



**WEST (INNER) AREA COMMITTEE**

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**Meeting to be held at the Fairfields Community Centre,  
Fairfield Terrace, Bramley, Leeds, LS13 3DQ  
On Thursday, 12th February, 2009 at 5.00 pm**

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**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 and Stanningley Community Forum
Morgan Pugh	-	Armley Forum

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Steve Crocker  
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## **A BRIEF EXPLANATION OF COUNCIL FUNCTIONS AND EXECUTIVE FUNCTIONS**

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

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

# A G E N D A

Item No	Ward	Item Not Open		Page No
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></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><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></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><b>RESOLVED –</b> 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> <p><b>No exempt items or information have been identified on this agenda.</b></p>	

Item No	Ward	Item Not Open		Page No
3			<p><b>LATE ITEMS</b></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><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</p>	
5			<p><b>DECLARATION OF INTERESTS</b></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><b>MINUTES - 11TH DECEMBER 2008</b></p> <p>To confirm as a correct record the minutes of the meeting held on 11th December 2008.</p>	1 - 10
7			<p><b>OPEN FORUM / COMMUNITY FORUMS</b></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>It is also intended to submit under this item for information/discussion purposes the minutes of the local community forum meetings. The following sets of minutes are enclosed:</p> <p>(a) Armley Community Forum meeting – 16<sup>th</sup> December 2008; and</p> <p>(b) Bramley and Stanningley Community Forum – 27<sup>th</sup> November 2008.</p>	11 - 16

Item No	Ward	Item Not Open		Page No
8	Armley; Bramley and Stanningley;		<p><b>INNER WEST AREA COMMITTEE WELL-BEING FUND UPDATE</b></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 Inner West area. The report also seeks approval for new and continuing projects commissioned by the Area Management Team.</p> <p><b>(Executive Function)</b></p>	17 - 36
9	Armley; Bramley and Stanningley;		<p><b>AREA MANAGER'S REPORT</b></p> <p>To consider a report by the Director of Environment and Neighbourhoods informing Members of the progress on a number of projects in Inner West Leeds.</p> <p><b>(Executive Function)</b></p>	37 - 44
10	Armley; Bramley and Stanningley;		<p><b>COMMUNITY SAFETY ISSUES, INNER WEST LEEDS</b></p> <p>To consider a report by the West North West Area Manager introducing Inspector Bownass from West Yorkshire Police who will give an update on Community Safety Issues in Inner West Leeds over the past eight weeks. The report also requests endorsement of an application to the Courts for a Dispersal Order to be served in the Armley Ward.</p> <p><b>(Council Function)</b></p>	45 - 48

Item No	Ward	Item Not Open		Page No
11	All Wards		<p><b>RELATIONSHIP AND REPORT BETWEEN HEALTH AND ENVIRONMENTAL ACTION SERVICE, INCLUDING THE ENVIRONMENTAL ACTION TEAMS AND AREA COMMITTEE</b></p> <p>To consider a report by the Director of Environment and Neighbourhoods outlining proposals for changes that will allow Area Committees to have more influence over the localised delivery of Health and Environmental Action Service, including the Environmental Action Teams.</p> <p><b>(Council Function)</b></p>	49 - 72
12	All Wards		<p><b>RELATIONSHIP AND REPORTING BETWEEN STREETSCENE SERVICES AND AREA COMMITTEES</b></p> <p>To consider a report by the Director of Environment and Neighbourhoods outlining proposals for changes that will allow Area Committees to have more influence over the localised delivery of Streetscene Services.</p> <p><b>(Council Function)</b></p>	73 - 90
13	All Wards		<p><b>LEEDS HOUSING STRATEGY</b></p> <p>To consider a report of the Housing Strategy and Commissioning Section which provides Members' with an overview of the emerging Leeds Housing Strategy and links to the Inner West area.</p> <p><b>(Council Function)</b></p>	91 - 96
14	Armley; Bramley and Stanningley;		<p><b>UPDATE ON NEW WORTLEY ACTION MANAGEMENT PLAN (LAMP)</b></p> <p>To note and comment on a report by the Director of Environment and Neighbourhoods, which updates Members on the New Wortley neighbourhood and its current position in the Indices of Deprivation (IoD) issued by the Department for Communities and Local Government.</p> <p><b>(Executive Function)</b></p>	97 - 100

Item No	Ward	Item Not Open		Page No
15	Armley		<p><b>WYTHERS LOCAL AREA MANAGEMENT PLAN (LAMP) – ANNUAL REVIEW</b></p> <p>To note and comment on a report by the West North West Area Manager to brief Members on the progress, achievements and challenges currently impacting upon the Wythers estate and provide an overview of the partnership working approach driving these challenges and priorities.</p> <p><b>(Executive Function)</b></p>	101 - 110
16	Bramley and Stanningley		<p><b>FAIRFIELDS LOCAL AREA MANAGEMENT PLAN (LAMP) – ANNUAL REVIEW</b></p> <p>To note and comment on a report by the West North West Area Manager briefing Members on the progress, achievements and challenges currently facing the Fairfields estate and provides an overview of the partnership working approach that is currently in operation.</p> <p><b>(Executive Function)</b></p>	111 - 124
17	Armley; Bramley and Stanningley;		<p><b>COMMUNITY ENGAGEMENT CALENDAR OF EVENTS</b></p> <p>To consider a report by the Director of Environment and Neighbourhoods seeking Members approval for a timetable of events which will enable the Area Committee, with the support of the Area Management Team, to implement a calendar of wide-ranging communication and engagement activities throughout 2009.</p> <p><b>(Executive Function)</b></p>	125 - 130

Item No	Ward	Item Not Open		Page No
18			<p><b>DATE, TIME AND VENUE OF NEXT MEETING</b></p> <p>Thursday, 9<sup>th</sup> April 2009 at 5.00 p.m. (Venue to be considered).</p> <p><b>MAP TO THE VENUE ATTACHED FOR TODAY'S MEETING AT:</b></p> <p><b>Fairfield Community Centre Fairfield Terrace Bramley LEEDS LS13 3DQ.</b></p>	131 - 132



# Agenda Item 6

## WEST (INNER) AREA COMMITTEE

THURSDAY, 11TH DECEMBER, 2008

- PRESENT:** Councillor J Harper in the Chair  
Councillors T Hanley, A Lowe, J McKenna  
and N Taggart
- Co-optees** H Boutle - Armley Forum  
M Pugh - Armley Forum

### 47 Chair's Opening Remarks

The Chair welcomed Councillor Andrea McKenna to the meeting as a spectator.

### 48 Apologies for Absence

Apologies for absence were received on behalf of Councillor Denise Atkinson, Steve McBarron, Co-optee – Bramley & Stanningley Forum and Inspector Mark Bownass, West Inner Neighbourhood Policing Team Inspector (NPT).

### 49 Late Items

In accordance with her powers under Section 100B(4)(b) of the Local Government Act 1972, the Chair admitted to the agenda a late application for funding from the Police Authority and Anti-Social Behaviour Unit for a 'Crack House' closure of problem Alleyway at Lincroft Crescent and Landseer Drive. The closure of the alleyway will stop drug dealing and drug abuse within the confines of the alley and a closure order will be considered by the Courts on 10<sup>th</sup> December 2008.

### 50 Declaration of Interests

The following interests were declared at the meeting:

Councillor J McKenna declared a personal interest in his capacity as a Care Worker at Strawberry Lane Day Centre (Area Manager's Report - Agenda Item 10 refers) and a personal and prejudicial interest in his capacity as a Area Panel Member of West North West Homes (Inner West Area Committee Well-Being Fund Update – Agenda Item 9 (Appendix 4) refers).

Councillor A Lowe declared a personal and prejudicial interest in her capacity as a Director of West North West Homes (Inner West Area Committee Well-Being Fund Update – Agenda Item 9 (Appendix 4) refers).

Councillor N Taggart declared a personal and prejudicial interest in his capacity as a Area Panel Member of West North West Homes (Inner West Area Committee Well-Being Fund Update – Agenda Item 9 (Appendix 4) refers).

## **51 Open Forum / Community Forums**

The Chair made reference to the provision contained in the Area Committee Procedure Rules for an Open Forum session of up to 10 minutes at each ordinary meeting of an Area Committee to allow members of the public to make representations or to ask questions on matters within the remit of the Area Committee. On this occasion, no members of the public were present.

A copy of the minutes of the Armley Community Forum meeting held on 21<sup>st</sup> October 2008 were attached for Members information.

**RESOLVED** - That the minutes of the Armley Community Forum meeting held on 21<sup>st</sup> October be noted.

## **52 Minutes of the Meeting held on 23rd October 2008 and Matters Arising**

### Minute 38 – Community Safety Annual Report

Councillor McKenna expressed concern that the criminal damage figures quoted in the annual report presented at the last West Inner Area Committee meeting had been incorrect and felt that in line with public opinion, he would now seriously question police crime figures that the Area Committee may receive.

In response, Inspector Glennon informed the meeting that following the debate on the criminal damage figures at the last meeting, contact was made with the Police Analyst who double checked the figures and it had been established that an error had occurred in the inputting of the data. Members were then given an immediate update on the correct figures.

The Chair informed the Area Committee that she recently had a useful meeting with John Paxton, Senior Youth Officer and the new Youth Officer for Armley who gave her a full report on the work the Youth Service are proposing for the Armley Ward. This information will be presented at the next Armley Community Forum meeting.

**RESOLVED** – That the minutes of the meeting held on 23<sup>rd</sup> October 2008 be approved as a correct record, subject to an amendment to Minute 42 which should read .... The Chair reported that Stuart Firth from the Elite Group and Dawn Newsome from Armley Helping Hands, Strawberry Lane Community Centre had received a special award .....

## 53 'I Love West Leeds' Evaluation Report

The West North West Area Manager submitted a report to inform the Inner West Area Committee on the outcomes following the evaluation of the 'I Love West Leeds' festival for 2008.

Jane Earnshaw, Interplay Leeds gave an extensive overview of the key points detailed within the report and responded to Members' questions and comments.

In summary, the main areas of discussion were:

- Members felt that the festival probably contributes most to the vast majority of the Area Committee's objectives in the Area Delivery Plan as it meets quite a few of the indicators.
- Members referred to the new community play titled 'Dust' by West Yorkshire Playhouse about the Armley Asbestos story and were pleased to hear that the play was to premiere at the festival before going on to the Playhouse Courtyard Theatre. The Area Committee felt that this incident should be brought to people's attention as many friends and family died and children even played in the 'white dust' which was thought to be harmless.

Jane Earnshaw informed the meeting that they will be doing a big leaflet drop alerting local residents about the play being performed in the local area.

Members generally felt that the I Love West Leeds festival was good value for money but some Members had their reservations over the proportion of revenue being requested from the Well-Being Budget.

Members thanked Jane Earnshaw for her attendance.

**RESOLVED** - That the contents of the report and discussion be noted.

## 54 Inner West Area Committee Well-Being Fund 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.

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

Inspector Glennon, West Yorkshire Police introduced the late application for funding from the Police Authority and Anti-Social Behaviour Unit for a 'Crack House' closure of a problem Alleyway at Lincroft Crescent and Landseer Drive. The closure of the alleyway will stop drug dealing and drug abuse

within the confines of the alley and a closure order will be considered by the Courts on 10<sup>th</sup> December 2008. (Appendix 6 - Resolution (b)(vi) refers).

The following people listed below presented their applications for funding and responded to Members' questions and comments:

- Tony Walton, Development Department, - Provision of lighting columns to Houghley Gill and, together with Phil Staniforth, Senior Parks Area Manager (Appendix 1 – Resolution (b)(i) refers).
- Jane Earnshaw, Interplay Leeds - I Love West Leeds Festival (Appendix 2 – Resolution (b)(ii) refers).
- Inspector Glennon, West Yorkshire Police – Reduce Burglaries and Vehicle Crime/'Crack House' Closure of problem alleyway - (Appendices 3 and 4 – Resolutions (b)(iii)(iv) refers).

(Note – All the above mentioned applicants were asked to leave the room whilst Members of the Area Committee made their decision for each application for funding).

The Chair reported that she had made a request for officers to attend to present the Summer Bands in Leeds Parks applicant and to respond to Members questions and comments. As no officers attended the meeting, the Area Committee felt it necessary to add a condition to Resolution (b)(v) below.

The Chair thanked the applicants for their attendance.

#### **RESOLVED -**

- (a) That the current amount of Revenue Well-Being fund available for 2008/09 is £6,207.32 and Capital Well-Being fund is £82,600 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 and listed in Paragraph 3.3 of the submitted report, together with the late item referred to in point (vi) below:
  - (i) Lighting Scheme to Houghley Gill - Approved £15,000 (Capital).
  - (ii) I Love West Leeds Festival – Approved £1,000 (Revenue - 2008/2009) and £24,000 (Revenue - 2009/2010), subject to appropriate funds being available.
  - (iii) Vehicle Burglary Initiative – Approved £2,294.88 (Revenue).
  - (iv) Grass Cutting at Holdforth Place – With the support of those Members present, that the application be referred to the Director of Environment and Neighbourhoods for approval under delegated authority.
  - (v) Summer Bands in the Park – Approved £1,200 (Revenue), subject to appropriate funds being available and, that the applicants attend the next Area Committee meeting to respond to Members' questions.
  - (vi) Late Item – 'Crack House' closure of problem Alleyway, Lincroft Crescent and Landseer Drive – Approved £750 plus VAT (Capital).

- (c) That the list of Small Grants made since the last meeting as set out in Paragraph 3.3 of the report, be noted.

Note: The meeting was inquorate during consideration of the application for funding the Grass Cutting at Holdforth Place (Resolution (iv) refers) as three Members declared a personal and prejudicial in this item and were advised to leave the room while this item was being considered.

## **55 Area Manager's Report**

The West North West Area Manager submitted a report to inform Members of the progress made on a number of projects in Inner West Leeds as determined by the Area Delivery Plan 2008/2011 governed by the Areas Committees functions and roles as agreed by Executive Board at the meeting held in July 2008.

The Area Manager reminded Members that a few weeks ago the Prime Minister held his Cabinet meeting in Leeds. The Rt Hon Jack Straw visited the LASER Centre in West Leeds and the Prime Minister even took the opportunity to do a little Christmas shopping at the Owlcotes Centre in Pudsey.

Members expressed their concern regarding the uncertainty surrounding the role of the Wardens service, especially the New Wortley Wardens. The Area Manager explained that the New Wortley Wardens post were funded by the Area Committee and the ALMO so there was no intention to withdraw funding from these. The Warden posts that were under discussion within the city Council were those funded centrally. There were a number of possible proposals for these posts including that the Wardens be managed through the Environmental Action Team.

The Area Manager introduced Nigel Conder, Town Centre Manager who gave a brief overview and reported that he had received some positive feedback from people regarding the Armley and Pudsey Town Centres and assured the meeting that he intends to move forward with future initiatives.

**RESOLVED** – That the progress of the various projects outlined in the report and the discussion on the future of the Wardens be noted.

## **56 Community Safety Issues**

In the absence of NPT Inspector Bownass who had been unable to attend the meeting due to urgent Police business, Inspector Jon Glennon for West Inner Neighbourhood Policing Team gave an extensive overview to Members regarding community safety initiatives in the Committee's Area relating to:

- Theft from vehicles/vehicle crime
- Police tackling offenders
- Operation Champion in Little Scotland/Cedars a great success

Draft minutes to be approved at the meeting  
to be held on Thursday, 12th February, 2009

- Operation Abbreviation – tackling known drug offenders
- Application for a Dispersal Order
- Application for the closure of an alleyway in Lincroft Crescent/Landseer Drive
- Reduction of crime/fear of crime
- Anti Social Behaviour - Tackling various families/nominals in the area
- A city-wide initiative on tackling burglaries/intruders is being operated from the Killingbeck Police Station over the Christmas period.

In brief, the main issue raised was in relation to race/hate crime taking place on the Broadlea estate and in some local schools. Members felt that this matter should be tackled urgently. A trusting relationship needs to be built with the local Police as some of these families have fled countries where their Police may be corrupt and this is often the reason why some families are reluctant to report incidents of crime.

The Chair thanked Inspector Glennon for his attendance.

**RESOLVED** - That the contents of the report and the comments now made be noted.

## **57 Early Years Capital Allocations 2008/2011**

The Childcare Strategy Implementation Manager submitted a report to provide Members of the Area Committee with information on the Department for Children, Schools and Families (DCSF) capital funding allocations and criteria for the use of the Quality and Access for all Young People and the Extended Services Capital Grants for 2008-2011 as approved by Executive Board in July 2008. The report also informed the Area Committee on the capital funding allocation for 2008-2011 that will support the implementation in the Inner West of the 10 Year Strategy for Childcare and the statutory duties under the subsequent Childcare Act 2006.

Anne Kearsley, Sure Start Partnership Manager presented the report and responded to Members' questions and comments.

In brief, the main areas discussed were:

- The governance arrangements for the Sure Start Out of School Panel who allocates the capital grants for the Quality and Access for all Young Children and the Extended Services Partnership Board who allocates capital grants for Extended Services.
- Cluster Co-ordinators and Leadership teams will work with Extended School Advisors to identify capital programmes that are required within the cluster to ensure that flexible services can be provided for all children aged 3 and 4.
- There are 13 applications for funding pending at the moment and there are three applications for Armley and two applications for Bramley, some asking for revenue as well as capital expenditure.

Members requested the officer to email the exact figures to Members of the West Inner Area Committee.

- Members also requested that they be kept informed of the Children's Centre Development .

Amanda Jackson, Children's Services Locality Enabler for West Leeds informed the meeting that there would be a collective view of integrated working with the Early Years Unit and her section and assured the meeting that regular update reports would be submitted to West Inner Area Committee.

The Chair thanked Anne Kearsley for her attendance.

**RESOLVED -**

- (a) That the contents of the report and the comments now made be noted.
- (b) That the Childcare Strategy Implementation Manager email Members of the Area Committee with the figures quoted for the capital grant applications for both the Armley and Bramley & Stanningley Wards.
- (c) That update reports be submitted to this Area Committee on a regular basis via integrated working with the Children's Services Department .

**58 West Leeds Enterprise Centre - Progress Report Phase 1**

The West North West Area Manager submitted a report to inform Members of the progress with the pilot Enterprise Centre at the CUBIC Business Centre on Stanningley Road, Bramley, Leeds. The centre, which has been operating since September 2008, provides networking support and hot-desk space for budding new businesses. The Enterprise Centre, under the management of BARCA-Leeds achieving early success in encouraging local people to start up their own businesses.

Members noted that to date, five people have registered and BARCA-Leeds are expecting many more once the marketing strategy gets underway. The outcomes for the centre to be achieved over the next two years are:

- 30 new businesses created in West Leeds
- 60 new business support to survive or grow
- 7 new businesses attracted to West Leeds
- 84 jobs created
- 42 individuals moved into employment or self employment and
- 1 business network created with a membership of 100.

The target is to get 50% of these outputs achieved in 2008/2009 and the other 50% of these outputs to be achieved in 2009/2010.

The Chair thanked Rebecca Boon for her presentation.

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

## 59 West Leeds Enterprise Centre - Progress Report Phase 2

The West North West Area Manager submitted a further report to inform Members of the progress with the current funding bid for Local Enterprise Growth Initiative together with European Regional Development Fund (ERDF) in order to deliver a West Leeds Enterprise Centre (Phase 2) as part of the LEGI programme, is a permanent focus for the development of local enterprise in the area.

Rebecca Boon, Project Officer, West Leeds Area Management presented the report and together with Steve Crocker, West North West Area Manager responded to Members' questions and comments.

Members were extremely impressed with the West Leeds Enterprise Centre and informed the meeting that BARCA-Leeds had excelled themselves as the centre had been set up in a very professional way.

The Area Committee were informed that the total cost of the new build project is estimated at £3m and in order to deliver the project, it is proposed that the £1m LEGI is boosted by an application for £1.5m from the European Regional Development Fund (ERDF) to Yorkshire Forward.

### **RESOLVED -**

- (a) That the contents of the report and the discussion be noted.
- (b) That this Area Committee supports the submission of a business plan for European Regional Development Fund (ERDF) to Yorkshire Forward.

## 60 Community Engagement

The Director of Environment and Neighbourhoods submitted a report to outline proposals for a local community engagement in Inner West Leeds and describes how the Area Committee could engage and involve local residents, enabling them to help shape future Area Committee priorities.

The Area Delivery Plan (ADP) for the Area Committee for 2008/2011 uses the Local Area Agreement (LAA) to drive its own local priorities and improvement strategies for the area. The LAA provides the opportunity to take community involvement and engagement forward to make sure that it forms an essential part of all plans and strategies.

Within the ADP there is a commitment to empower local people to have a greater voice and influence over local decision making and the delivery of services, and to build the role of the voluntary, community and faith sectors. This priority is integral to the objectives of the Area Committee to:

- enhance both the representative role of local elected councillors and the connections with their communities;
- improve the quality of democracy and find new ways to facilitate citizen participation in local government.



Alison Pickering, West Leeds Area Co-ordinator presented the report and, together with Steve Crocker, West North West Area Manager responded to Members' questions and comments.

**RESOLVED –**

- (a) That the contents of the report be noted.
- (b) To approve the proposals for Community Engagement Framework for 2009/2010 for Inner West Leeds as outlined in the submitted report.
- (c) That the Participatory Budgeting element of the community engagement framework for 2009/2010 after the submission of an evaluation report early next year on the scheme currently underway in the Broadleas be approved.

**61 Revised Children's Services Arrangements for More Effective Locality Working with Families**

The Director of Children's Services submitted a report providing an overview of the evolution of local children's trust arrangements and to inform the Area Committee of developments in recent months, to confirm the direction of travel for revised arrangements and to seek Member involvement in ensuring that priorities and actions are relevant and delivered by the Leadership Team.

Appended to the report were the following documents:

- **Appendix 1:** Generic diagram of the Leeds Children's Trust Arrangements when they were set up in April 2007.
- **Appendix 2:** A copy of the report to Children's Services Scrutiny Committee on the Leadership Challenge for member information and interest.
- **Appendix 3:** A diagram to show how the developing local picture links to Area Committees and ensures engagement beyond Children's Services.
- **Appendix 4:** A list of the codes of corporate governance and how the revised arrangements will meet them.

The Chair welcomed Amanda Jackson, Children's Services - Locality Enabler for West Leeds to the meeting.

**RESOLVED -**

- (a) That the contents of the report and appendices be noted.
- (b) To note that Councillor A Lowe, the Champion for Learning and Young People will be working with the Locality Enabler and the Area Manager on behalf of the Area Committee to take the developments forward and,
- (c) That the Champion for Learning and Young People represent the Area Committee on the West Leeds Children's Partnership, subject to Member Management Committee approval.

## **62 Inner West Children's and Young People Plan Priorities**

The Director of Children's Services submitted a report setting out a proposed structure for the new Children and Young People's Plan (CYPP), describes its initial priorities after consultation, and suggests how the department may develop local relevancy to inform the work of Children's Services in the area

The report of the Director of Children's Services set out a proposed structure for the new Children and Young People's Plan (CYPP) and described the first cut priorities after consultation and suggest how local relevancy could be developed to inform the work of Children's Services in the committee area over the next five years.

The Chair welcomed Amanda Jackson, Children's Services - Locality Enabler for West Leeds to the meeting.

### **RESOLVED –**

- (a) That the contents of the report be noted.
- (b) To note that Councillor A Lowe, the Champion for Learning and Young People will be working with the Locality Enabler and the Area Manager on behalf of the Area Committee to develop the local context for these priorities and develop local actions for the Area Delivery Plan 2009/2010.

## **63 Date, Time and Venue of Next Meeting**

Thursday, 12<sup>th</sup> February 2009 at 5.00 p.m.

Should the Public Open Forum based on 'Health' take place, it was suggested that the venue be at the Health Centre at Armley. (Note: Final arrangements are to be confirmed to all Members of the West Inner Area Committee via email).

The Chair wished everyone a Merry Christmas and a Happy New Year.

# Agenda Item 7



Environments & Neighbourhoods  
West Leeds Area Management

## Armley Community Forum

Date: 16<sup>th</sup> December 2008

### Present:

Cllr Harper(Chair), Cllr A Lowe, A Pickering, , A. Paul, E. Bowes, D & H Boutle, D. Peck, K. Lemm, A. Willis, D. Fawcett, B. Holmes, J. Rammel, F H Smyth, B & S Richmond, D. Stead, M. Stead, B & K Draper, R. Selim, S. Beaumont, M. Pugh, G. Keany, T. Young and R & B Rayworth.

		ACTION
<b>1.00</b>	<b>Welcome</b>	
1.01	Cllr Harper welcomed everyone to the meeting	
<b>2.00</b>	<b>Apologies</b>	
2.01	T & D Maynard & Councillor McKenna.	
<b>3.00</b>	<b>Minutes of the last meeting</b>	
3.01	The Minutes of the last meeting were agreed as a true record.	
<b>4.00</b>	<b>Matters arising</b>	
4.01	8.04 With regards to Hall Lane and yellow lines, Councillor Harper noted that there may be some issues with Nisa stores and shoppers being able to park.	<b>Cllr H</b>
<b>5.00</b>	<b>Community Safety Update and Tension Monitoring – Local Policing Team</b>	
5.01	Inspector Mark Bownass of the Neighbourhood Police Team (NPT) updated the forum on recent actions undertaken: <ul style="list-style-type: none"> <li>• A further capture house has been set up and activated this weekend, and to date they have caught a perpetrator stealing a laptop. They would like a further 5 capture houses in West.</li> <li>• The Police are doing surveys and investigating issues on the Salisbury's as there are problems with the ginnel area.</li> <li>• Operation Adjacent commences this weekend, they will be focusing on DPPO's around Armley Town Street.</li> <li>• A resident raised the issue of cars screeching around Cedar Place, the Police stated that they would look into this.</li> <li>• Issues were raised regarding Armley Park and High Thorns with motorbikes, the Police stated that they would look into this.</li> </ul>	
<b>6.00</b>	<b>West Leeds Gateway Stakeholder Advisory Group</b>	
6.01	Councillor Harper announced the launch of the new West Leeds Gateway Stakeholder Advisory Group, of which the first meeting is scheduled for the 3 <sup>rd</sup> February 2009, 2.30-4.30pm at Armley Mills.	
6.02	The West Leeds Gateway is one of the city's key regeneration initiatives aimed at narrowing the gap between the most disadvantaged people and communities in West Leeds and the rest of the city. The council's case for focusing on West Leeds lies not only in the area's high levels of deprivation but also in the realistic opportunities for sustainable intervention by the council and other agencies which will ensure that West Leeds is well positioned to take advantage of anticipated future economic growth in Leeds and across West Yorkshire.	
6.03	The new Stakeholders' Advisory Group will seek to establish a more strategic and focused remit capable of aligning the social and economic priorities for West Leeds, in particular, worklessness, skills development and neighbourhood management with the physical work programme.	
6.04	A letter was distributed at the forum asking for members to come forward, nominate themselves and represent Armley Forum on the West Leeds Gateway Stakeholder	

	Advisory Group. Nominations would be taken and agreed at the Armley Forum in January.	
8.00	<b>AOB</b>	
<b>9.00</b>	<b>Date &amp; time of next meeting</b>	
9.01	<b>Tuesday 20<sup>th</sup> January 2008, 7.00pm, Armley One Stop Centre</b>	

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

**Date:** Thursday 27<sup>th</sup> November 2008

**Present:** (21 including) S McBarron, P Miles, Insp Bownass, CO Carroll, E+B Rayworth, A Silson, S Withers, K+ B Doughton, S Longley, T + D Maynard, C Way, P Farrar, S Fothergill, Joan Lockett, Cllr Hanley, Cllr Taggart, A Jones, G Forster, A Iqbal

ACT

**1.00 WELCOME**

1.01 **APOLOGIES** – Mr Lockett, Cllr Atkinson, M Tyson, M Pryce, J Upton  
All of our thoughts again go to Cllr Atkinson who is unfortunately ill, we hope to see her fit and well at the next meeting.

**2.00 MINUTES OF THE LAST MEETING** – agreed.

Cllr Hanley and G Forster were missed off the attendees

**3.00 Matters Arising –**

3.01 Bramley Park – Guy Smithson update email - We have removed the loose barbed wire which the gentleman requested at the meeting. We have a new Head Gardener in place. We have now half mooned the footpaths on the main drive down to the rose garden. Unfortunately we do not have the funds to buy any benches or bins in this financial year. I have actually counted the litter bins on site and there are 7 in total, there are 7 dog bins and 15 Park benches. I hope this helps.

3.02 Thanks to Cllr Hanley from resident for his prompt response to concerns over Swinnow Lane and its condition.

**4.00 Fuelsavers – Alan Jones (moved forward on the agenda)**

4.01 Our team:

- Is able to provide impartial information on home energy efficiency due to our status as an independent, not for profit organisation
- Have a good knowledge of your area and understand the local housing stock, for example, we can help you find out whether or not your house has cavity walls
- Can advise you on any grants and offers that may be available to help towards the costs of installing measures
- Have experience of helping people like you take effective energy saving actions from the start of the process to the end
- 1 in 4 people in Leeds can't afford to heat their homes.

We want to improve energy efficiency in Leeds homes; but there is a lot that residents can do to help themselves

For further information please call **0800 512 012**

- Fuelsavers work with Warm front and act as a broker between the public

and the agency.

- If anyone is interested please call the number or email [fuelsavers@leeds.gov.uk](mailto:fuelsavers@leeds.gov.uk) for further information

#### 4.00 Policing Issues – Police / PCSOs – Insp. Bownass, CO Carroll

4.01 Apologies from Chief Superintendent Ian Whitehouse who is obviously involved in the planning process for the arrival of the cabinet to Leeds. But he will hopefully be available to come to a future meeting.

4.02 Speeding – Officers from the traffic division were unable to attend this meeting but will hopefully be able to attend soon.

4.03 Ring of steel – this initiative works cross border in to Bradford, Kirkless and other districts to focus on coordinating staff to maximise the impact on issues that effect more than one force. For example some of the burglaries in west Leeds have been traced to Bradford. This initiative will hopefully have a dramatic impact on this type of crime. Specially trained officers have been made available to support the scheme so hopefully an effect will be seem soon.

4.04 Police pledge - to tie in with the visit of the cabinet to Leeds, West Yorkshire police will be announcing their Policing pledge

(<http://www.westyorkshire.police.uk/section-item.asp?sid=12&iid=6189>)

This will outline the strategy for future working.

4.05 The Capture house which was in Armley has moved to Bramley, hopefully the success seen in its last location will the same when it is up and running. The capture car + cycle will be in NW this month but returning again next month.

4.05

- The teams are out working hard, the new shift patterns are slowly getting sorted so hopefully everyone has met their local team. If not get on the website to see who covers your area:

<http://www.westyorkshire.police.uk/npt/Division.asp?id=11>

- [www.beatcime.info](http://www.beatcime.info)

- Request from the floor to attend the next Moorside TARA meeting
- Currently developing an email list of community members to send out information to promote good working practices.
- Each PC and PCSO will be getting a Blackberry (mobile phone) the numbers will all be available on the website so the community can contact then directly.
- If anyone is interested in a neighbourhood watch group please contact your local police officer and the scheme can be initiated.
- On the whole crime in west Leeds is going down
- 2 very successful arrests in the last couple of weeks with addition to another 35 crimes in the area.
- SW thanked the police for their work in finding a elderly gentleman who had gone missing. He was returned home safe and sound.
- If you don't have computer access at home you can access the internet at he local library or at the Bramley housing office
- **Please make sure that you report all crimes to the police to allow them to react**

4.07 New text service – 078950080240 start text with NPTWI

<http://www.westyorkshire.police.uk/section-item.asp?sid=12&iid=5280>

#### 5.00 Highways – Chris Way, Traffic Management West – Bramley Officer

5.01 Currently 3 schemes underway at the moment:

- Hough Lane – near the school
- Intake Lane – near the school
- 20mph zone – Broadleas and Landseers

Looking into a number of other projects put forward from the floor.

- Whitecote Primary School – already investigating a TRO for limited parking to ease on street parking at certain times. The question was asked about permit parking on the street but this is a difficult time to implement such an activity as a resident’s parking permit policy is being finalised; in addition there may be a charge levied for parking permits in the future.
  - Ganners Grove was highlighted as an issue as people not from the area are parking there all day causing problems to the residents. This is a difficult issue as Ganners Grove is adopted highway rather than private.
  - Cars as a result of the small car park at the railway station are using Elder road and causing problems
    - Could further parking be found?
    - Could something be done as part of the Rail review that is currently being worked on? (Cllr Taggert to investigate)
    - GF to look at waste land that could be looked at to create a new car park.
- 5.02
- Zebra crossing at the Globe Pub
    - The crossing is very much needed but its current location is not working, in the past there has been a serious accident there.
    - A pelican crossing would be safer
    - Chris to look at the location of the crossings and investigate any potential to convert to pelican.
  - The one at Vets for Pets on Town Street is also in need of investigation
- 5.03
- Cllr Hanley –
    - Can a 20mph zone be looked at for the Fairfields and Westovers?
    - Bramley was promised a ‘Box Junction’ at the cross roads of Hough lane and Bramley Town Street, Chris to investigate
    - Broadleas traffic calming, lots of questions but all been dealt with by Highways.
    - Issues raised over the actual delivery of the letters as some people got the wrong ones. Issue to be investigated
    - Some concerns raised around some specific streets, Chris confirmed that these are only outline plans and they will change in light of the consultation so if anyone has any concerns please raise them and the plans can be changed accordingly
    - Pollard Lane – can the group have an update on what is happening with the scheme as there is a worry that the houses will all be filled but the road improvements will not be in place. Hopefully an update can be given at the next meeting.
- 5.04
- Cllr Taggert –
    - The local ward Councillors are committed to supporting the communities views
    - Final schemes will take in to account suggestions
    - No road markings in the Ganners? CW to look in to it
    - Leeds and Bradford road no 30 signs on entering any of the estates?
    - Crossing on L/B road near Bramley Fall Woods park to be investigated
    - Cllr Hanley gave an overview of the Pollard lane scheme
- 5.05
- Chris Way’s details: Tel. 0113 395 1392
  - email [christopher.way@leeds.gov.uk](mailto:christopher.way@leeds.gov.uk)
  - Traffic Management West, City Development, Selectapost 6, Ring Road Middleton, LS10 4AX

CW

CW

**6.00 AOB**

6.01

- Cllr Taggert
- Rail Review – concerns raised over loss of a train from Bramley.
- Discussion on leads to Shipley line
- Promotion of the over 60's free buses round the uk -

If you are aged 60 or over, the English National Concessionary Pass entitles you to free, off-peak local bus travel throughout England after 9.30am on Mondays to Fridays and all day at weekend and bank holidays.

For West Yorkshire residents, your English National Concessionary Pass also entitles you to train travel within West Yorkshire for just 35p\*, after 9.30am on Mondays to Fridays and all day at weekends and public holidays. Blind Pass holders are entitled to free travel at all times.

**How to apply**

You can apply for a Pass at any Post Office in West Yorkshire or at any Bus Station Travel Centre. Remember to take with you:

- a recent, full-face, colour, passport-size photograph,
- proof of your identity (like a birth certificate, passport or driving licence)
- proof of residency (such as a council tax bill, bank statement or recent utility bill)

You can apply up to three weeks before your 60th birthday.

You must go along in person. Possession of an old Pass is not proof for a new Pass, you must bring your documents with you.

- Access bus info -

You can find more information about the AccessBus on [Metro's](#) website or contact the AccessBus enquiry line on 0113 348 1903.

AccessBus  
Wellington House  
40/50 Wellington Street  
Leeds  
LS1 2DE

6.02 Cllr Hanley –

- The cabinet are in Leeds on Friday
- Financial crisis – very serious at the moment but we do have support
- Need to take stock of finances
- Promotion of fuelsavers
- 2.5% VAT will help
- The government want to help people in need

6.03 Merry Christmas to everyone

7.00 Dates of meetings in 2008 - 29<sup>th</sup> January 2009  
26<sup>th</sup> March 2009  
28<sup>th</sup> May 2009





## Report of the Director of Environment and Neighbourhoods

### Inner West Area Committee

Date: 12<sup>th</sup> February 2009

### Subject: Inner West Area Committee Well-Being Fund Update

#### Electoral Wards Affected:

Armley  
Bramley & 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

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:

<b>Capital Allocation 2008-2009</b>	£ 72,512
<b>Revenue Allocation 2008-2009</b>	£ 150,440.00

2.2 Currently the amount of Revenue Well-Being fund available for 2008/09 is £6,412.15 and Capital Well Being is £66.800.

### 3.0 New applications for Well-Being Funding.

3.1 The following applications have been received for this Area Committee, detailed information regarding each application is attached as Appendices 1-5.

<b>LARGE GRANTS</b>					
<b>Project Title</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>	<b>Capital or Revenue</b>	<b>Appendix</b>
Notice Boards for Bramley & Rodley	£5,000			Capital	1
'Spring Together' Celebrating Diversity Event.	£2,500			Revenue	2
Marketing & Events Budget for Town and District Centre	£5,000			Revenue	3
Armley Helping Hands Community Transport Scheme		£7,823		Revenue	4
Planting of Henconner Lane Roundabout, Bramley		£1,500		Revenue	5

3.2 To date £44,000 of Revenue and £20,000 Capital has been allocated from the Well-Being Fund for the financial year 2009-2010.

3.3.

<b>SMALL GRANTS</b>	
<b>ORANISATION</b>	<b>AMOUNT</b>
West Yorkshire Police – Purse Alarms	£500
<b>Total of Small Grants</b>	<b>£500</b>
<b>SKIPS</b>	
No skip requests	£0

3.4 The Small Grant budget approved for 2008-09 was £10,000, and there is £3,948.68 remaining. With regards to skips, of the £2,500 approved there is £320.00 remaining.

### 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 Inner West Area Delivery Plan for 2008-11 and on the projects commissioned to deliver improvements to the area. The Area Delivery 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**

7.1 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.

## **Background Papers**

No background papers

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

**Appendix 1**

**Project Name:** Bramley & Rodley Community Notice board project (Inner West)

**Lead Organisation:** West Leeds Area Management team – Leeds City Council

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

Leeds City Council Area Management Team will be the lead agency with support from partner agencies such as Bramley Shopping centre and the Parish of Bramley. The maintenance of the literature inside of the notice boards will be carried out by the Bramley Shopping Centre management staff, and the board in Rodley will be updated by members of the Church of Rodley.

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

The request came from Bramley & Stanningley Forum and the residents of Rodley who feel they would benefit from having more information on the current activities available in the area. The suggestion was to install a notice board in each town centre to allow local groups and agencies to promote activities and services to the whole community.

The notice boards would be matching in design and be maintained by local key holders to allow local people to advertise events. The design of the boards would be comparable with the ones recently installed in Pudsey which have been a success.

The project links to the Inner West Area Delivery Plan (ADP) under the Stronger Communities theme and the key indicators that this project would deliver are as follows:

- An increased number of local people engaged in activities to meet community needs and improve the quality of life for local residents
- 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.
- An increased sense of belonging and pride in local neighbourhoods that help to build cohesive communities

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

**Short term**

Local people will be able to see that a project highlighted at the Community forum has come to fruition, and also allow projects in the local area to be promoted to a wider audience.

**Long term**

The more projects that are promoted to the whole of Bramley will hopefully allow more people to be involved in their locality and therefore build a more cohesive and engaged community.

**Project Cost. Please indicate**

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

Inner Area Committee	£5,000
<b>Total</b>	<b>£5,000</b>

Inner Area Committee £5,000 Capital Well Being Fund

These costings include the purchase of the boards, delivery and installation onsite.

**Partners will provide in-kind contributions such as:**

The notice boards will be filled and monitored by local agencies, the one in Bramley shopping centre by the Centre manager and the one in Rodley by the local church.

The preferred contractor on this scheme (Malcolm Lane & Sons) provide a guarantee of 5 years on the product and 7-10 years guarantee on the paint.

**Identify which geographic areas will benefit:**

Due to their location the boards will specifically help the people of Bramley and Rodley but as the through put of people past both of the boards will be high it is hoped that west Leeds as a whole will benefit.

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

£5,000 capital

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

West North West Area Management – Leeds City Council

Gavin Forster  
Area Assistant  
West Leeds Area Management Team  
3rd Floor, Pudsey Town Hall  
Robin Lane  
Leeds  
LS28 7BL

**Approved**

Date

**Not Approved**

Date

*Please return this form to Rebecca Boon, West Area Management Team, c/o Pudsey Town Hall, Lowtown, Pudsey, Leeds LS28 7BL or via email to [rebecca.boon@leeds.gov.uk](mailto:rebecca.boon@leeds.gov.uk)*

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

**Appendix 2**

**Project Name: 'Spring Together' Celebrating Diversity in West Leeds**

**Lead Organisation:** Armley Helping Hands, Healthy Living Network Leeds, West North West Area Management team.

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

The above –mentioned partners will deliver a Celebrating Diversity Event at Strawberry Lane/Park Lane Community Centre on March 21<sup>st</sup> 2009. Over 20 other organisations have pledged to support the event bringing local people from West Leeds to a get-together to discover and enjoy their community.

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

The project links to the Inner West Area Delivery Plan (ADP) under the Stronger Communities theme and the key indicators that this project would deliver are as follows:

- **Improved Community Engagement and Understanding** as local people from different backgrounds and of all ages will engage in activities such as dance, music, arts and crafts, story-telling, puppet shows, food planting, hand painting, face painting and hair extensions, football, women's football skills, pancake making, etc., provided by a wide range of community and voluntary sector organisations.
- **An increased sense of belonging** and pride in local neighbourhoods that help to build cohesive communities

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

**Short term** – Improved community cohesion and understanding as local people find out more about their community, and how they can be involved.

**Long term**

Stronger community which is confident and resilient and more empowered to speak its voice on matters affecting the community.

**Project Cost. Please indicate**

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

Inner Area Committee	£2,700 tbc
<b>Total</b>	<b>£2,700 tbc</b>

Inner Area Committee £2,500 Revenue Well Being Fund

Partners will provide time and materials to contribute to the day. Leeds Ahead are currently exploring

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sponsorship of the event.  
The costs explored to date are

Cost of hire of the Hall -	£308
Public Liability Insurance	£164.00
Ice Rink - Get Your Skates On	£540.00
Catering	£500
Marquee	£500.00
Publicity	£500.00
Prizes and Trophies	£200

**Identify which geographic areas will benefit:**

The event will be held in the Armley Ward but will be advertised across the wider west Leeds area.

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

£2,700 revenue

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

Healthy Living Network Leeds,  
Unit 3, Armley Park Court,  
Stanningley Road,  
Leeds.

**Approved**

Date

**Not Approved**

Date

*Please return this form to Rebecca Boon, West Area Management Team, c/o Pudsey Town Hall, Lowtown, Pudsey, Leeds LS28 7BL or via email to [rebecca.boon@leeds.gov.uk](mailto:rebecca.boon@leeds.gov.uk)*



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

**Appendix 3**

**Project Name:** Armley Town Centre Marketing & Events Budget

**Lead Organisation:** Armley Town Centre Manager (Leeds Ahead)

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

The project will be delivered by the Town Centre Manager (TCM) who is employed by Leeds Ahead but managed by West North West Area Management Team.

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

The Outer and Inner West Area Committees have already supported this scheme through jointly funding the TCM post. However, no budget was set aside initially for marketing and events. It is anticipated that the businesses will, over time, contribute to initiatives, but it is important for the TCM to undertake marketing and set up events in the short term to gain credibility and secure the confidence of businesses.

The TCM's proposals for the year ahead are set out in a separate report on this agenda. However, some examples are as follows:

- Supporting ideas which come out of the newly established Business Forum and engaging businesses in getting involved in community activities, events and projects;
- Sustained marketing campaign for the town as a whole as well as the regular and specialised markets in particular and also specific events; and
- Attractions and events such as a Christmas tree and possibly a temporary ice rink.

The aim is for these proposals to increase footfall within the town centre and reduce the number of vacant units and those occupied by charity shops. This would have the effect of increasing the vitality and viability of the town centre.

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

- Higher quality shopping and visitor destination
- Increased pedestrian footfall
- Reduced numbers of charity shops
- Increased business turnover

**Project Cost. Please indicate:**

The TCM is seeking £5,000 Well-Being Fund (Revenue) to provide a marketing and events budget.

This funding is sought solely from the Inner West Area Committee. It is likely that a similar request will be made next year. However, the TCM will engage with businesses and try to secure financial contributions to initiatives.

**Identify which geographic areas will benefit:**

The scheme will specifically benefit Armley town centre and those who visit it.

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

**Appendix 4**

**Project Name:** Community Transport Scheme – Armley Helping Hands

**Lead Organisation:** Armley Helping Hands.

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

The project will be delivered by Armley Helping Hands. (AHH) AHH works closely with other community organisations to maximise the potential of the project, most notably the Youth Service Leeds City Council.

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

As you will see in our Project Evaluation Report (see attached) the charity has developed the community transport project and is engaging with local community groups and services to access the transport resource. This interaction is not just supporting the charity's transport needs, but also giving opportunities for organisations within west Leeds area to access additional resources within their community and develop partnership and collaborative work. Key outcomes of the project are:

- Improvement in health of older people and reduction in isolation.
- Increased access to services such as swimming, shopping etc for older people.
- Improved access and participation to youth activities for young people and therefore a reduction in anti-social behaviour and improved community safety.
- Improved partnership working benefitting other organisations such as the training of drivers.
- Development of a sustainable social enterprise benefitting the local community.

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

Please see attached evaluation report. Second year's funding will allow the scheme to continue and to improve.

**Project Cost. Please indicate:**

To enable the charity to continue to expand the community transport service and be able to reach out to more community organisations and services in west Leeds, we request

that the the area committee consider the application for the second years funding. On the charity's original application we requested financial assistance of £37,197:75 (over 24 Months) in which we were awarded £10,000 from each area committee for the first year.

The charity is requesting that the Inner Area Committee would consider supporting the project in its second year. Original the charity was asking for £9598:75 (per area committee totalling £19,197:75) for the second year, however after the impact of the first years development of the community Transport Project, the increase in service users charges and the decrease in Diesel cost the charity have been able to re-evaluate the budget and have identified that we require funding support of :-

**£7,823 Revenue Well-being Fund.**

**Identify which geographic areas will benefit:**

The scheme will specifically benefit Armley ward and Wortley in Farnley and Wortley ward.

**Area Committee Well-being Fund – Project Update Report**  
**Inner West Area Committee**

**Project Name:** Community Transport Project

**Lead Organisation:** Armley Helping Hands

**Project Delivery – Please give an update on how the project has been delivered including information about other organisations involved, and timescales Highlight any variances to the proposed programme of delivery.**

Armley Helping Hands aim was to expand the charities existing transport service to older people living in the Armley & Wortley district of Leeds 12. The charities aim was to purchase an additional Minibus and appoint a fulltime Transport Driver which will provide 37.5 hours transport support to the local community and will estimate in increase the transport service by an 35% ( on average an additional 15 older people per day). The Finicial support from the Inner and Outer West area Committee the Charity as been able to commence the following key Objectives :-

**Funding and Business Development**

**Dimbleby Trust** –The Charity as already secured £25,000 with Dimbleby Trust to Purchase the accessible Mini bus from Oughtred & Harrison, Goole. The minibus was ordered on 10/08/07, in which it was delivered to the charity in December 2007. an application of £5,000 as been presented to Dimberbly trust in November 2008 to request financial support to assist with the Charity Insurance cost in 2009/10.

**Leeds Social Service** –The charity have secured core funding in 1009/10 to continue the Transport coordinators Post that will coordinate the driver and the social enterprise model. ( Total of £10,256:65 secured via the Leeds Social service )

**Keeping House** –Application for financial support to improve and launch the Community Transport Social Enterprise Tire of service- Application was unsuccessful,

**Yorkshire forward Award-Creating a Better Future-** The charity won the creating a better future award in July 2008, with the award the charity was presented with £10,000. The charity has allocated this money to extend the Linkage Plus Administrators contract of employment for one year, with a view to develop the Community Transport Social Enterprise model and market the service to the local community and city wide.

**Premier Farnell in One** – The Company are hosting one of the charities minibuses at their maybroke site which is a secured 24hrs car park. Additional to the secure parking the company will continue providing two workers every fortnight to provide an assisted shopping service to older people and will be looking at fundraising events to secure continual funds toward the transport project. The charity as just signed a two year service Level agreement with farnell in one, which will secure the present support till 2011.

## Community Transport Contractual Services

**West Leeds Youth Service and West Leeds Youth Offending Team** -The charity as continued providing an Evening Transport service for youth workers and young people, the charity in negotiation for future contract over the winter period. This provides a direct service for young people and regenerates funds to support new services for older people.

### West Leeds Youth Service April 2008 to September 2008

No of sessions booked	No of young people	Areas	Mileage
6 Week Sessions	6 Girls	Armley/ Bramley	126
1 Week session	10 Mix group	Carverly / Farsley	18
1 week Session	8 Mix group	Armley/ Bramley	21
8 week session	10 mix	Farnley / Bramley	176
6 week Session	8 Boys	Armley/ Bramley	96
1 week session	20	farsley /Armley/ Bramley	23

**West Leeds Neighbourhood Networks**- The Charity negotiated a long term transport support package to **Neighbourhood Action** and **St Johns Church in Farnley** to provide transport to support the charities shopping service and community Swimming project Service

### West Leeds Neighbourhood Networks April 2008 to September 2008

No of sessions Booked	No of people activity	Group/Areas	Mileage
14 sessions	20 older people Shopping Service	St Johns Church Farnley / New Farnley	434
10 Sessions	8 Older people - Swimming Group	Neighbourhood Action Farnley / New Farnley	182
1 Session	10 older people Shopping	Bramley Elderly Action	16

**West Leeds Gateway** –West Leeds gateways is a registered charity support young adults with Learning disabilities' with in the west Leeds area. Charity as negotiated a 12 month rental agreement with the organisation to provide transport to enable young people to engage in social development. The contract provides a fully accessible bus to pick Individuals up from their home and take them to the Lazer centre every Tuesday

### West Leeds Gateway April 2008 to September 2008

No of sessions	No of people	Group/Areas	Mileage
17 Sessions	10 people	West Leeds Area	355

## Other Community Transport Contract

Over the first six months the charity as developed and promoted the Community Transport Project and been able to provide the following transport support to the local community

<b>Community Transport Contracts April 2008 to September 2008</b>			
<b>No of sessions Booked</b>	<b>No of people activity</b>	<b>Group/Areas</b>	<b>Mileage</b>
3 Days	12 People	St Bartholomew's Church	341
	Retreat	Armley/ Wortley/Bramley	
4 Sessions	12 People	St Bartholomew's Church	244
	Ripon	Armley/ Wortley/Bramley	
3 days	10 young people	St Johns Church Scouts	231
	Camp	Farnley / New Farnley	
3 days	10 young people	St Barthlomews Scouts	231
	Camp	Farnley / New Farnley	
1 session	10 people	West Leeds Healthy Living	32

## Midas Training

A Key element of the Charity work with in the community is safety and accessibility. To enable us to achieve this the charity provides Mini Bus driver assessment training to enable all community transport drivers and escorts are fully qualified on how to handle the minibuses and how to assist people with disabilities

The charity as trained three members of staff who are fully qualified Midas instructs who deliver the two day training course.

<b>People attend Midas April 2008 to September 2008</b>		
<b>Organisation</b>	<b>Field of work</b>	<b>No of People</b>
St Bartholomew's Church	People In Armley	6
Armley Mosque	Muslim community in West Leeds	2
West Leeds Gateway	Young Adults with Learning disabilities	4
Stannigley Live at Home	Older people	2
Bedford Court	Older people	2

**Project Summary – give a brief description of the main activities undertaken and how it has linked to key priorities.**

### **Main Activities**

- Extend an existing Part time Driver post to Full Time and appoint an additional part Time Driver
- The charity has developed the Social enterprise model within the community transport project, with a key object to collate additional funds and make the Drivers post Self funding by 2010
- Expanded existing service to older people in the community and develop new community transport assistance
- Extend the charities Midas Training Package city wide

### **Key Priorities Achieved**

- Active engagement in the community & community involvement
- Creative approach to provide sustainable funding to deliver older peoples services
- Improving equality of services
- Expand on joint working partnerships
- Providing Volunteering and Training opportunities combating social exclusion and promoting social contact. Establish a quality of life
- Community presence & Community ownership
- Value for money
- Capacity Building and Social network
- Building on existing Transport Agreements within the charity and establishing new Community Transport Contracts This will be achieved by providing transport service to young people in isolated areas of the community and make local community bases accessible.
- Supporting projects to reduce Anti-social behavior. Partnership links with West Leeds Youth Offending Service
- Develop Partnerships and Community Transport links with voluntary/ community organization and faith sector by developing the charity existing transport policy and reaching the project to other areas
-



**Outcomes - summarise the main outcome/output/benefits of the project including age range of participants, partner organisations, partnership funding etc., Also include information on the benefits of the project in the long term or any physical improvements to the area.**

- **Appointment of an Administration** -secure additional funds to continue and develop the service –Yorkshire Forward award £10,000 to appoint an administrator for one year. Key target to market the social enterprise model in 2009.
- **Increase service users Contribution**- Increase service users contribution toward the service to £2:50, This as collated £2,325:50 between April 2008 to September 2008, this as assisted the community Transport Project budget to be in line with the cost of inflation and increase of Diesel
- **Increase Shopping service** to provide additional an additional shopping service to 10 older people per week on Friday
- **Provided additional Transport service** – to the charities healthy living programs increasing the social development of older people and reducing isolation Providing additional 10 older people access to transport and community services
- **Charity Holiday** – The charity was able to increase its membership for the charity holiday to 35 older people, due to the support of the additional bus and driver. This enabled us to identify older people who are social isolated and who have complex needs where a holiday would not normally be an option

#### **The group consist of the following older persons needs**

8 older people who require the assistance of a Wheel chair  
1 Blind People, 1 partially sighted older person  
3 older people with Learning Disabilities  
2 older people who are affected by depression/ Anxiety  
5 older people needing the aid of Zimmer frames  
3 people who have recently experienced spouse bereavement  
1 Person with Dementia  
2 People who require colostomy care  
1 Older person with a trap vertebrate  
1 Older lady who had Terminal Cancer

- **Continue the charities Transport fundraising group** which consist of service users
- **Develop the Transports Community enterprise tier** to make the vehicle and driver self funding and collate additional revenue to the charity. The charity have collated £2973:00 revenue between April 2008 to September 2008
- **Driver Training** -To recruit more Volunteers Drivers, to reduce cost to the charity and improve community engagement. The charity have trained 7 people Midas

and have completed 6 review training programs to existing driver between the period of April 2008 to September 2008. These individuals can now provide transport support to their individual service and groups with in their local community This training program as brought £735 revenue

**Project Cost. Please indicate how much has the project cost? (List all partners and their contributions) Please detail all expenditure including any underspend . Include the attached financial monitoring sheet**

April 2008/September 2008

Transport Driver	6,366:18
Recruitment Cost	450:00
Diesel/ Maintenance	1,559:29
Administration/marketing	950;00

Total	9,325:47
-------	----------

**Signature of organisation**

*Please return this form to Alison Friebe, WNW Management Team, Pudsey Town Hall, Lowtown, Pudsey, Leeds, LS28 7BL or via email to [rebecca.boon@leeds.gov.uk](mailto:rebecca.boon@leeds.gov.uk)*

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

**Appendix 5**

**Project Name:** Roundabout Sponsorship of Bramley/Henconner Lane Roundabout

**Lead Organisation:** Parks and Countryside section of City Development in partnership with Inner West Leeds Area Committee.

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

The roundabout will be planted and maintained by the Parks and Countryside section of City Development. Leeds City Council.

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

The project is a continuation of work undertaken last year to plant and maintain the roundabout at a busy junction in Bramley. It will carry the Inner West Leeds Area Committee sign which helps to raise the profile of the Committee in working with local people in Bramley and Stanningley. The project will also contribute to the Leeds in Bloom Scheme and help to improve the environment of the locality and the city.

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

- Improved local environment at a significant junction for traffic
- Supporting the Leeds in Bloom Initiative
- Raising the profile of the Inner West Area Committee in working with local people.
- Working with fellow council departments to deliver improvements.

**Project Cost. Please indicate**

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

£1,500 Well Being Revenue funding from Inner West Area Committee

**Identify which geographic areas will benefit:**

Bramley and Stanningley and Upper Armley

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

£1,500 revenue

**Who will be in receipt of the financial order. (name of the organisation and contact details)** Malcolm Simpson, The Nursery, Leeds City Council, Red Hall lane, Leeds. LS17 8NB .

**Tel** 237 5251

**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](mailto:rebecca.boon@leeds.gov.uk)*



Originator: Alison Pickering

Tel: 51968

## Report of the Director of Environment and Neighbourhoods

**To: Inner West Area Committee**

**Date: 12<sup>th</sup> February 2009**

**Subject: Area Manager's Report**

**Electoral Wards Affected:**  
 Armley  
 Bramley & 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 determined by the Area Delivery Plan 2008-11, which is in turn governed by the Area Committees functions and roles as agreed by Executive Board in July 2008.

#### 1.0 Purpose of This Report

1.1 This report informs Members of the progress against Area Committee functions and roles as agreed by Executive Board in July 2008.

#### 2.0 Background Information

2.1 The Area Management Review agreed by Executive Board in November 2007 proposed to further develop the responsibilities of the Area Committees during 2008/9. To this end, Area Committee functions and enhanced roles were agreed in July 2008.

### **3.0 Main Issues**

#### **3.1 Area Functions**

#### **4.0 Community Centres**

4.1 There are five community centres in Inner West, these being Moorside Community Centre, New Wortley Community Centre, Fairfield Community Centre, Strawberry Lane/ St.Batholomew's Centre and Wyther Community House. All of these are leased to independent organisations who manage the centres via their management committees. The exceptions are Strawberry Lane/ St Batholomew's Centre, which is vested with Environments and Neighbourhoods Directorate of Leeds City Council and Wyther Community House, which is managed by West North West Homes Leeds. The Heights Centre, which although located in Outer West, is part of the Inner West Community Centre Consortia group and it is close to the Armley ward boundary.

4.2 The community centres are a valuable asset in engaging with residents in deprived communities. They offer many services and facilities, as well as being a local focus from which partner agencies can deliver initiatives, such as worklessness and health. However within the next 12 months most of the community centres (with the exception of Strawberry Lane/ St Batholomew's) will run out of funding. Consequently a Community Centre Consortia group has been convened to address the impending funding issues and deliver a more sustainable management model.

4.3 To date a proposed business model has been drawn up as to how the community centres can be managed. This involves a lead organisation taking responsibility for managing the centres and co-ordinating the day to day running (recruitment, legal issues such as health and safety, organisation of staff etc.), which will free up community centre staff and volunteers to engage with local people and to develop and deliver programmes of work. A similar model exists in Huddersfield and has proved to be very successful; a visit by the Community Centre Consortia group has taken place.

4.4 To address the lack of funding a bid is currently being developed for submission to a consortia of funding organisations including the Tudor Trust, HBOS, and the Getty Foundation. A visit to these funding bodies to sound them out on this proposal is planned for the new year. The bid seeks funds to finance key staff, maintenance and capital issues for a three year period. The bid is at Stage 1 and if successful will move to Stage 2 with a final decision being made in early 2009.

#### **4.5 New Wortley Community Centre**

4.6 Interim funding for the Community Development Worker/ Centre Manager has been secured from the Inner West Area Committee and NHS Leeds (formerly Primary Care Trust). This amounts to £20,000, and will ensure the continuation of services until March 2009, following which it is hoped that the funding bid to Tudor Trust and others will have been successful. The centre offers a wide variety of services including an After School Club, Community Café, Job shop, Older Persons Luncheon Club, No Smoking Group, Construction Services Certification Scheme Training (CSCS), Stay and Play and Connexions. A drop in youth service is planned for the new year. New Wortley Community Centre are investigating other forms of funding and are making an application to the West North West Homes Leeds Area Panel.

#### 4.7 **Strawberry Lane Centre/ St Bartholomew's Centre**

A Cultural Diversity Event called 'Spring Together' is planned for Armley ward on Saturday 21<sup>st</sup> March 2009. This will take place at Strawberry Lane/ St Bartholomew's Centre where Armley Helping Hands will be the host organisation. The event will involve a wide range of organisations, communities and all age groups from the community living in and around Armley. Armley Helping Hands, Leeds Voice, Area Management and Healthy Living Network Leeds are co-ordinating this event.

#### 4.8 **Moorside Community Centre**

4.9 Moorside continues to provide services to the local community. Although funding has been provisionally allocated for the installation of a sports pitch the community association would like to undertake public consultation to clarify local need in the new year. This will help to inform the preparation of any designs and plans by Groundwork Leeds.

#### 4.10 **Wyther Community House.**

4.11 The Community Development worker has been working extensively with partners to develop a range of projects that specifically target the needs of the locality. Regular events are now held with the unpaid service team, which have led to improvements both to the centre but also to the estate as a whole. The girls group, which was funded through WNWHL Area Panel, is starting in the coming weeks and is focusing on a baby reality scheme, this scheme is aimed at enabling young people to get an experience of how life would be with an baby. This type of project has been successful in other parts of the city and will hopefully have an impact on the Wythers.

#### 5.0 **Neighbourhood Wardens**

5.1 There are 5 Neighbourhood Wardens working Inner West funded through Neighbourhood Renewal Fund, Safer Stronger Communities Funding, Area Committee and West North West Homes Leeds funding. The wardens are based on the Wyther estate, Broadlea, Fairfield, and New Wortley area.

5.2 Specifically, the Wardens, have recently been involved in:

- Environmental audit in Little Scotland
- Assistance with the Blue Bell Wood clean-up in Bramley
- Assistance with the recycling project in the Wythers
- Environmental audits in the Cedar and Little Scotland area prior to Operation Champion
- Leaflet drop in the Cedar's and Little Scotland area to support Operation Champion.
- Checking vehicles for DVLA in the Cedar's and Little Scotland area
- Assistance with the Clydes garden and clean-up project with probation
- Assistance with the Broadlea Road communal garden project with probation
- Leaflet drop regarding the clean-up in little Scotland
- Assistance with the clean-up in the Little Scotland area
- Assistance with the shrubbery cutting project with probation in the Fairfield's

- Distribution of approximately 120 notices for bin yards on the Cedars with enforcement officers

## 6.0 Environmental Services

### 6.1 Leeds Waste Strategy update

- 6.2 Leeds City Council has agreed a very challenging strategy for the City to ensure major reductions in the environmental impact of dealing with its waste, in particular through minimising landfill. In addition to measures to reduce the levels of waste generated and to increase recycling significantly, the Council intends to enter into a contract with a private sector partner to develop and operate treatment facilities to recover value from waste that is not recycled by householders.
- 6.3 In line with Government requirements, the Council has had to identify 'reference sites' within its ownership on which these new facilities can be developed, and which can be made available to bidders. The former wholesale market site on the Cross Green Industrial Estate in the East of the city has been identified as the 'reference site' for a waste treatment facility. The existing Council waste transfer station on Evanston Avenue, Kirkstall, has been identified as the 'reference site' for a new transfer station where waste could be 'bulked up' for onward transfer to the main treatment facility.
- 6.4 These sites do not represent preferred options, and those bidding for the contract to construct and operate the waste facilities have been invited to propose alternative suitable sites. Similarly, the Council has not indicated any preference for the type of waste treatment technology to be used. Technology and site proposals will be assessed using the detailed evaluation model developed by the Council. This approach, including the evaluation model itself, has been approved by the Executive Board.
- 6.5 The Council started procurement in July 2008. It is anticipated that the current field of ten bidders will be reduced to four in April 2009 following the evaluation of their outline proposals. A preferred bidder is expected to be selected in early summer 2010, with the contract awarded and planning applications submitted in autumn 2010. Subject to gaining planning permission, the construction of the main treatment facility would commence in 2011, with full operations starting in 2014.
- 6.6 Although we have undertaken a great deal of communications activity surrounding the general waste strategy, we are entering a new stage in which specific proposals will soon become public. We therefore intend to undertake further communications activities, over the year ahead to educate and inform residents about the process and to understand any issues affecting them prior to the selection of the preferred waste treatment solution.
- 6.7 The nature of the project means that interest will be attracted from all Leeds residents, but there will be a particular interest in the main areas close to identified 'reference' sites or any alternative sites proposed. Any communications activity therefore needs to cover the entire Leeds area, but also to provide greater opportunity for those residents in these specific areas. The involvement of Elected Members is obviously key to the delivery of this communications activity. A more detailed communications plan is in



production and will be brought for consultation to the next round of Area Committees in March and April.

## **7.0 Neighbourhood Management Co-ordination**

7.1 This covers the identification of priority neighbourhoods across the area 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.

7.2 Members are referred to three separate reports providing up-to-date information on the New Wortley and Wythers LAMP, and the Fairfield's Intensive Neighbourhood Management.

## **7.3 Priority neighbourhood projects**

7.4 As mentioned in paragraph 4.3 it is planned to have a diversity event in March 2009 which will celebrate the different aspects of the community in Armley Ward. This event seeks to address the Area Delivery Plan priorities of improving community engagement and understanding and an increased sense of belonging and pride in local neighbourhoods to help build cohesive communities. The objective being to engage local people from different backgrounds and of all ages in activities provided by a wide range of community and voluntary sector organisations.

7.5 To date over 20 organisations have confirmed their attendance including the Sikh Temple, the Mosque, Radio Poplar and Russian Speakers Group. It is planned that the event will have a market stall focus with groups sharing information on what they do in the community but also their will be music, dance, food, puppet shows, arts and crafts etc., which will make the day a fun event to attend.

7.6 It is planned to have a similar project in Bramley and Stanningley ward following this, focusing on inter-generational issues.

## **8.0 Area Roles**

8.1 Area Committees were recently given enhanced roles in relation to a number of services. It is intended that this report (which is a regular item on Area Committee agendas) will not comment on each of these services/areas, but a couple each time as and where relevant to the Area's work programme at that point in time.

## **9.0 Community Engagement**

9.1 Under the new arrangements for Area Committees to scrutinise partnership working, the first themed event with Inner West Area Committee took place in September around the theme of Children and Young People.

9.2 The event was attended by partner agencies and several members of the public were in attendance. Discussion centred around the Extended Services agenda, with attendees contributing to suggested ways of improved working to further develop this work.

- 9.3 The second themed event took place in October around the theme of Community Safety, with a particular focus on drugs. The event was attended by partner agencies and several members of the public were in attendance. Discussion centred around the wider distribution of information and support available, support to access drug treatment, access to rehabilitation centres and awareness of the time it can take to access and receive drug treatment.
- 9.4 December's themed event prior to the Area Committee focused on business and economy. The event was attended by partner agencies and local businesses. Discussions centred on the current economic downturn and the impact on local businesses and employment, including the benefits of training and working in partnership, perhaps through a business forum.
- 9.5 A review of the outcomes and performance to date of the themed meetings will take place at the February Area Committee.
- 10.0 Area Based Regeneration Schemes and Town and District Centre Projects**
- 10.1 Armley Town Street Town and District Centre Regeneration Scheme (TDC) and Townscape Heritage Initiative (THI)**
- 10.2 Work to progress Phase 2 of the Armley Town Centre improvement scheme is now underway. Presently this includes working with local businesses with regard to the public realm works and working through the tender process. This scheme seeks to improve the vitality and viability of Armley town centre for workers, residents and visitors, reverse the physical decline and increase the popularity of the area as a desirable place to work and shop. This work will also contribute to improving the general appearance of Armley town centre and is an element of the West Leeds Gateway Regeneration Programme (WLGRP).
- 10.3 A THI officer has been appointed and starts in post in March. The post will be split between Chapeltown and Armley covering the two THI schemes.
- 10.4 Conservation Area Reviews**
- 10.5 A total budget of £12,000 was secured from the Inner West Area Committee to undertake the conservation area reviews of Bramley Hough Lane and Bramley Town Street. Initial fieldwork is nearing completion, with initial stages of putting the document together having begun. The proposal is likely to be that the conservation areas of Bramley Town Street and Bramley Hough Hill will be amalgamated to form one fully encompassing Bramley Conservation Area which will look to protect the character of the whole place.
- 10.6 Field of Dreams**
- 10.7 In April 2007 St Bartholomew's Primary School, Armley, applied to the People's Millions, Big Lottery, for a grant to create an informal community garden on designated public space adjacent to St. Bartholomew's Primary School. The application was successful and they were awarded £79,930.

10.8 The Deed of Dedication has been signed by the School Governors and the Council and a Certificate of Title and Deed of Dedication has been sent to the representatives of the Big Lottery.

10.9 It is intended that the scheme will be on site at the end of February 2009, and completed by the end of March 2009.

#### 10.6 **West Leeds Gateway Update**

10.7 The West Leeds Gateway is one of the city's key regeneration initiatives aimed at narrowing the gap between the most disadvantaged people and communities in West Leeds and the rest of the city. The council's case for focusing on West Leeds lies not only in the area's high levels of deprivation but also in the realistic opportunities for sustainable intervention by the council and other agencies which will ensure that West Leeds is well positioned to take advantage of anticipated future economic growth in Leeds and across West Yorkshire.

10.8 **Armley Mills** - the delivery of a sustainable development scheme at Armley Mills which will provide an enhanced cultural facility incorporating an improved Museum which complies with the Council's vision for the Museum and at the same time, exploits the potential of the whole Mill complex including Dunkirk Hill and Cardigan Fields, Waterways and surrounding areas. Soft market testing is currently underway, however this has been slightly delayed due to developer meetings being cancelled at their request. Most meetings are to be rescheduled over the next month or so. With regards to the museum collections audit, the full report and executive summary are to be finalised within next couple of weeks.

10.9 **West Leeds Gateway Stakeholders' Advisory Group** - the new Stakeholders' Advisory Group will seek to establish a more strategic and focused remit capable of aligning the social and economic priorities for West Leeds, in particular, worklessness, skills development and neighbourhood management with the physical work programme. The first meeting is scheduled for the 3<sup>rd</sup> February.

#### 11.0 **Implications for Council Policy and Governance**

11.1 The Area Delivery Plan for Inner West is administered through the West North West Area Management Team.

11.2 Well-Being projects are derived from the Inner West Area Delivery Plan and developed via consultation with Area Committee Members. This Plan helps to fulfill the Council's Corporate Plan objectives by aiming to create better neighbourhoods and confident communities.

#### 12.0 **Legal and Resource Implications**

12.1 In order to meet the Area Committee's **functions** funding is supplied via Well Being budgets, the Community Centres Budget and Neighbourhood Renewal Funding.

12.2 In order to meet the Area Committee's **roles**, funding is in the main supplied by other Leeds City Council Departments mainstream budgets, and external partner agencies e.g. the Police and Primary Care Trust, which is in turn reflected by the fact that the

Area Committee's role here is only to influence, develop and consult. However, wellbeing funding has resourced some projects here e.g. community engagement, area based regeneration schemes and conservation area reviews.

### 13.0 **Conclusions**

13.1 The functions and roles of the Area Committee aim to:

- Improve the quality and value for money of Council service delivery
- Improve the quality of democracy and find new ways to facilitate citizen participation in local government through the development of links between Ward Members and their communities.
- To co-ordinate policy and service delivery between the local service providers.

### 14.0 **Recommendations**

14.1 Inner West Area Committee members are invited to note the contents of the report and to comment on any aspect of the matters raised.

### **Background Papers**

None



Originator: Gill Hunter

Tel: 2243200

## Report of the West Leeds Area Manager

### Outer West Area Committee

Date: 12<sup>th</sup> February 2009

### Subject: Community Safety Issues, Inner West Leeds

<b>Electoral Wards Affected:</b>  Armley Bramley and Stanningley	<b>Specific Implications For:</b> Ethnic minorities <input type="checkbox"/> Women <input type="checkbox"/> Disabled people <input type="checkbox"/> Narrowing the Gap <input 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"/>

## 1.0 Purpose Of This Report

1.1 This report introduces Inspector Mark Bownass from West Yorkshire Police who will give an update on Community Safety Issues in Inner West Leeds over the past 8 weeks. In particular Inspector Bownass will provide an update on the four day burglary and vehicle crime initiative in Armley and Bramley funded by the Area Committee, the planned reassurance mapping for the Wyther estate in Armley and the launch of the police pledge focusing on local priorities within Neighbourhoods in Inner West. Inspector Bownass will also discuss proposals for a Dispersal Order for the Cedars in Armley and give a brief overview of the police initiatives over the Christmas and New Year period.

## 1.2 Burglary & Vehicle Crime Initiative

During the Operation there were a total of 9 arrests (the majority were targeted active nominals) the offences detected ranged from Conspiracy to commit Burglary, burglary and armed robbery.

One offender of note, is a prolific vehicle crime offender throughout the Bramley and Armley area. Due to the funding the 'capture car' was deployed in a specific area, and the offender was caught breaking into the vehicle.

This arrest had a significant impact on the crime figures for the area, which went from 10 offences the previous night, to zero after the arrest. This male is pending court at this stage.

Out of the 9 arrests 4 were detained in custody over the Christmas period (the rest were released on bail with strict conditions), which again has seen a significant decrease in offences over this period.

Overall the operation was a great success, which in turn has had a positive impact on the residents of Bramley and Armley.

## **2.2 Dispersal Order – Cedars Armley**

The Inspector for the Inner West Neighbourhood Policing Team have put forward papers for the Area Committee to support a Dispersal order for the Cedars in Armley under the Dispersal of Groups and the removal of under 16s from area, Section 30 Anti-Social Behaviour Act.

Over the last 6 months there have been growing concerns and complaints in the Cedars about large groups of youths engaged in under age drinking, Anti-Social Behaviour, damage and fighting in the street on a daily basis. The youths do not live locally, but are visiting the area on a regular basis. A number of statements received from local residents have highlighted a feeling of intimidation, harassment and distress due to these activities. The crime statistics show that Anti-Social Behaviour and associated crime is almost double to that in other areas of the division. If an order is granted, this would be for a 6 month period.

## **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.

## **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
- 7.2 Support proposal for a Dispersal Order to assist the police in tackling Anti-social Behaviour and associated crime on the Cedars in Armley.

## **Background Papers**

Police and Local Authorities Consultation Document for the dispersal of Groups and the removal of under 16s from the area. Section 30 Anti-Social Behaviour Act 2003 .

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Originator: G Wilson  
Tel: 3951501

**Report of The Director of Environment & Neighbourhoods Directorate**

**Meeting: West (Inner) Area Committee**

**Date: 12<sup>th</sup> February 2009**

**Subject: Relationship and reporting between Health and Environmental Action Service, including the Environmental Action Teams, and Area Committees**

**Electoral Wards affected:**

All

Ward Members consulted (referred to in report)

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

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

**Executive Summary**

This report provides an outline of how Health & Environmental Action Services operates, with a particular focus on the Environmental Action Teams. It is a common report for all Area Committees but has local information included for this committee. The report discusses options on how individual Area Committees can help influence the work carried out by the Environmental Action Teams in their areas. These suggestions include consideration of priorities, Ward member meetings; influence on promotional activities; selecting the type of information which can be reported as required by area; mechanisms by which policies can be reviewed and identify ways in which performance against outcomes can be measured.

## 1.0 Introduction & Purpose of report

- 1.1 The Health & Environmental Action Service (HEAS) has been operational since May 2008. Part of its remit is to consider how to report information relating to the work carried out in localities to Area Committees. Part of HEAS includes the Environmental Action Teams (EATs), which are perhaps of more immediate interest to Area Committees due to the scope of their work and that they are part of the enhanced role for Area Committees. This report outlines the work of HEAS, discusses options on how this work can be relayed back to the Area Committees and considers options on how Area Committees can influence activities.
- 1.2 This report is seen to be the first of several which will establish an effective communication method between Area Committees and HEAS over the coming year. There are many new and significant challenges involved in achieving this, many of which arise as the work of HEAS is influenced by city wide policies and external statutory expectations and because sufficient resources are not available to provide dedicated teams with the specialist needs required to each Area Committee.
- 1.3 This report must be read with a “health warning”. There are many options proposed but these are presented against an increasingly difficult budget situation. It is therefore important that options agreed are cost effective and that the report discusses **different** ways of working, not **extra** ways of working, which will ultimately benefit from local input providing intelligence to target decreasing resources.

## 2.0 Background

### 2.1 Description of HEAS and proposals for Area “Champions”

- 2.1.1 During 2008, the HEAS was formed from the previous Enforcement division and Environmental Health Divisions. HEAS delivers the work of the EATs, together with specialist teams delivering:
  - environmental crime and grime mitigation;
  - private sector housing quality and regeneration, including private rented sector;
  - pest control;
  - health & safety inspections of workplaces;
  - food safety inspections;
  - parking services;
  - affordable warmth / energy efficiency work
  - health improvement
  - other miscellaneous duties.

- 2.1.2 The HEAS services are managed by three Heads of Service, who will take a “champion” role for each “wedge” of the city.
- 2.1.3 The 3 EATs, which are led by one Head of Service, have been shaped so that the geographical boundaries are co-terminous with Area Management and it is intended that the teams will be co-located with Area Management. A key to the success of the EATs is to have an adequately sized workforce that is flexible, focused and responsive. The latter aspects are being developed and progressing well, however, it does need to be noted that the size of the teams is critical and numbers do not allow for dedicated teams for each Area Committee to be maintained in a written structure. In practice, staff are aligned to Area Committees but absences due to leave/sickness/maternity etc do occur and these affect the deployment and output of the team.
- 2.1.4 The EATs work to a “can-do” attitude and do so within a quick and decisive fashion. So far they have provided fast and functional responses to enquiries received and have built up good communications with Ward Members and the local community. They have also participated in local campaigns and promotional events, such as the city wide litter work, the Kirkstall breeze event etc.
- 2.1.5 Partnership working has been demonstrated well through initiatives such as well-being funding for additional dog warden activities and through the police and Council jointly funding a seconded police officer to work on the crime and grime agenda. Links with the ALMOs exist when dealing with such issues as waste in gardens, graffiti etc.
- 2.1.6 As the work of the EATS is promoted and increasingly valued, the reactive work continues to grow due to requests by both customers and partners. Whilst the demand work is increasing, the reality is that staff funding is currently under review due to many staff being funded via NRF/SSCF funding arrangements. Whilst the level of reactive requests continues to grow, responding to this will be at the expense of our ability to deal with work proactively. It has been shown previously that local intensive proactive work can deliver more cohesive and sustainable results, albeit in a smaller part of the community. This will be discussed in more detail under priorities.
- 2.1.7 EATs staff work during normal working hours and so the service is not covered at weekends or in the evenings, unless by special arrangement. This normally involves the payment of overtime or reimbursement through Time Off in Lieu arrangements, which subsequently impact on the hours available daily – either has a material impact on service delivery.

## **2.2 Role of the HEAS Champion**

- 2.2.1 Each Head of Service within HEAS will act as a “Champion” for the whole of HEAS to a nominated wedge of Committees.

2.2.2 Each will represent HEAS as a whole whilst discussing strategic issues within the area. The Area delivery Plans and discussions on strategic issues would then influence operational action/service plans being drawn up at service level.

2.2.3 The Champions would attend Area Committees when there is a need to introduce specific strategic reports.

**2.3 Description of Delegated Function/Enhanced role**

2.3.1 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. One aspect identified in “Other Committee Roles” for 2008/09 was the following:

<b>Role</b>	<b>Summary</b>
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 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.

2.3.2 In addition to the role of the EATs identified above, the remainder of HEAS carries out strategic activities in other Areas which may be of interest to Area Committees. These can be summarised as follows:

- Private Rented Sector regulation applies to 41,660 properties in Leeds and as such provides accommodation for a significant number of Leeds households, some of whom are amongst the most vulnerable Members of society. HEAS uses regulatory powers, effective partnerships and proactive working relationships to address poor housing in single occupation and in multiple occupation. The Leeds Landlord Accreditation Scheme (LLAS) is recognised nationally as a leading example of proactive and partnership working scheme in the private rented sector. The team also works closely with colleagues who have responsibility for wider regeneration issues.

- HEAS ensures that companies operating certain industrial activities (Part B installations) use the best available techniques (BAT) to minimise and render harmless their emissions to air. Certain larger (Part A2 installations) must use BAT to protect the air, land and water; use energy efficiently; minimise the production of waste; put in place measures to prevent accidents; and restore the site when the industrial activities cease. The team seeks intelligence to find processes which are operating illegally and help to improve standards at the smaller installations.
- The Scientific Services group monitor, gather, process and interpret air quality and landfill gas data which informs the Leeds Air Quality Management Team.
- The Commercial and Business Support Group (about 80 staff) includes the Health and Safety, Pest Control, Animal Health and Welfare, Food Safety, Health Surveillance, Performance / Business Support, Health Improvement, Administration, Information Technology and Fuelsavers Teams. These Teams all have a city wide remit, however they can by nature of demand or pre programming undertake work around a local focus, for example around commercial areas within the city where large numbers of business are located. Animal Health activities naturally focus around the more rural areas of Leeds and recently Fuelsavers have been focusing their energy efficiency schemes in the wards with high levels of residents living in fuel poverty.
- The commercial and business support teams, are also able to participate in targeted area projects, food specialists have undertaken food premises inspections in a defined area in conjunction with environmental enforcement and pest control. Support is also provided across the other 2 groups in HEAS either in the form of expertise or resources, the Health Improvement Team supporting sloppy slipper and community events or information collation for future targeting from the information technology Team. Previously ward based data has been provided to Members in terms of demand for our services and related activities for example food inspections, accidents reported in the work place, reported infectious diseases, take up of grants etc. We are now able to provide these down to sub postcode zones.
- Environmental crime and grime issues are tackled with a small dedicated specialist team who target flytipping, graffiti, abandoned vehicles, dogs and dog fouling, trading on the highway etc.
- Parking Services which manages the Leeds car parks and on-street parking facilities, and enforces parking restrictions.

## **2.4 How Area Committees can influence the work of the EATS**

- 2.4.1 The activities of the EATs are influenced by local policies agreed in the most part by Council through Constitutional arrangements.
- 2.4.2 The EATs and specialist teams work to tightly prescribed policies which have been agreed by the Council, either by Executive decision, or by delegated powers. In all cases the Executive Member for Environmental Services is consulted with, and in some cases, consultation has gone wider. The decisions are all subject to call in provisions and Scrutiny Boards can review how such a policy is working in practice. Feedback from Area Committees is welcomed on how a particular policy is being received within the communities and how effective it is.
- 2.4.3 Approved policies exist for some 26 subjects, which are listed in appendix 1. Numerous guidance notes also exist which provide guidance to staff but do not necessarily specifically define an enforcement approach for the problem.
- 2.4.4 It is possible for the Area Committees to collectively agree within their Area management area the priorities which HEAS place upon the different types of work (policies) carried out in the EATs. This would build up the local strategic response to the environmental Action issues within the area based upon consistent city wide enforcement techniques.
- 2.4.5 To facilitate this, each type of activity has been considered against a probability and impact framework. The probability was a measure of the volume of work experienced and potential for escalation should the response not be as a customer may expect. The impact considers the impact on the community, the influence of the strategic outcomes, the effect on LAAs and the statutory duty to act. This assessment then places the work into a grid which graphically shows which types of work take precedence over others. An outline of this grid can be seen in appendix 4.
- 2.4.6 If a request for service is received which is a low priority, the service will provide advice either verbally or by mail-out. Should the complaint become “escalated”, the matter can subsequently be addressed. This system provides a framework, although team managers would still need flexibility in differing circumstances.
- 2.4.7 It is fair to say that all of the EATS are receiving requests for service which outstrip the capacity to respond to them in the quick and decisive fashion expected of them. Without additional resources, this situation will not ease, and could get considerably worse. Much good work in an area is conducted using intensive neighbourhood management techniques, which equates to proactive activity in an area, focusing on one or more environmental activities in an area. However, with the level of reactive work currently experienced, INM techniques are not often possible.

- 2.4.8 The EATs are conscious that proactive activity in a small but well defined geographical area can produce more sustained community outcomes and demonstrate to a community that change can be achieved. This intensive way of working is resource hungry for that neighbourhood. One way in which potential resources could be released is to agree priorities on reactive work which then releases time for one or more Members of staff to focus on a particular area. There is scope therefore to influence what priority should be given to enforcing a particular policy compared to another.
- 2.4.9 The priority assessment of tasks, together with a review of how we process them may help reduce times spent on certain types of request for service, freeing up time for more proactive work. Without intervention and clarity of purpose, staff could lose focus on services they deliver and ultimately those service delivery standards could fail.
- 2.4.10 The neighbourhood wardens can offer some help in this respect and it is of note that the majority of their work is already closely associated with that of the EATs. Work is currently underway reviewing the role of the wardens and the relationship with the EATs.
- 2.4.11 The EATS have been established to be coterminous to the boundaries of the 3 Area management areas. The staff levels are too small to feasibly have 3 or 4 Area Committees requesting different priority approaches from the single team, however, the 3 or 4 committees within the Area Management wedge can influence the priorities applied within that wider area. This review of priorities can vary between the 3 Area management Areas as an individual team can support this and the admin support is consistent to the singular team. This is discussed further in paragraph 8.

## **2.5 Communication with Ward Members**

- 2.5.1 As local needs can vary quite rapidly at times, one option which could be adopted would be for each service manager, or deputy, to meet the 3 Ward Members on a periodic basis to discuss needs within that area. This could take place 6 monthly, together with Area Management staff who could feed information from this into Area Delivery plans. Members could decide to appoint a champion amongst their ward who could act on behalf of all 3 Members, could opt for more or less frequent meetings, or could combine meetings with other wards.

## **2.6 Education/promotional work**

- 2.6.1 Part of the remit of the EATs is to conduct promotional campaigns to educate and improve people's ways of life. These are limited due to resource availability, but schemes have ranged from "sloppy slipper" events where elderly people are given new well fitting slippers to prevent slips and accidents in the home; promoting fuel poverty interventions; litter campaigns in the city centre and districts; linking up with ENCAMS campaigns promoting environmental cleanliness; promotional talks in schools; stalls at community fairs etc.

2.6.2 The variety is wide, but the volumes are not great due to resources, eg between May and September 2008, in addition to the activities outlined above, the following promotional work has been carried out

	ENE	WNW	SE
No. of events in community action days	7	9	7
Other promotional events	5	4	2
No. Children educated in schools	50	320	865

2.6.3 It is suggested that each Area Committee could identify which type of promotional activity it would wish to prefer in its area, and at which location, e.g a sloppy slipper event in a local community centre as opposed to litter education talks and enforcement to schoolchildren in the local high school.

## 2.7 Contributing to Strategic Plan Targets and Outcomes

2.7.1 The work of the EATs is governed by the strategic outcomes set for them by the Council. All work must contribute to one or more of these outcomes. The EATs contribute to 3 primary outcomes:

- Cleaner, greener and more attractive city through effective environmental management and changed behaviours
- Reduced crime and fear of crime through prevention, detection, offender management and changed behaviours
- Reduced health inequalities through the promotion of healthy life choices and improved access to services

2.7.2 Within these outcomes, the HEAS has identified the following key improvement priorities to be ones which services contribute either entirely or in a major way. These are:

- Reduce premature mortality in the most deprived areas
- Reduce the number of people who are not able to adequately heat their homes
- Address neighbourhood problem sites; improve cleanliness and access to and quality of green spaces.

2.7.3 Area Delivery Plans will also recognise these outcomes and place lesser or greater emphasis upon them within their plans. This influence can be reflected through the application of priorities on the policies and processes as described in 2.4.



## 3.0 The Service at Area Committee level

### 3.1 Area Profile of the Service

3.1.1 The EATs went live on 12<sup>th</sup> May 2008. The integration/training and development of staff began from that date and will continue into the future. Whilst the front facing operation has been maintained, back-office systems are being developed to properly capture the data required and are more intricate in their needs. As such, some statistics presented may be an underestimate of work undertaken.

3.1.2 The 3 EATs have the following staff profile

	ENE	WNW	SE
Service Manager	Phil Gamble	Ruth Lees	Paul Spandler
Deputy Service Manager	Mark Everson	Rachel McCormack	Dave Armitage
Senior Technical Enforcement Officer	2	2	2
Environmental Health Officer	3	3	3
Technical enforcement officer	7	10	9(incl city)
Admin support	4	4	4
Volume of requests for service received May 12 – Sept 30*	1894	2533	1985
Volume of proactive work recorded May 12 – Sept 30*	171	337	419
Total	2065	2870	2404
Ratio of staff to jobs	1:172	1:191	1:171

\*These figures are possibly underestimated as it is believed that some data has not yet been captured.

3.1.3 The nature of each job varies, but each will involve complainant and customer dialogue, assessment of action to be taken, associated correspondence, associated advice, where enforcement is taken – communications, appeals, notices, prosecutions etc.

### 3.2 Area based Service Priorities and issues

3.2.1 The main issue facing all of the EATs is the level of reactive work arising from the community – ie requests for service. This is routinely outstripping the resources available to deal with these requests.

3.2.2 The table below shows comparisons between each of the areas of work by Committee area over the summer period in 2008.

Area Committee	EAT	Proactive	Reactive
E IE	ENE	84	962
E INE	ENE	62	631
E ONE	ENE	25	301
SE IS (incl. city centre)	SE	254	901
SE OE	SE	63	522
SE OS	SE	102	562
WNW INW	WNW	129	1062
WNW IW	WNW	69	473
WNW ONW	WNW	84	474
WNW OW	WNW	55	524

3.2.3 Recent issues identified by staff working within this Area Committee boundary are as follows:

*In addition to routine complaint investigation the following projects have been carried out:*

3.2.4 *August 2008 - Lower Wyther Estate Door to Door Questionnaire on Environmental Crime and Grime Issues. The questionnaires were delivered by the WIW E.A.T. and Neighbourhood Wardens to 571 houses and it was very successful with a response rate of 33%. The questionnaire identified issues and problems affecting this area and the results have been discussed by Partner Agencies at the monthly M.A.T's (Crime & Grime) meetings and at the Wyther Improvement Group. The Questionnaire report is available if required*

3.2.5 *September - Barden's and Claremont's Bin Yard Environmental Clean Up. Cleared 29 out of 38 bin yards of accumulations of rubbish and bulky items. Working with the Neighbourhood Wardens and Probation Services, ALMO Estate Caretakers & Street Scene. Fitted 7 lockable gates on Barden Terrace - 5 were re-sited from the Cedar's with 2 additional gates being funded by Area Management small grant application of £500.00. All 7 gates were fitted by Connaught free of Charge. Street Scene swept the streets and provided additional wheelie bins where required.*

3.2.6 *November 2008 - Operation Champion - Little Scotland's Pre-champion audit and sending out over 50 letters RE: waste in gardens, missing light well covers, overgrown vegetation etc. 3 Days of Champion worked with Neighbourhood Wardens to clear the estate of rubbish and debris. Probation services cleared out a number of bin yards and E.A.T issued 150 section 46 EPA1990 Notices on the Paisley's, Oban's and Greenock's.*

- 3.2.7 *December 2008 - Ongoing Operation Champion WNWLH (ALMO) Employed private contractor to clear all contaminated bin yards of rubbish and bulky items. This was followed by the E.A.T re-issuing 150 section 46 EPA1990 Notices.*
- 3.2.8 The volumes of complaints by type received in this Area Committee boundary between 12/5/08 & 24/12/08 are also attached in appendix 5.
- 3.2.9 Key Contact Points in EATs are provided in appendix 3 for each of the 3 EATs
- 3.2.10 To address the imbalance between proactive and reactive work, it is hoped that agreement on priorities across the Area Management area can be reached during 2009.

### **3.3 Customer and community engagement**

- 3.3.1 The prime areas of engagement with the community are:
- Request for service from an individual about another person or business affecting their lives
  - Request for service from an individual about issues which they see on the street or in their community
  - Enforcement action taken in response to the above two requests
  - Enforcement action taken proactively, such as litter or dog fouling.
  - Work in intensive areas where staff will approach individuals
  - Local community events and campaign work
  - Use of the media, including local papers and council publications to promote these events and activities.
  - Promotional leaflets
  - Use of the council's web site to publicise policies etc.
- 3.3.2 Area Committees may also have suggestions about local publications which could be used to convey messages, although each one will require some degree of resource input.
- 3.3.3 Area Committees can help influence services through feedback from community engagement. As resources do not permit attendance at all residents events unless there are specific issues to be addressed, feedback from that event from Area Committee representatives would be welcomed.

## 4.0 Performance Management and Reporting

### 4.1 Service Planning

- 4.1.1 The HEAS aims to agree its service plan, including that of the EATs, in the first quarter of each new year, having understood the limitations that the budget may impose upon it. Future plans will strive to address existing aspects of the ADPs, and input will be offered when the ADPs are refreshed. This development has not yet been tested and it is expected that this area will become stronger over time. It must be noted however, that there could well be significant resource issues of creating 10 separate plans from a single HEAS service plan, and methods must be identified which make this a cost effective process which adds value to the community and service.

This plan is reviewed quarterly by HEAS management team.

### 4.2 Other Outcomes for the Area Committee area

- 4.2.1 Future developments which have been identified are ways in which we can “convert” **outputs** into **outcomes** in order to measure progress against the strategic outcomes. The challenge with measuring outcomes rather than outputs is that outcomes measure the difference that residents experience. In many areas, some outcomes depend upon many services working together; e.g litter free areas are a combination of education, enforcement and physically sweeping the streets. However, as Area Committees are close to the population, suggestions on how feedback from communities could be used to interpret outputs as outcomes would be welcomed.

### 4.3 Reporting Arrangements

- 4.3.1 It is proposed that a report on the work of HEAS would be presented to Area Committee on an annual basis or on a 6 monthly basis – in October and May, although this timing may need to be discussed given the constraints of the year end for statistics and the political calendar. This can be augmented with a commentary against any ADP actions which are relevant to the service. Attendance would be by the Service Manager/Area Champion depending on the content of the report.
- 4.3.2 The information provided is suggested in appendix 2. These statistics are collected on an Area Committee basis and can therefore be presented to each as such and tailored to each Committee’s requirements. It should be noted, however, that this information does not report on outcomes, as is the eventual aspiration.

Whilst information such as the number of notices served will be of interest, the focus will be shifted in favour of reporting on outcomes, as this methodology is developed, in conjunction with other service partners. Comments and suggestions from Area Committees as to how this can be achieved over time would be welcome. Some figures indicated can only be collected on a city wide basis due to data collection issues. It is proposed that each Area selects the information which it wishes to see from the appended list and this becomes the agreed suite of local indicators reported upon. This will mean that the collection and presentation of data can be carried out in as effective fashion as practical.

- 4.3.3 Also included in Appendix 2 is a suggestion of the information which Area Committees may wish to accept in its entirety or amend.
- 4.3.4 A range of information from the previous Environmental health division has been presented to Members previously, eg. Food inspections; regeneration; infectious diseases etc. As time progresses, information in relation to these other parts of HEAS will be added to this standing report in consultation with the Committee.

#### **4.4 Tasking and operation Champion**

- 4.4.1 Operationally, tasking meetings between field providers will continue to take place. These local field staff arrangements operate subtly different in each area and it would be a step forward if the best delivery model could be identified and pursued in order to provide some consistency. Time management records suggest that every month the equivalent of just over 1 FTE is spent attending taskings etc across the City.

#### **4.5 Officer liaison**

- 4.5.1 The brief given to the EATS is to build stronger links between them, Area Committees and Area Management. This is happening at the moment at different speeds. A quarterly meeting between Service Managers and Area management senior managers is proposed for those areas where co-location is either not yet in place, or the benefits of daily contact are not yet being seen. The input of Area Management staff would take intelligence from the Area Committees and from Ward Members.

### **5.0 Implications for Council Policy and Governance**

- 5.1 Governance and responsibility for the management of the EATs remains within HEAS who will continue to operate within overarching Council policies.

- 5.2 These policies describe how Leeds will respond to specified situations. A range of techniques are used, varying from persuasive letter to zero tolerance, depending on the subject. If the law is to be enforced, it is important that the same standard of enforcement applies across the City as a whole. For example, if zero tolerance were to be applied to litter in one area, and a verbal warning in another, the public will become confused as to which applies. A recent headline in Hull exemplifies this when 2 standards were applied – “Its one litter law for me, but another for tourists”.
- 5.3 To date most policies have been effective and welcomed across the City. They have certainly helped deliver cleaner streets and achieve LAA targets. However, a couple have been questioned. In order to try to incorporate local needs within a policy, yet meet the wider strategic needs of the City and ensure that all Leeds residents are treated equitably, it is suggested that if all Area Committees in a wedge, or 2 Area Committees from 2 wedges express concerns with a policy, then the policy will be reviewed. However, this will be with the intention that any change be implemented *city-wide* and not just in that particular area(s).
- 5.4 Reasons why a review may be appropriate could be that circumstances have changed, such as the credit crunch; ineffective enforcement (too little or too much would be addressed by priorities). If the outcome of this review is not acceptable the matter could be referred to Scrutiny board for a thorough examination of the issues. The policies would retain city-wide relevance & application to ensure that the public & businesses are not confused about the standards expected of them. It is not uncommon that when taking action against one person, they will point to another within eyesight who appears to be breaching similar requirements. It would not only be incongruous to have one enforcement policy on one side of a street and another on the other in a different Ward. There may even be more serious consequences, such as claims of mal-administration etc.
- 5.5 When enforcing legislative requirements, some people are not happy that they should receive such attention, whilst others in the wider community are more than pleased to see their community being improved. In that regard, it is possible that any one committee could ask for a review based upon an individual issue within that area, or because there are vocal objections within that area, however, the circumstances may not be relevant across the whole city. Therefore, in order to achieve a measured response, the “quorate” figure above is suggested.

## **6.0 Legal and Resource Implications**

### **6.1 Resource implications**

- 6.1.1 The loss of funding streams such as NRF and SSCF will have a significant effect on staffing levels within the EATS unless other funding sources are identified. As team levels are at a critical position, it is fair to say that resources for staffing are the most important aspect which will influence how the EATs ultimately perform and succeed. It is possible that when the

09/10 budget round has been concluded, additional pressure will be experienced in the EATs through increased requests for enforcement or intervention subsequent to any reduction in capacity in other allied services. For example, any reduction in bin yard clearance will result in increased complaints; reduced out of hours noise activity will result in increased demand to follow up during the day.

- 6.1.2 Most of the costs of delivering our work comprises staff salaries. Additional staff can be funded on a temporary basis but it is preferable if this funding were identified for longer periods than 1 year as the practicalities of recruitment and investment in training need to be taken into account. Three year Area Delivery plans are an opportunity to plan funding of additional dedicated staff over longer periods. General employment issues may still occur which could reduce the value of such investment – these could range from long term sickness absence, maternity leave or non-productivity whilst training takes place. The funding of projects is more viable. Such projects may include placing a physical purchase into an area, such as gating bin yards, or could be to purchase additional hours for intensive projects at weekends for example.

## **7.0 Equality Considerations**

- 7.1 Leeds is a diverse city and each area within the city has its own equality, diversity and community cohesion issues. The purpose for the Environmental Action Teams of working more closely with Area Committees is to tap into the local knowledge of these issues that the Area Committees possess. This will allow the service to tailor its use of resources to support the needs of communities more effectively. This will be achieved by understanding the needs of hard to reach groups in each area who do not necessarily contact the services and by understanding the priorities for all communities in an area. This will enable the EATS to proactively tackle the effects of environmental crime which can blight neighbourhoods and cause disputes between individuals and communities, and in so doing build greener, healthier and more cohesive communities throughout Leeds.

## **8.0 Any Other Considerations**

- 8.1 It is not clear at this point how 3 or 4 Area Committees can agree on a set of priorities for their areas. Options available as to how 3 or 4 Area Committees could agree on a set of priorities for their area could be
- a) Officers to suggest 2 or 3 options on where the service priorities should lie on the priority grid so that one choice can be selected.

The faults with this approach are that the appendix contains the officer informed solution and other options would not be based upon further intelligence, but provided just to provide an alternative. In addition, if there is not agreement, it would require repeat reports to get to common ground.

- b) Request each committee to consider each aspect of work and rank them in their order of priority. Each list can then be compared and a combined consensus identified for that area.

## **9.0 Conclusions**

- 9.1 This report is seen to be the beginning of a journey which Members and Officers are to take in order to identify the best way that local needs can be served whilst delivering through reducing resources using city wide policies.
- 9.2 There are several options on how to progress contained within the report for consideration.
- 9.3 The report focuses on the EATs at this stage as it is those teams which have been identified as having specific links. However, future development will include the full range of HEAS services.

## **10.0 Recommendations**

- 10.1 Members are asked to consider this report and consider the following issues
- 10.2 Does each Committee wish to debate the priorities outlined, or would they prefer to delegate discussion to area management officers. If they wish to debate this, which of the scoring systems identified in par 8.0 are considered the best way forward?
- 10.3 Consider whether Ward Member meetings with officers as described are desirable and if so, how these would best be progressed having regard to effective use of resources
- 10.4 Consider whether Area Committees wish to influence promotional activities and how such information could be fed back to the EATs.
- 10.5 Consider the proposed reporting timetable, annual or 6 monthly
- 10.6 Consider the proposed information which is to be presented to Committee, as selected from Appendix 2, for reporting purposes.
- 10.7 Consider how Area Committees may be best placed to provide feedback on outcomes as well receiving information on outputs.

**Background Papers – None**



## Appendix 1

	Policy area	Comments
1	Fly tipping	
2	Litter - Individual items of litter thrown into the street	
3	Litter - Street litter Control Notices	
4	Flyers	Consent scheme applies to Headingley and City Centre
5	Placards on lampposts	
6	Fly posting	
7	Graffiti	Executive board
8	Dog Fouling	Dog Control Order approved by full Council
9	Stray dogs	
10	Dangerous dogs	
11	Commercial waste	
12	Waste in gardens	
13	Abandoned Vehicles	Work in association with city wide seconded police officer
14	Removal of untaxed vehicles	Work in association with city wide seconded police officer
15	Highways - Use of A boards	Local arrangements on zero tolerance apply in City Centre and Armley Town Street.
16	Highways - overhanging vegetation	
17	Shopping trollies	Approved by full Council
18	Sale of vehicles on highways	
19	Trading on the highway	Consent scheme
20	Encroachments	
21	Env Crime on LCC land	
22	Env Enforcement Policy/EHS enforcement policy	2 policies need to be combined
23	Levels at which FPNs are set	
24	Domestic bins on streets	
25	Commercial bins on streets	
26	Mud on Highway	

## Appendix 2

Recommended work outputs which Area Committee may wish to receive

Type of Complaint received	Numbers/quantity
Noise	
Flytipping	
Overhanging Vegetation	
Domestic waste	
Commercial waste	
Drainage	
Highways misc	
Litter	
Housing	
Nuisance	
Rodents	

### Proactive activities

Community action days - no. events	
Other promotional events	
No. children educated in schools	

### Fixed penalties issued

Fixed Penalties for Litter	
Fixed Penalties for Dog Fouling	

### Notices served

Noise	
Flytipping	
Overhanging Vegetation	
Domestic waste	
Commercial waste	
Drainage	
Highways misc	
Litter	
Housing	
Nuisance	
Rodents	
Other	

### Number of Legal action prosecutions submitted

Litter	
Dog fouling	
Flytipping	
Noise	
Other Notices	

**Selection of work outputs from EATS which Area Committee may wish to add to above or select “a-la-carte”**

Type of Complaint received	Does Area Committee wish to see this? Select Yes or No
Noise	
Noise – Out of Hours	
Flytipping	
Overhanging Vegetation	
Domestic waste	
Commercial waste	
Drainage	
Highways misc	
Litter	
Housing	
Nuisance	
Rodents	

**Proactive activities**

Community action days - no. events	
Other promotional events	
No. children educated in schools	

**Fixed penalties issued**

Fixed Penalties for Litter (s88)	
Fixed Penalties for Domestic Waste (s47ZA)	
Fixed Penalties for Commercial Waste (s47ZA)	
Fixed Penalties for Dog Fouling	
Fixed Penalties for Litter Clearing Notices (s94A)	
Fixed Penalties for Flyering Without Consent (Sch3A)	
Fixed Penalties for Failure to Produce Waste Carriers Licence (s5)	
Fixed Penalties for Failure to Provide Waste Transfer Notice	

**Notices served**

domestic waste	
commercial waste	
clearing land of waste	
Failure to produce waste documents	
nuisance	
improving premises detrimental to amenity of neighbourhood	
drainage	
noise	
pests	
Litter Clearance Notice (LCN)	
Street Litter Control Notice	
Obstruction	
Overhanging vegetation	
Other Notices	

**Number of Legal action prosecutions submitted**

Litter	
Dog fouling	
Flytipping	
domestic waste	

commercial waste	
clearing land of waste	
Failure to produce waste documents	
statutory nuisance	
improving premises detrimental to amenity of neighbourhood	
Drainage defects	
Noise	
pests	
Litter Clearance Notice (LCN)	
Street Litter Control Notice	
Obstruction	
Overhanging vegetation	
A Boards	
Placards/flyposting	
Other Notices	

Statistics for HEAS housing, food and H&S to follow

**Appendix 3 – Key contact names for each of the EATs**

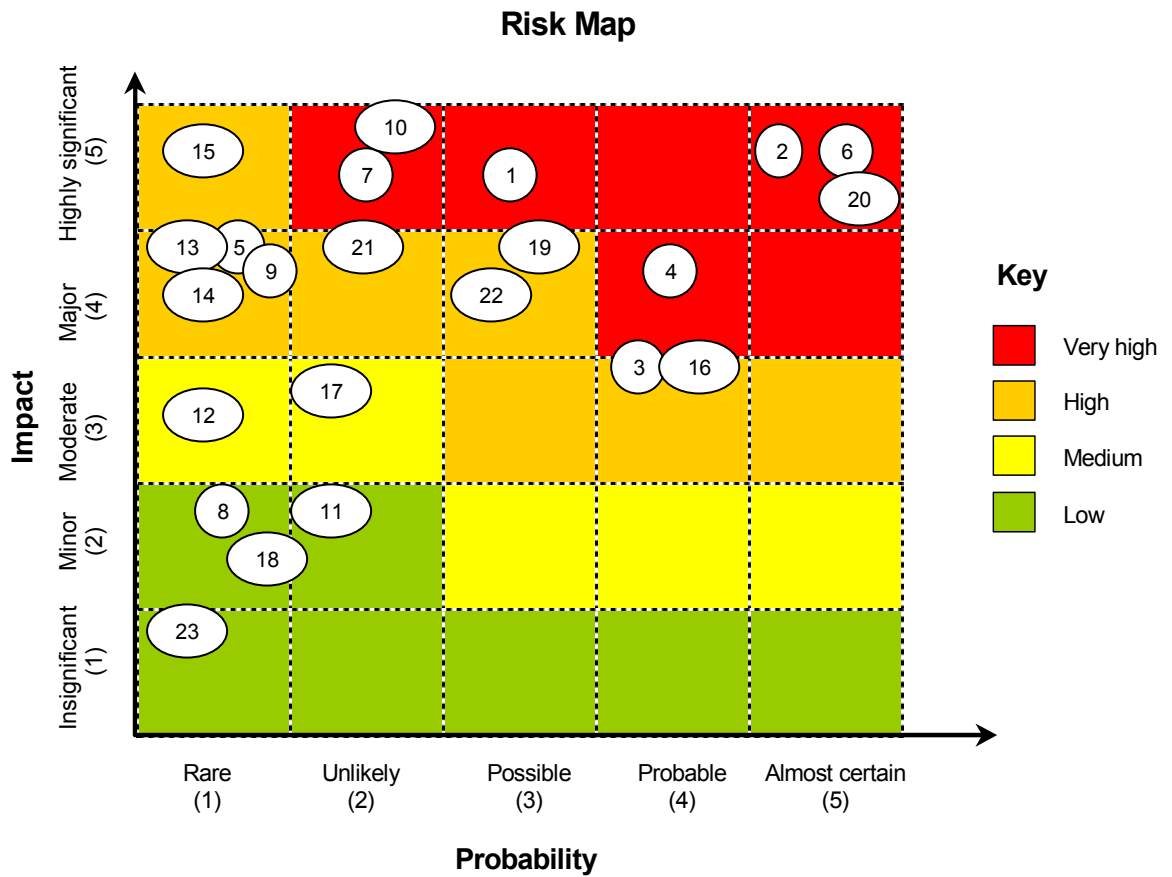
Name	Title
Ruth Lees	Service Manager
Rachel McCormack(acting)	Dep. Service Manager
Ruth Turner	Environmental Health Officer
Jamie Friel	Environmental Health Officer
Terry Robinson	Environmental Health Officer
Andrea Holt	Environmental Health Officer
Don Gay	Snr. Technical Enforcement Officer
Victoria Whalley	Snr. Technical Enforcement Officer
Martin Beaumont	Technical Enforcement Officer
Jennifer Dunbar	Technical Enforcement Officer
Jessica Hodgson	Technical Enforcement Officer
Elaine Saul	Technical Enforcement Officer
Tom Richardson	Technical Enforcement Officer
Mark Freer	Technical Enforcement Officer
Ali Zafar	Technical Enforcement Officer
Martin Allen	Technical Enforcement Officer
Patrick Bird	Technical Enforcement Officer
A Wright/A Cromack	Admin Supervisor

#### Appendix 4 – Priority based system

Work area	ID no.	Prob	Impact	subdivide into urgent/less urgent?
A Vehicles	1	3	5	No
Drainage (blocked & sewage escapes)	2	5	5	yes
Commercial waste issues	3	4	3	No
Domestic waste/waste in gardens	4	4	4	Yes
Flyers	5	1	4	Yes
Flytipping	6	5	5	No
Litter	7	2	5	No
Defective housing	8	1	2	Yes
Dirty housing	9	1	4	Yes
Housing vacant	10	2	5	Yes
A Boards	11	1	2	Yes
Abandoned caravans	12	1	3	No
Cellar Grate/mud/damage/illegal crossing	13	1	4	Yes
Illegal adv/placards/flyposting	14	1	4	Yes
Graffiti	15	1	5	No
Overgrown veg/obstruction	16	4	3	Yes
Vehicles for sale	17	2	3	Yes
Grass verge parking	18	1	2	Yes
Pests – rats/mice/insects/etc	19	3	4	Yes
Noise -	20	5	5	Yes
Nuisance – light/odour/premises	21	2	4	yes
Smoke – general	22	3	4	Yes
Radon	23	1	1	No

Probability: based on Volume of complaint - Likelihood of complainants

Impact: based on community - achievement of strategic objectives, likelihood that statutory obligation not met



**Appendix 5 – Summarised service requests from each Area Committee**  
**12<sup>TH</sup> May 2008 – 24<sup>th</sup> Dec 2008**

	ENE - IE	ENE - INE	ENE - ONE	SE - IS	SE - OE	SE - OS	WNW - INW	WNW - IW	WNW - ONW	WNW - OW
Out of Hours Noise	369	175	50	322	117	111	492	173	102	141
Noise (except commercial)	263	159	74	256	176	171	409	168	143	185
Statutory Nuisance	93	77	36	55	40	64	68	36	47	52
Overgrown Vegetation	65	138	104	58	128	108	77	66	103	85
Domestic waste	317	101	11	129	49	94	234	374	72	66
flytipping	109	69	19	120	60	69	78	54	25	57
Litter Issues	46	21	16	376	51	37	49	20	29	24
commercial waste issues	48	33	13	161	49	59	62	30	72	28
drainage issues	92	52	36	38	69	37	37	44	64	57
Housing defects	95	57	14	55	25	19	48	23	11	21
Rodents	6	12	6	7	5	5	36	7	8	18
Misc highways	25	18	46	53	34	34	37	17	22	17
Placard	3	5	1	4	2	4	2	3	11	4
A Board	1	3	3	7	2	1	2	1	7	2
nuisance vehicle related	12	6	1	14	14	11	8	2	8	8





Originator: S Smith  
Tel:2474249

**Report of The Director of Environment and Neighbourhoods Directorate**

**Meeting: Inner West Area Committee**

**Date: 12<sup>th</sup> February 2009**

**Subject: Relationship and reporting between Streetscene Services and Area Committees**

**Electoral Wards Affected:**

All

Ward Members consulted (referred to in report)

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

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

**Executive Summary**

To outline the Streetscene Services function schedule and propose arrangements that will improve the working relationship between Area Committees, Area Management and Streetscene Services.

The report will briefly cover the current Streetscene Services arrangements, links with area management and elected members and current reporting mechanisms.

The report will also propose changes that will allow Area Committees to have more influence over the localised delivery of Streetscene Services.

## **1.0 Introduction & Purpose of report**

- 1.1 The Area Management Review report presented to Executive Board in July 2008 proposed extending and enhancing the roles of Area Committees. The aim is to develop the roles of Area Committees in terms of the number of services that they will have increased influencing, developmental and consultative responsibilities for.

## **2.0 Background**

### **2.1 Service Description**

- 2.1.1 In terms of Streetscene Services the proposed additional enhanced roles for Area Committees for 2009/10 are, Street Cleansing and Grounds Maintenance.
- 2.1.2 For the purpose of this report the new enhanced roles relate to those services currently provided by Streetscene that have a direct impact on environmental quality and the visual appearance of the built environment. This briefly includes mechanical sweeping (carriageway and footpaths), manual sweeping and litter picking, litter bin emptying, provision and maintenance, fly tipping removal, graffiti and fly-poster removal and leaf clearing. A more detailed description of the services is provided in section 3.

### **2.2 Intensive Neighbourhood Management**

- 2.2.1 The Intensive Neighbourhood Initiative was launched in April 2006 aimed specifically at the most deprived areas within the inner city. Supported by the Neighbourhood Renewal Fund (NRF) and the Safer, Stronger, Communities Fund (SSCF), the improvements have been significant. Cuts in the NRF and SSCF budgets in 2007/08 have made it difficult to maintain service standards in the INM areas in the future. Key to the success of INM has been the introduction of the Community Pride Teams and the co-ordination of services and outside agencies in dealing with specific issues.

### **2.3 Grounds Maintenance**

- 2.3.1 In 2005 the citywide grounds maintenance contract was awarded to Glendale Services with the contract administration function being given to the City Services Department on behalf of the ALMOs and Highway Services. This function has now passed to Environmental Services. The initial contract term was three years with an option to extend by a further three years in one year extensions. The contract is currently in year 4 with approval to extend into years 5 and 6. In terms of service delivery this is clearly defined within the contract documents and service specification although facilities do exist to vary work in and out of the contract.

The current contractual arrangements provide little scope for Area Committees to significantly influence the way in which grounds maintenance services are delivered, certainly within the life of this contract. However, work has begun on the procurement of a new contract to commence March 2011 which will include contract packaging options and specifications.

- 2.3.2 In 2007 a decision was made to take out of the main contract the Britain in Bloom routes grass verges and rough cut and sight line grass and deliver this through a separate contract. The new work of motorway junction grass was also added to this contract. This contract was awarded to ATM Ltd on an initial one year contract starting March 2008 with the option to extend by two years. Environmental Services also have the contract administration responsibility for this contract on behalf of the ALMOs and Highways Services.

## **2.4 Current Streetscene Structure**

- 2.4.1 Currently Streetscene Services works on an area wedge basis. There are 5 wedges in Leeds excluding the City Centre. Each Wedge has specific management and frontline staff to deal with arising issues as well as day to day service provision. Recently, the division of the city has been discussed and new working arrangements have been proposed, to match the three new Area Committee wedges.
- 2.4.2 The current Streetscene management structure reflects the old five Area Committee wedges.
- 2.4.3 Each wedge is allocated –
- 1 x Principal Area Manager
  - 1 x Senior Area Manager
  - 1 x Assistant Area Manager (2 staff in post working a 4x3 shift to provide 7 days cover)
- 2.4.4 All managers are multi-disciplined and responsible for the day to day operational delivery of all Streetscene services within their respective areas.
- 2.4.5 The following services are delivered city wide due to logistical or operational problems associated with delivery on an area basis
1. Car Park/Ginnels cleaning
  2. Removal of discarded hypodermic needles and syringes
  3. Public Convenience Cleaning

## 2.5 Description of Delegated Function/Enhanced role

- 2.5.1 For the purpose of this report the new enhanced roles relate to those services currently provided by Streetscene Services that have a direct impact on environmental quality and the visual appearance of the built environment. This briefly includes mechanical sweeping (carriageway and footpath), manual sweeping and litter picking, litter bin emptying, provision and maintenance, fly tip removal, graffiti removal, fly-poster removal and leaf clearing. A more detailed description is given in section 3.
- 2.5.2 In terms of the report that went to the Executive Board in November 2007 it highlighted the following enhanced roles for Area Committees,

Street Cleansing	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.
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 2011. 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 2011. 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.

## 2.6 Role and Responsibilities of the Area Committee

- 2.6.1 Current Arrangements - As the roles of Area Committees have developed so have the arrangements that allow them to influence the way that Streetscene delivers its services at a local level. The following are not all consistently applied across all Area Committees.

- Environmental Partnership Groups – some Area Committees have established an Environmental Partnership group across an area committee to allow more detailed discussions about localised issues and develop deliverable actions. This process has been successful in the areas where it is used and allows a more open debate and understanding about the specific issues. It has improved the working relationship between the ACs and Streetscene Services but also with other environmental based services/agencies who attend. The partnership tends to be attended by the AC Member champion nominated for ‘environment’ which provides one of the ways of linking to the Area Committee.
- Site Visits and face to face meetings with Ward Members – these tend to be ad-hoc and usually in response to a specific issue. They tend to be very focused on dealing with specific issues but usually successful in terms of resolving problems in the short term.
- Area Delivery Plans – Streetscene Services officers and Ward Members contribute towards the development of Area Delivery Plans. However, the approach across each area appears to be inconsistent and from a service point of view tends to reflect service priorities rather than localised priorities
- Reports to Area Committees – the provision exist for this to happen but the frequency of reporting tends to fluctuate, reports being requested or provided in response to issues rather than reporting on overall performance.
- Tasking Groups – tasking groups are established in all of the area committee areas although their success and effectiveness varies in terms of Streetscene Services.

2.6.2 Current arrangements allow the area committees to influence and develop the following services,

- (i) Community Action Services Team ( CAST). In the outer wedges Ward Members have direct access to the CAST teams. Referrals are made through area management officers and passed to Streetscene for action. Ward Members in the inner city have the same facility through the Community Pride Teams.
- (ii) INM – in particular those resources funded through SSCF is administered through area management and Ward Members. This process allows influence over where and how the resources are deployed.
- (iii) Public Conveniences – this is a responsibility delegated to Area Management and the provision of the PCs is determined by area committees, advised by Streetscene Services.

- (iv) Street Sweeping – in response to local needs , Streetscene managers do have some flexibility to vary the delivery of services. Area Committees have in the past supplemented street sweeping in some areas by funding additional resources.
- (v) Litter Bin Provision – the provision of litter bins is an issue for Streetscene Services as budget provision falls short of meeting demand. In the past most area committees have funded additional litter bins in priority areas
- (vi) Customer Satisfaction Surveys – area management have organised and funded customer satisfaction surveys that have included issues relating to environmental quality.

## **2.7 Proposed Improvements.**

2.7.1 In view of the changing priorities in the individual area an option would be for the Principal Streetscene Manager for a wedge to meet with Ward Members on an agreed frequency. These discussions could include the changing area priorities and any immediate response that could be made by Streetscene, successes in the ward, new initiatives and any specific issues that need attention.

- Increased Use of District Local Environment Quality Survey (DLEQs) – DLEQs is a nationally recognised environmental quality survey methodology that assesses an area in terms of litter and detritus, graffiti, fly-posting, fly-tipping, staining, weed growth, litter bin condition (degree of fill, cleanliness etc) and the condition of landscaped areas. The information provided by these surveys can be used to identify area specific problems and how to utilise resources efficiently. The surveys are time consuming and resource intensive and currently have only been applied in selected areas by streetscene. To provide frequent data would require more surveying capacity.
- Develop the principle of Area Committee Service Champions – the principle would be to have a Ward Member from the AC to take the lead responsibility for Streetscene Services and work closely with the service. This would allow a more thorough understanding of the service and how it is delivered which in turn should help in terms of influencing how Streetscene services are delivered.
- Environmental Partnership Groups – an Environmental Partnership group across all area committees could improve the working relationship between the ACs and Streetscene Services but also with other environmental based services/agencies. Such a partnership allows a more detailed discussion and understanding of issues and inter-service/agency co-ordination to resolve localised issues often not achieved at a full Area Committee. Could be attended by the AC Member champion nominated for 'environment' as above.

- Adopt the 'probability and impact' framework to help prioritise service delivery. This approach has been adopted by some service areas and allows a risk based approach to prioritising issues. The benefit of using this principle is that it could also be used in the Area Delivery planning process and Streetscene Service Planning. The approach would take time to introduce but would allow a more structured approach to prioritisation and influencing service delivery. The probability is a measure of the volume of the work experienced and the potential for escalation if the response does not meet customer expectation. The impact considers the impact on the community, how it influences the strategic outcomes and the effect on statutory responsibility.

## **2.8 Contributing to Delivery of the Leeds Strategic Plan Targets and Outcomes**

- 2.8.1 The strategic priorities that are outlined in this section are the main drivers that shape and influence the delivery of Streetscene Services.

## **2.9 Strategic Outcome for the Service**

- 2.9.1 'To create a cleaner, greener and more attractive city through effective environmental management and changed behaviours. Within the strategic outcome are two very clear improvement priorities that influence the prioritisation of work within Streetscene services,

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

- 2.9.3 Reduce the amount of waste going to landfill

## **2.10 Integrated Waste Strategy**

- 2.10.1 Environmental Services has developed and produced an Integrated Waste Strategy for the Council that outlines how it will effectively deal with the municipal waste produced in the city over the next 25 years. Within the strategy are clear targets some statutory and others interim and set locally to meet the longer term targets. The two main targets that have a major impact on streetscene service delivery are landfill diversion and recycling targets. Clearly the main emphasis is on dealing with the domestic waste streams however the implications extend to all municipal waste including that picked up by the street cleaning services. For example, in terms of waste definition street arisings are classed as household waste and therefore can be included in the domestic recycling figures. Consequently we have arrangements in place to divert most of the street arisings away from landfill.

## **2.11 Closing the Gap**

- 2.11.1 A key objective of the Vision for Leeds is to close the gap between the most disadvantaged areas of the city and the most prosperous. In terms of achieving this objective streetscene has a major role to play in ensuring that all neighbourhoods are safe, clean green and well maintained.

This will be achieved by tackling environmental problems and getting people and businesses involved in their own environment. Reference Britain in Bloom.

## **2.12 Legal Responsibilities**

- 2.12.1 Under the Environmental Protection Act 1990 ( EPA ) the Council has a duty placed upon it to ensure that all of the land that it controls is kept clear of litter and refuse as far as is practicable. Accompanying the EPA is a Code of Practice that provides practical guidance on the discharge of duties under the EPA and identifies acceptable standards of cleanliness. Streetscene Services is responsible for delivering the Council's obligations on all adopted highways. The need to deliver the Council's responsibilities under the EPA clearly is a major driver in terms of how street cleaning services are organised and delivered.

## **3.0 The Service at Area Committee Level**

### **3.1 Area Profile of the Service**

- 3.1.1 Streetscene Services are currently delivered city wide and do not reflect ward or Area Committee boundaries. Consequently resource allocation is not done on an area committee basis. Streetscene aims to provide the same outcome across all areas in terms of service standards. To achieve this resource allocation within local areas will vary depending on need.
- 3.1.2 Below is a list of the services that are included in the enhanced role for Area Committees

### **3.2 Streetscene Services**

- 3.2.1 *Litter bins (on programmed frequency)* - To collect and dispose of waste from litterbins and the mainten of litter bins and liners, where appropriate. Currently there are over 4500 litter bins across the city.
- 3.2.2 *Street Sweeping* - the street cleansing service is completed by a mechanical and manual sweep of both carriageways and footways. The service operates around a schedule covering all areas of the city. Sweeping removes litter, detritus and dead weeds The schedule is used as a guideline with the emphasis now on output rather than input.
- 3.2.3 *Manual Litter Picking* is used across the city in appropriate situations to supplement the mechanical street sweeping function.(for example, where a mechanical sweeper is insufficient or too cumbersome to operate efficiently).
- 3.2.4 *Fly tipping removal* – Fly tipping on the public highway is reported by the public or discovered by crews and removed accordingly or passed on to relevant agencies. Enforcement action is taken where evidence is available.



- 3.2.5 *Gully Cleaning* - To carry out routine servicing of gullies in order to make sure that the surface water drainage system is maintained in a working condition. Current provision allows gullies to be emptied and cleansed every 8 months to remove the build up of leaf and blossom fall, silt and detritus. Wetspot gullies, ie those in areas that are prone to flooding or ponding, are done every three months. Damaged gullies are reported to Highways Services for further inspection and remedial action.
- 3.2.6 *Grounds Maintenance* – Streetscene Services has the contract administration responsibility for the grounds maintenance contract on behalf of the three ALMOs and Highways services. There are currently two contractors responsible for delivering the service, ATM Ltd and Glendale Services. The current contracts cover,
- Maintenance of highway grass verges
  - Maintenance of ALMO grassed areas
  - Shrub and rose bed maintenance
  - Hedge maintenance
- 3.2.7 *Graffiti Removal* – six teams are deployed across the city to remove graffiti primarily from Council property but also provide a service to private property especially in response to the removal of racist and offensive graffiti (this is removed within 24 hours and other within 10 days.)
- 3.2.8 *Needle Picking* – Streetscene Services has one dedicated team responsible for the removal and disposal of discarded hypodermic needles and syringes. The work closely with Community Safety and West Yorkshire Police.
- 3.2.9 *Public Convenience Cleaning* – Streetscene Services clean and maintain the Council’s street located public conveniences across the city. This involves providing a scheduled cleaning service and opening and closing those pc that have that facility. The strategic responsibility for public conveniences has been delegated to the Area Committees.
- 3.2.10 *Leaf Clearing* – additional resources are employed to remove leaf fall from the highway as quickly as possible. The leaf clearing programme usually spans a twelve week period between September and December the start and finish dates being determined by weather conditions. All leaf fall collected is sent for composting.
- 3.2.11 *CAST* – cast teams operate in the outer area committee areas and deal with referrals from elected members. Where there are not sufficient referrals the streetscene area manager allocates work clearing known hotspot sites or problem areas. Referrals in the inner wedges are dealt with through the INM teams.

## *INTENSIVE NEIGHBOURHOOD MANAGEMENT (INM)*

3.2.12 The INM programme helps focus on the improvement of existing public services in the most deprived communities in the city. It also helps provide new services that will address needs that have been identified in these areas.

3.2.13 Between April and June 2006, Environmental Pride Teams were recruited, trained and deployed in each of the five wedges within the city. These teams have received a detailed seven week training programme to equip them with relevant skills and techniques to deliver high quality visible improvements in the communities in which they work. The teams undertake tasks such as graffiti removal, minor construction works, horticultural works and intensive cleaning; leaving each street at a grade 'A' level of cleanliness

### **3.1.3 Area based Service Priorities and contributions to the Area Committee's Area Delivery Plan for 2009/10**

3.1.4 Within the Inner West Area Committee Area below are a sample of some of the key issues to be addressed or contributed to by Streetscene Services. Clearly the full range of issues is much greater and could be the subject of a more detailed report.

- Work with the ALMO to agree a deliverable solution to keeping all ALMO land clean and litter free. This will include working towards a one Council approach to improve the service delivery to residents in the South Inner wedge. Tackling estates such as the Raynville, Wythers, Broadlea Estate and Fairfield Estate.
- Continue to support operation Champion using the INM team to identify hotspots and remove rubbish. A major area of attention has been the Fairfield Estate.
- Develop a workable solution with Area Management to tackle the problem of rubbish in bin yards which is a particular issue in the Cedars and Stanleys in Armley.
- Identify and remove fly-tipping.
- Identify and encourage community groups to become part of the 'In Bloom' process. Reducing the impact of the annual tenancy changeover and freshers week. This is a particular problem in the Headingley but spreading to other areas of the wedge.

3.1.5 These are the key actions/priorities which would assist Streetscene Services to address the major issues identified in 3.2.1

- Undertake a review in the way services are currently delivered to achieve the localised delivery of Streetscene Services to meet the localisation of services agenda

- Continue to deliver the INM programme in each of the inner wedges
- Support and encourage community groups to adopt the 'In Bloom' principles
- Ensure that NI 195 targets are achieved both locally and city wide
- Increase the stock of litter bins across the city and ensure adequate resources are in place to service them
- Ensure that all ALMO and Highways grassed areas, shrub beds and hedges are maintained to an acceptable standard
- Work with the ALMOs to agree how all land can be maintained to meet the EPA Code of Practice standards

3.1.6 Delivering the LSP Service Priorities is a major driver for Streetscene Services and at a local level this will be achieved through its Service Plan and the Local Area Delivery Plans. To date Streetscene Services has achieved success in some areas by working closely with colleagues in the development and delivery of the plans. However this approach is inconsistent and more robust processes are required if it is to be consistently applied across the city.

3.1.7 To date, success has been achieved through the following,

- Tasking Groups
- Area Committee Sub Groups
- Direct contact with Ward Members
- Attendance at community forums, Tenants and Residents Groups, Community Group meetings
- Working with groups through the Streetscene Services Community and City Pride Scheme
- Working in partnership with VFS organisations such as Groundwork e.g recycling festival in South Leeds
- Working in partnership with other external bodies such as Fire and Rescue teams
- Providing the Contract administration function for the grounds maintenance contract on behalf of the three ALMOs and Highways Services

### **3.3 Customer and community engagement**

3.3.1 Customer engagement and consultation are important for any service but difficult to achieve considering the wide range of services delivered by Streetscene Services.

There is a customer satisfaction Best Value Performance Indicator that is carried out every three years and measures through surveys, levels of satisfaction with cleanliness standards i.e. keeping land clear of litter and refuse.

3.3.2 The last survey results done in 2006/07 showed that 63% of the residents of Leeds were satisfied with the standard of cleanliness. This compares to a metropolitan authority average of 60.9%.

3.3.3 Clearly these are authority wide statistics and sometimes hide local issues. In addition to this survey Streetscene Service gathers information from several other sources to help to influence service delivery. For example,

- Attending area committee meetings where customers have the opportunity to raise their concerns and issues/ Area committee sub-groups, both of which allow the area committee to influence service delivery through feedback from community engagement..
- Attending tenants and resident group meetings.
- Attending community forum group meetings.
- Localised surveys either carried out by the service or area management
- Contact with local Ward Members
- Responding to service complaints and identifying trends and problem areas.
- Working closely with voluntary groups such as groundwork who work with local communities.
- Close working with a number of 'In Bloom' groups across the city who provide valuable feedback

3.3.4 In terms of grounds maintenance the ALMOs have detailed communications plans through which tenant views are obtained about service delivery and improvements. In 07/08 a customer consultation exercise was carried out with a particular emphasis on grounds maintenance. The results of this survey will be used to shape the package and specification of future contracts.

3.3.5 In terms of the future, Streetscene Services see area management as having a major role in terms of carrying out local area customer satisfaction surveys. This would be an ideal opportunity to utilise fully the Area Committee Community Engagement Plan.

## **4.0 Performance Management and Reporting**

### **4.1 Baseline Position and key targets for the Service**

- 4.1.1 Streetscene Services is proposing that the DLEQS methodology is introduced across all areas to measure performance and identify environmental quality issues at a district level. This information would allow target setting and performance could then be monitored against them. The DLEQS methodology produces a wide range of information relating to environmental quality including the current NI195 score that is reported on an annual basis to central government but on a city wide basis. In terms of the enhanced services the only performance measure currently reported against is NI195. As this performance indicator has recently been changed from BV199 2008/09 is currently being used to establish the city wide baseline performance from which improving targets can be derived. Unfortunately the NI195 is only done on an authority wide basis but with additional surveying resources it could be done at a local level.
- 4.1.2 SERVICE PLANNING – Streetscene Services has a service planning timetable that will ensure that the agreed service plan is in place by the first quarter of the year. The Service Plan will in future be linked more closely to the ADPs and input into the ADPs will be offered by Streetscene Services when they are updated. This process is not established and to date input across the areas has been inconsistent but we now have an opportunity to develop this . Practically there may be some resource issues trying to influence 10 ADP

### **4.2 Other Outcomes for the Area Committee area**

- 4.2.1 Working with Area Committees across the city will vary form area to area as each will have their own specific issues and challenges. However in terms of Streetscene Services there are other outcomes that it wishes to achieve,
- Improving the general level of environmental quality across each area which ultimately will make Leeds one of the cleanest cities in the UK.
  - Implement Localised Streetscene Services that meet the governments localisation agenda.
  - Improve service delivery and in the process assist the pay and gradings issues
  - Continue to deliver Intensive Neighbourhood Management through the Community Pride Teams and use the experiences to improve service delivery city wide.
  - Support and encourage the existing 'In Bloom' groups across all areas and where possible help to introduce new groups into the process.
  - Continue to provide high standards of grounds maintenance service across the authority.
  - A key outcome for Streetscene Service that would benefit the local area is to encourage communities to judge the outcomes achieved by the service rather than concentrate on inputs into the area

### **4.3 Reporting Arrangements**

4.3.1 It is proposed that Streetscene Services reports to the Area Committee on a six monthly frequency in September and March. However, the timing may need to be discussed to ensure that it satisfies Area Committee requirements. The proposal is that the reports are presented by the Principal Streetscene manager and if agreed the service champion. The contents of the report and format will need to be agreed. Clearly there needs to be performance data to demonstrate how the service is performing but also needs to report on service delivery against agreed priority areas. Streetscene does not currently have performance statistics that can be reported on a six monthly frequency, however work is being carried out to develop a suite of indicators for the Vitality Index that could also be used for Area Committee reports.

4.3.2 Suggested performance data.

- NI 195
- DLEQs
- Number of complaints/compliments
- Perception surveys

### **5.0 Programme of Activities 2009/10**

5.1 The programmed activities will be finalised when the Streetscene Service Plan has been agreed.

5.2 In terms of Grounds Maintenance the work will begin in 2009/10 to start the procurement process to package and specify a new service and have a new contract in place to start March 2011.

### **6.0 Implications for Council Policy and Governance**

6.1 The governance arrangements for Streetscene Services will remain within Environmental Services and the Environment and Neighbourhoods Directorate.

6.2 In terms of policy development this will continue to be done in a city wide context to ensure that consistency of service is delivered across every area and that the Council's obligations are delivered in terms of the EPA. However, by developing closer links with local areas specific issues can be reflected in the policies to ensure that service delivery meets local area needs.

6.3 In terms of moving forward, the enhanced roles will provide an opportunity for area committees to influence policy development to reflect area needs.

## **7.0 Legal and Resource Implications**

- 7.1 Streetscene Services has a responsibility for delivering services on behalf of the Council and is outlined in section 2.12.1. Although Streetscene Services is committed to delivering localised services there is a risk that resources are diverted to deal with localised issues at the expense of achieving city wide outcomes. With a limited resource working at optimum efficiency service prioritisation will have to be a key issue and a shared responsibility between Streetscene Services and Area Committees.
- 7.2 Streetscene Services resources are limited and with no prospect of increasing these it provides an opportunity for improved joined up working on imaginative and innovative ways to deliver services.
- 7.3 The delivery of some aspects of Streetscene Services, such as INM, graffiti removal, do depend solely on NRF and SSCF funding. Withdrawal of these funding streams will have significant implications in terms of service delivery and maintenance and improvement of service standards. Unfortunately, in all cases the funding is used to support salaries of front line staff in the most deprived areas of the city. Working with area committees may allow longer term planning and opportunities to maintain staff over longer periods of time.

## **8.0 Equality Considerations**

- 8.1 Streetscene Services is currently undertaking Equality impact assessments of all aspects of the service to ensure that they deliver equality in terms of service delivery and accessibility. However, we recognise that Leeds is an extremely diverse city with each area having its own unique requirements. Streetscene views the enhanced relationship with area committees as an opportunity to use their experience and the detailed knowledge of area management officer to identify ways in which equality issues can be tackled.

## **9.0 Any Other Considerations**

- 9.1 Streetscene Service is facing a number of issues that will have an impact on its ability to deliver the outlined enhanced services. They include,

### **9.2 NRF/SSCF Withdrawal**

- 9.2.1 In 2008/09 the NRF funding for the INM programme was reduced by £829K resulting in some of the INM services being reduced or removed altogether. Similar reductions in funding are planned for 2009/10 and Streetscene Services is currently developing an exit strategy to try and minimise the impact on service delivery. Clearly a funding reduction in this area will undoubtedly have an impact on environmental quality in the INM areas.

### **9.3 Budget Pressures**

- 9.3.1 In terms of the base budget, as with most services across the Council. Streetscene Services will be under pressure to deliver improved services with the same resources or in some areas less. In recent years the impact on core services has been minimised due to short term funding arrangements such as the INM programme. Increased customer expectation and the need for continuous improvements will put the core service under pressure. Streetscene is constantly looking at ways to improve service delivery and maximise the use of its resources.

### **9.4 Street Cleaning – Inputs vs Outcomes**

- 9.4.1 The current Streetscene resources and method of working are based on a very rigid input approach to service delivery i.e. rigid streets sweeping schedules. However in terms of the Council's responsibilities under the EPA and associated Code of Practice environmental quality is measured by outcomes (how clean a street is) rather than how much resource has been allocated to the task. The current approach taken by Streetscene Services is to use the schedules as a guideline but use its resources to best effect. The principle is that if a street does not require sweeping on its scheduled day the resource is deployed to an area where the service is required.
- 9.4.2 NI 195 is the national measure of environmental cleaning at a point in time with no regard for the resource input. The challenge for Streetscene is to meet customer expectations and environmental quality standards.

### **9.5 Areas of Responsibility**

- 9.5.1 This issue relates mainly to the confusion about the demarcation between the adopted highways, for which Streetscene has responsibility, and other areas of land. This is a particular problem in ALMO estates where many of the inter-connecting footpaths and hard surfaced areas (garage fore courts etc) are maintained by the ALMOs. Most people who complain expect a one Council approach to resolving the issue and are not really interested in which service has the responsibility. Streetscene Services spend a lot of officer time dealing with complaints that are not related to cleaning the adopted highways.

## **10.0 Conclusions**

- 10.1 2009/10 and the enhanced roles for Area Committees provides an opportunity for a new relationship to be developed with Streetscene Services that will ultimately lead to service improvements and better a cleaner environment for the residents of Leeds. Within the report are a number of proposals in terms of the way forward and the expectation from Streetscene is that this relationship will be a developing one.



## **11.0 Recommendations**

- 11.1 Members are asked to consider and note the contents of this report and consider the following issues,
- (i) Consider the area committee reporting process in terms of timetable, format and contents of the reports (see particularly 4.3).
  - (ii) Consider the use of DLEQs surveying and measuring methodology at a local level (see 4.1.1). This will have surveying resource implications that need to be identified and agreed.
  - (iii) How area committees and area management can assist Streetscene Services with customer/community engagement. (See particularly 3.3.)
  - (iv) Consider whether individual Ward Member meetings with Streetscene officers will be desirable and what the arrangements would be. (see 2.7.1).
  - (v) Consider the use of the 'probability/impact' approach to service prioritisation. (See 2..2 – (v)).

### **Background papers**

Executive Board Report 16 July 2008 – Area Committee Roles 2008/09

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Originator: Rob McCartney

Tel: 2243480

## Report of Housing Strategy and Commissioning Section

### Report to Inner West Area Committee

Date: 12<sup>th</sup> February 2009.

### Subject: Leeds Housing Strategy

#### Electoral Wards Affected:

All

Ward Members consulted  
(referred to in report)

#### Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council  
Function

Delegated Executive  
Function available  
for Call In

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

#### Executive Summary

The Leeds Housing Partnership Executive decided in 2008 to review and update the existing Leeds Housing Strategy to ensure that it better reflected current housing challenges and wider strategic priorities. The strategy will be framed around the strategic vision: 'Creating opportunities for people to live independently in quality, affordable housing'. The strategy will have three key themes:

Increasing the supply of affordable housing

Improving housing quality

Promoting independent living

The final strategy draft will be presented to the Council's Executive Board in July 2009.

## 1. Purpose of Report

- 1.1. To give Inner West Area Committee members an overview of the emerging Leeds Housing Strategy and links to the Inner West area.

## 2. Background

- 2.1. The Leeds Housing Partnership is a multi-agency/partner body, affiliated to the Leeds Initiative that drives and oversees housing development and delivery in the city. The Partnership is responsible for the monitoring and review of the Leeds Housing Strategy. The Leeds Housing Partnership Executive decided in 2008 to review and update the existing Leeds Housing Strategy, to ensure that it better reflected current housing challenges and wider strategic priorities.
- 2.2. The updated Leeds Housing Strategy will need to respond to the housing affordability challenge in the city. The 2007 Housing Market Assessment identified that there was a need for 1889 affordable housing units to be developed on an annual basis to meet housing need. It was also identified that a household would need an annual income of £37,000 in order to purchase a starter level property in the city. The affordability challenge, whilst significant, had emerged during a period of economic buoyancy for the city and conformed to standard economic principles: demand for housing exceeded supply, precipitating price rises that were higher than wage inflation. Households have been assisted to secure affordable housing through an increase in housing supply and innovative home purchase initiatives. The recent economic downturn has exacerbated the affordability challenge. Mortgage lending practice has become more restrictive and prospective house buyers have been deterred from purchase through uncertainty over employment and falling house prices. This in turn is deterring developers from continuing and starting house building. The Council and partners will need to be flexible and innovative to respond to the evolving challenge.
- 2.3. The focus of the Leeds Housing Partnership is also shifting from meeting the decency standard towards the wider challenge of improving housing quality and sustainability. The Council and the Leeds ALMOs see the attainment of the decency standard on council housing as being an important milestone, rather than an end in itself. Longer-term investment options will need to be explored between the Council, ALMOs and tenants. The Council is also aware of the significance of the private sector housing challenge: 33% (over 81,000 properties) of private properties fail the decency standard with 13% (34,000) having one or more Category 1 hazards. The scale of the challenge is even more pronounced with regard to back-to-back housing, with 75% of the 19,500 units failing the decency standard and 45% having one or more Category 1 hazard. The 40% increase in energy prices has meant that the proportion of the Leeds population who are experiencing fuel poverty (more than 10% of household income spent on energy costs) has risen from 19 to 24%.
- 2.4. Enabling vulnerable people to achieve or maintain an independent living arrangement is a key housing, health and social care challenge. Services such as housing-related support, adaptations and assistive technology all contribute to promoting independent living. Modernising housing provision for older people and people with learning disabilities will promote independent living and enable vulnerable people to exercise greater choice and control over their lives. Providing personalised services that maximise prevention opportunities will also contribute to objectives relating to reducing homelessness, temporary accommodation placements and rough sleeping.

- 2.5. The Leeds Housing Strategy will also reflect the strategic themes, outcomes and improvement priorities set out within the Leeds Strategic Plan. The links between housing services and the 'Thriving Places' strategic theme are clear, with strategic outcomes relating to increasing the supply of affordable housing, improving housing decency and reducing homelessness. The Leeds Housing Strategy will give equal precedence to the 'Health and Wellbeing' strategic theme, recognising the contribution housing and housing services make towards health outcomes. For example, reducing dependency on residential and day care services, preventing hospital admissions, tackling the link between poor thermal comfort and reduced health outcomes and the impact of homelessness and rough sleeping on health and wellbeing.
- 2.6. The updated strategy will include a strategic vision, themes and goals. The latter will include a series of actions and accompanying success measures. This will form the basis of the strategy action plan, which will be monitored and reviewed through the Leeds Housing Partnership.

### **3. Main Issues**

- 3.1. The Leeds Housing Strategy will be framed around a strategic vision: 'Creating opportunities for people to live independently in quality, affordable housing'. Three strategic themes seem to flow from this vision:
  - 3.1.1. Increasing the supply of affordable housing
  - 3.1.2. Improving housing quality
  - 3.1.3. Promoting independent living
- 3.2. The 'Increasing the supply of affordable housing' theme includes the following strategic goals:
  - 3.2.1. Help people become and remain home-owners
  - 3.2.2. Increase the supply of rented housing
  - 3.2.3. Make best use of existing housing stock
  - 3.2.4. Improve the mix of available housing options
  - 3.2.5. Increase the supply of accessible housing including 'Lifetime Homes'
- 3.3. The theme around increasing the supply of affordable housing has been affected by the economic downturn. Historically, affordable housing has been generated through wider housing development: Section 106 planning gain and mixed tenure development. The downturn in house building activity will have an impact on affordable housing secured through such routes. The Council is looking to generate affordable housing by encouraging local housing associations to purchase empty new build housing, partly through the receipt of Homes and Communities Agency funding. Such properties would be let on a social or intermediate rental charge and could be offered to key workers as a 'rent now buy later' option. The Council and local housing associations are also liaising with the Homes and Communities Agency

around the potential to increase grant rates, which could make mono-tenure development more economically viable. Greater emphasis is being placed on helping existing homeowners to remain in their homes and the Golden Triangle 'Home Buy Plus' initiative is being reconfigured around a Mortgage Rescue model. The need to develop more family sized housing remains pressing, as does the need to develop more accessible housing, so people can continue to live comfortably, even when their health conditions change. All housing developed through the Affordable Housing Strategic Partnership conforms to the 'Lifetime Homes' standard. The Council's plans to modernise sheltered housing provision are framed around the concept of accessible homes in accessible neighbourhoods.

3.4. The 'Improving housing quality' theme includes the following strategic goals:

- 3.4.1. Bring social housing stock up to the decency standard
- 3.4.2. Identify investment options for council housing
- 3.4.3. Increase the number of private homes meeting the decency standard
- 3.4.4. Improve the long-term sustainability of housing stock
- 3.4.5. Improve the standard of temporary accommodation
- 3.4.6. Contribute to improving and developing deprived neighbourhoods

3.5. The Council and the Leeds ALMOs are committed to bringing all council owned housing up to the decency standard by 2010/11. The Council very much considers attaining the decency standard as an important milestone, rather than an end in itself. The Council and the Leeds ALMOs are exploring options for maintaining and enhancing the level of investment in council housing post-2011. The Council is also exploring options for securing investment to tackle the private sector housing challenge. The government's economic stimulus package may well result in the Council being able to bid for additional funding. The Council has also noted the precedent of Liverpool where the local NHS Trust is investing £9 million in improving private sector housing quality.

3.6. The 'Promoting Independent Living' theme includes the following strategic goals:

- 3.6.1. Enable people to find their own housing solutions through quality information and enhanced housing options
- 3.6.2. Use support, adaptations and technology to promote independent living
- 3.6.3. Maximise opportunities to prevent homelessness
- 3.6.4. Reduce use of temporary accommodation and incidence of rough sleeping
- 3.6.5. Modernise housing provision for vulnerable people
- 3.6.6. Contribute to promoting community cohesion, reducing worklessness and tackling anti-social behaviour

3.7. Maximising opportunities for vulnerable people to live independently and to exercise choice and control over their lives is a key priority for the updated housing strategy. Services such as housing-related support, adaptations and assistive technology, such as Telecare, play an important role in reducing dependency on residential and day care services and preventing hospital admissions. The strategy will seek to highlight the 'invest to save' benefits of housing services on wider health and social care priorities. Housing advice and homeless assessment services are being reconfigured around a Housing Solutions model. The aim is to provide personalised services that maximise prevention opportunities and give people a wider range of housing options, so that they are able to find their own solution to a housing need. The Council is also committed to modernising housing provision for vulnerable groups such as people with learning disabilities and older people, where current accommodation provision is outmoded and does not promote independent living outcomes.

3.8. The updated housing strategy is being developed on a city-wide basis. It is believed that it would be advantageous to subsequently develop complementary local housing strategies, for specific areas of the city, which reflect the key themes of the overall housing strategy.

3.9. The first draft of the strategy will be completed by the end of February, with the strategy being implemented once it has been approved by the Council's Executive Board. The strategy is due to be considered by the Executive Board in July 2009.

#### **4. Implications for Council Policy and Governance**

4.1. The updated Housing Strategy will set out the key challenges and actions of the housing authority and partners over the next three years. The updated housing strategy will be presented to the Council's Executive Board in July 2009.

#### **5. Legal and Resource Implications**

5.1. The updated housing strategy will set out the investment requirements relating to the housing challenges facing the city. There is no legal obligation on the part of the Council to develop a housing strategy for the city. The updated housing strategy will have regard for all relevant legal duties relating to the authority.

#### **6. Equality Considerations**

6.1. The updated housing strategy will be subject to an Equality Impact Assessment, to ensure that it effectively covers housing challenges relating to the six equality strands.

#### **7. Conclusions**

7.1. The updated housing strategy will set out the key housing challenges for the city and the actions that will be taken to address these challenges. The Council and partners recognise that housing is a dynamic service area, and the Council and partners will need to be flexible to respond to evolving challenges. The Leeds Housing Partnership will monitor the strategy action plan on an ongoing basis.

## 8. Recommendation

8.1. To note the contents of the report.

### **Background Papers**

None





Originator: Rebecca M Boon

Tel: 395 1970

**Report of the Director of Environment and Neighbourhoods**

**Inner West Area Committee**

**Date: 12<sup>th</sup> February 2009**

**Subject: Update on New Wortley Local Action Management Plan (LAMP)**

**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**

This report details the current situation in the New Wortley neighbourhood regarding current deprivation facing the community and which is addressed via the New Wortley Local Action Management Plan. (LAMP). The report seeks renewed support and direction for future initiatives to address these issues.

**1.0 Purpose of This Report**

1.1 To update the Inner West Area Committee regarding the New Wortley neighbourhood and its current position in the Indices of Deprivation (IoD) issued by the Department for Communities and Local Government. Details of successes to date and views of local people are reported plus the opportunities for continued improvements, and the potential barriers to achieving them.

**2.0 Background Information**

2.1 A Local Action Management Plan for the neighbourhood was first drafted over 3 years ago in response to the 2004 Indices of Deprivation. The New Wortley LAMP multi-agency officer group was formed to deliver this plan and reported to the West Leeds District Partnership and the Area Committee who supported it. To ensure progress is made regarding the LAMP, the group meet every 10 weeks. The group receive an update on what is happening in the neighbourhood from the tenants and residents group and from each agency who are delivering projects locally. There is good attendance to the meetings and a commitment to deliver enhanced services from those agencies attending.

- 2.2 In the IoD figures for 2004 the average position of the neighbourhood was 1063 out of 32,482 placing it in the bottom 4% of deprived neighbourhoods in the country. The main issue causing this deprivation was Crime and Disorder which ranked the neighbourhood 768 from the bottom.
- 2.3 Following concerted action by the New Wortley Residents Association and the officer group led initially by West Yorkshire Police and then after 6 months by Area Management, an action plan was drafted and Crime and Disorder was addressed. In the revised IoD figures published in 2007 the ranking for crime and disorder had improved from 768 to 4,707 taking the neighbourhood out of the bottom 10% of worst neighbourhoods for this indice. This, together with a significant improvement in the reduction to Barriers to Housing Services, resulted in the community improving by 25 places. (see table below) Today, local people state that from a community safety perspective the neighbourhood is quiet and stable with the exception of sporadic youth nuisance.

<b>Statistics for New Wortley</b>				
	<b>SOA Position</b>	<b>2004</b>	<b>2007</b>	<b>Change</b>
<b>Average</b>	3.3%	1,063	1,088	+25
Income	5.6%	1,975	1,829	-146
Employment	1.8%	1,412	609	-803
Health/Disability	3.8%	1,580	1,251	-329
Education/Skills/Training	3.2%	846	1,056	+210
Barriers to Housing Services	6.8%	13,927	22,380	+8453
Crime & Disorder	14.4%	768	4,707	+3939
Living Env't	26%	8,866	8,458	- 408
Deprivation affecting Children	8.5%	2,942	2,755	- 187
Deprivation affecting Older People.	15%	2,393	4,853	+2460

### **3.0 Progress and Achievements**

3.1 There has also been other significant progress in the neighbourhood, examples of which are listed below, and these have contributed to the sustainability of the community such that according to the neighbourhood housing manager turnover amongst local authority housing stock is low. This is substantiated by the facts that over 200 tenants have lived in the area for over 8 years. There are currently 22 empty properties in the neighbourhood but some of these are unlettable at the moment (such as the T Blocks) and therefore the true level of void properties is lower.

- Demolition of the Liberal Club which was a blight on the area.
- Installation of a Multi-Use Games Area
- Successful regeneration of the New Wortley Community Centre and the services delivered from the site including 2 social enterprises such as the After School Club and the Community Café.
- Commencement of the decency works programme for local authority owned properties.
- Development of an Area Action Plan for regeneration of New Wortley and the development of the LAMP partnership group.
- Provision of the Wortley Children's Centre providing family support and crèche facilities for local parents seeking return to work and training.

- Operation Champion July 08

#### 4.0 Challenges

- 4.1 However, even though considerable improvements have been made in some areas the neighbourhood still remains in the bottom 4% in the country after 3 years. It is noted that in those areas which are key to improving the life chances of local people – employment and health, - the situation in the neighbourhood has worsened.
- 4.2 It is difficult to be certain of the true picture in the neighbourhood as the IoD data is 3 years old and therefore is not the most up to date information, but it does suggest that it may be an improving situation as the Education, Skills and Training domain has improved by 20% in the past 3 years which is testament to the hard work undertaken by the local High Schools and Jobs and Skills service. It may be that if success in this area continues with further projects and initiatives, then the employment prospects and improved health of local people can be secured for the longer term. However, this does have to be considered in the light of the current economic situation. Discussions are currently taking place with *NHSLeeds* regarding specific health issues affecting the community and what types of health initiative can be delivered to address these.
- 4.3 With regard to improving educational attainment, although some progress is being made it is slow. The success rate for achieving 5+ GCSEs A\*-C grade in 2005 was 18.18% for New Wortley<sup>1</sup> compared to the figure of 56% for Leeds.<sup>2</sup> (This figure increases to 23% and 24% respectively for Wortley High School and West Leeds High School for 2007)<sup>3</sup> Discussions have been held with the head of the Extended Schools Cluster regarding working with the cohort of excluded pupils or those not engaging with the main stream curriculum, but funding for 'Out of School Opportunities' initiatives is scarce, and programmes although successful are difficult to maintain. Similarly there is evidence that parents of children at local High Schools are wanting to engage in supporting their education. but funding remains an obstacle to making progress.

#### 5.0 Next Steps

- 5.1 It is considered that the future role of the LAMP should focus on health and education and skills whilst keeping a watching brief on community safety and the environment, improvements in which need to be maintained in order to keep community confidence which will allow the purpose of the LAMP to be re-aligned.
- 5.2 A presentation on the New Wortley LAMP was recently made to senior officers of the West North West Partner Network and it was agreed that attention should focus on;
- Link Extended Schools Initiative to Jobs and Skills.
  - Partnership Management should continue.
  - Community Safety support should be mainstreamed.
  - Devise an environmental action plan in partnership with LCC in terms of financial support to the West North West Homes Leeds for additional work.

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<sup>1</sup> Source: Education Leeds 2005

<sup>2</sup> One Year. Education Leeds Annual Report 2006/07

<sup>3</sup> <http://education.guardian.co.uk>

## **6.0 Implications for Council Policy and Governance**

- 5.1 The role of the LAMP in New Wortley is to support the Narrowing the Gap agenda so that life opportunities for local people are improved and the neighbourhood continues to thrive and be sustainable. This is significant for both older people and children as crime, jobs, and neighbourhood renewal impacts on all residents in the community. The LAMP is managed by officers of West North West Area Management Team. Engaging with the community is a delegated function of the Area Committee.

## **6.0 Conclusions**

- 6.1 Significant work has been achieved through multi-agency working in New Wortley neighbourhood and improvements have been made. However increased activity is required to improve the health and educational prospects of local people and this has resource implications.

## **7.0 Recommendations**

The Area Committee is asked to:

- 7.1 Note the contents of the report and provide comments.

## **Background Papers**

None



**Report of the West North West Leeds Area Manager**

**Inner West Area Committee**

**Date: 12<sup>th</sup> February 2009**

**Subject: Wythers Local Area Management Plan – 12 Month Review**

**Electoral Wards Affected:**

Armley

**Specific Implications For:**

Ethnic minorities

Women

Disabled people

Narrowing the Gap

Council  
Function

Delegated Executive  
Function available for  
Call In

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

**Executive Summary**

This report gives an overview of the progress, successes and challenges currently facing the Wythers estate in Armley Ward.

Taking into account the Indices of Multiple Deprivation statistics and partners local agencies statistics the main challenges for the future working practises on the estate include:

- Education, Skills and training
- Income deprivation affecting older people
- Crime
- Jobs
- Housing and neighbourhood services
- Impact on Children
- Impact for older people
- Worklessness
- Health
- Environment

The Inner West Area Committee are asked to note the report and support the actions suggested in forwarding the future working methods.

## **1.0 Purpose of the Report**

1.1 The purpose of the report is to brief Members on the progress, achievements and challenges currently impacting upon the Wythers estate and give an overview of the partnership working approach driving these challenges and priorities.

## **2.0 Background information**

2.1 The Wythers estate has been the focus of much work in the past 4 years due to its IMD status and lack of community engagement. The upper part of the estate has stayed in the top 4% of most deprived estates nationally in the recent update of the IMD statistics. One of the main problems on the estate has always been the inter-relationship between the three levels of the estate (top, middle and bottom Wythers). A large number of new houses have been built on the vacant land adjacent to Borrowdale Crescent, this has added to the existing issues by creating new neighbourhood problems. This is discussed further throughout the report.

## **3.0 Partner Input**

### **3.1 Action Plan**

The LAMP group action plan has recently been reviewed and updated; the action plan is now more streamlined and focused on specific priorities and projects based on IMD and partners local statistics and priorities. In particular this has led to a focused approach on community engagement activities.

### **3.2 Meetings**

Meetings are chaired by Cllr Alison Lowe and are generally well attended by a range of service providers. On the back of the action plan review, a bigger role for NHS Leeds has emerged and the LAMP group will facilitate their engagement in the partnership and actions.

## **4.0 Progress Highlights**

### **4.1 Community House**

The re-opening of the Community House with the support of BARCA, NHS Leeds and WNWHL has allowed a range of events to be delivered by such organisations as Healthy Living Network Leeds (HLNL), and this is making a big difference to the people living in the area.

### **4.2 Cooking group**

The group has brought together a number of agencies to facilitate a range of activities for the members. HLNL, BARCA Leeds and some local Community Health educators have taught skills and undertaken confidence building with a group members through a series of events at the Community House. It is hoped that as the confidence in the group grows the range of activities they would like to be engaged in will grow.

### **4.3 EAT questionnaire**

The Environmental Action Team in partnership with the Police and Neighbourhood Wardens completed an extensive questionnaire on the bottom and middle Wythers. The main focus was around the perception of the estates and engagement with partners. The results of the questionnaire have provided evidence for partners of a lack of reporting, this will lead to agencies developing new methods of engagement to maximise input from resident in the future.

4.4 Due to the estate being identified as a priority by the LAMP group and local agencies there are a range of schemes being developed with partner input to maximise input from residents. The problem that most partners are facing is the lack of engagement with the community.

4.5 For the past few years there has been an increasing problem relating to community integration, neighbourhood problems and tensions which have led to very low reporting of issues. The recently collated Environmental Action Team questionnaire supports the perception of many agencies that reporting of issues is very low in the area and many problems do not get acted upon due to the low levels of reporting. Community House has made progress with some groups, but on the whole the problem needs further work.

#### 4.6 Housing

West North West Homes Leeds (WNWHL) has recently modified their boundaries to allow them to work more effectively with their customers. This change means that the Wythers estate has moved from the Bramley Housing Office to the Armley Housing Office. WNWHL officers feel that the Wythers estate is currently stable which is reflected in the low number of void properties of their stock (6 properties, or 1.4% of the WNWHL stock). WNWHL are an integral part of the partnership working and continue to work closely with the Neighbourhood Warden and Community Coordinator ensure successful delivery of projects. Leeds Federated Housing and Connect Housing are currently working with Groundwork Leeds to engage with their communities within their local environment.

### 5.0 Current initiatives

The nature of the Wythers estate means that there are a number of issues that need to be addressed at any one time. To this end the Wythers Improvement Group have tried to focus on the key statistics under the indicators of most need. Appendix 1 shows statistics that have helped shape priorities.

#### 5.1 Education, Skills and training

Children from the Wythers, by in large attend either Raynville Primary school or Hollybush primary school. Partners from these schools are engaged in the LAMP group and are delivering projects to help the children with specific issues.

	pupils achieving expected level or				pupils achieving above the expected level			
	2004	2005	2006	2007	2004	2005	2006	2007
<b>LA Average</b>	238	241	240	245	99	103	110	109
<b>England Average</b>	237	240	242	245	101	104	111	112
<a href="#">Hollybush Primary</a>	NA	158	112	207	NA	26	14	44
<a href="#">Raynville Primary School</a>	210	213	225	236	59	67	87	93

(source: [www.dcsf.gov.uk](http://www.dcsf.gov.uk))

These figures show that in the three core topics there has been a positive trend over the last three years with an increasing number of children either achieving their target or above their targets in the core topics.

The LAMP has supported any work brought forward by the schools and have engaged with the children in out of school activities with the creation of the Dreamscheme. The Dreamscheme project is run thorough West North West Homes Leeds and allows children from the Wythers to engage with their local environment and gain skills to help them both in and out of school.

In addition the LAMP group have supported work around:

- Raynville Primary school are involved in a number of projects to support the transition of children from primary to secondary schools.
- Connexions workers in the Community House working directly with local people.

## 5.2 Income deprivation affecting older people

A project is being developed by the Community Development worker, it is hoped that this will be rolled out to partners in order to develop the scheme for implementation in the coming months.

## 5.3 Crime

The Wythers has been a hotspot for crime over the last few years leading to it being the focus of two Operation Champions in the last 2 years. Crime statistics for the area show that on the whole there are problems with a number of indicators. Burglary Dwelling, Vehicle crime, ASB and Criminal Damage are all above the local, division and district levels (see Appendix 1 for the full breakdown). This does not reflect the work that the Police, ASBU and Neighbourhood Wardens have done; partnership working has been invaluable and will have contributed in some way to the reduction in criminal damage figure in 2007-08 compared to 2006-07.

Over the last six months the schemes that the group have supported are:

- The Police and Neighbourhood Warden are working to try and increase confidence in the Police and make sure that crimes are reported through the correct methods.
- The remaining Smartwater kits are to be distributed to houses that have not taken up the offer to maximise the impact of the scheme.

## 6.0 2009-10 proposals



## 6.1 Health

The nature of NHS health priorities mean that only some of them can be improved through local partnership working. Most have to be dealt with by specific teams in the NHS, the schemes that are being looked at through the LAMP group area:

- Teenage pregnancy project
- Sexual Health Drop-in
- Healthy Eating project – reducing the rate of increase in obesity and raising physical activity for all

## 6.2 Future plans

- Smoking cessation class
- Exercise Class
- Fuelsavers
- Sloppy slipper exchange
- Sport and wellbeing project through the Sports Development worker

## 6.3 Crime

In the last 12 months the Police crime figures for the Wythers have not highlighted the estate as a hotspot for crime, this compared to the year 2007-2008 where it was identified twice leading to two Operation Champion initiatives in the area. The Police are currently working closely with partners to identify specific areas of work to maximise engagement.

6.4 The issues of low reporting of crime are to be addressed through a flyer campaign that will show the various methods of reporting. As it stands people feel that in the past they have reported crime and nothing has happened to resolve it. This perception needs to be changed to allow the Police to work effectively in the area.

6.5 Funding for the Neighbourhood Warden ends in March 2009, the LAMP group will be looking at an exit strategy to take account of this.

## 6.6 Income deprivation effecting older people

The LAMP group have decided to focus in on information sharing and its accessibility to tackle this problem. Working in partnership with NHS Leeds and Armley Helping Hands, events are planned to maximise the information and services that people can access. This will take the form of a Sloppy Slipper exchange event that will incorporate a market place event that will give valuable information to people, such as information on fuel efficiency.

## 6.7 Education skills and training.

The level of this indicator shows that work is required to investigate the most effective way of engaging with a community that needs to increase its educational level. Currently Connexions staff work out of the Community House and the Jobs and Skills service are soon to be involved in delivery from this venue also.

## 7.0 Implications For Council Policy and Governance

The Wythers Improvement Group (LAMP) is part of the Narrowing the Gap agenda. And the community engagement activities associated with the work are a part of the new delegated functions of the Area Committees.

## **8.0 Conclusions**

8.1 On the whole partnership working practices are having a positive effect on local people and the work being delivered from the Community House in engaging with more residents. The main issues on the estate have been identified and schemes are being developed to address them. The group needs to continue to meet on a regular basis to maintain the drive to improve the estate and engage with more of the community. Additional support is required from partners to tackle the most prevailing issues. However sustainable funding and income is also a key factor in the successful regeneration of the Wythers estate.

## **9.0 Recommendations**

9.1 The Inner West Area Committee Members are invited to:

- note the contents of the report and comment on any aspect of the matters raised.

## **Background Papers**

None

**Wyther Local Area Management Plan supporting Data**

Appendix 1.

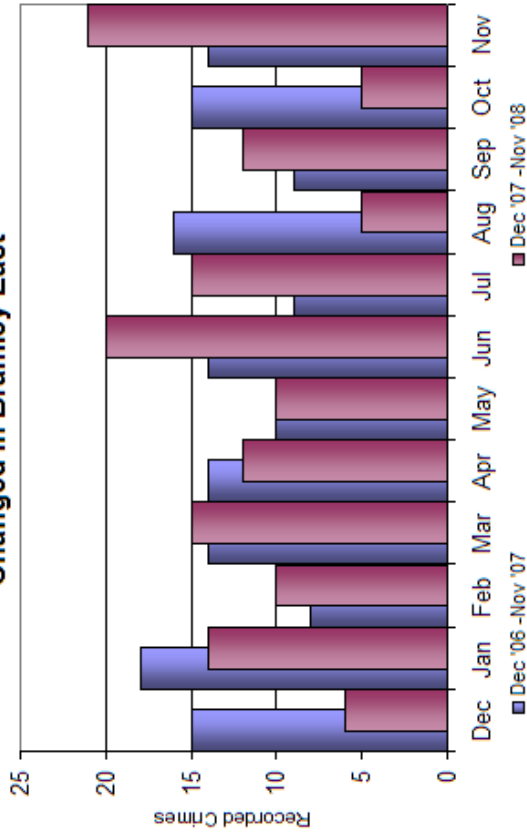
Area	Indicies of multiple deprivation				Income deprivation domain				Employment deprivation domain				Health deprivation & disability Domain				Education Skills and Training Domain			
	2004	change	2007	2007	2004	change	2007	2007	2004	change	2007	2007	2004	change	2007	2007	2004	change	2007	
Upper Wythers	1305	▲23	1328	1649	1061	▲588	1649	1713	2776	▼1063	1713	3951	4646	▼695	3951	163	▼7	156		
Middle and Lower Wythers	4700	▲676	5376	7739	5573	▲2166	7739	7352	7637	▼285	7352	8778	7170	▲1608	8778	5858	▼2267	3591		
<b>Barriers to Housing &amp; Sservices Domain</b>																				
	2004	change	2007	2007	2004	change	2007	2007	2004	change	2007	2007	2004	change	2007	2007	2004	change	2007	
Upper Wythers	14600	▲10856	25456	1234	1558	▼324	1234	12438	9538	▲2900	12438	1762	620	▲1142	1762	8620	▲549	9169		
Middle and Lower Wythers	14118	▲1745	15863	342	397	▼55	342	8170	4041	▲4129	8170	4314	2991	▲1323	4314	13322	▼598	12724		
	Indicator				Ranking	% nationally														
Upper Wythers					1649	5.07665784														
					1713	5.27369004														
					156	0.48026599														
					1234	3.79902715														
					1762	5.42454282														
	Indicator				Ranking	% Nationally														

Crime Data for Wythers Estate Nov 2008  
(All data from [www.Beatcrime.info](http://www.Beatcrime.info))

		Over The Last 12 Months				
Bramley East	Nov-08 In This Area	Total For This Area	For Every 1000 Households			In West Yorkshire
			In The Area	In This Division	In This District	
<a href="#">Burglary Dwelling</a>	21	145	32.8	30.2	28.4	23.1

Burglary dwelling for the area is comparable to the division but higher than the district average and significantly higher than the West Yorkshire average.

How Have Burglary Dwelling Crime Levels Changed In Bramley East

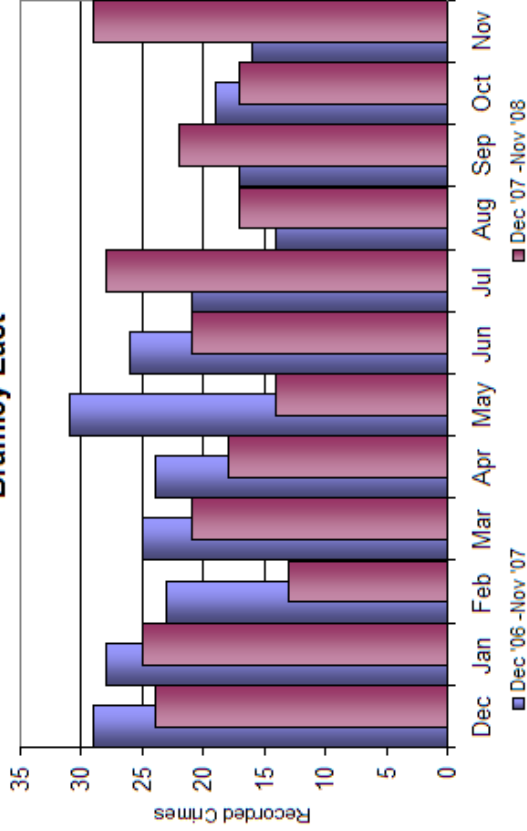


This chart shows the variation in monthly Burglary dwelling figures for the last 24 months

		Over The Last 12 Months				
Bramley East	Nov-08 In This Area	Total For This Area	For Every 1000 Population			In West Yorkshire
			In The Area	In This Division	In This District	
<a href="#">Vehicle Crime</a>	29	249	22.5	13.1	14.9	13.9

Vehicle crime in the area is significantly higher compared to the divisional and west Yorkshire averages.

How Have Vehicle Crime Levels Changed In Bramley East

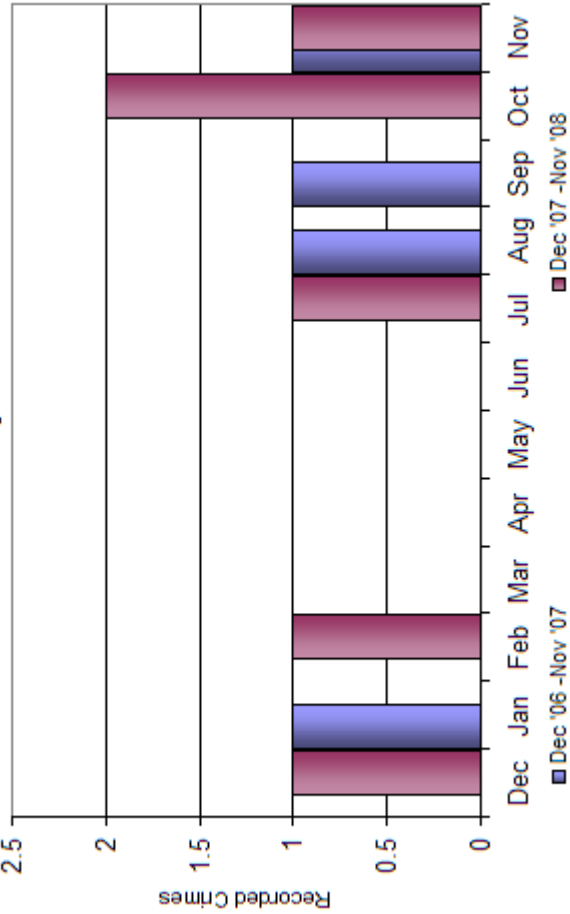


This chart shows the variation in monthly vehicle crime figures for the last 24 months

Bramley East		Over The Last 12 Months					
		Nov-08 In This Area	Total For This Area	In The Area	In This Division	In This District	In West Yorkshire
<a href="#">Serious Violent Crime</a>		1	6	0.5	0.2	0.3	0.2

Serious violent crime for the area is high but due to the low numbers of incidents the averages do not allow for comparison.

### How Have Serious Violent Crime Levels Changed In Bramley East

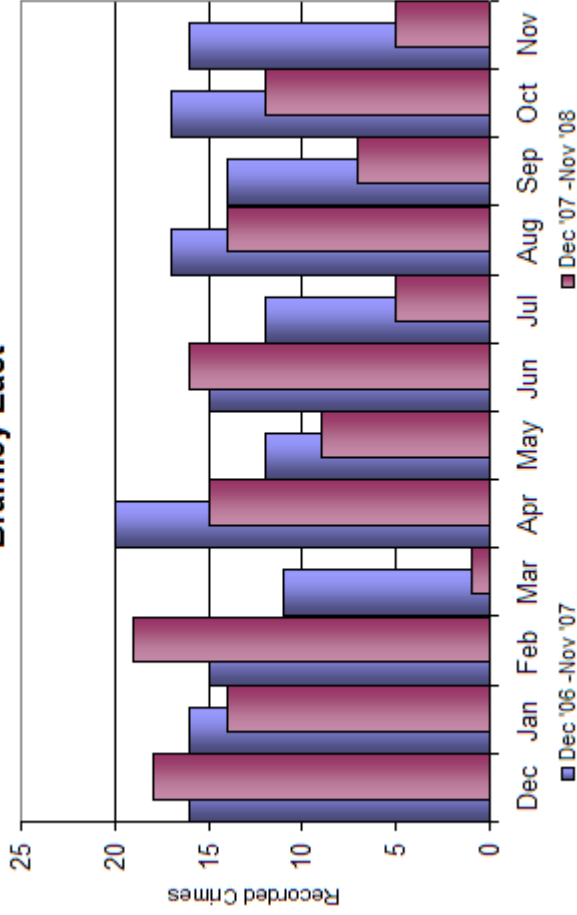


This chart shows the variation in monthly serious violent crime figures for the last 24 months

Bramley East		Over The Last 12 Months					
		Nov-08 In This Area	Total For This Area	In The Area	In This Division	In This District	In West Yorkshire
<a href="#">Violent Crime</a>		5	135	12.2	7.1	9.7	8.8

Violent crime for the area is high compared to the division, district average and the West Yorkshire average.

### How Have Violent Crime Levels Changed In Bramley East

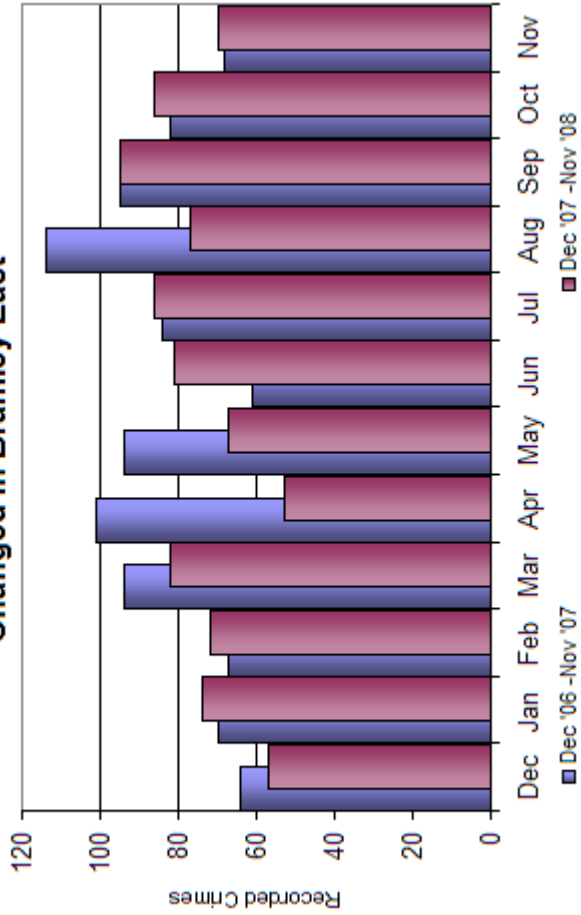


This chart shows the variation in monthly violent crime figures for the last 24 months

Bramley East	Nov-08 In This Area	Total For This Area	For Every 1000 Population			
			In The Area	In This Division	In This District	In West Yorkshire
<a href="#">Anti-Social Behaviour</a>	70	891	80.6	46.3	58.2	60.5

Anti-social behaviour for the area is high compared to the division, district average and the West Yorkshire average.

**How Have Anti-Social Behaviour Incidents Changed In Bramley East**

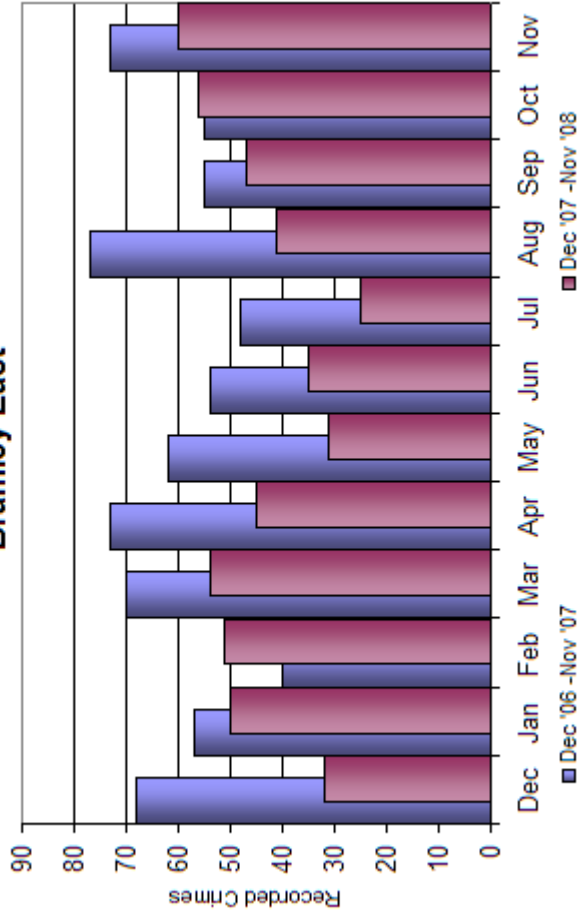


This chart shows the variation in monthly anti-social behaviour figures for the last 24 months

Bramley East	Nov-08 In This Area	Total For This Area	For Every 1000 Population			
			In The Area	In This Division	In This District	In West Yorkshire
<a href="#">Criminal Damage</a>	60	527	47.7	21.3	24.2	23.2

Criminal damage for the area is high compared to the division, district average and the West Yorkshire average.

**How Have Criminal Damage Levels Changed In Bramley East**



This chart shows the variation in monthly criminal damage figures for the last 24 months

## Report of the West North West Leeds Area Manager

### Inner West Area Committee

Date: 12<sup>th</sup> February 2009

### Subject: Fairfields Local Area Management Plan – 12 Month Review

<p><b>Electoral Wards Affected:</b></p> <p>Bramley &amp; Stanningley</p>	<p><b>Specific Implications For:</b></p> <p>Ethnic minorities <input type="checkbox"/></p> <p>Women <input type="checkbox"/></p> <p>Disabled people <input type="checkbox"/></p> <p>Narrowing the Gap <input checked="" type="checkbox"/></p>
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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

From the last report brought to the Inner West Area Committee in October, based on the Indices of Multiple Deprivation statistics, partner priorities and partners local agencies statistics the main challenges for the future working practises on the estate include:

- Education, Skills and training
- Income deprivation affecting older people
- Crime

It also set out SSCF proposals for 2010/11 which members supported.

This report provides the Inner West Area Committee with an overview on progress, successes and challenges currently facing the Fairfields estate in Bramley ward.

### 1.0 Purpose of the Report

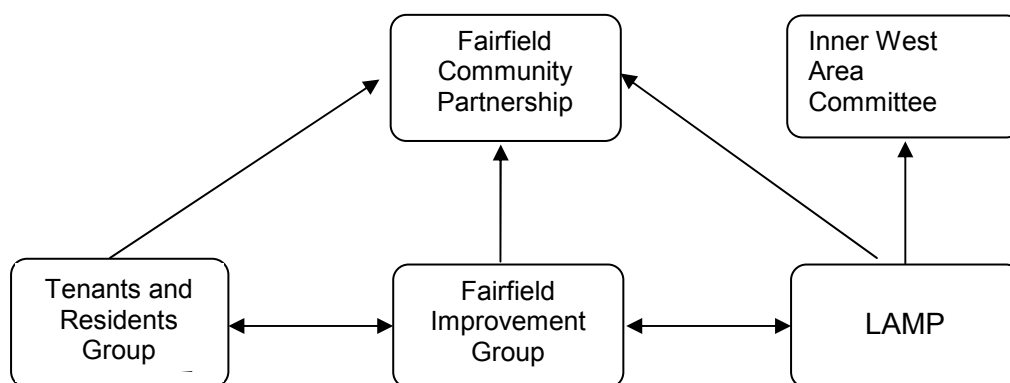
1.1 The purpose of the report is to brief Members on the progress, achievements and challenges currently facing the Fairfields estate and provide an overview of the partnership working approach that is currently in operation.

## 2.0 Background information

2.1 The Fairfield estate has been identified as a priority area in which to deliver Local Area Management plans (LAMPs), this was due to its issues at the time which ranked it in the top 3% of deprived Super Output Areas (SOA) in England and Wales. It was rated as 417<sup>th</sup> out of 32,482 localities, based on the 2004 Indices of Multiple Deprivation (IMD). All initiatives have therefore been focused on lifting the Fairfield estate out of these rankings.

The vision being to take the Fairfield estate out of the bottom 10% incrementally over the next 10 years. It currently ranks at 1249 (therefore in the top 3.8% nationally) based in the 2007 IMD figures

2.2 To facilitate the joint multi-agency partnership working a structure has evolved that best utilises the current partners and maximises resources. This set up works as follows:



*Fairfields Community Partnership*- this is the overseeing body that is made up of local residents and partner agencies, which manages the community centre staff and drives forward the spend and priorities set out through the Safer Stronger Communities funding. The group meet monthly to evaluate performance. The group links into all of the other meetings so issues can be dealt with as they arise. All other groups link into this partnership.

*Fairfields Tenants and Residents Group* – coordinated by the residents for the residents. The group meets regularly and a representative attends all of the other meetings to make sure that issues are raised at the correct meeting. The group is supported by West North West Homes Leeds and continues to try and make sure that the whole of the estate is engaged and their voices heard.

*Fairfields Improvement group (FIG)* – this group was originally set up to facilitate the installation of the decency works on the estate and subsequently the proposed improvements to the vacant sites as part of the Northern Housing Challenge Bid. Partners have been awaiting the outcomes of discussions regarding the bid and the group will hopefully be reconvened in the coming weeks. The meeting is led by West North West Homes Leeds (WNWHL).



*Fairfields LAMP* – this multi agency partnership, led by the West North West Area Management Team, is concerned with driving social and economic regeneration within the Fairfield estate through the implementation of the LAMP action plan. The group initially focused on the crime and grime aspects of the indicators and now the focus of works is now much more focused on the education and local primary schools and the health aspects of local need.

### 3. Partner Input

The current successful projects would not have been possible without the close working relationship between the multi-agency partners. This group consists of the following:

Healthy Living Network Leeds, WNWHL, BARCA - Leeds, NHS Leeds, West Yorkshire Police, Groundwork Leeds, Extended Services, Community Safety, ASBU, Bramley Primary school, Environmental Action Team, Fairfield Community Partnership and Bramley Elderly Action,

Developing close working practices and relationships mean that these agencies, projects, schemes and services benefit from multi-agency support, resources and input.

#### 3.1 Education:

Bramley Primary school has been involved in a number of projects to work with children to encourage them to appreciate and have pride in their local neighbourhood. This work will continue in to the coming year and hopefully support the work done by the school to improve on the educational attainment targets shown in the last few years:

	<a href="#">Aggregate across the three core subjects</a>							
	pupils achieving expected level or above				pupils achieving above the expected level			
	2004	2005	2006	2007	2004	2005	2006	2007
<b>LA Average</b>	238	241	240	245	99	103	110	109
<b>England Average</b>	237	240	242	245	101	104	111	112
<a href="#">Bramley St Peter's Church of England Voluntary Controlled Primary School</a>	198	215	237	251	47	71	84	104
<a href="#">Bramley Primary School</a>	246	184	207	194	96	42	34	19

#### 3.2 Crime

Crime was highlighted as a major concern from the IMD statistics (Fairfield ranking 75<sup>th</sup> worst in the country out of 32,482 estates). However, this is not reflected in the Police crime data for the estate over the last 12 months.

- Burglary Dwelling – 39 less reported incidents in last 12 months compared to the previous 12 months. The equated to a 23% reduction from December 2006 – 2007 to December 2007 – November 2008.
- Vehicle Crime – 15 less reported incidents, a 10% reduction of reported vehicle crimes in the last 12 months compared to the previous.
- Serious Violent crime – slight increase from 3 to 5 incidents
- Violent crime - 38 less reports equating to a reduction of 32% from 2007-2008
- Antisocial behaviour – reports are lower in the last 12 months than the District and also the West Yorkshire average.
- Criminal Damage – reduction of 117 incidents leading to a 29% reduction.

(source www.beatcrime.info)

These figures show a positive trend in all areas (except serious violent crime). Even though there is still a drive to make sure reporting levels are as high as they can be, these figures show the great work being carried out by partner agencies such as; the Police, Anti-Social Behaviour Unit and Neighbourhood Warden in the area. Also the perception of the estate is slowly changing as it is being highlighted as an issue less and less at strategic level multi-agency meetings.

### 3.3 Health

From the Health ACORN data the following have been raised as future problems:

Future Problems	Number of people effected (total 1236)	Percentage of local people (%)
Poor single parent families with lifestyle related illnesses	236	19.1
Multi-ethnic, high smoking, high fast food consumption	728	58.9
Urban estates with sedentary lifestyle and low fruit & veg consumption	272	22.0

These figures are supported by the 2007 ACORN population data which highlights that 85% of the Fairfields population is classed as 'struggling families' and 12.3 % as 'Burdened singles'.

### 3.4 Housing

The current housing breakdown of the Fairfields estate is as follows:

- Council properties: 390
- Private/owner: 119
- Total properties on estate: 509
- Voids: 2

These figures show that 23% of the properties are privately owned and only two of WNWHL's managed properties are void properties, this shows a dramatic improvement on the situation since 2002. Of the ALMO maintained properties the number of properties classed as voids since 2002 is as follows:

	% of housing stock Void
2002	7
2003	6
2004	6
2005	12
2008	0.3

(Data taken from NOMAD 2005)

#### 4.0 Current initiatives

The main indicators that are being focused on are as follows:

- 1) Education, skills and training
- 2) Income Deprivation effecting older people
- 3) Crime
- 4) Worklessness
- 5) Health
- 6) Environment

4.1 Actions against these priority areas over the last 12 months have included:

##### **Education, Skills and training**

- Community gardener using skills to train volunteers on the estate in gardening
- Continuation of computer courses due to their success last year
- Volunteer run Jewellery class accessible to all
- Weekly 'Job shop' to continue
- Continuation of the Tea Time club which gives a structure to parent and children's learning

##### **Income deprivation affecting older people**

- Continue working with the West Leeds Debt Forum on projects such as the work they are delivering to tackle unofficial money lenders.
- Bramley Credit Union still hold their weekly collection at the centre.

##### **Crime**

- Promotion of Police using the Head Cams which were funded by the partnership last year.
- Support given to the Neighbourhood Warden led joint surgery in the centre.
- Police support given to the Dreamscheme project.
- Diversionary activities for young people to give the young people skills, and keep them occupied on an evening.

##### **Worklessness**

- Link developed with the Cubic Enterprise Centre.

##### **Health**

- Tai Chi & Salsa classes.
- Healthy cooking and eating course.

##### **Environment**

- Improvements to the community centre grounds such as the creation of planters.
- Support in the clearance of space at Bramley primary school to allow the children to grown plants.

- Conduit to delivery of improvements as part of the SSCF capital programme.

## **5.0 2009-10 proposals**

Future work for the forthcoming year is in line with the statistical findings, as illustrated in Appendix 1.

### **5.1 NHS Leeds**

Recent work has been to focus in on some of the specific indicators and the associated statistics. NHS Leeds statistics show the following issues need to be addressed:

- Poor, single parent families with lifestyle related illnesses.
- Smoking, high fast food consumption.
- Sedentary lifestyle and low fruit and vegetable consumption.

### **5.2 These lead us to the projects we have developed as follows:**

- Sloppy Slipper exchange event.
- Flu jabs.
- 'Heat through Warmth' event.

Other initiatives are being developed to engage with the community in the most effective way to address local need such as chair-based exercise for the older residents.

### **5.3 Crime**

Partners decided that it would be best to use the current Police data as an up to date account of criminality.

This has led to projects such as:

- Multi agency drop-in surgeries where local people can call in and talk to the Police, Neighbourhood Wardens and WNWHL staff about issues facing them in the community.
- Police involvement in the Dreamscheme.

Funding for the Neighbourhood warden ends in March 2009; the LAMP group will be looking at an exit strategy to account for this.

### **5.4 Income deprivation effecting older people**

This can lead to complex debates regarding the identification of LAMP priorities for action. However due to the complex nature of the rationale behind this deprivation domain, working in partnership with NHS Leeds and Bramley Elderly Action, events are planned to maximise the information and services that people can access. This will take the form of a 'Sloppy Slipper' exchange event that will incorporate a market place event that will give valuable information to people, on such issues as fuel poverty etc.

This event paired with the regular luncheon club, that provides an affordable lunch and good company on a weekly basis will hopefully be able to have an impact on this indicator. This said work needs to be developed to identify people who do not currently

access these services. This piece of work is the next stage of development for LAMP partners.

### **5.5 Education skills and training.**

The centre already runs a job club and there is currently a range of volunteering opportunities that allow participants to gain a number of skills. The recent changes to the Leeds City Council Jobs and Skills Service in West Leeds will hopefully allow a more cohesive programme of events in the coming months to make a significant impact on this indicator.

## **6.0 Main Issues**

### **6.1 Funding**

There is more pressure on external funding opportunities and programmes which may impact on resources and service delivery in the Fairfields. But this may also impact on partner pressures and capacity to attend meetings.

The centre as a whole is looking at an exit strategy to allow the continuation of provision on the estate after the completion of the SSCF funding.

6.2 Fairfields is now part of a consortium of other Inner West community centres, (New Wortley, Wyther Community House, Moorside, and the Heights) who are making a collective bid for funding to place the centres on a more sustainable footing. It is proposed that a lead organisation will manage all the centres and undertake recruitment, caretaking, financial management and the co-ordination of services. The intention being to enhance the financial sustainability of these community centres and enable key services and initiatives, such as community development work, health and jobs and skills to continue to be provided in the neighbourhoods where they are most needed

### **6.3 Partner Engagement**

Due to several restructures and reductions on staffing in organisations has lead to more pressure on staff capacity to attend meetings. However, there is good attendance at the meetings, this report highlights progress made to date and how working together can facilitate significant actions in light of pressures on funding.

## **7.0 Implications For Council Policy and Governance**

The Fairfield LAMP is part of the Narrowing the Gap agenda. And the community engagement activities associated with the work are a part of the new delegated functions of the Area Committees.

## **8.0 Conclusions**

8.1 As with any estate, such as the Fairfields, improvements take time, but it is envisaged that the significant improvements made in the last four years will show in the next round of IMD assessments, highlighting that the estate has again moved up significantly out of the bottom 10%. The partnership working practices, maximising opportunities and resources have been and will continue to be pivotal in the success of the area. However sustainable funding and income is also a key factor in the successful regeneration of the Fairfields estate.

## **9.0 Recommendations**

9.1 The Inner West Area Committee Members are invited to:

- Note the contents of the report and comment on any aspect of the matters raised.

### **Background Papers**

None

**Fairfields Intensive Neighbourhood Management Area (INM)**

(Information compiled as part of the INM Review 2007)

**Worklessness and Low Income**

- The number of Working Age Client Group (WACG) claimants in the area increased from 615 in 2005 to 630 in 2006, but has now fallen again to 610 in 2007.
- The following table compares the figures for the Fairfields INM area with those for the combined INM areas and the city as a whole.

	2005	2006	2007
Fairfields	22.8%	23.4%	21.9%
Combined INM areas	32.0%	32.7%	28.3%
Leeds Metropolitan District	14.2%	14.4%	13.0%

- Almost 22% of the working age population in the area are WACG claimants – well above the city average of 13%.
- The number of Job Seekers Allowance (JSA) claimants in the area rose by 16% from 95 in 2005 to 110 in 2006, but has fallen again to 90 in 2007.
- The number of Incapacity Benefit claimants also increased slightly from 320 in 2005 to 335 in 2007, while the number of Lone Parents in receipt of Income Support fell slightly from 100 in 2005 to 95 in 2007.
- The number of households in receipt of Local Authority administered benefits stayed broadly the same over the three year period at around 715.

**Crime**

- The number of reported crimes in the area fell by 38% from 940 in 2005/06 to 581 in 2006/07, compared to a decrease of 10.4% for the city as a whole.

	2005	2006	2007
Fairfields	223.28‰	198.81‰	138.00‰
Combined INM areas	218.3‰	224.6‰	197.07‰
Leeds MD	137.00‰	134.75‰	122.71‰

- At 138 crimes per thousand population the crime rate in the area is still higher than the city average (122.71‰).
- The numbers have fallen across all crime types from the figures recorded in 2005 (with the exception of drugs crime which has increased slightly although the numbers of crimes in this category are relatively small).
- Rates for domestic burglary, criminal damage, drugs crime and violent crime all remain above the averages for the city.

**Educational Attainment**

- The number of pupils living in the area achieving 5 or more GCSEs has risen slightly over the three years from 2005 – 2007, but as a proportion of all children entered the area is still significantly behind the city average (39.3% compared to 56%).
- At Key Stage 2 the numbers of children in the area achieving level 4 in Maths and Science has increased from the 2005 levels, but the number achieving this level in

English has fallen slightly, when expressed as a rate of all entrants in the area the figures are still below the city averages.

## Liveability

- In 2005 the District Local Environmental Quality Survey (DLEQS) showed that 39% of streets in the SOA that covers the Fairfields estate itself had unacceptable levels of litter and detritus compared to a city figure of 20%, by 2006 the figure in this SOA had dropped dramatically to just 9% and this level has been maintained in 2007, and remains below the city average of 13% for the same year.

## Housing

- The following table compares the figures for the Fairfields INM area with those for the combined INM areas and the city as a whole.

	2005	2006	2007	%age inc / dec
Fairfields	£97,167	£106,600	£115,400	+18.8
Combined INM areas	£91,615	£97,144	£106,384	+16.7
Leeds MD	£155,200	£164,700	£177,100	+14.1

- The current housing breakdown of the Fairfields estate is as follows:

Council properties: 390  
 Private/owner: 119  
 Total properties on estate: 509  
 Voids: 2

**Health** (Information received from NHS Leeds ACORN system specifically collated for the Fairfields estate)

- From the Health ACORN data the following have been raised as future problems:

Future Problems	Number of people effected (total 1236)	Percentage of local people (%)
Poor single parent families with lifestyle related illnesses	236	19.1
Multi-ethnic, high smoking, high fast food consumption	728	58.9
Urban estates with sedentary lifestyle and low fruit & veg consumption	272	22.0

- These figures are supported by the 2007 ACORN population data which highlights that 85% of the Fairfields population is classed as 'struggling families' and 12.3 % as 'Burdened singles'.



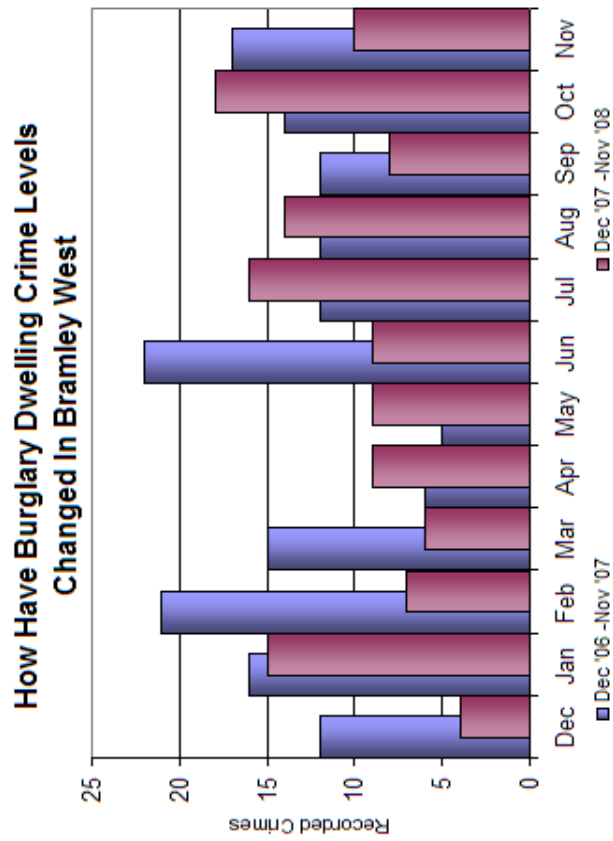
Crime data for the Fairfield's Estate  
 Source: [www.beatcrime.info](http://www.beatcrime.info)

Bramley West	Nov-08 In This Area	Over The Last 12 Months				
		Total For This Area	For Every 1000 Households			
<a href="#">Burglary Dwelling</a>	10	125	In The Area	In This Division	In This District	In West Yorkshire
			23.9	30.2	28.4	23.1

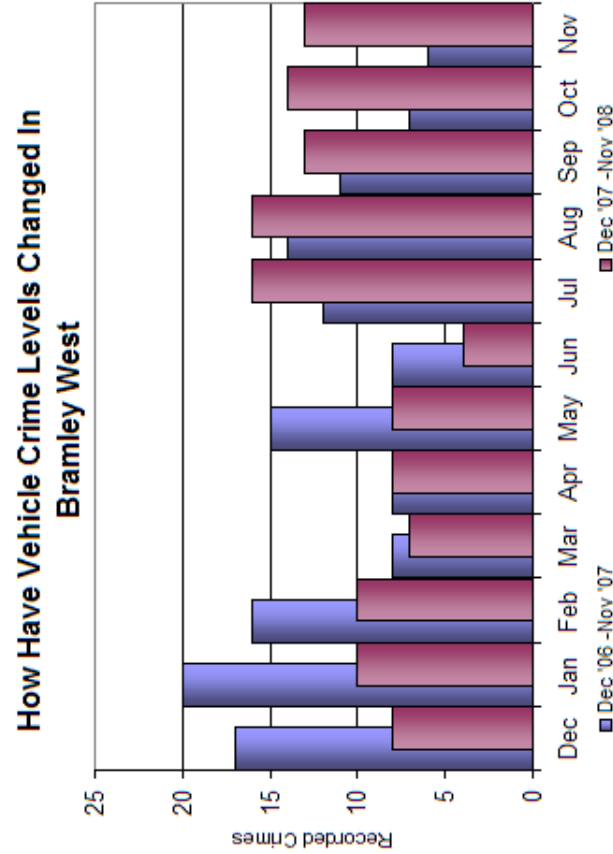
Burglary dwelling for the area is low compared to the district and the division but comparable to the West Yorkshire average.

Bramley West	Nov-08 In This Area	Over The Last 12 Months				
		Total For This Area	For Every 1000 Population			
<a href="#">Vehicle Crime</a>	13	127	In The Area	In This Division	In This District	In West Yorkshire
			10.4	13.1	14.9	13.9

Vehicle crime for the area is low compared to the district, division and the West Yorkshire average.



This chart shows the variation in monthly Burglary dwelling figures for the last 24 months

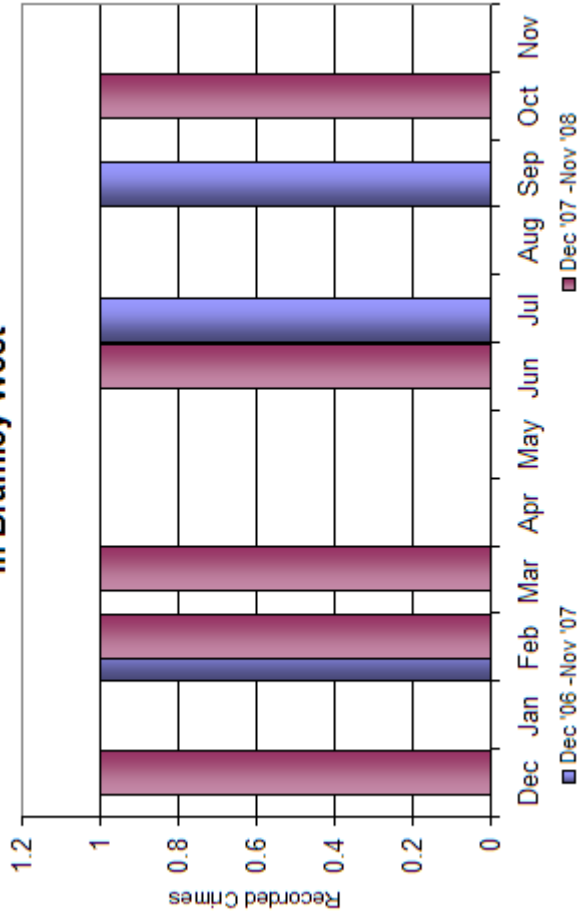


This chart shows the variation in monthly vehicle crime figures for the last 24 months

		Over The Last 12 Months					
		Nov-08 In This Area	Total For This Area	In The Area	In This Division	In This District	In West Yorkshire
Bramley West		0	5	0.4	0.2	0.3	0.2
<a href="#">Serious Violent Crime</a>							

Serious violent crime for the area is high but due to the low numbers of incidents the averages do not allow for comparison

**How Have Serious Violent Crime Levels Changed In Bramley West**

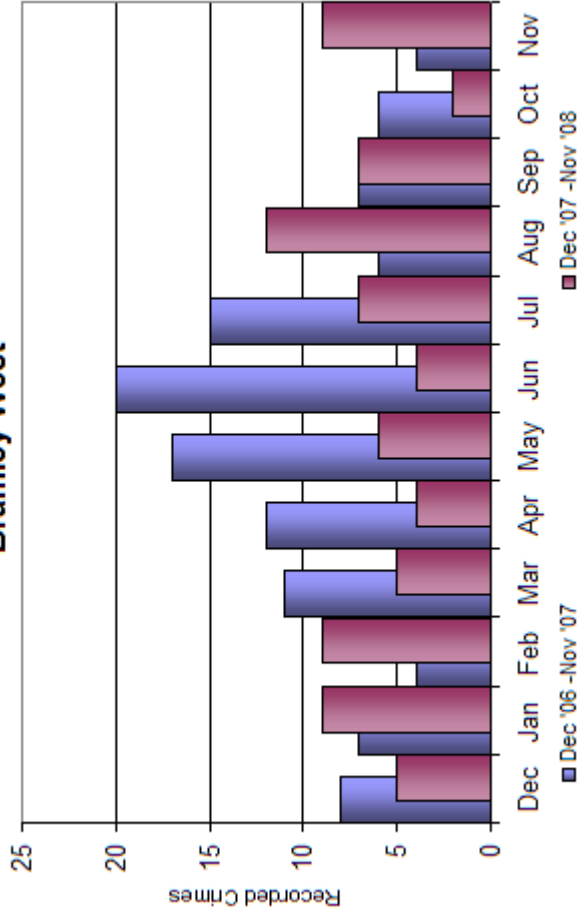


This chart shows the variation in monthly serious violent crime figures for the last 24 months

		Over The Last 12 Months					
		Nov-08 In This Area	Total For This Area	In The Area	In This Division	In This District	In West Yorkshire
Bramley West		9	79	6.5	7.1	9.7	8.8
<a href="#">Violent Crime</a>							

Violent crime in the area is lower than the divisional, district and west Yorkshire averages.

**How Have Violent Crime Levels Changed In Bramley West**

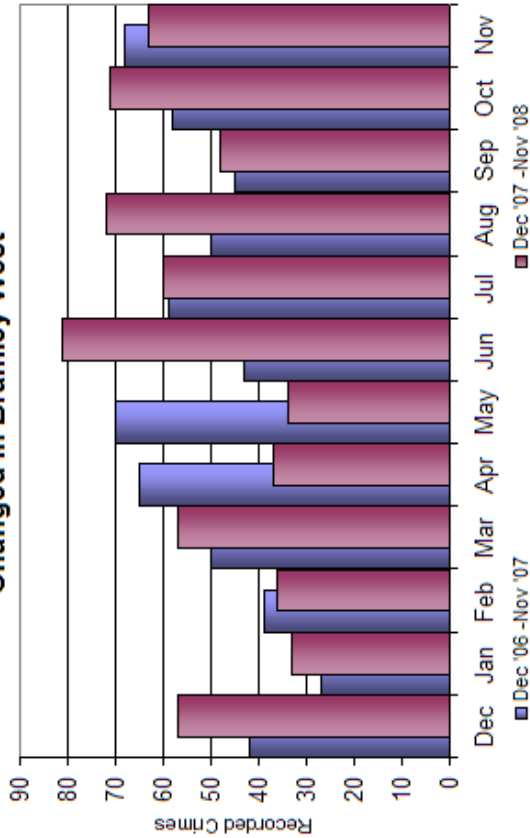


This chart shows the variation in monthly violent crime figures for the last 24 months

Bramley West		Over The Last 12 Months					
		Nov-08 In This Area	Total For This Area	In The Area	In This Division	In This District	In West Yorkshire
<a href="#">Anti-Social Behaviour</a>		63	642	52.4	46.3	58.2	60.5

Anti-social behaviour in the area is slightly higher compared to the divisional average but lower than the district and west Yorkshire averages.

**How Have Anti-Social Behaviour Incidents Changed In Bramley West**

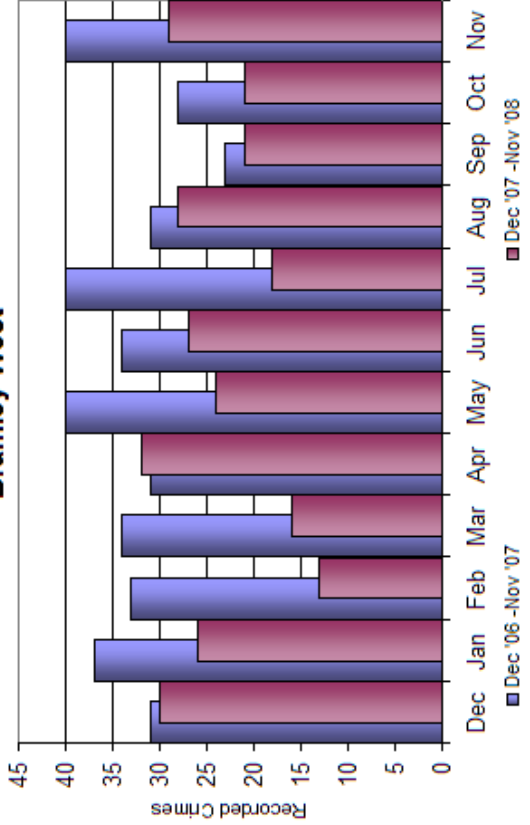


This chart shows the variation in monthly anti-social behaviour figures for the last 24 months

Bramley West		Over The Last 12 Months					
		Nov-08 In This Area	Total For This Area	In The Area	In This Division	In This District	In West Yorkshire
<a href="#">Criminal Damage</a>		29	285	23.3	21.3	24.2	23.2

Criminal damage in the area is comparable to the divisional, district and west Yorkshire averages.

**How Have Criminal Damage Levels Changed In Bramley West**



This chart shows the variation in monthly criminal damage figures for the last 24 months

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## Report of the Director of Environment and Neighbourhoods

### Inner West Area Committee

Date: 12<sup>th</sup> February 2009

### Subject: Community Engagement: Calendar of Events

<p><b>Electoral Wards Affected:</b></p> <p>Armley Bramley and Stanningley</p> <p style="text-align: right;">Ward Members consulted (referred to in report)</p> <div style="border: 1px solid black; width: 40px; height: 40px; margin-left: 10px; display: flex; align-items: center; justify-content: center;">√</div>	<p><b>Specific Implications For:</b></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

In December 2008, the Area Committee approved a framework for community engagement activities for Inner West Leeds in 2009. This report sets out a proposed calendar of neighbourhood and community based events for the approval of the Area Committee. The calendar aims to build on the successful events over the last year and introduce new ideas for reaching a wider sector of the community, particularly in priority neighbourhoods.

## Purpose of this report

1. The purpose of this report is to seek the approval of Members for a timetable of events which will enable the Area Committee, with the support of the Area Management Team, to implement a calendar of wide-ranging communication and engagement activities throughout 2009.

## Background

2. The Council's Executive Board has delegated responsibility for community engagement to the Area Committees through the Area Function Schedule. Part of this responsibility requires the production of a local plan which includes a **calendar of planned communication and engagement activities**.
3. At its December 2008 meeting, the Area Committee agreed the forms of community engagement activity that it would like to organise for Inner West Leeds in 2009. On one specific aspect of community engagement, **Participatory Budgeting (PB)**, Members have requested that they await the evaluation report for the pilot PB work that was undertaken in the Broadleas in 2008 to help them make an informed decision about its inclusion in the programme of events for 2009.

## Calendar of Planned Engagement Events in Inner West Leeds

4. The Area Committee has approved a set of engagement activities which will provide a balanced range of events across the year, including: Area Committee Partnership Events, Community Forums in Armley and Bramley, 'What's the Big Idea?' consultation events, community festivals and the 'I Love West Leeds' arts festival.
5. A programme of **Partnership Events** held immediately prior to each of the Area Committee meetings began in September 2008. Each event takes the form of a discussion between Members, Area Delivery Plan partners, local residents and businesses. The current programme of discussions is themed by the following ADP priorities: Extended Services; Community Safety; Business, Enterprise & Economy; Health & Well-being; Environment. The success of these events will be evaluated in early 2009, and in view of that the next themed meeting has been postponed pending the completion of the evaluation. If it is decided to continue with the events, a new programme of theme topics will be proposed for the 2009-10 municipal year.
6. The existing **Community Forums** held in Armley and Bramley will be held on a four weekly and eight weekly basis in their respective localities. It is proposed to make the agendas more relevant to community interests by looking at specific issues and discreet projects, such as mobile youth provision, community greenspace, community centres or public transport provision, which past experience suggests will attract greater numbers of attendees and involvement by residents.
7. In 2008, the ward-based **'What's The Big Idea?'** events were a new approach to engagement which led to increased public involvement. A wide range of issues were raised through discussions between residents, Ward members and service delivery partners. These helped to shape the first year of the 2008-11 Area Delivery Plan. It is proposed to hold two more events in Spring 2009, one for each of the Wards, repeating the successful format employed in 2008. However the

purpose of the events needs to be developed to reflect the progress made in the last year and be relevant to the future years of the ADP.

8. The events will be held from 3.30pm -8.00pm in accessible venues on dates when there would normally have been a community forum. The marketplace style layout will include stands reflecting the ADP themes, including Jobs and Skills, Environment, Community Safety, Older People & Health, Children and Young People. Key partners will be invited to display information about what they did in response to last year's community feedback, in 'You Said...We're Doing...' displays. Each service will be able to consult visitors on their key priorities to implement the Leeds Strategic Plan and Inner West Area Delivery Plan in 2009/10.
9. The Area Management Team will prepare a stand which displays information about projects that have been funded by the Area Committee and with which the Area Management Team have been closely involved. Attendees will be able to leave comments using a Post-it board or face-to-face discussions at the themed stands. It is also proposed to trial a system of theme prioritisation which has worked successfully elsewhere. It works by providing attendees with tokens which they distribute between the themes to indicate their views on where the Area Committee's funding priorities should lay. This will not take resources from other ADP actions but inform the Area Committee about community views on the balance of expenditure across the year.
10. It is important to attract as many people as possible to the 'What's the Big Idea?' events to ensure a representative range of views are heard from all parts of the community especially, for instance, young people. The events will be promoted well in advance and enhanced with extra attractions, including refreshments, a raffle, children's play activities and locally provided entertainment.
11. The Interplay community arts group are in the process of organising the Summer 2009 '**I Love West Leeds' arts festival** and have already started working in partnership with community and statutory organisations, including schools, older people's groups, Parks and Countryside, Museums and Galleries and local businesses.
12. The following table summarises the planned calendar of events for 2009 and is followed by explanatory notes. Specific dates will be confirmed as the year progresses.

January - March	April - June	July - September	October - December
<b>Area Committee Themed Partnership Event</b>			
<b>Feb:</b>	<b>Apr:</b> Health & Well Being	<b>July:</b> Environment <b>Sept:</b> Housing & Regeneration	<b>Nov:</b> tbc <b>Dec:</b> tbc
<b>Community Forums</b>			
<b>January:</b> 20 <sup>th</sup> Jan Armley Forum and 29 <sup>th</sup> Jan Bramley Forum  <b>Feb:</b> 17 <sup>th</sup> Feb Armley Forum  <b>March:</b> 17 <sup>th</sup> March Armley Forum and 26 <sup>th</sup> March Bramley Forum	<b>April:</b> 21 <sup>st</sup> April Armley Forum  <b>May:</b> 19 <sup>th</sup> May Armley Forum and 28 <sup>th</sup> May Bramley Forum  <b>Jun:</b> 16 <sup>th</sup> June Armley Forum	<b>July:</b> 21 <sup>st</sup> July Armley Forum and 30 <sup>th</sup> July Bramley Forum  <b>August:</b> 18 <sup>th</sup> Aug Armley Forum  <b>Sept:</b> 15 <sup>th</sup> Sept Armley Forum and 24 <sup>th</sup> Sept Bramley Forum	<b>Oct:</b> 20 <sup>th</sup> Oct Armley Forum  <b>Nov:</b> 17 <sup>th</sup> Nov Armley Forum and 26 <sup>th</sup> November Bramley Forum  <b>Dec:</b> 15 <sup>th</sup> Dec Armley Forum
<b>What's the Big Idea? Engagement Events</b>			
<b>26<sup>th</sup> March:</b> Bramley & Stanningley	<b>21<sup>st</sup> Apr:</b> Armley		
<b>I Love West Leeds Arts Festival</b>			
		First 2 weeks in July	
<b>Community Festivals and Other Engagement Events</b>			
<b>Jan:</b> Armley Business Forum <b>Feb/Mar:</b> 21 <sup>st</sup> March Spring Together	<b>May:</b>	<b>Jul:</b> 22 <sup>nd</sup> July Armley Fun Day and Summer Band <b>Aug:</b> <b>Sep:</b>	

## Implications for Council policy and governance

### Member consultation

13. Members considered the framework for the 2009 community engagement plan in December 2008 and have provided comments on the way forward. Further information on proposals for Participatory Budgeting will be brought to a future Area Committee meeting.
14. Member Champions are leading the themed discussions which take place prior to each Area Committee and which are based on the Strategic Plan and ADP themes.



## **Equality and diversity considerations**

15. A key element of the Council's Equality and Diversity Scheme 2008 – 2011 states that Leeds is a city that values the contributions of all the people of Leeds and actively engages with all our diverse communities.
16. Equality monitoring, designed to ensure that we are reaching all sectors of the community and that barriers to participation in engagement activities are addressed, will include:
  - ensuring that effective promotion of community engagement activities targets all equality groups, plus other socially excluded communities, e.g. people reliant on state benefits or excluded because of education or skills levels;
  - assessing what barriers people may face in, for example, accessing services or getting their opinions heard;
  - annual monitoring of regular forums and networks through a standard monitoring form for completion by attendees;
  - use of a standard voluntary feedback and equality monitoring form at public events.

## **Legal and resource implications**

17. There are no legal implications arising from this report.
18. The Area Management Team will be responsible for organising and co-ordinating community engagement activities and equality monitoring under the direction of the Area Committee. Costs associated with holding forums, individual community events, and the 'What's the Big Idea?' events budgets will be met from the Well-being Fund.

## **Conclusion**

19. The Area Committee has indicated its support for a number of community engagement events in 2009. A calendar of activities is now proposed for the consideration of the Area Committee.

## **Recommendations**

The Area Committee is:

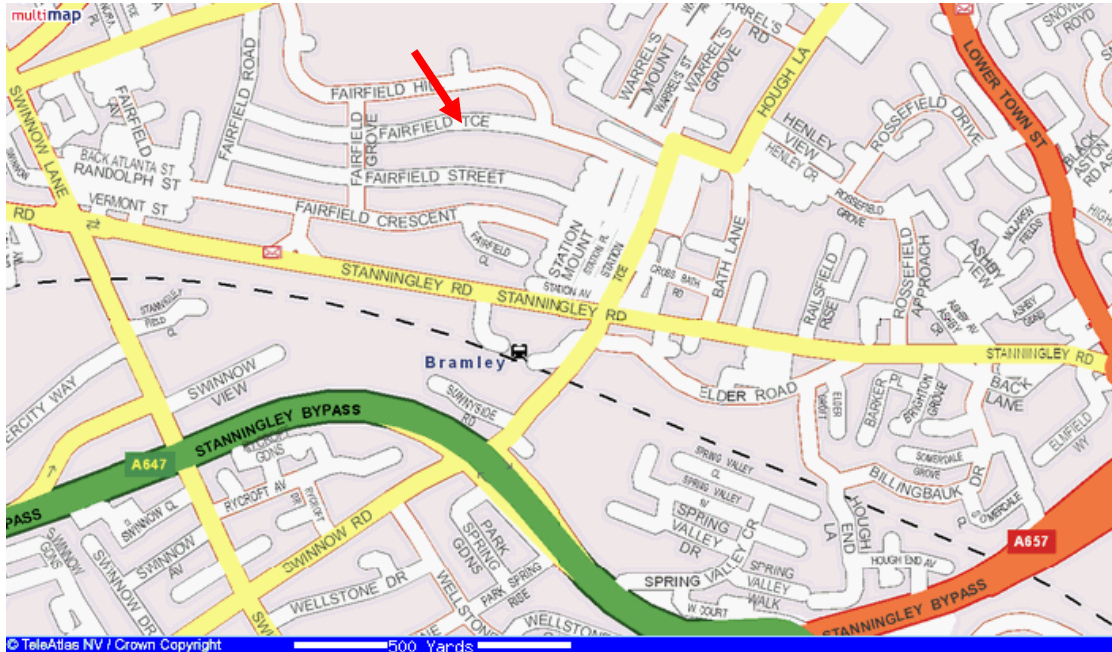
20. requested to comment on and approve the calendar of communications and engagement activities for Inner West Leeds in 2009

## **Background Papers**

None

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Fairfield Community Centre  
Fairfield Terrace  
Bramley  
LEEDS  
LS13 3DQ.



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