) of the Local Government Act 1972, the Chair consented to the submission of the following late item of urgent business relating to:-

- Area Manager's Report (Minute 99 refers). The report was not available at the time of the agenda despatch and also incorporated results of a number of key meetings held only a few days ago.

**85 Declarations of Interest**

The following personal interests were declared:-

Councillor Illingworth in view of his personal involvement with Leeds Organic Growers (Minute 93 refers).

Councillor Illingworth in his capacity as a Director and Company Secretary of Kirkstall Valley Park, a not-for-profit limited company which was also a registered charity (Minute 93 refers).

Councillors Hussain and Rhodes-Clayton in their capacity as members on the Woodsley Road Management Committee (Minute 96 refers).

**86 Apologies for Absence**

Apologies for absence were received from Councillor Atha, Councillor Golton, Councillor Morton, Ken Torode and Dr Richard Tyler.

**87 Open Forum**

In accordance with paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, the Chair allowed members of the public to make representations or ask questions on matters within the terms of reference of the Area Committee.

In summary the following issues were raised at the meeting:-

Planning and Licensing Issues within Headingley

Martin Cook, Headingley Network made reference to recent/current planning/licensing applications in respect of The Box, The Subway and the Co-operative Convenience store. He sought clarification of the meeting in relation to non-determination of planning appeals, together with an explanation of the Council's Cumulative Impact Policy.

Andrew Crates, Development Department (Planning Services) responded to the questions raised.

Following discussions, the Chair requested that a note on planning issues be prepared by Andrew Crates, together with a report on the current state of play in relation to the Council's Cumulative Impact Policy, with specific reference to take away establishments, for circulation at the next meeting in March 2006.

### Leeds HMO Lobby – UUK Report on Studentification

Richard Norton reported briefly on behalf of Leeds HMO Lobby in relation to the UUK's report and conference on 'Studentification'.

He reported that in January 2006, Universities UK had published a report entitled 'Studentification: a guide to opportunities, challenges and practice'. The meeting noted that Leeds HMO Lobby had warmly welcomed the above report.

In conclusion, Richard Norton referred to '*The Guide*' which accorded formal recognition to the problem of studentification. Its checklist provided helpful guidance to universities and councils grappling with the problem. However, Leeds HMO Lobby were of the opinion that '*The Guide*' had fundamental flaws as it entirely omitted the crucial role of national government, and especially legislation. The Committee noted that '*The Guide*' had been launched at a conference in London on 25<sup>th</sup> January 2006 .

### Major Reorganisation of Primary Care Trusts and Oral Health Issues

Lawrence Wood, PPI Forum, North West Leeds reported on the major reorganisation of Primary Care Trusts with effect from the 1<sup>st</sup> April 2006. He made reference to a forthcoming meeting in the Leeds Town Hall on 17<sup>th</sup> February 2006 at 1.00 pm to discuss the proposals and urged members of the Committee to attend.

Mr Wood also informed the meeting that following recent targets set by Government, the City of Leeds was well behind in oral health hygiene/education, especially where young children were concerned.

The Committee noted that reports on oral health had been recently submitted to the Scrutiny Board (Health and Well-Being)

### Developments at Sparrow Park

Bill Rollinson, HEAL/Local Resident, referred to the above issue and raised his concerns that little progress had been made in an attempt to clean up the area near Sparrow Park. It was noted that at the next meeting of the Headingley Forum, the issue of funding for the area would be addressed.

Following discussions, the Committee requested the North West Area Manager to provide a skip for the area in question and for a meeting to be arranged between Councillor Monaghan, Bill Rollinson and Christine Addison to progress matters of concern.

### Height of Wall at Headingley Stadium

Bill Rollinson, HEAL/Local resident referred to the above issue and on behalf of the Broomfield residents he raised his concerns about the height of the Headingley Stadium wall in relation to loss of visual impact.

Andrew Crates, Development Department (Planning Services) responded to the issues raised.

### Refuse Bins in Headingley

Peter Spafford, Headingley local resident referred to the above issue and raised his general concerns about the refuse collection service in the Headingley area, in particular the lack of written information available to students and the need for the Council to introduce a 'tagging' system.

Reference was also made to the bottle bank outside the Co-op in Headingley and the Council's failure to empty the bottle bank on a regular basis.

Councillor Monaghan responded to the issues raised and agreed to investigate the matter further with the Director of City Services.

### Proposals to redevelop St Ann's Mills and Abbey Mills, Kirkstall

Stephen Rennie, Hawksworth Wood Community Association, referred to the above issue and raised his concerns about the proposed new access road for Abbey Mills which, in his opinion, had failed to meet local or national highway safety standards.

The Chair responded and reminded the meeting of the appropriate mechanisms in place for such issues i.e. Scrutiny process / Planning and Development briefs etc.

The Committee noted that there would be public exhibitions on this issue in Kirkstall Leisure Centre from 7.00 pm to 9.00 pm on 15<sup>th</sup> February 2006 or 10.00 am to 1.00 pm on 18<sup>th</sup> February 2006.

### The Future of St Ann's Mills and Abbey Mills, Kirkstall

Councillor Illingworth circulated a copy of his response in relation to the Development Department's proposals to redevelop St Ann's Mills and Abbey Mills, Kirkstall.

The Committee noted the content of the document.

## **88 Minutes of the Previous Meeting**

**RESOLVED** – That the minutes of the meeting held on 8<sup>th</sup> December 2005 be approved as a correct record, subject to amending Ken Stratford's name to read Ken 'Stratford' in the attendance list.

## **89 Matters Arising from the Minutes**

### (a) Primary School Review – Proposals for the Far Headingley Primary Planning Area (Minute 70(b) refers)

Councillor Minkin referred to the above issue and reminded the meeting that the proposals would be reconsidered at the Executive Board meeting on 22<sup>nd</sup> March 2006.

In relation to the proposed closure of Beckett Park Primary School, the Committee noted that this issue would be discussed at the School Organisation Committee on 7<sup>th</sup> April 2006 at 1.00 pm in the Civic Hall,

Leeds and encouraged members of the public to attend the public meeting.

- (b) Key Messages from Area Forums (Minute 71 refers)  
Councillor Minkin referred to the above issue and enquired on the availability of a report on the 'way forward' regarding Ward Forums, including public participation.

The North West Area Manager responded and confirmed that a report on this issue would be available for discussion at the March 2006 meeting.

- (c) Inner North West Area Committee Well-being Monitoring Report (Minute 72 refers)  
Councillor Minkin referred to the above issue and enquired if a decision had been made in relation to the renaming the title of the 'Community Compost' project to reflect the wider recycling aims of the project.

Dayle Lynch, North West Area Management responded and agreed to advise Members of the new name.

- (d) Making Leeds Better (Minute 75 refers)  
Councillor Minkin referred to the above issue and re-emphasised the importance of the crucial role of the Kirkstall Joint Centre in relation to the local engagement mechanisms for 'Making Leeds Better'.

The Committee supported the above views.

## **90 Funding Officer – Update**

Referring to minute 72 of the meeting held on 8<sup>th</sup> December 2005, the Director of Neighbourhoods and Housing submitted a progress report on work undertaken by the Funding Officer Project.

The report also provided information on the Health Check questionnaire which had been developed by the Funding Officer Project to determine the need for capacity building work in Inner North West Leeds.

Sharon Knott, part-time Funding Officer, employed by Voluntary Action Leeds on behalf of the Committee presented the report and responded to Members' queries and comments.

### **RESOLVED –**

- (a) That the contents of the report be noted and welcomed.  
(b) That the outputs provided in table 1 for the 3<sup>rd</sup> Quarter period following agreement between Voluntary Action (Leeds) and the North West Area Management Team be noted.  
(c) That the establishment of a part time Capacity Building Worker as outlined in Section 4 of the report be considered as part of the Well-being budget report.

- (d) That a report be prepared covering the following issues for consideration at the next meeting in March 2006:-
  - information on the spread of community organisations within the North West Inner area
  - the distinction between a community and a voluntary organisation
  - identifying the gaps
- (e) That the Funding Officer be commended on her work undertaken within the North West Inner area

**91 Graffiti Issues in the Inner Area**

Referring to minute 23 of the meeting held on 8<sup>th</sup> September 2005, the Director of Neighbourhoods and Housing submitted a report detailing information on recent initiatives taken to tackle graffiti in the inner area and the outcome of these actions.

The report also provided details of a graffiti 'blitz' which took place in the Hyde Park part of the Headingley ward week commencing 5<sup>th</sup> December 2005.

Dayle Lynch, North West Area Management presented the report and responded to Members' queries and comments.

**RESOLVED –**

- (a) That the contents of the report be noted and welcomed.
- (b) That the funding of the Inner North West Graffiti Project be considered as part of the Well-being budget report.
- (c) That a report be prepared for consideration at a future meeting providing:-
  - information on where the graffiti team was spending their time detailing specific roads within the area
  - information on how much proactive work was undertaken
  - data on origin and location of referrals
  - further analysis on those areas where there has been a significant impact on graffiti issues within the North West Inner area
- (d) That Gerry Burnham be commended on the excellent work undertaken on graffiti within the North West Inner area.

**92 Enforcement of 'To Let' Boards**

The Director of Development submitted a progress report updating the meeting on the 'To Let' Boards initiative and to request the Area Committee to consider part funding towards the enforcement regime.

Sue Wraith, Development Department presented the report and responded to Members' queries and comments.

In addition to the above report, the Chair invited comments from Sue Buckle on behalf of Leeds HMO Lobby on the enforcement of letting boards which covered three specific issues, namely Higher Education Institutes (HEI) costs and benefits in Leeds; costs of Letting Boards and resourcing.

**RESOLVED –**

- (a) That the contents of the report be noted and welcomed.
- (b) That the priorities for enforcement as outlined in Section 5.5 of the report be endorsed, but that free standing boards in front gardens be given the highest priority.
- (c) That the resourcing proposal as outlined in Section 6.00 of the report be considered as part of the Well-being budget report.
- (d) That Higher Education Institutes be contacted with a view to increasing student volunteering to assist with the monitoring of 'To Let' Boards.
- (e) That Planning Services, Development Department be requested to contact landlords reminding them of their commitment to address the issue of 'To Let' boards outside the North West Inner area as part of the voluntary code.

**93 Inner Area Well-Being Budget**

Referring to minute 72 of the meeting held on 8<sup>th</sup> December 2005, the Director of Neighbourhoods and Housing submitted a report on the Inner Area Committee's Well-being budget.

Appended to the report were copies of the following documents for the information/comment of the meeting:-

- (a) Inner North West Well-being Budget 2005-06 – Projects Agreed for 2005-06 (Appendix 1 refers)
- (b) Inner North West Well-being Budget – Capital Programme 2004-07 – Projects Agreed by the Committee (Appendix 2 refers)
- (c) Inner North West Well-being Revenue Budget 2006-07 – Projects Agreed in principle for 2006-07 / Projects for consideration 2006-07 – Not yet agreed (Appendix 3 refers)
- (d) Inner North West Well-being Budget – Capital Programme 2004-07 – Projects Agreed by Area Committee / Projects for Consideration / Capital Budget Summary 2004-07 (Appendix 4 refers)

A revised copy of Appendix 4 was circulated at the meeting which contained two additional budget projects for consideration.

The Chair introduced the report and sought the views of the Committee on the budget projects outlined in Section 3.5 and Appendices 1-4 of the report.

**RESOLVED –**

- (a) That the contents of the report and appendices be noted.
- (b) That the position of the Well-Being Budget as outlined in Sections 1.1 to 1.4 of the report be noted.
- (c) That the Strategic Pause information as outlined in Section 2.0 of the report be noted and that approval be given to lifting the strategic pause in line with the information presented in Section 2.4.
- (d) That the Well-being Revenue Budget position as outlined in Sections 3.1 and 3.2 of the report be noted.
- (e) That the Well-being Capital budget position as outlined in Sections 3.3 and 3.4 of the report be noted.

- (f) That the specific Revenue and Capital budget projects as outlined in Section 3.5 and Appendices 1-4 of the report be dealt with as follows:-

<b><u>Project/Delivery Organisation</u></b>	<b><u>Decision</u></b>
<b><u>Revenue Budget</u></b>	
Police Mountain Bikes x 4	Agreed £3,600 and to transfer to the Capital budget
Additional Policing for the Headingley DPPO	Agreed £7,500 to cover additional policing following it's immediate introduction
Additional Policing to tackle graffiti	Deferred pending a wider proposal relating to enforcement
Associated cost with installation of new CCTV cameras	Agreed £10,000, in principle, and for officers to confirm actual costs, locations and to arrange a site visit for Members
Mobile Youth Provision	Agreed £6,500
D: Side Drugs Information Project	Deferred
Hyde Park Unity Day	Deferred
Extension of Older Active People Project	Deferred
Little London Neighbourhood Management	Agreed £15,000, together with an additional £24,000 towards the costs of additional policing across the Inner communities of Little London, Woodhouse, Hyde Park and Burley in 2006/07
Improvement and Feasibility Fund for District Centres	Deferred
Design Guide and Statement Feasibility Fund	Deferred
Woodhouse Ridge Improvements	Deferred pending further analysis of the most appropriate split between capital and revenue



Kirkstall Valley Park	Deferred pending further analysis of the most appropriate split between capital and revenue
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Contingency Fund	Deferred
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**Capital Budget**

Headingley Environmental Improvements	Deferred
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Burglary Reduction – alleygating in the Archery's	Agreed £5,000
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Burglary Reduction – alleygating fund	Deferred
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Provision of additional litter bins	Agreed £7,000
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Improvements to grass verges, footpaths and highways	Deferred
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Installation of new CCTV in the Hyde Park area	Agreed £45,000 - £50,000
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Little London Multi Use Games Area	Deferred
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Woodhouse Ridge Improvements	Deferred pending further analysis of the most appropriate split between capital and revenue
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Refurbishment of Cobblestones on Buckingham Mount	Refused
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Kirkstall Valley Park	Deferred pending further analysis of the most appropriate split between capital and revenue
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Beckett Park Play Area	Deferred to enable a check to be undertaken of the availability of Section 106 funds for this scheme
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- (g) That a report be prepared on the work undertaken by the Planning Officer on a ward by ward basis for submission to the next meeting in March 2006.
- (h) That further information be provided about the Educational facility for Children-Burley Early Years Centre at the next meeting in March 2006.

- (i) That the Small Grant budget position as outlined in Section 4 of the report be noted.

**94 Area Delivery Plan 2006/07 Development**

The Director of Neighbourhoods and Housing submitted a report providing the meeting with a review of performance on the current Inner North West Area Delivery Plan with specific reference to the outcomes/outputs and whether they had been successfully undertaken or completed.

The report also provided the meeting with a draft Area Delivery Plan for 2006/07 for discussion with a view to determining the content of the final plan.

Appended to the report were copies of the following documents for the information/comment of the meeting:-

- (a) 2005/06 Action Plan Review (Appendix 1 refers)
- (b) Inner North West Area Committee Action Plan 2006/07 (Appendix 2 refers)

Dayle Lynch, North West Area Management presented the report and responded to Members' queries and comments.

**RESOLVED –**

- (a) That the contents of the report and appendices be noted.
- (b) That the progress made in delivering the 2005/06 Area Delivery Plan actions to date, together with progress towards completing the Committee's 2006/07 Area Delivery Plan and Action Plan be noted.
- (c) That the contents of the Draft Action Plan for 2006/07 be received and noted.
- (d) That, in the interim period, Members be requested to forward any specific points on the Draft Action Plan for 2006/07 to the North West Area Manager and that arrangements be also made to convene Ward Members sessions to go through the document in greater detail.
- (e) That the Draft Action Plan for 2006/07 be forwarded to the Streetscene Sub Group for consideration.
- (f) That a final version of the Action Plan be submitted to the next Committee meeting for ratification.

**95 Key Messages from Area Forums**

The Director of Neighbourhoods and Housing submitted a report updating the meeting on the feedback of Key Messages from ward forums and sub groups.

Dayle Lynch, North West Area Management presented the report and responded to Members' queries and comments.

**RESOLVED –**

- (a) That the contents of the report and appendices be noted.
- (b) That this Committee notes the update on actions of previous Key Messages as outlined in Appendix 1 of the report.

- (c) That the new Key Messages outlined in Appendix 2 of the report be noted and the actions proposed be endorsed.

**96 Woodsley Road Multicultural Community Centre – Management Project Update**

Referring to minute 80 of the meeting held on 8<sup>th</sup> December 2005, the Director of Neighbourhoods and Housing submitted a report updating the meeting on progress of the Woodsley Road Management Project from April 2005 to December 2005.

Appended to the report was a copy of a document detailing the regular users of the centre for the information/comment of the meeting.

**RESOLVED** – That the contents of the report and appendices be noted.

**97 Housing Act 2004 – HMO Licensing Issues**

The Chief Officer of Environmental Health submitted a report advising the Committee of the implications of the Housing Act 2004.

The Committee noted that the major provisions of the Act would be implemented from 6<sup>th</sup> April 2006 and whilst the implications of the Act had an impact across the whole of the City, it also had a particularly significant effect within North West Leeds.

**RESOLVED** – That the contents of the report and the particular significance that the new legislation would have in North West Leeds be noted.

**98 Implementing the Ten Year Strategy: New Statutory Duties and Phases 2 and 3 of the Children’s Centre Plan**

The Director of Learning and Leisure submitted a report on the development of a Children’s Centre in every neighbourhood by 2010 as part of the universal welfare state offer which would be a statutory responsibility for Local Authorities in the Childcare Bill.

Discussion ensued on the contents of the report.

**RESOLVED** –

- (a) That the contents of the report be noted.  
(b) That this report be revisited at the next meeting in March 2006 and that arrangements be made for a representative from the Learning and Leisure Department to be in attendance.

(Councillor Hussain left the meeting at 9.25 pm at the conclusion of the above item)

**99 Area Manager’s Report**

The Director of Neighbourhoods and Housing submitted the North West Area Manager’s Report for the information/comment of the meeting.

Christine Addison, North West Area Manager presented the report and responded to Members' queries and comments

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

**100 Date, Time and Venue of Next Meeting**

Thursday 30<sup>th</sup> March 2006 at 7.00 pm at Hawksworth Wood Children's Centre  
(N.B provisional venue only)

(The meeting concluded at 9.30 pm)



**Report of the Director of Neighbourhoods & Housing Department**

**Inner North West Area Committee**

**Date: 30<sup>th</sup> March 2006**

**Subject: Area Delivery Plan 2006/07**

**Electoral Wards Affected:**

**ALL**

**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**

This report presents the 2006/07 Area Delivery Plan (ADP) for consideration and approval.

**1.0 Purpose Of This Report**

1.1 The purpose of this report is to seek approval of the 2006/07 Area Delivery Plan and its submission to Executive Board for approval in May 2006.

**2.0 Background Information**

2.1 In the plan the priorities for 2006/07 are broadly the same as in the 2005/06 plan.

**3.0 Area Delivery Plan**

3.1 The draft plan is included at Appendix 1. Since the last meeting it has been considered by the Committee's sub-groups and has been amended to reflect comments made by those groups and separately by Members.

3.2 Attached at Appendix 2 are copies of Youth Service's ward plans, elements of which have been incorporated into the Area Committee plan.

**4.0 Recommendations**

4.1 The Area Committee is asked to;

- a) approve the Area Delivery Plan for 2006/07 as presented in Appendix 1, and
- b) note and comment on the Youth Service plans as presented in Appendix 2.

**INNER NORTH WEST  
AREA DELIVERY PLAN**

**Appendix 1**

<b>ADP Code</b>	<b>Action</b>	<b>Area Committee Funding</b>	<b>Lead Agency</b>	<b>Reporting</b>
<b>COMMUNITY SAFETY</b>				
CS1	<b>Crime &amp; Grime</b> <ul style="list-style-type: none"> <li>5 Operation Apollos in targeted neighbourhoods</li> </ul>	n/a	Community Safety	3 Community Safety Updates per year
CS2	<b>Freshers' Week</b> <ul style="list-style-type: none"> <li>Targeted work to increase student awareness of Community Safety issues in the area</li> <li>Multi-agency planning group to minimise the impact of Freshers' Week on the Headingley &amp; Hyde Park Communities</li> </ul>	n/a	Area Management	Area Committee October 2006
CS3	<b>Headingley DPPO</b> <ul style="list-style-type: none"> <li>Additional policing hours to enforce the order</li> </ul>	£7,500	Police	3 Community Safety Updates per year
CS4	<b>Increase the use of CCTV in the area</b> <ul style="list-style-type: none"> <li>Installation of 2 new CCTV cameras at hotspot areas</li> <li>Use of mobile CCTV unit across the area at key events/times</li> </ul>	£50,000 capital £10,000 revenue	Police/Leeds Watch	3 Community Safety Updates per year
CS5	<b>Increase the visibility of Neighbourhood Policing Teams</b> <ul style="list-style-type: none"> <li>4 pedal cycles purchased for PCSOs</li> </ul>	£3,500	Police	n/a
CS6	<b>Crime Reduction/Prevention Initiatives</b> <ul style="list-style-type: none"> <li>Operation Walksafe – to reduce domestic burglary and offer community reassurance</li> <li>Anti-climb paint for drainpipes on 100 properties</li> <li>Alleygating scheme at the Archerys</li> <li>Co-ordination of multi-agency groups such as MAT, Top 10 &amp; Community Safety Panel</li> </ul>	£3,000  £5,000	Police/ Community Safety	3 Community Safety Updates per year
<b>STREETSCENE</b>				
S1	<b>Tackling Graffiti</b> <ul style="list-style-type: none"> <li>Multi-agency Graffiti Project – to educate young people and graffiti offenders about the origins of graffiti and their social responsibilities</li> <li>Targeted police operations – 2 per year</li> </ul>	£10,575	Graffiti Removal Team/Police/Community Safety	3 Community Safety Updates per year

**INNER NORTH WEST  
AREA DELIVERY PLAN**

**Appendix 1**

	<ul style="list-style-type: none"> <li>• Police referrals to the Graffiti Project</li> <li>• Graffiti hotspots identified</li> <li>• Police referrals to Graffiti removal team</li> <li>• Hotspots monitored by PCSOs</li> <li>• 2 Graffiti 'blitz' in hotspot areas</li> <li>• Monitor graffiti reporting and removal systems</li> </ul>			
S2	<b>Environmental Hotspots</b> <ul style="list-style-type: none"> <li>• Referral of incidents of flytipping to CAST</li> <li>• Identification of Streetscene hotspot areas</li> <li>• Monitoring of CAST referrals and response</li> <li>• Proactive monitoring of hotspots by CAST</li> </ul>	£2,720	Streetscene/ Area Management	Monthly reports from CAST to Area Management.
S3	<b>Community Clean Ups</b> <ul style="list-style-type: none"> <li>• Provide skips to community groups for environmental clean up projects</li> </ul>	£6,000	Area Management	n/a
S4	<b>Litter</b> <ul style="list-style-type: none"> <li>• Provision of 20 new dual compartment litter bins in the area</li> </ul>	£7,000	Streetscene/ Area Management	Area Committee September 2006
S5	<b>Recycling</b> <ul style="list-style-type: none"> <li>• Increase recycling rates through awareness raising</li> <li>• Provide information for students in September on what can and cannot be recycled, and collection dates of green bins</li> <li>• Increase recycling of organic matter through the work of Leeds Organic Growers</li> </ul>	£20,000	Streetscene/ Leeds Organic Growers	Area Committee October 2006
S6	<b>Streetscape</b> <ul style="list-style-type: none"> <li>• Improvement schemes for 2 or 3 areas, to be identified, where parking on grass verges is causing a problem</li> <li>• Improvement schemes for 2 or 3 areas of highway or footpath, to be identified</li> </ul>	£20,000	Highways	October 2006 and March 2007
S7	<b>HMO related Streetscene Issues</b> <ul style="list-style-type: none"> <li>• Establish a multi-agency group to plan for minimising environmental impact at the end of term</li> <li>• Provision of 18 skips at key locations for students to use at the end of term</li> </ul>	£2,500	Streetscene/ Area Management	Area Committee September 2006

**INNER NORTH WEST  
AREA DELIVERY PLAN**

**Appendix 1**

<b>CHILDREN &amp; YOUNG PEOPLE</b>				
CYP1	<b>Increasing Youth Activities</b> <ul style="list-style-type: none"> <li>• Lease of a mobile facility in partnership with Outer North West Area Committee</li> <li>• Creation of a balanced programme of activities across the area and duration of 2006 summer holidays</li> </ul>	£6,500	Youth Service	Quarterly reports from Youth Service. Area Committee October 2006 and March 2007
CYP2	<b>Recreational Facilities</b> <ul style="list-style-type: none"> <li>• New play facility at Beckett's Park</li> <li>• Develop a Multi Use Games Area in Little London</li> </ul>	£50,000 £20,000	Parks & Countryside/ Sport Development	n/a
CYP3	<b>Wider Curriculum</b> <ul style="list-style-type: none"> <li>• 1 Study Support session per week at Woodsley Road</li> <li>• Development of a Youth Network for young people in the area to increase their involvement in decision making</li> <li>• D:Side Project – drugs awareness sessions in 3 local primary schools annual visits to work with pupils, teachers, parents and carers</li> </ul>	£13,000  £1,000	Youth Service/ D:Side	Quarterly Reports
CYP4	<b>Community Safety</b> <ul style="list-style-type: none"> <li>• Revizit – work with young people on referral orders or final warnings to divert them from anti social behaviour and crime. Aiming to work with 12 young people throughout the year.</li> </ul>	n/a	Youth Service/ Youth Offending Service	n/a
<b>PARKS &amp; GREENSPACES</b>				
PG1	<b>Recreational Space</b> <ul style="list-style-type: none"> <li>• Improvements to Royal Park, creation of a new play facility and improvements to the existing green space</li> <li>• Improve provision at Woodhouse Moor, specifically refurbishment of the bowls pavilion</li> <li>• Provision of a site based gardener at Woodhouse Ridge and improvements to the area</li> </ul>	£8,000  £24,200  £17,800 revenue, £9,100 capital	Parks & Countryside	On completion of each project
<b>COMMUNITY ASSETS</b>				
CA1	<b>Community Centres</b> <ul style="list-style-type: none"> <li>• Employ a Centre Manager for Woodsley Road Multi Cultural Community Centre</li> <li>• Management and administration of the lettings system for 7 Community Centres in the area</li> </ul>	£21,851	Voluntary Action Leeds/ Area Management	6 monthly Well-being monitoring



**INNER NORTH WEST  
AREA DELIVERY PLAN**

**Appendix 1**

CA2	<b>Surplus Buildings</b> <ul style="list-style-type: none"> <li>• Assist in the development of plans for surplus building in the area, including the following: <ul style="list-style-type: none"> <li>➤ Headingley Primary School</li> <li>➤ Leeds Girls' High School</li> <li>➤ Royal Park Primary School</li> </ul> </li> </ul>	n/a	Asset Management / Development	n/a
<b>REGENERATION</b>				
R1	<b>Little London</b> <ul style="list-style-type: none"> <li>• Implementation of Neighbourhood Management initiative</li> <li>• Appointment of a Neighbourhood Management Co-ordinator</li> <li>• Development and delivery of a Regeneration Plan for the area</li> <li>• To use this as a catalyst for further initiatives in other areas of need (see R2)</li> </ul>	£39,000	Area Management	n/a
R2	<b>Neighbourhood Improvement Areas</b> <ul style="list-style-type: none"> <li>• Identification of priority areas and issues</li> <li>• Action plans for 2 areas developed</li> </ul>	n/a	Area Management	n/a
R3	<b>Town &amp; District Centres</b> <ul style="list-style-type: none"> <li>• Development of a business case for Headingley Town &amp; District Centre Project</li> <li>• Feasibility study for Headingley undertaken</li> <li>• Works commenced if feasibility successful in Headingley</li> <li>• Development of an improvement scheme for Woodsley Road shopping area, to await funding availability</li> </ul>	£50,000  £5,000	Area Management	Updates provided to Area Committee within Area Manager's Report
R4	<b>Development Schemes</b> <ul style="list-style-type: none"> <li>• Influence the development of Kirkstall LIFT project</li> <li>• Influence the development of plans for Kirkstall Forge</li> <li>• Involvement in Kirkstall Valley Park Project Group</li> </ul>	£30,000?	Development / Area Management	n/a
<b>PLANNING &amp; DEVELOPMENT</b>				
PD1	<b>Planning</b> <ul style="list-style-type: none"> <li>• Employ a Community Planning Officer for the area</li> <li>• Enforcement of the 'To Let Board' directive</li> </ul>	£40,000	Area Management / Planning Services	n/a
PD2	<b>Houses of Multiple Occupation</b> <ul style="list-style-type: none"> <li>• Co-ordinate the Shared Housing Group</li> </ul>	n/a	Area Management	n/a

**INNER NORTH WEST  
AREA DELIVERY PLAN**

**Appendix 1**

PD5	<b>Local Design Statements</b> <ul style="list-style-type: none"> <li>1 local design statement produced, area to be identified</li> </ul>	£5,000	Area Management	n/a
<b>PARTNERSHIP WORKING</b>				
PW1	<b>Funding</b> <ul style="list-style-type: none"> <li>Employ a Funding Officer to assist community &amp; voluntary groups to access funding. Target to bring in £100,000</li> <li>Small Grants Scheme for Community Groups</li> </ul>	£43,400  £5,000	Voluntary Action Leeds  Area Management	6 monthly Well-being monitoring
PW2	<b>Community Cohesion</b> <ul style="list-style-type: none"> <li>Ward forums in Headingley and Kirkstall Burley</li> <li>Support community cohesion work and community festivals e.g. Hyde Park Unity Day, Kirkstall Festival</li> </ul>	n/a	Area Management	n/a



Agenda item:  
  
Originator: Suzanne  
Wainright  
Tel: 0113 2608088

**Report of the Head of Youth Service**

**Inner North West area committee**

**Date: 30<sup>th</sup> March 2006**

**Subject: Youth Service Plans**

**Electoral wards affected:**  
  
**Hyde Park and Woodhouse**  
**Headingley**  
**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**  
  
This report presents an opportunity for the Area Committee to discuss and endorse Youth Service plans which relate to the Inner North West Area.

**1.0 Purposes of Report**

- 1.1 To provide the latest available information on the Youth Service's achievements regarding key performance indicators.
- 1.2 To describe Youth Service planning processes.
- 1.3 To present Inner North West area plans for endorsement.

**2.0 Performance Indicators**

- 2.1 For 2005/06 the Youth Service is committed to reporting on 2 indicators:-
  - level of "reach" into the 13 to 19 population
  - the number of young people gaining accreditation

2.2 The annual targets for these 2 indicators are as follows

	<u>2005</u>	<u>2006/07</u>	<u>2007/08</u>
Reach	14,840	15,515	16,864
Accreditation	1,821	2,428	3,036

2.3 Accreditation is a new target so there are no comparative figures for previous years. As at the end of the third quarter of 2005/06, however, the Service had already exceeded its year targets.

2.4 In 2004/05 the Service “reached” 12,322 young people aged 13 to 19. As at the end of the third quarter of 2005/06 the Service had already recorded an achievement of more than 20,000. This is a trend of significant increase and is due to a combination of:-

- improved performance
- improved database ability to capture and collate information
- an increase in voluntary sector delivery of programmes through a conscious commissioning strategy

2.5 Work has also taken place with young people aged 11 and 12 although this is not strictly speaking in accordance with DfES expectations.

2.6 The latest available 2005/06 figures for Inner North West area are shown.

**(a) Reach targets**

<b>Ward</b>	<b>2005/06 13 to 19 target</b>	<b>Latest available 13 to 19 actual</b>	<b>Additional 11/12 Contacts</b>
Headingley	346	782	19
Hyde Park & Woodhouse	588	1689	169
Kirkstall	416	598	16
Weetwood	462	357	23

**(b) Accreditation Targets**

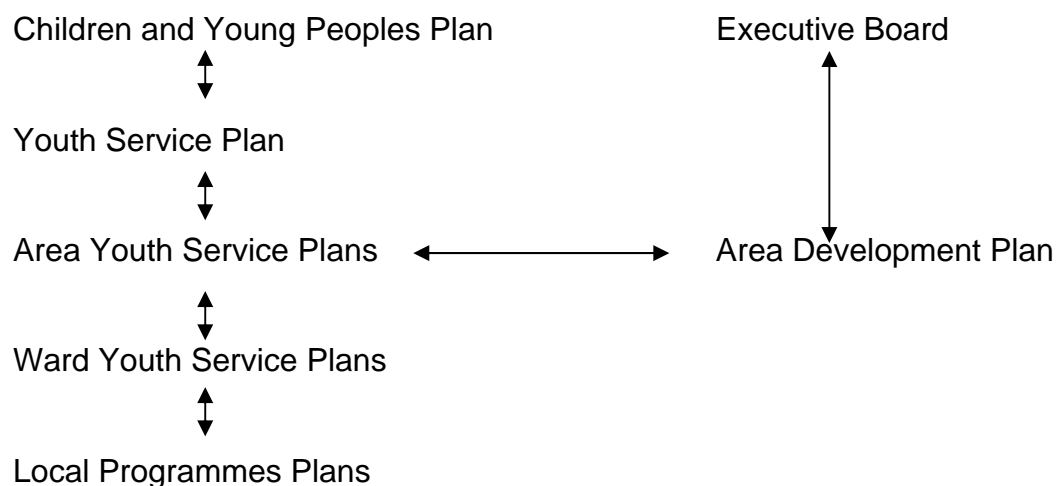
<b>Ward</b>	<b>2005/06 Targets</b>	<b>Latest availability Actual accreditations</b>
Headingley	71	TBC *
Hyde Park and Woodhouse	120	115
Kirkstall	85	TBC*
Weetwood	94	25

N.B \*To be confirmed when year end reports received from Youth Point & YMCA. May also be an increase in Hyde Park & Woodhouse when Burley Lodge figures Received.

2.7 For 2006/07 onwards the Youth Service is also committed to reporting on “participation” and “recorded outcomes”

### 3.0 The Planning Process

- 3.1 Leeds now has a Children and Young Peoples Plan as required by Every Child Matters and for the emerging Childrens Trust purposes.
- 3.2 The Youth Service plan is guided by and feeds into the Children and Young Peoples Plan.
- 3.3 The planning process is as follows



- 3.4 The above process enables the Youth Service to operate planning systems in tandem with the Area Delivery Plan process operated by area committees.

### 4.0 Inner North West Area Plan

- 4.1 Attached to this report is the draft 2006/07 Inner North West Youth Service Plan. This has been prepared by Youth Service Officers in consultation with Area Management Officers.
- 4.2 In addition, draft ward plans are presented for the wards which constitute Inner North West area.
- 4.3 In line with the agreed influencing role of area committees, the Senior Youth Officer and Senior Area Workers will continue to work with the Inner North West Area Youth Sub Group to review and where appropriate revise the Area and Ward Plans. Members of Inner North West Area Committee are invited to discuss the contents of the plans and to endorse the draft plans for implementation in 2006/07.

### 5.0 Recommendations

- 5.1 Members are asked to:-
- note the progress made by the Youth Service in its achievement of 2005/06 targets, and
  - discuss the contents of the area plan and ward plans, and
  - endorse the area plan and ward plans for implementation in 2006/07.

**North West Area Draft Youth Service Headingley Ward Plan 06/07**

<b>OBJECTIVE ONE: Be Healthy</b>	<b>ACTIONS</b>	<b>KEY AGENCIES</b>	<b>BY WHEN</b>	<b>SUCCESS MEASURED BY/TARGETS</b>
<u>MOBILE BUS</u>  Improve Physical Health & General Wellbeing	Increase physical opportunities for playing sports.	Youth Service Sports Development PAYP Youth Point	Summer 06 Ongoing	QAs Attendance In-house certificates for participation & external awards where appropriate Presentation ceremony
Improve Physical Health and General Wellbeing	Undertake consultation with young people on the kinds of physical activity they would like to see developed in our area.	Youth Service Sports Development PAYP Youth Point	Autumn 06 Ongoing	Attendance In-house certificates for participation & External awards where appropriate Performance at external events & specially organised showcase events Presentation ceremony
Improve Health and General Wellbeing	Continue information & Support during detached session 2 a week at various detached locations (with C-Card registration)	Youth Service Health Education	Ongoing	Completed consultation and analysis

OBJECTIVE ONE: Be Healthy	ACTIONS	KEY AGENCIES	BY WHEN	SUCCESS MEASURED BY/TARGETS
Improve Health and General Wellbeing	Continue with regular weekly detached work sessions in ward using mobile provision, developing curriculum resources & developing project work as appropriate. Investigate the possibility of including Individual Support Work as part of our Service.	Youth Service	Ongoing	QAs Attendance Consultations completed New Projects developed from contacts made.
Improve Health and General Wellbeing Connexions Partnership	Increase number of outdoor and physical activity programmes. Tarn, Herd Farm, Lazer, D of E, Positive Futures.	Youth Service Sports Development PAYP Youth Point	Ongoing	QAs Attendance Method of recording individual progress and development.

<b>OBJECTIVE TWO: Stay Safe</b>	<b>ACTIONS</b>	<b>KEY AGENCIES</b>	<b>BY WHEN</b>	<b>SUCCESS MEASURED BY/TARGETS</b>
<p><u>MOBILE PROVISION</u> <u>REVIZIT</u></p> <p>To divert young people from risk-taking behaviour, anti-social behaviour &amp; crime &amp; to promote a positive attitude &amp; positive behaviour choices</p>	<p>Targeted boys work – programme of personal and social development for boys according to identified need</p> <p>Develop girls work in area. Run a programme of personal and social development in consultation with girls</p>	<p>Youth Service Youth Offending Service</p> <p>Youth Service</p>	<p>Ongoing</p> <p>Ongoing</p>	<p>QAs Attendance Reports from other agencies on incidences/conduct in neighbourhood Method of recording individual progress &amp; development</p>
<p>To divert young people from risk-taking behaviour, to support them in the development of self-confidence &amp; to promote a positive attitude and positive behaviour choices.</p>	<p>Safe access to programmes – all groups in local communities (including disabilities)</p>	<p>Youth Service Youth Point</p>	<p>Ongoing</p>	<p>QA Attendance Method of recording individual progress and development.</p>



<b>OBJECTIVE TWO: Stay Safe</b>	<b>ACTIONS</b>	<b>KEY AGENCIES</b>	<b>BY WHEN</b>	<b>SUCCESS MEASURED BY/TARGETS</b>
<p>Risk Assessments</p> <p>To locate community facilities available as venues for development of work</p>	<p>Make contact with local community agencies. Identify suitable venues for work outside of Community Centres, e.g. school.</p> <p>Connexions CAPs – Creation of Access Points There is a demonstrable need for this service in the area.</p>	<p>Youth Service</p> <p>Youth Service Connexions Youth Point</p>	<p>Ongoing</p> <p>Ongoing</p>	<p>List of community facilities available as youth work venues (may be co-operation with other agencies)</p>
<p>To support young people in dealing with aspects of their life around which they feel particularly vulnerable.</p>	<p>Connexions CAPs – Creation of Access Points. There is a demonstrable need for this service in the area</p>	<p>Youth Service Connexions Youth Point</p>	<p>Ongoing</p>	<p>QAs Attendance Method of recording individual progress and development</p>

<b>OBJECTIVE THREE: Make a positive contribution</b>	<b>ACTIONS</b>	<b>KEY AGENCIES</b>	<b>BY WHEN</b>	<b>SUCCESS MEASURED BY/TARGETS</b>
<p>To develop the voice and influence of young people within our area and to enable them to develop worthwhile life skills while doing so</p>	<p>Look at ways of developing forum/work within our own centres and enabling young people to contribute to decision-making. Search out the possibility of senior-member training. Continue to be involved with the development of the Area Youth Forum (Inner North West Youth Network Forum)</p> <p>Fundraising needed to develop this work.</p>	<p>Youth Service Youth Point Inner NW Youth Network Connexions</p>	<p>Ongoing</p>	<p>Forum work &amp; training for young people taking place.</p>

<b>OBJECTIVE FOUR: Enjoy &amp; Achieve</b>	<b>ACTIONS</b>	<b>KEY AGENCIES</b>	<b>BY WHEN</b>	<b>SUCCESS MEASURED BY/TARGETS</b>
To develop skills and positive behaviour of young people and to accredit their involvement	Develop Junior Sports Leaders and Community Sports Leaders Award (area) and find volunteer placements for young people 16+ in their local area	Youth Service Sports Development Youth Point	Ongoing	Programme running Young people in participating in course QA
To develop skills and positive behaviour of young people and to accredit their involvement	Accredit activities as appropriate through Duke of Edinburgh's Award or Youth Train. Run D of E Expedition Training Programme	Youth Service Sports Development Youth Point	Ongoing	QAs Attendance In-House certificates for participation and external awards where appropriate Presentation ceremony Performance and showcases
To develop skills and positive behaviour of young people in co-operation with other agencies.	Deliver a wide range of youth work programmes and activities	Youth Service Sports Development Youth Point	Ongoing	QAs Attendance

<b>OBJECTIVE FIVE: Economic Well Being</b>	<b>ACTIONS</b>	<b>KEY AGENCIES</b>	<b>WHY WHEN</b>	<b>SUCCESS MEASURED BY/TARGETS</b>
To support young people in dealing with aspects of their life around which they feel particularly vulnerable	<p>Develop Connexions links with Connexions PAs in the area to set up Connexions access points.</p> <p>There is a demonstrable need for this service in this area</p>	Youth Service Connexions Youth Point Youth Point	Ongoing	QAs Attendance Method of recording individual progress and development.
To explore the possibility of making links and developing partnership work with agencies/colleges in the area working with young people aged 15+	Contact various agencies and colleges	Youth Service Connexions Youth Point	Ongoing	<p>Links Made with colleges/agencies</p> <p>Plan for new projects targeting the age group 15+</p>

SERVICE PERFORMANCE	ACTIONS	KEY AGENCIES	BY WHEN	SUCCESS MEASURED BY/TARGETS
<ul style="list-style-type: none"> <li>• Improve Marketing and Promotion of Youth Service</li> <li>• Develop workable mechanism for recording individual development (recorded outcome)</li> <li>• MIS/QA</li> </ul>	<p>To train staff for new system coming in.</p> <p>Support supervision developing volunteers support</p>	Youth Service CYP	Ongoing	<p>Items in Media Publication</p> <p>Improved qualitative information</p>

WORKFORCE DEVELOPMENT				
	<ul style="list-style-type: none"> <li>• Area Induction</li> <li>• General training for paid &amp; voluntary staff</li> <li>• Health &amp; Safety &amp; Risk Assessment</li> <li>• Curriculum Delivery (arts, drama, digital photography etc.)</li> <li>• Teaching &amp; Learning</li> <li>• Session Planning &amp; Delivery</li> <li>• Resource Training</li> <li>• First Aid</li> <li>• Food Hygiene</li> </ul>	Youth Service	March 07	<p>Range of Health Education Training to improve information and resources.</p> <p>Recording of staff Training of SAP</p>
To improve motivation of staff at ground level	Team building events within working hours	Youth Service	March 07	Supervision – feedback from staff – Improved performance
<b>WORKFORCE</b>				

**Appendix 2**

<b>DEVELOPMENT</b>				
<p>To improve the quality of the service and to be able to demonstrate to other agencies a professional approach to our work</p>	<p>Dedicate realistic amount of time to the planning and preparation of courses. Provide the opportunity of contacting people with the relevant expertise in a particular subject area and working with them to develop a programme</p>	<p>Youth Service</p>	<p>March 07</p>	<p>Supervision – feedback from staff Improved performance</p>

North West Area Draft Youth Service Hyde Park & Woodhouse Ward Plan 06/07

<b>OBJECTIVE ONE: Be Healthy</b>	<b>ACTIONS</b>	<b>KEY AGENCIES</b>	<b>BY WHEN</b>	<b>SUCCESS MEASURED BY/TARGETS</b>
Improve Physical Health and General Wellbeing	Continue Football Programme for Boys Girls Sports Increase opportunities for playing against other teams (Funding required?)	Positive Futures Youth Service Sports Development	Ongoing	QAs Attendance In-house certificates for participation & external awards where appropriate. Presentation ceremony
Improve Physical Health and General Wellbeing	Continue with Break Dance sessions  Continue with Dance/Drama sessions	Youth Service Breakers Unify  Youth Service LS7 Results	Ongoing  Ongoing	Attendance In-house certificates for participation and external awards where appropriate.  Performance at external events and specially organised showcase events Presentation ceremony



**Appendix 2**

<b>OBJECTIVE ONE: Be Healthy</b>	<b>ACTIONS</b>	<b>KEY AGENCIES</b>	<b>BY WHEN</b>	<b>SUCCESS MEASURED BY/TARGETS</b>
Improve Physical Health and General Wellbeing	Undertake consultation with young people on the kinds of physical activity they would like to see developed in our area	Voluntary Sector Sports Development PAYP Youth Service	End May	Completed consultation and analysis
Improve Health and General Wellbeing	Continue Information & Support Drop-in one session a week at Woodhouse/ Little London (with C-Card registration & Pickup & Chlamydia & pregnancy testing)	Youth Service Youth Point School Nurse	Ongoing	QAs Attendance C-Card monitoring Method of recording individual progress and development
Improve Health and General Wellbeing	Continue with regular weekly detached work sessions in ward.	Youth Service	Ongoing	QAs Attendance

<b>OBJECTIVE ONE: Be Healthy</b>	<b>ACTIONS</b>	<b>KEY AGENCIES</b>	<b>BY WHEN</b>	<b>SUCCESS MEASURED BY/TARGETS</b>
Improve Health and General Wellbeing Connexions Partnerships	Start using mobile provision, developing curriculum resources & developing project work as appropriate.	Youth Service PCT Area Management	June	Consultation completed new projects developed from contacts made.
	Develop Individual Support Work as part of our service at both Little London & Woodhouse.	Connexions Youth Service	May	QAs ISW monitoring
	Increase number of outdoor and physical activity programmes. Tarn, Herd Farm, Lazer, D of E, Positive Futures	Youth Service Positive Futures Sports Development	Ongoing	Qas Attendance Method of recording individual progress and development.

<b>OBJECTIVE TWO: Stay Safe</b>	<b>ACTIONS</b>	<b>KEY AGENCIES</b>	<b>BY WHEN</b>	<b>SUCCESS MEASURED BY/TARGETS</b>
<p>To divert young people from risk-taking behaviour, anti-social behaviour &amp; crime &amp; to promote a positive attitude &amp; positive behaviour choices</p>	<p>Targeted boys work – Programme of personal and social development for boys according to identified need.</p> <p>Sessions are currently running in both Little London &amp; Woodhouse &amp; the Little London work has been set up with full communication and involvement of the Anti-Social Behaviour Unit and Police</p>	<p>Youth Offending Service Anti-Social Behaviour Unit Police Youth Service</p> <p>Youth Service Positive Futures</p>	<p>May</p> <p>Ongoing</p>	<p>QAs Attendance Reports from other agencies on incidences. Conduct in neighbourhood. Method of recording individual progress &amp; development.</p>
<p>To divert young people from risk-taking behaviour to support them in the development of self-confidence and to promote a positive attitude and positive behaviour choices</p>	<p>Develop girls work in area. Run a programme of personal and social development in consultation with girls</p>	<p>Youth Service</p>	<p>Ongoing</p>	<p>QA Attendance Method of recording individual progress and development</p>

**Appendix 2**

<b>OBJECTIVE TWO: Stay Safe</b>	<b>ACTIONS</b>	<b>KEY AGENCIES</b>	<b>BY WHEN</b>	<b>SUCCESS MEASURED BY/TARGETS</b>
Widen Access to non user groups	Safe access to programmes – all groups in local communities (including disabilities) Consult with other agencies and community groups and promote service	Youth Service	Ongoing	QA Attendance of new client group
To locate community facilities available as venues for development of work	Make contact with local community agencies. Identify suitable venues for work outside of Community Centres, e.g. school	Youth Service	Ongoing	List of community facilities available as youth work venue (may be co-operation with other agencies)
To support young people in dealing with aspects of their life around which they feel particularly vulnerable	Connexions CAPS – Creation of Access Points	Youth Service Connexions	May	QAs Attendance Method of recording individual progress and development
Community Cohesion	Graffiti project Wedge based activities Inner North West Youth Network	Area Management Youth Point Youth Service CALM INNWYN	Ongoing Graffiti complete by August	QAs Attendance Exhibition Newsletter

<b>OBJECTIVE THREE: Make a Positive Contribution</b>	<b>ACTIONS</b>	<b>KEY AGENCIES</b>	<b>BY WHEN</b>	<b>SUCCESS MEASURED BY/TARGETS</b>
To develop the voice and influence of young people within our area and to enable them to develop worthwhile life skills while doing so	<p>Look at ways of developing forum/work within our own centres and enabling young people to contribute to decision-making. Search out the possibility of senior-member training. Continue to be involved with the development of the Area Youth Forum (Inner North West Youth Network Forum)</p> <p>Fundraising needed to develop this work</p>	Youth Service Voluntary Sector INNWYN	Ongoing	Forum work and training for young people taking place.

<b>OBJECTIVE FOUR: Enjoy &amp; Achieve</b>	<b>ACTIONS</b>	<b>KEY AGENCIES</b>	<b>BY WHEN</b>	<b>SUCCESS MEASURED BY/TARGETS</b>
To develop skills and positive behaviour of young people and to accredit their involvement	Continue football coaching skills programme (area) Develop Junior Sports Leaders and Community Sports Leaders Award (area) and find volunteer placements for young people 16+ in their local area.	Youth Service Positive Future Sports Development	March 07	Programme running Young people in participating in course QAs
To develop skills and positive behaviour of young people and to accredit their involvement.	Accredit activities as appropriate through Duke of Edinburgh Award or Youth Train. Run D of E Expedition Training Programme	Youth Service	Ongoing	Qas Attendance In-house certificates for participation and external awards where appropriate Presentation ceremony
To develop skills and positive behaviour of young people in co-operation with other agencies	Continue to run e-games club with City Learning Centre. Continue joint projects with Derek Fatchett City Learning Centre.	Youth Service City Learning Centre	Ongoing	QAs Attendance In-house certificates for participation and external awards where appropriate. Reports from other agencies Performance and showcases

<b>OBJECTIVE FOUR: Enjoy &amp; Achieve</b>	<b>ACTIONS</b>	<b>KEY AGENCIES</b>	<b>BY WHEN</b>	<b>SUCCESS MEASURED BY/TARGETS</b>
	Continue to run projects with LS7 Results and other community voluntary agencies	Youth Service LS7 Results	Ongoing	QAs Attendance

<b>OBJECTIVE FIVE: Economic Well Being</b>	<b>ACTIONS</b>	<b>KEY AGENCIES</b>	<b>BY WHEN</b>	<b>SUCCESS MEASURED BY/TARGETS</b>
To support young people dealing with aspects of their life around which they feel particularly vulnerable	Develop Connexions links with Connexions PAs in the area to set up Connexions access points	Youth Service Voluntary Sector Connexions	May 07	QAs Attendance Method of recording individual progress & development
To explore the possibility of making links and developing partnership work with agencies/colleges in the area working with young people aged 15+	Contact various agencies and colleges	Colleges University Schools Voluntary Sector Youth Service	March 07	Links made with colleges/agencies  Plan for new projects targeting the age group 15+



SERVICE PERFORMANCE	ACTIONS	KEY AGENCIES	BY WHEN	SUCCESS MEASURED BY/TARGETS
<ul style="list-style-type: none"> <li>• Improve Marketing and Promotion of Youth Service</li> <li>• Develop workable mechanism for recording individual development (recorded outcome)</li> <li>• MIS/QA</li> </ul>	<p>Increase wider media coverage of area.</p> <p>To train staff for new system coming in</p> <p>Support supervision developing volunteers support</p>	<p>Youth Service</p> <p>Youth Service</p>	<p>March 07</p> <p>March 07</p>	<p>Items in media Publications</p> <p>QA</p>

WORKFORCE DEVELOPMENT				
Training	<ul style="list-style-type: none"> <li>• Area Induction</li> <li>• General training for paid and voluntary staff</li> <li>• Health &amp; Safety &amp; Risk Assessment</li> <li>• Curriculum delivery (arts, drama, digital photography etc.)</li> <li>• Teaching &amp; Learning</li> <li>• Session Planning and Delivery</li> <li>• Resource Training</li> <li>• First Aid</li> <li>• Food Hygiene</li> </ul>	Youth Service	March 07	Recordings on staff training on SAP
To improve motivation of staff at ground level	Team building events within working hours	Youth Service	March 07	Supervision and feedback from staff Improved performance

<b>WORKFORCE DEVELOPMENT</b>				
<p>To improve the quality of the service and to be able to demonstrate to other agencies a professional approach to our work</p>	<p>Dedicate realistic amount of time to the planning and preparation of courses. Provide the opportunity of contacting people with the relevant expertise in a particular subject area and working with them to develop a programme.</p>	<p>Youth Service</p>	<p>March 07</p>	<p>Supervision and feedback from staff Improved performance</p>

**North West Area Draft Youth Service Kirkstall Ward Plan 06/07**

<b>OBJECTIVE ONE: Be Healthy</b>	<b>ACTIONS</b>	<b>KEY AGENCIES</b>	<b>BY WHEN</b>	<b>SUCCESS MEASURED BY/TARGETS</b>
<u>MOBILE BUS</u>  Improve Physical Health & General Wellbeing	Increase physical opportunities for playing sports.	Youth Service Sports Development PAYP YMCA	Summer 06 Ongoing	QAs Attendance In-house certificates for participation & external awards where appropriate Presentation ceremony
Improve Physical Health and General Wellbeing	Undertake consultation with young people on the kinds of physical activity they would like to see developed in our area.	Youth Service Sports Development PAYP YMCA	Autumn 06 Ongoing	Attendance In-house certificates for participation & External awards where appropriate Performance at external events & specially organised showcase events Presentation ceremony
Improve Health and General Wellbeing	Continue information & Support during detached session 2 a week at various detached locations (with C-Card registration)	Youth Service Health Education	Ongoing	Completed consultation and analysis

<b>OBJECTIVE ONE: Be Healthy</b>	<b>ACTIONS</b>	<b>KEY AGENCIES</b>	<b>BY WHEN</b>	<b>SUCCESS MEASURED BY/TARGETS</b>
Improve Health and General Wellbeing	Continue with regular weekly detached work sessions in ward using mobile provision, developing curriculum resources & developing project work as appropriate. Investigate the possibility of including Individual Support Work as part of our Service.	Youth Service	Ongoing	QAs Attendance Consultations completed New Projects developed from contacts made.
Improve Health and General Wellbeing Connexions Partnership	Increase number of outdoor and physical activity programmes. Tarn, Herd Farm, Lazer, D of E, Positive Futures.	Youth Service Sports Development PAYP YMCA	Ongoing	QAs Attendance Method of recording individual progress and development.

<b>OBJECTIVE TWO: Stay Safe</b>	<b>ACTIONS</b>	<b>KEY AGENCIES</b>	<b>BY WHEN</b>	<b>SUCCESS MEASURED BY/TARGETS</b>
<p><u>MOBILE PROVISION</u> <u>REVIZIT</u></p> <p>To divert young people from risk-taking behaviour, anti-social behaviour &amp; crime &amp; to promote a positive attitude &amp; positive behaviour choices</p>	<p>Targeted boys work – programme of personal and social development for boys according to identified need</p> <p>Develop girls work in area. Run a programme of personal and social development in consultation with girls</p>	<p>Youth Service Youth Offending Service</p> <p>Youth Service</p>	<p>Ongoing</p> <p>Ongoing</p>	<p>QAs Attendance Reports from other agencies on incidences/conduct in neighbourhood Method of recording individual progress &amp; development</p>
<p>To divert young people from risk-taking behaviour, to support them in the development of self-confidence &amp; to promote a positive attitude and positive behaviour choices.</p>	<p>Safe access to programmes – all groups in local communities (including disabilities)</p>	<p>Youth Service YMCA</p>	<p>Ongoing</p>	<p>QA Attendance Method of recording individual progress and development.</p>

<b>OBJECTIVE TWO: Stay Safe</b>	<b>ACTIONS</b>	<b>KEY AGENCIES</b>	<b>BY WHEN</b>	<b>SUCCESS MEASURED BY/TARGETS</b>
<p>Risk Assessments</p> <p>To locate community facilities available as venues for development of work</p>	<p>Make contact with local community agencies. Identify suitable venues for work outside of Community Centres, e.g. school.</p> <p>Connexions CAPs – Creation of Access Points There is a demonstrable need for this service in the area.</p>	<p>Youth Service</p> <p>Youth Service Connexions Youth Point</p>	<p>Ongoing</p> <p>Ongoing</p>	<p>List of community facilities available as youth work venues (may be co-operation with other agencies)</p>
<p>To support young people in dealing with aspects of their life around which they feel particularly vulnerable.</p>	<p>Connexions CAPs – Creation of Access Points. There is a demonstrable need for this service in the area</p>	<p>Youth Service Connexions Youth Point</p>	<p>Ongoing</p>	<p>QAs Attendance Method of recording individual progress and development</p>

<b>OBJECTIVE THREE: Make a positive contribution</b>	<b>ACTIONS</b>	<b>KEY AGENCIES</b>	<b>BY WHEN</b>	<b>SUCCESS MEASURED BY/TARGETS</b>
<p>To develop the voice and influence of young people within our area and to enable them to develop worthwhile life skills while doing so</p>	<p>Look at ways of developing forum/work within our own centres and enabling young people to contribute to decision-making. Search out the possibility of senior-member training. Continue to be involved with the development of the Area Youth Forum (Inner North West Youth Network Forum)</p> <p>Fundraising needed to develop this work.</p>	<p>Youth Service YMCA Inner NW Youth Network Connexions</p>	<p>Ongoing</p>	<p>Forum work &amp; training for young people taking place.</p>



<b>OBJECTIVE FOUR: Enjoy &amp; Achieve</b>	<b>ACTIONS</b>	<b>KEY AGENCIES</b>	<b>BY WHEN</b>	<b>SUCCESS MEASURED BY/TARGETS</b>
To develop skills and positive behaviour of young people and to accredit their involvement	Develop Junior Sports Leaders and Community Sports Leaders Award (area) and find volunteer placements for young people 16+ in their local area	Youth Service Sports Development YMCA	Ongoing	Programme running Young people in participating in course QA
To develop skills and positive behaviour of young people and to accredit their involvement	Accredit activities as appropriate through Duke of Edinburgh's Award or Youth Train. Run D of E Expedition Training Programme	Youth Service Sports Development YMCA	Ongoing	QAs Attendance In-House certificates for participation and external awards where appropriate Presentation ceremony Performance and showcases
To develop skills and positive behaviour of young people in co-operation with other agencies.	Deliver a wide range of youth work programmes and activities	Youth Service Sports Development YMCA	Ongoing	QAs Attendance

<b>OBJECTIVE FIVE: Economic Well Being</b>	<b>ACTIONS</b>	<b>KEY AGENCIES</b>	<b>WHY WHEN</b>	<b>SUCCESS MEASURED BY/TARGETS</b>
To support young people in dealing with aspects of their life around which they feel particularly vulnerable	<p>Develop Connexions links with Connexions PAs in the area to set up Connexions access points.</p> <p>There is a demonstrable need for this service in this area</p>	Youth Service Connexions Youth Point YMCA	Ongoing	QAs Attendance Method of recording individual progress and development.
To explore the possibility of making links and developing partnership work with agencies/colleges in the area working with young people aged 15+	Contact various agencies and colleges	Youth Service Connexions YMCA	Ongoing	<p>Links Made with colleges/agencies</p> <p>Plan for new projects targeting the age group 15+</p>

SERVICE PERFORMANCE	ACTIONS	KEY AGENCIES	BY WHEN	SUCCESS MEASURED BY/TARGETS
<ul style="list-style-type: none"> <li>• Improve Marketing and Promotion of Youth Service</li> <li>• Develop workable mechanism for recording individual development (recorded outcome)</li> <li>• MIS/QA</li> </ul>	<p>To train staff for new system coming in.</p> <p>Support supervision developing volunteers support</p>	<p>Youth Service CYP</p>	<p>Ongoing</p>	<p>Items in Media Publication</p> <p>Improved qualitative information</p>

**Appendix 2**

<b>WORKFORCE DEVELOPMENT</b>				
	<ul style="list-style-type: none"> <li>• Area Induction</li> <li>• General training for paid &amp; voluntary staff</li> <li>• Health &amp; Safety &amp; Risk Assessment</li> <li>• Curriculum Delivery (arts, drama, digital photography etc.)</li> <li>• Teaching &amp; Learning</li> <li>• Session Planning &amp; Delivery</li> <li>• Resource Training</li> <li>• First Aid</li> <li>• Food Hygiene</li> </ul>	Youth Service	March 07	<p>Range of Health Education Training to improve information and resources.</p> <p>Recording of staff Training of SAP</p>
To improve motivation of staff at ground level	Team building events within working hours	Youth Service	March 07	Supervision – feedback from staff – Improved performance
<b>WORKFORCE</b>				

## Appendix 2

DEVELOPMENT				
<p>To improve the quality of the service and to be able to demonstrate to other agencies a professional approach to our work</p>	<p>Dedicate realistic amount of time to the planning and preparation of courses. Provide the opportunity of contacting people with the relevant expertise in a particular subject area and working with them to develop a programme</p>	<p>Youth Service</p>	<p>March 07</p>	<p>Supervision – feedback from staff Improved performance</p>

## NORTH WEST AREA DRAFT YOUTH SERVICE – WEETWOOD WARD PLAN 2006/7

OBJECTIVE ONE: BE HEALTHY	ACTIONS	KEY AGENCIES	BY WHEN	SUCCESS MEASURED BY/TARGET
Improve physical health and general well-being	Education awareness in drugs, alcohol, awareness.	Health Education, Tinshill Learning Centre, Youth Service staff Black Health initiative.	Sept 06	QA's Attendance Consultations
	Address bullying and how to deal with the issues surrounding it.		Sept 06	Workshop 8 young people
	Education awareness about smoking and the health risks to both sexes.		Sept 06	Workshop 8 young people
	Using mobile provision – Iverson's area and residential at Herd Farm	Youth Service North East Mobile Bus	July 06	Run project for 6 weeks twice a week

## NORTH WEST AREA DRAFT YOUTH SERVICE – WEETWOOD WARD PLAN 2006/7

OBJECTIVE ONE: BE HEALTHY	ACTIONS	KEY AGENCIES	BY WHEN	SUCCESS MEASURED BY/TARGET
	<p>Develop accredited life skills programme including mini-courses such as cookery, food hygiene, diet and nutrition,</p> <p>Relationships, anger management, stress and relaxation, Baby reality, sexual health, dealing with bereavement etc. Food hygiene training for staff and young people</p>	<p>Youth Service staff, Health Education, NHS training, Health &amp; Safety Training</p>	<p>Sept 2006</p> <p>December 06 (some actions started)</p>	<p>QA's Attendance Certification Presentation ceremony</p> <p>Number of workshops run 8 young people attending and receiving accreditation</p>

## NORTH WEST AREA DRAFT YOUTH SERVICE – WEETWOOD WARD PLAN 2006/7

OBJECTIVE TWO: STAY SAFE	ACTIONS	KEY AGENCIES	BY WHEN	SUCCESS MEASURED BY/TARGETS
<p>To support staff and enable them to work in a safe environment</p> <p>To broaden the outlooks of young people</p>	<p>Reassess staff safety on detached and in buildings.</p> <p>Staff ensuring there are equipped and able to deal with challenging behaviour. Skill up staff to be able to challenge young people about stay safe.</p> <p>Re-examine the premise of open youth clubs to assess what is being delivered, whether they are productive or merely policing behaviour.</p> <p>Ensure detached teams are meeting young people at a time when appropriate.</p>	<p>Health and safety/Risk assessment training</p> <p>SAW/AYW/ SYO</p> <p>LEAP</p> <p>Youth Service NE Team Police</p> <p>Leap/ Community Organisations</p>	<p>July 2006</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Training courses arranged and attended by 50% of staff.</p> <p>Consultation with Young People</p> <p>Projects developed</p> <p>Open evening – guest speakers on topics/workshops Targeting Ivesons/Tinshill</p>



## NORTH WEST AREA DRAFT YOUTH SERVICE – WEETWOOD WARD PLAN 2006/7

OBJECTIVE TWO: STAY SAFE	ACTIONS	KEY AGENCIES	BY WHEN	SUCCESS MEASURED BY/TARGETS
	<p>Forwarding Community Cohesions agenda</p> <p>Equipped staff with adequate resources.</p> <p>Raise issues surrounding domestic violence</p> <p>Support young people with anger management</p> <p>Consult with young people and agencies Supporting Junior/Intermediate Youth Clubs (8 –12 yrs old) through voluntary organisation i.e. 6 Estates/Carr Manor High school etc</p>	<p>Youth Service Police</p> <p>Youth Service</p> <p>Youth Service</p>	<p>December 06</p> <p>December 06</p> <p>December 06</p> <p>December 06</p>	<p>Reduce issues around 'hotspots'</p> <p>Develop questionnaire designed by young people. Link young people with local consultation initiatives</p>

**NORTH WEST AREA DRAFT YOUTH SERVICE – WEETWOOD WARD PLAN 2006/7**

<b>OBJECTIVE TWO: STAY SAFE</b>	<b>ACTIONS</b>	<b>KEY AGENCIES</b>	<b>BY WHEN</b>	<b>SUCCESS MEASURED BY/TARGETS</b>
	<p>Develop inter-generational work and youth exchange Raise issues of personal safety surrounding issues such as alcohol and drugs</p> <p>Liaison with police CPSO's on intelligence on local 'hot spots'.</p>	<p>Youth Service</p>	<p>December 06</p>	<p>QAs Attendance</p>

## NORTH WEST AREA DRAFT YOUTH SERVICE – WEETWOOD WARD PLAN 2006/7

OBJECTIVE THREE: MAKE A POSITIVE CONTRIBUTION	ACTIONS	KEY AGENCIES	BY WHEN	SUCCESS MEASURED BY/TARGETS
To develop the voice and influence of young people within the local community, enabling them to develop worthwhile life skills	Senior members training Development of the Area Youth Work forum Youth Parliament Consultation survey Volunteering project Support the personal development of young people Young people contributing towards Community Safety/local improvements	Youth Service staff  Agencies Youth Parliament LEAP Area Management 6 Estates INWYN/ONWYN REVISIT	Dec 2006	Projects developed including Senior Member Training Number of young people involved  Youth Forum to represent voice of youngsters in the area

## NORTH WEST AREA DRAFT YOUTH SERVICE – WEETWOOD WARD PLAN 2006/7

OBJECTIVE FOUR: ENJOY & ACHIEVE	ACTIONS	KEY AGENCIES	BY WHEN	SUCCESS MEASURED BY/TARGETS
To develop skills and positive behaviour of young people and to accredit their involvement	<p>Examine issues of transport – train staff in blue badge for minibus drivers.</p> <p>Run alternative curriculum and open days to demonstrate youth clubs achievements to the community</p> <p>Individual support work Meanwood Open Day</p>	<p>YOUTH Service Agencies:- Youth Forums Carr Manor High School NE Youth Service Ward members 6 Estates Meanwood Community Church</p>	Sept 2006	<p>Training courses QA's Consultations with staff and young people</p>

## NORTH WEST AREA DRAFT YOUTH SERVICE – WEETWOOD WARD PLAN 2006/7

OBJECTIVE FOUR: ENJOY & ACHIEVE	ACTIONS	KEY AGENCIES	BY WHEN	SUCCESS MEASURED BY/TARGETS
	<p>Develop coaching and sports leaders programmes and accredited awards schemes</p> <p>Find local volunteer placements for young people aged 16+ Accredited activities as appropriate and also award in-house certificates where external awards are not appropriate.</p>	<p>Youth Service staff</p> <p>Agencies Health Education Community Sports Programme Positive activities for young people targeted Projects and Initiatives for the Meanwood Area</p>	<p>Sept 06</p> <p>Sept 06</p> <p>Ongoing</p>	<p>Training courses QA's Consultations with staff and young people Accreditation awards</p> <p>Reduction in Anti Social Behaviour Orders</p>

## NORTH WEST AREA DRAFT YOUTH SERVICE – WEETWOOD WARD PLAN 2006/7

<b>OBJECTIVE FIVE: ECONOMIC WELL BEING</b>	<b>ACTIONS</b>	<b>KEY AGENCIES</b>	<b>BY WHEN</b>	<b>SUCCESS MEASURED BY/TARGETS</b>
To support young people in dealing with aspects of their life post education	Individual support work Target key staff to be skilled up in specialist areas. Give young people access to training, education and accreditation	Youth Service staff  Connexions service Thomas Danby Worker Education Authority Park Lane College Agencies Tinshill Learning Centre/Ralph Thorseby High School/Carr Manor High School	December 2006	Training courses QA's Consultations with staff and young people Gain a job or into higher education/training
Partnership work with agencies/colleges in the area working with young people aged 15+	Contact various agencies and colleges Organise visits to careers days/college days Access Connexions resources etc. Supporting work placements	Youth Service staff Connexions Service Private Employers	December 2006	Training courses QA's Consultations with staff and young people Gain a job or into higher education/training

## NORTH WEST AREA DRAFT YOUTH SERVICE – WEETWOOD WARD PLAN 2006/7

OBJECTIVE FIVE: ECONOMIC WELL BEING	ACTIONS	KEY AGENCIES	BY WHEN	SUCCESS MEASURED BY/TARGETS
	<p>Accredited physical activity programme for male and female</p> <p>Develop dance and drama sessions</p> <p>Consult young people on the kinds of physical activities they would like to see developed in area</p>	<p>Youth Service staff</p> <p>Junior Jam</p> <p>Health Education</p> <p>PAYP</p>	Sept 2006	<p>QA's</p> <p>Attendance</p> <p>Certification</p> <p>Presentation ceremony</p> <p>Consultations</p>

**Report of the Director of Neighbourhoods & Housing Department**

**Inner North West Area Committee**

**Date: 30<sup>th</sup> March 2006**

**Subject: Inner Area Committee Well-being Budget Report**

<p><b>Electoral Wards Affected:</b></p> <p><b>ALL</b></p>	<p><b>Specific Implications For:</b></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:**

This report seeks to provide Members with:-

- a) the current position on the Well-being Budget;
- b) details of revenue projects agreed in principle for 2006/07 and details of revenue projects requesting funding from the 2006/07 revenue budget, including the remaining 2005/06 under spend;
- c) Details of capital projects agreed in principle from the 2004-2007 Capital Budget and details of projects requesting funding from the 2004-07 capital budget.

**1.0 Background – Well-being 2005/06 Overview**

1.1 The 2005/06 Well-being revenue fund allocation was **£202,730**. The three year capital budget to the end of 2006/07 was **£394,196**.

1.2 Since the last meeting a number of savings have been identified from revenue projects approved in the past:-

Feasibility Fund – Cardigan Road (2004/05)	£5,000 under spend
Feasibility Fund – Kirkstall Road and Otley Road (2004/05)	£4,169 under spend
Roads, footpaths and signage across NW Leeds (2004/05)	£500 over spend



Royal Park Greenspace	£8,000 under spend <sup>1</sup>
LCC Streetscene CAST	£7,425 under spend
Group Development Worker	£13,334 under spend <sup>2</sup>

- 1.4 The revenue roll forward from 2004/05 is now **£99,621**. Therefore a total of **£302,351** revenue was available in 2005/06.
- 1.5 The total revenue allocated to date for 2005/06 is **£205,269**, as detailed in Appendix 1. Therefore **£97,082** is remaining to allocate.
- 1.6 The 2004-2007 capital budget is **£394,196**. The total capital funding agreed to date is **£217,909**. This means that there is **£176,287** Capital funding currently unallocated. Agreed capital projects are shown in appendix 2.

## **2.0 The 2006/07 Wellbeing Budget**

### **Revenue**

- 2.1 Appendix 3 shows both projects agreed in principle for 2006/07 and new project requests for funding for 2006/07
- 2.2 Please note that the budget figures shown in appendix 3 are based on the Area Committee receiving the same revenue budget as 2005/06, and ratification by Executive Board that the 2005/06 under spend can be carried forward to 2006/07. The Executive Board will meet in April to finalise Council Budgets for 2006/07.
- 2.3 As shown in Appendix 3, once funding for projects agreed in principle is deducted from the total budget for 2006/07, **£83,039** is remaining for new revenue projects.
- 2.4 The total revenue request from new projects for 2006/07 is **£285,187**.

### **Capital**

- 2.5 Appendix 4 shows both projects agreed in principle and new capital project funding requests for the remainder of the capital budget up to March 2007.
- 2.6 The total capital requests from new projects are **£349,100**. The remaining capital budget is **£176,287**
- 2.7 Members are therefore asked to priorities capital projects for the remainder of the 3 year Capital funding which must be spent by March 2007.
- 2.8 Reports on the revenue applications for Site Based Gardeners and Leeds Ahead are shown at Appendix 5 and 6.

<sup>1</sup> Parks and Countryside has requested that the £8,000 maintenance costings funding is carried forward to 2006/07 and 2007/08 as 2 years revenue funding was agreed for this project by the Area Committee in 2004/05.

<sup>2</sup> Please note that this was an initial costing and this project was not pursued by the Area Committee in 2005/06

### 3.0 Small Grants – To be completed

3.1 The following small grant applications have been received and supported:

Organisation	Project Name	Amount	Status
Headingley Network	Celebrate Headingley	£500	Agreed – payment processed
Highbury Residents Association	Highbury Mission Field	£200	Agreed – payment processed
Kirkstall Village Community Association	Kirkstall Festival	£500	Agreed – payment processed
Cardigan Triangle Community Association	Newsletter and Community Events	£500	Agreed – payment processed
Moor Grange Action Group	Moor Grange and West Park Community Fun Day	£489	Agreed – payment processed
Where Family Matters	Where Family Matters	£480	Agreed – payment processed
Caring Together in Little London & Woodhouse	Healthy Living Activity Groups for Older People	£500	Agreed – payment processed
Ash Road Allotments	Track Repairs	£500	Agreed – payment processed
Drummond & Churchwood residents Association	Publicity Costs	£250	Agreed – payment processed
Central Headingley Strategy Group	Strategy & Action Plan	£500	Agreed – payment processed
Cloth Cat Studios	Education Through Music Technology	£500	Agreed – payment processed
Leeds HMO Lobby	Headway Newsletter	£500	Agreed – payment currently being processed
Highbury Residents' Association	Celebrating the area	£500	Agreed – payment currently being processed
Hawksworth Wood Community Association	Hawkeye View – community magazine	£500	Agreed – payment currently being processed

3.2 The Small Grant budget for 2005/06 is £10,000. The current balance remaining is £3581.

3.3 There is one Small Grant application of £150 which is pending further information and will be assessed by the Area Management Team before circulating to Members.

### 4.0 Recommendations

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

- a) Note the position of the Well-being Budget as set out in section 1, and
- b) Consider the Well-being Revenue budget position outlined in 3.1 - 3.5 and Appendix 3 and agree Well-being Revenue allocations
- c) Consider the Well-being Capital budget position outlined in 3.6 - 3.9 and Appendix 4 and agree Well-being capital allocations
- d) Note the Small Grant budget position as outlined in section 4.

## Inner North West Well-being Budget 2005-2006

### Projects agreed for 2005-06

Project	Delivery Organisation	Revenue cost 05/06	Description and Progress	Outputs	Outcomes
Planning Officer	LCC Development Department	£30,000 (* Please note that CIT funding ends 30 <sup>th</sup> June 2005. Area Committee funding will begin 1 <sup>st</sup> July 2005)	To fund a Community Planning Officer post for the North West Inner Area.  Project started and ongoing for 2005-06.	<ul style="list-style-type: none"> <li>▪ React to current development activity and advise Members and community groups</li> <li>▪ Attend and advise a number of working groups on planning matters</li> <li>▪ Monitoring and enforcement</li> <li>▪ Ensure strategic planning issues are taken forward and important information is communicated</li> </ul>	<ul style="list-style-type: none"> <li>▪ More informed local communities</li> <li>▪ Increased participation in planning process</li> <li>▪ Greater awareness within the Council of issues important to the community</li> </ul>
Funding Officer	Voluntary Action Leeds	£43,400 (Project costs to reduce to £37,600 in 2006/07 due to 2004/05 underspend)	To fund a Funding Advice Officer post for the Inner North West Area.  Project started and ongoing for 2005-06.	<ul style="list-style-type: none"> <li>▪ Support groups in identifying funders and completing applications</li> <li>▪ Arrange training sessions for groups</li> <li>▪ Produce and distribute a quarterly newsletter</li> </ul>	<ul style="list-style-type: none"> <li>▪ Develop links with community and voluntary sector</li> <li>▪ Increase awareness of funding opportunities for groups</li> <li>▪ Community development</li> </ul>
Inner North West Skips Budget	North West Area Management Team / Onyx – skips supplier	£6,000	To establish a skips for community use fund. Project started and ongoing for 2005-06.	<ul style="list-style-type: none"> <li>▪ Provide skips for community groups to undertake clean-ups</li> </ul>	<ul style="list-style-type: none"> <li>▪ Improved streetscene in local neighbourhoods</li> <li>▪ Increased community pride</li> </ul>
Inner North West Small Grants Fund	North West Area Management Team	<b>£10,000</b>	To establish a small grants fund.	<ul style="list-style-type: none"> <li>▪ Support voluntary and community groups through grant aid</li> </ul>	<ul style="list-style-type: none"> <li>▪ Increased range of community activity</li> <li>▪ Increased community</li> </ul>

## Appendix 1

Project	Delivery Organisation	Revenue cost 05/06	Description and Progress	Outputs	Outcomes
			Project started and ongoing for 2005-06.		<ul style="list-style-type: none"> <li>participation</li> <li>▪ Increased community pride</li> </ul>
Royal Park Greenspace		£0 – Deferred to 2006/07 and 2007/08	<p>To provide revenue funding of £8,000 per year for two years to cover maintenance costs of the new facility.</p> <p>Project in development.</p>	<ul style="list-style-type: none"> <li>▪ New facility effectively maintained</li> </ul>	<ul style="list-style-type: none"> <li>▪ Better play facilities for children and young people</li> </ul>
Promoting Crime Reduction	West Yorkshire Police	£1,100	<p>To promote crime reduction initiatives across the Inner Area.</p> <p>Project in development.</p>	<ul style="list-style-type: none"> <li>▪ Purchase 25 metal frames to display crime prevention messages at various locations in the Apollo area (NOTE: Subject to ward members agreeing locations of frames).</li> </ul>	<ul style="list-style-type: none"> <li>▪ Reduction in recorded crime and fear of crime</li> </ul>
Festive Lights for Hyde Park	Leeds Lights	£11,238	<p>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.</p> <p>Project started and ongoing for 2005-06.</p>	<ul style="list-style-type: none"> <li>▪ Provide festive lights at 4 further sessions</li> </ul>	<ul style="list-style-type: none"> <li>▪ Improved streetscape and environment</li> <li>▪ Increased Community Pride.</li> <li>▪ Increased awareness of different cultures/religions</li> </ul>
Woodsley Road Community Centre Manager	Voluntary Action Leeds	£20,397	To fund a part time Community Centre Manager at Woodsley Road Community Centre.	<ul style="list-style-type: none"> <li>▪ Community Centre worker in post</li> </ul>	<ul style="list-style-type: none"> <li>▪ Increased community use at the centre</li> </ul>

## Appendix 1

Project	Delivery Organisation	Revenue cost 05/06	Description and Progress	Outputs	Outcomes
			Project started and ongoing for 2005-06		
Study Support Sessions	LCC Youth Service	£2,000	The continuation of the study support project funded in 04/05.  Project continuing into 2005-06.	<ul style="list-style-type: none"> <li>▪ Minimum of 20 Young People attend the Study Support Sessions</li> <li>▪ 10 Young People regularly attend at least once a week</li> </ul>	<ul style="list-style-type: none"> <li>▪ Increase in self esteem, build confidence in the young people attending the study support sessions.</li> <li>▪ More positive approach to education</li> </ul>
Up Your Street Project	City & Regional Office of University of Leeds / Community Action at Leeds Met	£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.  Project started and ongoing for 2005-06.	<ul style="list-style-type: none"> <li>▪ Establish a recycling project</li> <li>▪ Respond to ongoing issues of litter/graffiti</li> </ul>	<ul style="list-style-type: none"> <li>▪ Improve the local environment/streetscape</li> <li>▪ Encourage recycling</li> <li>▪ Bring students and local residents together</li> </ul>
Hyde Park Unity Day	Hyde Park Unity Day	£5,000	To help fund the Annual Hyde Park unity Day, held in Woodhouse Moor.  Project completed.	<ul style="list-style-type: none"> <li>▪ Show-case art/dance music event on Woodhouse Moor – a celebration of ongoing work in the area</li> <li>▪ Various workshops in other local parks and community centres</li> </ul>	<ul style="list-style-type: none"> <li>▪ Promote a positive image of the area</li> <li>▪ Encourage and support local arts</li> <li>▪ Improve links between different cultures and between students and residents</li> </ul>

## Appendix 1

Project	Delivery Organisation	Revenue cost 05/06	Description and Progress	Outputs	Outcomes
Extension of Older Active People Project	Older Active People	£4,000	Extend Older Active People into the North Headingley Area.  Project completed.	<ul style="list-style-type: none"> <li>▪ Extension of the work of the project into the North Headingley area</li> <li>▪ Providing a range of preventative health activities</li> </ul>	<ul style="list-style-type: none"> <li>▪ Reduction in social isolation</li> <li>▪ An increase in the use of older people's skills and experience</li> </ul>
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.  Project in development.	<ul style="list-style-type: none"> <li>▪ Business plan prepared for the acquisition of the Headingley Annex</li> </ul>	<ul style="list-style-type: none"> <li>▪ Possible acquisition of Headingley Annex</li> </ul>
Community Compost	Leeds Organic Growers	£0 ( see capital Bid)	Leeds Organic Growers will run a green garden Kerbside collection and composting service	Generate 4 jobs and 10 volunteer placements. Produce 1350 tonnes of compost/soil per year,	<ul style="list-style-type: none"> <li>▪ Job creation</li> <li>▪ Improved environment</li> <li>▪ Creation of a</li> </ul>

## Appendix 1

Project	Delivery Organisation	Revenue cost 05/06	Description and Progress	Outputs	Outcomes
			targeting 40,000 households across Inner North West Leeds.  Project in development.	helping to make the project a self sustaining enterprise after 3 years.	sustainable community enterprise
Rosebank Millennium Trust	Rosebank Millennium Trust	£4,000	To provide a worker in post for approximately one day per week and enable the project to develop links with volunteers at the Universities. The project meets Area Delivery Plan priorities of improving community safety for local people and improving existing parks and greenspace provision.  Project started and ongoing for 2005-06.	<ul style="list-style-type: none"> <li>▪ Organise 6 community clean ups</li> <li>▪ Develop a business plan and funding strategy</li> <li>▪ Submit application to Big Lottery Fund</li> </ul>	<ul style="list-style-type: none"> <li>▪ Improvement/ maintenance to the local environment</li> <li>▪ Helping to reduce drug use in the area, improving community safety</li> </ul>
Hawksworth Wood Development Worker	Hawksworth Wood Community Association	£14,184	To bridge the current funding gap and allow the current development worker post to continue. Further funding applications will be submitted to funders such as Big Lottery Fund, to allow the project to continue after 05-06. The project helps to deliver	<ul style="list-style-type: none"> <li>▪ Develop a business plan and funding strategy</li> <li>▪ Submit funding applications</li> <li>▪ Involvement in 4 community festivals</li> <li>▪ Provide trustee training sessions</li> </ul>	<ul style="list-style-type: none"> <li>▪ Improved community cohesion in Hawksworth Wood</li> <li>▪ Improved resident involvement in the development of projects and regeneration plans for the area</li> <li>▪ Improved sustainability of the Community/Voluntary network in</li> </ul>

## Appendix 1

Project	Delivery Organisation	Revenue cost 05/06	Description and Progress	Outputs	Outcomes
			regeneration activity in Hawksworth Wood, one of the priority areas identified in the Area Delivery Plan.  Project started and ongoing for 2005-06.		Hawksworth Wood
Breakers Unify Development Project	Breakers Unify	£3,000	The project provides outreach youth work in the area. It meets the Children & Young People and Community Safety objectives in the Area Delivery Plan.  Project due to start in October 2005.	<ul style="list-style-type: none"> <li>▪ Develop business and funding strategy</li> <li>▪ Provide 8 break dancing sessions</li> <li>▪ Establish a youth project to tackle graffiti in partnership with Inner North West Area Graffiti Task Group</li> </ul>	<ul style="list-style-type: none"> <li>▪ Developed youth based activity in the area</li> <li>▪ Diversionary youth work</li> </ul>
Calling Out	Community Action for Little London and Servias (CALLS)	£20,000	To continue the Development Worker post to December 2005. Work to secure future funding is being undertaken. The project helps to deliver regeneration activity in Little London, which is one of the priority regeneration areas in the Area Delivery Plan.  Project started and ongoing for 2005-06.	<ul style="list-style-type: none"> <li>▪ Develop business plan and funding strategy</li> <li>▪ Carry out 3 community events</li> <li>▪ Set up 2 sustainable volunteer placements with CALLS</li> <li>▪ Carry out 2 community clean ups</li> </ul>	<ul style="list-style-type: none"> <li>▪ Improved community cohesion in Little London</li> <li>▪ Improved resident involvement in the development of projects and regeneration plans for the area</li> <li>▪ Improved sustainability of the community/voluntary network in Little London</li> </ul>
Streetscene Services Area Delivery Proposals	LCC City Services	£1,545	This project relates to the Environmental Task Force project allocation		



## Appendix 1

Project	Delivery Organisation	Revenue cost 05/06	Description and Progress	Outputs	Outcomes
			<p>(originally allocated £15,000 for this financial year). This project will provide three men and a van for Inner North West Leeds. Details of how this project will work in operation is yet to be finalised.</p> <p>Project in development.</p>		
<p>Capacity Building Worker</p> <p>- This project did not happen in 2005/06 and therefore has no cost implications. This project could still take place in 2006/07 depending on Area Committee priorities for funding.</p>	<p>Voluntary Action Leeds</p>	<p>£0</p>	<p>Project in development stages.</p>	<ul style="list-style-type: none"> <li>▪ To assist 100 organisations by helping them to establish structure, constitution and policies.</li> <li>▪ To assist groups to communicate more effectively at all levels and engage themselves in the community economic development process.</li> </ul>	<ul style="list-style-type: none"> <li>▪ The worker will support local voluntary and community organisations in developing their capacity to deliver local project solutions to neighbourhood problems.</li> <li>▪ The worker will support the Funding Officer post in bringing resources to groups in pursuit of sustainable development plans for community and voluntary organisations.</li> </ul>
<p>Inner North West Graffiti Project</p>	<p>Breakers Unify/Up Your Street</p>	<p>£10,575</p>	<p>The project will develop strategies to tackle graffiti vandalism through engaging</p>	<p>To be agreed</p>	<ul style="list-style-type: none"> <li>▪ Reduction in graffiti vandalism across the area</li> </ul>

## Appendix 1

Project	Delivery Organisation	Revenue cost 05/06	Description and Progress	Outputs	Outcomes
			young people through positive alternatives.  Project in development.		
* Supporting the Elderly People (STEP) Project, West Park, Kirkstall Area	STEP	£7730	The project will support the development of the STEP scheme in the West Park/ Kirkstall area. This scheme will be similar to OPAL (LS16), Horsforth Live at Home Scheme (LS18), HOPS(LS5), OAP (LS6) and MENA (LS6)  Project in development.	<ul style="list-style-type: none"> <li>▪ No. of organisations assisted with capacity building</li> <li>▪ Co-ordinator job created</li> <li>▪ Office established</li> <li>▪ Number of persons made aware distraction burglary and advised how to avoid this.</li> </ul>	Supporting Older People scheme established.
Headingley DPPO	LCC Community Safety/ Area Management	£1,500	This project will pay for the advertising costs associated with Headingley DDPO	DDPO scheme implemented	Reduces anti social behaviour caused by on the street drinking in Headingley
4 Police Mountain Bikes	West Yorkshire Police	£3,600	This project will provide police mountain bikes to allow high visibility policing and allow police to have a wider patrol area.		
		<b>Revenue Cost 05/06</b>			
	<b>SUB TOTAL 1 Projects agreed for 05/06 and 06/07</b>	<b>£205,269</b>			

**TOTALS SUMMARY:**

Revenue Budget Allocation 2005-06	£202,730
Roll Forward	£99,621
<b>Total Budget available 2005-06</b>	<b>£302,351</b>
Total Revenue 2005-06 already agreed	£205,269
<b>Revenue 2005-06 remaining</b>	<b>£97,082</b>

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

### Projects agreed by Area Committee

Project	Delivery Organisation	05/06 Cost	Description and progress	Outputs	Outcomes
Woodhouse Moor Bowls Pavilion	LCC Parks & Countryside	£24,200	To refurbish bowls pavilion at Woodhouse Moor Bowls Club Project in development	<ul style="list-style-type: none"> <li>▪ To replace the bowls pavilion building with a suitable permanent structure</li> </ul>	<ul style="list-style-type: none"> <li>▪ Increased use of the Bowling Green</li> <li>▪ Increased participation</li> </ul>
Community Re>Paint Project	Seagulls Re-Use Limited	£4509	Project in final development stage.	<ul style="list-style-type: none"> <li>▪ Purchase a van to support the Community Re&gt;Paint project.</li> <li>▪ Collect left-over paint from households and redistribute to community groups, charities and low income households.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Diverting materials from landfill</li> <li>▪ Improve environmental awareness</li> <li>▪ Provide an affordable/free source of paint</li> </ul>
Refurbishment of Hawksworth Wood Community Shop	Hawksworth Wood Community Association	£3,850	Project started.	<ul style="list-style-type: none"> <li>▪ Refurbish the community charity shop, which is currently in a poor state of repair.</li> <li>▪ Project is match-funded by Community Building Capital grants scheme. Total project costs are £6, 000.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Improve use of the facility</li> <li>▪ Community pride</li> </ul>
Mushroom Bollards for Cragside Fields	LCC Parks & Countryside	£5,000	Work to be carried out in September 2005.	<ul style="list-style-type: none"> <li>▪ Supply and fit mushroom bollards to Cragside Fields</li> </ul>	<ul style="list-style-type: none"> <li>▪ Prevent cars from driving onto the fields</li> <li>▪ Reduction in anti social behaviour</li> <li>▪ Make the fields safer</li> </ul>
Creation of new space in a community building (ABLE)	Burley Lodge Centre	£100,000 (£50,000 05/06, £50,000 06/07)	Opening up of attic space for office and social community enterprise.  Project in development.	<ul style="list-style-type: none"> <li>▪ Increased support to social community enterprise sector</li> <li>▪ Provide 7 managed work spaces , with IT equipment available at low rent to start up social enterprises.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Community enterprise development and support</li> <li>▪ Developing the social capacity of local groups.</li> </ul>

## Appendix 2

Project	Delivery Organisation	05/06 Cost	Description and progress	Outputs	Outcomes
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)  Project in development	<ul style="list-style-type: none"> <li>▪ Generate 4 jobs and 10 volunteer placements.</li> <li>▪ Produce 1350 tonnes of compost/soil per year, helping to make the project a self sustaining enterprise after 3 years.</li> </ul>	Job creation Improved environment Creation of a sustainable community enterprise
Rosebank Millennium Green	Rosebank Millennium Green	£1,344	The project will simplify the Millennium Green site, making the site easier to maintain in future years, therefore contributing to the sustainability. This project is linked to the Rosebank revenue project that the Area Committee have already funded. These works are needed for the long term management and sustainability of the site. Project to be completed Autumn 2005	<ul style="list-style-type: none"> <li>▪ Removal of hard to maintain shrub beds (x8)</li> <li>▪ New paving around seating area</li> <li>▪ Site simplification work completed</li> </ul>	Long term maintenance of the site. This work will reduce the maintenance costs, making it easier and more viable for RMGT maintain the site for the future. This project links to the NW Inner ADP by making improvements to the local environment, maintaining open green spaces in the area.
≡ STEP Older People's Network	STEP	£5340 (Revenue 05/06 £7730, 06/07 £3,300)	The project will support the development of the STEP scheme in the West Park/ Kirkstall area. This scheme will be similar to OPAL (LS16), Horsforth Live at Home Scheme (LS18), HOPS(LS5), OAP (LS6) and MENA (LS6)	<ul style="list-style-type: none"> <li>▪ No. of organisations assisted with capacity building</li> <li>▪ Co-ordinator job created</li> <li>▪ Office established</li> <li>▪ No of people advised of distraction Burglary techniques</li> </ul>	Supporting Older People scheme established
Archery's Alleygating scheme	Leeds Community Safety	£5,000	This project will provide alley gating for three streets in the Archerys. This is a multi agency project and the need for alley gates has been		

## Appendix 2

Project	Delivery Organisation	05/06 Cost	Description and progress	Outputs	Outcomes
			identified by the youth service, West Yorkshire Police, Anti Social Behaviour Unit and RSLs. This project has been to The <b>Community Safety Sub Group</b> and is supported by the Group		
Additional Litter bins	LCC City Services	£7,000	This fund will provide additional litter bins in strategic locations around Inner North West Leeds		
CCTV	Leeds Watch	£50,000	An analysis of CCTV has been carried out by the <b>Community Safety Sub Group</b> . The Group has decided that it would be beneficial for Inner North West Leeds to have an additional 2 cameras covering the Hyde Park Area. The Police are part of the sub group and support these proposals. The cameras would be placed outside the halo night club by the University and on the Corner of Woodhouse Moor looking 4 ways down Hyde Park Road, Moorland road and Royal park Road.		
<b>TOTAL AGREED</b>		<b>£217,909</b>			

### Capital Summary

Capital Budget Allocation	£394,196
Total Capital projects agreed	£217,909
<b>Total Capital Remaining</b>	<b>£176,287</b>



## Inner North West Well-being Revenue Budget 2006-07

### Projects Agreed in principle for 2006/07

ADP Code	Project	Delivery Organisation	Revenue cost 06/07	Revenue costs 07/08	Description and Progress
PD1	Planning Officer	LCC Development Department	£40,000 (agreed in principle)		To fund a Community Planning Officer post for the North West Inner Area.
PW1	Funding Officer	Voluntary Action Leeds	£43,400 (agreed in principle)		To fund a Funding Advice Officer post for the Inner North West Area.
S3	Inner North West Skips Budget	North West Area Management Team / Onyx – skips supplier	£6,000 (agreed in principle)	£6,000	To establish a skips for community use fund.
PW1	Inner North West Small Grants Fund	North West Area Management Team	£5,000 (ongoing fund)	£5,000	To establish a small grants fund.
PG1	Royal Park Greenspace	LCC Parks & Countryside	£8,000 (agreed in principle)	£8,000	To provide revenue funding of £8,000 per year for two years to cover maintenance costs of the new facility.
S2	Streetscene Services Area Delivery Proposals	LCC City Services	£2,720 (agreed in principle)		The project contributes to the localised CAST Team.
CA1	Woodsley Road Community Centre Manager	Voluntary Action Leeds	£21,851 (agreed in principle)		To fund a part time Community Centre Manager at Woodsley Road Community Centre.
	Supporting the Elderly People (STEP) Project, West Park, Kirkstall Area	STEP	£3,300 (agreed in principle)		The project will support the development of the STEP scheme in the West Park/ Kirkstall area. This scheme will be similar to OPAL Horsforth Live at Home Scheme, HOPS, OAP and MENA
S5	Community Compost	Leeds Organic Growers	£20,000 (agreed in Principle)		Leeds Organic Growers will run a green garden Kerbside collection and composting service targeting 40,000 households across Inner North West Leeds.



ADP Code	Project	Delivery Organisation	Revenue cost 06/07	Revenue costs 07/08	Description and Progress
	Up Your Street Project	City & Regional Office of University of Leeds / Community Action at Leeds Met	£3,500 (agreed in principle)		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.
CS3	Additional Policing – DPPO	West Yorkshire Police	£7,500		To provide additional policing in the DPPO area to help with the enforcement of the order
CS4	CCTV	Leeds Community Safety/ Leeds Watch	£10,000		To provide revenue funding for 2 additional CCTV cameras located in the Hyde Park & Woodhouse.
CYP1	Mobile Youth Bus	Youth Service	£6,500		To hire a youth bus on a 12 month trial period for North West Leeds. This bus will deliver youth outreach work in hard to reach areas.
R1	Little London Neighbourhood Management and Inner North West Additional Policing	NW Area Management/ West Yorkshire Police	£39,000 (24,000 additional policing, £15,000 Neighbourhood Management)		This fund will be used to provide extra policing resources throughout the Inner north West Area in 2006/07. The funding will also be used to contribute resources to Little London neighbourhood Management and match fund NRF/ SSCF funding.
		<b>Total Agreed in principle</b>	<b>£216,771</b>	<b>£19,000</b>	

**Sub Total**

Budget for 2006/07	£202,730
2005/06 Carry Forward	£97,080
	£299,810
Projects agreed in principle	£216,771
Remaining funding	<b>£83,039</b>

## Projects for Consideration 2006/07 – Not yet agreed

ADP Code	Project	Delivery Organisation	Revenue cost 06/07	Revenue costs 07/08	Description and Progress
CS6	Pro active Burglary reduction – anti climb paint	West Yorkshire Police/ CASAC	£3,000		This project will provide anti climb paint for 100 properties in burglary hotspots. This paint has been piloted in other areas of the UK and it has proved very effective. This project has been to the <b>Community Safety Sub Group</b> and has been supported.
	Additional Policing – Graffiti operations	West Yorkshire Police	£10,000		This project will provide 20 nights of graffiti action in North West Leeds. This project will provide overnight policing to combat graffiti by catching graffiti artists. This project can be linked to streetscene graffiti operations. This project has been to the <b>Community Safety Sub Group</b> and is supported by this group.
	Trading Standards Project	West Yorkshire Trading Standards	£3,000		This is a repeat of the Trading standards project delivered in 2004/05. The results of this project lead to 40 test purchases throughout Inner North West Leeds and 7 offences. This project has been discussed at the <b>Community Safety Sub Group</b> .
	Additional Neighbourhood Wardens	West Yorkshire Police	£26,000		Funding additional Neighbourhood Wardens was discussed as a potential project by the <b>Community Safety Sub group</b> .
	Additional PCSO	West Yorkshire Police	£25,000 (Match funded by WYP)		Funding for additional PCSOs was discussed as a potential project by the <b>Community Safety Sub Group</b> .
CYP3	D:SIDE – Drugs: Support, Information, Drug Education	D:Side (UK programme of Children in Crisis)	£1,000		This project is supported by the <b>Children and Young people Sub Group</b> . This project will provide a drug and health education programme for young people in schools.
S4	Provision of additional litter bins	Streetscene	£ TBC		The provision of additional Litter bins at strategic locations in Inner North West Leeds was discussed at the <b>Streetscene Sub Group</b> . A list of additional sites was provided by members and further analysis needs to take place. Additional bins cost £350 capital and have a revenue implication which is TBC
PW2	Hyde Park Unity	Hyde Park Unity	£5,000		To help fund the Annual Hyde Park unity Day, held in

ADP Code	Project	Delivery Organisation	Revenue cost 06/07	Revenue costs 07/08	Description and Progress
	Day	Day			Woodhouse Moor.
	Extension of Older Active People Project	Older Active People	£4,000	£4,000 (and a further £4,000 for 2008/09)	Expand the work carried out in North Headingley and allow older people living in the area to access a range of services and activities that OAP provides
	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.
R3	Shopping area Streetscape and Highways improvement and feasibility fund	Highways/ Area management	£5,000	£5,000	<ul style="list-style-type: none"> <li>• This fund would be used towards the development of schemes to improve the streetscape of Inner North West Leeds. The fund would be used towards feasibility studies of schemes and contribute to the delivery of specific elements of schemes. Currently work on the development of schemes would be limited due to the lack of funding for feasibility and design, unless linked to specific LCC schemes such as the Town &amp; District centres scheme which focuses on Headingley Town Centre.</li> <li>• Projects that could be initially funded include Woodsley Road shopping Area Feasibility, Headingley centre Design Guide</li> </ul>
PD 5	Design Guide/ Design Statement Feasibility Fund	Area Management/ Development Department	£5,000	£5,000	This fund would be used towards the development of design statements and design guides for Inner North West Leeds. This project would help to manage the appearance of the area in line with community aspirations and impressions of an area. Design Guides/ Statements would be developed with Development Department for adoption.
	Allotment Assistance fund	Area Management/ Allotment Association/ Parks & Countryside	£3,000		This fund would be used to improve security, access and the appearance of allotments in North West Leeds. This fund would be matched by Parks & Countryside funding.
	Capacity Building Worker	Voluntary Action Leeds	£6,000 (agreed but		This worker will help develop local community and voluntary sector organisations outside the Hyde Park & Woodhouse

ADP Code	Project	Delivery Organisation	Revenue cost 06/07	Revenue costs 07/08	Description and Progress
			not spent 2005/06)		Objective 2 area.
	Park Signposting and information panels	Parks & Countryside	£5,000		This fund would be a contribution towards park signage and information panels. This project will be delivered in partnership with Parks & Countryside.
	Part time Planning Enforcement Officer	LCC Development Department	£13,150		This project would provide a part time Planning Enforcement Officer for Inner North West Leeds to enforce to Let Board regulations and additional planning enforcement issues.
PG1	Woodhouse Ridge Action Group – Woodhouse Ridge Improvements	Woodhouse Ridge Action Group	£17,900		This project will improve access and security at Woodhouse Ridge with the aim of increasing use of the public greenspace. The project will also make improvements to the appearance of the area.
	Hyde Park Picture House	Hyde Park Picture House	£7,500		Project to support the running and development of this facility.
	Hawksworth Older People's Project	Hawksworth Older People's Project	£5,000		HOPS are looking to take over the building next to the YMCA centre in Hawksworth Wood. The funding will be used to pay for the running costs for the building for a year. In future years HOPs will look to develop larger bids to other funding bodies. The centre will be used for lunch clubs, adult classes and support sessions. This bid is in partnership with Hawksworth Wood YMCA.
	Irish Music Project	Irish Music Project, Leeds	£8,000		This funding is requested to be used towards 'The gathering 2006' - A celebration of Traditional Irish Music and Arts festival. The gathering 2006 will include a range of events and performances, showcasing local talent and creativity.
	Scarman Trust – Can do Investment Fund	Scarman Trust	£5,000		The CDIF is very much a local fund providing the community with resources to carry out projects that makes a huge difference within the community. The CDIF operates within the inner North West area of Leeds and concentrates on regenerating specific areas by helping local people realise the potential that they have for positive change by providing grants of up to £500 to carry out community projects. The CDIF has successfully negotiated £5,000 investment from Leeds Federated Housing Association into the CDIF and is now proposing £5,000 from the Well-being Fund as apposed to the

ADP Code	Project	Delivery Organisation	Revenue cost 06/07	Revenue costs 07/08	Description and Progress
					£10,000 proposed previously.
	Libraries Project	LCC Learning & Leisure	£1,666		Weekends of Children events at libraries across Inner North West Leeds. Libraries have a central role in their local community and provide an early introduction to the wider world for many children from their earliest years. They also provide an early introduction to the world of books, the spoken and written word and are thus instrumental in giving children an enjoyable view of books and reading.
	Contingency fund	Area Committee	£20,000		This fund will be used top pay for further projects throughout 2006/07. This would mean that the Area Committee would be able to fund projects throughout the year.
	Proof of Age	Trading Standards	£12,117		This project will expand the use of Proof of Age in Inner North West Leeds, working with schools and retailers/ pubs, and clubs. Uniform delivery throughout the City is paramount to the success of the Proof of Age Partnership, which is why participation from ALL area committees is essential. Evidence suggests that when youngsters establish that particular areas or retailers are not participating in the initiative, they often migrate to those areas from districts which ARE involved, thereby ensuring they continue to buy these products. The knock-on effects of antisocial behaviour are well documented.
PG1	Site Based Gardeners	Parks & Countryside	£35,600	£35,600	There are 6 parks in Inner North West Leeds, 4 of which already have dedicated site based gardeners (Burley Park, Lovell Park, The Hollies, and Woodhouse Moor). This project proposes that the remaining 2 Parks in North West Leeds (Becketts park & Woodhouse Ridge) be provided with site based gardeners. Please note that this is a separate scheme to the Woodhouse Ridge scheme listed above.
	About Leeds	Chief Executive's Department	£2,500		This funding will provide a contribution towards the About Leeds newspaper. This is a quarterly newspaper, and the Area Committee will receive a page of space within the paper for local stories/ issues.

ADP Code	Project	Delivery Organisation	Revenue cost 06/07	Revenue costs 07/08	Description and Progress
	Mini Breeze	Youth Service	£6,000		This project is based on the successful 'Mini-Breeze' events held in the summer of 2005. This funding would be used to fund one mini breeze event at a location in Inner North West Leeds. It is estimated that between 150-300 children and young people will attend this event.
	Leeds Ahead		£6,000	£6,000	<p>Leeds Ahead brokers support from the business community to a very wide range of local regeneration projects. It reports to the Narrowing the Gap Executive of Leeds Initiative and directly supports the work of the district partnerships and area action plans. It aims to improve outcomes for communities which fall within the 20% most disadvantaged Super Output Areas by integrating the business community far more closely into the delivery of local regeneration. This includes increasing business involvement at strategic level (e.g. on strategic boards and sub-groups) as well as practical involvement in projects on the ground.</p> <p>This would contribute towards the cost of a dedicated business broker, which will be shared between North West and West. If additional funding is received from other funders (e.g. NRF, Yorkshire Forward, ERDF) it may be possible to have a worker per wedge. It is important to note that we will not attract the right candidates if a one year contract is all that is on offer.</p>
	REEMAP After School Programme	REEMAP (Raising Educational Ethnic Minority Achievement Partnership)	£9,716		<p>The Making A Difference programme aims to attract nearly 210 students in the North West Wedge. This programme represents the logical expansion of existing after-school provision. The sessions are two-hours long and will be available for at least 30 weeks during the academic cycle. The funding will extend to the start of the new academic year and will hopefully continue once funding is secured from the new financial year April 07.</p> <p>The total cost of this programme is £22,408. REEMAP is seeking a grant-aid of up to <b>£9,716</b> to supplement the existing funding. This grant-aid will contribute to the following:</p>

ADP Code	Project	Delivery Organisation	Revenue cost 06/07	Revenue costs 07/08	Description and Progress
					<ul style="list-style-type: none"> <li>▪ Tutor costs</li> <li>▪ Parent/Carer Involvement Workshops</li> <li>▪ Publicity</li> </ul> <p>This project was discussed at the <b>Children &amp; Young people's Sub Group</b> and it was felt that this project would need to link into existing study support provision by the Youth Service. The Youth Service and REEMAP plan to meet to discuss these issues.</p>
	Project Educate	West Yorkshire Police	£4,800		<p>Funding will pay for the lease of a police vehicle for one year, which will be available 7 days a week for use as a means of promoting various police and partner initiatives across the area. The aim of the project is to provide a continuous promotional advice and awareness service to local communities.</p> <p>This service is currently available to the area 1 day per week but is dependent upon demand from other areas/initiatives. This funding would guarantee provision for the area 7 days a week.</p>
CYP3	Young People's involvement and Participation Project	Youth Point/ LCC Youth Service	£18,000		<p>The project would develop a Youth Council for the area, developing new structures and encouraging young people to participate in service planning and consultation. A senior youth worker would be recruited to recruit and support young people, develop and deliver training for young people and liaise with agencies to increase opportunities for young people to have a voice and be heard. This project is supported by the Inner North West Youth Network (INWYN) and the Area Committee Children and Young People sub Group.</p>
		<b>SUB TOTAL 1</b>	<b>£285,187</b>	<b>£55,600</b>	

**TOTALS SUMMARY:**

Revenue Budget Allocation 2006/07	£202,730
Roll Forward	£97,080
<b>Total Budget available 2006-07</b>	<b>£299,810</b>
Total Revenue 2006-07 already agreed	£216,771
Revenue 2006-07 remaining	£83,039
Additional Revenue requested 2006-07	£285,187
<b>Revenue 2006 -07 balance if all requests agreed</b>	<b>-£202,148</b>





	Para. 7.203 (5)	<p>providers of student accommodation and the local community to draw up a Student Housing Strategy and to explain what the strategy will aim to do. This is still the Council's intent but it is not considered appropriate to include it within the Plan as part of the upper case policy. It is therefore proposed to change this to lower case supporting text.</p> <p>Reject that part of the Inspector's recommendation which invites the Council to list locations where student housing would be promoted. However, the Council accepts the criteria recommended by the Inspector to assist in the selection of suitable locations for student housing. The effect of this partial rejection is revised wording for Policy H15A which will form a Proposed Modification.</p>
Chapter 15 15/015	Para. 15.100	<p>The Council rejects the Inspector's recommendations in part – Recommendation 1 which relates to a re-assessment of the site to confine the bulk of built development to the north of the A64, and south of Leeds-Barwick Road; and the inclusion of outline phasing proposals in the Plan. The council agree that the area between the A64 and Leeds – Barwick Road is a sensitive area in terms of the need to minimise impact on the Green belt and maintain a significant separation between communities. However, it is considered premature to define the specific location and nature of development at this time. The Inspector's phasing proposals, which the Council has accepted, means that development here is many years away. The Council considers that these matters should be considered within a development framework for the site. The process of identifying which areas may be developed, the purpose for which they should be developed and their potential phasing is likely to take some time, will hold up adoption of the Plan and would be better achieved through detailed consideration as part of the Local Development Framework.</p>
Chapt. 22 22/004	Para. 22.4	<p>The Council reject the recommendation that Beeston Hill/Holbeck NRA be included amongst those locations to be considered for inclusion in Policy H15A., i.e. the recommended list of sites where student housing would be acceptable. This is linked to the rejection of the recommendation in para. 7.203(5) as described above.</p>



Agenda Item:

Originator: Denise Preston

Tel: 0113 247 8395

**Report of the Chief Recreation Officer****Inner North West Area Committee****Date: 30<sup>th</sup> March 2006****Subject: Site Based Gardeners in Community Parks****Electoral Wards Affected:**

**Hyde Park & Woodhouse  
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**

To consider a request for £35,600 annual revenue funding to support the provision of site based gardeners in Community Parks within North West Inner Area.

**1. Purpose Of This Report**

- 1.1. The purpose of this report is to set out the benefits and revenue costs of the provision of site based gardeners in Community Parks.

**2. Background Information**

- 2.1. There are 7 major parks in Leeds, namely:- Otley Chevin Country Park, Kirkstall Abbey Estate, Middleton Park, Golden Acre Park, Roundhay Park, Temple Newsam Estate and Lotherton Hall Estate. In addition, there are 75 community parks, 94 recreation grounds and 383 acres of local green space. A further 156 nature conservation sites and around 170 woodlands and plantations are also managed by the service.
- 2.2. The Green Flag Award scheme provides for a national standard for parks and green spaces across England and Wales. The award is managed by The Civic Trust on behalf of CABI Space, and it has backing in England from the Office of the Deputy Prime Minister, English Heritage, The Countryside Agency and English Nature. In

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2005 the Parks and Countryside service entered four parks: Golden Acre Park, Pudsey Park, Lotherton Hall Estate and Temple Newsam Estate for the award, all of which are now confirmed as successfully achieving the award.

- 2.3. Around 30 trained staff within Parks and Countryside judged 46 sites against the Green Flag field assessment criteria during the summer of 2004. Judging sheets have been completed for each site assessed outlining strengths and recommendations as well as a score for each relevant criteria.
- 2.4. This work is the basis for a new performance indicator, namely 'the percentage of annual sites assessed that meet the field based assessment for the Green Flag standard.' The target for 2004/2005 was 10%.
- 2.5. An analysis of the results shows that the major City and Country Parks are generally of a high standard. There is however a significant gap between the average overall score for City/Countryside Parks and the score for Community Parks which is lower. By considering the individual criteria more closely the results show that the key areas of weakness for Community Parks are:-
  - Signage
  - The provision of appropriate interpretation and educational information
  - Infrastructure maintenance particularly fencing and paths
  - Horticultural features
  - Site based gardeners
- 2.6. The £500,000 funding awarded in 2005/06 for Phase 1 to improve 12 Community Parks has been a significant step forward in beginning to address some of these issues. The challenge for the service is to ensure that gardeners are based in Community Parks in order to sustain the improvements being made. The service currently has 25 Community Parks with permanent site based gardening staff.

### 3. Main Issues

- 3.1. Research by CABA (Commission for Architecture and the Built Environment) Space, a central government body responsible for the strategic improvement of urban greenspace, has highlighted that by 1996 only a third of parks had dedicated park staff with 90% of local authorities experiencing vandalism in their Parks. Furthermore CABA Space linked the £1.3billion cumulative cut in revenue expenditure in Parks from 1981 to 2001 with the downward spiral towards greater vandalism, litter, neglect and visitor decline in use of our Parks<sup>1</sup>.
- 3.2. A telephone survey conducted on behalf of the Department of Transport, Local Government and Regions revealed that 67% of women, 57% of 12-15 year olds, 50% of 16-19 year olds, 79% of 56-65 year olds, 63% of 76 year olds and 77% of disabled respondents felt that the presence of staff on site would make them feel safer visiting their particular greenspace<sup>2</sup>.
- 3.3. With regard to people who rarely visit or use the Parks a national survey conducted for CABA Space ascertained 68% alienated by dog fouling, 57% by vandalism and

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<sup>1</sup> Parks need Parkforce, CABA Space 2005

<sup>2</sup> Improving Urban Parks, Play Areas and Open spaces, The Department of Transport, Local Government and Regions 2002

graffiti and 44% by poor maintenance<sup>3</sup>. Presence of on site gardeners has the potential to address these problems.

- 3.4. CABE Space is aware that the best parks are being developed through the efforts of a skilled modern team which includes on site park gardeners who are often multi-skilled and highly trained. In addition it is quite likely that the gardener will also act as a point of liaison with the local community, effect policing duties, deal with other routine park maintenance such as litter collection, electric scooter bookings and unlocking of park gates.
- 3.5. Our current site based gardeners engage with the public rather than just carrying out horticultural and maintenance tasks and thereby play a part in helping to enhance people's enjoyment of their Parks and greenspaces. Invariably site-based park gardeners associate better with their own sites of responsibility and attain a wealth of knowledge pertinent to the site. The latter asset is valuable in gaining a rapport with the public and dealing with site problems.
- 3.6. By reintroducing gardeners CABE Space research has shown additional benefits that include a reduction in cultural and racial tensions, diminution in anti-social behaviour and increased community involvement in the Park<sup>4</sup>. Dedicated park gardeners create a virtuous circle of improvement since their presence leads to better maintained parks which are perceived as safe and are better used and in turn this helps to combat public fears and encourages even more people to use their Park.
- 3.7. Reinstating park gardeners will help Leeds to contribute to PSA (Public Service Agreement) objectives that include crime reduction, reducing public fear of crime, increasing voluntary community engagement and the delivery of cleaner, safer and greener public spaces. Improvements in the above targets for our Parks will show that Leeds City Council takes pride in its work and cares for local residents. This will have a knock on effect, since an amelioration in the 'street scene and the public realm' as well as 'staff responsiveness and accessibility' were identified by MORI<sup>5</sup> as a key to improving the reputation of a local council.

#### 4. **Implications For Council Policy And Governance**

- 4.1. There are no implications for Council Policy and Governance.

#### 5. **Legal And Resource Implications**

- 5.1. The cost for employing a Craft Gardener is £17,800 including National Insurance, Superannuation and Personal Protective Clothing.

#### 6. **Conclusions**

- 6.1. As detailed above there are strong arguments for introducing site based gardening staff in Community Parks. There are 75 Community Parks, 25 of which already have site based gardeners. The proposals are to have site based gardeners in a further 29

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<sup>3</sup> Dunnett, N., Swanwick, C. & Woolley, H. Improving urban parks, play areas and green space, 2002, University of Sheffield

<sup>4</sup> Parks need Parkforce, CABE Space 2005

<sup>5</sup> Local Government Association 'Reputations' initiative, 2005

## Appendix 5

Community Parks which are large enough to warrant a permanent gardener, this information is shown on the attached plan.

- 6.2. For North West Inner Area it is recommended that there is the following additional provision of site based gardeners:

Site Name	Inner/Outer Wedge	Current full-time gardener present	Proposed full-time gardener
Becketts Park	North West Inner		Y
Burley Park	North West Inner	Y	
Lovell Park (maintained by South)	North West Inner	Y	
The Hollies	North West Inner	Y	
Woodhouse Moor Park	North West Inner	Y	
Woodhouse Ridge	North West Inner		Y

- 6.3. Park gardeners will be : -

- Responsible for the park and its users
- Based on site, not area based
- Contactable by users of the park when they are needed
- Available during daylight hours

## 7. Recommendations

- 7.1. In order to appoint the 2 full time gardeners as outlined above, the Committee is asked to consider the allocation of £35,600 per annum in support of the proposal.



Agenda item:  
Originator: Helen Edwards  
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**Report of the Chief Officer, Executive Support**

**Inner North West Area Committee**

**Date: 30<sup>th</sup> March 2006**

**Subject: Council newspaper – Area Management involvement**

**Electoral wards affected:**  
All

**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**

This paper provides an update on the council newspaper, specifically issues surrounding the financial contributions of area management during 2006/7. It identifies the involvement of Area Management to date, opportunities presented by the newspaper and recommends financial contributions from each area committee.

**1.0 Purpose of this report**

1.1 This report outlines the role of the council’s newspaper as a key communications channel and proposes options for financial contribution from Area Management Committees to the future funding of council newspaper. These have already been considered by Area Committee chairs and following their support, this paper provides the opportunity for discussions with Area Management Committees.

**2.0 Background information**

2.1 Leeds City Council has used a resident newspaper as a way of increasing awareness about council services since 1999. Since then, the newspaper has provided the people of Leeds with timely information, facts and news about the council and their city.

2.2 The original purpose of the newspaper was to avoid duplication of information, conflicting messages and high costs associated with distributing a range of corporate and departmental publications. It aims to meet the council’s commitment to open and honest

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communications, keeping the people of Leeds informed and providing opportunities for residents to give their views.

- 2.3 This was in line with MORI research which found that council newspapers were in the top three preferred methods of receiving information, as voted by residents. Their main benefits were identified as the ability to reach a wide audience of residents, the low cost (in comparison with one off publications), regular and planned communications and effective distribution.
- 2.4 Following a review of the newspaper in early 2005, both CMT and LMT confirmed their support for the newspaper as a valuable communications tool and supported these principles of good communications.
- 2.5 In terms of the outcomes of the review of the newspaper, it is now produced quarterly, with themed pages (for example Living in Leeds, Learning in Leeds, Streets of Leeds) enabling a focus on services and also incorporates the opportunity for commercial advertising or paid for supplements. In light of these changes, departments now contribute to the production of the paper, with guaranteed space each issue. Area Management now also have dedicated pages, (five in total) in each edition, which are wholly focused on activities in their area, again with the opportunity for further space to be purchased.
- 2.6 In 2005/6, there was no cost for Area Committees for their contribution to three editions of About Leeds. Work has been undertaken to consider and respond to feedback from area committees in Autumn 2005, in order to represent About Leeds as an effective means of communication for all Area Committees, and therefore to secure the agreement to contribute in 2006/7.
- 2.7 Area committees agreed to review the proposals in advance of budget decisions for the 2006/07 financial year.
- 2.8 To secure the future viability of the newspaper for the 2006/7 financial year, the support of area committees is essential. This paper provides the opportunity for area committees to consider proposals relating to their financial contribution based on the benefits evident from the three editions produced in 2005/6.

### 3.0 Main issues

- 3.1 Since the review of the newspaper in 2005, each edition has included information dedicated to Area Management. The information has been sourced, written and approved by each Committee representative. Corporate Communications have edited the information to suit the house style and layout. Pages have included up and coming area committee and forum dates, and other important information relating to area investment, regeneration and improvements, consultation, area committee funded initiatives and successes, as well as raising the profile of the role of area management in local communities.
- 3.2 All ten Area Management committees were initially approached to contribute to the funding of the newspaper in 2005/6, enabling them to fulfill their requirements to communicate with their areas at least once per year under the consultation and engagement policy for Area Management.
- 3.3 Following feedback from Area Management committees, it was agreed that they would be approached at the start of the 2006/7 to contribute to the funding of the paper through buying space in the newspaper. This would include a page in each edition, covering each wedge, under the 'Living in Leeds' section, providing residents with an update on what was happening in their area. This would enable the Area Committees to review content from the first few editions and see how their information would be presented, prior to making a decision for 2006/7.



- 3.4 Area committees also raised a number of issues relating the newspaper and its production. In summary these were;
- i) clarification of the editorial process and final decisions
  - ii) code of practice and protocols relating to content of the newspaper
  - iii) compilation of a story list – both the quality and quantity of stories to be supplied for area committees
  - iv) clarification of the what the financial contribution from each area committee will purchase
- 3.5 Clarification of the practice, process and protocols has now been provided to the satisfaction of the area committee representatives.
- 3.6 Area committees can apply for more than one page per issue if there was a requirement. This can either be arranged on an issue-by-issue basis for a one off event or promotion or as a permanent fixture. There would be a further cost implication for the allocation of more pages.
- 3.7 It is also be possible to insert leaflets or other communications into the newspaper and then to distribute to specific wards, wedges or postcode areas. This would be particularly useful if committees wished to target a specific area for consultation, communication or promotion of an event. There would be a small cost for this additional distribution but this would be considerable less that the costs of distributing the insert on its own, costs are dependent on circulation sizes.
- 3.8 Ideas for content are sourced and drafted at the area management level, however the Corporate Communications Team provide a copywriting service to ensure text is written/edited to suit the newspaper's house style. The cost for this service, in addition to costs for design and distribution management, would be covered by the annual contribution from Area Management to the newspaper.
- 3.9 By having a consistent presence in every edition, the work of area management will be seen holistically, helping residents to gain a clearer impression of how the wedges interact and overlap, whilst also appreciating the work being undertaken where they live. Regular assured space in each edition for each wedge also means an equal weighting of publicity to every area of the city.
- 3.10 As the start of the new financial year is approaching, contributions towards the cost of the newspaper need to be finalised – specifically contributions from Area Committees.
- 3.11 As part of the newspaper review, members agreed to a proposal to generate income in order to produce four editions of the newspaper each year, which would come from contributions from departments and area management, as well as limited commercial advertising.
- 3.12 In regard to commercial advertising, the council's Advertising Officer in the Development Department continues to actively seek advertisers. Whilst no income has to date been generated this way, the Corporate Communications team have secured over £17,000 of additional income in 2005/06 to supplement the costs of production. The team has also liaised with other private sector organisations to negotiate more attractive reader competition prizes, for example Jet2 flights, win an Ipod and meet the Harlem globetrotters to improve the publication's popularity amongst the readership. The Jet2 competition attracted over 600 entries from Leeds' residents.
- 3.13 The corporate budget, departmental contributions and some commercial and partner advertising will go some way to covering the costs of four editions of the newspaper for 2006/7. However following an analysis of the level of resource required, a test in interest and potential of income generation from selling advertising in the first two editions of the paper, it is anticipated that there will be a limited contribution from selling advertising space in 2006/07.

- 3.14 Each Area Committee is therefore now being asked to contribute £625 per edition, a total of £2,500 for the 2006/7 financial year. This contribution will provide five pages dedicated to Area Management in four editions of the newspaper and all the benefits associated with a regular, planned and comprehensive communications channel. (In comparison, the cost of printing and distributing information in a separate leaflet citywide four times a year would be in excess of £28,000).

### **4.0 Implications for council policy and governance**

- 4.1 Making sure that the people of Leeds are informed and can give their views is fundamental to the principle of good communications and is a key part of the council's corporate communications strategy 2005-8 and Council Plan.
- 4.2 Area Management committees need to fulfill their requirements to communicate with their areas a least once per year under the consultation and engagement policy for Area Management.
- 4.3 Both CMT and LMT have given their full support for the future of the newspaper as a key communications tool, having recommended greater department and area management involvement.

### **5.0 Legal and resource implications**

- 5.1 A review of the costs of paper, print, design and the associated procurement procedures took place, with new contracts awarded in summer 2005. This has ensured that the council is benefiting from the most cost-effective service.
- 5.2 The contributions of all Area Committees will be essential to the production of the newspaper in 2006/7; without their support, there will be a significant shortfall in the budget, which commercial advertising could not fill.
- 5.3 To ensure the future success of area-focused pages within the newspaper, support from all area committees is essential for the initiative, as without the involvement of all areas, the newspaper will lack credibility with residents.

### **6.0 Conclusions**

- 6.1 A major research project into improving communications in local government, (Connecting with Communities), concluded that "Councils should ensure that local citizens are effectively consulted and communicated with so that they can significantly influence the quality and nature of services that they receive – authorities must aim to empower local residents to do this". The council newspaper is one of the tools used to meet this expectation.
- 6.2 Area Committee members are asked to consider the following proposals, particularly in light of the points highlighted about the credibility of the newspaper and support across the city.
- 6.3 The loss of the paper could remove one of the main (and most inclusive) forums the council has to inform and consult with the public on a regular basis. It makes a real difference to the service we provide and customer satisfaction levels throughout the city. Without the active support of departments, area committees and partners, the newspaper cannot continue to exist.
- 6.4 Area committee chairs have considered these proposals at their February meeting. They discussed the opportunities provided by the newspaper along with the opportunity for taking more than the allocated five pages, which would be available at a modest additional cost. Area committee chairs agreed to take the recommendations of financial contribution to the members of their area committees.

**7.0 Recommendations**

- 7.1 Area Committees are asked to;
- i) provide their views on the contributions of area committees to the council newspaper
  - ii) agree to the principle of supporting the council newspaper through the area committee budget - a contribution of £2,500 for 2006/7, for four editions, with half a page per edition per area committee
  - iii) to undertake a further review in a year's time.