

Public Document Pack



SOUTH (INNER) AREA COMMITTEE

Meeting to be held in Beeston Primary School, Town Street, Beeston, Leeds, LS11 8PN on Thursday, 13th December, 2007 at 6.30 pm (Map attached)

MEMBERSHIP

Councillors

D Congreve	-	Beeston and Holbeck
A Gabriel	-	Beeston and Holbeck
A Ogilvie	-	Beeston and Holbeck
P Davey	-	City and Hunslet
M Iqbal	-	City and Hunslet
E Nash	-	City and Hunslet
J Blake	-	Middleton Park
D Coupar	-	Middleton Park
G Driver	-	Middleton Park

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A BRIEF EXPLANATION OF COUNCIL FUNCTIONS AND EXECUTIVE FUNCTIONS

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

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

A G E N D A

Item No	Ward	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded)</p>	
2			<p>EXCLUSION OF PUBLIC</p> <p>To identify items where resolutions may be moved to exclude the public</p>	
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration</p> <p>(The special circumstances shall be specified in the minutes)</p>	
4			<p>DECLARATIONS OF INTEREST</p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence from the meeting</p>	
6			<p>MINUTES OF PREVIOUS MEETING - 1ST NOVEMBER 2007</p> <p>To confirm as a correct record the minutes of the meeting held on 1st November 2007</p>	1 - 8

Item No	Ward	Item Not Open		Page No
7			<p>OPEN FORUM</p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair</p> <p>(10 mins discussion)</p>	
8			<p>LEEDS LOCAL ENTERPRISE GROWTH INITIATIVE PROGRAMME UPDATE</p> <p>To receive an update report on the progress made by the Local Enterprise Growth Initiative (LEGI) Programme, which aims to tackle worklessness in the most deprived areas by encouraging residents to consider starting their own business, in addition to providing support to existing local businesses in order to enable them to survive and grow</p> <p>(Council Function) (5 mins presentation/5 mins discussion)</p>	9 - 12
9			<p>SOUTH LEEDS COMMUNITY CENTRES LETTINGS AND PRICING POLICY</p> <p>To consider a report from the Director of Environment and Neighbourhoods which sets out and invites Members to endorse a revised Community Centres Lettings and Pricing Policy for South Leeds</p> <p>(Executive Function) (5 mins presentation/15 mins discussion)</p>	13 - 26

Item No	Ward	Item Not Open		Page No
10			<p>BREEZE ON TOUR - FOCUS ON INNER SOUTH</p> <p>To receive a report from the Out of School Activities Team which provides Members with data relating to the take up of the Breeze on Tour events by young people in South Leeds throughout the summer of 2007</p> <p>(Executive Function) (5 mins presentation/10 mins discussion)</p>	27 - 36
11			<p>I LOVE SOUTH LEEDS FESTIVAL 2008 PROPOSALS</p> <p>To receive a report from the Director of Environment and Neighbourhoods which invites the Committee to determine a range of proposals which have been prepared in relation to a proposed programme of events scheduled for summer 2008</p> <p>(Executive Function) (5 mins presentation/10 mins discussion)</p>	37 - 46
12			<p>AREA COMMITTEE WELLBEING BUDGET REPORT</p> <p>To receive a report from the Director of Environment and Neighbourhoods which updates Members on both the revenue and capital elements of the Committee's Wellbeing budget, provides a forecasted balance of the Wellbeing budget for 2007/08 and 2008/09, advises Members of the Small Grants approved since the last meeting and invites the Committee to determine the capital, revenue and Small Grants proposals, as detailed within the report</p> <p>(Executive Function) (5 mins presentation/10 mins discussion)</p>	47 - 60

Item No	Ward	Item Not Open		Page No
13			<p>AREA MANAGEMENT REVIEW</p> <p>To consider a report from the Director of Environment and Neighbourhoods which outlines changes to Area Committee responsibilities and working arrangements agreed at the Council's Executive Board in November</p> <p>(Council Function) (10 mins presentation/10 mins discussion)</p>	61 - 78
14			<p>AREA MANAGER'S REPORT</p> <p>To receive a report from the Director of Environment and Neighbourhoods which provides Members with the range of activities currently taking place within the Inner South area of Leeds</p> <p>(Executive Function) (5 mins presentation/10 mins discussion)</p>	79 - 102
15			<p>DATES, TIMES AND VENUES OF FUTURE MEETINGS</p> <p>Tuesday, 19th February 2008 at 6.30 p.m. – Civic Hall, Leeds, LS1 1UR</p> <p>Tuesday, 8th April 2008 at 6.30 p.m. – Belle Isle Family Centre, Belle Isle Road, Leeds, LS10 3PG</p> <p>MAP OF TODAY'S VENUE</p> <p>Beeston Primary School, Town Street, Beeston, Leeds, LS11 8PN</p>	

Agenda Item 6

SOUTH (INNER) AREA COMMITTEE

THURSDAY, 1ST NOVEMBER, 2007

PRESENT: Councillor A Gabriel in the Chair

Councillors J Blake, D Congreve,
D Coupar, P Davey, G Driver, M Iqbal,
E Nash and A Ogilvie

26 Chair's Opening Remarks

Having viewed a short video outlining the variety of events and activities which had been undertaken as part of the 'I Love South Leeds' festival, the Chair welcomed all in attendance to the November meeting of the South (Inner) Area Committee and invited those present to introduce themselves.

27 Late Items

In accordance with her powers under Section 100B(4)(b) of the Local Government Act 1972, the Chair admitted to the agenda a revised proposal for Wellbeing funding entitled, 'Test Purchasing', together with an additional proposal for Wellbeing funding entitled, 'Off-Road Motorcycle Project'. Both proposals had been submitted by West Yorkshire Police and due to the respective timescales involved, both needed to be determined by Members prior to the next scheduled meeting of the Area Committee (Minute No. 38 refers).

28 Declarations of Interest

No declarations of interest were made under this agenda item, however a declaration of interest was made at a later point in the meeting (Minute No. 35 refers).

29 Apologies for Absence

No apologies for absence from the meeting had been received.

30 Minutes of Previous Meeting - 18th September 2007

RESOLVED – That the minutes of the previous meeting held on 18th September 2007 be approved as a correct record.

31 Matters Arising from the Minutes

Declarations of Interest (Minute No. 16 refers)

Members were advised by the Committee's representative on the Board of Aire Valley Homes Leeds that the organisation was due to be inspected in December 2007. The Committee noted that the results of the inspection could potentially affect the levels of funding that the Arms Length Management Organisation (ALMO) received in the future, which could impact upon the services delivered by the organisation. However, the Committee was assured that every effort would be made to ensure that a positive inspection result was achieved.

32 Open Forum

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

Forthcoming Inspection of Aire Valley Homes Leeds

In response to an enquiry on this issue, the Committee received a brief explanation of the inspection procedure which would be undertaken in respect of Aire Valley Homes Leeds, and the financial impact that the results of such an inspection could potentially have upon the ALMO.

Closure of Supermarket

A local resident emphasised the need for a local supermarket in the Holbeck area following the closure of Kwiksave, and enquired whether any progress had been made in identifying another company which was interested in taking over the site.

In response, local Ward Councillors advised the Committee that enquiries with other supermarkets had been made, but as yet, no interested parties had been identified.

Community Skips

In response to an enquiry relating to the availability of community skips, the Chair advised all in attendance that skips were still available for appropriate use by community groups, and that any applications for such skips should be directed to the Area Management Team for consideration.

33 Consultation on the Leeds Strategic Plan 2008 - 2011

The Assistant Chief Executive of Planning, Policy and Improvement submitted a report which introduced to the Committee the Leeds Strategic Plan 2008-2011. The report also invited Members to consider and comment upon the plan's draft strategic outcomes and improvement priorities which had been appended to the report.

Having received a brief summary of the background to the plan and details of the associated consultation process from the Director of Children's Services, the Committee viewed a promotional video which outlined the plan's draft strategic outcomes and improvement priorities. Members' comments on the plan were then invited, and the main points raised were as follows:-

- Members made enquiries into how the strategic plan would benefit the communities of Inner South Leeds, and emphasised the need to ensure that any resources which were allocated as part of the plan were distributed in an equitable manner;
- In response to Members enquiries, the Committee was advised of the methods which would be used to deliver the plan's objectives and priorities once they had been finalised;
- With regard to the draft improvement priorities listed, Members indicated that it was essential for all such priorities to be successfully delivered by the local authority. In response, the Director of Children's Services

acknowledged Members' comments, but emphasised that the aim of this consultation exercise was to identify which areas should be pursued as a priority;

- Having commented upon the presentation and content of the promotional video, Members highlighted the need for the plan to place a greater emphasis upon the 'Narrowing the Gap' agenda;
- Members made enquiries into the range of work which was being undertaken by 'Marketing Leeds', and the procedures in place to monitor the organisation. In response, Members were advised that their comments on this issue had been noted;
- The Committee emphasised the need for the plan to give priority to several key issues such as addressing levels of poverty and underachievement, in addition to improving job opportunities and education provision. Members also highlighted the need to ensure that resources for addressing such issues were made available to those communities which required them the most;
- The Committee underlined the need to maximise the involvement of local communities in any related consultation exercises which were being undertaken.

In conclusion, the Chair encouraged all those in attendance to complete and return the questionnaire appended to the report which sought any views on the draft improvement priorities of the Leeds Strategic Plan 2008-2011.

RESOLVED –

- (a). That the report and information appended to the report, be noted;
- (b). That the Committee's comments which relate to the draft strategic outcomes and improvement priorities of the Leeds Strategic Plan 2008-2011 be noted.

(Councillor Driver left the meeting at 7.12 p.m., during the consideration of this item)

34 Leeds Joint Area Review

The Director of Children's Services submitted a report which advised the Committee of the Joint Area Review (JAR) process, and provided Members with an opportunity to discuss any related issues.

Having received a brief summary of the key points detailed within the report from the Locality Enabler for South and East Leeds, Members were invited to forward any comments or concerns relating to this issue to the Locality Enabler for consideration.

RESOLVED –

- (a). That the report and information appended to the report be noted;
- (b). That Members be invited to forward any comments which relate to the Joint Area Review process to the Locality Enabler for consideration.

35 **I Love South Leeds Festival 2007**

A report from the Director of Environment and Neighbourhoods was submitted to the Committee which provided Members with an evaluation of the 2007 'I Love South Leeds' festival from the viewpoint of the Director of South Leeds Health For All. The report also sought Members' views on whether a similar series of events should be delivered throughout the area during the summer of 2008.

Having received a brief review of the 2007 festival from the Director of South Leeds Health For All, a question and answer session ensued. The main areas of debate were as follows:-

- Members made reference to the proportion of the Committee's Wellbeing budget which had been made available for the delivery of the 2007 festival, and highlighted the need to ensure that any future events of this nature provided improved value for money;
- The Committee highlighted that it was essential for a wide range of communities and organisations throughout Inner South Leeds to be given an opportunity to fully participate in events such as the 'I Love South Leeds' festival;
- In response to Members' enquiries, the Director of South Leeds Health For All suggested that in order to maximise the potential of any such events in the future, the co-ordination of the festival, and the methods used to fully engage young people in any related activities, would need to be reviewed;
- Members highlighted the varying levels of attendance at several of the events, and discussed the ways in which attendances could be improved;
- Members highlighted some organisational and budgetary management issues which had arisen from the delivery of the 2007 festival;
- The Committee requested that when it had been finalised, the data currently being compiled by the Youth Service on the take up rates of activities for young people which had been delivered during the summer holiday period was submitted to Members for consideration;
- Members discussed the possibility of one or two other local community organisations, which had been present at the meeting, making contributions towards the delivery of any similar events in the future;
- Having noted the concerns of a member of the local community regarding the levels of access that local groups had to South Leeds Stadium for the provision of community events, the Committee proposed that such concerns were relayed to the Learning and Leisure department for consideration.

In conclusion, it was suggested that proposals relating to the delivery of a series of events throughout the summer of 2008 were worked up by South Leeds Health For All in conjunction with Area Management, and submitted to the next meeting of the Committee for consideration.

RESOLVED –

(a). That the contents of the cover report and the evaluation report from South Leeds Health For All be noted;

- (b). That further proposals relating to the delivery of a series of community events throughout summer 2008 be worked up by South Leeds Health For All in conjunction with Area Management and submitted to the next meeting of the Area Committee for determination;
- (c). That following the conclusion of the work currently being undertaken by the Youth Service into the participation levels of youth provision delivered during the summer holiday period, the findings from such work be submitted to the Area Committee for consideration;
- (d). That the Area Committee's concerns regarding the levels of access that local community groups have in respect of utilising South Leeds Stadium for the purposes of community events be forwarded to the Learning and Leisure department for consideration.

(Councillor Blake declared a personal interest in relation to this item due to her position on the Board of Management for 'South Leeds Health For All')

36 Area Committee Wellbeing Budget and Ward Allocation

Further to Minute No. 22, 18th September 2007, the Director of Environment and Neighbourhoods submitted a report which sought to address an enquiry previously raised by Members concerning the possibility of splitting the Area Committee's future Wellbeing revenue budget on an individual Ward basis.

Having received a brief summary of the key issues detailed within the report, which included several potential options for allocating the budget by Ward, Members proposed that from the beginning of the 2008/09 financial year, the Committee's revenue budget was split equally between all three Wards, and that an appropriate 'cut-off' point at which one Ward's unspent allocation of revenue funding could be accessed by other Wards was determined by the Committee prior to the 2008/09 revenue budget being split.

RESOLVED –

- (a). That the report and information appended to the report be noted;
- (b). That from the beginning of the 2008/2009 financial year, the Wellbeing revenue budget allocated to the Area Committee be split evenly between all three Wards within Inner South Leeds;
- (c). That prior to the Area Committee's 2008/2009 Wellbeing revenue budget being split on a Ward basis, an appropriate 'cut-off' point at which one Ward's unspent allocation of revenue can be accessed by other Wards be determined by the Area Committee.

(Councillor Iqbal left the meeting at 7.57 p.m., during the consideration of this item)

37 Area Manager's Update Report

The Committee received a report from the Director of Environment and Neighbourhoods which detailed the range of activities currently taking place within the Inner South area of Leeds.

Members received a brief update on several matters detailed within the report. These included:-

- The latest Operation Champion which had been conducted during September 2007 in the Stratfords and Woodviews areas of Beeston Hill;
- The consultation and research currently being undertaken in relation to community facilities in the area;
- The work being undertaken in the Beeston Hill and Holbeck and Middleton regeneration areas;
- The current position relating to Neighbourhood Warden provision within Inner South Leeds;
- An update on the work being undertaken in relation to the Local Enterprise and Growth Initiative (LEGI) and the Regional Competitiveness and Economy Programme 2008-2013.

The Committee made specific enquiries into the extent to which local Ward Councillors had been consulted on a proposal for the Play and Leisure Sub Group of Children's Leeds South to submit a bid to the Big Lottery Fund to cover the cost of constructing an adventure playground in South Leeds. Having noted that Middleton Park had been identified as a potentially appropriate location for such a development, it was proposed that the views of Middleton Park Ward Councillors were sought on this matter.

The Committee learned that a report relating to the future scope and structure of District Partnerships and Area Management was to be submitted to Executive Board in November, with a detailed report on such matters intended to be subsequently submitted to the December cycle of Area Committee meetings. In response, Members raised concerns regarding the extent to which local Ward Councillors had been involved in, and consulted upon such proposals, and requested that their respective concerns on this matter were noted.

RESOLVED –

- (a). That the report and information appended to the report be noted;
- (b). That the views of Middleton Park Ward Members be sought in relation to a funding application to build an adventure playground in South Leeds which is proposed to be submitted to the Big Lottery Fund on behalf of the Play and Leisure sub group of Children's Leeds South;
- (c). That Members' concerns regarding the extent to which local Ward Members have been consulted on the future scope and structure of District Partnerships and Area Management be noted.

38 Area Committee Wellbeing Budget Report

The Director of Environment and Neighbourhoods submitted a report which updated Members on the Area Committee's remaining revenue and capital Wellbeing budgets for 2007/08, provided a forecasted balance of the Wellbeing budget for 2007/08 and 2008/09, summarised the Small Grant applications received since the last meeting and invited Members to determine the revenue and capital proposals which had been submitted to the meeting for consideration.

Following Members' enquiries, the Committee was assured that the work proposed to be undertaken as part of the 'Test Purchasing' initiative, would be

carried out across all Wards within the area and was in addition to any routine test purchasing work which was already undertaken by West Yorkshire Trading Standards Service and West Yorkshire Police.

The Committee sought further information from the Youth Service on the review which had been undertaken in relation to the buildings used to deliver youth work provision in the area, which included the establishment of youth hub centres throughout Leeds.

Following Members' requests, the Committee was advised that information would be sought on the future usage of the Building Blocks Centre, and submitted to Members for consideration.

Members notified a representative of West Yorkshire Police of local residents' concerns which related to the problem of a quad bike being driven around the areas of East Hunslet and Belle Isle.

RESOLVED –

(a). That the report and information appended to the report, which includes the Area Committee's remaining revenue and capital Wellbeing budgets for 2007/08, a forecasted Wellbeing revenue budget for 2007/08 to 2008/09, and an update on the Small Grant applications received since the last meeting, be noted;

(b). That the following decisions be made in relation to the Wellbeing funding proposals which have been submitted for determination to this meeting:-

(i). 'Test Purchasing' – West Yorkshire Police – 2007/08 revenue budget - **£2,200.00 – Approved, subject to West Yorkshire Police providing the Area Committee with a performance report on the initiative, following its conclusion;**

(ii). 'Domestic Violence' – Theatre in Education – 2007/08 revenue budget - **£10,000.00 – Declined;**

(iii). 'Marketing Project' – Area Management Team/re'new - **£8,000.00 (£6,000.00 from 2007/08 revenue budget and £2,000.00 from the Committee's ringfenced communication and consultation budget) – Deferred, pending a more detailed proposal, which lists a breakdown of all costings, being submitted to Members for consideration;**

(iv). 'Youth Hub' – Youth Service – **£30,000.00 (£20,000.00 from the capital budget and £10,000.00 either from the capital budget, or from the 2007/08 revenue budget, depending on the outcome of discussions which relate to the future of the William Gascoigne Centre, which is the subject of a previous funding proposal) – Approved, pending the remainder of the funding for the scheme being obtained, with the allocation of £20,000.00 from the capital budget. A further £10,000.00 will be allocated either from the capital budget, or from the 2007/08 revenue budget, depending on the outcome of discussions which relate to the future of the William Gascoigne Centre, which is the subject of a previous funding proposal;**

(v). 'Off-Road Motorcycle Project' – West Yorkshire Police – 2007/08 revenue budget - **£13,121.00 - Approved, subject to West Yorkshire Police providing the Area Committee with a performance report on the initiative, following its conclusion.**

(c). That further information be submitted to Members from Youth Service which relates to the provision of youth hub centres throughout Leeds.

39 Dates, Times and Venues of Future Meetings

Thursday, 13th December 2007 at 6.30 p.m.

(Venue – To be confirmed)

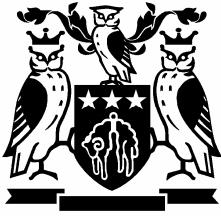
Tuesday, 19th February 2008 at 6.30 p.m.

(Venue – Civic Hall, Leeds, LS1 1UR)

Tuesday, 8th April 2008 at 6.30 p.m.

(Venue – Belle Isle Family Centre, Belle Isle Road, Leeds, LS10 3PG)

(The meeting concluded at 8.35 p.m.)



Originator: Simon Brereton

Tel: 220 6350

Report of the LEGI Programme Manager

Inner South Area Committee

Date: 13th December 2007

Subject: Leeds LEGI Programme Update

Electoral Wards Affected:

Beeston and Holbeck
City and Hunslet
Middleton Park

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

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

Leeds City Council was one of ten local authorities successful in round 2 of the Local Enterprise Growth Initiative (LEGI) Programme. A total of £15.6m was awarded for the period January 2007 to March 2010. LEGI aims to tackle worklessness in the most deprived areas by encouraging residents to consider starting their own business and by supporting existing local businesses to survive and grow. This report updates Inner South Area Committee on the progress of the programme to date.

1.0 Purpose Of This Report

- 1.1 To update Inner South Area committee on the progress of the Leeds LEGI programme.

2.0 Background Information

- 2.1 The Local Enterprise Growth Initiative is a DCLG initiative that aims to tackle worklessness in deprived areas through enterprise. The scheme began in 2006 and was open to those English local authorities designated as Neighbourhood Renewal Areas. Leeds' application was not one of those supported in the first round (the only successful authority in the region was Bradford). Round 2 submissions were submitted in September 2006 and Leeds was one of the ten successful authorities. Sheffield, Doncaster and North East Lincolnshire were the other successful applicants from the region. The total amount offered to Leeds was £15.6m to March 2010 (subject to Comprehensive Spending Review).
- 2.2 Leeds has 46,000 residents who live in Super Output Areas (areas of about 1,500 residents) that are among the 3% most deprived in the country. This is the fifth highest of all local authorities. The Leeds LEGI programme specifically targets these areas and refers to them as LEGI Target Areas. The programme aims to achieve 75% of its outputs from these areas. The remaining 25% of outputs are to be achieved in the Sphere of Influence which is a roughly circular border around the inner city area.
- 2.3 The Leeds LEGI programme targets are:
- To establish 550 new businesses;
 - To support 650 existing businesses;
 - To attract 75 new businesses;
 - To create 1,100 new jobs
 - To engage with 6,000 people about enterprise.

3.0 Main Issues

- 3.1 As part of the Local Area Agreement, the LEGI programme is subject to strict rules on budgetary carry-forward and on capital and revenue spend. The overall budgets are as follows:

	2006/07	2007/08	2008/09	2009/10	Total
Revenue	130,000	3,520,000	3,690,000	3,560,000	10,900,000
Capital	450,000	1,250,000	1,500,000	1,500,000	4,700,000
Total Available	580,000	4,770,000	5,190,000	5,060,000	15,600,000

- 3.2 Opening Catalyst Centres, the key element of our successful bid and a major factor in securing our funding from government, has been the key priority for early commissioning, and this has necessitated converting £1.3m of the 2007/08 revenue budget to additional capital. The budget for 2007/08 is now fully committed, while in

the two coming years there is a total of £1.7m revenue and £2.8m capital yet to allocate.

- 3.3 The LEGI Programme Board has considered its priorities for investing the remaining funds, mindful of the themes and targets set out in the bid, and has agreed the following:

Revenue

- the five Catalyst Centres identified in the bid (Harehills, Beeston, Chapeltown, east Leeds, west Leeds)
- Enterprise Prospectors - the “Street Walker” roles outlined in our bid
- a toolkit of Enterprise Awareness and outreach products for use in LEGI communities
- one sector academy

Capital

- investment in a west Leeds enterprise centre
- investment in Belle Isle/Middleton
- potential investment in a new live music centre in Holbeck
- investments in the network of Development Trusts which underlie much of the programme.

4.0 Implications For Council Policy and Governance

- 4.1 Of the 31 Super Outputs Area that make up the LEGI Target Area, nine are in Inner South area.

- 4.2 With the exception of the Development Trust and Catalyst Centre projects, which by their nature are area specific, all LEGI projects cover the whole Sphere of Influence area. Specific South Leeds projects are:

- Middleton/Belle Isle Development Trust - South Leeds Health for All Leeds have been offered development funding to investigate the feasibility of establishing an enterprise focused development trust in South Leeds;
- Tiger 11 - LEGI is currently providing approximately £1.2m in capital and revenue support to Tiger 11, which is developing the former Hillside School as an enterprise and community centre for Beeston Hill.
- Beeston Hill Catalyst Centre - a pilot centre, run by the Camberwell Project, is currently operating from a container at the Tiger 11 site. Negotiations are in progress with the Camberwell Project with a view to establishing the full catalyst centre when the Tiger 11 building opens next summer.
- Re’new are coordinating a development project looking at the possibility of providing a new live music centre based at Old Chapel studios in Holbeck and to be run by the Holbeck Music Trust.

5.0 Legal and Resource Implications

- 5.1 The 2007/08 budget is fully committed. Any new projects will not be able to begin until April 2008.

6.0 Conclusions

- 6.1 The Leeds LEGI programme is progressing at a rapid pace. Higher than anticipated capital funding has been necessary for 2007/08 but subsequent years are expected to be in line with original forecasts.

7.0 Recommendations

- 7.1 Inner South Area Committee is requested to note the contents of this report.



Originator: Sarah May

Tel: 39 51306

Report of the Director of Environment & Neighbourhoods Directorate

Inner South Area Committee

Date: Thursday 13th December 2007

Subject: South Leeds Community Centres Lettings & Pricing Policy

<p>Electoral Wards Affected: Beeston & Holbeck City & Hunslet Middleton Park</p> <p><input checked="" type="checkbox"/> Ward Members consulted (referred to in report)</p>	<p>Specific Implications For:</p> <p>Equality and Diversity <input type="checkbox"/></p> <p>Community Cohesion <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 the Area Committees endorsement to the implementation of a revised Lettings & Pricing Policy. A draft version of this policy has been presented to Committee in June 2007 and a three month consultation exercise undertaken.

Processes and procedures which need to be undertaken with the Lettings Unit to ensure a smooth transition from the old policy to the revised one are also detailed in this report.

This report does not cover the future of any community facilities in the area, any efficiency savings measures that may need to be put in place or the transfer of further facilities to the Area Committee community centre portfolio.

1.0 Purpose Of This Report

1.1 This report outlines a revised Lettings & Pricing Policy which South Area Management Team proposes that the Area Committee considers implementing across its area. The report details discounts which will be applied for various types of community organisations booking community centres already or soon to be managed by Inner and Outer South Leeds Area Committees and the standard charges which are proposed to be implemented for various venues in the area.

2.0 Background Information

- 2.1 In July 2006, as part of the annual Area Function Schedule, the Area Committees became responsible for a portfolio of community buildings across their area. There were a number of responsibilities that also transferred for the Area Management Team to carry out on behalf of the Area Committee, these responsibilities were:-
- Liaising with users, user groups, local members and management committees on issues related to centres in their area
 - Developing proposals for re-shaping the portfolio in the area
 - Developing capital schemes and funding packages
 - Monitoring the service level agreement with City Services for centres in their area and monitoring capital and revenue budgets
 - Ensuring that leases and licences are in place and reviewed periodically
 - Developing, implementing and overseeing the administration of a new schedule of pricing and discounts for centre usage
- 2.2 An initial delegation of nine community centres was given to the South Area Committees – Four in Inner South and five in Outer. Of these facilities only two are directly managed, six are leased* to community associations / used as operational bases for other Council Departments and one is currently managed on a key holding basis*. The portfolio is shortly due to increase when an additional 10 facilities will be transferred under the Area Committee's responsibility – this breaks down to three additional centres in Inner South and seven in Outer South.
- 2.3 To drive forward the key responsibilities asked to be carried out in terms of the management of Area Committee facilities, Area Management Teams across the city have been asked to re-visit previous work carried out on the development of a revised community centres letting policy to ensure that it is appropriate to each area.
- 2.4 In June 2007, a report was presented to Area Committee on a draft Pricing and Lettings Policy. This draft policy was based on previous work which had been undertaken on the development of a city wide pricing and lettings schedule. Following on from that report, a three month consultation exercise was undertaken – information was sent to all registered users on the Lettings Unit database, details were displayed in community centres and libraries and the policy was discussed in community centre sub committee meetings. Between July and October, only six responses from user groups across South Leeds were received – comments from those users who replied are attached at Appendix 1. The next section of this report outlines the details of the standard charging bands requested to be implemented and the various levels of discounts that will be available for different types of user groups.

3.0 A revised pricing structure for community centres in South Leeds

- 3.1 A draft pricing structure was presented at the June Area Committee meeting. This draft pricing structure was based upon existing costs to use Council community centres, a benchmarking exercise which was undertaken to look at other types of buildings available for hire in the south locality and costs were also altered to reflect inflation and rising costs of utilities. Following on from discussions with colleagues from other Area Management Teams, Facilities Management, Lettings Unit and

* Belle Isle Foundation, Cranmore & Raylands, Middleton Skills Centre and three Outer South Centres

* Watsonia Pavilion

Regeneration Partnerships Team, the standard charges which Area Committee are being asked to endorse the implementation of are as follows:-

Room Band	Standard Charge for Leeds City Council Directly Managed Buildings in South Leeds
Band A - Large, typically up to 40ft X 40ft (1600 sq ft)	£25.00
Band B - Medium, typically up to 30ft x 30 ft (900 sq ft)	£18.00
Band C - Small, typically up to 20ft x 20ft (400sq ft)	£12.00
Band D – Kitchens	£5.00
Band E – Store rooms	Subject to negotiation

- 3.2 Minimal use of a kitchen (e.g. to make refreshments for a meeting) will be included in the standard charge. More extensive use will be covered by booking a kitchen under the Band D charge rate. Some groups use storage facilities on a permanent basis and it is felt that a charge could be implemented for the use this service to any commercial or profit making organisations using our centres.
- 3.3 It has been agreed that for a smooth transitional period and for Lettings Unit to be able to manage the lettings process easier that one standard charge is required across the city. The facilities this policy will cover are:-

Inner South	Outer South
Holbeck Youth Club (to transfer)	Blackburn Hall (transferred 1/7/06)
Old Cockburn (to transfer)	Gildersome CC (to transfer)
St Matthews CC (to transfer)	Lewisham Park CC (to transfer)
	Morley Town Hall four rooms (to transfer)
	Peel Street CC (transferred 1/7/06)
	Rose Lund CC (to transfer)
	St Gabriels (to transfer)
	Tingley Y&C Centre (to transfer)
	Windmill YC (to transfer)

- 3.4 As mentioned in the previous report presented in June, it is still proposed that a standard charge of £650 is levied for Weddings. Charges for security and cleaning will be additional to the £650 charge and will be apportioned on an event by event basis, as some functions may require more security and / or cleaning than others. If venues are to be used for parties, the hire rate will be the proposed standard lettings charge for any users, plus the costs for caretaking, cleaning and security provided for the function.
- 3.5 The main aim of the revised lettings policy is not to have an immense budgetary impact; it's about creating a standardised charging system for all LCC community facilities in the area, as the current policy hasn't been reviewed for over 10 years. At present, the directly managed community facilities which are the responsibility of the Area Committee, are operating within their budget parameters. Even with the possibility of some income being generated through this policy, there are still high levels of backlog maintenance costs that need to be addressed. The income will assist with the running costs associated with the buildings in the area, and if, where possible; go towards some enhancements to the facilities we have to offer.

3.6 Applications from commercial businesses will be assessed on a case by case basis and will be charged an enhanced rate for use of the community centre. It may be felt that if a business, large company or profit-making organisations who want to use community centres for activities, should be charged a higher rate than a regular community user due to their financial status and revenue generating ability. It is suggested that office space within community centres could be promoted to businesses. Any revenue generated through this would be used to subsidise community lettings or used to improve the buildings further. It will be ensured that there will be sufficient space within the facilities for the provision of community use if a business requests to use one of the facilities for a base.

4.0 A revised discount policy for community centres in South Leeds

4.1 Complimentary to the standard pricing structure is the discount policy. The discount will be apportioned dependant on the type of activity which is being provided to the community. This is detailed in Appendix 2. We are aware that further work needs to be undertaken to make the criteria of the user groups more specific and prescriptive to ensure that the discount policy is not open to abuse by groups who may not receive a discount and have the ability to pay lettings charges.

4.2 One area that has been changed from the draft policy presented in June, is the section on activities for young people. There has been a number of questions raised about the rationale for charging voluntary youth groups such as uniformed organisations, like scouts and brownies, but not charging a statutory provider like LCC Youth Service for use of rooms within community facilities. The discount policy has been amended to reflect these concerns. It is proposed that when work is undertaken on firming up the criteria and definition for each type of user group, that a caveat be included for all free users, not just those for youth activities, that if a group is found to be making a profit or receiving a high level of income from the activities that they are running, they will be required to make a contribution towards lettings fees. The detailed definitions for each group will be discussed at Community Centres Sub Committees to ensure that members are happy with the terms used.

4.3 It is also suggested that if groups are unable to pay any of the lettings fees outlined, they can request for a subsidy from the Area Committee. It is suggested that a lettings subsidy would be granted in exceptional circumstances only. Area Committee would not be asked to cover the subsidy through its Area Well Being Budget but through the offset of the costs against operational budgets for each facility.

5.0 Implementation process

5.1 Various actions need to be undertaken to ensure the implementation of the revised Lettings and Pricings Policy is efficient and effective as possible. Discussions are already underway with the Lettings Unit with regards to the development of a database which will automatically calculate the level of discount based upon the type of the users group. We are aware that further work needs to be undertaken to make the criteria of the user groups more specific and prescriptive to ensure that the discount policy is not open to abuse by groups who may not receive a discount and have the ability to pay lettings charges.

- 5.2 We also aim to put a poster up in each community centre so groups are fully aware how much they would be expected to pay in rooms within that facility. We will be making the process as transparent as possible and clear for users to understand.
- 5.3 Another action South Area Management Team will undertake is to look at redesigning the current lettings forms. Feedback from community centre sub committees has been that the form is complicated and not easily understood. Agreement has been given by the Letting Unit and Facilities Management for this process to be reviewed as part of the implementation of the revised policy.
- 5.4 We are aware that this will all take time to complete and ideally would want to have all processes in place and active from 1st April 2008 but it may not be possible to do so. We will aim to have as much of this work complete by this date but it is anticipated that the new system will go live for new users of community facilities from Summer 2008 and all other users existing bookings will be transferred over to the revised pricing and lettings policy by October 2008, when lettings granted in April are up for renewal.
- 5.5 If there are any disputes from users over the level of discount groups receive, this will be dealt through the Council's Corporate Complaints Procedure. It is anticipated that a disputes resolution policy will be developed for the lettings process over the next few months alongside the new lettings database and revised lettings application forms.

6.0 Implications For Council Policy and Governance

- 6.1 The range of community centre issues detailed in this report fit with agreed Council policy and governance arrangements.

7.0 Legal and Resource Implications

Legal

- 7.1 At this stage there are no new legal implications arising from the contents of this report.

Resources

- 7.2 There could be some budgetary impact in terms of increased or even reduced income for community facilities. Any increased income will be re-invested into the buildings to make them of a higher standard for all users. If the income levels were to fall, efficiency saving measures would have to be explored to see how these costs could be recovered.
- 7.3 In terms of staffing resources, an officer from the Area Management Team will oversee the implementation of the new policy with the Lettings Unit, who will still be responsible for the management of lettings for all directly managed community facilities across the city.

8.0 Recommendations

- 8.1 The recommendations for this report are as follows:-

- For the Area Committee to note this report
- Area Committee to endorse the revised Pricing and Lettings Policy to be implemented across the area.
- Any alterations to the policy to be discussed and considered by the Community Centres Sub Committee, who have delegated responsibilities from this committee, and then reported back to future Area Committee for final approval.
- An indicative implementation date of 1st April 2008 to be agreed. If this date cannot be achieved, the policy will be implemented as soon as operationally possible.

Responses from Consultation on Draft Pricing & Lettings Policy

Centre Used	Group / Organisation	Comments
Peel Street	Chatroom	<p>We are a group of people who have had or in most cases still do have mental health problems. We meet weekly to support each other in a local setting and to help reduce social isolation and promote inclusion in the local community.</p> <p>We have been able to apply for some financial help from Leeds Mind. However, this is not a guaranteed amount and we would be very concerned about having to pay regular rental fees. Are we eligible for discounts? Can we appeal against charges? We are obviously anxious as we don't want to lose what for many members is our only social time.</p>
Gildersome Youth Club	4 th Morley (Gildersome) Scout Group	<p>We very much oppose charges being made for Beaver, Cub and Scout usage of the above premises. We are a non profit making organisation providing a community service at no cost to LCC. We make a valuable contribution to the youth in our area and fill a gap unsupported by local government. Subscriptions which are charged to members cover annual fees imposed by our district, county and national headquarters, primarily to cover insurance costs. Activities are paid for separately and by fund raising events. Effectively therefore our service is non charging and open to all. The proposed charges are well in excess of subscriptions we currently receive.</p>
Tingley Y&C Centre	Tingley Brass Band	<p>We have been using the centre now for what must be 25 years and to my knowledge there has been no charge. We have around 35 members, 23 attend our mid week rehearsal and 12 attend the training band on Saturday morning. Age ranges are from 7 to 75 coming from the local community. It does concern the committee that we may have to pay for the Saturday morning session that we have as this attended by 12 members (we would like more). This session is crucial to the development of new players, mostly youngsters, from junior schools, who would find it too late to attend mid week due to early bed times. Our members pay less than £1 per week which contributes towards a very high insurance bill, new music loan of instrument. We would ask that any charges be waived.</p>
Old Cockburn Youth Centre	Leeds Gospel Fellowship	<p>We have been using the Old Cockburn Youth Centre since April and pay £17ph for hall rental and £9ph for staffing – this is a total of £26ph for two and an a half hours every Sunday. From your new proposals what band is old Cockburn youth centre in? We don't benefit from any discounts on a weekend. You mentioned approved key holders. Let us know the Council's definition of an approved key holder.</p>
Tingley Y&C Centre, Morley Town Hall	DAZL	<p>I am unhappy with the new charging policy. DAZL are running over five groups in community and youth centres which will be adversely affected.</p>

Gildersome Youth Club		<p>While we charge a small amount (£1 per session) this in no way even covers the tutor costs of the dance sessions, let alone leaving income for room hire. We believe that increasing the cost of the session will exclude the most deprived young people who are our key target. Can this charge be viewed as subs? Will the Area Committees have increased funds to cope with this? Seems quite problematic to our work and I object to the new plan.</p>
	4 th Morley (Gildersome) Cubs	<p>I currently have a letting for 2hrs per week for cubs. Looking at your proposed charges I could be paying up to £40 per wk, depending on what you class as a large room. I have a maximum of 24 children at any one time. This would mean a charge per child of £1.66 per week. Currently subscription is charged which covers the membership of the scouts association and costs of all equipment used at pack nights (e.g. crafts, etc). All adults involved in scouting are volunteers who provide activities for young people from all backgrounds regardless of age, race, religion or sexuality. All money charged is used for the benefit of the young people. If these charges were introduced, I may have to look for other premises.</p>

South Leeds Community Centres Letting Policy – schedule of charges and discounts

Room Band	Standard Charge for Leeds City Council Directly Managed Buildings in South Leeds
Band A - Large, typically up to 40ft X 40ft (1600 sq ft)	£25.00
Band B - Medium, typically up to 30ft x 30 ft (900 sq ft)	£18.00
Band C - Small, typically up to 20ft x 20ft (400sq ft)	£12.00
Band D - Kitchens	£5.00
Band E – Store rooms	Subject to negotiation

The table below outlines the proposals for discounts for community centres pricing and lettings policy in South Leeds. The table also provides details of any potential impact the revised pricing schedule could have upon users of the facilities;

Type of User	Current Standard Charges	Standard Charges	Impact	Comments
Adult Learning Covers: Adult education activities and use by colleges	Varies from no charge, to discounted rate to standard charges.	£2.50 per room per hour Monday to Friday. College block bookings would incur a charge based on proportion of space taken. £10 per room per hour at weekend/council holiday usage of rooms.	Proposals already implemented with Colleges. Non-college use isn't very extensive and charges are modest.	<ul style="list-style-type: none"> Wide variations in pricing at present. Links clearly to proposals for charging colleges, introduced from Sept 2005 following negotiations with the colleges. <p>Example of charge: Weekly 2 hour session over 30 wks 30 x 2 x 2.50 = £150 p.a. Based on a session with ten people this equates to £15 per person over the year or 50p per session.</p>
Centre Management Committees	No charge.	No charge Monday to Friday. £10 per room per hour at weekends/council holidays.	Typically meet Mon – Fri at present so will still have free use.	<ul style="list-style-type: none"> Committees would be asked to demonstrate that they were meeting local community needs and seeking opportunities to promote the centre to all local communities in the area.
Community Meetings Covers: Communities of interest group meetings, community engagement activities, community	Varies from no charge to discount to standard charge.	£5 per room per hour Monday to Friday. £10 per room per hour at weekend/council holiday usage of rooms.	Much of this type of activity currently isn't charged but depends in some cases what groups have put on lettings forms.	<ul style="list-style-type: none"> Links to City Council/Leeds Initiative policy to support community engagement and civic renewal. Recognises that many groups have modest funds.

<p>forums and surgeries for Councillors and MPs.</p> <p>Examples: tenants and residents associations, Black and Minority Ethnic groups, disabled people's groups, neighbourhood watch, Parish Councils, political meetings of registered political groups.</p>			<p>Groups meeting frequently could approach the Area Committees for support and request a discount if they don't have the means to pay charges.</p> <p>Some groups don't meet very often e.g. every two months, every quarter so amount to pay is very low.</p> <p>Existing use for members surgeries and political meetings is quite low.</p>	<ul style="list-style-type: none"> Some groups charge a membership fee and undertake fundraising activities. City Councillor surgeries to be booked and paid by Member Services. Groups would be able to approach the relevant Area Committee for support through their small grants scheme if not able to pay a modest contribution to centre running costs. Relevant legislation applies for political meetings close to elections. <p>Example of charge: Bi-monthly meeting for 2 hours. 6 x 2 x £5 = £60 p.a.</p>
<p>Commercial Use</p>	<p>Enhanced standard charges</p>	<p>Each lettings application from a commercial business will be reviewed on a case by case basis – if businesses who generate significant amounts of income request to use a community facility, higher charges may be applied. If not, the business will be charged the standard lettings rate</p>	<p>Very little commercial business use at present</p>	<ul style="list-style-type: none"> Could look at encouraging commercial businesses to consider using community centres as an operational base – this would therefore generate additional income and be able to be used to subsidise lettings further. It would be ensured that if any business was wanting to use a community centres, there was sufficient space for community activities to still take place.
<p>Council Departments/ Other Agencies</p> <p>Covers: Delivery of council services not covered in</p>	<p>Some uses are charged e.g. polling station usage.</p>	<p>Standard charges</p>	<p>There is currently a charge for polling station use – this would be apportioned at a flat rate of £500.</p>	<ul style="list-style-type: none"> Not clearly included in current policies. Use by the Area Management Team would be free of charge

<p>other categories of use.</p> <p>Examples: Polling Stations, Delivery of educational programmes out of school settings</p>	<p>Varies from no charge to discount to standard charge.</p>	<p>Standard charges.</p>	<p>Some of these groups currently pay standard charges so will not see a significant difference (mainly those using previous Leisure Service centres and weekend use).</p> <p>Many of these groups are private providers e.g. Weightwatchers, Slimming World and have benefited from free use of some centres.</p> <p>There will be winners and losers in this group because of the way the current policies work e.g. a belly dancing class in one centre has been charged but a line dancing class in another is free.</p> <p>Standard charges are competitive with non-council providers.</p> <p>Activities for younger people and older people</p>	<p>Some groups pay and are content with charges and the need for review.</p> <p>Some private operators are benefiting from the current policy for some centres which makes them much cheaper or free compared with other venues.</p> <p>Example of Charge: Weekly 2 hour session over 50 weeks in a small room. 50 x 2 x 10.00@50% = £500 p.a. Based on a session with 10 people this equates to £50 per person over the year or £1 per session.</p>
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	<p>Older Peoples' groups (60+)</p> <p>Examples: luncheon clubs, games sessions</p>	<p>No charge Monday to Friday. Standard charges at weekends.</p>	<p>No charge Monday to Friday.</p> <p>£10 per room per hour at weekends/council holidays.</p>	<p>are not affected by these charges – reflecting corporate priorities.</p> <p>Will mainly stay the same without any charges.</p> <p>A small number of groups meet at weekends so will have to pay, request a reduction from the Area Committee or move activities to another day.</p>	<ul style="list-style-type: none"> The group would be asked to demonstrate how the activity was meeting local needs for older people. These arrangements would also apply to intergenerational activities which bring young (0-19) and old people (60+) together. Games activities involving prize giving – e.g. Bingo – will need appropriate licences. <p>Same as current policy.</p>
<p>Performances & rehearsals</p> <p>Covers: Amateur productions by community and voluntary organisations.</p>	<p>Performances charged at the hourly room rate.</p> <p>Rehearsals charged at 50% of the hourly room rate.</p>	<p>Performances charged at the hourly room rate.</p> <p>Rehearsals charged at 50% of the hourly room rate.</p>	<p>Performances charged at the hourly room rate.</p> <p>Rehearsals charged at 50% of the hourly room rate.</p>	<p>No significant change.</p> <p>Some large rooms will be a bit cheaper.</p>	<p>Same as current policy.</p>
<p>Private functions</p> <p>Covers: Weddings, Parties</p>	<p>Weddings are charged at a standard rate of £450 plus additional charges to cover extra caretaking and cleaning requirements.</p> <p>Other private functions are charged at the standard hourly rate.</p>	<p>Fixed rate for weddings of £650 per booking to cover all costs.</p> <p>Standard charges for room hire for other functions. Additional charges as appropriate based on costs of any extra services needed for the function – security, caretaking and cleaning.</p>	<p>Parties, fashion shows, weddings etc will generally pay more as costs will seek to cover the full costs of services provided.</p>	<p>Prices will be based on standard room charges and will seek to cover the full costs of any additional services provided e.g. for large wedding functions when additional caretaking and cleaning is required.</p> <p>Weddings will be charged £650 plus any additional staffing costs.</p>	<p>Prices will be based on standard room charges and will seek to cover the full costs of any additional services provided e.g. for large wedding functions when additional caretaking and cleaning is required.</p> <p>Weddings will be charged £650 plus any additional staffing costs.</p>
<p>Registered charities</p> <p>Covers: meetings, forums, fundraising events</p>	<p>No charge to standard charge.</p>	<p>50% discount on standard charge Monday to Friday.</p> <p>Standard charges at weekends/council holidays.</p>	<p>50% discount Mon – Fri makes rooms competitive with non-council venues.</p>	<p>50% discount Mon – Fri makes rooms competitive with non-council venues.</p>	<p>Wide variations in pricing at</p>
<p>Young people – Under 19.</p>	<p>Varies from no charge, to</p>	<p>£2.50 per room per hour Monday</p>	<p>Not always clear at the</p>	<p>Wide variations in pricing at</p>	<p>Wide variations in pricing at</p>

<p>Charged activities. Examples: sports clubs, martial arts</p>	<p>discounted rate to standard charges.</p>	<p>to Friday for small and medium rooms. £10 per room per hour for large rooms and weekend/council holiday usage of rooms.</p>	<p>moment if there is a charge for users. It is known that there are a number of private providers benefiting from free room hire but charging children for activities e.g. sports, martial arts. Charges per hour kept low to reflect that some providers, e.g. playgroups meeting several days per week, are trying to keep costs low for families. If groups don't feel they could pass on these modest room hire charges they could approach the area committee for support.</p>	<p>present. • Some groups are charging for activities in rooms which are currently being provided without charge. • Each group would need to ensure it has a child protection policy. • Groups could approach the relevant Area Committee for support. Example of charge: Mon- Fri sessions for 2 hours over 30 weeks. 30 x 2 x 5 x 2.50 = £750 p.a. Based on a session with ten people, the cost per session is 50p per person.</p>
<p>Young people – Under 19. Non-charged activities (e.g. pre-school activities, Mums & Tots Groups, Brownies / Scouts, Out of School Clubs, Youth Service programmes, voluntary/community organisations running programmes which do not incur any session charges to users).</p>	<p>No charge.</p>	<p>No charge Monday to Friday. £10 per room per hour at weekends/council holidays.</p>	<p>There is much use of this type and mainly Mon – Fri at present so will not incur any charges.</p>	<p>• Many voluntary organisations do not have specific budgets to pay for room hire. • Each group would need to ensure it has a child protection policy. • Organisation would need to demonstrate it has child protection policies and meet local youth provision needs. • If youth service are using community centres as an operational office base, a service charge will be apportioned based on square</p>

					metreage of space used. A formal agreement would also be drawn up for the use of the space as an office base.
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Originator: Sally Coe

Tel: 2760837

Report of the Out of School Activities Team

South (Inner) Area Committee

Date: 13 December 2007

Subject: Breeze on Tour Focus on Inner South

Electoral Wards Affected:		Specific Implications For:	
<input type="checkbox"/>	Ward Members consulted (referred to in report)	Equality and Diversity	<input type="checkbox"/>
		Community Cohesion	<input type="checkbox"/>
		Narrowing the Gap	<input type="checkbox"/>
Council Function	<input type="checkbox"/>	Delegated Executive Function available for Call In	<input checked="" type="checkbox"/>
		Delegated Executive Function not available for Call In Details set out in the report	<input type="checkbox"/>

1.0 Purpose of This Report

To provide information, on the number of local young people accessing the Breeze on Tour event at Cross Flatts Park.

To identify the movement of young people from the local mini breeze events to the main Breeze on Tour event.

To look at the figures for young people from across the City accessing the Cross Flatts event and Young People from the South of the City accessing other Breeze on Tour venues.

To recognize that Breeze is not the only Summer event within the area but, is an opportunity for young people to get together at a large open air free festival and to learn of other year round activity opportunities.

2.0 Background Information

Breeze on Tour and the Mini Breeze have completed its 4th year this summer attracting a record number of young people, 15,518 in total.

- The objectives of Breeze on Tour are to provide accessible activities for all young people.
- To promote the range of services available to young people in the local area. Both statutory and voluntary.

- To provide diversionary activity and engage with vulnerable and at risk young people.
- To offer young people something to do across the city that was both physically and mentally challenging to engage all young people not just those interested in physical activity
- To focus on targeting young people into mainstream activities for all.
- To give equal access to the range of mobile equipment purchased through the LCC capital purchase scheme.
- To raise / promote the Breeze brand as the umbrella for all LCC activities to young people through mass participation.
- To offer opportunities for a wide range of groups to access provision.
- To give young people the opportunity to try new, exciting and fun activities.
- To encourage young people to travel around the city and experience other communities

The mini Breeze initiative was devised in response to a need to programme extra activities into sensitive areas following the 7/7/2005 bombings. Small parks venues were identified near to isolated communities who were either suffering the effects of media and police attention, or possible back lash BNP activity. Since 2005 the location for these events have also been guided through Community Safety Priority Areas which link where there is low take up of activity and Breeze card and low representation at the main Breeze on Tour festivals within each area

A breakdown of the figures are on Appendix 1

These include Breakdown of the attendance at the Mini Breeze and Breeze on Tour events in the South by Age, Ethnicity and Gender we also looked at the movement of young people to other Breeze on Tour festivals across the City.

At each main Breeze event we provide a range of activities for all young people aged 0 – 19, the event has the capacity to grow each year and we particularly seek support from agencies to offer information or activities that young people can continue to undertake after the events.

Play zone (under 5's) Inflatables and fun arts and crafts activities, delivered by Leeds Play Network street play team

Information Zone, broad range of information from local and city wide organisations, including Beeston Sure Start, ASHA, South Leeds Health for All, Beeston Bronco's Rugby, Sports Zone, STRIKER coaching sessions, Fun football inflatables, 5 a side, activities from Sports Bodyline gym.

Challenge Zone fun inflatables

Main stage performances and bands.

Fair ground rides (Charge)

Army Climbing tower

Rock Wall

Trampolines (charge)

Range of Arts Activities

3.0 Main Issues

Within South Leeds we have the lowest attendance at both Breeze on Tour and the Mini Breeze events across the city. This has been the case for the past 2 years. It is also clear from the figures that young people from across the South do not attend other area events as much as their peers from other areas. Young people across the city who attended the mini breeze in the main attended one of the main Breeze

Festivals, however in South yet again the movement of young people from mini Breeze events to the main festival was low.

Middleton Park Mini Breeze event

LS10 74

LS11 4

Cross Flatts Breeze Festival

LS10 152

LS11 870

One of the strengths of the monitoring of attendance through use of the Breeze card gathering the level of information and presenting this transparently are we able to identify trends, analyse possible reasons for low take up both of the provision and the use of the Breeze Card and work with partners to address this.

- 3.1 There is recognition that the South Wedge has an excellent multi agency approach to delivering activities for young people, especially this year with the production of the Summer Chill Brochure across the Inner South area. The east wedge is now looking at the model in the South to develop the approach.
Over the summer there was a fantastic number and range of activities pulled together under the Summer Chill brochure, however the monitoring and evaluation of the activities has not been as successful which makes future planning and evaluation difficult.

Currently funding is in place for a coordinator to pull together the information and develop the information available to young people especially through the brochure. This funding is only available until Summer 08.

4.0 Implications for Council Policy and Governance

To identify and discuss

5.0 Legal and Resource Implications

In order to keep improving services to young people across the area involving all agencies can only be achieved when the information, monitoring and evaluation of activities available can be processed quickly and easily to identify gaps and areas to develop either identified, by location, gender, ethnicity or age. Resources need to be found to continue this level of work and reinforce the successful multi agency approach.

As systems are developed within Council services around Breeze card there could be a potential opportunity to engage other sectors in the use of the information systems including the voluntary sector for recording and processing the information gathered through the Breeze card, to provide accurate information to be used in a whole host of way, ultimately to deliver better services to young people.

6.0 Conclusions

There are a large number of agencies delivering a broad range of activities for young people across the area.

This is complimented by the Multi Agency approach to developing and delivering holiday activities for young people that has been moving forward over the last 2 to 3

years and is ahead of other wedges in this approach, there are committed staff from all areas in getting greater access for all young people in South Leeds to a range of activities.

Without unified systems in place to monitor record and evaluate the impact of the activity sessions across the area we are unable to identify clear gaps, issues and models of good practice.

7.0 Recommendations

To recognise the work of agencies across the South in developing and delivering activities for young people and the commitment to continually improve the services available to young people.

Build on the excellent multi agency working group incorporating Breeze (the City wide brand for young people)

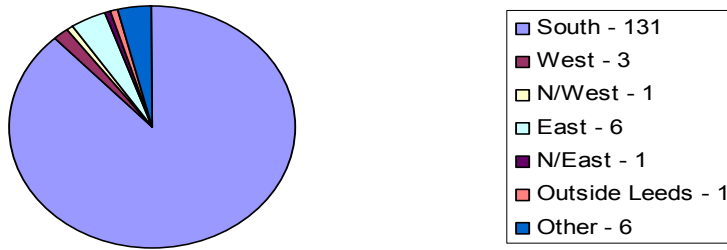
There are currently 91,386 Breeze card holders only 7,712 in the Inner South area. At a recent SLIP (South Leeds Information Project) meeting this was agreed as a positive step and stronger links need to be developed.

Assist in Identifying resources for 2008 onwards in order to maintain momentum and implement some exciting ideas through the SLIP group, linking with the central Breeze resource.

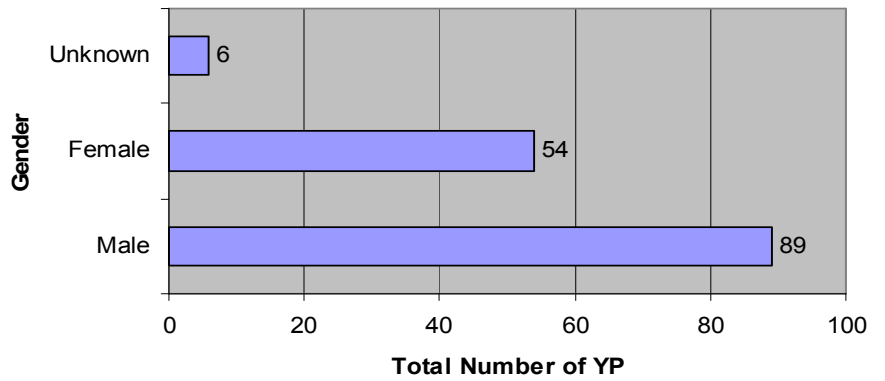
Attached Information

Breeze Attendance excel spreadsheets for all events across the city.
Break down of South Events.

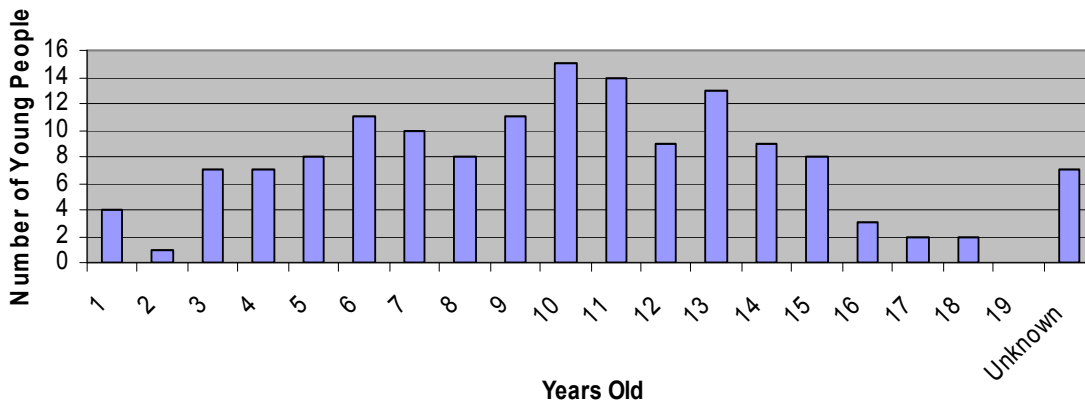
**Rose Lund Centre Mini Breeze
Area Attendance (149)**



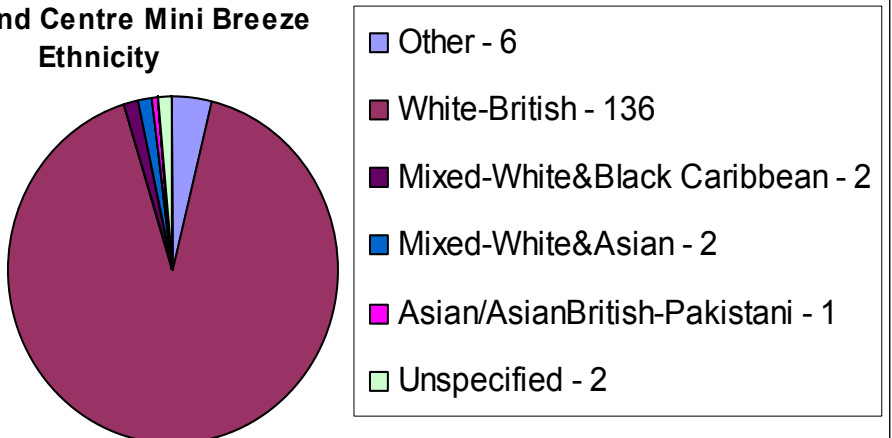
Rose Lund Centre Mini Breeze - Gender



Rose Lund Centre Mini Breeze - Age Ranges

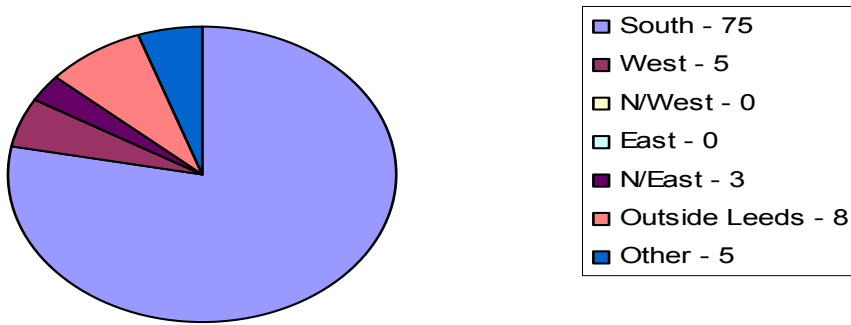


**Rose Lund Centre Mini Breeze
Ethnicity**

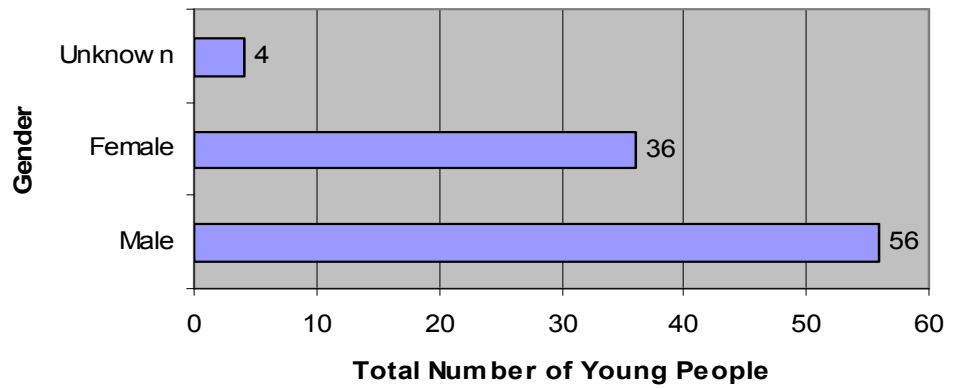


Street Lane – 11/08/07
 Total Young People: 96

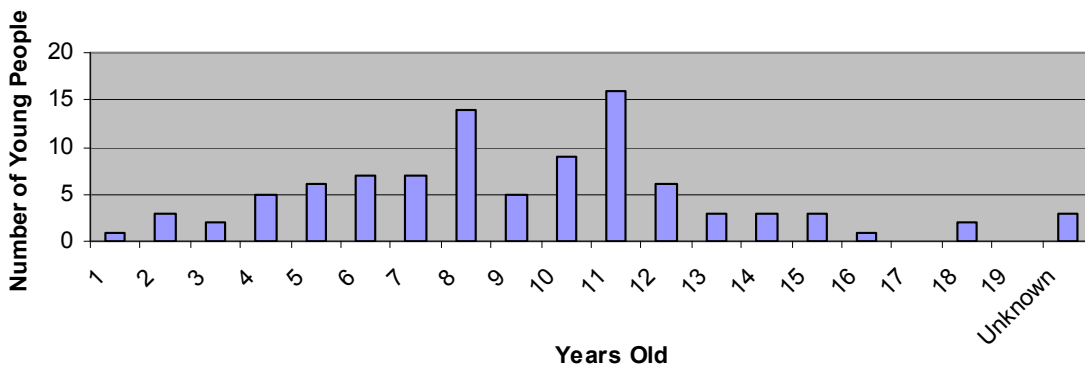
Street Lane Fields Mini Breeze
 Area Attendance (96)



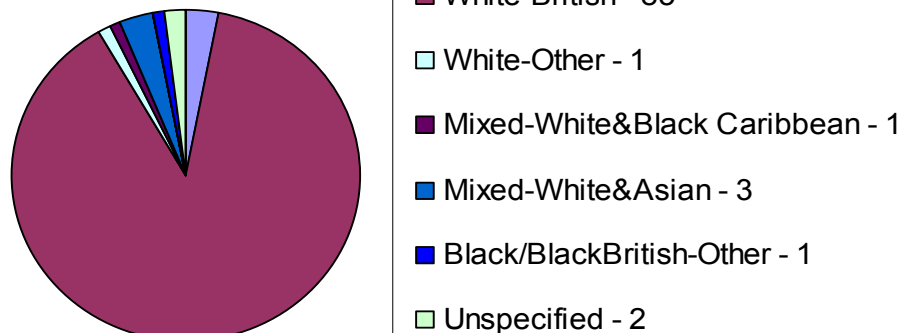
Street Lane Fields Mini Breeze - Gender



Street Lane Fields Mini Breeze - Age Ranges



Street Lane Fields Mini Breeze
 Ethnicity

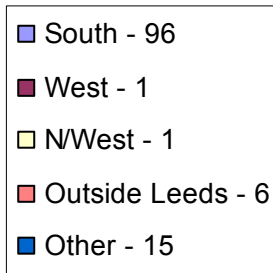
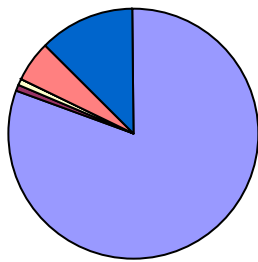


Middleton Leisure Centre – 13/08/07

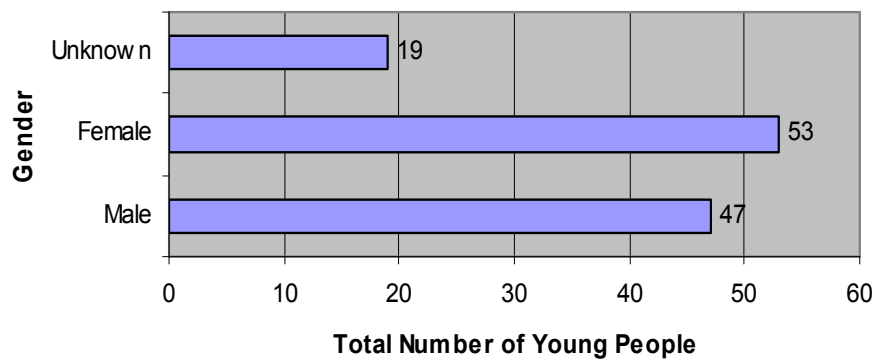
Total Young People: 119

Middleton Leisure Centre Mini Breeze

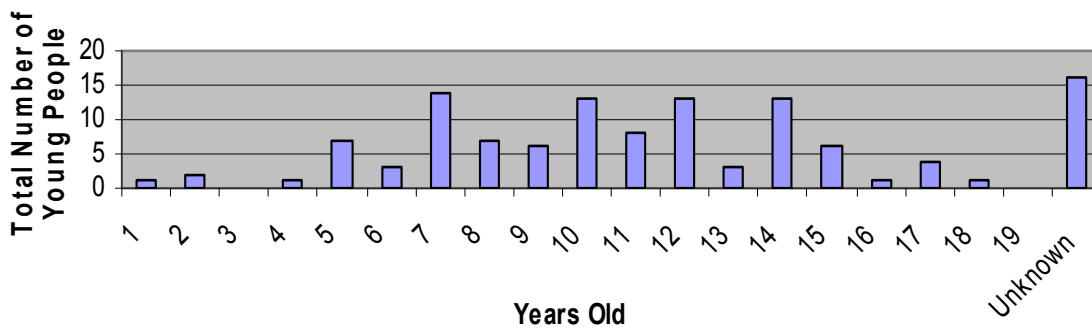
Area Attendance (119)



Middleton Leisure Centre Mini Breeze - Gender

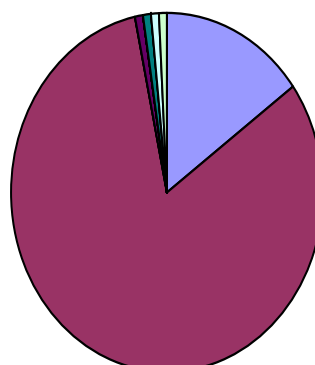


Middleton Leisure Centre Mini Breeze - Age Ranges

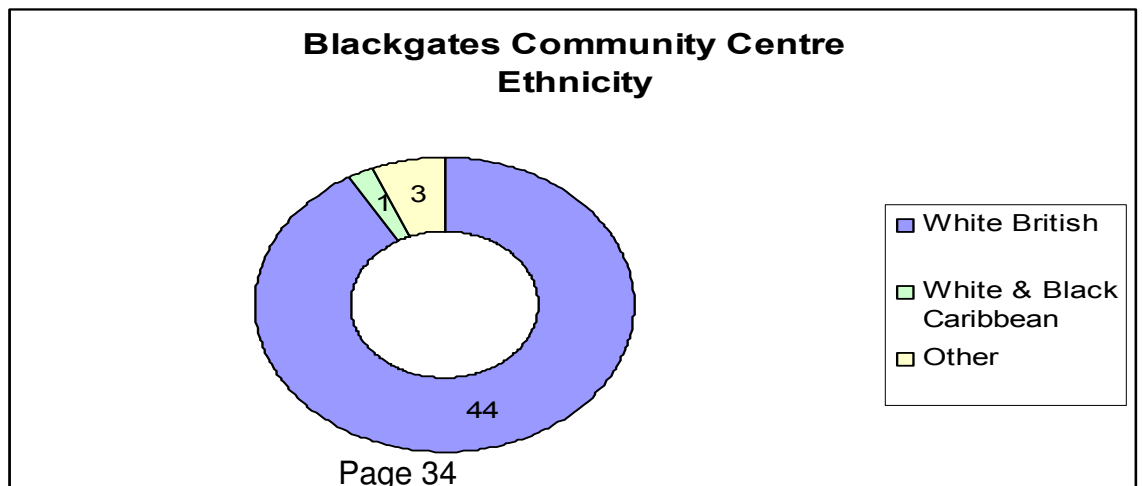
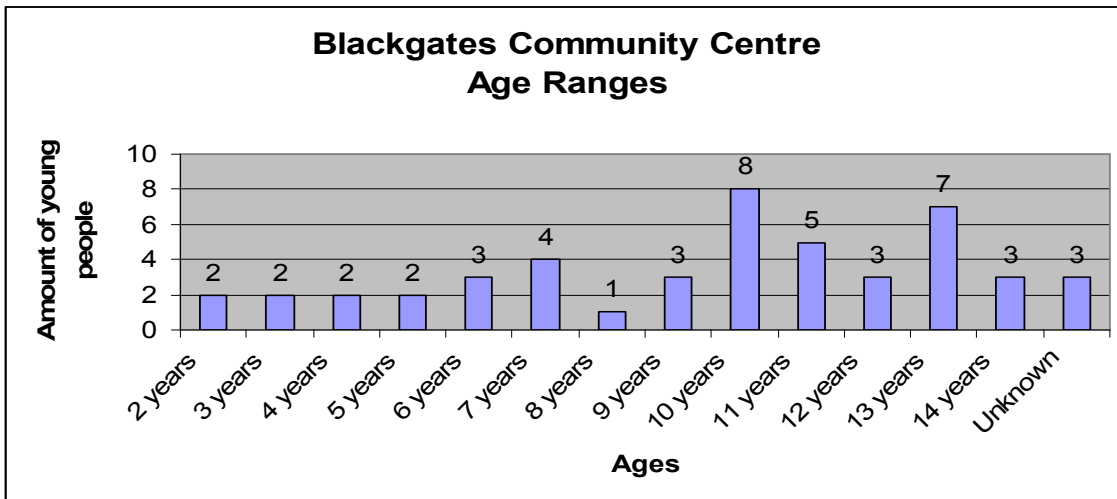
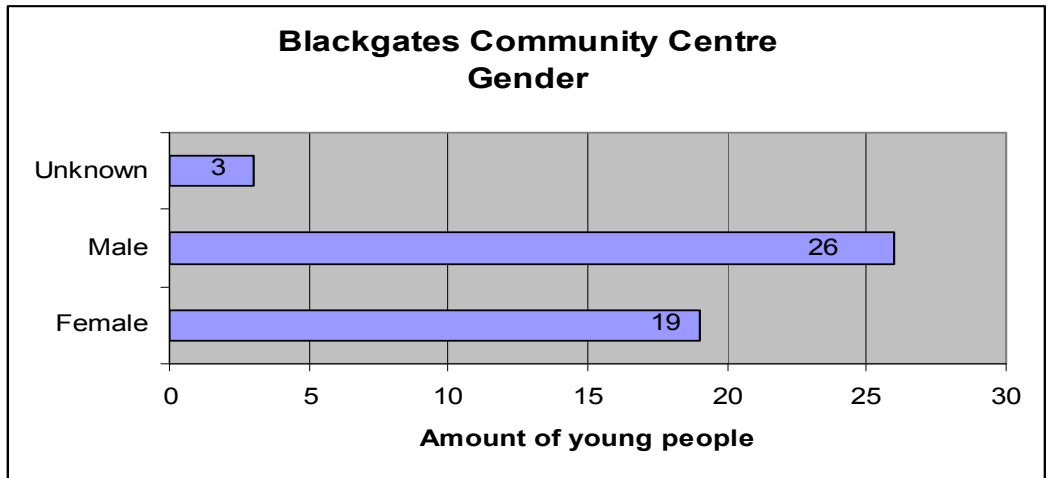
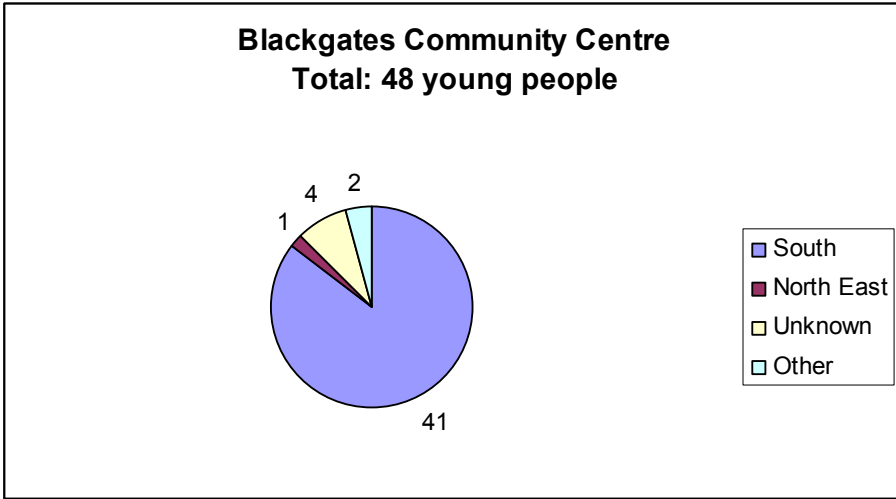


Middleton Leisure Centre Mini Breeze

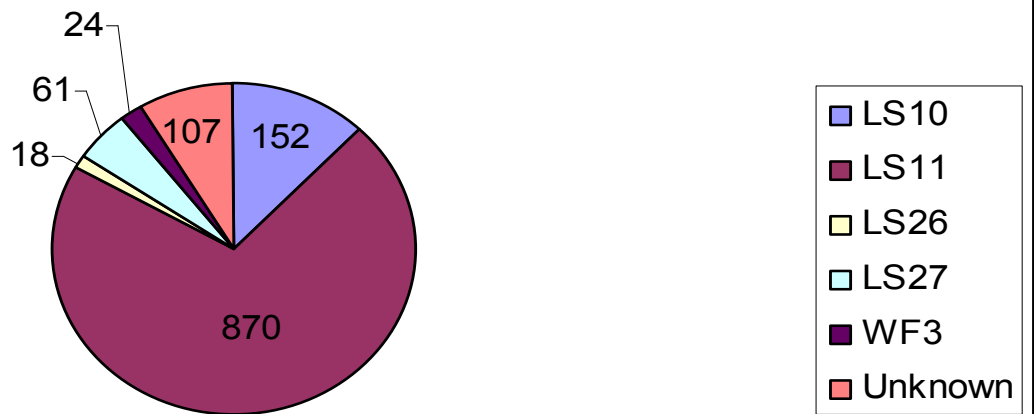
Ethnicity



Blackgates Community Centre – 14/08/07
 Total Young People: 48

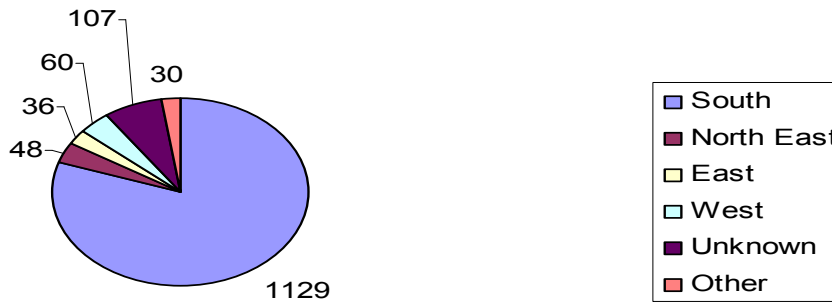


South Leeds Post Codes at Cross Flatts

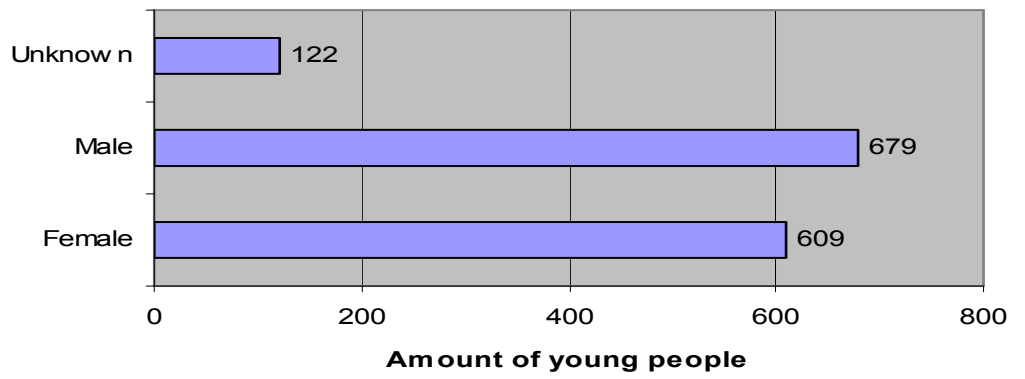


Cross Flatts Park – 15/08/07 & 16/08/07
Total Young People: 1410

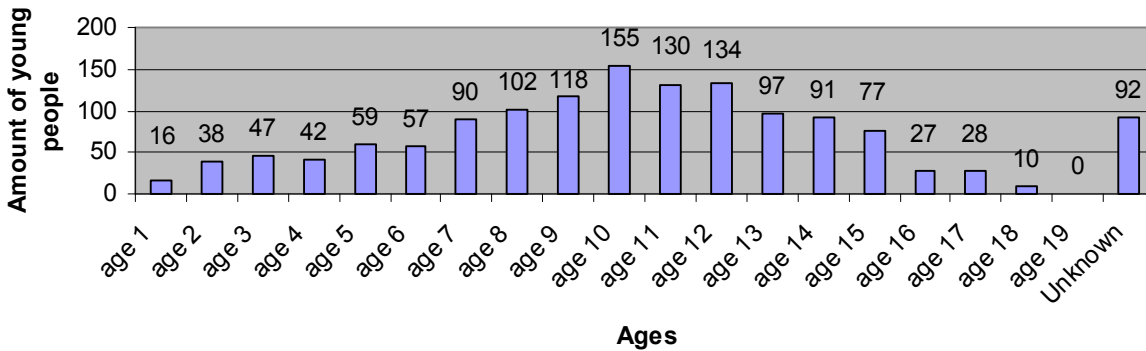
Cross Flatts Park
Total: 1410 young people



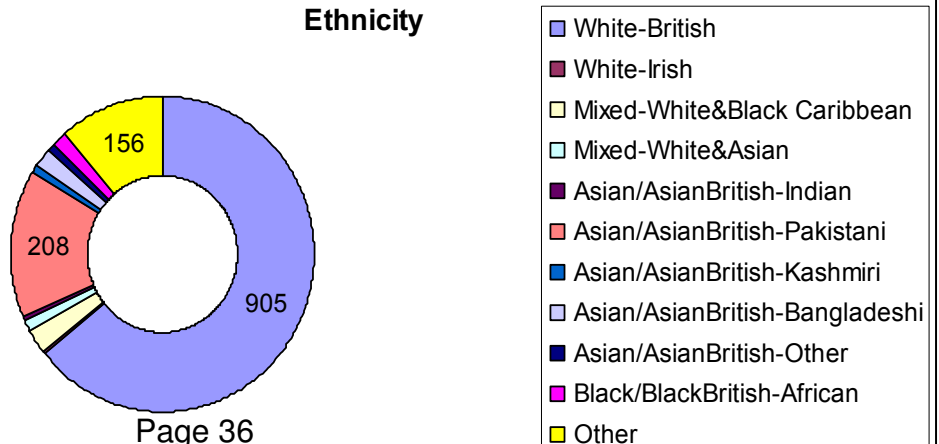
Cross Flatts Park
Gender



Cross Flatts Park
Age Ranges



Cross Flatts Park
Ethnicity



Report of the Director of Environments and Neighbourhoods

To the Inner South Area Committee

Date: Thursday 13th December 2007

Subject: I Love South Leeds Festival 2008 proposal

<p>Electoral Wards Affected:</p> <p>Beeston & Holbeck City & Hunslet Middleton Park</p> <div style="border: 1px solid black; width: 40px; height: 20px; margin: 10px auto;"></div> <p style="text-align: center;">Ward Members consulted (referred to in report)</p>	<p>Specific implications for:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;">Equality and Diversity</td> <td style="text-align: right; padding: 5px;"><input type="checkbox"/></td> </tr> <tr> <td style="padding: 5px;">Community Cohesion</td> <td style="text-align: right; padding: 5px;">x</td> </tr> <tr> <td style="padding: 5px;">Narrowing the Gap</td> <td style="text-align: right; padding: 5px;"><input type="checkbox"/></td> </tr> </table>	Equality and Diversity	<input type="checkbox"/>	Community Cohesion	x	Narrowing the Gap	<input type="checkbox"/>
Equality and Diversity	<input type="checkbox"/>						
Community Cohesion	x						
Narrowing the Gap	<input type="checkbox"/>						
<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 cover (summary) report refers to the attached detailed proposal for I Love South Leeds Festival 2008. This has been prepared by the Director of South Leeds Health for All following the request from the Area Committee meeting that took place in November and which had considered the evaluation of the 2007 Festival and options for next steps.

1.0 BACKGROUND

- 1.1 At the November meeting of this Area Committee, Members considered an overview and evaluation of the Area Committee's 'I Love South Leeds Festival 2007' which was presented by the Director for South Leeds Health For All, the organisation which managed the Festival on behalf of the Area Committee.
- 1.2 The report at the November meeting also indicated improvements for I Love South Leeds Festival 2008 should this take place and suggested some options for next steps.
- 1.3 Following consideration of the above. Members deferred the decision on how much to allocate for the Festival to the December meeting. Members requested additional information on a proposal which included costs and addressed points raised by

Members. Consequently the attached sets out a detailed proposal for the 2008 Festival.

2.0 THE PROPOSAL (in summary)

2.1 The attached proposal includes, (depending on the option chosen), organising up to five significant events, each attempting to:-

- Engage local people, (predominantly young people) in a range of arts, including music, photography, sports
- Promote community cohesion both between cultures and generations
- Involve individuals and groups not previously engaged/served by existing groups as well as those within existing groups
- Have a significant impact
- Provide value for money

2.2 The five suggested events the 2008 Festival could cover are:

- **Battle of the Bands** – for newly formed and existing music bands and music groups of all types and cultures
- **Stars in their Eyes** – ‘South Leeds has Talent’ – for children and young people
- **South Leeds Olympics** – a programme of sports and physical activity for all ages
- **Dig It!** – a project engaging young people in different projects and at different community festivals/galas in the use of *digital* technology
- **Celebrating culture and community** – engaging and celebrating the diverse communities in Inner South Leeds, culture, traditions, food, music

2.3 The attached proposal outlines three options based on 3 different costings totalling: either up to 48k (for all of the above events spread across the Wards), 34k (for 3 of the above events – one held in each Ward) or 24k (for 2 of the above events one held in LS10, one held in LS11). The costs are broken down to further detailed estimates as well as an indication of different timescales for each option.

2.4 South Leeds Health For All proposes to raise up to 12k from other sources to reduce the amount of Area Committee funds but requests the Area Committee to underwrite the amount as other funding sources are not guaranteed as yet.

3.0 CONCLUSION

The Area Committee are requested to consider the attached proposal. In order for any of the options to proceed and within the timescale proposed, the Area Committee are requested to determine the next steps for the Festival 2008 at this December meeting. Should a decision be deferred again to the next meeting (19th February) this would prove to be too short a timescale for South Leeds Health For All to make effective arrangements for the Festival.

4.0 RECOMMENDATIONS

To determine the proposal for I Love South Leeds Festival 2008 from South Leeds Health For All. In particular to express preference for one of the costed 3 options, state a preference for any or all of the proposed events and to indicate support for underwriting up to 12k of other funding which South Leeds Health For All will seek.

I Love South Leeds Festival 2008

Proposal for Inner South Area Committee

INTRODUCTION

The idea for an I Love South Leeds Festival for 2008 was discussed at the last Inner South Area Committee. A decision regarding how much to allocate to the Festival was deferred to the December meeting to enable Members to receive additional information on a proposal including costs. It was decided that any proposal should build on some of the successful elements such as the events that brought different communities together ie 'Stars in Their Eyes/South Leeds has Talent' show and the community based workshops, whilst addressing the following points expressed by Members:-

- Value for money
- Involvement of a wide range of communities – both geographical and communities of interest
- Engagement of young adults
- Improvement to attendance at any event held

This paper sets out a proposal for the Festival, which hopefully addresses all of those points.

THE PROPOSAL

It is proposed that we organise five significant events, each attempting to:-

- Engage local people, (predominantly young people) in a range of arts, including music, photography, sports
- Promote community cohesion both between cultures and generations
- Involve individuals and groups not previously engaged/served by existing groups as well as those within existing groups
- Have a significant impact
- Provide value for money

SOME OPTIONS

Below are 3 proposed options each including breakdown of costs and a brief description of what each option would involve.

1.	Option one Lasting over 8 months duration, supporting a total of five projects and leading to five major events – with at least one event held in a venue in each of the Inner south wards – that is Middleton Park; Beeston and Holbeck; City and Hunslet. All events would still be publicised and aim to draw in people from all the other wards. The events would be the icing on the cake following a range	Approximate Costs :
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	<p>of workshops and promotional activities taking place in communities in each of the Wards and culminating in a cross cultural and cross community event. The proposed projects (more details in Appendix) would be:-</p> <ul style="list-style-type: none"> • Battle of the Bands – for newly formed and existing music bands and music groups of all types and cultures • Stars in their Eyes – ‘South Leeds has Talent’ – for children and young people • South Leeds Olympics – a programme of sports and physical activity for all ages • Dig It! – a project engaging young people in different projects and at different community festivals/galas in the use of <i>digital</i> technology • Celebrating culture and community – engaging and celebrating the diverse communities in Inner South Leeds, culture, traditions, food, music <p>Option 1 for this Festival would run from January 2008 to August 2008 inclusive</p>	<p>£12,000</p> <p>£7,000</p> <p>£7,000</p> <p>£12,000</p> <p>£10,000</p> <p>Option 1 total: Up to £48,000</p>
2	<p>Option two A Festival of six months duration, supporting a total of three of the above projects (as outlined in Option 1) leading to three major events, one in each of the three wards.</p> <p>Option 2 for this Festival would run from March 2008 to August 2008 inclusive</p>	<p>Option 2 total cost: Up to £34,000</p>
3	<p>Option three A Festival of four months duration, supporting two projects leading to two major events. One event to be held in an LS11 Ward and one held in an LS10 Ward.</p> <p>Option 3 for the Festival would run from May 2008 to August 2008 inclusive</p>	<p>Option 3 total cost: Up to £24,000</p>

GENERAL POINTS ON THE OPTIONS

Timescale

If Option One were chosen, and the Festival runs from January 2008 to August 2008, there is a further option that the programme of events are held at perhaps monthly intervals from April/May through to August. As with all options, a coordinator would need to be appointed and the programme would need to be prepared and agreed as early as possible in the New Year.

Resources required

Whichever option is chosen, a Festival of this size and complexity would require a part time coordinator dedicated to the task and a budget to cover each of the events and the costs associated. It is proposed that the worker would be employed by and receive clear line management from South Leeds

Health for All. However, the worker could be guided by a Festival Steering Group, meeting regularly, with membership comprising an elected member, Area management officer, representatives from interested local voluntary and statutory agencies, and representatives from each of the geographical areas served. This would serve to ensure that as many geographical areas as possible within inner south Leeds were served equally by Festival activities. Given that the majority and possibly all of the funding would be from the Area Committee and the Area Committee has commissioned the Festival, the final say and direction of the Festival of course would be with the Area Committee with regular monitoring through the Area Management Team.

Estimated costs would include:

1. Coordinator including on costs @ S01 salary - £ 1,300 per month for 17.5 hours
2. Running costs including telephone, stationery, travel, postage - £ 300 per month
3. Publicity including production of leaflets, posters, distribution - £500 per month
4. Overheads including project, administrative and financial management, supervision, office accommodation, meeting costs - £800 per month
5. Event costs including hire of venues, prizes, sessional staff, transport, where applicable childcare, refreshments – approximate costs as indicated for each event
6. Hire of equipment including digital equipment, marquees for community festivals – costs dependent on size of marquees etc.
7. Hire of artistes/facilitators – typically minimum £30.00 per hour/session

Notes on costs:

1. These are estimated costs, which are only possible at this stage. When the programme of events is more developed, then costs will become more accurate eg. the hire of marquees, hire of venues, number of artistes /facilitators required and their potentially differing rates. We also envisage persuading the statutory and voluntary agencies/organisations involved in the Festival to commit a contribution in kind to the Festival – ie. staff time, some resources.

2. We would also envisage submitting funding applications to Awards for All and other bodies for up to £12,000 for the Festival. If successful, these would reduce the funding required by the Area Committee. However, since the success of funding applications are not guaranteed, we would appreciate the Area Committee being prepared to underwrite the estimated costs.

3. All events will require effective coordination and planning. Some events which appeared to be extremely low cost to run this year (2007) for example, the Stars In Their Eyes Competition – would benefit immensely from this. However, this does mean that they would be more expensive to organise next year since coordination, publicity and other costs are included in the estimate for the event.

See below for an additional breakdown of costs for each option and the balance between coordination, publicity and running costs and event costs.

OPTION ONE

Of eight months duration, with five projects:

Costs for coordination, running costs, overheads, publicity etc - £22,900

Costs for Programme of Events – Up to £25,100 - **Total Up to £48,000**

OPTION TWO

Of six months duration, with three projects:

Costs for coordination, running costs, overheads, publicity etc - £17,400

Costs for Programme of Events - Up to £16,600 - **Total Up to £34,000**

OPTION THREE

Of four months duration, with two projects :

Costs for coordination, running costs, overheads, publicity etc - £11,600

Costs for Programme of Events - Up to £12,400 - **Total Up to £24,000**

Conclusion

This proposal offers a clear and exciting programme of activities for an I Love South Leeds Festival 2008, if such an event were to be agreed by Members. I feel this proposed programme would engage large numbers of people, including young adults and different communities of interest and have a significant impact. It would bring people together to learn new skills, and learn about different cultures and generations, improve physical and mental health as well as providing entertainment and enjoyment and engage young people particularly outside of school.

Pat McGeever

Director, South Leeds Health for All

November 2007

Appendix One

THE PROPOSED PROJECTS : Additional information

- **Battle of the Bands** – working with local high schools ie. Cockburn and South Leeds High; youth projects and groups – as well as with other local bands and music groups in local communities; Resources required would include worker time to make contact and work with high schools and local bands/groups; provide any additional financial support required to help them form bands/groups for the final event; funding for the organisation of the final Battle of the Bands event including venue hire, PA system, prizes etc; funding for additional publicity. This project would engage young people and young adults in the formation of bands, rehearsals and performances and a wide range of family and community members attending the final performance. The music performed would not only include western rock etc. but also minority ethnic music(perhaps Irish, Indian, Eastern European)so promoting community cohesion. Estimated numbers involved including final performance : **500 to 750**.
- **Stars in their Eyes** – work with local primary schools and possibly extend to the high schools and local youth groups and projects to organise a programme including publicity, auditions within schools and final event. Resources required would include worker/coordinator time to make contact with the schools and groups and organise the final event. Again resources required for event costs including venue hire, PA system, prizes. Estimated numbers involved : **600 to 700**.
- **South Leeds Olympics** – an event comprising a wide range of sports activities to appeal to both young people and adults alike. The event would be held at one of the sports centres and engage again local schools and youth groups but also involve some adults and some older people's groups, making sure that the programme included sports and activities both generations are engaged in. This event would have the added value of promoting inter generational cohesion by encouraging the older people to take part in what are traditionally regarded as young people's sports and vice versa, bearing in mind Health and Safety issues of course! Audience participation could also be included. Resources required – worker/coordination time, publicity, venue hire, prizes etc. Estimated numbers involved : **300 to 400**.
- **Dig It!** – a project bringing *digital* technology to local people in south Leeds, offering opportunities for them to try out and gain skills in digital technology activities eg. photography, music mixing, filming etc capturing shots (particularly including positive ones) of where young people live. This could be an activity offered by the Festival at each of the local south Leeds local community festivals and galas as well as being offered throughout a period of time to local groups. This would appeal to all ages, in particular young people. If also offered in local centres, it could also ensure the inclusion of people with learning

disabilities and physical impairments as well as mental health difficulties in the Festival activities. Resources required would be coordination time, publicity, hire of professional staff and equipment, materials as well as hire of a small marquee at each of the community festivals – security of the equipment would also need to be ensured at these! Estimated numbers directly involved in activities : **400 to 500** : if including all attendees at the Festivals/Galas, several thousands!

- **Cultural Celebration** – a project engaging a range of groups serving the needs of the many different cultural communities/residents and young people in inner south Leeds. This would involve local groups/communities being encouraged, enabled and being provided with the resources to prepare for the event, which would involve exhibitions and interactive displays, music, food tasting and recipes, dance, information exchange regarding different communities' histories, 'journeys' to this country, traditions etc. Estimated numbers involved : **400 to 500**

Appendix Two

Below are some suggested possible geographical areas/locations/organisations the Festival could reach out to and include.

1. Organisations/Agencies to work with, which cover the whole of inner south Leeds/found within each ward include:
Local schools, Children's Centres, Youth Service, local churches and other places of worship, Groundwork, DAZL, South Leeds Health for All, sports groups, residents groups, community forums, youth groups and the Area Committee's Youth Bus.
2. **Beeston and Holbeck Ward:**
 - a) Areas to include : Holbeck, West Hunslet (Normantons, St Lukes), Far Beeston (Cross flats, Town Street, Heathcrofts, Cardinals, Parkwoods, Southleighs), Cottingley
 - b) Organisations to include: Holbeck Library, Holbeck Youth Centre, St Mathews Community Centre, St Lukes Cares, The Cupboard Youth Project, Holbeck Elderly Aid, Friends of Cross Flatts Park, Cross flats Forum, Beeston in Bloom, Cardinal Square Centre, Beeston Community Forum, Beeston Library, Friends of Holbeck Cemetery
3. **City and Hunslet Ward:**
 - a) Areas to include : West Hunslet (Bismarcks, Disraelis, Hunslet Hall, Northcotes), Hunslet Centre, Beeston Hill (Tempest Road area)
 - b) Organisations to include: Friends of Cross Flatts Park, Beeston in Bloom, Cross Flatts Forum, Mariners Resource Centre, ASHA, Kashmiri Muslim Welfare Association/Hardy Street Mosque, Sikh Temple, Hamara, United Free Church, Building

Blocks, Hunslet Club for Boys and Girls, Hunslet Community Gala Committee, Hunslet Library, St Lukes Cares

4. Middleton Park Ward:

- a) Areas to include: Belle Isle, central Middleton Estate, Westwoods, Manor Farms
- b) Organisations to include: Belle Isle Family Centre, Middleton Community Centre, Leisure Centre, Belle Isle Winter Elderly Aid, Middleton Elderly Aid, The Cupboard Youth Project, BITMO, Belle Isle Foundation, Manorfield Hall

Note that whilst there would be as much intensive and targeted publicity and outreach work as possible to the above, all the areas and organisations listed above there cannot be a guarantee at this stage that all be actively involved.

The level of involvement and reach out to the areas/organisations would depend on the projects/events/options decided upon by the Area Committee, the funding level, the actual take-up from young people and other residents following publicity and outreach work.

In the light of this Ward members are invited to suggest priorities (and alternatives) for areas and organisations the Festival would involve and particularly reach out to.

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Originator: Keith Lander/
Steve Ross
Tel: 224 3040

Report of the Director of Environments and Neighbourhoods

To the Inner South Area Committee

Date: Thursday 13th December 2007

Subject: Area Committee Well Being Budget

<p>Electoral Wards Affected:</p> <p>Beeston & Holbeck City & Hunslet Middleton Park</p> <p><input type="checkbox"/> Ward Members consulted (referred to in report)</p>	<p>Specific Implications For:</p> <p>Equality and Diversity <input type="checkbox"/></p> <p>Community Cohesion <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 provides an update on the Area Committee's Well-Being expenditure. The available balance is stated and the balance if proposals made are approved. A forecast for 2007/08 and 2008/09 is provided for the Area Committee based on potential spending the Area Committee may make (pending Area Committee determination) and allows the Area Committee to plan their future expenditure.

1.0 PURPOSE OF THIS REPORT

The report summarises:

- Small Grant applications which have been approved and any that require determination at this committee meeting.
- An update on both the revenue and capital elements of the Area Committee's budget
- Proposals for the Area Committee to determine

REVENUE WELL BEING BUDGET POSITION FOR 2007/08

2.1 *The remaining balance*

The current outstanding balance yet to be committed from 2007/08 revenue funding is **£100,658.58** (this includes £50K for conservation/car parking). The position of the revenue Well being revenue as at November for 2007/08 is detailed in appendix 1 which includes updates made since the November Area Committee meeting.

2.3 *Ringfenced well-being budget amounts for 2007/08*

The position of the ringfenced amounts from the revenue Well being budget as at November for 2007/08 is detailed at appendix 1. Members are asked to note the following balances remaining on each of the Area Committee's ringfenced budgets for 2007/08 as follows:

- Area Committee small grants (£20,000 ringfenced). Balance remaining: £3,845 (But see paragraph 2.4 below)
- Area Committee Community Skips (£13,500 ringfenced). Balance remaining: £5,977
- Area Committee Communication and Consultation (£7,500 ringfenced). Balance remaining: £7,013

Further details of expenditure on the ring-fenced budgets are available on request.

2.4 *Small grants*

The Area Committee originally agreed a ringfence of £20,000 from the Well being budget for the Small Grants Fund for 07/08. At the date of writing this report, £16,104 had been agreed for small grants leaving a balance of £3,845 as noted in paragraph 2.3. However, there are several small grant applications which are currently being processed and these amount to £2,394 leaving a balance to date (if all these applications are approved) of £1,502. Given that nearly all the ring fenced amount of 20k has been approved within nine months of the start of the financial year, it is clear that the small grants ringfence is likely to have no funding left within the next month or two.

Consequently Members are requested to determine a way forward for the funding of small grants for the next few months.

Suggested key options are:

- (a) Stop any further processing of small grants once the ring fence has been fully committed until the start of the next financial year and inform enquiring groups accordingly.
- (b) Allow further expenditure on small grants; this option would need the ringfenced amount to be increased: an increase of £7,000 is suggested.

Members should note that providing small grants is one of the actions under the Involving Communities theme of the Area Delivery Plan.

2.5 **Well-being forecast for 2007/08 – 2008/09**

The impact of actual and assumed commitments for the revenue budget for 2007/08 and 2008/09 is shown at appendix 2. The assumptions are indicative assumptions only and do not pre-empt Area Committee decisions but are used to assist the Area Committee in its planning for the coming years. Some of the assumptions for 2008/09 are those which the Area Committee has traditionally agreed on i.e. for the Area Committee's small grants, community skips, communications and consultation. The assumptions also include that the Mobile Youth Provision, the Priority

Neighbourhood Development Worker and the I Love South Festival will be approved for a third year. Clearly these assumptions have not yet been brought to the Committee as proposals. These are indicative assumptions only and do not pre-empt Area Committee decisions. **Using these indicative assumptions there is a projected balanced of £88,788 for 2007/08 and a projected balance of £152,046 for 2008/09.** The indicative assumptions do **not** include proposals brought to this meeting of the Area Committee.

3.0 CAPITAL WELL BEING BUDGET POSITION FOR 2007/08

3.1 **The remaining balance from the 2007/08 capital budget is £64,875.** Of this approximately **£30.3K** remains for Beeston and Holbeck Ward; **£33.9K** remains for City and Hunslet Ward; and **£0.5K** remains for Middleton Park Ward. The position of the capital Wellbeing budget as at November for 2007/08 is detailed in appendix 3.

4.0 SMALL GRANTS UPDATE

4.1 Members are asked to note the position of the following applications made to the Area Committee for a small grant. The applications were submitted to the Area Management office in between Area Committee meetings. The applications were processed in the usual way by seeking approval or not from all Elected Members of the Area Committee.

The position below is correct at the time of writing and excludes any applications which had been received after this report had been written or were received prior to the report being written but which had not been assessed by officers as yet before being circulated to Elected Members.

Small Grants: position since last area committee				
Project title	Organisation	Ward(s) affected	Amount	Approved or awaiting to be determined
Security	Clarksfield Allotments	B&H/C&H	£500	Approved
Healthy Hearts	St. Lukes Cares	B&H/C&H	£600	Approved

4.2 **Fayre Care for Christmas:** this small grant application for £1,000 towards the costs of providing Christmas hampers has been sent to members with an Area Management recommendation that it should not be approved. The project synopsis is at Appendix 4. At the time of writing this report, two Members agreed with the Officer recommendation and two Members wished to approve this grant. In these circumstances this application for a small grant is brought to this Area Committee meeting for determination of whether to approve or not to approve it.

5.0 LIST OF WELL BEING PROPOSALS FOR AREA COMMITTEE DETERMINATION

Below is a list of the total proposals to this meeting for the 2007/08 revenue and capital budget (a summary of each proposal is in the main body of this report with appendices 6 onwards providing more detail):

Project Title	Organisation (proposed to be commissioned)	Ward(s) affected	Total proposal from Revenue £	Total proposed revenue spend in 2007/08 £	Proposal from Capital £
Increase in ringfence for small grants		B&H/C&H/MP	£7,000	£7,000	
Middleton Regeneration – Publicity, Marketing & Community Engagement	Re’new	MP	£7,500 [£2,000 from AC consultation budget]	£7,500	
Conservation Area Review – Stanks Hall**	City Development	B&H	£5,000	£5,000	
Streetsigns	City Services	C&H			£7,000
Totals			£19,500	£19,500	£7,000
Current remaining balance				£100,650*	£64,875
Potential balance if all above projects approved				£81,150*	£57,875

*Includes £50K from conservation/car parking allocation.

** If approved, project would be funded from the conservation/car parking allocation

6.0 WELL BEING BUDGET REVENUE PROPOSALS FOR AREA COMMITTEE DETERMINATION

6.1 Middleton Regeneration – Publicity, Marketing & Community Engagement

6.1.1 Following on from the proposal presented at the last meeting of the Area Committee, the Middleton Regeneration publicity, marketing and community engagement project has been discussed at the Middleton Regeneration Board held on 20th November. The scheme was backed by Board Members and £7,500 is now requested for the scheme. The breakdown of costs associated with the project is as follows:-

- Community Engagement activities £2000
- Publicity / newsletter £1,500
- Logo development £1,000
- Contingency / other costs £500
- Design / production / print of strategy (x 1000) £4,500
- TOTAL £9,500**

6.1.2 The total of the scheme is now £9,500 – the remaining £2,000 will come from Aire Valley Homes and will be used towards the design / production / print of a summary strategy / action plan document.

6.2 Conservation Area Review for Stanks Hall

6.2.1 At the September Area Committee meeting proposals were considered for the spend of additional funds allocated by the Executive Board to Area Committees. The funds allocated were to be spent on those Conservation Areas and/or residents' parking projects that had been identified in the area. Stanks Hall had been proposed to the Area Committee by the Council's Conservation team for spend of approx £7,500. The Area Committee resolved that:

'Ward Members give further consideration to the issues detailed within the report, with the subject of how to spend the additional £50,000 allocation from Executive Board being revisited by the Committee at a future meeting'.

6.2.2 The Area Management Team has been informed that this review could now be undertaken for £5,000. This is a third of the cost which was originally indicated to Members, due to the nature of the site and study which needs to be completed.

6.2.3 The Area Committee therefore is asked to confirm if they want to fund the Conservation Area Review for this site from the above allocated funds.

7.0 WELL BEING PROPOSAL FOR CAPITAL PROJECTS FOR AREA COMMITTEE DETERMINATION

7.1 Update on Mums and Tots Project at William Gascoigne Centre

7.1.1 There still hasn't been a confirmed decision on the future use of William Gascoigne Centre – whether the building will remain open as a community centre or be converted into changing facilities for the improved football pitches at Middleton Leisure Centre.

In the absence of a firm decision about the future use of the Centre, Members may prefer that the £10,000 allocated for improvements at William Gascoigne Centre is transferred to the Middleton Park Youth Hub Scheme to be spent in the 2007/08 financial year. Subject to the outcome of discussions about William Gascoigne Centre, if the building is to stay open for community use, funds to do the outdoor improvement project could then be allocated from the 2008/09 budget should Members wish this.

7.2 Refurbishment of street nameplates in Hunslet

7.2.1 Following on from a pilot scheme in June 2007, it is requested that a further programme of street nameplate refurbishment / replacement is carried out. It is suggested that £7,000 is again ringfenced towards this scheme. This amount could change, subject to a list of streets which require new or replenished signs and the number this equates to. Members are asked to confirm if this suggestion should be drawn up into a full project proposal in consultation with City and Hunslet Ward Members and to be implemented accordingly.

8.0 IMPLICATIONS FOR COUNCIL POLICY AND GOVERNANCE

There are no direct implications for the above as a result of this report.

9.0 LEGAL AND RESOURCE IMPLICATIONS

- 9.1 Legal implications as a result of this report will be reflected in any subsequent Funding Agreements and Contracts to Tender that arise from projects funded by the Wellbeing Budget.
- 9.2 Resource implications will be that the remaining balance of the Wellbeing Budget for Revenue will be reduced and remaining balance of the Wellbeing Budget for Capital will be reduced as a result of projects funded.

8.0 CONCLUSIONS

The report provides up to date information on the Area Committee's Well Being Budget.

9.0 RECOMMENDATIONS

- 9.1 Regarding the Area Committee's wellbeing revenue budget:
 - (a) To note that the current outstanding balance yet to be committed from 2007/08 is **£100,658.58** (includes £50K for conservation/car parking) as outlined in Section 2.1
 - (b) To note the projected balance (as outlined in paragraph 2.4) of **£88,788** for 2007/08 and a projected balance of **£152,046** for 2008/09. This is on the basis of assumptions about those projects the Area Committee may consider continuing (pending proposals being brought to the Area Committee for determination).
- 9.2 Regarding the Area Committee's capital wellbeing budget, to note the position outlined in Section 3 i.e. that the outstanding balance is **£64,875**.
- 9.3 Regarding the Area Committee's small grants revenue budget:
 - (a) To **determine** the proposal to increase the small grants ringfence by £7,000 (See Section 2.4)
 - (b) To note the small grants approved/not approved since the last Area Committee meeting (see Section 4).
 - (c) To determine the small grant application by Fayre Care for Christmas (See Section 4.2)
- 9.4 To **determine** the Well-being budget revenue proposals as listed in Section 5 and summarised in Section 6.
- 9.5 To **determine** the Well-being budget capital proposals as listed in Section 5 and summarised in Section 7.

Appendix 1

**Inner South Area Committee Well being budget
Revenue 2007/08 to 2008/09 - position at November 2007**

	Revenue commitment 2007/08 £	Revenue commitment 2008/09 £
Allocation	238,240.00	
Bring forward from previous year	32,887.00	
Conservation/car parking - allocation	50,000.00	
Total monies available for allocation	321,127.00	
 Ringfenced amounts - committed		
Small grants	20,000.00	
Skips	13,500.00	
Communications/community engagement	7,500.00	
Sub total	41,000.00	
 Actual commitments for schemes in two or more wards		
South and West Leeds community capacity building	5,000.00	
Photocopier upgrade	2,482.97	
Youth Dance - DAZL	10,548.00	
I love South Leeds 2007	43,625.00	
Priority Neighbourhood Development Worker year 1	13,062.50	
Priority Neighbourhood Development Worker year 2	21,866.00	10,934.00
Mobile Youth Provision Year 1	12,969.95	
Mobile Youth Provision Year 2	37,420.00	12,580.00
Hamara Youth Activities	2,500.00	
Senior Neighbourhood Warden (20.8.07 start) assumed additional cost only	2,000.00	4,000.00
Urban Bar	9,181.00	
Test purchasing	2,200.00	
Off-road motorcycle project	13,121.00	
Sub total	175,976.42	27,514.00
 Actual commitments for schemes in Beeston and Holbeck		
	0.00	0.00
Sub total	0.00	0.00
 Actual commitments for schemes City and Hunslet		
	0.00	0.00
Sub total	0.00	0.00

Actual commitments for schemes in Middleton Park

Belle Isle Family Centre Creche	3,500.00	0.00
Sub total	<u>3,500.00</u>	<u>0.00</u>
Total commitments agreed	<u>220,476.42</u>	<u>27,514.00</u>
Balance	<u>100,650.58</u>	*

*Note: includes 50k from conservation/car parking allocation

Note: £10,000 may be allocated from 2007/08 revenue budget for a Youth Hub, depending on the outcome of discussions relating to the future of the William Gascoigne Centre.

Inner South Area Committee Well-being budget

Well being revenue - Forecast commitments 2007/08 to 2008/09

	2007/08 £	2008/09 £
Allocation**	238,240	238,240
Bring forward**	32,887	88,781
Additional allocation: conservation areas and car parking	50,000	
Total	321,127	327,021
	Commitments - actual and <i>assumed*</i>	Commitments - actual and <i>assumed*</i>
Theme/Project	2007/08 £	2008/09 £
Cleaner Neighbourhoods		
Community skips	13,500	<i>13,500</i>
CAST	<i>2,700</i>	<i>2,700</i>
Sub total	16,200	<i>16,200</i>
Involving communities		
Small grants	20,000	<i>20,000</i>
Community capacity building	5,000	
Communications and consultation	7,500	<i>7,500</i>
Priority neighbourhood worker year 1: July 2006 - June 2007	13,061	
Priority neighbourhood worker year 2: July 2007 - June 2008	19,738	13,061
<i>Priority neighbourhood worker year 3: July 2008 - June 2009*</i>		<i>19,738</i>
Sub total	65,299	60,299
More for Young People		
DAZL Youth Dance	10,548	
I Love South Leeds year 2: spring/summer 2007	43,625	
<i>I Love South Leeds year 3: spring/summer 2008*</i>	<i>10,000</i>	<i>40,000</i>
Mobile Youth Provision year 1: staffing/overheads/vehicle hire August 2006 - July 2007	12,269	

Mobile Youth Provision year 2: staffing/overheads/vehicle hire August 2007 - July 2008	37,420	12,580
<i>Mobile Youth Provision year 3: staffing/overheads/vehicle hire August 2008 - July 2009*</i>		<i>37,420</i>
Hamara Youth activities	2,500	
Urban bar	9,181	
Creche service - Belle Isle Family Centre	3,500	
Sub total	<hr/> 129,043	90,000
Regenerating areas		
Safer Neighbourhoods		
<i>Community Safety Roadshow*</i>	<i>2,000</i>	<i>2,000</i>
Acting Senior Neighbourhood Warden (in post from 20.8.07) assumed additional costs	2,000	4,000
Test purchasing	2,200.00	
Off-road motorcycle project	13,121.00	
Sub total	<hr/> 19,321	6,000
Other		
Photocopier	2,483	<i>2,483</i>
Sub total	2,483	<i>2,483</i>
Commitments	<hr/> 232,346	174,982
Balance***	<hr/> 88,781	152,039

** = assumed commitments - not yet approved by the Area Committee - shown in red italics.*

*** We have assumed that the revenue budget for 2008/09 will be the same as for 2007/08 and that any underspend in 2007/08 will be carried forward to 2008/09.*

***Note: includes £50K for carparking/conservation areas allocation

Inner South Leeds Area Committee
Capital Well Being Budget:
Projects agreed to date - November 2007

Inner South Summary

Balance brought forward	37,480.25
Allocation for 2007/08	109,359.00
Underspend from previous year recycled into budget (See Note 1)	3,336.20
Total allocation	150,175.45
Total commitments	85,300.00
Balance at 30.11.07	64,875.45

Beeston and Holbeck

Brought forward from 2004/07	585.66
Underspend from Cottingley welcome boards. (See Note 1 below)	3,336.20
2007/08 allocation	36,453.00
Ward allocation	40,374.86
Commitments	
Beeston Community Football Project	10,000.00
Total ward commitments	10,000.00
Ward balance	30,374.86

City and Hunslet

Brought forward from 2004/07	32,827.91
2007/08 allocation	36,453.00
Ward allocation	69,280.91
Commitments	
Street signs refurbishment	7,000.00
Binyards phase 2 (See Note 2 below)	28,300.00
Total ward commitments	35,300.00
Ward balance	33,980.91

Middleton Park

Brought forward from 2004/07	4,066.66
2007/08 allocation	36,453.00
Ward allocation	40,519.66
Commitments	
Building improvements - Middleton Elderly Aid	10,000.00
William Gascoigne Centre - outdoor improvements	10,000.00

Youth Hub	20,000.00
Total ward commitments	<u>40,000.00</u>
Ward balance	<u>519.66</u>

Note 1: The welcome boards at Cottingley cost £3336.2 less than budget; this underspend has been re-cycled back into the budget for Beeston and Holbeck ward.

[Note: original approval in 2005/06 was for £5,500; actual spend was £2,163.8 leaving balance of £3,336.2]

Note 2: Range of costs (£12,100 - £28,300) anticipated for binyards phase 2 - highest anticipated cost shown in table.

**SOUTH INNER AREA COMMITTEE
WELL BEING FUND – SMALL GRANT APPLICATION**

Project name: Fayre Care For Christmas

Organisation: Fayre Care For Christmas

Funding requested: £1,000.00

Total costs: £4,000.00

Project Summary

Fayre Care for Christmas provides Christmas Hampers for financially deprived families in South Leeds. They raise funds by selling donated second hand goods such as clothing, books, toys, bric-a-brac etc. at local events and at car boots sales.

They are seeking funding of £1,000.00 towards the costs of £4,000 to purchase seasonal food for Christmas food hampers for vulnerable/deprived families residents in South Leeds.

Referrals for the selected families are made from Health professionals and other statutory and voluntary organisation via health, social services and early year's colleagues.

The only qualifying criteria are that the family is resident in south Leeds and has at least one child. The majority of the hampers are given to families living in Inner South Leeds and they cover the three inner South wards.

Area Committee Priorities

The project does not meets the Area Committee's priorities.

Area Management recommendation

Although Members have supported this project for the past two years it does not to meet the Area Committee's priorities and the recommendation is therefore not to support this application.

In addition Officers are concerned that no receipts have been received for the grants awarded in 2005 (£500) and 2006 (£500) and there is no evidence received of acknowledgement of Inner South Area Committee funding. If Councillors are minded to fund this application, they might wish to approve at a lower level than the applied for £1,000 by contributing some of their Mice Money as they did in 2006 (when their approval was reduced to £500 from the application for £1,000 because Councillors had contributed from their Mice Money.) We would recommend that it is made clear to the group that any consideration of further grants would be dependent upon providing satisfactory receipts and acknowledgement of Area Committee funding.

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Originator: Martyn Stenton

Tel: 50647

Report of the Director of Environment and Neighbourhoods

To: All Area Committees

Date: December 2007

Subject: Area Management Review

Electoral Wards Affected:

All

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council
Function

Delegated Executive
Function available
for Call In

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

Executive Summary

The report outlines changes to Area Committee responsibilities and working arrangements agreed at the Council's Executive Board in November.

These will require amendments to the Council's Constitution which will be proposed in May 2008.

Area Committees are asked to consider the issues covered in the Executive Board report and comment on the proposed changes.

1.0 Purpose of This Report

- 1.1 The report introduces a report to the Council's Executive Board in November. The Board agreed a number of recommended changes to Area Committee responsibilities and working arrangements. Area Committees are asked to comment on them before changes are proposed to the Council's Constitution in the Spring.

2.0 Background Information

- 2.1 Attached to this report is the report presented to the Council's Executive Board in November. This refers to work undertaken by Cllr Chapman. Cllr Chapman's report and the Officer report to Executive Board were discussed with Area Committee Chairs in mid November. Copies of Cllr Chapman's report are available from Area Management staff or the author of this report.

3.0 Main Issues

- 3.1 The attached report brings various strands of work together under four headings:

- Area Committee Responsibilities
- Elected Members and Area Committees
- Area Management Teams
- Local Partnership Working Arrangements

- 3.2 Key points are:

- 3.3 Area Committee Responsibilities

- New Area Delivery Plans for the period 2008-11 will be produced, linked to the improvement priorities in the Leeds Strategic Plan. A report on a proposed framework for the plans will be produced for the next cycle of Area Committees. Committees will be asked to agree their local plan by June/July 2008. More time than usual is being allowed so that Committees can consider local priorities in the context of the new Leeds Strategic Plan and the greater range of service and function responsibilities they will have from the start of the next municipal year.
- Council Directorates will be asked to consult with Area Committees each year on local priorities to feed into annual budget setting arrangements.
- There will be an increase in the range and number of service and function responsibilities, grouped under six themes:
 - Community engagement and facilities
 - Community safety
 - Environment
 - Children and young people
 - Adult social care and healthier communities
 - Regeneration and development
- To link the new Children and Young People Plans function with the process for producing new Area Delivery Plans, Locality Enablers from Children's Services will prepare a report to the next cycle of Area Committees on this.

3.4 Elected Members and Area Committees

- A programme of briefings for Elected Members will be arranged for 2008 (and then annually) to help prepare Members for the new responsibilities that will come under the remit of the Area Committees.

3.5 Area Management Teams

- A structure review in the Regeneration Service will result in three area based teams to support the work of the 10 Area Committees as follows (working titles for three new areas):

North East	North West	South East
Inner East Inner North East Outer North East	Inner North West Outer North West Inner West Outer West	Outer East Inner South Outer South

3.6 Local Partnership Working Arrangements

- Due to changes in partner boundaries, concerns expressed about member involvement and the development of a new corporate planning framework the 5 District Partnership model will be changed.
- It is proposed that in the future:
 - The Area Committees will provide a local governance and accountability framework for agreed partnership collaboration through their new Area Delivery Plans which will be part of the Leeds Strategic Plan framework.
 - Officers from different agencies e.g. Council, PCT, Police, ALMOs will continue to co-operate and meet together based on the three areas with periodic meetings involving other local stakeholders such as business and voluntary sector representatives.

4.0 Council Policy and Governance, Legal and Resource Implications

4.1 Amendments to the Council's Constitution will be proposed in May 2008. Changes in relation to Area Committee responsibilities and working arrangements would then formally take effect after this.

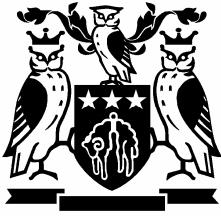
4.2 Resource implications are covered by the council's annual budget setting process.

5.0 Recommendations

5.1 Area Committees are asked to consider the issues covered in the Executive Board report and comment on the proposed changes.

5.2 Area Committees are asked to receive reports in their next and subsequent cycle of meetings on Area Delivery Plan preparations, Local Children and Young People Plans and local partnership working arrangements.

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Report of the Director of Environment and Neighbourhoods

Executive Board

Date: November 2007

Subject: Area Management Review

Electoral Wards Affected:

All

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Eligible for Call In

Not Eligible for Call In

(Details contained in the report)

EXECUTIVE SUMMARY

The report brings together a number of strands of work undertaken by Officers as part of a review of area management. It complements the report produced by Cllr Chapman following the work she has done from an Elected Member's perspective.

The report covers Area Committee Responsibilities, Elected Members and Area Committees, Area Management Teams and Local Partnership Working Arrangements. The recommendations in the report take account of the proposals from Cllr Chapman's work and opportunities to bring about greater levels of democratic accountability, involvement, oversight and comment at a local level within the City.

Executive Board is asked to agree the recommended changes to Area Committee responsibilities and working arrangements and the proposed timetable put forward for them. This would require some amendments to the Council's Constitution and these would be proposed at the Council AGM in May 2008.

The report highlights changes in partnership working and recommends that the Area Committees provide a governance and accountability framework for local partnership working through their new Area Delivery Plans, linked to the Leeds Strategic Plan.

1.0 PURPOSE OF THIS REPORT

- 1.1 The report brings together a number of strands of work undertaken by officers as part of a review of area management. It complements the report produced by Cllr Chapman following the work she has done from an Elected Member's perspective. The report takes account of the proposals from Cllr Chapman's work and suggests a number of key recommendations with indicative timescales aimed at strengthening the roles and responsibilities of Area Committees.

2.0 BACKGROUND INFORMATION

- 2.1 At the meeting of the Board in May, Members endorsed the Area Committees' Area Delivery Plans for 2007/08 and the updated Area Function Schedules for the functions delegated to the Area Committees at the present time. The report noted that area management arrangements were being reviewed by Officers and that Cllr Chapman, Lead Member for Neighbourhoods and Housing, was looking at the issue from an Elected Member's perspective.
- 2.2 At the Full Council meeting in June Members had a discussion about area management. It was evident from this that there was cross party support from Members to extend the responsibilities of the Area Committees and it was indicated that proposals would come to the Executive Board in the Autumn.
- 2.3 At the same Full Council meeting there was a White Paper Motion about Governance Arrangements. The Deputy Chief Executive and Assistant Chief Executive (Corporate Governance) have held discussions with a range of Elected Members and a report on this will be brought forward to Executive Board as soon as possible. These discussions with Members highlighted opportunities through the Area Committees to improve Elected Members' involvement in the City's decision making processes and this links to proposals in Cllr Chapman's report about extending the responsibilities of Area Committees.
- 2.4 Cllr Chapman's report on 'Making a Bigger Difference in Localities' is appended to this report. It gives the background to Area Management in Leeds and highlights the responsibilities delegated and progress made by Area Committees and area working to date. It provides a summary of comments from Members of the Council following a questionnaire which went to all Elected Members in the Spring. It then details a number of proposals to develop the role of the Area Committees.
- 2.5 Alongside this work, officers have reviewed a number of aspects of area management linked to:
- Recent changes in the Authority and the development of a new corporate planning framework
 - Structural change in a number of key partner organisations – the Police, PCTs and ALMOs
 - Policy developments such as the Local Government White Paper
- 2.6 This report brings together various strands of work under the following headings:
- Area Committee Responsibilities
 - Elected Members and Area Committees
 - Area Management Teams
 - Local Partnership Working Arrangements

These take account of the proposals from Cllr Chapman's work and opportunities to bring about greater levels of democratic accountability, involvement, oversight and comment at a local level within the City.

3.0 AREA COMMITTEE RESPONSIBILITIES

3.1 Cllr Chapman's report makes a number of proposals relating to extending Area Committee responsibilities and having more clarity about responsibilities delegated to the Committees. It also covers proposals about community engagement and locality working and related issues which impact on the content and implementation of the Area Delivery Plans. This section outlines the proposed range of responsibilities for the Area Committees from the start of the municipal year in 2008/09.

3.2 Area Delivery Plans

3.3 It is proposed that new Area Delivery Plans are developed for the period 2008-11, informed by the Leeds Strategic Plan and covering the same planning period. The draft Leeds Strategic Plan improvement priorities are currently subject to consultation with the Area Committees and this provides a starting point for the development of new Area Delivery Plans. This will enable each Area Committee to focus on the improvement priorities in the Leeds Strategic Plan which are most relevant to the circumstances in the Committee's area. The plans and annual updates would be subject to endorsement by the Executive Board as is currently the case and be used to steer priorities for the allocation of revenue and capital Well Being budgets.

3.4 Well Being Budgets

3.5 Area Committees have had capital and revenue Well Being allocations since the Committees were established in 2004 and it is proposed that these continue. Guided by the priorities in the Area Delivery Plans, Well Being budgets are used to support a range of locally important revenue and capital projects and provide additional investment for local services. Examples include: activities for young people, environmental projects, CCTV cameras, additional neighbourhood wardens and other community safety initiatives, local festivals and events.

3.6 Consultation

3.7 Linked to the new corporate planning framework is a proposal for Council Directorates to consult with the Area Committees each year on local priorities to feed into the Council's annual budget setting arrangements. This would commence for the 2009/10 budget planning cycle in the Autumn of 2008, shortly after the completion of the new Area Delivery Plans. This would allow Area Committees to bring forward new ideas for service developments and changes at a time when Directorates are considering resources and priorities.

3.8 In relation to consultation undertaken by services regarding service changes and improvements, it is proposed that the Area Committee is the principal means by which Elected Members are consulted on service issues which affect their area. This will build on practice which has developed since the Area Committees were formed. Services would be expected to highlight specific issues and implications for each area rather than a general overview from a city wide perspective. An example

of this could be proposed changes to recycling arrangements which would affect particular localities.

3.9 **Service and Function Responsibilities**

3.10 Below is a proposed set of Area Committee responsibilities following a recent exercise undertaken by officers and drawing on Cllr Chapman's report. This involved looking again at the existing list of Area Functions and considering which other functions were most suited to coming under the remit of the Area Committees. This has involved initial considerations of what the responsibilities mean in practice for the Area Committees and service providers and how Area Committees/Ward Members can work with services to bring about better services and improvements in neighbourhoods.

3.11 Existing Area Committee Functions would be amended and 'local service plans' produced to provide greater clarity about the services to be provided and the responsibilities of Area Committees in relation to them.

3.12 A range of new services and functions are recommended to be part of the list of Area Committee Responsibilities. Along with amendments to some existing functions these would considerably increase the number and range of responsibilities coming under the remit of the Area Committees.

3.13 Proposals for enhanced responsibilities for the Area Committees are grouped under six themes. These link to key themes in the draft Leeds Strategic Plan.

- Community Engagement and Facilities
- Community Safety
- Environment
- Children and Young People
- Adult Social Care and Healthier Communities
- Regeneration and Development

3.14 Key points for each of the services and functions under each of these proposed groupings are summarised below. (There is a list of the proposed themes and functions in an appendix to this report.)

3.15 **Community Engagement and Facilities**

3.15.1 **Community Engagement** - Whilst Area Committees currently have a role in relation to community engagement and there is much good practice being developed across the City, this is not a clear function and requirement for the Committees at present. It is recommended that in the future a primary role of the Area Committees is to drive engagement in each area. It is proposed that community engagement activity is linked more clearly to service improvement and area delivery plan priorities and that each Area Committee receives an annual report on local engagement activities and proposals for the year ahead. In turn it is recommended that each Area Committee is required to report annually to Executive Board on how it is supporting effective community engagement in its area.

3.15.2 **Community Centres** – Area Committees are currently responsible for a number of community centres in the Environment and Neighbourhoods portfolio and this will be extended on the completion of transfer of former Learning and Leisure centres into this portfolio. Area Committee responsibilities in relation to this function include:

consultation prior to changes to operational arrangements, agreeing and implementing a schedule of charges and discounts for directly managed centres, agreeing asset management and investment proposals for centres.

3.15.3 **Community Space in Libraries** – Area Management Teams and the Library Service are currently putting together a pilot project to look at library buildings and opportunities to make space available for local groups. This would complement the portfolio of community centres and make greater use of libraries as local facilities. Ward Members will be involved in the pilot project regarding possible changes to local library and community centre spaces in their area.

3.15.4 **Community Greenspace** – this covers a total of 73 facilities which include recreation facilities, sports pitches, play areas, formal and informal horticultural features. The proposal here is to build on examples of good practice developed between Parks and Countryside and the Area Committees such as the deployment of additional site based gardeners, support for 'In Bloom' groups and Friends of Parks groups. Area Committees would be involved in discussions about the development and usage of community parks and opportunities to get more local people actively involved in their local parks such as through the development of Friends of Parks groups.

3.16 **Community Safety**

3.16.1 **Neighbourhood Wardens, Neighbourhood Policing, PCSOs and CCTV** – Wardens, PCSOs and CCTV schemes are currently under the responsibility of the Area Committees and it is proposed that similar arrangements continue. Discussions with local Police Divisions are taking place to improve reporting arrangements into Area Committees so that the Committees are better placed to monitor the service provided by PCSOs in their areas. Later in the year the Police will confirm their new Neighbourhood Policing arrangements, reflecting the priority of the new Chief Constable for stronger partnerships at local level. As part of this new approach, it is expected that the new Neighbourhood Policing Teams will work closely with and consult regularly with Area Committees on policing and community safety priorities.

3.16.2 **Multi Agency Crime and Grime Operations** – these operations are currently co-ordinated by staff in area management teams and there are opportunities to give Area Committees a greater level of involvement in setting priorities for these operations, linked to area delivery plan priorities. Area Committees would be presented with more information about the operations taking place in their area including outcomes, impact on crime and grime and local resident perceptions. This would enable the Area Committees to track progress and set future priorities for operations in their area.

3.17 **Environment**

3.17.1 **Enforcement Services (Area Action Teams)** – proposals are currently being developed to put these new teams in place as part of the Environmental Services structure. They would be responsible for a range of enforcement activities including noise nuisance, waste in gardens, overgrown vegetation, littering and dog fouling. Area Committees would receive regular reports about this new combined service and be given opportunities to influence service planning and local priorities for action based on local knowledge about issues and hotspots. There is potential for close working arrangements to be put in place with neighbourhood wardens and

these new teams. Linked to this area of work, members would be briefed on related service areas such as graffiti removal and needle picking and then be consulted on any significant changes proposed to service delivery.

3.17.2 **Street Cleansing** – this covers mechanical road and pavement sweeping, manual de-littering and litter bin emptying. These services are being realigned with a model of delivery based on three area teams. Area Committees would be regularly presented with information about the services in their area and given opportunities to influence service planning and local priorities and hotspots.

3.17.3 **Highways Maintenance** – this covers the annual and forward programme of planned maintenance on local roads, traffic management schemes and minor maintenance schemes to keep highways safe. It is proposed to continue with current arrangements whereby ward members are consulted on and informed about the progress of schemes in their ward so that this more local level of member involvement is retained for this function.

3.17.4 **Grounds Maintenance** – this covers grass cutting, shrub, rose bed and hedge maintenance. The service is currently provided by an external provider through a citywide contract. This is now under review. It is therefore proposed that Members are briefed on service standards for grounds maintenance work and are then consulted on any significant changes to these services including the opportunity to comment on and influence the content of briefs for new contractual arrangements.

3.18 **Children and Young People**

3.18.1 **Local Children and Young People Plans (including Youth Service)** – locality arrangements are one of the six elements of the children's trust arrangements and will ensure there are local children and young people's plans to support the achievement of every child matters strategic outcomes in each area. These will be set in the context of the city-wide Children and Young People's Plan, but will address specific local circumstances and priorities.

3.18.2 Area Committees have a crucial role to play in this work. They will help to identify local needs, influence service planning and, by being presented with information about service development and progress in their area, support a more local performance management approach. This will include Youth Services which has been a specific area of interest for the Area Committees to date.

3.18.3 Locality Enablers will support this process, co-ordinating the implementation of the plans and strengthening relations between local children's services providers and the Area Committees.

3.18.4 Area Committees currently nominate a Councillor to take special interest in corporate parenting and children's services. There will be opportunities to further develop this role, working with both Locality Enablers and the Executive Lead Member for Children's Services.

3.19 **Adult Social Care and Healthier Communities**

3.19.1 **Adult Social Care** - this function is primarily focused on the support that services and communities provide to enable vulnerable people to live safely and securely

within their own homes. Services commissioned or provided directly by social care play a key part in providing support but to be effective they must work closely with local voluntary and community groups and other agencies. There is an opportunity to develop the role of Area Committees and local members in identifying local community need, planning and developing services which can help people to remain independent and improving the coordination of services at the local level. As part of this proposal, Adult Social Care will put in place management support to both the Area Committee and to ensuring that services are sensitive to local needs.

3.19.2 **Healthier Communities** - the Council is required to play a key role in improving health and tackling health inequalities for the people of Leeds. The Director of Adult Social Services holds accountability for these actions, by ensuring coordinated and focused activity across Council services and with key partners such as the Leeds PCT. To be effective action needs to be coordinated at the local level and the Leeds PCT is organising its resources to achieve this. Area Committees will play a key role in influencing local priorities and action, and monitoring the health related targets linked to the Leeds Strategic Plan. Adult Social Care will support Area Committees in this work by liaising with key partners and services to present regular reports on the outcomes being achieved at the local level and seeking members views on priorities and action plans.

3.20 **Regeneration and Development**

3.20.1 **Area Based Regeneration Schemes and Town and District Centre Projects** – these functions will involve the delegation of agreed Town and District Centre projects to Area Committees and the responsibility for formal consultation and monitoring of area based regeneration schemes. Any future new capital funding availability would be subject to a process to be agreed by Executive Board.

3.20.2 **Neighbourhood Management Co-ordination** – Area Committees would be regularly presented with information about neighbourhood management activity in their area and given opportunities to influence service planning and priorities for action based on local evidence of needs and resources available. The initial focus will be on identified neighbourhood management areas which are currently in receipt of Safer and Stronger Communities Funding. Subject to confirmation of the continued availability of funding, allocations would be delegated to the relevant Area Committees for local schemes which meet local neighbourhood improvement plan priorities, linked to grant criteria.

3.20.3 **Conservation Area Reviews** – In recent meetings, Area Committees have been presented with information about conservation areas and asked to agree priorities for review and an allocation of funding. This will then allow a programme of reviews to be developed over the next 12 – 18 months. If the programme approach proves successful this could be repeated in future years. This would ensure that Area Committees maintained an overview of local conservation areas and that across the City a structured programme of reviews takes place.

3.21 It is proposed that the range of revised functions are put in place from the start of the new municipal year in 2008. This will require detailed work to be undertaken by Services along with a programme of comprehensive briefings to be given to Elected Members on these functions. The Council's Corporate Leadership Team has considered this range of responsibilities and is fully supportive of introducing them and encouraging different ways of working to make a bigger difference in localities.

3.22 Given the range of functions suggested to come under Area Committee influence it is considered that 2008/09 would be a development/transition year. This would allow time to build the relationship between services and Area Committees and ensure the level of detail and working arrangements are right to enable services to be more locally responsive and Area Committees to have a manageable level of democratic involvement and oversight across a wider range of functions than at present.

4.0 ELECTED MEMBERS AND AREA COMMITTEES

4.1 Cllr Chapman's report makes a number of proposals about Elected Members and Area Committees. As indicated above, the revision of existing responsibilities and the addition of a range of new responsibilities will mean that a number of detailed briefings will be required for Elected Members. If Executive Board is supportive of the recommendations in this report it is suggested that a programme of briefings is arranged for Elected Members for early in 2008. This would prepare all Members for the new responsibilities that will come under the remit of the Area Committees from next Spring. Beyond this and in line with proposals in Cllr Chapman's report, it is suggested that Area Management Teams then prepare an annual programme of briefings on Area Management and Area Committee responsibilities.

4.2 To develop the skills and competencies of Elected Members to undertake roles such as Chairs of the Area Committees, chairs of sub groups and representatives for the Area Committees on other bodies, it is proposed to develop core competencies for these roles and opportunities for Members to develop their skills in these areas. An example of this could be a workshop on chairing skills for Members who are required to do this as part of their role or have an aspiration to do a role requiring those skills in the future. This could therefore be linked to the personal development programmes for Elected Members. If the Board is supportive of this approach this would then be developed over the next 12 – 18 months.

5.0 AREA MANAGEMENT TEAMS

5.1 Area Management Teams form part of the staffing structure of the Regeneration Service. The structure is currently undergoing review, linked to the budget requirement to make operational savings in this service area agreed earlier in the year and the opportunity to amend area management team structures in the light of changes with operational boundaries of other key partners.

5.2 In relation to Area Management Teams it is considered that the 5 district model for them is no longer sustainable in light of partner organisational change. Alongside this a more flexible regeneration staff resource is required that can effectively deploy a range of skills linked to project lifecycles across a growing number of large regeneration programmes and projects.

5.3 Key priorities for the Area Management Teams cover:

- Lead responsibility for supporting the Council's 10 Area Committees, co-ordination of the functions and services delegated to them and responsibility for developing and implementing Area Delivery Plans as part of the Council's new strategic planning framework
- Lead Council and partnership responsibility for the coordination and implementation of area based partnership activity including Neighbourhood Management and the delivery of local regeneration priorities

5.4 Within the current Regeneration staff restructure proposals the main change proposed for Area Management Teams is to organise staff resources through three management areas rather than five. This follows similar re-organisations which have taken place in the ALMOs and the Police.

5.5 The table below indicates which Area Committee falls into each of the proposed three new areas (working titles for three new areas):

North East	North West	South East
Inner East Inner North East Outer North East	Inner North West Outer North West Inner West Outer West	Outer East Inner South Outer South

5.6 At strategic manager level, this will involve reducing the number of Area Managers from 5 to 3 and changing the 5 Area Co-ordinator posts to 3 Deputy Area Manager posts. The 3 Deputy Area Manager posts will be at a slightly higher grade than the current Area Co-ordinator posts and this will enhance capacity to support Elected Members and co-ordinate the Area Committee's proposed wider range of responsibilities.

5.7 At officer level, each Area Committee will continue to have a designated Area Management Officer post to support its work and there will be no reduction in the range of project/support officers assisting the work of Area Committees.

5.8 Changes are proposed to the administrative support and in the new structure each of the 3 area teams will have a senior administrative officer, two administrative officers and one administrative assistant.

5.9 This restructuring does not cover:

- Neighbourhood management posts and Signpost staff funded through NRF/SSCF and other funding sources
- Specific fixed term posts funded by the Area Committees
- The Neighbourhood Wardens Service which is an existing delegated function for the Area Committees

5.10 The development of this revised structure based on three area management teams has allowed other services to start looking at how better to support area working arrangements with the resources available. An early development here is the proposal for Area Action Teams for Enforcement Services. This will bring together three teams of area based staff to deal with a range of enforcement issues such as noise nuisance, waste in gardens, overgrown vegetation, littering and dog fouling.

6 LOCAL PARTNERSHIP WORKING ARRANGEMENTS

6.1 The 5 District Partnerships were established in 2004 alongside the introduction of area management teams and the 10 Area Committees. Their role was to enable effective partnership working at a local level across the city to deliver the objectives of the Vision for Leeds. Their boundaries reflected the greatest degree of coterminosity of partner boundaries at the time with almost exact mapping of Council (Area Management), PCT, ALMO and Police boundaries.

- 6.2 As a result of changes in partner boundaries and the development of a new corporate planning framework it is considered that changes are required to local partnership working arrangements to ensure they are effective in the future. Over recent months, the Leeds Initiative Narrowing the Gap Executive has co-ordinated a number of discussions on the implications of these changes and discussed a report at its September 2007 meeting.
- 6.3 The 5 District Partnerships brought about new ways of working with local partners, including businesses and the third sector, and they have overseen the implementation of a range of actions in localities as part of their three year action plans linked to the Leeds Regeneration Plan 2005-2008.
- 6.4 A number of elected members of the council have expressed concerns though about governance and accountability issues related to the Partnerships. A key issue raised was that decisions were being made which could have important impacts on local interests without a sufficient input from members themselves. Whilst Area Committee Chairs were District Partnership members and in some cases Chairs or Deputy Chairs, the view of many ward members was that not enough members were engaged. In addition each area has had two planning frameworks – one through the District Partnership Action Plan and one through the Area Committee’s Delivery Plan.
- 6.5 The council’s new corporate planning framework aims to link the Vision for Leeds themes and the Local Area Agreement to strategic outcomes in a single Leeds Strategic Plan. As part of this framework the Area Delivery Plans would become the key focus for the achievement of strategic outcomes at a locality level. The Area Committee would be responsible for securing the agreement of a local plan for its area which would contribute to city wide strategic outcomes. To be effective, that would involve the need to engage autonomous partners such as the Police or the PCT as well as ensuring that the views and priorities of local people and stakeholders such as businesses and interest groups were taken into account. This would enable the focus of the partners themselves to be the delivery of outcomes they agreed to support.
- 6.6 Officers have considered the issues around local partnership working, possible options for future arrangements and initial views from partners. On balance, the preferred option is to move to a position where Area Committees provide a local governance and accountability framework for agreed partnership collaboration through their new Area Delivery Plans which will be part of the Leeds Strategic Plan framework. The expectation would be that the Council and local agencies would give accountability for their actions to local people through the Area Committees.
- 6.7 Alongside this new role for the Area Committees, officers from different agencies e.g. Council, PCT, Police, ALMOs would continue to co-operate and meet together based on the three areas with periodic meetings involving other local stakeholders such as business and voluntary sector representatives.
- 6.8 These proposals are supported by the Council’s Corporate Leadership Team and it is recommended that Members of the Executive Board agree them as the proposed way forward for local partnership working in the City.
- 6.9 This will require work to be done to establish an effective local planning framework and the development of working relationships between the Area Committees and

key partners. This new arrangement would reduce any duplication and tension between Area Delivery Plans and District Partnership Action Plans and acknowledge that in the new corporate planning and LAA environment the Council will have the lead responsibility for ensuring the delivery of agreed LAA outcomes.

- 6.10 Subject to Executive Board's approval for this recommendation, further work will be done with Leeds Initiative partners so that clear proposals and operational arrangements can be reported to the Narrowing the Gap Executive in the New Year. As part of this, Officers will start to arrange meetings based on the three new areas. Agreed changes to Area Committee roles would formally take effect from next Spring, alongside the other changes to Area Committee responsibilities and working arrangements outlined above.

7.0 IMPLICATIONS FOR COUNCIL POLICY AND GOVERNANCE

- 7.1 The contents and recommendations of this report represent a development of the council's policy in relation to area management, local partnership working arrangements and local governance.
- 7.2 Amendments to the Council's Constitution would be required and these would be proposed at the Council AGM in May 2008. Changes in relation to Area Committee responsibilities and working arrangements would then formally take effect after this.

8.0 LEGAL AND RESOURCE IMPLICATIONS

- 8.1 The proposals within this report are covered by existing legislation.
- 8.2 Resourcing of the services and functions covered in this report is covered by the council's annual budget setting process.

9.0 PROPOSED NEXT STEPS

- 9.1 Subject to Executive Board's approval for the range of recommendations in this report key next steps and indicative timescales are proposed as follows:

(Approximate) Date	Activity
December	Regeneration Restructure implementation to commence
December	Area Management Review - Report to all Area Committees
Winter/Spring	Programme of more detailed member briefings on proposed new responsibilities
January/February	Report to Narrowing the Gap on local partnership working arrangements
Spring	Leeds Strategic Plan Finalised
May	Council AGM – changes to constitution
June	Executive Board – agree revised Area Committee Functions
June/July	Area Committees to agree new Area Delivery Plans
September	Executive Board – endorse Area Delivery Plans
Autumn	Directorates consult with Area Committees on 2009/10 budgets

10.0 RECOMMENDATIONS

10.1 Executive Board is asked to:

10.1.1 Agree the recommended changes to Area Committee responsibilities and working arrangements and the proposed timetable put forward for them

10.1.2 Agree the recommended way forward for local partnership working arrangements

Appendix Table of Proposed New Area Committee Responsibilities

Community Engagement and Facilities

- Community Engagement
- Community Centres
- Community Space in Libraries
- Community Greenspace

Community Safety

- Neighbourhood Wardens
- PCSOs
- CCTV
- Neighbourhood Policing Teams
- Multi Agency Crime and Grime Operations

Environment

- Enforcement Services (Area Action Teams)
- Street Cleansing
- Highways Maintenance (continuation of ward member responsibility)
- Grounds Maintenance (consultation and monitoring role initially)

Children and Young People

- Local Children and Young People Plans
- Youth Service

Adult Social Care and Healthier Communities

- Adult Social Care
- Healthier Communities

Regeneration and Development

- Town and District Centre Projects
- Area Based Regeneration Schemes
- Neighbourhood Management Co-ordination
- Conservation Area Reviews

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Originator: Dave Richmond

Tel: 22 43040

Report of The Director of Environments and Neighbourhoods Directorate

Meeting: Inner South Leeds Area Committee

Date: Thursday 13th December 2007

Subject: Area Manager's Update Report

<p>Electoral Wards Affected:</p> <p>Beeston & Holbeck City & Hunslet Middleton Park</p> <p><input checked="" type="checkbox"/> Ward Members consulted (referred to in report)</p>	<p>Specific Implications For:</p> <p>Equality and Diversity <input type="checkbox"/></p> <p>Community Cohesion <input checked="" type="checkbox"/></p> <p>Narrowing the Gap <input checked="" 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 identifies a range of activity which has been undertaken in recent months in by the Area Management Team and/or in conjunction with others.

1.0 PURPOSE OF THIS REPORT

1.1 This report provides an update from the Area Manager on the work of the Area Management Team since the last Area Committee met. It also enables the committee to raise questions or provide advice regarding the topics contained in the report. As usual this report is largely laid out along the lines of the 07/08 Area Delivery Plan key themes which forms the focus of the Area Management Team's work plan. There is an additional section covering other work activities of the team and other issues and updates for Members to be aware of or consider.

2.0 CLEANER NEIGHBOURHOODS

2.1 Clean ups

- 2.1.1 The following clean ups led by Environmental Services' (formerly Streetscene Services) Environmental Pride Team have been carried out during October and November:
- Beverleys

- Sissons
- Cottingley
- Normantons/St. Lukes

As usual, Ward members are invited to suggest specific locations for further intensive clean up operations for the period Jan-March 2008.

2.1.2 In addition to the above, Neighbourhood Wardens have carried out two environmental projects: Back Lane (Beeston and Holbeck Ward) and the Leasowes (City and Hunslet Ward).

2.1.3 The Area Management Team has sent through a total of 132 referrals to the Environmental Pride Team for rubbish/litter clearing during October and November.

3.0 INVOLVING COMMUNITIES

3.1 Priority Neighbourhood Development Worker

3.1.1 Following on from the last Area Committee meeting, an update report has been produced by the Priority Neighbourhood Development Worker. Over November, the main achievements of this project in neighbourhoods has been the following:-

Middleton

- 1,000 bulbs planted on Middleton Park Avenue grass verges - 2 residents and 2 young people helped with bulb planting
- Attended two Aire Valley Homes Leeds (AVHL) walkabouts – 4 residents attended for the first time!
- Supported Middleton Community Group meeting
- Community Group 2008 calendar is currently being printed (thanks to I Love South Leeds Festival for helping make this happen).

Cottingley

- Second newsletter produced by Tenants and Residents Association in Cottingley (TRAC) has been distributed
- Supported Cottingley in Bloom meeting
- Supported TRAC meeting
- Took part in work on community garden and bulb planting at Dulverton Court

Manor Farms

- residents helped with bulb planting, one of which was a young person! – 1,000 bulbs planted on grass verges.
- CCTV camera poles are in place just awaiting the cameras
- Supported NIP steering group meeting
- Support to residents group which continues to meet on a regular basis.

Recreations.

- Committee agreed for the Old Holbeck Residents Association (which is for the terraced housing part of the whole NIP area) and supported meeting of the Residents Association and committee meeting.
- Second newsletter for the NIP area produced and distributed
- Supported NIP steering group meeting

Arthingtons

- Supported NIP steering group meeting
- Drafted the first newsletter for the area
- Attended AVHL walkabout

Other work

- Belle Isle 'youth forum': has met since the last Area Committee meeting. It is due to reconvene in February with the intention of mapping where young people tend to congregate in order that service provision is then effected. At the recent meeting Hamara talked through its youth forum work which not only covers LS11 but has a role to play in LS10.

3.2 Community Centres

- 3.2.1 The next meeting of the Inner South Community Centres Sub Committee is scheduled for February. This meeting will look at the usage pattern of community centres and also the planned maintenance works scheduled to be complete by the end of the 2007/08 financial year.

4.0 MORE FOR YOUNG PEOPLE

4.1 The Youth Bus

- 4.1.1 The latest update report received (and sent to councilors) covers October 2007 (November report not available at the time of writing), the points below outline the main facts and figures :

- 509 young people access the Youth Bus in October – 118 of these were new users and the remaining 391 were young people who had accessed the service previously.
- In the Middleton Park Ward, 159 young people aged 8 – 19 years were worked with in the neighbourhoods of Manor Farms, Belle Isle and Sissons/Throstles area.
- 268 young people accessed the Youth Bus in the City and Hunslet Ward when it visited Hunslet Moor, the Arthingtons and Balmorals.
- In Beeston and Holbeck Ward, 82 young people aged 8 -19 years accessed the Youth Bus when it visited the Cottingley, Parkwoods and Holbeck neighbourhoods.
- Activities provided from the bus included: football, cricket, rugby, basketball, rounders, dodge ball; there were also squash and snacks, music, DVDs, art, jewellery making, cake decorating. In addition Connexions information and information about services was provided.
- St. Lukes Cares delivered activities from the Youth Bus in partnership with LCC Youth Service, Crossroads Youth Project, Garforth Town/Brazilian Soccer School, Leeds Federated Housing Association, Church of the Nazarene, Urban Bar.

- 4.1.2 At the September Area Committee meetings, Ward members received proposals from St Luke's Cares which related to St Luke's' use of the Youth Bus during its downtime and the use of it by others. The Committee proposed to defer a decision on this matter, pending the issue being considered further by Members.

- 4.1.3 As usual Members are encouraged to comment on any amendments they would wish to see regarding the Youth Bus in its operation during Jan-March 2008 in order that St Luke's Cares can make preparations for such changes in advance.

4.2 Adventure playground

- 4.2.1 Further to the last Area Committee meeting, discussions have taken place with Middleton Park Ward Members and with representatives of Children Leeds South Play and Leisure sub-group.
- 4.2.2 At the time of this Area Committee meeting, a visit is likely to have taken place with Elected Members to see an adventure playground in Wakefield. Further consideration will then be given to options for sites.
- 4.2.3 Invitations for expressions of interest for managing the adventure playground have gone out to potentially interested organisations. Once the host organization has been identified an outline bid will then be submitted to the Big Lottery Fund by 31st December.

4.3 DAZL – Dance Action Zone Leeds

- 4.3.1 DAZL has reported on its Inner South area Committee funded work for July to September. They continue to work with young people at Escape Youth Dance Company (based at Windmill Primary School), Danceaction (based at New Beverley Primary School) and the Community Cohesion Dance Project (based at South Leeds High School). The young people coming to these sessions come from across the Inner South: Beeston and Holbeck Ward (43 young people), City and Hunslet Ward (14 young people) and Middleton Park (53 young people).
- 4.3.2 During the summer DAZL ran two 'I Love South Leeds Shows in a Week' project and they also ran a major dance performance which was a central part of the I Love South Leeds Gala held on 2nd September 2007.

5.0 REGENERATING AREAS

5.1 Beeston Hill and Holbeck

- 5.1.1 The Outline Business Case has now gone to Government with a decision expected Jan/Feb 08.
- 5.1.2 Work on the Beeston Hill and West Hunslet Regeneration Plans is still progressing. The consultation has concluded and both plans are expected to go to Planning Board in January 2008 for approval.
- 5.1.3 The next phase of acquisition is underway in Holbeck (Runswicks) with a view to demolition.
- 5.1.4 Group Repair on housing in Beeston Hill continues with planning now happening for phase 4.
- 5.1.5 Planning approval for works on Hird St is now in place with a contractor expected on site in new year.
- 5.1.6 INM capital schemes worth 300k are all underway.
- 5.1.7 The 'Greenhouse' development is concluding its demolition phase in readiness for contractors to redevelop the building internally in New Year.

- 5.1.8 Partners participated in a seminar to be informed about the new European funding programme for 2007-2014. Aspire has formed a collective in readiness to bid for various funding sources and respond to commissions.

5.2 Middleton

- 5.2.1 At the Middleton Regeneration Board on November 20th, a presentation was given by Aire Valley Homes on suggested physical regeneration improvements and relocation of community services which could take place in the Central Middleton estate. Further work will be undertaken over the coming months to translate some of the suggestions into firmer proposals as part of improvements to be undertaken through the Middleton Regeneration Action Plan.
- 5.2.2 Thematic sub groups for the Middleton Regeneration Action Plan have been set up – the first meeting of the Health & Well Being group has already taken place, with the key contacts for the other themes meeting shortly. A report on the progress of these groups will be presented to the Regeneration Board.
- 5.2.3 An indicative timeline has also been drawn up to highlight key milestones for the implementation of specific activities and completion of certain tasks towards finalising and delivering the action plan.

5.3 Neighbourhood Improvement Plans - NIPs (see also Priority Neighbourhood Development worker)

- a) **Manor Farms NIP** – recent meeting progressed the action plan addressing key issues such as refuse collection, flytipping, CCTV cameras to counteract anti-social behaviour, waste in gardens.
- b) **Arthingtons NIP** – Three meetings of the steering group have been held. The results of residents surveys (in the ALMO area of the Royals and the Leeds Federated Housing Association's area of the Arthingtons) have been analysed and used to inform the development of the action plan.
- c) **Recreations NIP** – the steering group, chaired by Councilor Gabriel, has continued to meet regularly and has now drafted a report and action plan which is attached to this report at Appendix 1. Members are asked to approve the action plan note that future project proposals may be submitted to the Area Committee. Members are also asked to note that the Old Holbeck Residents Association has been established for the terraced housing part of the NIP area and is meeting regularly.

5.4 South Leeds District Partnership

- 5.4.1 The District partnership met on 29th October 2007. Like this Area Committee at its meeting in November, the District Partnership considered and commented on the Draft Leeds Strategic Plan and its proposed thematic priorities.
- 5.4.2 Proposed Changes to Area Based Partnership Working was also discussed with a view to comments being returned to the Narrowing The Gap Executive Board. Further information on proposal on this subject is part of the Area Management Review report elsewhere on the agenda for this Area Committee meeting. The need to consider the changes to area based working has arisen from a range of factors including the reduction in the organisational boundaries of key partner agencies, proposed changes to Area Management, and the desire to ensure that ward

members and Area Committees play a full and strategic influencing role in partnership working.

- 5.4.3 The District Partnership also considered closer multi-agency working in neighbourhoods with a proposal for agencies to consider prioritising neighbourhoods to do more joint work in and make longer term impact.
- 5.4.4 The partnership also received highlight reports on some of its sub-partnerships namely:- Health and Well Being Partnership, South Leeds Employment, Education and Training Group

6.0 SAFER NEIGHBOURHOODS

6.1 Neighbourhood Wardens

- 6.1.1 A temporary Neighbourhood Warden has been appointed to cover the Bismarcks/Disraelis part of Beeston Hill. This will benefit the whole of the Inner South as the Wardens will be able to spend more time in each of the patches. The new Warden started in post on 28th November 2007.
- 6.1.2 As mentioned in the Cleaner Neighbourhoods section above, Neighbourhood Wardens are now carrying out fortnightly environmental projects in local areas. The projects carried out so far have been highly visible and well received by local residents.
- 6.1.3 The acting Senior Neighbourhood Warden has provided an important support and co-ordination role to the neighbourhood wardens especially in the light of the current reduced staffing position.

6.2 Operation Champion

- 6.2.1 As mentioned in the previous report October and Novembers Operation champions were combined so that both took place over the mischief and bonfire night period. This was so that the operation could tackle the problems that are generally associated with this time of year. Special emphasis was placed on providing timer switches and energy efficient light bulbs in order to encourage people to light up their homes to reduce burglary over the dark night period. This was the first operation HM customs had carried out DIP testing, they were so pleased with her results that they will send 2 crews down from Middlesborough for each further operation.

6.2.2 Results from the operation.

CASAC referrals for free home security checks	104
Timers provided	300
Light bulbs provided	261
Fire safety checks	145
HM customs vehicles checked for red diesel	86
Vehicles fined for using red diesel	3
DVLA untaxed vehicles	82

6.2.3 So far this year, Operation Champions has taken place and is scheduled for the following locations:-

March	Beeston Hill
April	No Op
May	Holbeck
June	Belle Isle
July	Beeston Hill
August	Middleton
September	Beeston Hill
October	Belle isle
November	Beeston Hill
December	Outer – Morley
January 08	Middleton
February 08	Outer
March 08	Belle Isle

7.0 IMPLICATIONS FOR COUNCIL POLICY AND GOVERNANCE

7.1 No specific issues are identified

8.0 LEGAL AND RESOURCE IMPLICATIONS

8.1 No specific issues are identified

9.0 RECOMMENDATIONS

9.1 The Committee is asked:

- a) to note the contents of this report
- b) approve the action plan for the Receptions NIP
- c) make comment as appropriate on any of the items in this report.

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Appendix 1

Recreations Neighbourhood Improvement Plan

1.0 Introduction

1.1 At the Area Committee meeting on 23rd September 2004, the Inner South Area Committee adopted the improvements of 'Priority Neighbourhoods' as one of its key themes. The aim is to improve the overall quality of life for the residents of the most deprived areas within the Inner South area, as well as for residents in defined neighbourhoods where there are a number of recurring issues of significant concern to local people, for example a high incidence of anti-social behaviour involving young people, environmental problems such as litter, fly tipping and overgrown gardens, and relatively high turnover in properties.

1.2 Neighbourhood Improvement Plans (NIP) are the vehicle for tackling the key issues in the Priority Neighbourhoods and this will be delivered by some short term as well as medium and longer term actions.

1.3 This plan is about the Recreations area

2.0 A profile of Recreations area

2.1 The Recreations area is one of the 22 identified Priority Neighbourhoods. A map of the area is at annex 1.

2.2 Some of the basic data about the Recreations area is at annex 2. Overall this shows that the area is one of considerable deprivation which is within the top 5% most deprived areas in England.

2.3 The area is the subject of major regeneration activity on Brown Lane East and PFI development of site of the former Matthew Murray School.

3.0 Consultation

3.1 The area covered by the Recreations NIP has recently been the subject of two major consultation exercises for the Holbeck Regeneration Plan and the Intensive Neighbourhood Management Plan (as described at 3.2 and 3.3 below). Thus local concerns were well documented, and to avoid consultation fatigue the results of these consultations were utilised for the Neighbourhood Improvement Plan.

3.2 A detailed consultation exercise was undertaken in the wider Holbeck area to inform the Holbeck Regeneration Plan in December and November 2006 the consultation centred on two main Saturday events at St Matthews Community Centre (11th November and 9th December). The first of these included a marquee on Holbeck Moor which helped raise interest and also attracted some people who don't normally get involved in consultation. The second was a 'feedback' event four weeks later.

3.3 Other events included a successful launch at the Holbeck Community Partnership where a number of small groups considered the 15 'preferred options' which make up the Draft Holbeck Regeneration Plan and reported their initial thoughts back to everybody at the end of the evening. There was also a presentation

to the Cross Ingrams Residents' Association, Board of Governors at Ingram Road Primary School and a series of staffed exhibitions at Holbeck Youth Club, St Matthews Community Centre, Holbeck Library and Kwik Save.

3.4 Approximately 330 people actively took part in the various events. Young people were targeted at the event on 11th November and with the help of the Youth Service their ideas on how to make Holbeck a better place have been recorded and made into a short DVD. The views expressed have been incorporated into the draft regeneration plan.

3.5 Further consultation was undertaken to inform the Intensive Neighbourhood Management programme through a Participatory Appraisal project which was carried out by people living in the INM areas supported by Leeds VOICE. As part of this 200 people from the Recreations and Holbeck Moor were interviewed.

3.6 The key issues raised during consultation which made up 55% of the comments were (not in any priority order) community safety issues and environmental issues. The main issues referred to were antisocial behaviour, women working as prostitutes, drug abuse, traffic issues, and improvements to Holbeck Moor and rubbish.

4.0 Steering Group

4.1 A steering group chaired by Councillor Gabriel has been meeting regularly since April and includes representatives from:

- Environmental Services (formerly Streetscene Services)
- Parks and Countryside
- West Yorkshire Police
- Aire Valley Homes
- Leeds Federated Housing Association
- Old Holbeck Residents Association
- Cross Ingrams Residents Association
- Gaitskell Community Association
- Groundwork Leeds
- Neighbourhood Warden
- Area Management

5.0 Action Plan

5.1 The action plan has been drawn up and developed by the Steering Group and is attached at annex 3. In developing the action plan the Steering Group has been mindful that the NIPs are short term action plans and it is clear that many of the major regeneration issues of the area will only be tackled via the hoped-for PFI programme and redevelopment of e.g. the site of the former Mathew Murray school.

5.2 Some of the issues raised in consultation e.g. anti-social behaviour are being dealt with by meetings of the Old Holbeck Residents Association which the Police attend. The Association agreed the action plan. It also became clear that ideally a litter picker would be employed for the whole of the NIP area but this is something that the NIP cannot deliver and was therefore removed from the Action Plan as it was developed.

5.3 Considerable progress has been made in various of the actions set out in the action plan and work will continue on implementing the action plan:

(a) Cleaner Neighbourhoods

- Green re-cycling bins are to be provided in the Cross Ingrams - surveys have started.
- An 'environment day' to highlight e.g. re-cycling, the masterplan for Holbeck Moor is to be held in July 2008 as part of the Holbeck Gala.
- Grass-cutting issues have been tackled with improvements in the area and clearer identification of responsibilities.
- Agreeing with Holbeck in Bloom that the major improvement to be largely funded by INM for the area would be the removal of the hedge and installation of new railing on Holbeck Moor Road.
- Agreement that there should be a pilot binyard improvement project. This pilot will involve taking down the walls, providing a new floor and leaving the area open. A project proposal for this pilot will be brought to a future meeting of the Area Committee.

(b) Built environment/homes

- The need for new fences in the Cross Ingrams area is to be submitted to Aire Valley Homes Leeds' Inner Area Panel.
- A arts project is to be taken forward (by the Youth Service) probably a mosaic to tackle the problem of graffiti in the underpasses. It is not clear yet how much funding would be needed for this; a project proposal might be submitted to the Area Committee.

(c) Traffic and movement

- Depending upon sufficient evidence from residents, a bollard may be installed on the footbridge over the M621 to prevent motorbikes using it.

(d) Involving communities

- A community group (the Old Holbeck Residents Association) has been started for the older terraced housing part of the NIP area and is now meeting monthly. Many detailed issues are being raised by residents and are being dealt with by working with a range of agencies.
- Two newsletters have been produced for the area.

(e) More for young people

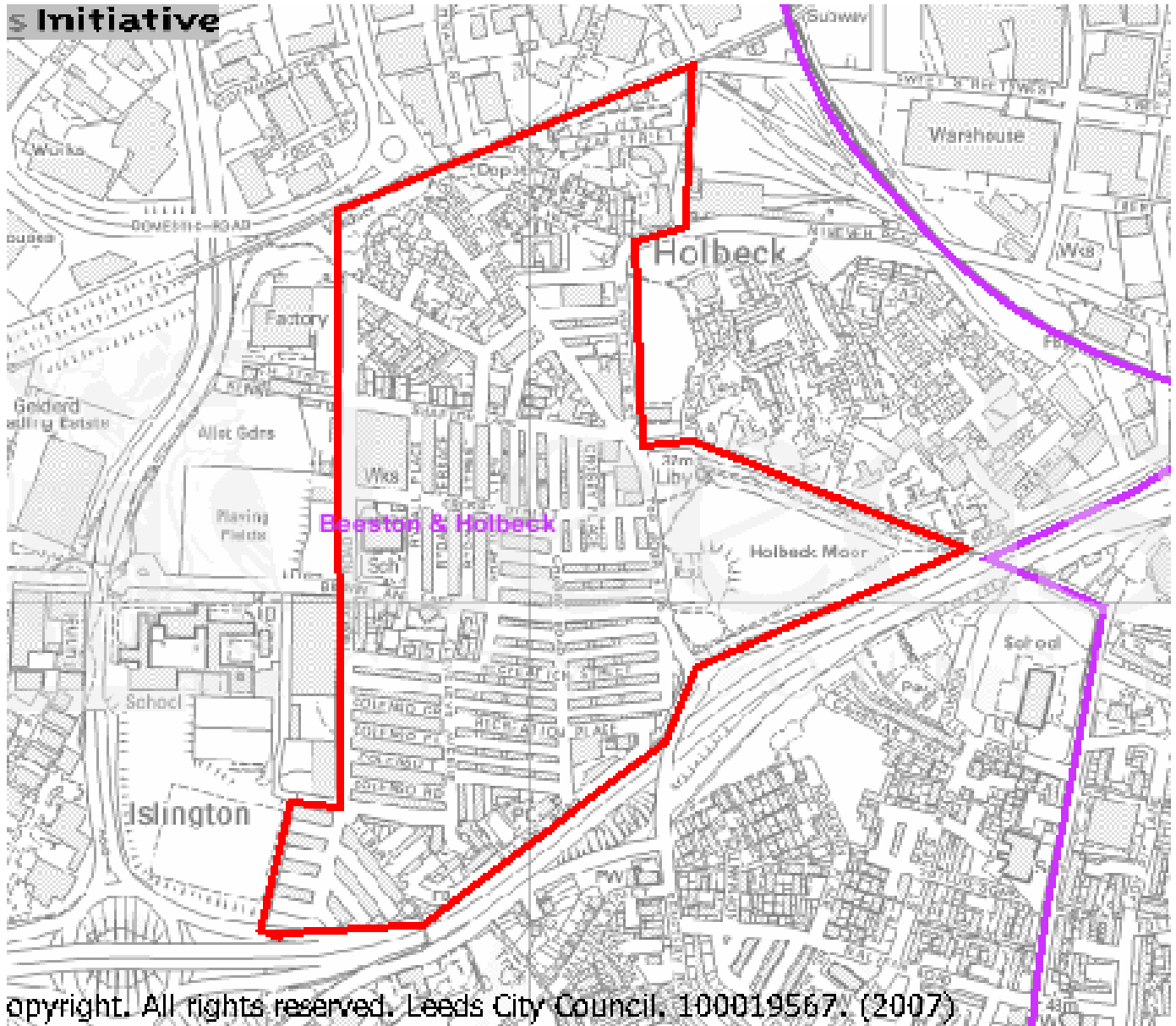
- Youth activities have been publicised in the two newsletters including the youth gym at South Leeds Sports Centre, the new Jungle Gym (funded by INM) on Holbeck Moor and activities at Holbeck Youth Centre. A new sign for the Holbeck Youth Centre is being investigated and if feasible this might come as a project proposal to the Area Committee.

(e) Safer Neighbourhoods

- The Police will be invited to the Residents' Association to see if a Neighbourhood Watch scheme could be set up.

Annex 1

Recreations Neighbourhood Improvement Plan Area



Annex 2

1.0 Recreations Area Profile

1.1 Location

This Neighbourhood Improvement Plan (NIP) area which for identification purposes will be known as ‘the Recreations’ covers the area bounded by Ingram Road, Elland Road, the Viaduct and Holbeck Moor and is shown on the map at Appendix 1. It includes the Recreations, Colensos, Tilburys, Rydals, and Runswicks areas of turn of the century back to back and through terraced housing and some more recently constructed housing in the Balms and Ingrams area.

The area is close to Holbeck Urban Village and provided connectivity issues can be overcome is likely to benefit from the developments underway and envisaged in the Urban Village.

1.2 Sources of information

The main sources of information used for this NIP are the 2001 Census and the Index of Multiple Deprivation. The Index of Multiple Deprivation shows relative deprivation in small, similar sized areas for different domains that measure different aspects of deprivation. Deprivation is measured in a way which ranks each area in England. A rank of “1” indicates the most deprived area within the measure and “32,482” the least deprived in England.

Information from the Census and the Index of Multiple Deprivation is available for small areas known as ‘Super Output Areas’ which provides more localised information than before.

There are three relevant SOAs – SOA 1366, 1367 and 1368 – although they are not completely coterminous with the NIP area, for practical purposes they are acceptable and are used in this document.

As stated above this profile is based on the 2001 census which is the best information available at this time. However the information is now over 6 years old and does not take account of changes which have taken place during this time not least of which is the numbers of refugee and asylum seekers and economic migrants who have moved into the South Leeds area.

1.3 Population

The NIP area contains approximately 2,504 people in 1253 households (there are actually 1,400 dwellings in the area, but according to council records for September 2003 164 were vacant). As shown in the table below there are slightly more children under age 4 and adults aged 20 to 29 and slightly fewer people over the age of 60 than the city average.

Age group	Recreations %	City %
0 – 4 years	9	6
5 -15	14	14
16 - 19	5	6

20 - 29	18	15
30 - 59	38	39
Over 60	17	20

1.4 Ethnicity

The Receptions area has a higher proportion of Black and Minority ethnic groups compared with the Beeston and Holbeck ward and the city average:

Ethnic group*	Receptions Area	Beeston and Holbeck Ward	Leeds
	%	%	%
White	87	93	92
Mixed	2	1	1
Asian or Asian British	9	5	5
Black or Black British	1	1	1
Other ethnic group	1	0	0

* Note: these figures are from the 2001 census and the picture may have changed markedly since then.

1.5 Deprivation

The area as a whole crosses the boundaries of three super output areas all of which are clearly very deprived and within the top 5% of most deprived areas in England.

Super Output Area No.	Overall Index of Multiple Deprivation
1366	1136
1367	1157
1368	470

1.7 Economy

The rankings for the Income Deprivation Domain from the Index of Multiple Deprivation are shown in the table below. The area as a whole is within the top 10% of the most income deprived areas in England but SOA 1368 is significantly more deprived and ranks in the top 3% of the most income deprived areas in England.

Super Output Area No.	Income Deprivation Domain
1366	2891
1367	2568
1368	1394

Information about economic activity is available from the Census and this shows that for economically active people aged 16 – 74 the Beeston and Holbeck ward as a whole has a higher rate than the city as a whole. (See table below.)

Worklessness	
Beeston and Holbeck Ward	Leeds
%	%
5	3.3

Additionally in the NIP area 41% (calculated as a percentage of all households liable for Council Tax) are in receipt of Council administered benefit compared to 16% in the city as a whole.

1.8 Housing

The terraced housing in the area is mainly composed of pre 1919 brick built terrace properties with some more recent housing. The terraced housing is very dense with a high proportion of ‘Type 2’ back to back properties (i.e. opening directly onto the street without any private external space) many Type 3 back to backs (i.e. larger houses with small garden/yard) and some through terraces. There are approximately 150 binyards attached to the back to back properties.

The Balms and Cross Ingrams are newer properties built in the 1970s between the viaduct and Shafton Lane.

Almost 99% of the properties are in the lowest Council Tax band and 12% of the properties are vacant.

Statistics for the main area of older housing (Recreations, Colensos, Tilburys, Rydals, and Runswicks) show that Aire Valley Homes manage approximately 25% of all properties in the area; Leeds Federated Housing Association manages approximately 10% of all properties, and private landlords own approximately 30% properties in the area.

Historically low property prices (compared to the Leeds average) have probably contributed to the high proportion of private landlords in the area, a fact which can often lead to an over representation of vulnerable, mobile and antisocial residents.

A Project Team (which reports to the Beeston Hill and Holbeck Regeneration Partnership Board) is currently working on the development of an integrated regeneration strategy in order to begin transformational change in the area. Currently £2.8m has been approved to commence a phased acquisition and clearance of ‘Type 2’ properties within this area of densely terraced housing. This will permit an improved junction at Brown Lane East/Top Moor Side and will open up the residential opportunity site at the former Matthew Murray School site.

1.9 Recent planning consent

Planning consent has been granted for new business/office units on the west side of Ingram Road near Kenneth Street and existing industry but there is currently no timescale for implementation. Planning consent has also been granted for extension housing units at the existing former Church House on Brown Lane East.

1.10 Education and qualifications

Key Stage 2 results for Ingram Road Primary School show that the school performed very well in 2005 with a slightly higher number of children than the Leeds average achieving the expected level or above in all the tested areas. But performed less well in 2006 with results significantly lower than the Leeds average.

40% of the pupils living in the area entered for GCSEs achieved 5 or more at grades A* - C, which is slightly lower than the city-wide average of 44%.

1.11 Crime

The area has a higher level of all reported crime than is average for the city; 181 crimes per thousand population compared to 137 for the city as a whole. Domestic burglary is lower the city average at 21 per thousand households, compared with the city average of 24 per thousand households. Vehicle crime is lower than the city average with the number of reported cases at 16 per thousand compared with the city average of 18 per thousand population. Criminal damage is slightly higher than the city average, with the number of recorded crimes being 38 per thousand people compared with the average for the city of 31.

2.0 Existing facilities

(a) Shops

Shops on Top Moor side are mostly takeaways, and convenience stores. There are several pubs in the area and The Britannia Pub has been given a makeover. There is a discount carpet warehouse on Domestic Street, and just outside the NIP area residents have access to shops on Domestic Street which include a Kwik Save supermarket

(b) Community centre

St Matthews Community Centre is just outside the area at the junction of Domestic Street and Top Moor Side. It is a major landmark and asset for the area and is accessible to most residents in the NIP area except those with mobility difficulties.

(c) School

Ingram Road Primary School, is located at the junction of Brown Lane East and Ingram Road. Older pupils in the area will attend the new South Leeds High School.

(d) Provision for young people

Holbeck Youth centre is on the Elland Road edge of the area it provides a base for Youth Service activities in the area such as Holbeck Girls Group and includes an outdoor games pitch.

(e) Health

There is a Health Centre on Ingram View and Pharmacy and Dentist on Shafton Lane.

(f) Transport

Walking: to reach the city centre on foot takes approximately 25 minutes. There is a fairly steeply ramped pedestrian walkway at the Elland Road/Tilbury Road junction which connects the area to Beeston. There is also a recently improved underpass on the other side of Holbeck Moor which connects with Beeston Hill and includes access to South Leeds Sports Centre.

Bus: Bus Routes 46, 51, 51A, 55 run through the area. Access to the city centre is possible via regular bus service from Top Moor Side. Other bus services link the area directly to Morley Town Centre and White Rose Shopping Centre. For elderly people and those with a mobility difficulty living in the areas furthest from the bus route (e.g. the Tilburys, Eustons, Colensos, Ingram Road) the distance and access routes to the nearest bus stop on Top Moor Side may be problematic.

Car: Approximately 60% of households have no car compared to 34.5% of all Leeds households with no car. The majority of residents are therefore dependent on bus services. For those with cars there is good access to main roads and to the M621 and from there to the wider motorway network. There are a considerable numbers of cars parked in the area when Leeds United are playing at home.

(g) Green spaces

Holbeck Moor is a large open area of green space which has a playground and a multi use games area and is a major asset for the area. There have been some recent improvements e.g. provision of new metal benches and renewal of flower beds. A green space assessment for the whole area will be undertaken shortly and it is likely that some small scale improvements will be made in this financial year. If the proposed PFI is successful (the scheme is currently on the reserve list) a full 'master plan' will be prepared as part of the work with the private developer. It is anticipated that full refurbishment of the Moor would require investment in excess of one million pounds.

There are allotments and playing fields just outside the area on Ingram Road which may need reconfiguring as part of the regeneration plans for the area.

(h) Community organisations

The Cross Ingrams Residents Association covers residents in the Ingrams and Cross Ingrams areas, residents in the Balms area link in with the Gaitskell's community Association. As part of the Neighbourhood Improvement Plan a residents group has recently been established for the majority of the area (terraced housing). Environmental concerns are the focus of Holbeck in Bloom and Friends of Holbeck Moor.

3.0 Existing service provision

(a) Neighbourhood Warden

There is a Neighbourhood Warden in the area who is dedicated to daily patrolling and reporting of problems in the area and also links in with local initiatives e.g. Holbeck in Bloom, Operation Champion etc.

(b) Police

The area is covered by the Neighbourhood Policing Team – headed by Inspector Steve Palmer this includes 2 Sergeants, 4 PCs and 8 PCSOs.

(c) City Services

There is a City Services team collecting household refuse bins weekly; City Services area also responsible for keeping the roads and pavements clean.

(d) Learning and Leisure

There is a Library in Domestic Street which is only open for part of the week.

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DRAFT**Recreations Neighbourhood Improvement Plan - Action Plan**

[At 12.11.07]

Issue	Action	Who (lead agency in bold)	Progress to date
CLEANER NEIGHBOURHOODS			
Street cleansing	1. Provide information about cleaning to local area – weekly cleaning.	Environment al Services	
Refuse collection	1. Cross Ingrams area to be provided with green recycling bins	Environment al Services	Surveys have started
	2. Hold 'environment day're recycling [and include recycling information in the newsletter], master plan for Holbeck Moor, improvements on the Moor etc. [Hold environment day as part of Holbeck Gala.]	Environment al Services/ Education Awareness/AMT/Groundwork/Parks and Countryside/ Holbeck in Bloom	
Under-maintained land/grass cutting	1. Identify grass-cutting issues/responsibilities and secure improvements.	AMT/Streetscene/Parks and	Improvements have been made. Responsibilities identified.

		Countryside/ Aire Valley Homes	
	2. Publicise contacts for residents.	AMT	Information in second issue of newsletter (November)
The Viaduct	1. graffiti needs to be removed, rubbish needs to be removed, overgrown vegetation needs to be cut back	Network Rail/ Neighbourhood Warden	Graffiti has been removed.
Recycling banks (by Spotted Cow pub and shop by Holbeck Towers)	1. Can we re-locate bottle bank from Spotted Cow site?	Environment al Services	Environmental Services is checking if there could be a minor relocation.
Holbeck Moor	1. Ensure improvements to the Moor are implemented e.g. hedge removal/installation of railing – with major funding from INM.	Holbeck in Bloom/Friends of Holbeck Moor/Parks and Countryside/ Groundwork Leeds	
	2. Publicise improvements and master plan (on environment day – as part of Holbeck Gala)	AMT/Holbeck in Bloom/Parks and Countryside/ Groundwork Leeds	
Binyards	1. Continue pilot programme of 'education'.	AMT/Environment al Services/Edu cation	

		Awareness AMT	
	2. Carry out pilot scheme for binyards and depending on outcome develop programme of binyard improvements		
Issue	Action	Who (lead agency in bold)	Progress to date
BUILT ENVIRONMENT/HOMES			
Fencing – Cross Ingram area	1. Identify responsibilities and budget for repairing/renewing fencing.	ALMO	Fencing issue to be submitted to ALMO's Inner Area Panel.
Underpasses	1. Explore graffiti arts project (via Mosaic) to combat problems with graffiti.	Youth Service/Neighbourhood Warden/ Groundwork	
TRAFFIC AND MOVEMENT			
Footbridge over M621 – open to motorbikes	1. Explore possibility of bollard to prevent motorbikes getting onto footbridge (depending upon level of complaint).	Highways Agency/AMT	Nuisance diaries given out via Old Holbeck Residents' Association
Issue	Action	Who (lead agency in bold)	Progress to date
INVOLVING COMMUNITIES			
No residents' group in major part of area	1. Start community group in Recreations/Clevellys/Rydals/Colensos/Crosbys area	AMT	Old Holbeck Residents Association now established and meet monthly-
	2. Produce newsletter(s) for the NIP area	AMT	1 Newsletter produced.(July) Second Newsletter to be produced in November

Fuel poverty	1. Publicise ways to tackle fuel poverty [e.g. referrals to Groundwork's Green Doctor; also PCT family outreach workers to promote awareness about Health Through Warmth scheme and make referrals]	PCT/ Groundwork	Promoted via November Newsletter.
MORE FOR YOUNG PEOPLE			
Activities for young people	1. Encourage use of youth gym at Sports Centre	Sports Division/ Youth Service	Encouraged via newsletters in July and November
	2. Publicise launch of jungle gym	AMT	Publicised in November newsletter
	3. Promote use of Holbeck Youth Centre and its facilities including involving the community running activities and develop use of the centre 5 days a week.	Youth Service/AMT/ Management Committee of St. Matthew/ Holbeck Youth Centre	Promoted via newsletter Possible notice board for the Centre – costs etc being investigated
SAFER NEIGHBOURHOODS			
Prostitution/drugs/anti-social behaviour	1. Endeavour to set up Neighbourhood Watch scheme.	Police/AMT/ Residents Association	Neighbourhood Watch Co-ordinator to be invited to Old Holbeck Residents' Association meeting.

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