



**NOTICE OF A
PUBLIC OPEN FORUM MEETING**

A public open forum based on '**Children and Young People Services**' will be held prior to the Area Committee meeting between 9.00 a.m. - 10.00 a.m. at Fairfield Community Centre.

WEST (INNER) AREA COMMITTEE

**Meeting to be held in Fairfield Community Centre,
Fairfield Terrace, Bramley, Leeds LS13 3DQ on
Thursday, 18th September, 2008 at 10.00 a.m.**

MEMBERSHIP

Councillors

J Harper - Armley
A Lowe - Armley
J McKenna - Armley

D Atkinson - Bramley and Stanningley
T Hanley - Bramley and Stanningley
N Taggart - Bramley and Stanningley

Co-opted Members

Hazel Boutle - Armley Forum
Stephen McBarron - Bramley & Stanningley Community
Forum
Morgan Pugh - Armley Forum

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

**Maria Lipzith
24 74353**

**Area Manager: Steve Crocker
Tel: 395 0966**

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> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting)</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-</p>	

Item No	Ward	Item Not Open		Page No
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>APOLOGIES FOR ABSENCE</p>	
5			<p>DECLARATION OF INTERESTS</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>	
6			<p>OPEN FORUM / COMMUNITY FORUMS</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>The receive and consider the attached minutes of Community Forum meetings as follows:</p> <ul style="list-style-type: none"> (a) Armley Community Forum – 17th June 2008. (b) Bramley & Stanningley Community Forum – 29th May 2008. 	1 - 8

Item No	Ward	Item Not Open		Page No
7			<p>MINUTES OF THE MEETING HELD ON 26TH JUNE 2008 AND ANY MATTERS ARISING</p> <p>To confirm as a correct record the attached minutes of the meeting held on 26th June 2008 and to consider any matters arising from those minutes.</p>	9 - 16
8	Armley; Bramley and Stanningley;		<p>COMMUNITY SAFETY UPDATE</p> <p>To consider a report by the West North West Area Manager introducing NPT Inspector Anwar Mohammed from West Yorkshire Police Authority who will give an update on the Community Safety Issues in Inner West Leeds in the past six weeks.</p> <p>(Executive Function) (15 Mins)</p>	17 - 18
9	Armley; Bramley and Stanningley;		<p>ENVIRONMENTAL SERVICE ISSUES - INNER WEST LEEDS</p> <p>To note a report by the Chief Environmental Services Officer updating Members on various service related issues within the Area Committee boundary.</p> <p>(Executive Function) (10 Mins)</p>	19 - 20
10	Bramley and Stanningley		<p>REVIEW OF SECONDARY EDUCATION PROVISION IN INNER WEST LEEDS - PROPOSAL TO ESTABLISH AN ACADEMY ON INTAKE HIGH SCHOOL SITE</p> <p>To consider a report by the West Leeds Area Manager to draw Members attention to the consultation on future secondary school provision at Intake High School.</p> <p>(Executive Function) (10 Mins)</p>	21 - 34

Item No	Ward	Item Not Open		Page No
11	Armley; Bramley and Stanningley;		<p>'SAFETY CENTRAL' - DEVELOPMENT OF THE FORMER BRAMLEY FIRE STATION</p> <p>To note a report by the Director of Environment and Neighbourhoods informing the Area Committee about the development of 'Safety Central' and to invite the continued involvement of Leeds Inner West Area Committee in the local development.</p> <p>(Council Function) (10 Mins)</p>	35 - 38
12	Armley; Bramley and Stanningley;		<p>INNER WEST AREA COMMITTEE WELL-BEING BUDGET UPDATE</p> <p>To consider a report by the Director of Environment and Neighbourhoods to update Members on the current amount of capital and revenue funding committed and available via the Area Committee Well-Being Budget for Wards in the West Outer area. The report also seeks approval for new projects commissioned by the Area Management Team.</p> <p>(Executive Function) (15 Mins)</p>	39 - 54
13	Armley		<p>WYTHYER COMMUNITY CENTRE - SCRUTINY REPORT</p> <p>To consider a report and appendices by the West Leeds Area Manager informing Members of the outcome following the Area Committee request to Scrutiny Board (Environment & Neighbourhoods) to consider an inquiry into the closure of Wyther Community Centre.</p> <p>(Executive Function) (10 Mins)</p>	55 - 62

Item No	Ward	Item Not Open		Page No
14	Armley; Bramley and Stanningley;		<p>AREA COMMITTEE ROLES FOR 2008/2009</p> <p>To consider a report by the Director of Environment and Neighbourhoods relating to a report and appendices referred to all Area Committees after being considered at the Executive Board meeting on 16th July 2008, detailing the area function schedules and roles in respect of service areas for 2008/2009, including further development of responsibilities from this year onwards.</p> <p>(Executive Function) (10 Mins)</p>	63 - 136
15	Armley; Bramley and Stanningley;		<p>AREA MANAGER'S REPORT</p> <p>To consider a report by the West Leeds Area Manager providing an update on a number of initiatives and projects within the Inner West Leeds Area Delivery Plan.</p> <p>(Executive Function) (10 Mins)</p>	137 - 142
16	Armley; Bramley and Stanningley;		<p>INNER WEST AREA DELIVERY PLAN PROGRESS REPORT FOR QUARTERS 3 AND 4</p> <p>To note a report and appendices by the Director of Environment and Neighbourhoods providing an update on progress of the delivery of the Area Delivery Plan for quarters 3 and 4 of 2007/2008 – October 2007 to March 2008.</p> <p>(Executive Function) (10 Mins)</p>	143 - 170
17			<p>DATE AND TIME OF NEXT MEETING</p> <p>Thursday, 23rd October 2008 at 9.00 a.m. (Venue to be confirmed)</p> <p>MAP OF VENUE - FAIRFIELD COMMUNITY CENTRE ATTACHED</p>	171 - 172

Item No	Ward	Item Not Open		Page No
18			<p>LATE ITEM - SMALL GRANT APPLICATION FOR FUNDING - INSIDE JUSTICE WEEK</p> <p>This report was admitted as a Late Item. The report gives details of an application for funding from West Yorkshire Police which Members were uncertain about and needed clarification. The application had to be considered at today's meeting as the launch of the proposed operation takes place on 16th October 2008 before the next Area Committee meeting takes place.</p>	173 - 178



Armley Community Forum

Date: 17th June 2008

Present:

Cllr Harper(Chair), Cllr A Lowe, Cllr McKenna, Rachel Reeves, M Pugh, H&D Boutle, D & T Maynard, Ald. B Nelson, B Draper, D Peck, K Lemm, J Ramell, B&S Richmond, F Smyth, A Smithson, W Davies, E Bowes, E & B Rayworth, B Holmes, A Iqbal, H. Gardiner, D Dunlevy, J Corcoran, S Hellewell, H Evans, Superintendent Ian Whitehouse, Inspector Anwar Mohammed, J Granger, M Litherland, I Broughton, JK & JP Newsome, J Ford, A Covey, A Paul. R Boon.

ACTION

1.00 WELCOME

1.01 Cllr Harper welcomed everyone to the meeting

2.00 APOLOGIES

2.01 Ian Penman, Dawn Newsome, David Stead, Kath Draper, Mr Cook.

3.00 MINUTES OF THE LAST MEETING

3.01 The Minutes of the last meeting were agreed as a true record.

4.00 MATTERS ARISING - none

5.00 Community Safety Update and Tension Monitoring – Inspector Anwar Mohammed.

- 5.01 Superintendent Ian Whitehouse introduced himself to the forum. He has replaced Superintendent Howard Crowther. He informed the forum that he has been in the force for 21 years, 14 years in Leeds and the past 7 years at Headquarters in Wakefield. He welcomed the opportunity to return to Leeds and especially neighbourhood policing which he believes in wholeheartedly. He is keen to build on successes already achieved within the division. One notable success is the seizure of £358 K in April from criminals. These criminals have largely seemed untouchable until recently but the police are now achieving considerable success. Superintendent Whitehouse encouraged the forum to access the web site to check what was happening with community policing.
- 5.02 Inspector Anwar Mohammed addressed the meeting. He stated that he had met with Wyn Davies Housing Manager re specific crime issues in the New Wortley neighbourhood. An action plan is to be drafted to attend to these items.
- 5.03 Operation Champion is to take place in New Wortley In July. This will entail 4 days of action focusing on community safety and environmental issues.
- 5.04 Local successes to date are with seizure of motor cycles.
- 5.05 It is proposed that Branch Road may be closed in the future as part of traffic calming measures. The police are keen to support this as it would help them in their work.
- 5.06 Police action taken in Little Scotland of late had given some good results. The police are keen to maintain this improvement and will be undertaking repeat visits to some nominals houses in the near future.
- 5.07 The police have recently teamed up with the Taxi Enforcement Unit to ensure that taxi drivers were operating legally.
- 5.08 **Inspector Mohammed advised everyone to be very careful over the summer months to prevent opportunist burglary. Please lock your door if you are in the garden and do not leave windows open if you leave the house. Also be careful and ensure sheds and outhouses are secure.**

5.09 Members of the forum raised a number of issues with Inspector Mohammed. These were:

- Drug Dealing and Anti-Social Behaviour in Cedar Place.
- Mistress Lane and the area around Christ Church – Drinking in public
- Persistent speeding on Mistress Lane
- Speeding motorbikes on Tong Road where no helmets are being worn and there are pillion riders (between New Wortley and Barnet Road)
- Quad Bikes racing around the neighbourhood - 4 bikes 1 silver, 3 black specifically in the Grasmere. The bikes are stopping to use the shop in the Grasmere.
- Increasing problems with ASB and Vandalism around West Leeds Family Learning Centre where a garden has been vandalised.
- Noisy Cars – a resident asked if there was legislation to deal with this ? Insp Mohammed advised that if the car was legally operating (eg MOT, Road Tax etc.,) then there was nothing he could do but they could always stop cars to ensure they were road legal.
- Drinking and intimidation of local children by other young people attending Christ Church Youth Club.

5.10 Insp Mohammed responded to these queries and asked a number of people to speak to him after the meeting to give additional details. He is aware of some of the problems and they are currently being dealt with by the local neighbourhood policing team.

5.11 A local resident asked about the response time by the police to a crime being reported and a statement being taken. This refers to a problem of drug dealing on Wyther Park Hill. Insp Mohammed asked to speak to the residents after the meeting.

5.12 Cllr Harper updated the meeting re a 20mph zone to be installed adjacent to West Leeds High School. Cllr Harper asked for public support for this scheme. Cllr Lowe said that one objection had been received as a local resident is concerned that it will lead to a noisier environment.

5.13 **Tension Monitoring:** to be reported centrally – none.

6.00 Update from Youth Services in West Leeds – BARCA-Leeds and LCC Youth Service.

6.01 The forum received an update from Janice Dix – BARCA Leeds, Erin Weekes and George Bright LCC Youth Services

6.02 Janice Dix gave information on new activities to take place at the Wyther Community House on Wyther Park Crescent. The centre has been closed for some time but BARCA-Leeds have secured £40K from the Primary Care Trust to undertake some community development work in the Wythers neighbourhood. This work will focus on working with young people not in education, training or employment (NEET) setting up job clubs, giving 1:1 support, and providing accredited courses and general motivational support.

6.03 A Boys Club is also to be started addressing issues such as racism, employment, food and healthy living.

6.04 A Mum's and Tots Club will also start and also arts projects.

6.05 The work will re-invigorate the location and be up and running within the next 4 weeks.

6.06 Cllr Lowe addressed the meeting. As Chair of the Wyther Improvement Group (WIG) she is keen to see rejuvenation of the area, and for the neighbourhood to benefit in a similar way to the work undertaken in New Wortley and the Gilpins.

6.07 Georgina (George) Bright from LCC gave an update on the work carried out at the LAZER Centre Armley. Here youth workers work with 13-19 years predominantly but not exclusively. Vocational qualifications are offered in partnership with other agencies. A key scheme is the Motorbike project which is a city wide facility but serves local people very well. A new fleet of motorbikes has recently been delivered which will increase the opportunity for local young people.

6.08 Other programmes on offer are summer holiday activities, Leeds BMX Club carried out with the British Bike Union. Urban Arts are an organisation who work on arts projects especially graffiti which is taught in a responsible manner practising on boards at the

- centre. Other activities are archery.
- 6.09 Those attending the centre are local schools who use the facilities frequently, but the centre is also there to assist young people at risk of truancy and of being excluded from school. Good links exist with Premier Farnell a large local company and with Leeds Metropolitan University who have recently carried out 4 days maintenance work at the centre. Often young people who have come to the centre return as volunteers later.
- 6.10 Erin Weekes (LCC) added that in Armley ward the Youth service had set up a boys club in conjunction with healthy Living Network Leeds. The mobile youth bus is out most nights of the week specifically at:
- Tuesday evening at Cockshot lane.
Thursday evening at Cedars.
Thursday and Friday evenings at Jaily Fields New Wortley.
- 6.11 Friday night there is an Asian Boys Club at Strawberry Lane. Other activities are football at Castleton Primary School on Thursday evenings 8-10pm.
- 6.12 A project for the future is a joint project between the 2 high schools in the area prior to the merging of the 2 schools.

7.00 Update on Inner West Area Committee of 3rd April 2008

- 7.01 Morgan Pugh updated the forum on the committee business. Minutes of the meeting can be seen at www.leeds.gov.uk

8.00 Leisure Centre Update

- 8.01 Helen Evans (City Development, formerly Learning and Leisure, LCC), Sarah Hellewell (City Development formerly Planning) Angela Lawson (Project Manager of PFI project) attended for this item .
- 8.02 2 PFI projects currently being delivered in Leeds , one in Armley and one in Morley. The schemes are being delivered with £30M worth of credits from central government. Regarding Armley the application for full planning permission will be going before the council on 10th July 2008. Most of the 'problems' have been ironed out with only minor outstanding issues to be completed. Any objections should be sent to peter.barnett@leeds.gov.uk
- 8.03 Regarding provision of facilities the new centre will not provide like for like but views of local people have been taken into consideration.
- 8.04 There will be : 25M pool, learning pool, hydrotherapy pool, 2 sports halls (football and other sports) larger gym - twice the size of the existing gym. New changing rooms, plus a family changing room. The centre will also incorporate a community atrium where people not attending for sports activities can meet and have refreshments.
- 8.05 There will also be a Multi-Use Games area outside which will be free and maintained by Parks and Countryside. Car parking will be enlarged with disabled car parking spaces. There will also be a Multi purpose room wired-up for computers but also with special floors and mirrors for dance and exercise classes.
- 8.06 Officers thanked the working group who had worked hard on the scheme and made invaluable contributions.
- 8.07 Car parking can also accommodate local shoppers and a small charge will be made. Double lines will be painted on the road outside but on one side. Some on-street car parking will be maintained.
- 8.08 Rachel Reeves (Prospective Parliamentary candidate Leeds West) asked a question. What is the cost of a 'swim' given that the pool will be smaller, and what provision had been made for local people whilst the centre was closed. Helen Evans replied that the pricing structure for all activities was the same as other centres and that activities would actually be enhanced with the additional learner pool. The Sports Development Unit are working to provide alternative facilities at other centres which is what happened when Morley closed.
- 8.09 A local resident asked 'how green would the building be ?' Helen Evans stated that they had considered re-use of water ie 'grey water' and the 'U' values of the building had

been improved. Solar panels were not an option for the building as the building will use more electricity than can be generated, but the design had addressed the need to conserve as much energy as possible.

8.10 Plans of the building can be accessed at the councils web site www.leeds.gov.uk.

8.11 The current centre will close Sept 2009 and the new centre will open 2010.

9.00 Update on Armley Fun Day - Hazel Boutle

9.01 Hazel stated that she needed volunteers for the day and to contact her if they could offer help.

9.02 On the day activities on offer will be : Games, Line Dancing, Sikh Drummers, Circus, Parachute Games, Marshall Arts, Dog Wardens providing free chips for dogs (must be 6 months old). A stall featuring 'Made in Armley', West Yorkshire Fire and Rescue, Health Bus, 'E' Bus.

9.03 Hazel thanked the police for allowing Town Street to be car parking free on the day which proved popular with bus drivers.

9.04 Town Street Tales could not be installed as they were not free standing and there was no structure to which they could be attached.

10.00 AOB

10.01 A local resident complained of the presence of graffiti in and around Tesco's and Mike's Carpets. To be reported to Frieda Haley for removal.

10.02 Diane Maynard – Informed the meeting that Werst Leeds Walking Festival would take place 14.07.08. Leaflets to be circulated with next minutes/

10.03 22, Cedar Place. Bin Yard railings remain a problem and a fire has recently been started in this yard. Police aware.

11.00 DATE & TIME of NEXT MEETING – Tuesday 15th July 2008 7pm AOSC

Bramley & Stanningley Community Forum
Eric Atkinson Centre, Wellington Gardens. Bramley, Leeds

Date: Thursday 29th May 2008

Present: Cllr T Hanley (Chair), Cllr D Atkinson, G Forster, M Smith, P Green, M Tyson, Y Beesting, E&B Rayworth, S Fothergill, J Lockett, A Derra, Janice Dix, S McBarron, S Langley, J Lockett, I Beesting, S Withers, A Silson, J Earnshaw, S Reant, A Gilliver, PCSO Bell, PCSO Goldthorpe, PS J Glennon, T&D Maynard, Diane Law

ACTION

1.00 WELCOME

1.01 **APOLOGIES** – J Quimby, P Ward, P Miles, Inspector Mohammed.

2.00 Election of Chair / Vice Chair and Co-optees for Inner West Area Committee

Discussions were had regarding all 4 posts in light of the nominations that were put forward:

Chair – Cllr Denise Atkinson

Vice Chair – Stephen McBarron

Co-optees for Area Committee – Stephen McBarron (second vacancy to be filled ASAP)

3.00 MINUTES OF THE LAST MEETING – agreed.

3.00 Matters Arising –

3.01 Lord Cardigan Pub – GF read out an email from Environmental Health to confirm that the pub will be re-let in the coming 6 months. Cllr A raised concerns over this and GF is going to contact Admiral Pubs to arrange a meeting with the ward Councillors to discuss the future letting of the site. Cllr Hanley raised the issue of the way that the local councillors had been portrayed in the press regarding this issue, lots of work has been done to clear the pub by the council and the article reads as though nothing had been even considered.

GF

3.01 DPPO – GF confirmed that the issue was raised at the Inner west Crime and Grime meeting and discussed with partner agencies. The current recommendations are to keep an eye on the scenario and look to using dispersal orders to look at the issue. The issues will be kept on the action plan of the meeting as long as the issues continue. Cllr Hanley commented that this is not fair on Bramley, if all of the other centre in the area such as Armley and Pudsey why can Bramley not be considered for a DPPO. GF to push

GF

4.00 Policing Issues – Police / PCSOs – PS Glennon, PCSO Adrian Goldthorpe PCSO Bell

4.01 The division now has a new Divisional Commander Ian Whithouse who replaced

4.02 Howard Crowther, hopefully coming to one of the future meetings
New area covers all of Bramley , from Bagley Lane to Raynville Road.

Crime Figures:

Burglaries – down by 10 to 16
Theft from Motor vehicles – down 4 to 21
Theft of motor vehicles – same as previous month (5)
Various initiatives running in the area but not details can obviously be given.
Robbery not a priority
Anti Social Behaviour down but as school holidays are approaching

- 4.03
- Cllr Atkinson raised the issue of the drug problems in the ward, what is being done about them?
 - Every month the police carry out warrants days in the area. Last month there was in the region of 6 warrants issued.
 - The police are working in partnership with the Drugs intervention team who offer other avenues to drug taking.
 - BARCA explained their role in the drugs set up in Leeds.

4.04 NPT changing at the moment, sat to sun on the phone till 3pm. Need to promote the use of the 0845 6060606 non emergency call number. If urgent obviously the use of the 999 number.

4.05 Police to look at the issues over the 'prescription' drug taking within the chemists of Bramley, some issues to be looked at for next meeting

DL

5.00 **Brief Encounters – Jane Earnshaw I ♥ West Leeds**

5.01 www.ilovewestleeds.co.uk

- 3 main schemes to get directly involved in this year:
 - Pants – decorating of y-fronts
 - Fireplaces – Phil Moody talking photos of peoples fireplaces
 - All our hearts content – charity shop events
- For further details please check out the website

Y-fronts were handed out to all attendees

6.00 **BARCA Leeds update**

6.01 **Current service –**

Drugs Treatment – working with local GP's / 1-2-1's with patients / general support.

WNW Harm reduction service – counselling / therapists / 1-2-1 sessions. This is a city wide provision with St Anne's and DISC

Young Peoples Drug Team – supporting local need through outreach work and 1-2-1's

Youth work – 1-19 and through to 25 with the new funding

Play is sorted deliver at Fairfields and St Peters. A range of schemes running in Bramley some outreach and some centre based, the mobile provision working 6 nights a week.

YIP – specifically on the Broadleas and Fairfields for kids who are at risk /vulnerable and are now working towards qualifications

Could Bramley get a skate park?

Cllr Hanley confirmed that there would be significant long term cost implications to installing one. The up front capital costs would be high but also there would

need to be a costly maintenance schedule also.

7.00 Inner Area Committee Co-opted Representative feedback

7.01 No recent meeting due to purdah

8.00 AOB

8.01 Grass cutting at the st catherines, also issues over dog walkers in the area not picking up their waste, is it possible to get a sign put up?

GF to email Parks and Countryside re a sign

Is it possible to get data on how many were actually prosecuted for not picking up dog mess? GF to investigate

8.02 Bramley Carnival is it going ahead?

- needs confirmation

8.03 Bramley Community Centre

- the hall has been decorated with new blinds, many thanks to the Ward

Councillors for their support on this issue, there are still some concerns over the charges but they are being investigated.

8.04 Moorside Community Centre working well, looking to develop a some sporting facilities at the rear of the centre for all the community to use

9.00 Dates of meetings in 2008 - 31st July 2008

25th September 2008

GF

GF
GF

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WEST (INNER) AREA COMMITTEE

THURSDAY, 26TH JUNE, 2008

PRESENT: Councillor J Harper in the Chair
Councillors T Hanley, A Lowe, McBarron,
J McKenna and N Taggart

Co-optees H Boutle - Armley Community Forum
M Pugh - Armley Community Forum
S McBarron – Bramey & Stanningley Forum

1 Election of Chair 2008/2009

The Chief Democratic Services Officer submitted a report outlining the arrangements for the annual selection of the Chair of the Area Committee.

In accordance with the agreed procedure, the Chief Democratic Services Officer reported that a nomination for the Chair had been received on behalf of Councillor Janet Harper and those Elected Members present at the West Inner Area Committee meeting were asked to take a formal vote.

RESOLVED - That following an overall majority of votes cast by those Elected Members present at the meeting eligible to vote, Councillor J Harper be elected as Chair of the West (Inner) Area Committee for the 2008/2009 municipal year.

(Councillor Janet Harper took the Chair)

2 Chair's Opening Remarks

The Chair welcomed everyone to the first meeting of the West Inner Area Committee for the 2008/2009 municipal year and expressed sincere thanks to the former Chair, Councillor Denise Atkinson for doing such an excellent job even though she was not always in good health during her year as Chair.

3 Declaration of Interests

Councillor T Hanley in his capacity as a Member of the Bramley Elderly Action Group, declared a personal and prejudicial interest in Item and left the room during consideration of this item (Agenda Item 14 – Minute 13 below refers).

4 Open Forum / Community Forums

The agenda made reference to the provision contained in the Area Committee Procedure Rules for an Open Forum Session at each ordinary meeting of an Area Committee, for members of the public to ask questions or to make

Draft minutes to be approved at the meeting
to be held on Thursday, 18th September, 2008

representations on matters within the terms of reference of the Area Committee.

Mr Kerrigan of Nancroft Mount addressed the Area Committee regarding to his objections to the recent alleygating which he claims is on his private property. He proclaimed that Section 129 of the Highways Act 1980 and Section 129d (Sub-section 96) he did not get the opportunity to object to the gating order as the tenants who were residing at his property did not notify him as their landlord of the alleygating proposals.

In response, Gill Hunter, Area Community Safety Co-ordinator informed the meeting that all the local residents living on Nancroft Mount requested the gating order and that all the local residents were consulted. The tenants who resided in Mr Kerrigan's property signed their approval to the gating order.

The Area Committee were reminded that the gating had now been erected and that everyone has a key that requires a key. Residents are delighted with the results as it tackles problems with anti-social behaviour, youths and nuisance in the area. There have been no reports complaints since the gates were erected.

Armley Councillors informed the meeting that long standing residents claim that it was a restoration of the gating rather than a new scheme. Apparently the former railings were chopped down during the war effort and were not replaced.

The Area Community Safety Co-ordinator reiterated that local residents were delighted with the gating and, Inspector Anwar Mohammed also informed the meeting that the Police Authority had no objections as it was a step toward the prevention of crime in the area.

The Chair thanked Mr Kerrigan for his attendance.

RESOLVED -

- (a) That the West North West Leeds Area Manager be instructed to investigate the comments made by Mr Kerrigan and to confirm the department's legal position on this matter.
- (b) The minutes of the Armley Community Forum meetings held on 18th March and 20th May 2008 were submitted for information and noted.
- (c) The minutes of the Bramley & Stanningley Community Forum meeting held on 27th March 2008 were also submitted for information and noted.

5 Minutes of the Meeting held on 3rd April 2008

RESOLVED - That the minutes of the meeting held on 3rd April 2008 be confirmed as a correct record.

6 Matters Arising from the Minutes

(a) Minute 93 – Update on Community Centre Issues in Inner West Leeds

The West North West Area Manager informed the meeting that a report on the issue of the Wyther Community Centre will be submitted to Scrutiny Board (Environment & Neighbourhoods) on 21st July 2008 for consideration for a possible Inquiry.

Armley Ward Councillors informed the meeting that they intended to be in attendance at this Scrutiny Board meeting.

RESOLVED - That the West North West Area Manager investigate and inform Members of this Area Committee of the financial loss incurred due to the delay in the final closure of Wyther Community Centre.

(b) Minute 94 – Inner West Area Committee Well-Being Fund Update

Rebecca Boon, West Leeds Area Management informed the meeting that a representative from the Youth Service was unable to attend today's meeting but had been informed via email that there are no issues regarding young people and other user groups using Bramley Community Centre have been reported.

Members were pleased that the issues at the Community Centre had now been resolved that we all should have respect for elderly people. It was also pointed out that the Community Centre are to carry on with the Luncheon Club.

(c) Minute 97 – Dates, Times and Venues of Area Committee Meetings 2008/2009

The Chair informed the meeting that she had been approached by the New Wortley Community Centre who are delighted to hold a West Inner Area Committee meeting at the Community Centre but that it would have to be a morning meeting because the room will be required for an afternoon club.

7 Local Authority Appointments to Outside Bodies

The Chief Democratic Services Officer submitted a report and appendices outlining the Committee's role in relation to its Elected Member appointments to community and local engagement category appointments to outside bodies which had been delegated to the Area Committee to appoint.

It was reported that the West Inner Area Committee had responsibility for making appointments to the following organisations and Members were asked to make nominations:

- West Leeds ALMO Area Panel – annual appointment
- Bramley Sure Start – annual appointment

The Chair, Councillor Harper informed the meeting that, although she had enjoyed the last ten years as the Council's representative, she now intends to stand down as Chair of Sure Start in September 2008.

Councillor Hanley informed the meeting that Bramley Ward Councillors would have no objections to a community representative being appointed to serve on Bramley Sure Start. At this point Mr S McBarron agreed to be nominated to Bramley Sure Start.

Councillor Lowe informed the meeting that she was now a Member of Armley Common Rights Trust.

RESOLVED - That the following appointments were made:

ALMO West Leeds Area Panel	-	Councillor J McKenna Councillor N Taggart
Bramley Sure Start	-	Councillor N Taggart Mr S McBarron

(Note: Refer to footnote on Minute 9 below)

8 Appointment of Co-optees

The Director of Environment and Neighbourhoods submitted a report which sought approval for the annual appointment of co-opted Members to the West (Inner) Area Committee, in accordance with Article 10 of the Constitution, which states that there is provision for the Area Committee to appoint up to five non-voting co-opted members to support the Area Committee.

It was confirmed that Morgan Pugh and Hazel Boutle had been re-nominated to serve on this Area Committee by the Armley Community Forum. The Area Committee also welcomed Stephen McBarron to his first Area Committee meeting as he had been nominated by the Bramley & Stanningley Community Forum.

The Chair thanked Morgan Pugh and Hazel Boutle for their continuous support and relentless dedication, especially Morgan Pugh who even turned up to a West Inner Area Committee meeting on his 70th Birthday.

RESOLVED - That Morgan Pugh and Hazel Boutle (Armley Forum) and Stephen McBarron (Bramley & Stanningley Forum) be appointed as non-voting co-opted members on the West (Inner) Area Committee for the 2008/2009 municipal year.

9 Community Safety Update

The West North West Leeds Area Manager submitted a report which updated the Committee on Community Safety issues in Inner West Leeds since the last meeting and provided an update on Operation Champion in New Wortley.

Gill Hunter, Area Community Safety Co-ordinator and Inspector Anwar Mohammed attended the meeting and responded to Members questions and comments.

Neighbourhood Policing Team (NPT), Inspector Anwar Mohammed informed the meeting that it had been a busy 4/5 month period, lots of initiatives and lots of changes regarding the Neighbourhood Policing Teams restricting how they work and their local accountability. For example, Inspector Mohammed will task daily for the Armley Ward and the Bramley & Stanningley Ward which will help to focus on daily issues.

In brief, the following issues were discussed and comments raised:

- the significant improvements on the crime targets over the last three months.
- the respond times to anti-social behaviour and the need for Police Officers to attend surgeries/community forums.
- the NPT being more accountable and informing the general public of what they had already achieved locally.
- an update on the use of headcams now being used by the PCSOs (Police Community Support Officers) – feedback so far is very good as there have been a significant reduction of abuse from local youths in the area.
- the need to look at the role of drugs in the community at a future meeting of this Area Committee.

Gill Hunter, Area Community Safety Co-ordinator gave a brief update on the proposals for a further Operation Champion to be held in the Wortley area some time during July 2008.

RESOLVED –

- (a) That the update from West Yorkshire Police and the Area Community Safety Co-ordinator (West Leeds) be received and noted.
- (b) That the West North West Area Manager submitted a paper on drugs in the community to a future West Inner Area Committee meeting.

(Note: Councillor Taggart joined the meeting at approximately 10.15 a.m. during consideration of the above item and it was at this point the Chair inquired if he wished to be appointed to Bramley Sure Start. Councillor Taggart was delighted to accept the appointment to Bramley Sure Start. Members suggested that Mr S McBarron also be appointed to Bramley Sure Start as a representative of Bramley & Stanningley Community Forum).

10 Area Manager's Report

The West North West Area Manager submitted a detailed to provide Members with a review of the West Leeds Gateway actions over the last two years and to update Members on a number of key projects: Bramley Pump, Participatory Budgeting on the Broadleas in Bramley, Leeds Bradford corridor, the A2E programme and the LEGI catalyst centre bid.

Steve Crocker, West North West Area Manager informed the meeting that both Carole Clark, Regeneration Programme Manager and Jenny Fisher, Regeneration Project Officer had done an excellent job on the West Leeds Gateway, especially the work done to support and revitalise Armley Town Street and also for obtaining the many bids and grants for regeneration work.

On behalf of the Area Committee, the Chair thanked Carole Clark for doing such an excellent job. The Chair also announced that there had recently been a restructure of the Regeneration Team and that Carole will shortly be moving to the North East Outer Area Management Team in her former role as Area Management Officer.

The Area Committee also watched a video of the meeting where the choice of the programmes was made by local people as part of the Participatory Budgeting pilot which is underway in the Broadleas Estate in Bramley. A total of five proposals were supported, using all the £15,000 allocated by the Narrowing the Gap Board. The West North West Area Manager felt that this meeting had been a great success at getting the local residents involved and that this type of meeting should be rolled out to a number of other areas. Bramley & Stanningley Ward Members felt that they should have been invited to the meeting in order to make contributions.

RESOLVED - That the progress of the following projects be noted and that it be confirmed that this Area Committee continues their support for those projects:

- West Leeds Gateway – update of the work of the Regeneration Team
- LEGI Catalyst Centre
- Participatory Budgeting in Bramley
- Bramley Pump
- Leeds Bradford Corridor
- A2E programme

11 Area Delivery Plan 2008/9 – 2010/11

The Area Committee considered a detailed report submitted by the West North West Area Manager on the proposed content and format of the Area Delivery Plan (ADP) for 2008/2009 – 2010/2011 and details of how the ADP will link with the Leeds Strategic Plan (LSP) as set out in Appendices A & B attached to the submitted report.

Rebecca Boon, Area Management Officer, presented the report and, together with Steve Crocker, West North West Area Manager responded to Members' questions and comments. Members also noted that delivery of the ADP will be supported through a partnership group which is scheduled to meet for the first time on 10th July 2008.

Amanda Jackson, Children's Services Department pointed out that some of the Children's Services aspects are included throughout the themes outlined in Appendices A & B.

The Chair expressed her concerns that the West Inner Area Management Team are very short staffed and clearly there will be even more work with the proposals for the ADP.

RESOLVED - That approval be given to the draft Area Delivery Plan.

12 Area Management Income from Advertising on Lamp Posts

The Director of City Development submitted a report outlining the contract for advertising on lamp posts in Leeds and opportunities for local communities to benefit as a result of the lamp post advertising income share proposals.

Andrew Mulligan, Highways – City Development, presented the report and responded to Members' questions and comments.

In brief, the following issues were discussed and comments raised:

- assurance that local ward Members will be notified about the sites where the proposed advertisements might be placed.
- concerns about the advertising of alcohol.
- the advertising of other cities such as London.
- guarantees that the advertising income share funding will be received by the Area Committee.
- the costs to each business paying to advertise on the lamp posts and what proportion of the income the West Inner Area Committee may expect.
- what provision have been made for the advertising of local schemes such as the I Love West Leeds festival.

RESOLVED -

- (a) That the contents of the report and appendices be noted.
- (b) That Members of the Area Committee be supplied with further information with regard to the costs to each business paying to advertise on these lamp posts; what proportion of the income the West Inner Area Committee may expect and, how this money will be paid to the Area Committee.

13 Inner West Area Committee Well-Being Budget Update

The Director of Environment and Neighbourhoods submitted a detailed report providing an update on the current amount of capital and revenue funding committed and available for the 2008/2009 financial year.

Rebecca Boon, Area Management Officer presented the report and responded to Members' questions and comments.

RESOLVED –

- (a) That the current financial status of the Well-Being Budget, both capital and revenue, be noted.
- (b) That the following decisions be taken in respect of new projects and requests for funding from the Well-Being Budget contained in appendices attached to the submitted report:
 - (i) Linking Lives – Bramley Elderly Action – Refused.
 - (ii) Town Centre Manager for Armley - Approved £10,000 , to fund a separate half time Town and District Centre Manager. It was suggested that, if possible, this post be solely for the Armley area and not to be shared with the Pudsey area. The postholder should also be based at the Armley One Stop Centre. That other forms of funding this post be investigated by Leeds Ahead.
- (c) To note that no small grants or skips have been requested since the last Area Committee meeting held on 3rd April 2008

(Councillor T Hanley declared a personal & prejudicial interest in the Linking Lives – Bramley Elderly Action application, he listened to the presentation made by the applicants but did not take part in the discussion and left the room with the applicants while Members considered this item).

14 Dates, Times and Venues of Future Meetings

18th September 2008 at 9.00 a.m. - Stanningley - Stanningley Rugby Club
23rd October 2008 at 5.00 p.m. - Bramley - Fairfield Community Centre
11th December 2008 at 9.00 a.m. – Armley – New Wortley Centre
12th February 2009 at 5.00 p.m. – Armley – Armley One Stop Shop
9th April 2009 at 9.00 a.m. - Bramley/Stanningley



Originator: Gill Hunter

Tel: 224 3200

Report of the West Leeds Area Manager

Inner West Leeds Area Committee

Date: 18th September 2008

Subject: Community Safety Issues, Inner West Leeds

<p>Electoral Wards Affected: Armley Bramley and Stanningley</p> <p><input checked="" type="checkbox"/> Ward Members consulted</p>	<p>Specific Implications For:</p> <p>Equality and Diversity <input checked="" 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 introduces a West Yorkshire Police representative and the Community Safety Co-ordinator to give an update on Community Safety Issues in Inner West Leeds. Members are asked to note the update.

1.0 Purpose Of This Report

1.0 This report enables a West Yorkshire Police representative and Gill Hunter to give an update on Community Safety Issues in West Leeds over the past 10 weeks. The update will include information on Operation Abbreviate, Operation Champion which took place in New Wortley in the Armley ward from 21st 26th July 2008, local initiatives and action days , and what the NPT priorities are over the next few months for Inner West. The police will also provide information following a request to consider a Designated Public Places Order for the Bramley ward.

2.0 Background Information

2.1 The North West Divisional Community Safety Partnership is responsible for delivering actions to reduce crime and disorder in the West Wedge. It is made up of representatives from key statutory agencies who also have representation on Inner and Outer West Tasking teams.

3.0 Main Issues

- 3.1 Community Safety is one of the priority areas for the Area Committee. Regular reports are received from West Yorkshire Police on key issues and activity in the Inner West Area.

4.0 Implications For Council Policy And Governance

- 4.1 Tackling crime and disorder and addressing the fear of crime is a top priority for the citizens of Leeds as evidenced by previous consultation undertaken on a citywide and local level.
- 4.2 The citywide community safety partnership, Safer Leeds, has identified a number of key priority themes for 2008 – 2011. These are:
- Creating safer environments by tackling crime;
 - Improving lives by reducing the harm caused by substance misuse;
 - Supporting victims and reducing the risk of victimisation;
 - Reducing offending and managing offending behaviour;
 - Improving community confidence and public satisfaction

Locally delivered actions will contribute to these priorities. In addition Operation Champion has been rolled out throughout the city and will be targeting hot spot areas by police division.

5.0 Legal And Resource Implications

- 5.1 The West Area Management Team includes an officer with specific responsibilities for Community Safety who co-ordinates activity and acts as the link officer with West Yorkshire Police.

6.0 Conclusions

- 6.1 Crime and Community Safety is a priority for the Area Committee, and a representative from West Yorkshire Police, North West Division, attends the Inner West Area Committee meetings to provide a regular update on key issues.

7.0 Recommendations

- 7.1 Members are asked to note the update from West Yorkshire Police.

BACKGROUND PAPERS

None



Originator: Andrew Mason

Tel: 395 2860

Report of the Chief Environmental Services Officer

Report to : Inner West Leeds Area Committee

Date: 18 September 2008

Subject: Environmental Services Issues, Inner West Leeds

Electoral Wards Affected:
 Armley
 Bramley & Stanningley

Ward Members consulted

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

1.0 Purpose Of This Report

1.1 This report enables Environmental Services to give an update on various service related issues within the Area Committee boundary.

2.0 Background Information

2.1 Environmental Services are responsible for a range of streetscene services within the Area Committee area including:-

- refuse collection and recycling
- street cleansing
- bulky waste collection
- fly tipping removal
- environmental enforcement
- household waste sorting sites
- parking related enforcement.

3.0 Main Issues

- 3.1 All of the services provided by Environmental Services have a direct impact on the quality of life of local residents and people who work in or visit the city. They support numerous of the Council's stated Strategic Outcomes and Improvement Priorities.

4.0 Implications For Council Policy And Governance

- 4.1 Improving environmental standards is a key issue for the Council and for the citizens of Leeds. This has been reflected in targeted action e.g. to improve enforcement, provide additional resources to raise street cleansing standards and also to deliver the Leeds Integrated Waste Strategy.

5.0 Legal And Resource Implications

- 5.1 Within Environmental Services new Environmental Action Teams have been formed to provide a greater focus on area based working, including enforcement. The manager of the Environmental Action Team covering this Area Committee, Ruth Lees, will be in attendance at the meeting to give a verbal update.

6.0 Conclusion

- 6.1 Environmental Services issues will continue to be a priority for all Area Committees, and it is intended to provide regular updates on key issues either on request from Elected Members or as services develop in the future.

7.0 Recommendations

- 7.1 Members are asked to note the contents of the report and give comment on issues to be covered at future meetings.

BACKGROUND PAPERS

None



Originator: Leslie Savage

Tel: 0113 2243867

Report of The Chief Executive of Education Leeds

Meeting: Inner West Leeds Area Committee

Date: 18th September 2008

Subject: Future secondary school provision proposal for Intake High School

<p>Electoral Wards Affected: Bramley and Stanningley</p> <p><input type="checkbox"/> Ward Members consulted (referred to in report)</p>	<p>Specific Implications For:</p> <p>Equality and Diversity <input checked="" type="checkbox"/></p> <p>Community Cohesion <input 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 presents the Public consultation document on the proposals for future provision for Intake High School. Members are asked to respond to the public consultation.

1.0 Purpose of this report

1.1 This report is to draw Members attention to the consultation on future Secondary School provision at Intake High School

2.0 Main Points

2.1 A copy of the public consultation document is enclosed. This describes a proposal to close Intake High School and replace it with an Academy on the same site. The Edutrust as the main sponsor, and including potential support from both the universities in Leeds

2.1 The decision to proceed to public consultation and detailed feasibility study was made by Leeds City Council Executive Board on 16 April 2008

2.3 Following the consultation, full analysis of the issues raised will be presented to Executive Board in December 2008, and they will be asked to consider whether they wish to proceed with these or amended proposals

3.0 Implications for Council Policy and Governance

3.1 These have been discussed in the Executive Board Report of 16th April 2008

4.0 Legal and Resource Implications

4.1 These have been discussed in the Executive Board Report of 16th April 2008

5.0 Recommendations

5.1 The Area Committee is requested to: respond to the public consultation

APPENDICES

Future Secondary School Provision Proposal for Intake High School.

BACKGROUND PAPERS

Executive Board Report 16th April 2008

Public Consultation

**Future secondary school provision
proposal for Intake High School**

8 September – 17 October 2008

If you would like a copy of this document in another language, large print, braille or audio format please contact the School organisation team on: 0113 224 3311.



Public consultation on future secondary school provision proposal for Intake High School

Contents

- 1.0 Background**
- 2.0 Why do we need to change provision in West Leeds?**
- 3.0 What is an academy ?**
- 4.0 What options have been considered to improve outcomes for the young people of Bramley?**
- 5.0 The proposal for an academy**
- 6.0 Aims of the Proposal**
- 7.0 Alternative options**
- 8.0 What happens if the proposals proceed?**
- 9.0 What are your views?**
- Appendix**
- Response form**

1.0 Background

- 1.1** The Government's is encouraging all local authorities to include Academies within their Building Schools for the Future (BSF) proposals, particularly to address issues of underachievement.
- 1.2** The Government's National Challenge, launched earlier this year, means all local authorities have to show how all schools will meet minimum standards of five or more GCSEs at grade A*-C including Maths and English for 30 per cent or more of all pupils, by 2011.
- 1.3** A formal Expression of Interest has been submitted for an academy to replace Intake High School and serve the Bramley area of West Leeds, with Edutrust as the main sponsor, and including potential support from both of the universities in Leeds.
- 1.4** This public consultation will help Leeds City Council make a decision on that proposal. We would like to hear your views to help inform that decision.

2.0 Why do we need to change provision in West Leeds?

- 2.1** We need to ensure improved educational outcomes for children in this area. Whilst Intake High School enjoys an excellent reputation for its specialist subject of performing arts, results in core areas have been weak. When Intake High School was inspected in April 2004, it was made subject to special measures. When it was re-inspected in January 2006 it was judged to no longer require special measures.
- 2.2** While there has been clear improvement, there is concern about sustaining this in the medium term. Intake High School is at risk of not achieving minimum standards. The National Challenge target is a key milestone for the school to achieve in order for it to change the outcomes of young people in Leeds. The local authority must consider options for changes to the status and governance of schools as part of its plans to meet these targets.
- 2.3** Provision in the West of the city was reviewed as part of the Building Schools for the Future programme. Admissions limits and overall school sizes were planned to meet the local population needs, whilst providing choice and diversity of provision. These plans included

Intake High School, in due course, being refurbished with an admission limit of 240, which is suitable for the size of the local population. Despite improvements in attainment, it is not currently the school of choice for much of its local population, and improving the popularity of Intake High School is important to making sure the provision in the in the west of the city remains in balance with the needs and preferences of local pupils.

3.0 What is an academy?

3.1 *“Academies are all-ability independent state schools with a mission to transform education where the status quo is simply not good enough. They are established and managed by independent sponsors, and funded by the Government at a level comparable to other local schools. No fees are paid by parents.”*

Source: DCSF Prospectus for Sponsors and Local Authorities

3.2 The Government believes that independent status is crucial in enabling Academies to succeed. Strong, ambitious leadership, effective management, high aspirations for all students and good teaching are essential elements of any successful school.

3.3 Sponsors provide financial support through an endowment fund. Sponsors come from a wide range of backgrounds including universities, individual philanthropists, businesses, the charitable sector, existing private schools, educational foundations and the faith communities, and other established educational providers. They apply their success in their field to the Academies in long term partnership with experienced school managers. The vision is for sponsors to challenge traditional thinking on how schools are run and what they should be like for students. They should seek to make a complete break with cultures of low aspiration which afflict too many communities and their schools.

4.0 What options have been considered to improve outcomes for the young people of Bramley?

4.1 The three options that we have considered for pupils served by Intake High School are :

- Close Intake High school and establish an academy on its site – the proposal
- Close Intake High School and expand provision at other schools in the area.
- Leave Intake High School unchanged.

5.0 The proposal for an academy

5.1 Sponsorship

The Academy will be sponsored by the British Edutrust Foundation (Edutrust). Edutrust is keen to work in partnership with the school, Education Leeds and all stakeholders to take the Academy proposal forward. Edutrust is a registered charity, that is, a not-for-profit organisation, established to promote education excellence in schools. Edutrust will be investing £1.5 million to establish an endowment fund for Intake Academy.

The focus of Edutrust will always be on young people. Edutrust is committed to significantly improving their aspirations, learning, achievement and personal development, irrespective of ability, faith, ethnic background or nationality. Edutrust’s Academies will be inclusive and will reflect the multi-ethnic, multi-faith, multi-cultural nature of British society and the common values shared by its citizens.

For more information please visit: www.edustrust.org

5.2 The Future Vision

Intake Academy will provide 'Excellence in Education for All'. This will be achieved through the development of the best possible facilities and resources, coupled with outstanding teaching and a positive ethos that promotes tolerance and respect for others.

Intake Academy students will have high aspirations for their future. Through their learning and experiences at the academy they will develop into active, responsible citizens who will represent themselves confidently in all aspects of public and community life.

The academy will become a highly valued resource for the whole community and provide student, family and community support - helping form a cohesive society within the academy and the wider Bramley community.

Intake Academy will build on the school's successes, promoting performing arts as the academy's specialism. English will be added as a further specialism

While the specific design of the building's facilities will be determined at a later stage, we will aim to provide:

- Flexible classroom spaces that can be used in a variety of ways
- Access to a full range of modern ICT resources
- Excellent fitness and sports facilities
- State-of-the art music, drama and performance facilities and learning resources
- High quality catering facilities providing a wide variety of healthy meal options for all students
- High levels of security, including 24-hour CCTV monitoring and controlled access.

5.3 Curriculum

The individual student will be at the centre of the curriculum. We will focus on:

- An engaging, broad and balanced curriculum
- Supporting the transition for Year 7 students from the Primary School
- Offering a wide range of course options and qualifications to increase students' choice
- Enhancing the virtual learning environment
- A strong foundation for progression into further and higher education and employment.
- Collaborating with local partners to be a significant provider of 14 – 19 National Diploma courses

Students will further benefit from other support including mentoring, role models, individual learning plans and careers advice.

To ensure their development as individuals, all students will receive pastoral care and Health and Citizenship education. The Principal will have a discretionary fund to assist with emergencies and other needs of the students.

5.4 Specialisation

Intake Academy will have two specialisms:

English

Edutrust is keen to develop a lead specialism of English. The school has made recent progress in this important subject, and the focus within the Academy will enable this particular aspect of the curriculum to reinforce academic standards, and support the whole-school priority to improve oracy and literacy across all curriculum areas and key stages.

The English specialism will be a feature of teaching throughout the Academy and there will be a particular focus on speaking and listening skills. The teaching of English will be innovative and links will be made between English and other subjects. The specialism will also contribute to the development of key skills required for new employment opportunities within Leeds and beyond, and the City's wider economic growth.

The Academy will invest in appropriate specialist resources to create the widest opportunities for learning through the specialisms, including assessment for learning, the development of critical thinking skills and independent learning. Edutrust is keen to develop a state-of-the-art environment which brings about transformational learning for all, with access to the internet and the academy's virtual learning environment to enable any time, any place learning.

Performing Arts

This is already a key strength of Intake High School: dance, drama, performing arts and the arts consistently exceed targets for student achievement at all levels, and an innovative curriculum has been developed at KS 3.

The specialism of Performing Arts will help to raise the self esteem of students, develop essential skills and improve communication. It will also provide many opportunities for community engagement and team working.

The academy will build on the school's strong tradition of offering arts education to young people at weekends and holidays through the Junior Centre of Excellence to provide dance, drama and music tuition through the specialism.

This specialism will be a key strategy to strengthen inclusion, through the use of the arts, for example through breakdance clubs, cheerleading groups, and large scale annual productions, which use two casts to enable broader participation.

5.5 Admission arrangements

Intake Academy will be a local school serving the local community. All current students at Intake High School will transfer automatically to the new academy.

It is proposed that the admissions criteria for new students will match that of Leeds City Council. This will meet the statutory requirement to provide education for students of different abilities who are wholly or mainly drawn from the area in which the school is situated. In the case of oversubscription, applications will be considered against the criteria laid down in the admissions policy.

There will be no selection by ability, specialism, gender or religion. Parents and carers will use the Local Authority Preference Form to apply for a place. It is planned to offer 240 places in each year across the 11 – 16 age range, with up to 300 post-16 places.

6.0 Aims of the Proposal

6.1 The preferred option to establish an academy in September 2009 would improve educational provision and facilities in the area of west Leeds. The proposed timescale would allow for careful planning and management of the change process.

6.2 The establishment of a new academy provides excellent potential for transformation to take place in terms of ethos and standards, building on the strengths and expertise of the existing school and its relationship with the lead sponsor.

6.3 Intake Academy will seek to:

- Further improve educational standards through students' desire to reach their own potential
- Raise students' aspirations, confidence and skills
- Focus on students' communication skills in order to help them develop their confidence, self-esteem and independence
- Offer additional opportunities for academic and personal development
- Develop partnerships with other schools, businesses and community organisations
- Create public awareness and social and environmental responsibility.

6.4 In addition to best practice in standards of teaching, a state-of-the-art working environment will be developed. This will motivate and excite young people, bringing about a transformation in their learning.

The intention is to establish a virtual learning environment (VLE) that will enable students to have access to an 'any time, any place' learning culture.

Staff will be provided with the latest software, equipment and training to ensure that lessons are interactive, fun and effective.

There will be a strong emphasis on personalised learning and a significant 'Student Voice', involving students taking on active roles and responsibilities in the life and work of the Academy.

Edutrust's links with its major city partners – PricewaterhouseCoopers (financial services), Pinsent Masons (legal services), the University of Leeds and Leeds Metropolitan University – will ensure that students benefit from the very best support as they progress into Further/Higher Education and/or employment.

6.5 Intake Academy will be an asset for all members of the local community. The academy will focus on the development of the whole child as outlined in the Government's Every Child Matters strategy and 'Extended Schools' agendas. By building on the school's existing links in the community and increasing contact with parents and carers, the academy will engage them fully in supporting their children's learning

- 6.6** The academy will be open outside of school hours and during school holidays to offer a wide variety of classes and activities for students, adults and various grassroots community groups.

The academy will continue to work with local Primary, Special and Secondary Schools to provide access to an array of facilities including e-learning resources, staff training opportunities and meeting venues for schools and the local community.

Close working relationships with further education colleges and universities will be further developed, in order to widen the spectrum of learning and wider opportunities available to students and staff.

7.0 Alternative options

7.1 Close Intake High School and expand provision at other schools in the area

Commitments are already in place throughout the remainder of the West of the city to rebuild schools and balance provision in line with local demographic need. Many of these building projects are already started, and some nearing completion. This option is not therefore viable.

7.2 Leave Intake High School unchanged

In the context of the National Challenge it is simply not acceptable to leave the status and governance of the school unchanged. Further action is needed to accelerate the improvement in outcomes for the children and young people of the area, meet The National Challenge, and make a stronger contribution to the region of West Leeds.

8.0 What happens if the proposals proceed?

8.1 When is the proposed date for the opening of the new academy?

The proposed date for the academy to open is September 2009, with Intake High School closing at the end of August and the new academy opening on 1st September. This recognises the need for time to complete the statutory processes required. The new academy would continue to operate out of its current buildings until a new building is completed for September 2011.

8.2 Where would children be offered places?

All of the children on the roll of Intake High School when it closes in August 2009 would transfer, if they wished to do so, onto the roll of the new Academy in September 2009.

- 8.3** Parents and carers at the closing school who do not wish to transfer to the Academy will be able to apply for a place at any other school where there are places available. Parental preference will be met as far as possible by application of the published admission criteria for Leeds.

8.4 What will happen to the Staff?

Where a school is closed and replaced by an academy, the Transfer of Undertakings (Protection of Employment), generally called TUPE, will apply to staff. This means that staff will transfer to the new Academy on existing terms and conditions of service. Members of staff at Intake High and their representatives will be consulted extensively during the transition process.

8.5 How would the transition arrangements be managed?

While the building work gets under way, minimising disruption to students' education and the everyday life of the local community will be a priority. In addition, a detailed Health and Safety Plan will be prepared to ensure that there is no risk to students, staff and visitors whilst building work is ongoing.

8.6 What happens next in the decision making process?

We are consulting parents, governors, staff and the community during September and October 2008. At the end of this period the Executive Board of the City Council will receive a report summarising the views expressed during the consultation (December 2008). The Board will be asked to consider whether, in the light of these views, it still wishes to proceed with these or amended proposals. If the Board does wish to proceed then statutory notices will be published for a period of 6 weeks in January/December 2008. Anyone who disagrees with the proposal can formally object during this representation period. In the event any objections are raised during the period a further report summarising the representations received and all relevant documentation will be submitted to the School Organisation Advisory Board, an independent body, for its consideration, and they will make a recommendation to the Executive Board on whether or not to advise to approve the proposal. In the event there are no objections, the report and documentation will be submitted directly to the Executive Board for a final decision.

8.7 When would these proposals take effect?

Set out below is the timetable of key dates currently envisaged, although this may be subject to change:

08 Sept 2008 – 17 Oct 2008	Public consultation period
3 Dec 2008	Executive Board receive report summarising consultation and seeking permission to publish statutory notices
5 Dec 2008 – 16 Jan 2009	Publish statutory notices giving 6 weeks for representations to be made
19 – 30 Jan 2009	If objections are made, SOAB meet to make recommendation to Executive Board (if there are no objections this stage can be bypassed)
04 March 2009	Executive Board meeting to approve decision
16 March 2009	Deadline for decision
Sept 2009	Implementation

9.0 What are your views?

9.1 We would like to hear your views on this proposal, whether you agree or disagree with it or parts of it. Please let us know if you have concerns that you feel have not been addressed or factors that you think we have not taken into account.

9.2 You are invited to a public meeting on 30 September at Intake High School, where your views will be noted. You may also wish to put your views in writing – either by letter or by completing the attached form – to arrive no later than Friday 17 October 2008.

Send all correspondence to: The Chief Executive
Education Leeds
FAO School Organisation Team
Merrion House
110 Merrion Centre
LEEDS LS2 8DT

You can also reply by email to: educ.school.organisation@educationleeds.co.uk

Timetable of Consultation Meetings

Date & Time	
Thursday 18 September	Meeting with Inner West Area Committee
Tuesday 23 September 2.00pm	Meeting with Intake School Council
Tuesday 23 September 3.30pm	Meeting with staff of Intake High School
Tuesday 23 September 5.00pm	Meeting with Governing Body of Intake High School
Tuesday 30 September 7.00pm	Public meeting at Intake High School

DRAFT

Appendix

Table 1: Current position

	Admission Limit 2008/9	11-16 Number on Roll Jan 2008	Post 16 Number on Roll Jan 2008	11-18 Number on Roll Jan 2008	Net Capacity	Surplus Places	% Surplus
Intake High School	260*	926	105	1031	1460	393	27%
West Wedge	1385*	6564	807	7371	7979	572	7%

* Will reduce to 240 in September 2009

**Will reduce to 1275 by September 2010

Table 2: Projections for Intake High School (not adjusted for Swallow Hill) (assuming status quo)

	YR7	AD LT	11-16 TOTAL	16+ TOTAL	11-18 TOTAL	NET CAPACITY	SURPLUS	% SURPLUS
2008\09	177	260	840	109	949	1460	511	35%
2009\10	160	240	773	92	865	1350	485	36%
2010\11	158	240	747	76	824	1350	526	39%
2011\12	141	240	734	61	796	1350	554	41%
2012\13	148	240	715	59	774	1350	576	43%
2013\14	153	240	694	64	758	1350	592	44%
2014\15	165	240	700	61	762	1350	588	44%

Table 3: Local population size compared to school size

Total year seven places in the west wedge in 2010	1,275
Total year seven places at Intake / proposed academy by 2010	240
Percentage of places in wedge provided by Intake / proposed academy	19%
Number of secondary aged children having a west wedge high school as their nearest	8,107
Number of secondary age children having Intake as nearest high school:	1,816
Percentage of local children with Intake as their nearest	22%
Number of these 1,816 children that actually attend Intake High School:	529
Percentage of local children attending Intake High School:	29%

Table 4: GCSE Achievement (5 A*-C GCSE grades) 2007

	5 A* - C	5 A* - C incl maths and English
Intake High School	32	23
West Wedge high schools	51	33
City Average	56	42
National Average	62	47

Table 5 History Of Leeds City Council decisions

October 2007:

Leeds City Council Executive Board considered a paper on the future of academies in Leeds, and authorised exploratory discussions with the Department for Children, Schools and Families (DCSF) and the charitable foundation Edutrust to consider the potential of Edutrust sponsoring an Academy to replace Intake High School and serve the Bramley Area of West Leeds.

April 2008:

Leeds City Council executive board considered a formal Expression of Interest for an academy to replace Intake High School, with Edutrust as the main sponsor, and including potential support from both of the universities in Leeds. They agreed there was sufficient merit in the proposal to undertake a more detailed feasibility and consultation process. This public consultation forms part of that process.

Minutes of these meetings can be found on the Leeds City Council website at

<http://democracy.leeds.gov.uk/mgCommitteeDetails.asp?ID=102&J=2&lcnavid=100004|200033|10058>

**FUTURE SECONDARY SCHOOL PROVISION PROPOSAL FOR INTAKE HIGH SCHOOL
PUBLIC CONSULTATION RESPONSE FORM**

*Please read the consultation document on the proposal **to establish a new academy on the Intake High School site to replace Intake High School** and tell us what your views are. The questions on this form are provided to help you do so, but you do not have to respond to all of them. If you prefer not to use this form, you can also put your views in a letter. Letters and forms should be sent to the address at the bottom of this form. Extra copies of this booklet and response form are available from www.educationleeds.co.uk/schoolorganisation. You may also respond by e-mail to educ.school.organisation@educationleeds.co.uk*

All responses will be reported to a meeting of the Executive Board of Leeds City Council in December 2008. The last date for responses to be received is Friday 17 October 2008.

QUESTIONS RELATING TO THE PROPOSALS

1. What are your views on the proposed closure of Intake High School?

--

2. What are your views on the proposed new academy? e.g. Do you have any views on the specialisms? Do you have any views on the admission arrangements?

--

3. The new building will be sited on the existing playing fields of Intake. What do you think should be considered when planning this new building? E.g. main entrance, traffic issues

--

Please Turn Over

4. What facilities and features do you think there should be in the new academy and how should the community be able to make use of these?																				
5. Have you found this document useful?																				
6. Have you found the consultation process useful?																				
7. Do you have any other comments or views?																				
Your personal details (so that your response can be formally acknowledged):																				
Name:																				
Address:																				
e-mail address:																				
Which school are you associated with?																				
<table style="width: 100%; border: none;"> <tr> <td style="width: 40%;">Parent/Carer of present pupil(s)</td> <td style="width: 10%; text-align: center;"><input type="checkbox"/></td> <td style="width: 40%;">Member of staff</td> <td style="width: 10%; text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Parent/Carer of primary school child</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Local Resident</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Other adult relative</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Elected Member</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Pupil</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Community Representative</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Governor</td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Other</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Parent/Carer of present pupil(s)	<input type="checkbox"/>	Member of staff	<input type="checkbox"/>	Parent/Carer of primary school child	<input type="checkbox"/>	Local Resident	<input type="checkbox"/>	Other adult relative	<input type="checkbox"/>	Elected Member	<input type="checkbox"/>	Pupil	<input type="checkbox"/>	Community Representative	<input type="checkbox"/>	Governor	<input type="checkbox"/>	Other	<input type="checkbox"/>
Parent/Carer of present pupil(s)	<input type="checkbox"/>	Member of staff	<input type="checkbox"/>																	
Parent/Carer of primary school child	<input type="checkbox"/>	Local Resident	<input type="checkbox"/>																	
Other adult relative	<input type="checkbox"/>	Elected Member	<input type="checkbox"/>																	
Pupil	<input type="checkbox"/>	Community Representative	<input type="checkbox"/>																	
Governor	<input type="checkbox"/>	Other	<input type="checkbox"/>																	
Data Protection Act 1998																				
Under the terms of the Data Protection Act 1998 we must inform you of the following. Education Leeds and Edutrust are seeking your views to help inform the decision on this proposal. Your personal information will be used only for this purpose, and may be shared with other agencies who are involved in the consultation, however only to address any issues you raise. If you do not wish to provide personal details your views will still be considered, but we will not be able to acknowledge your response personally.																				
Please send your reply to:																				
The Chief Executive, Education Leeds, FAO School Organisation Team 9 th Floor West, Merrion House, 110 Merrion Centre, Leeds LS2 8DT																				



Originator: Gayle Elvidge
 West Yorkshire Fire and Rescue
 Tel: 01274 866245

Report of the Chief Executive of the West Yorkshire Fire and Rescue Service

Report to Inner West Area Committee

Date: 18th September 2008

Subject: "Safety Central"

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

Executive Summary

Currently under development Safety Central is the West Yorkshire Fire and Rescue Services center of excellence for the development and delivery of safety awareness and education.

Upon launch safety Central will focus on working with partner organisations towards the eight workstreams outlined below;

1. Road Safety
2. Alcohol Abuse
3. Community Cohesion
4. Deliberate and Anti Social Fire Prevention
5. Working with Minority Ethnic and Migrant Communities to increase Safety in the Home
6. Safety Awareness for Older people
7. Accident Prevention for Vulnerable Groups
8. Safety for Young People

Safety Central is scheduled to open in Autumn 2009.

1.0 Purpose Of This Report

- 1.1 To provide information about the development of Safety Central and to invite the continued involvement of Leeds Inner West Area Committee in the local development.

2.0 Background Information

2.1 Safety Central is the working title for West Yorkshire Fire and Rescue Service's centre of excellence for the development and delivery of safety awareness and education. Safety Central is being developed on the grounds of the disused Fire Station in Armley, re-using the station shell in the construction of the building

3.0 Main Issues

3.1 Why does WYF&RS need Safety Central?

3.1 Safety Central will:

- Significantly assist WYFRS in its performance against its core objectives.
- Tackle fire related incidents by addressing the wider issues that contribute to community safety.
- Help WYFRS play an even stronger role in the partnership arena by helping to achieve Local Area Agreement and other multi-agency targets.

3.1.2 Safety Central will also demonstrate WYFRS commitment to being a forward thinking service with a proactive, trailblazing stance on prevention.

3.2 What Parts of West Yorkshire does Safety Central cover?

3.2.1 Safety Central is a resource for the whole of West Yorkshire, not just for the local area or Leeds.

3.2.2 The building itself will act as a centre point, or hub, for a range of safety awareness and educational activity spread throughout West Yorkshire.

3.2.3 The word 'hub' is crucial, as it is likely that the building itself may only attract audiences from a limited catchment area (as demonstrated in a Feasibility Report commissioned by WYFRS in winter 2006). Work will therefore be coordinated from the center across the whole region. This will include innovative delivery through outreach and a dedicated website which will give access to teaching and other resources.

3.3 What areas of safety will Safety Central cover?

3.3.1 Upon launch, Safety Central will focus on working with partner organisations towards the 8 work streams outlined below:

1. Road Safety
2. Alcohol Abuse
3. Community Cohesion
4. Deliberate and Anti Social Fire Prevention
5. Working with Minority Ethnic Groups and Migrant Communities to Increase Safety in the Home
6. Safety Awareness for Older People.
7. Accident Prevention for Vulnerable Groups
8. Safety for Young People

3.3.2 These work streams may change over time, but it is envisaged that they will be the only areas of work covered by Safety Central in its first 12 months of operation.

3.4 How will Safety Central achieve the above aims?

3.4.1 Safety Central will add value to West Yorkshire, and achieve its aims by offering:

- the highest quality learning and awareness raising materials available in the region (and UK);
- a model for sharing resources;
- a model for sharing intelligence;
- an 'excellent practice' information sharing hub
- a state-of-the-art training facility.

3.5 When will Safety Central launch?

3.5.1 Safety Central is scheduled to open in Autumn 2009.

4.0 Implications for Council Policy and Governance

4.1 This project is part of the Area Delivery Plan for Inner West 2008-11 and has been developed via consultation with Area Committee Members. This project helps to fulfill the Council's Corporate Plan objectives by aiming to create better neighbourhoods and confident communities and by narrowing the gap.

5.0 Legal and Resource Implications

5.1 There are no legal implications arising. Wellbeing funding has been supplied by the Inner and Outer Area Committees amounting to £50,000 capital. Staffing resources will be supplied by West Yorkshire Fire Authority.

6.0 Conclusions

6.1 Safety Central is a local and a West Yorkshire wide resource. It is hoped that the Inner West Area Committee will have an ongoing input into how Safety Central can continue to meet its local aims.

8.0 Recommendations

8.1 That members note the contents of this report.

BACKGROUND PAPERS

None

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Report of the Director of Environment and Neighbourhoods

Inner West Area Committee

Date: 18th September 2008

Subject: Inner West Area Committee Well-Being Fund Update

<p>Electoral Wards Affected: Armley Bramley & Stanningley</p> <p><input checked="" type="checkbox"/> Ward Members consulted (referred to in report)</p>	<p>Specific Implications For:</p> <p>Equality and Diversity <input checked="" 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 provides details of the amount of well-being capital and revenue funding available for the financial year 2008-2009 and an update on commitments already made. Members are asked to note this information, comment on any new applications and consider them for approval.

1.0 Purpose of This Report

1.1 This report seeks to update members on the current amount of capital and revenue funding committed and available via the Area Committee Well-Being Budget for wards in the Inner West area. It seeks approval for new and continuing projects commissioned by the Area Management Team.

2.0 Background Information

2.1 The capital and revenue allocation for 2008-09 for Inner West is:

Capital Allocation 2008-2009	£ 72,512
Revenue Allocation 2008-2009	£ 150,440.00

2.2 Following approval of applications at the committee meeting on 26th June 2008 and rationalization of all expenditure since financial year 2004/05 the amount of Revenue Well-Being fund available for 2008/09 is £20,969.94 and Capital Well Being is £92,400.

3.0 New applications for Well being funding.

3.1 The applications below have been received for this Area Committee.

LARGE GRANTS					
Project Title	2008-09	2009-10	2010-11	Capital or Revenue	Appendix
Community Development worker for New Wortley Community Centre	7,196.00	22,019.76		Revenue	1
Hip Hopes Edutainment Programme for Armley	£4,400			Revenue	2 + Evaluation
Sikh Temple Refurbishment	£10,000			Capital	3
Grass Cutting at Holdforth Place New Wortley.	2,500			Revenue	4
Town Centre Manager for Armley		20,000		Revenue	5

3.2.

SMALL GRANTS	
ORANISATION	AMOUNT
Broadleas Community Funday	500.00
DPPO signs for Charlie Cake Park	206.64
Leeds Gathering	500.00
Total of Small Grants	£1,206.64
SKIPS	
Hayleys Allotments	110.00
New Wortley/Oldfield Rd Allotments	110.00
New Wortley Operation Champion	330.00
Broadleas Estate action day	330.00
Total of Skips	£880.00

4.0 Implications for Council Policy and Governance

4.1 Well Being projects support the actions contained in the Inner West Area Delivery Plan. Ward members have been consulted on the 2008-09 plan and on the projects commissioned to deliver improvements to the area. This Plan contributes to the priorities of the Departmental, Council and Corporate Plans by aiming to create better neighbourhoods and confident communities.

5.0 Legal and Resource Implications.

- 5.1 The financial resource implications of well-being projects will be processed through the Area Management's well-being budget. Staff resources will be provided by Area Management and partner agencies.

6.0 Conclusions

- 6.1 The well-being fund provides financial support for key projects in the Inner West Area.

7.0 Recommendations

The Area Committee is asked to:

- a) note the financial status of the Well-Being Budget, capital and revenue.
- b) comment upon and approve where appropriate requests for funding for large grants, small grants and skips.

APPENDICES

- 1- Community Development Worker, New Wortley Community Centre
- 2- Hip Hopes Edutainment Programme for Armley
- 3- Sikh Temple refurbishment
- 4- Grass Cutting, Holdforth Place
- 5- Town Centre Manager, Armley

BACKGROUND PAPERS

None

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Area Committee Well Being Fund – Project Proposal
Inner West Area Committee

Appendix 1

Project Name: Community Development Worker/Centre Manager for New Wortley Community Centre. January-December 2009

Lead Organisation: New Wortley Community Association, 40 Tong Road, Leeds, LS12 1LZ

Project Summary:

To continue the employment of a Community Development Worker/Centre Manager for New Wortley Community Centre to ensure the development of services and programmes of activities and to manage the daily operation of the centre for agencies and service users.

Outcomes (please summarise the main outcome / output / benefit the project will achieve):

Community Development Worker/ Centre Manager

To secure the continuation of a community facility providing a Community Café and After School Club and other services to a community in the bottom 10% of neighbourhoods in the country.

The creation of this post will secure the continued use and availability of the centre and current services (particularly the After School Club (ASC) and the Community Café) for use by local people and agencies, together with the development of additional programmes of activity and services to meet the needs of the local community.

Over the past year NWCC has been successful in continuing to operate without the support of large scale grant funding with the exception of the Centre manager's salary which has been funded by Inner West Area Committee. The Community Café is thriving and supports the salaries of the Chef and 2 kitchen assistants plus also contributing to the main utility costs of the centre. Through increased use of the centre by paying customers and services and the continued success of the café the centre is slowly moving towards sustainability.

Current activities delivered include:

Residents meetings, ward member surgeries, West Leeds Gateway Regeneration consultation meetings, Job shop, Volunteer Project, Gardening project. Base for Operation Champion in July 2008. New Opportunity days delivered by Learning Partnerships.

Future Activities

To continue to work with key partners and local people to plan, develop and deliver high quality neighbourhood management services for the local

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community and enable local people community groups and organisations to build their capacity, confidence and skills training.

To ensure the smooth running of the centre and development of projects with the New Wortley Community Association, key partners and local organisations.

To recruit, support and develop training for volunteers.

To support the further development of the Community Café and After School Club which are already moving towards social enterprise status.

To provide complimentary activities to those provided by the new Children's Centre at Castleton Primary School.

New Wortley Community Centre has recently formed part of the Community Centre Consortium for Inner West Leeds (other centres include Wyther Community House, Fairfield, Moorside Community Centre and Healthy Living Network Leeds, which is seeking funding via a Lottery application to be made later in 2008.

Project Cost (please indicate how much the project will cost, how much Well Being Funding is sought and breakdown between capital and revenue):

Total Cost of project is £ £29,215.76

Request from Inner West Area Committee £ 29,215.76.

Identify which geographic areas will benefit and which Area Committee (Inner or Outer) you are applying to:

Inner Area Committee - Armley

State who will receive the funding for this project:

Mr Bryan Bloom
Chair of New Wortley Community Association, 40 Tong Road, Leeds LS12
1LZ
Te 0113 2793466

Area Committee Well-Being Fund - Project Proposal
Inner West Area Committee

Appendix 2

Project Name:

Hip HopES Edutainment at New Wortley

Lead Organisation:

Invizible Circle Education

Project Delivery - How will the project be delivered? (list any partners involved in the project):

Twelve week programme of issue based groupwork that utilises the positive elements and artforms (DJing, MCing, Rappin/ Rhyme Writing, Beatboxin, Graffiti, Breakdance, Film/ Video Making, Design/ Fashion/ Street Style, Street Knowledge) of Hip Hop Culture to educate, inform and empower.

We will also provide on-going role modelling, mentoring, guidance and volunteering opportunities for all of the young people we work with, if appropriate, as well as linking them to our wider programmes and activities.

Partners: including New Wortley Residents Association, Mothers Against Violence (MAV), Nice Things Music

Project Summary (include a brief description of the main activities, why the project is needed and links to key priorities):

Twelve week programme of issue based groupwork that utilises the positive elements and artforms of Hip Hop Culture to re-engage, educate, inform and empower.



Hip HopES

⁶⁶edutainment...education through entertainment⁶⁹

KRS-ONE

SAMPLE PROGRAMME

WEEK 1	Introductions Group Knowledge, Bonding and Forming Hip Hop Culture session Programme/ Artform sharing/ devising Group Rules, Agreements, Norms
WEEK 2	Re-visit Group Rules, Agreements and Norms 1 st Artform Samples Further Programme/ Artform sharing/ devising Role Model exploration, Inspirations (Within peers, family and community, wider)

WEEK 3 – 8	Issue based Artform explorations Expressions through Artforms Event Development
WEEK 9	Aspirations, futures Ways forward, next steps... Action planning, 'needs' to implement Rehearsals
WEEK 10	Re-visit Action Plan Contacts Rehearsals
WEEK 11	Event, performance
WEEK 12	Celebration, closings

The project has been re-requested by the tenants association and wider community members, particularly young people. We see the programme continuing to provide positive alternatives to crime and anti social behaviour in the local area. Levels are high in the area and our project will impact positively on these levels and more importantly the mid –long term mindsets and thinking of the 'offenders'. The project will also provide a regular focus to remove groups from the streets and begin the 'socialisation and citizenship' based educational journeys that we provide.

There are also a range of additional benefits including health and well being benefits through for example physical activity such as Breakdance and Beatboxin.

Outcomes (summarise the main outcome/output/benefit the project will achieve):

Key Outcome Areas

- Self Confidence, awareness and esteem
- Positive Attitudes and behaviours
- Citizenship, Community development
- Hip Hop Culture and history understanding/ exploration
- Artform experience and skills development
- Range of interpersonal and transferable skills development
- Overall personal and social development

Overall improved understanding between cross generational/ cultural groups, increased levels of respect from, and between, groups of young people, and clearer understanding of the elements and benefits of community spirit, cohesion and participation.

Identify which geographic areas will benefit:

Mainly New Wortley, but possibly wider Armley/ inner west areas

Project Cost . Please indicate;

How much the project will cost. (please list all partners and their contributions)

£7580 (12 week programme including performance)

New Wortley Residents Association	Session support
Mothers Against Violence (MAV)	Speakers/ Workers
Nice Things Music	Production, Studio and Studio engineer time
Hydrograff	Design time

How much Well Being Funding is sought and breakdown between capital and revenue)

£4440

(all artist fees, sessional venue fees, equipment hire, transport, some additional volunteer/staff costs/expenses, cook/ and food/drink for group, etc)

Who will be in receipt of the financial order. (name of the organisation and contact details)

Invisible Circle Education, The Unit, Park Lane House, Park Lane, Leeds LS3 1AA

Mani Ray, Director
Invisible Circle Education
0787 0834277

www.invisiblecircleeducation.org
www.myspace.com/invisiblecircleeducation
www.bebo.com/invisible-circle

Approved
Date

Not Approved
Date

Please return this form to Rebecca Boon, West Area Management Team, Pudsey Town Hall, Lowtown, Pudsey, Leeds, LS28 7BL or via email to rebecca.boon@leeds.gov.uk

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Area Committee Well-being Fund – Project Proposal
Inner West Area Committee

Appendix 3

Project Name:

Refurbishment of Sikh Community Centre as a Sports and Cultural Centre for Armley West Leeds.

Lead Organisation: Sri Guru Nanak Sikh Temple Armley

Project Delivery - How will the project be delivered? (list any partners involved in the project):

The refurbishment of the existing centre will be delivered by the Sri Guru Nanak Sikh Temple. They will commission the demolition and re building of a single story building in which there will be a large hall, toilets and kitchen and from which activities will be delivered.

The intention is to develop the centre as a community resource complimenting the services and facilities already provided locally. Specifically the aim is to deliver a programme of sports activities and cultural events for all age groups especially young people and women from the Sikh community but also all members of the neighbourhood.

Outcomes (summarise the main outcome/output/benefit the project will achieve):

The prime aim of the project is to develop the community centre as a focal point for sporting and cultural activities for women, young people and children plus the wider community. This will contribute to community cohesion and improve inclusion of all faiths and cultures within the neighbourhood. The centre will deliver programmes of activities such as;

Cooking classes, music instruction, language and dance classes, sports programmes, health awareness sessions, cultural events, intergenerational days, knowing your community days. Etc.,

Identify which geographic areas will benefit:

Armley, New Wortley, Lower Wortley

Project Cost . Please indicate;

How much will the project cost. (please list all partners and their contributions)

Total Cost of the project is : £175,000

Sri Guru Nanak Sikh Temple have pledged £20,000

Sikh Temple have applied for a loan of £100,000

An application to Green Leeds has been made for £45,000
Inner West Area Committee - £10,000 is requested from the Well Being Capital Fund.

The account is held in the name of ;
Sri Guru Nanak Sikh Temple,
62, Tong Road.
Leeds.
LS12 1 LZ

Approved
Date

Not Approved
Date

Please return this form to Rebecca Boon, West Area Management Team, Pudsey Town Hall, Lowtown, Pudsey, Leeds, LS28 7BL or via email to rebecca.boon@leeds.gov.uk

Area Committee Well Being Fund – Project Proposal
Inner West Area Committee

Appendix 4

Project Name: Grass Cutting and Maintenance of Holdforth Place, New Wortley

Lead Organisation: Street Scene, Environment and Neighbourhoods Directorate.

Project Summary:

To undertake a rough cut and 6 grass cuttings a year of vacant land in the middle of the New Wortley neighbourhood.

Outcomes (please summarise the main outcome / output / benefit the project will achieve):

- Improve a patch of vacant land for residents who live nearby.
- Deter fly tipping and bonfires on the site.
- Prevent further cost to the local authority.
- Prepare the site for purchase by West North West Homes Leeds who will accept future maintenance and management once the purchase is complete.
- Prevent the speculative purchase of the site by a developer who may seek to profit from acquisition.
- Build confidence in the community that the local authority and ALMO are working with them to deliver regeneration of the estate.

Project Cost (please indicate how much the project will cost, how much Well Being Funding is sought and breakdown between capital and revenue):

Total Cost of project is £2,500

Request from Inner West Area Committee £2,500

Identify which geographic areas will benefit and which Area Committee (Inner or Outer) you are applying to:

Inner Area Committee - Armley

State who will receive the funding for this project:

Street Scene, Environment and Neighbourhoods Dept.

Area Committee Well-Being Fund – Project Proposal
Inner West Area Committee

Appendix 5

Project Name: Town Centre Manager

Lead Organisation: West Leeds Area Management Team

Project Delivery - How will the project be delivered? (list any partners involved in the project):

The project will be delivered in partnership with Leeds Ahead who offer a business brokerage service across the City. Leeds Ahead would employ the post holder and they would be jointly managed by West Leeds Area Management Team & Leeds Ahead. The post would be advertised as a 3 year post, subject to funding being ratified in future years.

Project Summary (include a brief description of the main activities, why the project is needed and links to key priorities):

A key focus of the Area Management Team's work is to regenerate the town & district centres within West Leeds. Funding for significant improvements to Pudsey, Farsley and Armley town / district centres has been secured through the Town & District Centre Regeneration Scheme. These improvements aim to compliment existing investment from Metro and LCC departments.

It is proposed that to progress the regeneration of the two town centres of Pudsey and Armley, a Town Centre Manager (TCM) is employed. One of the key recommendations of the Armley business event held in January 2008 was that a Town and District Centre manager would be of great assistance to supporting and encouraging businesses to start up and stay in Armley. The Pudsey Perceptions Survey also endorsed the appointment of a town centre manager to benefit the regeneration of Pudsey.

The TCM would be responsible for day to day management of the two town centres, marketing, publicity, events, drawing together investment from partner organisations and seeking external funding for further improvements. The aims of the TCM would be to enhance the attractiveness of the two town centres of Pudsey and Armley, to increase their vibrancy and sustainability, and to help create centres where increasing numbers go to shop, for entertainment and leisure. The TCM would be based within the West Leeds Area Management Team, but employed through Leeds Ahead and jointly managed by a West Leeds Area Management Team / Leeds Ahead steering group.

The following key issues are identified as priorities for action:

- The numbers of vacant properties for rental in and around the town centres
- The poor appearance of some town centre areas
- the poor retail offer
- the lack of a Sunday economy
- to develop an active business or town centre partnership

Outcomes (summarise the main outcome/output/benefit the project will achieve):

- increased vitality and viability of Pudsey and Armley town centres
- improved environmental quality
- increased business participation in town centre improvements

Project Cost. Please indicate

How much the project will cost? (List all partners and their contributions)

It is proposed that one full time post should be created, on a 3 year contract, with appointment at grade PO2. The cost of the post with on costs is £34,366 per annum. It is proposed that this should be supplemented with a budget to cover promotions and events, taking the total up to £40,000 per annum. Although it is the intention of the project for the TCM to raise finance that will fund the position in the 3rd year it is necessary for the post to be funded in the beginning as follows:

This will be split between Inner and Outer West as follows:

- 2008/9 – 6 months (October to 31st March) - £10,000 from each Area Committee – **this was approved at the committee meeting of 26th June 2008**
- 2009/10 – 12 months funding (April 09 to 31st March 2010) - £20,000 from each Area Committee

Identify which geographic areas will benefit:

Pudsey and Armley town centres and surrounding areas.

Who will be in receipt of the funding:

Leeds Ahead.



Originator: Carole Clark

Tel: 39 51968

Report of the West Leeds Area Manager

Inner West Leeds Area Committee

Date: 18th September 2008

Subject: Wyther Community Centre

Electoral Wards Affected:
Armley

Ward Members consulted

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

1.0 Purpose Of This Report

1.0 The purpose of this report is to refer the Report to Scrutiny Board of 24th July on the closure of the Wyther Community Centre to the Inner West Area Committee in accordance with the resolution of the July meeting of the Environment and Neighbourhoods Scrutiny Board.

2.0 Background Information

2.1 On 30 November 2007 Asset Management agreed to dispose of the Wyther Community Centre and it was demolished on 12 May 2008. The building was in poor condition and required significant capital investment. Only one group was using the centre and alternative accommodation was offered to them after lengthy discussions.

3.0 Main Issues

3.1 On 3 April 2008 the Inner West Area Committee referred the matter to Environment and Neighbourhoods Scrutiny Board due to the delays in the closure and demolition of the Community Centre.

3.2 The report attached as Appendix 1 was presented to Scrutiny Board on 24th July 2008 in response to the referral, asking the Scrutiny Board to note and comment on the report on the closure and demolition of the Wyther Community Centre.

3.3 After consideration members of Scrutiny Board resolved that the report be referred to the Inner West Area Committee for their consideration. The extract from the Scrutiny Board minutes is attached at Appendix 2.

4.0 Implications For Council Policy And Governance

4.1 The closure of the Community Centre supported the policy for community centre provision agreed at Executive Board and referred to in the Departmental Asset Management Plan.

5.0 Legal And Resource Implications

5.1 The demolition of the building led to an annual revenue saving of £21,329 per annum, and a saving of non incurred capital of £21,200.

6.0 Conclusions

6.1 The closure of the Wyther Community Centre took considerable time due to the need to consider all the options and accommodation the one group who used the centre. It was referred to Scrutiny Board at the request of the Inner West Area Committee and has now been referred back to the Area Committee for comment.

7.0 Recommendations

7.1 Members are asked to note and comment on the report on the closure and demolition of the Wyther Community Centre.

APPENDICES

Appendix 1 Report to Scrutiny Board, 24 July 2008

Appendix 2 Extract from minutes, Scrutiny Board, 24 July 2008

BACKGROUND PAPERS

None

REPORT TO SCRUTINY BOARD

DEPARTMENT: ENVIRONMENT AND NEIGHBOURHOODS

DATE: 24th JULY 2007

SUBJECT: WYTHYER COMMUNITY CENTRE

EXECUTIVE SUMMARY:

This report is presented in response to a referral to Environment and Neighbourhoods Scrutiny Board on 3 April 2008 by Inner West Area Committee. The referral relates to the delays in the closure and demolition of the Wyther Community Centre in Armley.

1. PURPOSE OF THE REPORT

- 1.1 The report identifies the actions taken to close and demolish the Wyther Community Centre, Armley. It describes the reasons for closure and the approach to finding alternative accommodation for one of the user groups, the Twilight Twirlers.

2. BACKGROUND

- 2.1 The Wyther Park Community Centre was identified for closure by the City Council in 2004 (Oct 2004 Executive Board) based on low levels of usage and high levels of capital investment required to the facility and the availability of other space in the locality. There were several such alternative venues available such as Wyther Community House and the Lazer Centre as well as several schools such as Hollybush, and local churches such as the Venerable Bede in Armley. Consultation took place with the existing users who were all found alternative accommodation apart from the Twilight Twirlers (TT), a voluntary sector group. Consultation took place with the remaining user, Twilight Twirlers (TT), with the aim of moving them to other community space in the area.
- 2.2 Learning and Leisure declared the building surplus to requirements (Jan 2006) and at the time efforts were made to try and move the remaining user elsewhere.
- 2.3 Consultation took place with the remaining user over a long period of time and this involved Elected Members and Officers from Asset Management, Learning and Leisure and Regeneration. The TT group were offered accommodation at a number of local centres, including Raynville Primary, Hollybush Primary, and the nearby Lazer Centre. These the group refused for a variety of reasons.
- 2.4 Inner West Area Committee therefore agreed at their meeting of 7th December 2006 to go ahead and close the centre without delay. Closure was scheduled for January 26th 2007.

Minute 43 resolution of this committee (c) refers

“It was reported that a recent meeting had taken place between the Twilight Twirler Group, Councillor McKenna - Armley Ward, Steve Crocker, West Area Manager and Hollybush School representatives to discuss plans to assist the Group in relocating to a more viable venue such as Hollybush School, as the ceiling height at this venue was adequate for their purposes. A discussion ensued and it was decided that it was no longer financially viable to keep the Wyther Community Centre open. Councillor McKenna also reported that a charity had recently awarded the Twilight Twirler Group £5,000 towards expenses for taking a group of girls to America as they had been invited to compete in a major twirling competition in Florida. The group needed to raise another £5,000 of match funding for this project and Councillor McKenna gave assurances that Armley Ward Councillors would help them in any way they could. Steve Crocker, West Area Manager informed the meeting that the Twilight Twirler Group had been informed that the Centre would close on 26th January 2007 and that the City Council offer for the group to relocate to Hollybush would remain open to the group. Armley Ward Councillors thanked Steve Crocker and other representatives for their help and support in this matter.”

“RESOLVED - That approval be given for the closure of Wyther Community Centre from 12th January 2007.”

The Twilight Twirlers and their supporters objected to the closure and on 26th January proceeded to illegally occupy the centre, refusing to allow City Council officers into the building. The building was occupied for a period of three weeks from January 26th 2007.

- 2.5 Following the end of the occupation of the building by the group and their supporters meetings to resolve the issue were held in February 2007 between the TT's, the West Leeds Area Manager and the Executive Member for Environment and Neighbourhoods, Cllr Les Carter. In March 2007, a new proposal was drawn up for the group to lease the centre and this was progressed with the understanding that the group would be in a position to manage the facility and pay all running costs estimated at approx £10,000 pa.
- 2.6 The group indicated they had a sponsorship arrangement that would support these costs. An draft lease was drawn up with a private sector sponsor – Stellarbrook Ltd. Following two months of negotiation the private sector sponsor withdrew, the agreement was not signed and the lease arrangements did not materialise. A more straightforward letting was therefore put in place with the group with effect from April 2007 for 12 months and a sum of £1,500 pa was agreed as a contribution from the group towards running costs.
- 2.7 A visit to the centre in June 2007 by City Services staff revealed specific issues with the building, and concerns about alleged inappropriate use by the key holders. Several items of essential repairs and maintenance issues were identified. The total cost was in excess of £20,000. Due to the nature of the issues identified and repairs required the centre was closed and the centre keys were returned by the Twilight Twirlers.
- 2.8 Alternative accommodation was found for the TT at Bramley CC (just under a mile away). These facilities were provided as a formal letting on a temporary basis rent free. The TT used Bramley CC for three weeks only and then due to illness and an accident to one of the key community representatives, the group stopped meeting.

3 MAIN POINTS

- 3.1 The condition of the Wyther Community Centre in June 2007 was poor. City Council staff identified repairs for building works, electrical works and other items e.g. fire extinguishers. These totalled £21,200. These repairs were the minimum required to bring the building back to a usable state and would not necessarily improve the value of the asset. Other funding would have been required to improve the external fabric of the building and the grounds as these are in a poor condition.
- 3.2 Three options were identified and discussed with Officers in the Regeneration Service (the building was on the list to transfer from the former Learning and Leisure portfolio).
- **Option 1:** Do nothing. Save on the building costs but left with an empty building in poor condition and in need of repair. Possible costs incurred with security and vandalism. With this option we would have to assess the response from TT to this option and review accordingly in due course.
 - **Option 2:** Carry out repairs and allow TT access/lease following repairs. Identify budget to complete works and supply replacement furniture and kitchen appliances/utensils. Ensure there are regular monthly health & safety checks made given past alleged incidents/record. This option may not be a sustainable let/lease and further expense may be required in the medium term. Potential income from other external bookings minimal. Budget pressure for service to handle in view of budget pressure in portfolio of centres being transferred.
 - **Option 3:** Dispose of centre as per the original plan, TT offered a long term block booking at Bramley CC or other local community centre, rent payable following the rent free period similar to the agreement at the Wyther Centre. Building disposed of as per original plan. Revenue savings invested in other centres or contribute to efficiency savings required for the portfolio. Capital expenditure savings from not doing maintenance and potential capital receipt for the authority from disposal.

Having discussed these options within the Service and with colleagues in other services, Asset Management agreed on 30 November 2007 to Option 3. Reasons supporting this option were

- The centre was originally earmarked for disposal and had only one group using it
- The centre was in poor state of repair and would require significant capital investment
- There were various spaces in the area which the group can use for their activities
- There were no other active demands for space in this facility that we are aware of
- A similar approach has been adopted with other centres in this position and despite some opposition from any remaining users at the time of closure this is typically short lived and users then settle down with new arrangements
- Securing funding and undertaking the works identified at the centre was likely to take a number of months
- Further backlog maintenance works were likely to be required at the centre beyond those identified e.g. roof repairs
- Officers have expressed concerns that the centre was not run appropriately and not maintained in a reasonable manner by the key holding organisation – there was no indication that this situation would improve if the group moved back into the centre
- There was a risk that if the group moved back in to the centre then breached the terms of the letting agreement they would need to be moved out
- Whilst the group appear to be sustainable in the short term there was no indication of their long term sustainability and it is unlikely that they would have the resources or capacity to manage the centre themselves in the medium term

3.4 Given the history with this centre the actual demolition was handled sensitively. Following discussions with local residents and the TT group the building was eventually demolished on 12 May 2008. The TT group have recently started up again as a group and are once more looking for suitable premises and are in discussion with Head of Hollybush School in Bramley.

4. FINANCE AND LEGAL IMPLICATIONS

4.1 Option 3, the demolition of the building, led to an annual revenue saving, avoided the use of resources to undertake backlog maintenance and allowed the site to be disposed of.

4.2 The revenue saving to the Council of demolishing the centre amounts to £21,329 per annum based on the full final year actual figures of 2006/7. The capital saving of non incurred capital costs was a one off total of £21,200 as identified above.

5. IMPLICATIONS FOR COUNCIL POLICY AND GOVERNANCE

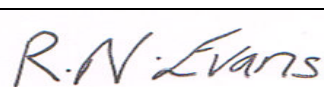
5.1 The approach taken by the City Council supported the policy for community centre provision agreed at Executive Board and referred to in the Departmental Asset Management Plan.

6. SUMMARY

6.1 The City Council expended a significant amount of officer time to find a solution to the problem of the Community User Group in the centre. In the event the conditions of the centre meant that demolition became the preferred option. Given the sensitive community nature of the proposal to close and demolish the centre, the delay whilst other alternatives were examined and exhausted can be seen as appropriate and proportionate.

7.0 RECOMMENDATIONS

7.1 Scrutiny Board are asked to note and comment on the report on the closure and demolition of Wyther Community Centre.

Signature of Departmental Director	
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SCRUTINY BOARD (ENVIRONMENT AND NEIGHBOURHOODS)
THURSDAY, 24TH JULY, 2008

PRESENT: Councillor B Anderson in the Chair
Councillors A Blackburn, A Castle,
B Cleasby, D Coupar, A Gabriel,
D Hollingsworth, G Hyde,
L Mulherin and M Rafique

20 Wyther Community Centre

The Director of Environment and Neighbourhoods submitted a report on the process of assessing the Wyther Community Centre.

Steve Crocker, West and North West Area Manager, Environment and Neighbourhoods was in attendance and responded to Members' queries and comments.

Discussions ensued on the contents of the report and specific reference was made with regards to the reasons behind the delay and clarification of the closure and demolition process.

RESOLVED –

(a) That the contents of the report be noted.

(b) That the Head of Scrutiny and Member Development be requested to refer to this report to the West (Inner) Area Committee for their consideration.

(Councillor M Rafique left the room at 11.10 am and returned at 11.20 am during discussion of this item)

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Originator: Liz Jarmin

Tel: 247 8129

Report of The Director of Environment and Neighbourhoods

Meeting: Inner West Leeds Area Committee

Date: Thursday 18th September 2008

Subject: Area Committee Roles for 2008/09

<p>Electoral Wards Affected: Armley Bramley & Stanningley</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 presents the Area Committee with details of their area function schedules and roles in relation to these service areas for 2008/09. The attached report and appendices were agreed by the Executive Board on 16th July 2008 and include further development of Area Committee responsibilities from this year onwards.

1.0 PURPOSE OF THIS REPORT

1.1 To report to the Area Committee the area function schedules and roles for 2008/09 as agreed by the Executive Board on 16th July 2008.

2.0 MAIN POINTS

2.1 The attached report, Area Committee Roles 2008/09 (Area Functions), was agreed by the Executive Board on 16th July 2008.

2.2 The Executive Board received a paper in November 2007, the Area Management Review, which proposed to further develop the responsibilities of the Area Committees during 2008/09. The attached report gives details of the proposed new responsibilities for the Area Committees in 2008/09 including changes to the Area Functions Schedule.

3.0 RECOMMENDATIONS

3.1 The Committee is asked to note the contents of this report.

APPENDICES

Appendix 1 Area Committee Roles for 2008/9 Area Functions

Appendix 2 Area Committee Roles for 2008/9 Other Roles

BACKGROUND PAPERS

None

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Report of the Director of Environment and Neighbourhoods

Executive Board

Date: 16 July 2008

Subject: Area Committee Roles for 2008/09

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 Area Management Review, agreed by Executive Board in November 2007 proposed to further develop the responsibilities of the Area Committees during 2008/09, using this year as a period of transition to allow for dialogue between Area Committees and Services in advance of service planning for 2009-10.

This report outlines the proposed new responsibilities for the Area Committees in 2008/09. These include changes to the Area Function Schedule and new consultative responsibilities relating to Council and Well Being Functions.

Executive Board is asked to agree the amended Area Functions Schedule for 2008/09 and endorse the development of Area Committee roles in relation to Council and Well Being Functions

1.0 Purpose of this report

- 1.1 To seek Executive Board agreement to the development of Area Committees' responsibilities for 2008/09.

2.0 Background information

- 2.1 As part of the Area Management Review, presented to Executive Board in November 2007, it was agreed to extend and enhance the roles of the Area Committees with 2008/09 being a development/transition year. The review report was subsequently placed on the agendas of all the Area Committees and feedback on the proposals was used to inform the development of information about the roles for 2008/09. Each year the Executive Board agrees the functions delegated to the Area Committees. The Area Functions Schedule section in the Council's Constitution (Part 3., section 3C) is then amended accordingly and this information is presented to each of the Committees.
- 2.2 The Constitution also sets out the role of Area Committees in the governance framework of the Council. The Terms of Reference for Area Committees are set out in the Council's Constitution (Part 3, section 2B). They include Council Functions and Executive Functions. Executive Functions in turn include Area Functions and the promotion and improvement of the economic, social and environmental well being of the Committee's area or Well Being Function. Executive Functions are exercised concurrently by the Executive Board and in accordance with the officer delegation scheme (executive functions) by Directors; and decisions flowing from them are subject to call in.
- 2.3 This report does not propose any changes to the Terms of Reference for Area Committees or to their relationship to the Executive Board and its Members. Whilst a key function of the Area Committees is to champion the concerns of their local communities the appropriate channel for that role is in their ability to make representations to the Council as set out in their Terms of Reference. Area Committees cannot make Area Function or Well Being decisions which contradict the policies and priorities agreed by the Executive Board. Officers will ensure that proper advice and support is available to Area Committees and their Chairs to ensure that delegated Executive Functions continue to be exercised in accordance with this principle.
- 2.4 In responding to the conclusions of the Area Management review, the report does propose alterations to the number of Area Functions delegated to Area Committees. For these, the detail about the function is proposed for inclusion in the Council's Constitution. In addition the report sets out a more detailed framework for the exercise of the Well Being Function and delegated Council Functions set out in the Constitution (Part 3, section 2B) relating to the representation of community interest and the consideration of the performance, targeting, frequency and co-ordination of services.
- 2.4 It is proposed to further develop the roles for Area Committees in relation to a number of services where they will have increased influencing, developmental and consultative responsibilities. Key points for each of the proposed roles are highlighted in sections 3 and 4 below. These set out the formal Area Functions and other roles which are being enhanced. Full schedules for both sets of responsibilities are attached in the appendices which accompany the report.

3.0 Proposed Area Functions for 2008/09

3.1 The table below highlights the proposed Area Functions for 2008/09. Further detail is covered in Appendix One in relation to these functions.

Role	Summary
Area Well Being Budgets	This covers the annual capital and revenue allocation to each Committee to support the promotion and improvement of the economic, social and environmental well being of the Committee's area. Area Committees are responsible for taking decisions and monitoring activity relating to the use of well being budgets.
Community Centres	This covers responsibility for a portfolio of 65 community centres now vested with the Regeneration Service, 48 directly managed by the Council and 17 currently managed by community organisations. This covers overseeing revenue budgets, operational arrangements and the use of the centres, agreeing and implementing a schedule of charges and discounts for directly managed centres and making asset management and investment proposals to ensure the portfolio is sustainable and meets local needs.
Neighbourhood Wardens	This covers responsibility for a team of 30 Neighbourhood Wardens deployed in specific areas which provide a local patrolling function, assistance in dealing with anti-social behaviour, co-ordination to maintain the physical appearance of areas and offer support to local residents with environmental and community safety issues. Area Committees will continue to oversee local budgets and operational arrangements and links to area delivery plan priorities. The function schedule reflects the current deployment of wardens across the City.
CCTV	This covers 129 fixed cameras across the city and CCTV operators who are employed to carry out 24/7 monitoring operations. Area Committees will maintain an overview of the service in their area and receive regular information about it. The function schedule reflects the current deployment of cameras across the City.
Neighbourhood Management Co-ordination	This covers the identification of priority neighbourhoods across Leeds that require more intensive resources to drive service improvements and better local outcomes. This includes improving the co-ordination of key services across the council and local partners and piloting new ways of working. Area Committees will be responsible for agreeing priority neighbourhoods through Area Delivery Plans and will agree and monitor Neighbourhood Improvement Plans for each individual area. Area Committees will approve plans for the use of locally targeted budgets for neighbourhood improvement work (e.g. SSCF, Area Committee Well Being).

3.2 The Authority to exercise Area Functions will be held concurrently by the Executive Board, Area Committees and relevant Directors/Chief Officers (within their scheme of delegated authority). Any proposed changes to resources relating to these functions would need to be made in consultation with the relevant service Director/ Chief Officer(s) and with the agreement of the Area Committee and Executive Board where appropriate.

4.0 Other Area Committee Roles for 2008/09

4.1 The table below highlights a number of new proposed enhanced roles for Area Committees in relation to a number of services where they will have increased influencing, developmental and consultative responsibilities. Further detail is covered in Appendix Two in relation to these roles.

Role	Summary
Community Engagement	This is proposed as a specific function and requirement of the Area Committees, flowing from the Area Committees' delegated Council Function 'to advise or make representations to the Council, the Executive Board, Scrutiny Boards or Regulatory Panels on all matters affecting community interests'. It is proposed that each Committee agrees a local community engagement plan based on an agreed template to ensure consistency across the city and that there is an annual report to each Committee and Executive Board on progress and future proposals.
Community Greenspace	This covers 73 community parks vested with the Parks and Countryside Service. These include a wide variety of recreation facilities, sports pitches, play areas, formal and informal horticultural features. Area Committees will influence the development and use of community parks and be consulted about proposals for the development and use of them, for example proposals for refurbishment and installation of new play equipment.
PCSOs, Neighbourhood Policing Teams and Multi Agency Crime and Grime Operations	This covers the deployment of PCSOs, the work of Neighbourhood Policing Teams (which are now aligned to ward and Area Committee boundaries) and multi agency crime and grime initiatives to tackle local priorities and hot spots. The new arrangements will allow staff to work more closely together on the ground and improve consultation with and reporting arrangements to the Area Committees.
Environmental Action Teams	This newly created service, with around 60 staff in total across the City in three area based teams, will be responsible for a range of neighbourhood related enforcement activities including noise nuisance, waste in gardens, overgrown vegetation, littering, placards, A-boards, graffiti, waste from domestic and commercial bins, drainage, pest control. The teams will carry out the

	<p>enforcement and preventative work, rather than the litter picking, waste collection role which is done by other staff. Area Committees will receive regular reports about this new combined service and be able to influence service planning and local priorities for action based on local knowledge about issues and hotspots. Operational policies will be created for Leeds, but the priority afforded these could be influenced by local issues, such as littering and bin yards. Close working arrangements will be developed with neighbourhood wardens.</p>
Street Cleansing	<p>This covers teams of staff and specialist equipment to provide mechanical sweeping of adopted carriageways and footpaths, manual litter picking and litter bin emptying. 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. This would be primarily based on ward level discussions with Elected Members.</p>
Highways Maintenance	<p>This covers the annual and forward programme of planned maintenance on local roads, traffic management schemes and minor maintenance schemes to keep highways safe. Current arrangements would be retained whereby ward members are consulted on and informed about the progress of schemes in their ward.</p>
Grounds Maintenance	<p>This covers various elements of maintenance work including grass cutting, shrub and rose bed maintenance and hedge maintenance. The current Ground Maintenance Contract runs to February 2010. Environmental Services currently has the contract administration function for this contract which it carries out on behalf of the three ALMO's and Highways Services. An annual Service Improvement Plan is produced and ways to engage local members in this will be considered over the course of 2008/09. A procurement timetable is in place for a new Grounds Maintenance Contract from March 2010. Work on this will include details on the contract package, contract administration and opportunities for the involvement of local Members in service planning, prioritisation and monitoring. There is currently, therefore, no detailed information prepared for this role at present.</p>
Local Children and Young People Plans	<p>Development and review of local area (wedge) Children and Young People's Plans (CYPP), as an integral part of the area delivery plan, which will identify and drive local priorities, and inform and influence the citywide Children and Young People's Plan. Area Committees will continue to take part in the development and review of the local plan thereby influencing the strategic direction of the plan in relation to the 5 Every Child Matters outcomes and local need. The committees will have a local democratic oversight, demonstrated by endorsing the plan and local priorities identified</p>

	within it. Committees will have an additional monitoring function, ensuring the 5 Every Child Matters outcomes and the improved integration of children's services e.g. as with the Breeze Youth Promise, are embedded as part of the delivery objectives of the wedge based Children Leeds Partnership and Area Delivery plans.
Health and Well Being. (including Adult Social Care)	As part of their responsibility to promote local well being Area Committees have an important role in helping to improve health and tackling health inequalities by ensuring coordinated and focused activity across Council services and with key partners such as the Leeds PCT at the local level. Adult Services and the PCT are organising their resources to work more effectively at a local level helping Area Committees through regular reporting arrangements to influence local priorities and action, and monitor the health and well-being targets linked to the Leeds Strategic Plan.
Area Based Regeneration Schemes and Town and District Centre Projects	Also consistent with the promotion of well-being, Area Committees will have responsibility for formal consultation and monitoring of area based regeneration schemes and town and district centre projects. They will be supported in this by officers in the Regeneration Service. Future new capital funding availability would be subject to a process to be agreed by Executive Board.
Conservation Area Reviews	This covers an initial programme of reviews in 16 designated conservation areas; in each case to assess its special character, to propose any changes to its boundary and to make proposals for its management. Area Committees have agreed reviews in these areas and ward members will be directly involved in consultation work.
Advertising on Lampposts	The council has agreed a 15 year contract for the installation of advertising on lamp posts. This will generate income for each site and may eventually result in advertising on around 800 sites across the City. Area Committees will receive a 20% share of the annual income for every lamp post site which has planning consent to spend on local priorities.

4.2 Briefing sessions for Officers and Members will be arranged to provide clarity on this extended range of roles for the Area Committees.

5.0 Implications for council policy and governance

5.1 The work described in this report and the recommendation fits with existing Council policy and governance arrangements.

6.0 Legal and resource implications

6.1 There are no new resource or legal implications arising from the proposed extended roles of the Area Committees.

7.0 Recommendations

7.1 The Executive Board is asked to:

7.1.1 Agree the Area Functions to be delegated to Area Committees for 2008/09 as summarised above and detailed in Appendix 1

7.1.2 Endorse the enhanced roles of Area Committees as summarised above and detailed in Appendix 2

7.1.3 Request that this information is reported to the Area Committees at the next cycle of meetings

7.1.4 Request that the Area Functions referred to are incorporated into the Council's Constitution at the next available opportunity

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Area Committee Roles for 2008/09

Area Functions

Note: This gives details of functions delegated to the Area Committees.

A related document gives details of services where Area Committees have an enhanced role in influencing, developmental and consultative responsibilities.



Area Functions Information – 2008/09

Area Well Being Budgets	Pages 3 - 6
Community Centres	Pages 7 - 11
Neighbourhood Wardens	Pages 12 - 16
CCTV	Pages 17 - 21
Neighbourhood Management Co-ordination	Pages 22 - 25

Area Functions Information – 2008 / 09

FUNCTION:	Area Well Being Budgets – Capital and Revenue Allocations
DESCRIPTION	
HEADLINE INFORMATION:	
Well being budgets delegated to Area Committees to support local priorities.	
OVERVIEW OF RESOURCES:	
Annual Revenue and Capital allocation for each Committee area. Officer support from Area Management Teams.	
TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL:	
Regular reports to Area Committees on allocations, project approvals, monitoring of spend and activity.	
EXECUTIVE MEMBER:	
Cllr Les Carter	
RESPONSIBLE OFFICERS:	
DIRECTOR: Neil Evans CHIEF OFFICER: Stephen Boyle LEAD OFFICER FOR FUNCTION SCHEDULE: Martyn Stenton	

OUTCOMES AND PERFORMANCE INFORMATION**LINK TO LEEDS STRATEGIC PLAN OUTCOMES:**

Area Delivery Plans cover local priorities for well being spend and these are linked to the Leeds Strategic Plan outcomes and improvement priorities.

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

Taking of decisions and monitoring of activity relating to utilisation of well being budgets within the framework of the Council's Constitution and in accordance with Local Government Act 2000.

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

Centrally Managed Service With Management Contacts for Each Area	
Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination	Area Management Teams provide support to enable effective administration of well being budgets in each area. Some central technical support /co-ordination particularly in relation to financial management.

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

Council Constitution
Local Government Act 2000
Area Delivery Plans

HEADLINE CITYWIDE FINANCIAL INFORMATION FOR RESPONSIBILITIES**Citywide Budget For Service / Function 08/09****£000s****Net Revenue Budget****3,144****Net Capital Budget****1,676****Key Funding Sources**

Funding Provider	£000s	%
LCC:		
Revenue Base	2,007	
Capital Base	1,000	
Unallocated Revenue carried forward from 07/08	1,137	
Unallocated Capital carried forward from 06/08	676	
Net Budget	4,820	

DESCRIPTION OF WHAT THE BUDGET REPRESENTS:

Revenue and Capital allocations to the Area Committees.

DESCRIPTION OF THE FORMULA USED FOR APPORTIONING BUDGET ACROSS DIFFERENT AREAS:

Continuation of previously agreed formula based on population and deprivation in each area.

REASONS WHY THIS PARTICULAR FORMULA WAS SELECTED:

Based on formula used previously and agreed by Executive Board.

DETAIL OF ANY SIGNIFICANT SERVICE / BUDGET VARIATIONS ACROSS THE CITY:

Reflects population and deprivation characteristics of different areas.

AREA COMMITTEE BREAKDOWN – Area Well Being Budgets – Capital and Revenue Allocations

		City Wide	East		North East		North West		South		West	
			Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer
Net Revenue Budget	Base budget for 08/09	2,006,430	290,780	216,360	173,510	140,410	215,140	199,800	243,000	203,880	150,440	173,110
	Carry forward from 07/08	1,137,247	130,298	63,219	88,213	154,113	41,224	233,497	109,546	153,136	27,680	136,321
	Total available to allocate 08/09	3,143,677	421,078	279,579	261,723	294,523	256,364	433,297	352,546	357,016	178,120	309,431
Net Capital Budget	Base budget for 08/09	1,000,000	125,900	113,300	90,800	73,500	112,600	104,600	109,400	106,700	72,600	90,600
	Unallocated carry forward from 07/08	675,700	123,900	8,100	0	131,400	91,500	65,100	33,100	109,900	19,800	92,900
	Total available to allocate 08/09	1,675,700	249,800	121,400	90,800	204,900	204,100	169,700	142,500	216,600	92,400	183,500

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Notes:

- The revenue well being base budget allocation reflects a 2% inflationary uplift on last year's figures
- 'Carry forward from 07/08' represents the balance of what was not actually spent in 07/08. In some cases Area Committees may have already made allocations against this amount and spend will take place in 08/09 on it.
- The 'total available to allocate' revenue figures represent the amounts for Area Committees to allocate to local priorities over the course of the year (assuming that none of the carry forward amount is already allocated). As in previous years, it is assumed that not all the allocation will be actually spent within the financial year. For budget management purposes it is assumed that £250k will be carried forward into the next financial year. This will be monitored by Officers in Environment and Neighbourhoods over the course of the year.

Area Functions Information – 2008 / 09

FUNCTION:	Community Centres
DESCRIPTION	
HEADLINE INFORMATION:	
<p>Responsibility for a portfolio of community centres vested with Regeneration Service. This covers overseeing revenue budgets, operational arrangements and the use of the centres, agreeing and implementing a schedule of charges and discounts for directly managed centres and making asset management and investment proposals to ensure the portfolio is sustainable and meets local needs.</p>	
OVERVIEW OF RESOURCES:	
<p>65 community centres city wide Managed by Regeneration Service Caretaking, cleaning, lettings, surveying and maintenance provided by Corporate Property Management Service</p>	
TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL:	
<p>List of centres and management arrangements with data sheets and budget information, Lettings and Pricing policy.</p>	
EXECUTIVE MEMBER:	
<p>Cllr Les Carter – Environment and Neighbourhoods</p>	
RESPONSIBLE OFFICERS:	
<p>DIRECTOR: Neil Evans CHIEF OFFICER: Stephen Boyle LEAD OFFICER FOR FUNCTION SCHEDULE: Martyn Stenton</p>	

OUTCOMES AND PERFORMANCE INFORMATION**LINK TO LEEDS STRATEGIC PLAN OUTCOMES:**

Harmonious Communities

IMPROVEMENT PRIORITIES:

HM-1a An increased number of local people engaged in activities to meet community needs and improve the quality of life for local residents

HM-1b An increase in the number of local people that are empowered to have a greater voice and influence over local decision making and a greater role in public service delivery

HM-2a Enable a robust and vibrant voluntary, community and faith sector to facilitate community activity and directly deliver services

HM-2b An increased sense of belonging and pride in local neighbourhoods that help to build cohesive communities

GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:

(E.g. SOA, ward, quarterly, yearly)

Annual survey – resident perception of neighbourhood and local facilities

Data sheets for each centre updated at least annually

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

This covers overseeing revenue budgets, operational arrangements and the use of the centres, agreeing and implementing a schedule of charges and discounts for directly managed centres and making asset management and investment proposals to ensure the portfolio is sustainable and meets local needs.

PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:

Ward members are involved in discussions about significant changes to particular centres.

Proposals on significant issues which affect one or more centres in a Committee's portfolio are then subject to a report to the Area Committee.

HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE:

(E.g. formal and informal arrangements, frequency)

Mid year and year end update on portfolio and budgets.

Reports as required on key issues affecting centres in the committee's area.

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

Centrally Managed Service With Management Contacts for Each Area	
Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination	Facilities Management (caretaking, cleaning, maintenance, lettings) is provided by a central team in Corporate Property Management. Co-ordination, technical support and budget management is provided by a central team in Regeneration. Local support, management of day to day issues, development of proposals and consultation is undertaken by staff in each of the Area Management Teams.

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

Facilities Management staff ensure that relevant legislation is followed when operating and maintaining public buildings.

LINKS TO OTHER CITY COUNCIL SERVICES:

Community space in other council buildings complements the space available in community centres.

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Support the delivery of a number of community based services provided by the council and other partners.

CONTRACT / COMMISSIONING**DESCRIPTION OF ANY CONTRACT / COMMISSIONING / SERVICE LEVEL AGREEMENTS FOR SERVICE / FUNCTION:**

Service Level Agreement with Facilities Management in place for caretaking, cleaning, facilities management and lettings

ANY KEY CURRENT / FUTURE ISSUES FOR AREA COMMITTEE TO BE AWARE OF REGARDING SERVICE / FUNCTION

Lettings and Pricing Policy being agreed by all Area Committees for implementation in 2008/09

Budget detail is complicated and some elements have a time lag e.g. utilities costs therefore caution is required when looking at budget information at any point in time. Corporate Property Management are responsible for repairs and maintenance of buildings and securing funding to address backlog maintenance.

HEADLINE CITYWIDE FINANCIAL INFORMATION FOR RESPONSIBILITIES**Citywide Budget For Service / Function 08/09****£000s****Net Revenue Budget****2,955****Net Capital Budget****Key Funding Sources**

Funding Provider	£000s	%
LCC	3,470	
Income from Charges		
LCC – other Council Services	-260	
External bookings and office use	-255	
Other		
Other		
Other		
Net Budget	2,955	

DESCRIPTION OF WHAT THE BUDGET REPRESENTS:

Revenue costs associated with the operation of the community centres.

DETAIL OF ANY NON CONTROLLABLE ELEMENTS:

Provision of insurance cover and liability

Non-controllable capital asset charges.

These elements cannot be effectively monitored or controlled at an area level.

DESCRIPTION OF THE FORMULA USED FOR APPORTIONING BUDGET ACROSS DIFFERENT AREAS:

Budgets apportioned based on revenue figures for centres in each area, adjusted each year to account for changes in the portfolio and operating costs of each centre.

Backlog maintenance budget for the city will be prioritised according to service requirements and local needs

REASONS WHY THIS PARTICULAR FORMULA WAS SELECTED:

Suits this function and allows monitoring of costs for individual centres.

Any revenue savings generated in year can be re-invested into other community facility priorities within the same area.

DETAIL OF ANY SIGNIFICANT SERVICE / BUDGET VARIATIONS ACROSS THE CITY:

Budget for each centre depends on size, usage and income. There are therefore significant variations between budgets from centre to centre.

Time lag in receiving meaningful information on budgets centres by centre due to nature of charges (e.g. utility bills) and income.

Seasonal fluctuations affect budgets e.g. utility costs higher in second part of year.

AREA COMMITTEE BREAKDOWN – Community Centres

		City Wide	East		North East		North West		South		West	
		Total	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer
Resource Availability												
Community Centres	Directly Managed	48	11	7	3	2	5	4	4	8	3	1
	Managed by Community Orgs.	17	0	3	0	1	2	3	3	3	1	1
Net Revenue Budget	Budget for 08/09	2,954,640	720,020	320,250	217,970	113,900	329,340	410,260	221,700	428,220	139,460	53,520
	Mid year progress											
	Year end outcome											

Notes: 1 Covers centres in the Regeneration service portfolio as of 1st June 2008.

2 Centres which are being / have been disposed of and ones which are anticipated to be added to the portfolio from other services are not included in these figures.

Area Functions Information – 2008 / 09

FUNCTION:	Neighbourhood Wardens
DESCRIPTION	
HEADLINE INFORMATION:	
<p>30 Neighbourhood Wardens deployed in specific areas which provide a local patrolling function, assistance in dealing with anti-social behaviour, co-ordination to maintain the physical appearance of areas and offer support to local residents with environmental and community safety issues. Area Committees will continue to oversee local budgets and operational arrangements and links to area delivery plan priorities. The function schedule reflects the current deployment of wardens across the City.</p>	
OVERVIEW OF RESOURCES:	
<p>28 Neighbourhood Wardens and 2 Senior Wardens. Managed locally by Area Management teams.</p>	
TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL:	
<p>Regular reports from Area Management Teams on performance and deployment.</p>	
EXECUTIVE MEMBER:	
<p>Cllr. Les Carter</p>	
RESPONSIBLE OFFICERS:	
<p>DIRECTOR: Neil Evans CHIEF OFFICER: Stephen Boyle LEAD OFFICER FOR FUNCTION SCHEDULE: Martyn Stenton</p>	

OUTCOMES AND PERFORMANCE INFORMATION**LINK TO LEEDS STRATEGIC PLAN OUTCOMES:**

SO: Environment

IP: Address neighbourhood problem sites, improve cleanliness and access to and quality of green spaces

NI: 195

SO: Thriving Places

IP: reduce crime and fear of crime, reduce anti social behaviour

NI: 24

SO: Harmonious Communities

IP: increased sense of belonging and pride

NI: 1

GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:

(E.g. SOA, ward, quarterly, yearly)

Area Management Area
Quarterly

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

This covers overseeing revenue budgets, operational arrangements.

PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:

Ward members are involved in discussions about significant changes to Warden service in their areas. Proposals which affect the deployment of Wardens overall in an area are subject to a report to the Area Committee.

HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE:

(E.g. formal and informal arrangements, frequency)

Regular updates to area Committees from Area Management Teams on deployment / service priorities.
Half yearly update on outputs and service status.

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

Centrally Managed Service With Management Contacts for Each Area	
Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination	Operational management, local support, development of proposals from within Area Management teams. Budget management, recruitment, training, service planning is co-ordinated centrally within the Regeneration Division.

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

Staff ensure that relevant legislation and priorities set out in the Area Delivery Plan for each Area Committee are followed.

LINKS TO OTHER CITY COUNCIL SERVICES:

Close links with other Council services particular in multi agency crime and grime operations (Operation Champion) and newly formed Environmental Action Teams.

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Close links with other agencies (particularly the West Yorkshire Police) about tackling hotspots of crime and anti-social behaviour and close links with a range of partners particularly in multi agency crime and grime operations (Operation Champion)

CONTRACT / COMMISSIONING**DESCRIPTION OF ANY CONTRACT / COMMISSIONING / SERVICE LEVEL AGREEMENTS FOR SERVICE / FUNCTION:**

SLAs with RSLs
Information sharing protocol with West Yorkshire Police

ANY KEY CURRENT / FUTURE ISSUES FOR AREA COMMITTEE TO BE AWARE OF REGARDING SERVICE / FUNCTION

NRF transitional funding has been secured for 08/09 to maintain the service at its current level. This funding is significantly reduced for 09/10. Service review to take place.

HEADLINE CITYWIDE FINANCIAL INFORMATION FOR RESPONSIBILITIES**Citywide Budget For Service / Function 08/09****£000s****Net Revenue Budget****934****Net Capital Budget****Key Funding Sources**

Funding Provider	£000s	%
LCC	310	33
NRF	594	64
RSLs	30	3
Net Budget	934	100

DESCRIPTION OF WHAT THE BUDGET REPRESENTS:

Staffing and equipment costs for neighbourhood wardens.

DESCRIPTION OF THE FORMULA USED FOR APPORTIONING BUDGET ACROSS DIFFERENT AREAS:

Pro rata per location of Neighbourhood Wardens.

REASONS WHY THIS PARTICULAR FORMULA WAS SELECTED:

Suits this type of function

DETAIL OF ANY SIGNIFICANT SERVICE / BUDGET VARIATIONS ACROSS THE CITY:

AREA COMMITTEE BREAKDOWN – Neighbourhood Wardens

		City Wide	East		North East		North West		South		West	
			Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer
Resource Availability												
No of Wardens		30	9.5	2.75	4.5	0.75	2.5	0	7	0	1	2
Net Revenue Budget	Budget for 08/09	934,670	295,301	87,622	139,880	23,313	77,711	0	217,590	0	31,084	62,169
	Mid year progress											
	Year end outcome											

Notes: Figures reflect current deployment of Wardens.
Does not include additional Wardens funded through local Area Committee and ALMO contributions.

Area Functions Information – 2008 / 09

FUNCTION:	CCTV
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HEADLINE INFORMATION:

Leeds Watch monitors the city for crime and records public space CCTV images 24 hours, 7 days a week.

- Provide 24 hour 365 days a year monitoring of CCTV in areas of operation.
- Contribute to reducing the fear of crime by facilitating the apprehension and prosecution of offenders and assisting in preventing and aiding detection of crime committed in public areas where CCTV in areas of operation.
- Liaise with Area Management/Divisional Community Safety Partnerships and Neighbourhood Policing Teams on multi-agency operations.

OVERVIEW OF RESOURCES:

34 CCTV operators are employed to carry out the 24/7 operations. There are 129 cameras across the city and the majority of costs are related to fixed cameras and staffing.

TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL:

Leedswatch produce a weekly CCTV report which is sent out to Ward Members, Enforcement, ASBU, Area Management and West Yorkshire Police. The service will also be enhanced to a digital system during 08/09 allowing for the improvement of performance data available. It is hoped that this enhancement will be complete by March 2009.

EXECUTIVE MEMBER:

Councillor Les Carter

RESPONSIBLE OFFICERS:

DIRECTOR: Neil Evans

CHIEF OFFICER: Richard Jackson

LEAD OFFICER FOR FUNCTION SCHEDULE: Wayne Clamp

OUTCOMES AND PERFORMANCE INFORMATION**LINK TO LEEDS STRATEGIC PLAN OUTCOMES:****Environment**

Cleaner, greener and more attractive city through effective environmental management and changed behaviours.

Thriving Places

Reduced crime and fear of crime through prevention, detection, offender management and changed behaviour.

Harmonious Communities

Improved Community cohesion and integration through meaningful involvement and valuing equality and diversity.

GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:

(E.g. SOA, ward, quarterly, yearly)

Leedswatch produce a weekly CCTV report which is sent out to Ward Members, Enforcement, ASBU, Area Management and West Yorkshire Police.

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

Public Space surveillance CCTV has to comply with Human Rights Legislation and data Protection Act and all CCTV operators must be Security Industry Authority (SIA) trained and Licensed. All operators must also comply with the Leedswatch Codes of Practice.

There is no scope for devolved governance arrangements in terms of determining the target areas for CCTV due to the nature of the function.

Area Committees will, through area management, be able to access information about joint Operations (e.g. ASBU operations) in advance having been informed of the chosen target areas and advise on specific issues they wish to see tackled during the operations.

PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:

Liaison with Leedswatch Management concerning operations and co-ordinated jointly by the Area Community Safety Co-ordinator and the relevant Neighbourhood Policing Team Inspector.

HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE:

(E.g. formal and informal arrangements, frequency)

Formal statistics are provided to Area Management Officers on a quarterly basis to be included in Area Committee reports.

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

Centrally Managed Service With Management Contacts for Each Area	The function is managed by LeedsWatch local – coordination through Liaison with LeedsWatch Management concerning operations and co-ordinated jointly by the Area Community Safety Co-ordinator and the relevant Neighbourhood Policing Team Inspector.
Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination	

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

Council Business Plan 2008-2011
 Leeds Strategic Plan 2008-2011
 Area Delivery Plans
 Safer Leeds Annual Plan
 Divisional Community Safety Partnership Plans
 Safer Leeds Service Plan
 Crime & Disorder Act 1998

LINKS TO OTHER CITY COUNCIL SERVICES:

LeedsWatch work closely with ASBU, Enforcement, Peace & Emergency Planning, Land Drainage, Licensing, Security Services, Planning Department, Highways, ALMO's, Area Management Teams.

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Crime and Disorder Reduction Partnership – Safer Leeds Executive and Safer Leeds Board.
 GOYH – Home Office
 LeedsWatch have CCTV links to METRO, Bradford, Wakefield, Huddersfield and Calderdale.
 LeedsWatch also share images with Urban Traffic Control, Land Drainage and Peace & Emergency Planning.

CONTRACT / COMMISSIONING**DESCRIPTION OF ANY CONTRACT / COMMISSIONING / SERVICE LEVEL AGREEMENTS FOR SERVICE / FUNCTION:**

LeedsWatch have SLA's in place for all CCTV installations within Area Management, ALMO's, West Yorkshire Police.
 A 5yr BT Contract for CCTV Fibre Provision.
 A CCTV Contract expandable up to 5 yrs for CCTV Installations and Maintenance.

HEADLINE CITYWIDE FINANCIAL INFORMATION FOR RESPONSIBILITIES**Citywide Budget For Service / Function 08/09****£000s****Net Revenue Budget****984****Net Capital Budget****Key Funding Sources**

Funding Provider	£000s	%
LCC	768	78
Neighbourhood Renewal Fund	216	22
Net Budget	984	

DESCRIPTION OF WHAT THE BUDGET REPRESENTS:

Staffing, Premises, Supplies and Services, travel and reallocations excluding maintenance.

DESCRIPTION OF THE FORMULA USED FOR APPORTIONING BUDGET ACROSS DIFFERENT AREAS:

Apportionment has been made on the number of camera in each area, with the exception of £92k BT line rental which has been made on the basis of actual costs.

REASONS WHY THIS PARTICULAR FORMULA WAS SELECTED:

Delegated budgets account for most fixed costs apart from city wide and centralised functions.

DETAIL OF ANY SIGNIFICANT SERVICE / BUDGET VARIATIONS ACROSS THE CITY:

AREA COMMITTEE BREAKDOWN – CCTV

		City Wide	East		North East		North West		South		East	
			Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer
Resource Availability												
Number of cameras		129	5	2	19	4	11	0	75	7	4	2
Net Revenue Budget	Budget for 08/09	984,820	38,160	16,700	146,090	33,370	83,830		567,580	52,660	30,420	16,010
	Mid year progress											
	Year end outcome											

Notes:

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1. This year the area management function schedule has been compiled using current information from BT Redcare. Only cameras that are managed and maintained by LCC are included in the schedule, this is a change from previous years where a distinction between costs for LCC cameras and other (rechargeable) cameras could not be made.

Area Functions Information – 2008 / 09

FUNCTION:	Neighbourhood Management Co-ordination
DESCRIPTION	
HEADLINE INFORMATION: Identification of priority neighbourhoods across Leeds that require more intensive resources to drive service improvements and better local outcomes. This includes improving the co-ordination of key services across the council and local partners and piloting new ways of working.	
OVERVIEW OF RESOURCES: Neighbourhood Improvement Plans cover dedicated resources for neighbourhood management work. This includes Safer Stronger Community Fund (SSCF) allocations in eligible neighbourhoods and other specific resources agreed through the Area Committee.	
TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL: Priority neighbourhoods agreed through Area Delivery Plans. Neighbourhood Improvement Plans for each individual area to be agreed and monitored by Area Committee. Area Committees to give thematic approval of any locally available budgets for neighbourhood improvement work (e.g. SSCF, Area Committee Well Being).	
EXECUTIVE MEMBER: Cllr Les Carter	
RESPONSIBLE OFFICERS: DIRECTOR: Neil Evans CHIEF OFFICER: Stephen Boyle LEAD OFFICER FOR FUNCTION SCHEDULE: Martyn Stenton	

OUTCOMES AND PERFORMANCE INFORMATION**LINK TO LEEDS STRATEGIC PLAN OUTCOMES:**

Links to a range of strategic plan outcomes and improvement priorities apart from those which are explicitly related to the city as a whole.

GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:

Quarterly progress and monitoring reports to be collated by service.
Annual report to be produced for Area Committee Members.

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

Area Committees will oversee all neighbourhood management programmes in their area. This covers a responsibility for approving areas to be included in Area Delivery Plan, approving Neighbourhood Improvement Plans, monitoring progress annually and agreeing thematic priorities for any locally available funding.

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

Centrally Managed Service With Management Contacts for Each Area	
Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination	Directly through or in partnership with Area Management Teams. Centrally based team in Regeneration Service provides support, co-ordination and policy development.

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

Local Government White Paper
Local Government Act 2000 – well being powers
Sustainable Communities Five Year Plan (2005)

LINKS TO OTHER SERVICES:

Links to range of council and partner services, particularly environmental, community safety, health, youth, jobs and skills.

ANY KEY CURRENT / FUTURE ISSUES FOR AREA COMMITTEE TO BE AWARE OF REGARDING SERVICE / FUNCTION

Some of this work reliant on targeted central Government funding which is not likely to be available to Leeds in the future.

HEADLINE CITYWIDE FINANCIAL INFORMATION FOR RESPONSIBILITIES**Citywide Budget For Service / Function 08/09****£000s****Net Revenue Budget****1,239****Net Capital Budget****0****Key Funding Sources**

	£000s	%
Safer and Stronger Communities Fund	1,239	100

DESCRIPTION OF WHAT THE BUDGET REPRESENTS:

This is the 2008/09 allocation available to Leeds for Intensive Neighbourhood Management Work.

DESCRIPTION OF THE FORMULA USED FOR APPORTIONING BUDGET ACROSS DIFFERENT AREAS:

Only areas which fell within the 3% most deprived SOAs nationally were eligible for funding under the Intensive Neighbourhood Management scheme. Target areas were selected and agreed with Government Office for Yorkshire and the Humber to comply with SSCF programme guidance in the context of the Leeds Local Area Agreement. Resource allocations to areas broadly reflect the number of SOAs within the 3% most deprived within each target area. There are seven target areas.

REASONS WHY THIS PARTICULAR FORMULA WAS SELECTED:

Funding was apportioned in this way as it was in line with the requirements of funders and also enabled Leeds to target its most deprived neighbourhoods.

DETAIL OF ANY SIGNIFICANT SERVICE / BUDGET VARIATIONS ACROSS THE CITY:

As outlined above only seven areas were eligible to receive INM funding.

AREA COMMITTEE BREAKDOWN – Neighbourhood Management Co-ordination

		City Wide	East		North East		North West		South		West	
			Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer
Resource Availability												
SSCF Net Revenue Budget	Budget for 08/09	1,239,000	445,600		223,460		86,730		396,480		86,730	
	Mid year progress											
	Year end outcome											

- Notes: 1 Figures shown are SSCF contributions to Intensive Neighbourhood Management Work in eligible neighbourhoods.
 2 Well Being and partner agency contributions agreed locally and part of Neighbourhood Improvement Plans.

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Area Committee Roles for 2008/09

Other Roles

Note: This gives details of services where Area Committees have an enhanced role in influencing, developmental and consultative responsibilities.

A related document gives details of functions delegated to the Area Committees.



Other Area Committee Roles – 2008/09

Community Engagement	Pages 3 - 5
Community Greenspace	Pages 6 - 8
PCSOs, Neighbourhood Policing Teams and Multi Agency Crime and Grime Operations	Pages 9 - 12
Environmental Action Teams	Pages 13 – 14
Street Cleansing	Pages 15 – 18
Highways Maintenance	Pages 19 – 21
Local Children and Young People Plans	Pages 22 - 27
Health and Wellbeing (Including Adult Social Care)	Pages 27 – 30
Conservation Area Reviews	Pages 31 – 35
Grounds Maintenance	Page 36
Area Based Regeneration Schemes and Town and District Centre Projects	Page 36
Advertising on Lampposts	Page 36

Area Committee Roles – 2008 / 09

FUNCTION:	Community Engagement
DESCRIPTION	
HEADLINE INFORMATION:	
Overview of local engagement activities linked to improvement of local services and Area Delivery Plan priorities.	
OVERVIEW OF RESOURCES:	
Local engagement activities delivered primarily through Area Management teams. Allocations of Well Being resources agreed by Area Committees. Local partner inputs e.g. Police, PCT, Leeds VOICE.	
TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL:	
Area based community engagement plan to be produced setting out minimum standards including:	
<ul style="list-style-type: none">• Community profile – update of local intelligence twice a year with information about local stakeholders and how to reach local communities• Calendar of planned communication and engagement activities - including information in About Leeds for all households, minimum of one ward based engagement event per annum linked to priority setting and themed discussions at Area Committees• Additional activities with particular neighbourhoods and communities linked to Area Delivery Plan priorities	
Annual report to Area Committees and Executive Board to give overview of progress.	
EXECUTIVE MEMBER:	
Cllr Les Carter	
RESPONSIBLE OFFICERS:	
DIRECTOR: Neil Evans	
CHIEF OFFICER: Stephen Boyle	
LEAD OFFICER FOR FUNCTION SCHEDULE: Rory Barke/Martyn Stenton	

OUTCOMES AND PERFORMANCE INFORMATION**LINK TO LEEDS STRATEGIC PLAN OUTCOMES:**

Harmonious Communities

IMPROVEMENT PRIORITIES:

HM 1a – Increased number of people engaged in activities to meet community needs and improve quality of life

HM 1b – Increase in number of local people empowered to have greater voice and influence over local decision making and greater role in public service delivery

HM 2a – Enable robust and vibrant voluntary, community and faith sector to facilitate community activity and directly deliver services

HM 2b – Increase sense of belonging and pride in neighbourhoods

GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:

(E.g. SOA, ward, quarterly, yearly)

Annual report to Area Committees.

Information to be disaggregated to ward/neighbourhood level as appropriate.

Performance Indicators currently collated at City Wide level through annual survey.

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

Area Committees responsible for overseeing and monitoring the work of the Area Management Teams in relation to local engagement activities.

PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:

Area Committees to agree plan and consider annual report.

Ward Members directly involved in ward/neighbourhood based activities.

HOW / WHEN WOULD THE FUNCTION REPORT TO AREA COMMITTEES:

Community Engagement Plan to be considered by Area Committee alongside Area Delivery Plan.

Annual report setting out progress and future priorities along with summary of information about engagement work of other key services and local partners.

Other specific reports/updates as required during the year.

MANAGEMENT AND CO-ORDINATION

TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:

Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination	Area Management teams lead on range of community engagement work in partnership with other services and local partners. Area Management teams and central team provides support to other consultation and engagement activities undertaken by the Council and partners.
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LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

Leeds Strategic Plan, Council Business Plan, Equality Standard, Compact for Leeds, Parish and Town Council Charter

LINKS TO OTHER CITY COUNCIL SERVICES:

Strong links to many council services as the majority of services undertake engagement and consultation activities with a locality dimension. Key links to other Regeneration Teams, Corporate Communications Team and Equalities Team.

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Key partners are Voluntary Community and Faith Sector, Police and PCT.

ANY KEY CURRENT / FUTURE ISSUES FOR AREA COMMITTEE TO BE AWARE OF REGARDING SERVICE / FUNCTION

Government emphasis on Empowerment – White Paper due Summer 08
Participatory Budgeting pilot work currently underway in two areas of Leeds (Inner West, Outer South).

BUDGET / RESOURCES INFORMATION

Area Committees and partners allocate specific budgets and staff resources for community engagement activity.
Area Management Teams seek partner contributions to local engagement activities.

Area Committee Roles – 2008 / 09

FUNCTION:	Community Greenspace
DESCRIPTION	
HEADLINE INFORMATION:	
73 community parks vested with the Parks and Countryside Service. These include a wide variety of recreation facilities, sports pitches, play areas, formal and informal horticultural features, etc.	
OVERVIEW OF RESOURCES:	
Community parks are managed and maintained by the Parks and Countryside service.	
TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL:	
Leeds Quality Park (LQP) assessments for assessed sites Residents' perception information from Satisfaction Surveys (2004, 2005, 2006)	
EXECUTIVE MEMBER:	
Cllr John Procter – Leisure	
RESPONSIBLE OFFICERS:	
DIRECTOR: Jean Dent	
CHIEF OFFICER: Martin Farrington	
LEAD OFFICER FOR FUNCTION SCHEDULE: Mike Kinnaird	
OUTCOMES AND PERFORMANCE INFORMATION	
LINK TO LEEDS STRATEGIC PLAN OUTCOMES:	
This service has direct and indirect links to a number of strategic Plan outcomes	
IMPROVEMENT PRIORITIES:	
The service is half way through implementing the Parks Urban Renaissance programme utilising £3.7m for improvements to 21 community parks during 2005/09. However, less than a third of the city's community parks have been included within this programme and work is ongoing to identify the funding requirement to bring all community parks to the minimum acceptable standard identified within the Green Flag criteria.	
GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:	
(E.g. SOA, ward, quarterly, yearly)	

Performance Indicator (reported annually): *The percentage of parks and countryside sites assessed internally that meet the Green Flag criteria*

GOVERNANCE

DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:

Area committees influence the development and use of community parks and are consulted about proposals for the development and use of community parks, for example proposals for refurbishment, installation of new play equipment, etc.
Executive Member involvement in sensitive/contentious issues.
Development of major policy and proposals through Executive Board.

PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:

Ward members (and community groups) are consulted about proposals for the development and use of community parks, for example proposals for refurbishment, installation of new play equipment, etc.
Area Committee involvement sought where proposals impact on more than one site within a Committee's portfolio.

HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE:

(E.g. formal and informal arrangements, frequency)

Ward members are involved in discussions about the development and use of community parks.
Proposals on significant issues which affect one or more community parks in a Committee's portfolio are also subject to a report to the Area Committee.
Regular update/progress reports to Area Committees.

MANAGEMENT AND CO-ORDINATION

PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:

Operational management of day to day issues (user liaison, horticultural work, event management, and general maintenance, etc.) is provided by area based teams in Parks and Countryside.
Area based teams are supported by the professional services of a central workshop, countryside and access team, forestry team, training section and quality assurance unit (amongst others).
The service maintains a flexible approach to enable resources and expertise from an area to be brought across to another area when required to ensure the successful completion of projects.
Development of proposals and consultation is undertaken by staff in each of the area management teams, with support in the form of co-ordination, technical support and budget management being provided by a central team in Parks and Countryside.

TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:

Centrally Managed Service With Management Contacts for Each Area	Park based horticultural staff are supported by professional and/or technical central services
Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination	

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

- Vision For Leeds
- Cultural Strategy
- The Parks and Greenspace strategy
- Fixed Play Strategy
- Playing Pitch Strategy
- Leeds Forest Strategy
- Rights of Way Improvement Plan (and statutes relating to PROW)
- Every Child Matters
- The emerging Physical Activity Strategy
- Leeds Childhood Obesity Prevention and Weight Management Strategy 2006 - 2016
- Older Better A strategy to promote a healthy and active life for older people in Leeds 2006–2011
- The Leeds Health and Wellbeing Plan 2005 -2008

LINKS TO OTHER CITY COUNCIL SERVICES:

Community access at other P&C managed Greenspace complements the recreational/educational/conservation opportunities available in community parks. P&C work with schools in community parks and other sites to provide an environmental education resource.

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Police
Primary Care Trusts

CONTRACT / COMMISSIONING**DESCRIPTION OF ANY CONTRACT / COMMISSIONING / SERVICE LEVEL AGREEMENTS FOR SERVICE / FUNCTION:**

Concessions (e.g. ice cream, hot food, etc.)

Area Committee Roles – 2008 / 09

FUNCTION: PCSOs, Neighbourhood Policing Teams and Multi Agency Crime and Grime Operations

DESCRIPTION

HEADLINE INFORMATION:

- Co-ordination of Neighbourhood Policing Teams (NPTs) linked to political wards each with an NPT Inspector and PCSOs.
- The aim is to contribute to the reduction of Crime and Disorder (including ASB) by providing a visible presence on the street.
- PCSO's provide reassurance to communities through high visibility patrols and improved public contact.
- Crime and grime issues are tackled through local tasking arrangements where partnership activity is co-ordinated.
- A minimum of one multi agency operation is carried out per month per Police Division.

OVERVIEW OF RESOURCES:

- Dedicated NPT Inspectors
- Dedicated 5 PCSOs per ward with an additional 3 in the Richmond Hill and Burmantofts Ward and an additional 2 in the Gipton and Harehills Ward.
- Resources across partner agencies linked to neighbourhood management tasking arrangements.
- The provision of a range of services, via uniformed patrols of PCSOs to reassure, reduce anti social behaviour and the fear of crime
- Pre planned days of action to tackle crime and grime in targeted areas based on need as determined by Police based National Intelligence Model, co-ordinated locally by Area Community Safety Co-ordinators and relevant NPT Inspector.
- Operations are supported financially through the normal day to day operational resources of those taking part with some additional funding available through Safer Leeds to provide promotional and publicity material plus some help with skips and venue hire, where required.

TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL:

- Quarterly report prepared in each police division on PCSOs.
- Annual themed Community Safety Area Committee Report
- Information on activity undertaken is available through the Area Community Safety Co-ordinators at area management level

EXECUTIVE MEMBER:

Les Carter

RESPONSIBLE OFFICERS:

DIRECTOR: Neil Evans

CHIEF OFFICER: Stephen Boyle / Richard Jackson

LEAD OFFICER FOR FUNCTION SCHEDULE: Manny Mudhar / Rory Barke

OUTCOMES AND PERFORMANCE INFORMATION

LINK TO LEEDS STRATEGIC PLAN OUTCOMES:

Environment

Cleaner, greener and more attractive city through effective environmental management and changed behaviours.

Thriving Places

Reduced crime and fear of crime through prevention, detection, offender management and changed behaviour.

Harmonious Communities

Improved Community cohesion and integration through meaningful involvement and valuing equality and diversity.

IMPROVEMENT PRIORITIES:

Environment

Address neighbourhood problem sites; improve cleanliness and access to and quality of green spaces.

Improve the quality and sustainability of the built and natural environment.

Thriving Places

Reduce Crime and fear of crime.

Reduce offending.

Reduce the harm for drugs and alcohol to individuals and society.

Reduce ant-social behaviour.

Reduce bullying and harassment.

Harmonious Communities

Enable a robust and vibrant voluntary, community and faith sector to facilitate community activity and directly deliver services.

An increased sense of belonging and pride in local neighbourhoods that help to build cohesive communities.

GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:

(E.g. SOA, ward, quarterly, yearly)

- Annual themed report to Area Committee
- Divisional Community Safety Partnership (DCSP) Strategic Performance Framework – 6 monthly review
- Neighbourhood management tasking meetings
- Safer Leeds Executive Report – quarterly
- Information is produced after each operation which shows the activities and outputs carried out by each agency. This information is available through the Area Community Safety Co-ordinator within Area Management

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

- NPTs and PCSOs managed by West Yorkshire Police (WYP)
- Multi agency crime and grime meetings intelligence led by WYP but with involvement and influence by Area Committee of Council services (linked through Area Community Safety Co-ordinators).
- Area Committees can advise on specific issues they wish to see tackled during the operations

PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:

- Through invitation and involvement at multi agency operation pre briefs
- Community Safety Co-ordinator to act as link officer between Council and NPT Inspectors for influencing PCSO activity

HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE:

(E.g. formal and informal arrangements, frequency)

Annual themed Community Safety Area Committee Report

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

Centrally Managed Service With Management Contacts for Each Area	
Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination	<ul style="list-style-type: none"> • WYP having management responsibility for PCSO and NPTs • Multi agency operations and neighbourhood management taskings jointly managed by WYP and Area Management • Central support and co-ordination in Safer Leeds

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

- Council Business Plan 2008-2011
- Leeds Strategic Plan 2008-2011
- Area Delivery Plans
- Divisional Community Safety Partnership Performance Framework 2008-2011
- Section 17 Crime and Disorder Act 1998

LINKS TO OTHER CITY COUNCIL SERVICES:

Impacts of all council services delivered at local level and their participation is variable depending on the nature of the target areas and the problems therein.

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Crime and Disorder Reduction Partnership

GOYH – Home Office

Multi agency operations and NPTs engage in partnership with a range of partners such as:

West Yorkshire Fire Service, Arson Task Force, Arms Length Management

Organisations, Youth Offending Teams, Enforcement Area Action Teams, Youth

Services, Anti Social Behaviour Unit

CONTRACT / COMMISSIONING**DESCRIPTION OF ANY CONTRACT / COMMISSIONING / SERVICE LEVEL AGREEMENTS FOR SERVICE / FUNCTION:**

The deployment of match funded PCSOs is subject to an agreed Contract between Leeds City Council and West Yorkshire Police effective until 31st March 2009.

Area Committee Roles – 2008 / 09

FUNCTION:	Environmental Action Teams
DESCRIPTION	
HEADLINE INFORMATION:	
<p>The EATs are responsible for a range of neighbourhood related enforcement activities including noise nuisance, waste in gardens, overgrown vegetation, littering, placards, A-boards, graffiti, waste from domestic and commercial bins, drainage, pest control etc. The teams carry out the enforcement and preventative work, rather than the litter picking, waste collection etc role. The teams are based in 3 locations, co-terminus with area management areas. They have been created from combining City Services Enforcement with Environmental Health area teams. The teams “went live” from May 12th 2008.</p>	
OVERVIEW OF RESOURCES:	
<p>Each team comprises approximately 20 staff and will deal with reactive and proactive work within each area. Close links with Neighbourhood wardens should improve service delivery on the ground.</p>	
TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL:	
<p>Committees would receive regular reports about this new combined service and be able to inform area management on how to influence service planning and local priorities for action based on local knowledge about issues and hotspots. Operational policies will be created for Leeds, but the priority afforded these could be influenced by local issues, such as littering, bin yards etc. There is potential for close working arrangements to be put in place with neighbourhood wardens and these new teams.</p>	
EXECUTIVE MEMBER:	
Councillor Steve Smith	
RESPONSIBLE OFFICERS:	
DIRECTOR: Neil Evans	
CHIEF OFFICER: Andrew Mason	
LEAD OFFICER FOR FUNCTION SCHEDULE: Graham Wilson	
OUTCOMES AND PERFORMANCE INFORMATION	
LINK TO LEEDS STRATEGIC PLAN OUTCOMES:	
<p>The work contributes to many of the strategic outcomes, but the key ones affected are: Cleaner, greener and more attractive. Health & Wellbeing – healthy life choices and protecting against risks Reduced fear of crime</p>	
IMPROVEMENT PRIORITIES:	
<p>Business improvement priorities will focus on using good quality information to deliver better outcomes.</p>	
GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:	
<p>The teams are aligned with area management areas. Quarterly performance reviews will be conducted by the service.</p>	

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

Lead/Exec Member involvement in contentious issues
 Several aspects of service rely on external funding and hence have external finance and performance reporting requirements

PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:

The number of Area Committee meetings may be insufficient for adequate influence and monitoring to take place only via this route. It would be possible for a sub group to be created by the Area Committee for a representative number of local ward Members to have greater involvement through this route.

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

Centrally Managed Service With Management Contacts for Each Area	
Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination	Locally managed service with significant support from central support and co-ordination. A service manager and deputy will be available for each team.

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

A range of statutory requirements and legislation impact on the work of this service.

LINKS TO OTHER CITY COUNCIL SERVICES:

Street scene operations, other environmental health services, community safety, regeneration, housing, highways, ALMOs, building control, legal, licensing (not exhaustive list)

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Trading standards, env agency, highways agency, police, statutory undertakers, duty bodies (not exhaustive list)

Area Committee Roles – 2008 / 09

FUNCTION:	Street Cleansing
DESCRIPTION	
HEADLINE INFORMATION:	
Mechanical sweeping of adopted carriageways and footpaths, manual litter picking and litter bin emptying.	
OVERVIEW OF RESOURCES:	
Current resources across the city are	
<ul style="list-style-type: none">• 14 compact suction pavement sweepers• 6 medium carriageway suction sweepers• 4 large carriageway suction sweepers• 51 manual de-littering staff• 10 Litter patrol teams (litter bin emptying +shop front sweeping + supporting de-littering staff)	
TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL:	
Guideline schedule of street cleaning. NI 195 measure of environmental cleanliness. (From April 2008 replaces BV199). Environmental Protection Act (EPA) Code of Practice - zoning information and responsibilities. Service Plan.	
EXECUTIVE MEMBER:	
Councillor Steve Smith	
RESPONSIBLE OFFICERS:	
DIRECTOR: Neil Evans	
CHIEF OFFICER: Andrew Mason	
LEAD OFFICER FOR FUNCTION SCHEDULE: Stephen Smith	

OUTCOMES AND PERFORMANCE INFORMATION**LINK TO LEEDS STRATEGIC PLAN OUTCOMES:**

To create a Cleaner, Greener and more Attractive city through effective environmental management and changed behaviour.

IMPROVEMENT PRIORITIES:

- To address neighbourhood problem sites
- To improve cleanliness and access to and the quality of green spaces.

GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:

(E.g. SOA, ward, quarterly, yearly)

District Local Environmental Quality Surveys (DLEQS) to be carried out every 4 months to provide a measure of environmental quality and identify problem areas. This information will be used to achieve the most efficient allocation of resources.

NI195 reports every 4 months with an annual report every 12 months. Super Output Areas (SOAs) currently have specific DLEQS surveys.

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

Local oversight of Street Cleaning functions – mechanical sweeping of adopted highways, footpaths and carriageways. Manual de-littering of adopted footpaths, litter bin emptying.

PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:

- Ward members will be involved in discussions about service developments (priority areas).
- Area Committee sub-groups established to improve elected member involvement in service development and delivery
- Regular update/progress reports to Area Committees.
- Proposals on significant issues and or changes to service to be presented to Area Committees as formal reports.

HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE:

(E.g. formal and informal arrangements, frequency)

- DLEQS (Inc NI195) results collated every 4 months and reported annually in a formal report.
- Service Delivery Issues – reported as and when required both formally and informally

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

Centrally Managed Service With Management Contacts for Each Area	X
Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination	

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

- Vision for Leeds to create a cleaner, greener and safer city and contribute towards narrowing the gap.
- Environmental protection Act – obligation to keep the streets clean and free from litter
- Key objective is to become the Cleanest City in Europe by 2020

LINKS TO OTHER CITY COUNCIL SERVICES:

- EPA Code of Practice on Street Litter and Refuse – Streetscene Service provide the link with all services within the Council that have a responsibility for land and keeping it clean and litter free.
- Links with other service areas within Environmental services i.e., waste strategy, refuse collection, gully emptying, graffiti removal, fly-tip removal, public convenience cleaning, needle picking, grounds maintenance, Intensive Neighbourhood Management, environmental enforcement, environmental health.
- Links to other Council Services – ALMOs, parks and Countryside Highway Services.
- PEPU

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

- West Yorkshire Police – operation champion
- West Yorkshire Fire and Rescue Services – operation champion
- West Yorkshire Probation Service

CONTRACT / COMMISSIONING

DESCRIPTION OF ANY CONTRACT / COMMISSIONING / SERVICE LEVEL AGREEMENTS FOR SERVICE / FUNCTION:

Streetscene Services carry out this function on behalf of Highways Services who have the statutory responsibility for the highways across the city.

ANY KEY CURRENT / FUTURE ISSUES FOR AREA COMMITTEE TO BE AWARE OF REGARDING SERVICE / FUNCTION

These services are currently provided seven days per week.
Current operational boundaries are not co – terminus with area management wedge or ward boundaries. Any redevelopment of the service to match these boundaries may incur short to medium term costs

Area Committee Roles – 2008 / 09

FUNCTION:	Highways Maintenance
DESCRIPTION	
HEADLINE INFORMATION:	
<p>Responsibility for keeping highway safe for all users and carrying out planned maintenance. Providing modern and reliable street lighting, traffic management systems for safe travel and managing road space to avoid congestion and disruption.</p>	
OVERVIEW OF RESOURCES:	
<p>Resources to deliver highways maintenance programme</p>	
TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL:	
<p>Consultation with Ward members on planned maintenance programme and traffic management schemes.</p>	
EXECUTIVE MEMBER:	
<p>Cllr. Andrew Carter</p>	
RESPONSIBLE OFFICERS:	
<p>DIRECTOR: Jean Dent CHIEF OFFICER: Gary Bartlett LEAD OFFICER FOR FUNCTION SCHEDULE: Faizal Mamujee</p>	
OUTCOMES AND PERFORMANCE INFORMATION	
LINK TO LEEDS STRATEGIC PLAN OUTCOMES:	
<p>Stronger and Safer communities Attractive Clean and Green Stronger and safer communities</p>	
IMPROVEMENT PRIORITIES:	
<p> </p>	
GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:	
<p>(E.g. SOA, ward, quarterly, yearly)</p>	
<p>Annual survey on Streetscene/Streetscape.</p>	

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

- Commenting on annual and forward programme of planned maintenance of local roads
- Commenting on traffic management proposals affecting local roads
- minor maintenance schemes to keep highway safe.

PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:

Ward members comment in writing to Highways or have a meeting to express their views.

- Former Highway Design & Construction of Development Department and highway services of City Services combined under Chief Officer Highways of City Development
- Executive member involvement in sensitive and contentious issues including maintenance programme.
- Highway Policy and Plan approved by Executive Board
- On going interest by the Scrutiny Board.

HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE:

Reporting / consultation primarily via Ward Members as per current arrangements

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

Centrally Managed Service With Management Contacts for Each Area	Highway Maintenance planned programme of works, major design and construction schemes and traffic management schemes undertaken by the Chief Officer Highways after consultation with Ward Members.
Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination	

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

- Highways ensure compliance with Highways Act, Traffic management Act, Traffic Signs and Regulation, Road Traffic act, Road traffic Regulations Act and Health and Safety Act.
- Highway Maintenance Policy and Plan
- Central Government Guidelines on management of highway network.

LINKS TO OTHER CITY COUNCIL SERVICES:

- Street Scene services, Park & Countryside, Housing, Transport services.

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Bus companies, Utilities, Emergency services, and Highway Agency of DTp.

CONTRACT / COMMISSIONING**DESCRIPTION OF ANY CONTRACT / COMMISSIONING / SERVICE LEVEL AGREEMENTS FOR SERVICE / FUNCTION:**

Service Level agreement with transport services for maintenance of fleet. Highways fleet is used by the depots to deliver highway maintenance function and winter service.

Area Committee Roles – 2008 / 09

FUNCTION:	Local Children and Young People's Plans
DESCRIPTION	
HEADLINE INFORMATION: Development and review of local area (wedge) Children and Young People's Plans (CYPP), as an integral part of the area delivery plan, which will identify and drive local priorities, and inform and influence the citywide Children and Young People's Plan of the Children Leeds Partnership. Responsibility for performance monitoring to achieve identified citywide and local priorities and realise the 5 Every Child Matters outcomes.	
OVERVIEW OF RESOURCES: Operating within the context of the Children's Trust Arrangements, resources remain with partners and providers, the role of the Children and Young Peoples Plan being to influence the use of those resources, often collectively, to meet the needs of children and young people more effectively, thereby improving outcomes.	
TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL: Local area (wedge) Children and Young People's Plans (CYPP), as an integral part of the area delivery plan, will provide information at area committee level. The plans are formulated and shaped by the use of local data and intelligence and discussion with councillors and include localised action plans within the framework of the children and young people plan priorities. The development and review of these plans, through partnership with local partners and stakeholders will ensure an increased ability to secure improvements to local services impacting on children, young people and their families, with reporting and performance monitoring provided at a meaningful local level for area committees.	
EXECUTIVE MEMBER: Councillor S Golton - Children's Services	
RESPONSIBLE OFFICERS:	
DIRECTOR:	Rosemary Archer
CHIEF OFFICER:	Mariana Pexton
LEAD OFFICER FOR FUNCTION SCHEDULE:	Amanda Jackson

OUTCOMES AND PERFORMANCE INFORMATION**LINK TO LEEDS STRATEGIC PLAN OUTCOMES:**

Improved outcomes for children and young people, the vision being all children and young people in Leeds to be happy, healthy, safe, successful and free from the effects of poverty.

This vision informs the planning and work of the Director of Children's Services Unit. It is at the centre of what we do, leading us to improve the lives of children and young people of Leeds.

Specific priorities identified within the CYPP as a means of improving outcomes are attached as an annex.

IMPROVEMENT PRIORITIES:

Specific priorities identified within the CYPP as a means of improving outcomes are attached as an annex.

GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:

(E.g. SOA, ward, quarterly, yearly)

Annual review of citywide and local children and young people's plans.

Resident perception annual survey.

Participation events / feedback.

Extended Services Cluster plans (approximately ward level)

GOVERNANCE

DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:

The local children and young people's plan outlines key priorities for the five wedge based Children Leeds Partnerships which are part of the Leeds children's trust arrangements.

The Children's Trust approach is based on a strategic commissioning model, with the Director of Children's Services Unit forming the core strategic commissioning unit working with key children's service providers both within and outside the council.

The Director of Children's Services Unit has set an accountability and integration framework to ensure a coherent approach to service planning and accountability and delegation arrangements for council services. The unit coordinates all performance information from within existing departments using the corporate framework and is currently developing a fully integrated performance management system as part of the structure for children's services.

Members of the local area committee will continue to take part in the development and review of the local plan, as an integral part of the area delivery plan, thereby influencing the strategic direction of the plan in relation to the 5 Every Child Matters outcomes and local need.

The committee will have a local democratic oversight, demonstrated by endorsing the plan and local priorities identified within it.

The committee will have an additional monitoring function, ensuring the 5 ECM outcomes and the improved integration of children's services e.g. as with the Breeze Youth Promise, are embedded as part of the delivery objectives of the wedge based Children Leeds Partnership and Area Delivery plans for the Area Committee.

PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:

Local members, within their designated corporate roles would act as champions for children's services and act to influence where appropriate. It is proposed that area committees also have specific strategic theme related champions, therefore there will be a strong link and support role from the Children Leeds Area Partnerships to members of the area committees.

There would also be other specific roles such as Corporate Parent, or for example, where members are involved in children's centres, act as school governors or as members of ALMO boards or regeneration boards.

HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE:

(E.g. formal and informal arrangements, frequency)

There will be regular reporting to the area committee, in a number of forms. The new role for members of strategic theme champion within area committees, will allow a regular and consistent update of ongoing activities, with the provision of regular reports and presentations to the area committee regarding local progress in improving outcomes. Additionally there may be informal arrangements in place with ward councillors regarding specific ward related issues.

MANAGEMENT AND CO-ORDINATION

PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:

The Director of Children's Services Unit is responsible for the strategic management and leadership of children's services but does not have day-to-day operational management responsibilities for the key children's services. Operational management for council run services, for example Early Years and Youth Services, are delivered and managed by the relevant Chief Officer. These Chief Officers, along with providers such as Education Leeds, Leeds Primary Care Trust and the voluntary sector, together with the Director of Children's Services form the Children's Services Leadership Team, which operates within the context of the wider children's trust arrangements.

TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:

Centrally Managed Service With Management Contacts for Each Area	Undertaken by Chief Officers on behalf of the Director of Children's Services
Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination	Locality Enablers, on behalf of the Director of Children's Services, coordinate and influence the work of partners in the development of a local area plan.

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

The Children and Young Peoples Plan
The Children Act 2004
Education and Inspections Act
The Childcare Act.
Every Child Matters Agenda – the 5 outcomes
The National Service Framework (NSF) for Children, Young People and Maternity Services
The Five Year Education Strategy
The Ten Year Childcare Strategy
Choosing Health
Youth Matters
Care Matters
The Ten Year Youth Strategy - Aiming High
The Children's Plan

The CYPP supports the ['Vision for Leeds'](#) and the Local Area Agreement through recognizing how improvements in these strategic aims will benefit the lives of children and young people in Leeds.

LINKS TO OTHER CITY COUNCIL SERVICES:

City Council Services e.g. Social Care, are partners within the local Children Leeds partnerships and therefore have an active part in achieving the outcomes within the local plan. Increasingly this relationship is reaching into other less obvious areas, such as housing, which impact significantly on outcomes for children and young people.

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Other Public Sector Services, e.g. health and police, are partners within the local Children Leeds partnerships and therefore have an active part in achieving the outcomes within the local plan. This is particularly the case for those partners named as 'relevant partners' such as police and probation. Representatives of the area Local Safeguarding Children's Board and also the Area Management Board (Education) are also members of the local Children Leeds partnership

CONTRACT / COMMISSIONING**DESCRIPTION OF ANY CONTRACT / COMMISSIONING / SERVICE LEVEL AGREEMENTS FOR SERVICE / FUNCTION:**

Some partners, including council services, will act in the role of provider/commissioner. In these cases hosting agreements will be in place. The agreement acknowledges and places on record a *leadership* role for the specific area of work being undertaken by the partner on behalf of the Director of Children's Services. It provides for the leadership of, and a framework for, securing effective partnership working to develop new strategies, initiatives, pilots or projects as required. The Agreement document will form an appendix to the Service Improvement Plan/Business Plan of the partner service / agency.

ANY KEY CURRENT / FUTURE ISSUES FOR AREA COMMITTEE TO BE AWARE OF REGARDING SERVICE / FUNCTION

The Children Leeds area (wedge) partnerships are presently in the initial stages of discussion with Schools AMB (Area Management Boards) around becoming a single more cohesive partnership that will encourage and enable more integrated working, as part of ongoing work to develop the Children's Trust Arrangements, specifically the locality dimension. This work is being undertaken to ensure a more effective mechanism for delivery of outcomes for children, young people and families, within the context of both the Area Delivery Plan and the Leeds Strategic Plan.

Appendix to Local Children and Young People’s Plan Function Schedule

Priorities for improving outcomes:

Every Child Matters Outcome	Priority	Long Term Priority	Short term priority
Stay Safe	1: Safeguarding	Embedding a safeguarding culture	Improving the assessment and care of children in need
	2: Safe communities	Strengthening community safety and cohesion	Reducing bullying
Be Healthy	3: Emotional Wellbeing	Promoting emotional wellbeing for all	Improving services for children, young people and families with additional mental health needs
	4: Activity and obesity	Reducing obesity	Raising activity
	5: Sexual Health	Improving sexual health for all	Reducing teenage conception
Enjoy and Achieve	6: Secondary Progress	Improving the progress made in secondary schools	Narrowing the achievement gap for vulnerable pupils
	7: Early Learning	Improving early learning	Narrowing the achievement gap for children in the most deprived areas of Leeds
Make a positive contribution	8: Positive opportunities	Enhancing positive opportunities in and out of school	Reducing antisocial behaviour
Achieve Economic Wellbeing	9: Qualifications and skills at 19	Raising qualifications and skills levels for 19 year olds	Reducing the proportion of vulnerable groups not in education, training or employment
ALL	10: Narrowing the gap in outcomes for the most vulnerable children and young people		

Priorities for improving services:

Every Child Matters Outcome	Long term priority	Short Term Priority
Service Management	Extended services for every neighbourhood	Roll out of extended services in schools and children’s centres
Service Management	Parenting support for all	Proactive, tailored support for families facing the most severe challenges
Service Management	Personalised, joined up support for all	Roll out of Common Assessment Framework, Budget Holding Lead Professional and Individual learning plans

Area Committee Roles – 2008 / 09

FUNCTION:	Health and Wellbeing
DESCRIPTION	
HEADLINE INFORMATION: Health and well-being: the Council is required to play a key role in improving health and tackling health inequalities for the people of Leeds including the delivery of high quality social care services. 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 and well-being 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 member's views on priorities and action plans.	
OVERVIEW OF RESOURCES: Resources to deliver Health and Wellbeing improvement priorities within the Leeds Strategic Plan	
TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL: (E.g. service plan, development plan, service standards, action plan, local priorities Service Plans Health and Wellbeing Strategy (under development) Leeds PCT Local Delivery Plan	
EXECUTIVE MEMBER: Councillor Peter Harrand	
RESPONSIBLE OFFICERS: DIRECTOR: Sandie Keene CHIEF OFFICER: John England LEAD OFFICER FOR FUNCTION SCHEDULE: John England	

OUTCOMES AND PERFORMANCE INFORMATION**LINK TO LEEDS STRATEGIC PLAN OUTCOMES:**

Reduced health inequalities through the promotion of healthy life choices and improved access to services.

Improved quality of life through maximising the potential of vulnerable people by promoting independence, dignity and respect.

Enhanced safety and support for vulnerable people through preventative and protective action to minimise risks and maximise wellbeing.

IMPROVEMENT PRIORITIES:

Reduce premature mortality in the most deprived areas

Reduction in the number of people who smoke.

Reduce rate of increase in obesity and raise physical activity for all.

Reduce teenage conception and improve sexual health.

Improve the assessment and care management of children, families and vulnerable adults.

Improved psychological, mental health, and learning disability services for those who need it.

Increase the number of vulnerable people helped to live at home.

Increase the proportion of people in receipt of community services enjoying choice and control over their daily lives.

Improve safeguarding arrangements for vulnerable children and adults through better information, recognition and response to risk.

GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:

(E.g. SOA, ward, quarterly, yearly)

SOA level – citywide

Quarterly and annually

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

The primary focus should be the outcomes, improvement priorities and targets within the Strategic Plan relating to health and well-being.

PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:

Through the Area Delivery Plan, and by working with key partners such as the Leeds PCT and Practice Board Commissioning Groups. The Area Committee role is one of influence, and an important conduit for the early identification of health priorities for the local area.

HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE:

(E.g. formal and informal arrangements, frequency)

We are seeking to agree with Leeds PCT on joint reporting mechanism for the health and well-being theme. It is proposed to meet with each Area Committee on at least an annual basis, and more frequently, as required for those area committees covering SOA's with greatest health inequality indices.

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:**

City Council co-ordination accountability – Director of Adult Social Services co-ordinated via the Health and Well-being Strategic Leadership Team. Joint arrangements with Leeds PCT and other key stakeholders are through the Healthy Leeds Partnership and the recent formation of the Joint Strategic Commissioning Board under the aegis of the partnership.

TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:

Centrally Managed Service With Management Contacts for Each Area	Delivery structures under development, drawing from the Children's Services model.
Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination	

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

Health and Well Being Strategy (under development)

LINKS TO OTHER CITY COUNCIL SERVICES:

The health and well-being theme within the Strategic Plan has links to all five Directorates within the Council. There is a particularly strong link with Children's Services, as many of the specific targets relate to children and young people. However the outcomes we are working to achieve in the medium to long term relate to the whole population.

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Leeds PCT and Health Service Trusts. Adult Social Care works closely with a range of public sector partners including West Yorkshire Police, Department for Work and Pensions, West Yorkshire Passenger Transport

Area Committee Roles – 2008 / 09

FUNCTION:	Conservation Area Reviews
DESCRIPTION	
HEADLINE INFORMATION: A programme to review 16 designated conservation areas; in each case to assess its special character, to propose any changes to its boundary and to make proposals for its management.	
OVERVIEW OF RESOURCES: The work is being undertaken by the Sustainable Development Unit within the City Development Directorate	
TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL: A quarterly written update on progress	
EXECUTIVE MEMBER: Cllr Andrew Carter, Development	
RESPONSIBLE OFFICERS: DIRECTOR: Jean Dent, City Development CHIEF OFFICER: Steve Speak, Chief Strategy & Policy Officer LEAD OFFICER FOR FUNCTION SCHEDULE: Richard Taylor, Conservation Team Leader, SDU	

OUTCOMES AND PERFORMANCE INFORMATION**LINK TO LEEDS STRATEGIC PLAN OUTCOMES:**

Please see SDU Service Plan 2008-09

IMPROVEMENT PRIORITIES:

To produce up-to-date conservation area boundaries, appraisals and management plans

GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:

Quarterly reporting

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

Review of conservation areas.
Ward members directly involved in consultation process.
Area committee overview and financial support through previously agreed well being allocations.

HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE:

Quarterly written report

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

Centrally Managed Service With Management Contacts for Each Area	Centrally managed by SDU, with contacts in each Area
Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination	

ANY KEY CURRENT / FUTURE ISSUES FOR AREA COMMITTEE TO BE AWARE OF REGARDING SERVICE / FUNCTION

Opportunity for Area Committees to fund a continuation of programme beyond 31 March 2009 to review remaining designated conservation areas and to consider new ones.

HEADLINE CITYWIDE FINANCIAL INFORMATION FOR RESPONSIBILITIES**Citywide Budget For Service / Function 08/09****£000s****Net Revenue Budget****115.5****Net Capital Budget****Nil****Key Funding Sources**

Funding Provider	£000s	%
LCC	115.5	100
Net Budget	115.5	100

DESCRIPTION OF WHAT THE BUDGET REPRESENTS:

Revenue funding for salaries, on-costs and supplies.

DESCRIPTION OF THE FORMULA USED FOR APPORTIONING BUDGET ACROSS DIFFERENT AREAS:

Agreed costings of between £6k and £8k dependent on size of each area and whether community group directly involved with the work

REASONS WHY THIS PARTICULAR FORMULA WAS SELECTED:

Consistency, fairness and need for budgets to be in place at start of programme to allow temporary staff to be engaged

DETAIL OF ANY SIGNIFICANT SERVICE / BUDGET VARIATIONS ACROSS THE CITY:

Variations as shown in table below result from previous decisions taken by the Area Committees

AREA COMMITTEE BREAKDOWN – Conservation Area Reviews

(Please complete as relevant for service/function)

		City Wide	East		North East		North West		South		West	
			Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer
Service Standards and Performance												
<i>Number of completed CA reviews</i>	Target for 08/09		0	2	2	4	0	2	0	2	2	2
	Mid year progress											
	Year end outcome											
Resource Availability												
Percentage of budget allocation			0	14	12	26	0	10	0	14	10	14
Net Revenue Budget	Budget for 08/09		0	16,000	14,000	29,500	0	12,000	0	16,000	12,000	16,000
	Mid year progress											
	Year end outcome											

Other roles without detailed additional information at present

Grounds Maintenance

This covers various elements of maintenance work including grass cutting, shrub and rose bed maintenance and hedge maintenance. The current Ground Maintenance Contract runs to February 2010.

Environmental Services currently has the contract administration function for this contract which it carries out on behalf of the three ALMO's and Highways Services. An annual Service Improvement Plan is produced and ways to engage local members in this will be considered over the course of 2008/09.

A procurement timetable is in place for a new Grounds Maintenance Contract from March 2010. Work on this will include details on the contract package, contract administration and opportunities for the involvement of local Members in service planning, prioritisation and monitoring. There is currently, therefore, no detailed function schedule for this function at present.

Area Based Regeneration Schemes and Town and District Centre Projects

Area Committees will have responsibility for formal consultation and monitoring of area based regeneration schemes and town and district centre projects. Consistent arrangements for this will be developed, linked to the implementation of a new staffing structure in the Regeneration Service and based on experience to date with a number of local schemes. Any future new capital funding availability would be subject to a process to be agreed by Executive Board. A more detailed function schedule for this responsibility will be developed over the course of 2008/09.

Advertising on Lampposts

The council has agreed a 15 year contract for the installation of advertising on lamp posts. This will generate income for each site and may eventually result in advertising on around 800 sites across the City. Area Committees will receive a 20% share of the annual income for every lamp post site which has planning consent to spend on local priorities.



Originator: Steve Crocker

Tel: 0113 3950966

Report of Area Manager

Report to Inner West Area Committee

Date: 18th September 2008

Subject: Area Manager's Report

Electoral Wards Affected:

**Armley
Bramley and Stanningley**

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 purpose of this report is to inform members of progress on a number of projects in Inner West Leeds as follows:

- Community Centres
- Neighbourhood Wardens
- Neighbourhood Management
- Regeneration

1.00 Purpose of This Report

1.01 The purpose of this report is to provide members with an update on a number of initiatives and projects within the Inner West Leeds Area Delivery Plan.

2.00 Community Centres

2.01 **Wyther Community House.** There have been major changes to the Wyther Community house over the past few months. The PCT commissioned BARCA to deliver community development work on the estate some months ago. A Community Development Worker is now in post and working directly from the centre. This local presence will hopefully impact positively on some of the issues that are currently affecting the people on the estate.

2:02 Support will be given to the Community Development worker by the new Neighbourhood Warden who has recently been appointed to the post funded by West North West Homes Leeds and this Area Committee. These two members of staff working on the estate can only help and support the work being driven by the Wyther Improvement Group.

2:03 New Wortley Community Centre

2:04 The centre continues to thrive with a profitable community café which is self financing and also contributing to the cost of running the centre. Financial assistance is also received from through a charitable donation from the Chair and also via rental income realised from the adjacent newly built chemists/medical treatment centre.

2:05 The Community Development Officer and Centre manager is financed via the Well Being fund of the Inner West Area Committee and has been vital to developing services at the centre much needed by local people. These include the Job Shop, After School Club, Centre lettings, Table Top Sales, Luncheon Club, base for Neighbourhood wardens, Residents group meetings and Member surgeries, Community Garden Project, Spring Fayre and Autumn Fun day, examples of courses run at the centre are British Sign Language and a First Aid Course.

2:06 Strawberry Lane/St Bartholomew's Centre

2:07 Strawberry Lane/St Bartholomew's centre is the only directly managed centre in Inner West Leeds. This centre is fully occupied by Armley Helping Hands and Park Lane College respectively with a small area currently occupied by Jobs and Skills. The former is a thriving member of the neighbourhood network for older people and is a very successful organisation working closely with many partners to deliver quality services to local older people. It has an excellent working relationship with Farnell inOne a major global company based in Armley.

2:08 The Jobs and Skills Service has recently re-located to the centre from West Leeds Family Centre and is awaiting the installation of a computer server to enable it to assist local people to find and access jobs and training.

2:09 Park Lane College in St Batholomew's Centre is a thriving resource for the community providing many courses together with childcare.

2:10 Moorside Community Centre

2:11 The Centre have a new management committee who are currently developing a business plan for the future running of the centre. They have recently held a summer fayre to raise the profile of the centre, and raise funds, and once the business plan is complete the next piece of work is a feasibility study to look at the work required to upgrade the grassed area at the rear of the centre to a sports pitch.

3:00 Neighbourhood Management

3:01 **The Broadleas Participatory Budget scheme** is one of two pilot schemes established by the Narrowing the Gap Group. The key objectives were to:

- To build on the capacity and confidence of local residents to take action to improve their area through a transparent process that is open and simple to access;
- To build upon and enhance existing neighbourhood working;

- To test the Participatory Budgeting approach;
- To improve community cohesion through effective engagement and participation;
- To build trust in local services / council by giving people experience of key decision making.
- To bring forward new people to engage as citizens;
- To develop the community leadership roles of ward members.

3:02 The following projects were approved through a process agreed with local residents as shown in the video at the June Area Committee.

Broadlea Street / Terrace informal play area

- LEDA report drafted and costings being looked at for the first stages of work around the clearance of the site.

Broadlea Hill roundabout / environmental improvements

- Options appraisal completed but design needs to be approved by the residents group

Bluebell Woods Improvements / Friends group development

- Support network fully in place and two sessions planned with community

Broadleas Youth Steering Group environmental improvements

- Matching funding application being developed but will still be delivered by the end of the financial year.

3:03 Each of the projects is being progressed with various partners and local residents to make a big impact on the estate. Increased numbers of residents are now involved in the Tenants and Residents group which will help and support the current members of the group to make a real difference on the estate.

3:04 **Fairfields Intensive Neighbourhood Management** work continues following confirmation of funding for 2008-09, of the final element of SSCF funding for the area. This is in accordance with the original proposals that were approved at the 9th February 2006 Inner West Area Committee. Work is currently on-going in the Community Centre to deliver a wide range of activities for all ages ranging from parent and children groups to a very successful Over 60's group. The newly formed 'Champ de Fete' catering service will hopefully provide some long term sustainability for the centre.

3:05 **New Wortley Local Area Management Project group** continues to meet every 10 weeks and is well attended by all agencies and local representatives. The problem of Crime which was the leading cause of deprivation in the neighbourhood has fallen by 74% over the past twelve months through the co-ordinated actions of relevant partners. However a surgery staffed by officers from all the partners still serves the local community from the community centre. Local people now have the confidence and the contacts to maintain the good work that has taken place. The group are now focusing on Health and Well Being and Educational Achievement through renewed work with the Primary Care Trust and their Public Health Specialist and also through working with Educational Welfare and the recently opened New? Wortley Children's Centre.

4:00 **Regeneration**

4:01 Townscape Heritage Initiative. A report was submitted to the July meeting of the Council's Executive Board on the successful outcome of the Council's application for funding from the Heritage Lottery Fund to implement two Townscape Heritage Lottery Fund to implement two Townscape Heritage Initiative Regeneration Schemes in

Armley and Chapeltown and to seek approval to the injection of £1,090,319 into the capital programme from Heritage Lottery.

- 4:02 The Townscape Heritage Initiative will have a dedicated officer, and recruitment of this post will take place over the next few weeks. The officer will be line managed through the City Projects Team, and will be have an office base at Armley One Stop Centre.
- 4:03 Armley Leisure Centre: financial close on the New Leaf leisure centre project has now been achieved. Initial works have already commenced to install a new electricity sub station in preparation for the first phase development of the new Armley Leisure Centre which will begin week commencing the 18th August 2008. The plan is to erect fencing around the rear car park and the green space adjacent to the current Armley Leisure Centre, which will become the main construction site. Unfortunately the secure building compound will mean a reduction in the amount of car parking spaces available in the short term.
- 4:04 These developments are a necessary part of the phased progression towards the construction of the New Leaf PFI Armley Leisure Centre. Some disruption to access will inevitably take place; however it is the intention of the Sport and Active Recreation department to continue to provide facilities at the present Armley Leisure Centre until early Summer 2009, with a finalised closure date to be issued near the time.
- 4:05 During this period, we will be working with our existing users to identify possible options for relocating activities during the period of closure, until the new centre opens in the early Summer of 2010.
- 4:06 Healthy Communities Challenge Fund: during July 2008 the opportunity arose for Leeds to submit a bid to the Healthy Communities Challenge Fund for a Healthy Town Initiative. Up to £5 million was available. Armley was selected as the bid from Leeds and an expression of interest was submitted by the Council and the PCT to create a project focused on physical activity and healthy eating. Unfortunately the expression of interest was unsuccessful, however officers from the PCT and the council will continue to work with the voluntary and community sectors to develop health initiatives.

5.00 Implications for Council Policy and Governance

The updates in this report concern actions in the Area Delivery Plan for Inner West which is administered through West and North West Leeds Area Management team and contributes to the Leeds Strategic Plan 2008 – 2011

6.00 Legal and Resource Implications

- 6:01 The Area Delivery Plan is administered through West Leeds Area Management team and forms part of the delivery of the Leeds Strategic plan 2008-11.

7.00 Recommendations

- 7:01 That members note progress on and confirm their continued support for the projects outlined in the report.

BACKGROUND PAPERS

THI Executive Board Report 16 July

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Originator: Rebecca M Boon

Tel: 395 1970

Report of the West Leeds Area Manager

Inner West Area Committee

Date: 18th September 2008

Subject: Area Delivery Plan 2007/8 update.

<p>Electoral Wards Affected:</p> <p>Armley Bramley and Stanningley</p> <p><input checked="" type="checkbox"/> Ward Members consulted (referred to in report)</p>	<p>Specific Implications For:</p> <p>Equality and Diversity <input checked="" 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

1.0 Purpose Of This Report

The purpose of this report is to provide Members with an update on progress on the Inner West Area Committee Area Delivery Plan (ADP) 2007/08, quarters 3 and 4.

2.0 Background Information

2.1 The Inner West Area Delivery Plan (ADP) identifies the needs and priorities of this committee area. It outlines the key activities that the Area Committee and the Area Management Team will co-ordinate and deliver on. As such the ADP for 2007/8 was a document which:

- contributed to fulfilling the role and purpose of the Area Committee;
- informed the Area Committee's decision-making including its decisions on Well-being funding (see Article 10 of the Council's Constitution);
- helped to influence the City Council and other partner agencies allocate resources;
- provided a basis for providers of priority services and partners to improve local services and deliver in a more coordinated way;
- acted as a reference point for monitoring the progress and achievement of actions;
- guided and formed the work programme for the Area Management Team;

2.2 The Area Delivery Plan 2007/8 was approved by members at the meeting of the 8th February 2007 of the Inner West Area Committee.

3.0 Main Issues

3.1 Since the approval of the Area Delivery Plan the Area Management Team have used the plan as a working document which identified key actions and was monitored to assess progress.

3.2 The priorities for the Area Delivery Plan were Reducing Crime, Cleaner Streets, Young People, Regeneration of Neighbourhoods and Localities and Community Engagement. Within these categories a number of actions were agreed. This report provides members with an update on these actions.

3.3 Progress against each action is outlined in the table which forms the Appendix to this report. The columns include a description of each action, the lead agencies, and details of progress to date. A traffic light system is used to assess progress on the actions. Green (G) the action is progressing, Amber (A) will progress, but not programmed to start yet, Red (R), will not happen at all.

4.0 Implications For Council Policy And Governance

The priorities for the 2007/08 Area Delivery Plan contributed towards the strategic priority of Narrowing the Gap. Actions in the plan were formulated based on consultation with key stakeholders in the local area.

5.0 Legal and Resource Implications

5.1 The Well-Being Fund is used to finance projects which meet the objectives of the Area Delivery Plan. Area Management work with Council services, partner agencies and local communities to take a strategic approach to using the Well-Being Fund which ensures best use of the funding.

6.0 Conclusions

6.1 The Area Delivery Plan set out the key actions for 2007/8 for Inner West Leeds. Projects meeting the objectives of the Plan were funded through the Well-being fund. This report provides a final update for members on progress in implementing the actions contained within the report.

7.0 Recommendations

7.1 Members are asked to note progress to date on actions contained in the Area Delivery Plan.

APPENDICES

Inner West Area Delivery Plan Quarter 3 and 4 update

BACKGROUND PAPERS

Inner West Area Delivery Plan 07/08

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INNER WEST AREA DELIVERY PLAN 2007-08 (Quarter 3 and 4, October- March 2007-08)

Community Safety

Leeds Local Area Agreement mandatory targets

- Reduce overall crime in line with local Crime and Disorder Reduction Partnership targets and narrow the gap between the worst performing wards/neighbourhoods and other areas across the district.
- Respect: To build respect in communities and to reduce Anti-Social Behaviour
- To reduce crime, the harm caused by illegal drugs, and to reassure the public, reducing the fear of crime and anti-social behaviour.

Actions	Partners	Timescales	Success measured by	Specific Achievements	Progress
<p>Support proactive target hardening, distraction burglary and sneak in burglary initiatives.</p> <p>Armley & Bramley & Stanningley.</p>	<p>Community Safety, CASAC, West Yorkshire Police</p>	<p>March 2008</p>	<p>Number of vulnerable households assisted</p> <p>Burglary rates</p> <p><i>Domestic Burglary Rates per 1000 (BV126)</i></p>	<ul style="list-style-type: none"> • Number of initiatives and action days to tackle burglaries in Inner West. Operation Christmas Cracker, Autumn light up campaign and funding from Area Committee for timer switches. • 1 day a week action day with specialist support targeting/arresting offenders. • Review of procedures on victims of burglary. All repeat victims are now re visited by the PCSO . • No cold calling zone implemented at Ashlea Court 	<p>GREEN</p>

Actions	Partners	Timescales	Success measured by	Specific Achievements	Progress
Tackle anti-social behaviour through the effective deployment of Neighbourhood Wardens, joint working with the police, and the use of CCTV and off road motorbikes. – Armley & Bramley & Stanningley	Community Safety, West Yorkshire Police, ALMO	March 2008	Levels of anti-social behaviour in hotspot areas <i>Reduce overall crime levels in Leeds by 35% (CP_CS50)</i>	<ul style="list-style-type: none"> Multi-agency operations and action days to reduce high levels of crime and anti-social behaviour in a very localised area. Operation Abbreviate in New Wortley to tackle issues of drugs and prostitution in the tower blocks has seen over 23 arrests since commencing in December 07. Operation Champion on Wythers in Nov 07 and Fairfield & Summerfield area in March 08. Action day on Wythers and Broadleas Deployment of the Off Road Bike unit has seen a reduction in Bike related ASB and an increase in bikes confiscated. 	GREEN
Support education programmes around drugs, and	Community Safety	March 2008	Number of drug and alcohol related incidents	<ul style="list-style-type: none"> On going operations with Police and Trading standards to tackle underage sales of alcohol, and 	GREEN

Actions	Partners	Timescales	Success measured by	Specific Achievements	Progress
<p>alcohol initiatives. Armley & Bramley & Stanningley</p>				<p>test purchasing.</p> <ul style="list-style-type: none"> • The police refer any one arrested who shows a positive test for drugs to the Drugs Intervention Project to prevent re offending. • Youth Development Officers visit schools and give information/talks around the effects of drugs and alcohol. • A weapons awareness session delivered to practitioners to enable staff to get key messages across to young people on the danger of weapons • On going operations with Police and Trading standards to tackle underage sales of alcohol, and test purchasing. • Youth Development Officers visit schools and give information/talks around the effects of drugs and alcohol. 	GREEN

Actions	Partners	Timescales	Success measured by	Specific Achievements	Progress
				<ul style="list-style-type: none"> To link into Youth Service education programmes re alcohol/drugs for young people in West Leeds BARCA-Leeds Young people's Harm reduction team delivered Drug education programmes in high schools 'focus days'. Positive Activities direct funding secured to train inner West Youth Service staff in running Weapons and Drugs, and Alcohol awareness programmes. 	GREEN
Support joint operations to tackle crime and anti-social behaviour.	Community Safety, West Yorkshire Police, ALMO, Environmental Health	March 2008	Number of joint operations held <i>Reduce overall crime levels in Leeds by 35%</i>	<ul style="list-style-type: none"> Operation Champion x 2 Operation Impact targeting known offenders Multi-agency action days Alley gating scheme implemented in Armley (Nancrofts) and Bramley (Wellingtons) to tackle ASB and criminal damage Youth work partnership meeting focusing on areas identified as requiring 	GREEN

Actions	Partners	Timescales	Success measured by	Specific Achievements	Progress
				<p>targeted prevention work.</p> <ul style="list-style-type: none"> Positive Activities direct funding secured to run REVIZIT offending group work programmes (in partnership with YOS/YIP for next 3 yrs. Programme starts Sep/Oct 2008) 	GREEN
Co-ordinate tasking groups which take a problem solving approach to crime and grime issues	West Yorkshire Police, ALMO	March 2008	Outputs from tasking groups <i>Reduce overall crime levels in Leeds by 35%</i>	<ul style="list-style-type: none"> On going monthly Inner West crime & grime meetings tackling hot spot areas in relation to crime & grime and developing local initiatives. 	GREEN
Provide community safety information for the public at community events.	West Yorkshire Police, Fire Authority, Community Safety	March 2008	At least 3 events attended <i>Improvements in perceptions, how safe people feel, whether or not they feel crime is reducing, and show awareness of who to go to for help</i>	<ul style="list-style-type: none"> What's the big idea events for Bramley/Stanningley and Armley with attendance from police. PCSO attend local forums and community meetings in Inner West. 	GREEN
Support initiatives to tackle business crime	West Yorkshire Police	March 2008	Business forum meeting focused on crime Reduction in business crime	<ul style="list-style-type: none"> Business event held at Armley One Stop Centre attended by NPT Inspector. Upgraded response to commercial businesses that have been a victim of crime. Premises visited by 	GREEN

Actions	Partners	Timescales	Success measured by	Specific Achievements	Progress
				<p>the Crime Reduction Officers and advice given about security measures. Support and assessment offered to businesses from CASAC who offer target hardening products</p> <ul style="list-style-type: none"> Discussions around a Business watch scheme through a new initiative called Alert box. 	GREEN
Assess the suitability of Armley Town Street for a DPPO.	West Yorkshire Police	September 2007	Assessment undertaken Measures taken to introduce a DPPO if the area meets the criteria	<ul style="list-style-type: none"> A DPPO for Armley was approved by the Licensing Committee and came into operation on 1st December 2007. 	GREEN
Assist community safety in implementing RESPECT programme in West Leeds	Community Safety Signpost	September 2007	Family Support programme to tackle ASB established in West Leeds	<ul style="list-style-type: none"> On going work with identified problematic families via the Multi-Agency Panel – Police, Social Services, Anti Social Behaviour, Youth Offending Service, Education Attendance Strategy Representative, Signpost project, Area Management, Senior Youth Officer and Locality 	GREEN

Actions	Partners	Timescales	Success measured by	Specific Achievements	Progress
				<p>Co-ordinator Children's Services (meets monthly) and is targeting families who display multiple issues e.g. at risk of losing tenancy, involved in crime/asb, at risk of going into care and excluded children.</p> <ul style="list-style-type: none"> Funding has just been allocated for a coordinators post. 	GREEN

Streetscene and the Environment

Leeds Local Area Agreement mandatory targets

- Improve the quality of the local environment by reducing the gap in aspects of liveability between the worst wards/neighbourhoods and the district as a whole, with a particular focus on reducing levels of litter and detritus.

Actions	Partners	By when	Success measured by	Specific Achievements	PROGRESS
Support local communities in carrying out community clean ups.	Streetscene, Community and Voluntary Groups, ALMO, Groundwork	March 2008	Number of community clean ups completed, target: 3 in Armley Bramley & Stanningley	Community Clean Ups in Armley : New Wortley Champion Wythers action day.	GREEN

Actions	Partners	By when	Success measured by	Specific Achievements	PROGRESS
	West Leeds Environmental Network		Nominations for Community Pride awards	Bramley & Stanningley: <ul style="list-style-type: none"> • Hayleys Field Allotments Clean-Up • Broadleas action day 	GREEN
Identify new sites for recycling facilities in Bramley & Stanningley	Local communities, Streetscene Fairfield Partnership	March 2008	New facilities sited	Glass recycling centre under discussion on the Wyther estate.	AMBER
Work with Armley Common Rights Trust to secure improvements to greenspace in Armley	West Leeds Healthy Living Network, Learning and Leisure	March 2008	Design work completed	Land Ownership has proved to be complicated and discussions are underway with the legal department re finding a way forward.	AMBER
Support Groundwork in delivery projects identified in their 07/08 action plan.	Learning and Leisure, ALMO	March 2008	Number of projects completed	Projects delivered include: <ul style="list-style-type: none"> • Maggie's End • Stanningley Road Street Scape • Nansen Binyards • Aviary mount 	AMBER
Support the Cleaner/Greener Leeds Neighbourhood Development Plan for the West Wedge	Groundwork City Services	March 2008	Number of actions completed	Programme devised	AMBER
Support the Environmental Pride team	Streetscene	March 2008	Environmental surveys	Team are covering the Fairfield estate as issue regarding lack of tools has been resolved. Work	GREEN

Actions	Partners	By when	Success measured by	Specific Achievements	PROGRESS
Private Sector Housing Initiative for Gilpins area and Edinburghs/Cedars areas.	Environmental Health	March 2008	HMOs identified Uptake of loans for home improvements	on the estate is progressing well. Discussions being held with Strategic Landlord and Envnt Health regarding bid to Regional Housing Pot for a Group Repair Scheme. Discussions taking place re Bin Yard Scheme for properties in the Little Scotland area of Armley.	GREEN
Deliver Fuel Poverty promotional event	Environmental Health	March 2008	Event held, numbers attending	3 x events held as part of the What's the Big Idea event.	GREEN
Focus on implementing the empty property strategy. Influence Corporate agenda for dealing with empty properties	Environmental Health	March 2008	Number of empty properties brought back into occupation	Neighbourhood surveyed June 07. None found	GREEN

Services for Young People

Leeds Local Area Agreement mandatory targets

Raise standards in English, maths and science in secondary schools so that by 2008, in all schools located in the districts in receipt of NRF, at least 50% of pupils achieve level five or above in all three subjects

Actions	Key agencies	By when	Success Measured by/targets	Specific Achievements	PROGRESS
Better publicising of existing services, utilising new publicity materials and by giving local programme updates.	Youth Services BARCA Other service providers	March 2008	% increase of young people aware of and using services	<ul style="list-style-type: none"> Information now published on the BREEZE website. Commitment from WLYWP partners to put out collective monthly/holiday programmes. 	GREEN
Information / resource sharing, opportunities for partnership working explored e.g. Work with Christchurch, Armley Juniors and Revizit.	Youth Services BARCA Other service providers Voluntary sector	March 2008	% increase of programmes of work / input into existing programmes	<ul style="list-style-type: none"> Setting up of the West Leeds Youth Work Partnership (WLYWP) will have a significant impact on this objective Youth Inclusion Project (YIP) now partners on REVIZIT alongside Youth Service/Youth Offending Service. 	GREEN

Actions	Key agencies	By when	Success Measured by/targets	Specific Achievements	PROGRESS
Continuation and development of Sports Projects through securing long term funding and establishing accreditation strand to programmes.	Youth Service BARCA Sports Development Armley Leisure Centre	March 2008	Increased sports / exercise sessions and numbers of young people involved.	<ul style="list-style-type: none"> Introduction of Leeds Youth Award accreditation will significantly improve scope for accrediting all types of programmes including the sports projects. DOE open award session established at Bramley CC 	
Continuation and Development of school holiday programme and residential targeting young people in hotspot/priority areas	BARCA Youth Service Learning and Leisure	September 2007	Summer holiday programme established One residential for each area.	<ul style="list-style-type: none"> Setting up of WLYWP - positive impact on coordination of programmes. BARCA-Leeds has delivered additional sporting activities during all school holiday having secured funding for two years from Sports relief. 	GREEN
Encouraging applications for Physical activity, healthy living grants and to the Well Being fund.	Youth Services BARCA Leeds Health promotion, West Leeds Healthy Living Network, Area Committees	March 2008	%increase in funding applications	Invizible Circle Education delivered a youth project at New Wortley Community Centre empowering and educating young people through hip hop and street culture.	GREEN

Actions	Key agencies	By when	Success Measured by/targets	Specific Achievements	PROGRESS
Targeted work taking place in specific areas identified as crime and anti-social behaviour hot spots or priority areas for Area Management to engage young people in meaningful activity	Youth Services BARCA	September 2007	% increase in youth work in these areas per week Increased number of sessions operating from local centres	Establishment of mobile has had a significant impact on our capacity to target hot spot areas – locations are currently being reviewed, however, the mobile is now operational 6 nights per week, 2 sessions per night Mon to Fri plus Sunday.	GREEN
Establishment of Mobile provision in Inner West to support the above	Youth service BARCA	April 2007	Mobile provision operating 6 nights per week/12 sessions across Inner West “hot spot” areas	<ul style="list-style-type: none"> • Mobile Youth Unit operating 6 nights a week/2 sessions nightly across Armley/Bramley. See above. • Now operates 6 evenings a week and increased use during the day time in school holidays. 	GREEN
Development of Bramley Community Centre as a Youth Hub Centre for West Leeds	Youth Service	September 2007	Recognition of centre as a Hub Centre by young people. Nos of young people attending/contacting the centre	<ul style="list-style-type: none"> • Youth Service moved into Bramley CC June 08, full programme of events on offer. 	GREEN
Increased use of	Youth Service	March 2008	Increased user figures	<ul style="list-style-type: none"> • Boys group up and 	GREEN

Actions	Key agencies	By when	Success Measured by/targets	Specific Achievements	PROGRESS
existing centres – i.e. Intake, Junction etc. in Armley , Bramley & Stanningley	BARCA			<p>running on Monday evenings at Community House, Wythers. Partnership West Leeds Healthy Living Network, BARCA and Youth Service.</p> <ul style="list-style-type: none"> • Connexions work continuing at the Junction and established at Bramley CC. 	GREEN
Increase the capacity of the voluntary sector youth provision	Youth Services Voluntary sector Area Management Children Leeds West	Dec 2007	Improved data on voluntary provision Increase in range of activities for young people.	<ul style="list-style-type: none"> • Setting up of WLYWP 	GREEN
Specific community cohesion work: Asian boys/Girls group in partnership with BME community members.	Youth Services BARCA	March 2008	Increased involvement of Asian boys and girls in provision.	<ul style="list-style-type: none"> • Good contact continues to be made with young Asian males through sports projects. • Friday night Asian boys group re-established. • Asian girls work continues to be problematic. • Youth service involved in Swallow Hill 	AMBER

Actions	Key agencies	By when	Success Measured by/targets	Specific Achievements	PROGRESS
				community cohesion project (an amalgamation of WLHS/Wortley in 2010)	AMBER
Specific projects breaking down barriers between BME/Majority communities and between geographical areas		September 2007	Numbers of projects with specific community cohesion outcomes.	RED – no development on Irish exchange proposal due to communication problems	RED
Setting up of “Youth Committees” in each provision. Greater involvement of Youth Council elected members in fostering youth participation across the area.	Youth Services	June 2007	%increased participation of young people. Setting up of committees in every provision	With established groups now up and running at the centre, plan is to establish a Bramley CC Hub centre development group focusing on improvements to main hall and garden area.	GREEN
Setting up of an Armley Youth forum as the precursor to West wide youth forum. Developing links with schools/youth councils.	Youth Services Voice and Influence (School Councils).	June 2007	Numbers of young people involved How well the forum reflects the local BME population and priority areas.	RED – no development but young people’s participation top priority – needs to be more utilization of the RAW model in developing/establishing participation work with young people.	RED
Setting up of Youth	Youth Services	June 2007	Number of sessions	RED – see above	RED

Actions	Key agencies	By when	Success Measured by/targets	Specific Achievements	PROGRESS
Surgery at Armley OSC (Utilising youth council elected members in the first instance).			operating and numbers accessing services.		RED
To assist Children's Leeds West to deliver the implementation plan for West specifically the elements relating to domestic violence and ASB	Childrend Leeds West	Dec 2008	Successful JAR of Childrens Leeds West. Better provision for young people in relation to issues of Domestic Violence and including ASB	Youth Service involvement in MAP process leading on specific programmes such as REVIZIT contributing to this action, latter specifically relating to ASB.	GREEN
Establishment of a Youth Bank – a local fund managed and delivered by young people	BARCA Youth Services	June 2007	12 young people recruited, fund publicised, number of young people trained, grants issued.	Youth bank has distributed £15k in grants to groups across the west Leeds area. 1 Y/P has become a youth advisor for Youth Bank UK and recently been nominated as a Trustee. And currently undertaking NVQ level 1 in Youth Work	GREEN
Facilitate consultation and participation with young people on regeneration projects	Youth Services BARCA	March 2008	Number of young people attending consultation events 1 project to raise young people's awareness of	Arts project undertaken during summer 2007 to raise awareness of the history and heritage of Armley as part of the Townscape Heritage Initiative.	AMBER

Actions	Key agencies	By when	Success Measured by/targets	Specific Achievements	PROGRESS
			regeneration	Phase 1 Arts Project complete, work produced needs exhibiting across Armley – potential sites need identifying.	AMBER

Regeneration

Leeds Local Area Agreement mandatory targets

- As part of an overall housing strategy for the district, improve housing conditions within the most deprived neighbourhoods/wards, with a particular focus on ensuring that all social housing is made decent by 2010
- Improve the quality of the local environment by reducing the gap in aspects of liveability between the worst wards/neighbourhoods and the district as a whole, with a particular focus on reducing levels of litter and detritus.
- For those living in the wards with the worst labour market position that are also located within the districts in receipt of NRF, significantly improve their overall employment rate, and reduce the difference between their employment rate and the overall employment rate for England

Actions	Partners	By when	Success measured by	Specific Achievements	PROGRESS
In conjunction with the Development Department, prepare a vision with proposals for regeneration for the	West Regeneration Team Development Department	September 2007	Preferred options prepared and public consultation undertaken in accordance with ADP procedures	Consultation on preferred option complete Sustainability appraisal of preferred option undertaken	GREEN

Actions	Partners	By when	Success measured by	Specific Achievements	PROGRESS
West Leeds Gateway Regeneration Area.					GREEN
Prepare delivery options for implementing the West Leeds Gateway Regeneration Plan.	West Regeneration Team	March 2008	Options prepared providing successful exit strategy for NRF project.	Officer seconded from Development department to work specifically on this until March 08. Plan completed.	GREEN
Develop and implement designs for Armley Town Street	West Regeneration Team	March 2008	Exhibition of designs in library Work started on site	Scheme finalised. Final costings received. Due to start on site Jan 09	GREEN
Commission connectivity study to consider links to City Centre, Kirkstall and Holbeck Urban Village	West Regeneration Team	December 2007	Study complete	Funding identified in Local Transport Plan for a package of measures for pedestrian routes in vicinity of Armley Gytratory. Discussions pending with Transport Policy.	AMBER
Commence re development of Armley Mills using the recommendations from the feasibility study commissioned in Dec 2006.	West Regeneration Team	March 2008	Long term plan Start identifying funding possibilities by March 2008	Feasibility study undertaken. Discussions ongoing with Museums service. Short, medium and long term actions agreed for taking this project forward. Acceptance that this is a	AMBER

Actions	Partners	By when	Success measured by	Specific Achievements	PROGRESS
				long term (10-20year project).	
Develop the Stage 2 bid to Heritage Lottery Funding for the Armley Townscape Heritage Initiative.	West Regeneration Team	December 2007	Successful Stage 2 bid	Conservation area designated. Surveys and valuations of eligible properties completed. Stage 2 bid successful.	GREEN
Facilitate the involvement of the local community in the development of the new Armley Leisure Centre	Learning and Leisure PCT, Education Leeds Community and Voluntary Sector	March 2008	Working group operating successfully. Progression of scheme according to deadlines	Working group continues to meet. Scheme starting on site August 08, new centre will open in 2010.	GREEN
Develop a business forum for the West Leeds Gateway	West Regeneration Team	December 2007	At least one event held	Successful events held at West Leeds Family Learning Centre and Armley One Stop Centre. Further work to develop a forum will be undertaken by the Town Centre Manager.	AMBER
Develop a catalyst centre as part of the Leeds Enterprise Growth Initiative strategy for Inner West..	Leeds Ahead West Leeds Family Learning Centre	March 2008	Catalyst Centre established Business broker appointed	June 08 – Feasibility study undertaken to identify most suitable site for new build Catalyst Centre. Funding bid for LEGL and ERDF funds for this centre submitted	GREEN

Actions	Partners	By when	Success measured by	Specific Achievements	PROGRESS
				on behalf of BARCA-Leeds. Awaiting outcome late 2008.	GREEN
Support the development of the new school for West Leeds with facilities for 0-19yrs.	Education Leeds	March 2008	Progression of scheme according to deadlines	Scheme on schedule. Expression of interest lodged Education Leeds regarding the future use of the Wortley High site for 14 – 19 education provision following the merger of the schools	GREEN
Assist with engaging with the representatives of Bramley Fireplace on the conversion of the former Stanningley Road Fire Station.	West Yorkshire Fire Authority	March 2008	External improvements undertaken Work in progress on internal works	Name of project changed to 'Safety Central. July 08 contractors on site refurbishing building. To be opened circa Autumn 09.	GREEN
To support and explore improvement of the Stanningley Road/Hough Lane Shopping area.	Highways. Development dept and Fairfield Partnership & Fairfield Improvement group	March 2009	Increased footfall to shops. Tidier and brighter environment.	Environmental works undertaken by Ground work Leeds. Scheme complete, area at traffic lights now much improved.	GREEN
Refurbishment of Bramley Shopping Centre	Development dept and Halladale.	March 2009	Improved uptake of shops. Increased footfall to shopping centre. Better	April 08 - New access and stores provided to rear of centre improving retail offer. Tescos	GREEN

Actions	Partners	By when	Success measured by	Specific Achievements	PROGRESS
			services for Bramley community.	opened August 08. Centre continues to thrive.	GREEN
Oversee the implementation and monitoring improvements to Rossfield (Bramley) part of the Neighbourhood Management Initiative funded under the Safer, Stronger Communities fund.	Fairfield Partnership	March 2008	Outputs from Intensive Neighbourhood Management	Pending further discussions.	AMBER
Co-ordinate the Local Area Management Plans for New Wortley, Wyther and Fairfield.	ALMOs, PCT, West Yorkshire Police	March 2008	Outputs from LAMPS	LAMP Meetings continue, Local residents pleased with agency input. All neighbourhoods have improved in their SOA rating especially Fairfield which has improved by over 700 places.	GREEN
Undertake baseline assessments in all LAMP areas	Neighbourhoods and Housing Regeneration Strategy Team	September 2008	Assessments complete, can be used a baseline for each of the areas.	See above.	GREEN

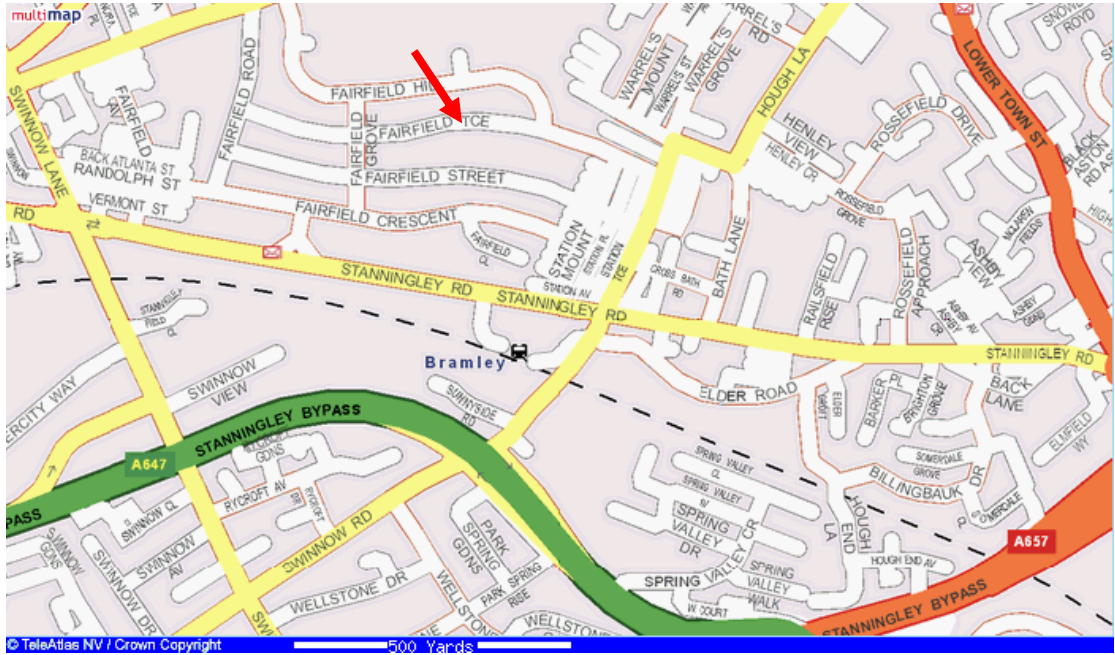
Community Engagement				Specific Achievements	PROGRESS
Provide support to ward forums and encourage council services and other agencies to use the forums for local consultations.		March 2008	Number of consultations Attendance at ward forums	Armley Forum is successful and well attended. Bramley and Stanningley Forum continues and has representation from a new Rosfields Residents Assoc.	GREEN
Area Committees and Forums held in accessible venues which provide facilities to enable everyone to participate.		March 2008	Venues used	Committees to be held in community venues - Fairfield Community Centre, Armley One Stop Centre etc., alternating from Armley to Bramley and Stanningley for each committee.	GREEN
Support local events such as Armley Fun Day, New Wortley Fun Day, I Love West Leeds Festival and Bramley Events.		March 2008	Area Management presence at 2 local events	Successful Armley Fun Day held July 08. I Love West Leeds Festival held with main event day at Armley Mills. Local people involved in brief Encounters project.	GREEN
Promote community cohesion at	N & H Partnerships Team ALMO	March 2008	Community Cohesion Plan in place	Currently in discussion with West Leeds Inter Faith Group	GREEN

neighbourhood and community level				Calendar of events prepared		AMBER
Develop an Action Plan for community cohesion in West to help improve relationships with and opportunities for the voluntary, community and faith sector	N & H Partnerships Team	March 2008		West Leeds Faith and BME forum established with an action plan.	As above	
Develop lettings policy for council run community centres	E & N partnerships team	December 2007		Policy developed and implemented	Only 2 CC in Inner West which are directly managed – these are thriving with full time users.	GREEN
Support the continued running of Moorside Community Centre	Moorside Residents Association	March 2008		Successful operation of Moorside for 07/08	Management Committee appointed who are currently devising their Business Plan	GREEN
Develop proposals for the future use of Wyther Community Centre.	Environment and Neighbourhoods	Dec 2007		Community Centre currently closed due to need for repairs.	Community Centre demolished. Alternative accommodation found for Twilight Twirlers.	GREEN
Work with Park Lane College and Learning and Leisure to consider the future	Existing and potential new users	March 2008		Business plan prepared for Strawberry Lane	June 08 - Jobs and Skills now occupying extra space within the centre and working closely with Armley Helping Hands	GREEN

use of Strawberry Lane Centre.	BARCA	March 2008	Continued provision of YIP work in Bramley	and Park lane College. Busy programme of summer activities organised. Project continues to serve client group well.	GREEN
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Fairfield Community Centre
Fairfield Terrace
Bramley
LEEDS
LS13 3DQ.



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Area Committee Well Being Budget Small Grant Application Form

Before completing this form please read Area Well Being Budget Small Grant Guidance

1. Name of project:	Inside Justice Week		
2(a) Name of Organisation/Group	West Yorkshire Police		
2(b) Organisation address (for correspondence)	Pudsey Police Station	Tel. No.	01132414842
	Dawsons Corner Leeds LS28	Fax No.	
2(c) Contact person and position	Inspector Jon Glennon	E-mail	jonathan.glennon@westyorkshire.pnn.police.uk
2 (d) Organisation Type	Charity: _____ Community/Voluntary Group: _____ Partnership: _____ Private Company: _____ Education Provider _____ Council Department _____ Other (please state): _____		

3. Project description (Please include aim of project, what the grant will be used for)

The North West division are launching an operation on 16th October 2008, which is linked to 'Inside justice week' which is a national awareness campaign.(running for approx 10 days)

The aim of the operation is to raise public awareness within the division in respect of POCA (proceeds of crime act), and demonstrate that the police can seize assets from known criminals under the correct circumstances.

The plan is to display seized vehicles (Porsche, Range Rover etc,) on the back of a vehicle transporters publishing the fact that these items were Seized by the police, and will not be returned to the original owner.

The police aim to move the vehicle to high impact areas around the division to such areas as Owlcotes Centre, Bramley Shopping Centre, the Ring Road in West Leeds, the university, Kirkstall shopping Centre, Otley and Guiseley throughout the week, in order that the maximum number of customers are reached.

In view of this there are cost implications with the movement of the vehicles etc, and I therefore request consideration be given to assist with funding the event, which would benefit all partners, by raising public confidence/ satisfaction levels in the long term?

The estimated full cost is £2,000 and the request is made for a total of £250 from the four Area Committees in West/North West Leeds.

7 (c) Please tick up to three boxes which best describe the ethnic origin of the majority of people who benefit from your groups activity	Asian or British Asian
	Indian Pakistani Bangladeshi Kashmiri Other Asian
	Black or British Black
	Black Caribbean Black African Other Black
	Chinese, Gypsy Traveller or Other Ethnic Group
	Chinese Gypsy Traveller Other Ethnic Group
	Mixed Race
	White & Black Caribbean White & Black African White & Asian
	Other Mixed
	White
British European Irish Other White	

8. Please provide details of how your organisation encourages people to take part and or help with activities you provide?

To engage with local communities and raise awareness of seized proceeds of crime vehicles

9 (a) Amount of Area Well Being funding requested (max £500)	£250
9 (b) Funding from other sources (if any)	£1,000 West Yorkshire Police and funding from Outer West and Inner North West & Outer North West
9 (c) Total cost of your project	£2,000
9 (d) Length of project (in months)	
9 (e) Anticipated start date of project	16 th Oct 08

10. What items do you want the grant to pay for? Please list the items and try to be accurate with the cost as possible.

Item	Cost (£)
Costs towards a vehicle transporters	250.00
TOTAL	

N.B. Please obtain three quotes where possible

11. How does your group normally fund it's activities each year? Please list all income received in the last financial year

Method of Income	Amount (£)
Membership Fees	
Fundraising Events	
Grants	
Charges to activities users	
Other (please specify)	

12. What level of reserves does your group currently hold? I.e free monies in the bank that will not be used for organisational running costs

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13. Has your organisation received funding from the Council in the past? If so, please provide more details here – for example – type of funding, purpose and who gave you it

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14. If your group has or intends to apply anywhere else for funding this project; please give details of who you have applied to, how much and when you expect to hear the outcome of these applications

--

15.(a) Bank account details - please provide details about the groups/organisations bank account

Bank account name:	West Yorkshire Police	Payee :
Bank account no :		Sort Code :
Name and Address of Bank :		
Signatories to Bank Account	1.	2.

N.B. – CHEQUES WILL ONLY BE MADE PAYABLE TO GROUPS NOT INDIVIDUALS

15 (b) Documents – Does your organisation/group have the following:-

A constitution?	If yes please attach a copy	Yes:	No:
A management committee?	If yes please attach a copy	Yes:	No:
An equal opportunities policy?	If yes please attach a copy	Yes:	No:
A latest bank statement?	If yes please attach a copy	Yes:	No:
Audited accounts for last financial year or latest copy of published	If yes please attach a copy	Yes:	No:

accounts?		
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16. Signature of applicant - This project application has been completed by:

Name: Gill Hunter

Organisation: Community Safety Co-ordinator

- I can confirm that to the best of my knowledge the information contained in all parts of the application and any supporting information is complete and accurate.
- If funding is granted the delivery organisation agrees to adhere to terms and conditions of the funding and to supply any information which is required. I understand that failure to comply may result in legal action being taken to recover any monies paid.
- I agree for details about the project/organisation being entered onto a computer database .

Signature:

Date: 11/09/08

On completion of this application form, please return it to:

**ALISON FREIBE
WEST LEEDS AREA MANAGEMENT TEAM
3RD FLOOR, PUDSEY TOWN HALL
LOWTOWN
LEEDS
LS28 7BL**

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