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SOUTH (OUTER) AREA COMMITTEE

Meeting to be held in Rothwell One Stop Centre, Civic Chamber, Main Street, Rothwell,
LS26 0AD
On Thursday, 10th September, 2009 at 4.00 pm

MEMBERSHIP

Councillors

J Dunn	-	Ardsley and Robin Hood;
L Mulherin	-	Ardsley and Robin Hood;
K Renshaw	-	Ardsley and Robin Hood;
R Finnigan	-	Morley North;
B Gettings	-	Morley North;
T Leadley	-	Morley North;
C Beverley	-	Morley South;
J Elliott	-	Morley South;
T Grayshon	-	Morley South;
S Golton	-	Rothwell;
S Smith	-	Rothwell;
D Wilson	-	Rothwell;

Agenda compiled by:
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Acting Area Manager:
Keith Lander
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A BRIEF EXPLANATION OF COUNCIL FUNCTIONS AND EXECUTIVE FUNCTIONS

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

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

A G E N D A

Item No	Ward	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded.)</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting.)</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-</p> <p>No exempt items or information have been identified on this agenda.</p>	

Item No	Ward	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p>DECLARATION OF INTERESTS</p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
6			<p>MINUTES - 22ND JUNE 2009</p> <p>To confirm as a correct record the minutes of the meeting held on 22nd June 2009.</p>	1 - 10
7			<p>OPEN FORUM</p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p> <p>(10 mins discussion)</p>	

Item No	Ward	Item Not Open		Page No
8	All Wards;		<p>RESIDUAL WASTE TREATMENT PFI PROJECT UPDATE</p> <p>To receive and consider a report from the Head of Waste Management which updates Members on the programme of communications activity supporting the Residual Waste Treatment PFI project.</p> <p>(Council Function) (15 mins presentation / 5 mins discussion)</p>	11 - 14
9	Ardsley and Robin Hood; Morley North; Morley South; Rothwell;		<p>SITE BASED GARDENERS IN COMMUNITY PARKS & GREEN SPACES</p> <p>To receive and consider a report from the Chief Recreation Officer which provides a review of the work undertaken by the site based gardeners scheme.</p> <p>(Executive Function) (5 mins presentation / 5 mins discussion)</p>	15 - 20
10	Ardsley and Robin Hood; Morley North; Morley South; Rothwell;		<p>OUTER SOUTH AREA COMMITTEE WELL-BEING BUDGET REPORT</p> <p>To receive a report from the Director of Environment and Neighbourhoods which updates Members on both the capital and revenue elements of the Committee's Well-being budget, advises Members of the Small Grants approved since the last meeting and invites Members to determine the capital and revenue proposals detailed within the report.</p> <p>(Executive Function) (5 mins presentation / 5 mins discussion)</p>	21 - 52
11	Ardsley and Robin Hood; Morley North; Morley South; Rothwell;		<p>ACTING AREA MANAGER'S REPORT</p> <p>To receive and consider a report from the Director of Environment and Neighbourhoods which provides Members with an overview of the range of activities currently taking place within the outer south area of Leeds.</p> <p>(Executive Function) (5 mins presentation / 5 mins discussion)</p>	53 - 88

Item No	Ward	Item Not Open		Page No
12			<p>DATES, TIMES AND VENUES OF FUTURE MEETINGS</p> <p>Monday 19th October, 2009 (Lofthouse Methodist Church Hall, Leeds Road, Lofthouse, WF3 3NE)</p> <p>Monday 30th November, 2009 (Drighlington Meeting Hall, Drighlington Library, Drighlington, Moorland Road, BD11 1JZ)</p> <p>Monday 1st February, 2010 (Morley Town Hall, Morley, LS27 9DY)</p> <p>Monday 15th March, 2010 (Rothwell One Stop Centre, Civic Chamber, Main Street, Rothwell, LS26 0AD)</p> <p>(All meetings to commence at 4.00 pm).</p> <p>MAP OF TODAY'S VENUE</p> <p>Rothwell One Stop Centre, Civic Chamber, Main Street, Rothwell, LS26 0AD</p>	

Agenda Item 6

SOUTH (OUTER) AREA COMMITTEE

MONDAY, 22ND JUNE, 2009

PRESENT: Councillor T Grayshon in the Chair

Councillors C Beverley, J Dunn,
R Finnigan, B Gettings, T Leadley,
K Renshaw, S Smith and D Wilson

1 Election of Chair 2009/10

A report was submitted by the Chief Democratic Services Officer which outlined the arrangements for the annual election of Chair of the South (Outer) Area Committee. It was reported that one nomination for the position of Chair had been received on behalf of Councillor Grayshon.

RESOLVED –

- (a) That the contents of the report be noted;
- (b) That following an overall majority of votes cast by those Elected Members present at the meeting, Councillor Grayshon be elected as Chair of the South (Outer) Area Committee for the 2009/10 municipal year.

(Councillor Grayshon took the Chair)

2 Late Items

The Chair admitted to the agenda a revised cover report on Area Committee Roles for 2009/10, which was to be considered under agenda item 16 (Minute No. 14 refers).

3 Declaration of Interests

Councillor Leadley declared a personal interest in relation to agenda item 7, Minutes – 30th March 2009, due to being a Member of Morley Town Council, which part funds the Town Centre Management Project (Minute No. 5 refers).

Councillor Finnigan declared a personal interest in relation to agenda item 12, CCTV (2008/09) Annual Report, due to being Chair of Morley and District Community Safety Panel, and as a Member of Morley Town Council, which contributes to CCTV (Minute No. 10 refers).

Councillors Gettings and Grayshon declared a personal interest in relation to agenda item 12, CCTV (2008/09) Annual Report, due to being Members of Morley Town Council, which contributes to CCTV (Minute No. 10 refers).

Councillor Leadley declared a personal interest in relation to agenda item 12, CCTV (2008/09) Annual Report, due to being a Member of West Yorkshire

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Integrated Transport Authority, which is a partner in CCTV operations, and Morley Town Council, which contributes to CCTV (Minute No 10 refers).

Councillors Finnigan, Gettings, Grayshon and Leadley declared a personal interest in relation to agenda item 13, Town Centre Management Report and agenda item 15, Outer South Area Committee Well-being Budget, due to being Members of Morley Town Council, which part funds the Town Centre Management Project (Minute Nos. 11 and 13 refer).

4 Apologies for Absence

Apologies for absence were submitted by Councillors Elliott, Golton and Mulherin.

On behalf of the Area Committee, the Chair wished to convey his congratulations to Councillor Elliott, who had been appointed Lord Mayor for 2009/10. It was reported that Councillor Elliott was undertaking mayoral duties and was therefore unable to attend this meeting.

5 Minutes - 30th March 2009

An addition to Minute No. 77, Outer South Area Committee Well-being Budget Report, was suggested as follows

'It was pointed out that the Area Manager had confirmed via e-mail that the £33,407.50 figure to fund the Town Centre Management Project up to March 2010, was incorrect'.

RESOLVED – That subject to the above addition to Minute No. 77, the minutes of the meeting held on 30th March 2009 be confirmed as a correct record.

6 Open Forum

In accordance with paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, the Chairman allowed a period of up to 10 minutes for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee.

A local resident requested an update on the minerals review at Britannia Quarry. It was reported that a meeting to progress the matter had been arranged to take place in the near future.

7 Priority Neighbourhood Worker Update

The Director of Environment and Neighbourhoods submitted a report which updated Members on the work of the Priority Neighbourhood Worker, particularly Neighbourhood Improvement Plans (NIPs), information about the 'Supported Area' programme and additional community engagement work.

Appended to the report were the updated NIP Action Plan and the first Oakwell and Fairfax Newsletter.

Tom O'Donovan, Area Management Officer, presented the report and responded to Members' questions and comments. Nicky Greening, Priority Neighbourhood Worker, was also in attendance.

Members commented on the positive achievements of the Priority Neighbourhood Worker, since her appointment in December 2008. In relation to the family fun event at Drighlington Meeting Hall, it was reported that roughly 35 people had attended the event.

RESOLVED – That the contents of the report be noted.

8 Area Delivery Plan 2008-2011 Update

The Director of Environment and Neighbourhoods submitted a report which presented the revised South (Outer) Area Delivery Plan (ADP) 2008-2011 for approval.

Appended to the report were the revised ADP and outer south priorities.

Tom O'Donovan, Area Management Officer, presented the report and responded to Members' questions and comments.

In brief summary, the main areas of discussion were:

- The need for greater acknowledgement of Area Management Team's contribution to promote and support community based events, especially the Morley Literature Festival.
- Protecting against car sales on council green space, particularly on Middleton Lane – Members were advised to contact the police with location and car registration details.

RESOLVED –

- (a) That the contents of the report be noted;
- (b) That the annual update of the ADP 2008-11 be approved;
- (c) That the proposed charter be developed as the public facing, resident friendly version of the ADP; and
- (d) That the Member nominations for the 2009/10 thematic leads be confirmed as follows:

- Thriving Neighbourhoods and Learning – Children Leeds – Councillor Gettings
- Thriving Neighbourhoods – Community Safety Partnership – Councillor Finnigan
- Thriving Neighbourhoods – District Housing Partnership – Councillor Finnigan

- Learning and Thriving Neighbourhoods (worklessness) – Employment, Education, Training Partnership – Councillor Mulherin
- Health & Well-being – Councillor Grayshon
- Stronger Communities – Community Cohesion Partnership – Councillor Grayshon
- Environment (for South Inner Area Committee) – Not applicable at this stage
- Enterprise and Economy – Councillor Finnigan
- Culture – Councillor Elliott
- Transport – Councillor Leadley.

(Councillor Smith arrived at 4.15 pm during the consideration of this item).

9 Annual Report - for Parks and Countryside Service in South Outer Area Committee

The Director of City Development submitted a report which examined the opportunities to develop the relationship between the Parks and Countryside service and the South (Outer) Area Committee.

The following representatives from Parks and Countryside attended the meeting:

- Kris Nenadic, Principal Parks Area Manager;
- Kevin Barker, Principal Parks Area Manager; and
- Vicky Nunns, Business Development Manager.

The key areas of discussion were:

- Limited funding for play facilities – it was reported that £1.1 million funding had been secured for 22 play sites across Leeds.
- Clarification about the reorganisation in Parks and Countryside. It was advised that interim arrangements were in place and a temporary position to take on some responsibilities was being advertised.

RESOLVED – That the contents of the report be noted.

10 CCTV (2008/09) Annual Report - for Leeds City Council Community Safety CCTV Service in Outer South Area Committee

The Director of Environment and Neighbourhoods submitted a report which highlighted the services provided by Leeds City Council Community Safety CCTV, particularly in terms of demonstrating the effectiveness of the service in reducing the fear of crime and facilitating the apprehension and detection of offenders in areas covered by CCTV.

Appended to the report was a financial breakdown for the outer south area and information about the legal implications relating to CCTV surveillance.

Members were advised that Safer Leeds had been unable to provide a representative to attend the meeting. Any comments raised at the meeting could be forwarded via the South Leeds Area Management Team.

RESOLVED –

- (a) That the report and information appended to the report be noted;
- (b) That a request be made to deploy mobile CCTV to areas of concern via local tasking groups and Neighbourhood Policing Teams; and
- (c) That the Area Committee receive 6 monthly update reports.

11 Town Centre Management Report

The Director of Environment and Neighbourhoods submitted a report which provided Members with an opportunity to consider the proposed new arrangements for the delivery of the Town Centre Management (TCM) Project in Morley and Rothwell.

Appended to the report were the draft terms of reference for Morley Town Centre Management Board, a map of the proposed area to be covered and the draft work programme.

Tom O'Donovan, Area Management Officer, presented the report and responded to Members' questions and comments. Peter Mudge, Morley and Rothwell Town Centre Manager, was also in attendance.

In brief summary, the main areas of discussion were:

- Developing transport links between Morley and East Ardsley and the need to involve ward members in future discussions.
- The need to review funding arrangements in relation to developing transport links.
- Clarification that the appointment of Cllr Steve Jones (Morley Town Council representative) was subject to confirmation by Morley Town Council.
- Concern about the accuracy of some of the costs to fund the TCM project – it was agreed to arrange a meeting with the Area Management Team.
- Consideration of the funding allocation for Morley and Rothwell TCM operations.
- Proposed extension of the Morley area boundary – a revised map was circulated at the meeting and subsequently agreed by the Area Committee.

RESOLVED –

- (a) That the report and information appended to the report be noted;
- (b) That the TCMB be disbanded and replaced with more local arrangements;
- (c) That a Morley Town Centre Board be established based on the current 'Shadow Board';

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- (d) That the composition of the Morley TCMB, including the appointment of Councillors Finnigan and Grayshon as Area Committee representatives, be approved (appointment of Cllr Steve Jones, subject to confirmation by Morley Town Council);
- (e) That £15,000 be allocated towards Morley and Rothwell TCM operations to be split 60/40 in favour of Morley; and
- (f) That the Area Committee receive a further report at the September Area Committee on arrangements to develop a Board for Rothwell.

12 Community Engagement

The Director of Environment and Neighbourhoods submitted a report which presented a review of the Outer South Community Engagement Strategy and outlined how consultation from community engagement events had informed the priorities and actions of the Area Delivery Plan 2008/11.

Tom O'Donovan, Area Management Officer, presented the report and responded to Members' questions and comments.

The main highlighted points were:

- It was reported that the draft Conservation Audit for Morley was complete and consultation with the public was taking place shortly.
- Members welcomed the participatory budgeting initiative being rolled out.
- Area Management staff were thanked for their contribution in bringing improvements to the area outside the shops on Manor Road.

RESOLVED – That the contents of the report be noted.

13 Outer South Area Committee Well-being Budget Report

The Director of Environment and Neighbourhoods submitted a report which updated Members on both the capital and revenue elements of the Committee's Well-being budget, advised the Committee of the small grants approved since the last meeting and invited Members to determine the capital and revenue proposals, as detailed within the report.

In brief summary, the main areas of discussion were:

- Challenges complying with CCTV legislation and the need to protect public open spaces.
- Raising awareness of dog fouling initiatives and the need for greater investment in this area of work.

RESOLVED –

- (a) That the report and information appended to the report, which included the available balance of the Area Committee's revenue and capital well-being budgets, be noted;

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to be held on Thursday, 10th September, 2009

- (b) That £400 be allocated towards Operation Champions in the outer south area during 2009/10;
- (c) That the final small grants scheme overspend of £472 be approved;
- (d) That the Small Grant proposals approved since the last meeting of the Area Committee be noted;
- (e) That £21,000 of revenue funding be ringfenced towards a Site Based Gardeners Project (1st October – 31st March 2010), to be outlined by Parks and Countryside at the September Area Committee; and
- (f) That the following decisions be made in relation to the Well-being funding proposals, which had been submitted for determination at the meeting:-

- Churwell Action Group – Churwell Park CCTV – **£17,712.01 (2009/10 Capital Budget) – Approved**
- Cleaner Neighbourhoods Sub Group – Dog Fouling Project – **£2,000 (2009/10 Revenue Budget) – Approved.**

14 Area Committee Roles for 2009/2010

The Director of Environment and Neighbourhoods submitted a report which detailed the area function schedules and roles for 2009/10, as agreed by the Executive Board on 17th June 2009.

A revised copy of the report was circulated at the meeting. Appended to the report was an updated copy of the delegated functions and other roles for 2009/10.

In brief summary, the main areas of discussion were:

- The need to devolve some functions to a more local level, e.g. to Parish Councils and community organisations.
- The need for greater delegation of street cleansing functions - it was agreed to refer this issue to the Cleaner Neighbourhoods Sub Group.

RESOLVED – That the report and information appended to the report be noted.

15 Neighbourhood Wardens - Restructure Proposals

The Chief Officers for Regeneration and Health and Environmental Action Services submitted a report which updated Members on the restructuring proposals for the Neighbourhood Warden Service.

Appended to the report was the existing Neighbourhood Warden structure together with a revised job description for the new Community Environment Officer posts.

RESOLVED – That the contents of the report be noted.

16 Acting Area Manager's Report

Draft minutes to be approved at the meeting
to be held on Thursday, 10th September, 2009

The Committee considered a report from the Director of Environment and Neighbourhoods which updated Members on the work of the Area Management Team since the last meeting.

The following information was appended to the report;

- Minutes of the Outer South Community Centres Sub-Committee held on 20th May 2009;
- St Gabriel's Community Centre protocols;
- Minutes of the Cleaner Neighbourhoods Sub Group held on 28th April 2009;
- Outer South Cleaner Neighbourhoods Sub Group Action Plan; and
- Protocol and General Work Schedule relating to the deployment of Police Community Support Officers (PCSOs), as agreed between Leeds City Council and West Yorkshire Police Authority.

The Acting Area Manager, Keith Lander, presented the report and responded to Members' questions and comments.

The main highlighted points were:

- It was reported that an internal well-being audit had taken place and work was ongoing to address the recommendations, particularly in terms of improving accountability and transparency.
- Members discussed focussing on issues relating to member champion themes at future meetings, e.g. school attendance and reducing teenage pregnancy as part of the theme on Thriving Neighbourhoods and Learning – Children Leeds.

RESOLVED –

- (a) That the report and information appended to the report be noted;
- (b) That funding of £650 to support the monitoring work of the Children and Young People's Group, be approved; and
- (c) That the protocols document and indicative timetable to support the St Gabriel's Management Group, be approved.

17 Local Authority Appointments to Outside Bodies

A report was submitted by the Chief Democratic Services Officer which outlined the procedure relating to local authority appointments to outside bodies and which also invited Members to consider making appointments to those outside bodies detailed within the report.

RESOLVED –

- (a) That the report and information appended to the report be noted; and
- (b) That approval be given to the following Outside Body appointments being made for the 2009/2010 municipal year:

- Morley Town Centre Management Board – Councillors Finnigan and Grayshon;
- Morley Literature Festival Organising Committee – Councillors Finnigan and Gettings;
- Outer South ALMO Area Panel – Aire Valley Homes Leeds – Councillors Dunn and Gettings;
- Divisional Community Safety Partnership – Councillor Finnigan;
- Area Children’s Partnership – Councillor Gettings;
- Area Health and Social Care Partnership – Councillor Grayshon
- Area Employment, Enterprise and Training Partnership – Councillor Mulherin.

18 Dates, Times and Venues of Future Meetings

Thursday 10th September, 2009

(Rothwell One Stop Centre, Civic Chamber, Main Street, Rothwell, LS26 0AD)

Monday 19th October, 2009

(Lofthouse Methodist Church Hall, Leeds Road, Lofthouse, WF3 3NE)

Monday 30th November, 2009

(Drighlington Meeting Hall, Drighlington Library, Drighlington, Moorland Road, BD11 1JZ)

Monday 1st February, 2010

(Morley Town Hall, Morley, LS27 9DY)

Monday 15th March, 2010

(Rothwell One Stop Centre, Civic Chamber, Main Street, Rothwell, LS26 0AD)

(All meetings to commence at 4.00 pm).

(The meeting concluded at 5.35 pm).

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Originator: Tom Smith

Tel: 39 51672

Report of the Head of Waste Management

South Leeds (Outer) Area Committee

Date: Thursday 10th September 2009

Subject: Residual Waste Treatment PFI Project Update

Electoral Wards Affected:

All wards

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 process to procure a facility to treat the waste that cannot be economically recycled and would otherwise be sent to landfill is progressing well.

The council is now embarking on a programme of communications with residents and other interested parties about the proposals and to describe the next stages of the process.

1.0 Purpose of This Report

1.1 This report provides an update to South Outer Area Committee on the programme of communications activity supporting the Residual Waste Treatment PFI project and the opportunity to view the Power point presentation and supporting materials to be distributed to the public.

2.0 Background Information

2.1 A report to Area Committees in March and April, described the approach to communication, education and engagement around the project over the coming year.

3.0 Residual Waste Treatment Facility – Communications update

- Presentations were made to all political groups in June 2009.
- Following this a revised presentation has been produced with a complimentary leaflet – ‘What is Leeds doing with it’s waste’.
- A further two leaflets have been produced:
 - i. The City’s waste solution – your questions answered
 - ii. The City’s waste solution – technologies and bidders

3.1 Alongside attendance at all Area Committees the programme of communications attached at Appendix 1 will begin.

4.0 Recommendation

4.1 That South Outer Area Committee:

- Note the contents of this report;
- Receive the presentation and note the supplementary leaflets.

Background Papers

- Residual Waste Treatment Project: Update and Communication and Community Engagement Strategy – South Outer Area Committee March 2009

Appendix 1 - Communications about the Residual Waste Treatment Facility – August to December 2009

Who?	What?	When?
<p>Residents close to either of the two proposed sites for a residual waste treatment facility.</p>	<p>A leaflet, explaining the background to the Residual Waste Treatment project and inviting them to find out more will be sent to each household within a 1 mile radius of either of the two proposed sites. Posters will also be distributed to community venues in the areas, e.g. leisure centres, community centres. The leaflet and posters will invite residents to find out more through one of the following options:</p>	<p>Distributed in September 2009</p>
	<p>1. Signposting to more detailed information on the council website;</p>	
	<p>2. Registering to receive a pack of information, either electronically, or in hard copy;</p>	<p>Distributed as requested.</p>
	<p>3. Registering for the chance to attend an information session briefing in a local community venue.</p> <p>Each session will consist of the standard presentation and a chance for discussion about the proposals. Whilst we will try to make sure all people who request attendance can do so, it is possible we may have to limit numbers and if this is the case we will ask the third party organisation to choose attendees to ensure representation from across the community.</p>	<p>Delivered between September and November 2009</p>
<p>Local residents groups and/or community forums in the areas close to either of the two proposed sites for a residual waste treatment facility.</p>	<p>We will identify residents groups and community forums, in discussion with local ward Members and Area Management officers, and offer them the chance to receive the standard presentation from council officers and to feedback on our proposals.</p>	<p>Presentations between September and November 2009</p>

Who?	What?	When?
Local businesses in the areas close to either of the two proposed sites for a residual waste treatment facility.	Working with Aire Valley Leeds we have agreed various methods to communicate with local businesses and to invite them to a briefing with council officers at our Cross Green site.	Between August and October 2009
Leeds-wide public	<p>We will follow on from the first issue of Recycling and Waste Update, which was distributed to all households in February 2009.</p> <p>Issue two will focus on the Residual Waste Treatment Facility and the same presentation messages above. Residents will be invited to register to receive more information and updates via:</p> <ul style="list-style-type: none"> • Signposting to more detailed information on the council's website; • Register to receive a pack of information or updates, electronically or in hard copy format; <p>The newsletter will also give residents the chance to feed back on the information via email, in writing and by telephone.</p>	Distributed in December 2009
Elected Members	The presentation that forms the basis of the communications approach will be shown at Area Committees in September 2009. A pack of information on the Residual Waste Treatment Facility including the presentation, leaflets will be distributed to all ward members.	Distributed in September 2009



Originator: Kevin Barker

Tel: 3957448

Report of the Chief Recreation Officer

South (Outer) Area Committee

Date: Thursday 10th September 2009

Subject: Site Based Gardeners in Community Parks & Green Spaces

Electoral Wards Affected:

Morley North
 Morley South
 Ardsley & Robin Hood
 Rothwell

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 is to provide the Outer South Area Committee with a review of the work undertaken by the site based gardeners based in the Morley, Ardsley and Robin Hood, and Rothwell Wards, which has been funded from the Well being Fund during the past 18 months. Furthermore the report looks at the options available to continue the service over the next 6 months.

1.0 Purpose Of This Report

- 1.1. The purpose of this report is to provide the Area Committee with a review of the site based gardeners scheme that is currently funded by the Area committee Wellbeing Fund to 30th of September 2009.
- 1.2. The report also outlines options available to the Area Committee for the continuation of the service for a further 6 months until 31st of March 2010.

2.0 Background Information

- 2.1 Research by CABA (Commission for Architecture and the Built Environment) Space, a central government body responsible for the strategic improvement of urban greenspace, has highlighted that by 1996 only a third of parks had dedicated park staff, with 90% of local authorities experiencing vandalism in their Parks. Furthermore CABA Space linked the £1.3billion cumulative cut in revenue expenditure in Parks from 1981 to 2001 with the downward spiral towards greater vandalism, litter, and neglect and visitor decline in use of our Parks¹. With specific regard to people who rarely visit or use Parks, a national survey conducted on behalf of CABA Space ascertained that 68% cited dog fouling as their reason for not using their local park, whilst 57% did not visit due to vandalism and graffiti and 44% by poor maintenance². The presence of on site gardeners has the potential to address these problems, and preliminary assessments of the 25 Community Parks in Leeds which currently have on site staff reinforce this belief.
- 2.2 The site based gardener scheme has been in operation for 2½ years. Originally the scheme funded 3 posts, 1 working in Ardsley and Robin Hood, 2 in Morley North and Woodlesford Recreation Ground. However in September 2008 it was agreed to extend the scheme to a 4th post based in Morley South.
- 2.3 Prior to the appointment of site based gardeners, complaints from local residents regarding site safety, security, and fly tipping were on the increase, placing pressure on the service to deal with concerns and fears from local residents and increasing volumes of complaint to ward Councillors.
- 2.4 The opinion of many local residents was that local green spaces, and parks were unkempt, unsafe and a source of anti social behavior. Many residents complained about rowdy youths and problems with young adults misusing the facilities. This resulted in many residents not making the most of their local green spaces.
- 2.5 Since the introduction of the site based gardeners in 2007, there has been a significant change in public opinion. It is apparent that complaints to both Ward Councillors and the Parks and Countryside Service have declined. In addition, the service has observed an increase in the number of residents using parks and open spaces resulting in feed back from users being complimentary of the service rather than critical.
- 2.6 Revenue funding for the provision has been made via the Area Committee Well being fund to the value of £60,380 in 2008/09 and £25,182.50 in 2009/10. £15,712.50 was match funded by Parks and Countryside. The Parks and Countryside service continues to seek mainstream funding for increased staffing via the budget processes of the city council.

¹ Parks need Parkforce, CABA Space 2005

² Dunnett, N., Swanwick, C. & Woolley, H. Improving urban parks, play areas and green space, 2002, University of Sheffield

3.0 Main Issues

3.1 CAFE Space is aware that the best parks are being developed through the efforts of a skilled modern team and on site park gardeners who are often multi-skilled and highly trained take a key role, not only as a point of liaison with the local community, but taking responsibility for other issues which may not be routinely dealt with by a visiting maintenance team.

3.2 Each of the site based gardeners have built a rapport with users, local residents, Ward Members and local groups developing a sense of shared ownership for the site and the activities that are undertaken there.

3.3 The sites currently hosting gardeners are :

Site Name	Wedge
Drighlington Park /Woodlesford Park	South Outer
Lewisham Park	South Outer
Lowry Road	South Outer
Magpie Lane	South Outer

3.4 At Drighlington, the Parish Council often meets up with the both the site based gardener and the area officer to discuss maintenance issues along side projects that they wish to undertake. One example of the close working relations is the establishment of the Quiet Garden, funded in part from Area Committee through the Participatory Budgeting 'Big Spender' project and S106. This new seating area was laid out by Parks staff, but will be maintained by volunteers from the Parish Council who have taken responsibility for the seasonal bedding displays.

3.5 At Lowry Road, the gardener not only manages the shrub beds by undertaking litter collection and seasonal pruning, but also tends to the grass and paths, removes graffiti and over hanging branches, alongside engaging with members of the local community by talking to them and being a visible presence on site during the day. Where once Lowry Road Public Open Space suffered from anti social behaviour, the site based gardener has managed through close working with Ward Members and residents, to improve the appearance of the POS making it a more attractive and inviting space to visit.

3.6 At Lewisham Park and Woodlesford Park the site based gardener undertakes a wide variety of tasks from grass cutting to managing the artificial cricket wicket, keeping the surface clean and the wickets ready for use, along side maintaining the bowling green and seasonal bedding displays. Additional duties involve emptying of bins, community engagement, providing advice and tips on horticulture along with keeping the park well tended.

- 3.7 The 4th post is responsible for the green spaces along Wide Lane, Magpie and Hembrig Park undertaking gardening duties that range from litter collection and seasonal pruning through to grass cutting, marking out of sports pitches, inspecting the play areas, strimming around obstacles and inspecting the sports pavilion.
- 3.8 The increasing sense of ownership within the site based gardeners themselves, has allowed them to develop a sense of responsibility and the attainment of a wealth of knowledge pertinent to the site and the people who use it. This in turn has led to the service being able to establish a rapport with the public and increased the ability to deal with problems, leading to a reduction in pressure on the wider service in the area allowing issues to be resolved with little or no budget implications.

4.0 Implications For Council Policy and Governance

- 4.1 There are no implications on Council Policy and Governance associated with this scheme.

5.0 Legal and Resource Implications

- 5.1 There are no legal implications associated with this scheme.
- 5.2 The only resource implications associated with this scheme, are on the Well being Budget if Members agree to support the continuation of the scheme.

6.0 Conclusions

- 6.1 It is clear that the site based gardeners have proven to be extremely popular with local residents and a great asset to the service. Since their introduction the general condition of the sites continue to improve which is assisting with the service's bids for capital funding through increased funder confidence in the sustainability of provision.
- 6.2 It is evident that the Site based gardeners are a benefit to the local community. However, through discussions with colleagues it has been noted that the Well being fund may not be able to provide the support needed to facilitate the continuation of the service at its current level.
- 6.3 To continue the provision of the site-based gardeners at the sites mentioned above from 1st October 2009 to 31st March 2010 would be at a cost of £21,000 to the Well-being Fund. All of the sites mentioned above will continue to benefit from the project and we will undertake as much work as we can within the funding available. Parks and Countryside will continue to provide the necessary management and equipment they require to undertake their roles.

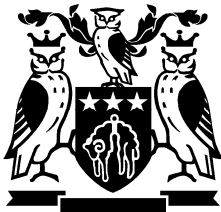
7.0 Recommendations

- 7.1 The Area Committee consider the contents of the report and the continuation of the service from October 2009 – March 2010 at a cost of £21,000.00 from the Well being Fund.

Background Papers

- Site Based Gardeners in Community Parks and Green Spaces, March 2009.

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Leeds
CITY COUNCIL

Originator:
Thomas O'Donovan
Tel: 224 3040

Report of the Director of Environments and Neighbourhoods

South Leeds (Outer) Area Committee

Date: Thursday 10th September

Subject: Outer South Area Committee Well being Budget Report

Electoral Wards Affected:
 Ardsley & Robin Hood
 Morley North
 Morley South
 Rothwell

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 seeks to provide Members with:

- a) the current position on the Well being Budget.
- b) details of the 2009/10 Well being budget allocations.
- c) details of revenue and capital funding for consideration and approval
- d) details revenue projects agreed to date (Appendix 1)
- e) details of capital projects agreed to date (Appendix 2).

Members are asked to note the current position regarding the Well being budget, the position of the Small Grants Budget, and agree any actions.

1.0 Purpose of This Report

The report provides:

- An update on both the revenue and capital elements of the Area Committee's budget.
- Details of projects that require approval
- A summary of all revenue and capital projects agreed to date
- Small Grant applications which have been approved.

2.0 Background Information

- 2.1 Each Area Committee has been allocated a Well being Budget which it is responsible for administering. The aim of this budget is to support the social, economic and environmental wellbeing of the area by using the funding to support projects that contribute towards the delivery of the Area Delivery Plan (ADP).
- 2.2 The Well being Budget for the Outer South is comprised of a revenue and capital allocation. The revenue allocation for 2009/10 financial year, approved by the Executive Board, has been confirmed as **£207,960**. The capital allocation for the financial year 2009/2010 has been confirmed as **£106,700**.

3.0 Well being Budget Position

Members should note the following points: -

3.1 Revenue 2008/09

- 3.1.1 The revenue budget for 2008/09 approved by Executive Board for 2008/09 was **£203,880**.
- 3.1.2 The amount of roll-forward of unallocated funds from the 2007/08 budget was **£153,136**.
- 3.1.3 The total amount of revenue funding available to the Area Committee for 2008/09 was **£366,231**.
- 3.1.4 The Area Committee is asked to note that of the **£334,987.00** allocated from the 2008/09 Well being Revenue Budget, a total of **£265,307.68** was actually spent as listed in **Appendix 1**. This gives a revenue roll forward of **£100,923 into 2009/10**.

3.2 Revenue 2009/10

- 3.2.1 The revenue budget 2009/10 approved by Executive Board for 2009/10 is **£207,960**.
- 3.2.2 The roll forward figure, new revenue allocation and additional contributions gives a total 2009/10 revenue Well being Budget of **£313,822**.
- 3.2.3 Members are asked to note the total commitments for 2009/10 outlined in Appendix 1. This figure currently stands at **£313,778.16** and while some slippage can be expected, the budget is fully committed.
- 3.2.4 High pressure on the 2009/10 revenue Well being Budget highlights the need for Members to begin detailed consideration of the 2010/11 revenue Well being Budget. Members are asked to agree to receive further details at the next Area Committee on aligning the 2010/11 revenue Well being Budget with ADP themes and priorities.

3.3 **Capital**

3.3.1 Of the **£587,008** capital funding allocated to the Area Committee for 2004/09 a total of **£537,703.09** has been committed to date leaving a balance of **£49,304.91**.

3.3.2 Members are asked to note the capital allocation by Ward. The spend broken down by Ward is as follows:

	Ardsley and Robin Hood	Morley North	Morley South	Rothwell
2004-08 allocation	£120,077	£120,077	£120,077	£120,077
2008/09 allocation	£26,675	£26,675	£26,675	£26,675
Spend to date	£113,845.94	£149,082.12	£141,447.48	£133,327.55
New Balance	£32,906.06	-£2,330.12	£5,304.52	£13,424.45

3.3.3 The Capital allocation from the Executive Board for 2009/10 has been confirmed as **£106,700**. This has been allocated by Ward and the table above.

Members are invited to bring forward suitable capital projects to be developed by Area Management Team.

3.3.4 Members are asked to note that at present the NIP areas have been given no capital allocations and therefore any capital projects for the NIP areas must be submitted to the Area Committee for approval.

4.0 **Well being Projects**

4.1 **Appendix 1** details revenue projects that have been commissioned by the Area Committee to date, including a current position statement and project outcomes.

4.2 It is possible that some of the projects in **Appendix 1** may not use their allocated spend. This could be for several reasons including the project no longer going ahead, the project not taking place within the dates specified in the funding agreement or failure to submit monitoring reports. Due to this the revenue balance may be greater than the amount specified in 3.2.4.

4.3 Details of projects agreed for the capital budget to date, including a current position statement and project outputs are listed in **Appendix 2**.

4.4 Members are asked to consider the following projects:-

4.4.1 **Project Title:** Manor Road Shops

Name of Group or Organisation: Groundwork

Total Project Cost: £34,453.75

Amount proposed from Well being Budget 2008/2009: £19,453.75 capital

Ward Covered: Rothwell

Project Summary: At the February Area Committee, Members approved a ring fence of £35,000 capital funding towards the Manor Road Shops development project. Partners including Area Management, Groundwork, Aire Valley Homes and Rothwell Tenants and Residents Association, have worked together over the last two years to complete consultation and capital works to improve land at the Manor Road Shops in the NIP area of Wood Lane estate. The project has improved the physical environment and enhanced the overall look and functionality of a retail site on Manor Road.

The final costings for the scheme are as follows:

Item	Cost
Capital Works	£34,453.75
Total	£34,453.75

Funder	Amount
Aire Valley Homes	£15,000
Outer South Area Committee	£19,453.75
Total	£34,453.75

Appendix 2 has been amended to reflect the new capital funding contribution from the Rothwell capital Well being fund.

Area Committee/Area Delivery Plan Key Themes and Action Plan Priorities:

This proposal supports the Area Committee priority to increase the number of people engaged in activities to meet community needs and improve the quality of life for local residents, under the ADP theme of 'Stronger Communities'.

4.4.2 **Project Title:** Morley Community Safety Project

Name of Group or Organisation: Morley Neighbourhood Policing Team

Total Project Cost: £4,995 revenue

Amount proposed from Well being Budget 2008/2009: £4,995 revenue

Ward Covered: Morley North, Morley South and Tingley, Thorpe and Ardsley, in Ardsley and Robin Hood Ward

Project Summary: At the March 2009 Area Committee, Members ring fenced £10,000 revenue funding to support community safety projects in the Outer South. Area Management Team have since met with the Inspectors from Morley and Rothwell Neighbourhood Policing Teams (NPT) and agreed to split the funding equally between each NPT.

Morley NPT have submitted a revised proposal to spend their proportion of the funding on 333 Smartwater kits. Each kit costs £15, giving a total cost of £4,995.

One of the key priorities for the City and Holbeck Division is to further reduce offences of Burglary and to also reduce repeat offences. There is a concern at a strategic level that the current financial climate may impact on a rise in criminal activities, and in particular, burglary of domestic homes and out buildings.

For the last three years Morley NPT has been re-visiting all domestic burglaries under the operational name of CASAC and SHEDACHE. The re-visits are seen as a valuable, integral part of the police operation, giving the victims support and reassurance as well as helping reduce their fear of repeat victimisation.

The free supplying and application of Smartwater to household items of value has proven to be an excellent deterrent and plays a significant part in reducing repeat victimisation.

The project will be delivered by the West Yorkshire Morley Neighbourhood Policing Team in partnership with the Morley and District Community Safety Panel. Area Committee funding will be matched with in-kind time from NPT officers to attend premises and mark residents property with Smartwater. This Smartwater project will support the target hardening devices provided and fitted by 'Safer Homes' funded, CASAC engineers.

The project aims to:

- Reduce burglary and repeat offences in the Morley Policing Area over the policing year 2009/10.
- Increase in the detections of burglary offences.
- Reduce the fear of crime of burglary offences being committed and any repeat offences.
- Reassurance to vulnerable members of our community.

Area Committee/Area Delivery Plan Key Themes and Action Plan Priorities:

This proposal supports the Area Committee priority to reduce crime, the fear of crime and repeat offending, under the ADP theme of 'Stronger Communities'.

4.4.3 **Project Title:** Rothwell Community Safety Project

Name of Group or Organisation: Rothwell Neighbourhood Policing Team

Total Project Cost: £5,000 revenue

Amount proposed from Well being Budget 2008/2009: £5,000 revenue

Ward Covered: Rothwell and Robin Hood and Lofthouse areas of Ardsley and Tingley Ward

Project Summary: At the March 2009 Area Committee, Members ringfenced £10,000 revenue funding to support community safety projects in the Outer South. Area Management Team have since met with the Inspectors from Morley and Rothwell Neighbourhood Policing Teams (NPT) and agreed to split the funding equally between each NPT.

Rothwell NPT have submitted a revised proposal to spend their proportion of funding on two initiatives. £2,250 on 150 Smartwater Kits and £2,750 on 'Pro-active prevention' to target Anti Social Behaviour.

One of the key priorities for the City and Holbeck Division is to further reduce offences of Burglary and to also reduce repeat offences. There is a concern at a Strategic level that the current financial climate may impact on a rise in criminal activities, and in particular, burglary of domestic homes and out buildings.

A Smartwater kit allows the marking of valuable belonging and reduces the fear of crime and gives members of the public contact with the police who also provide crime reduction advice. Rothwell NPT will issue Smartwater kits to areas highlighted as 'hot-spots' for domestic burglary, as well as the more vulnerable of society.

The Smartwater element of the project will be delivered by NPT PCSO's and the crime reduction officer to properties that are more likely to be victims due to location and vulnerability.

Smartwater aims to:

- Reduce crime through crime prevention measures
- Increase the visibility of NPT officers
- Increase public reassurance and confidence.

The second element of the Rothwell NPT proposal is to tackle Anti Social Behaviour (ASB). NPT attendance at community meetings as part of the Police and Community Together (PACT), highlight ASB as the main concern for residents. ASB takes many guises and Area Committee funding will support projects to tackle current and emerging issues. Currently, the funding will be used to tackle off road bikes at Oulton and ASB in Rothwell Park. Funding will also be used for a marketing materials such as posters and leaflets to highlight the effect of ASB on the community and what individuals can do to help prevent if effecting them. Door knocking and high visibility patrols will be undertaken by the project team.

The 'Pro-active Prevention ASB project' aims to:

- Reduce crime
- Reduce ASB
- Increase visibility of NPT
- Community reassurance

The 100 hours of additional policing time funded through this project will be matched with 100 hours from the NPT.

Area Management recommend to Members to note this ASB project and ask the Area Management Team to work with Rothwell NPT to develop this proposal further, including linking with the work of the Anti Social Behaviour Unit.

Area Committee/Area Delivery Plan Key Themes and Action Plan Priorities:

This proposal supports the Area Committee priority to reduce crime, the fear of crime and repeat offending, under the ADP theme of 'Stronger Communities'.

5.0 Small Grants Update

5.1 The following small grants has been approved since the last meeting and are listed here for information.

Organisation	Project	Amount
Tingley Tenants and Residents Association	Community Fun Day	£500
Newlands and Denshaws Tenants and Residents Association	Storage facility for equipment to maintain new play area.	£500

5.2 Members are asked to note the small grants as outlined in 5.1.

6.0 Implications For Council Policy and Governance

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

7.0 Legal and Resource Implications

7.1 Legal implications as a result of this report will be reflected in any subsequent Funding Agreements and Contracts to Tender that arise from projects funded by the Well being Budget.

7.2 Resource implications will be that the remaining balance of the Well being Budget for revenue will be reduced and remaining balance of the Well being Budget for capital will be reduced as a result of any projects funded.

8.0 Conclusions

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

9.0 Recommendations

9.1 Members of the Outer South Area Committee are requested to:

- Note the contents of the report.
- Note the position of the Well being Budget as set out at 3.0
- Note the revised capital Well Being allocation for the Manor Road Shops development project.
- Agree the Morley and Rothwell NPT Community Safety Projects and ask Area Management Team to work with Rothwell NPT to develop the 'Pro-active prevention' ASB proposal further.
- Note the Small Grants approved
- Note the revenue amounts for 2009/10 as outlined in Appendix 1.
- Note the Well being capital projects already agreed as listed in Appendix 2.
- Agree to receive further details on commissioning of the 2010/11 revenue Well being Budget in line with ADP themes and priorities as outlined in 3.2.4.

Background Papers

- Well Being Report 30th March 2009

	2008 / 2009	2009 / 2010
Allocation	£203,880	£207,960.00
Carry forward	£153,136	£100,923.00
Additional Allocation	-	-
Morley Town Council	£5,000.00	£4,539.00
Refunded To Well being Budget due to incorrect recharges	£4,215.00	£200.00
Morley T4peace April 09 contribution		£200.00
TOTAL	£366,231	£313,822

Budget

Project	Delivery Organisation	2009/2010 Revenue Costs				Outcomes	
		2008/2009 Actual Revenue costs	Approved	Actual	Committed		Balance
Outer South Skips To provide skips for community use.	South East Area Management	£2,740.00	£5,000.00	£460.00	£220.00	£4,320.00	Community groups undertake clean-ups. Improved streetscene in local neighbourhoods. Increased community pride.
Outer South Small Grants Fund Provision of a small grants fund for small scale community based projects meeting Area Delivery Plan priorities.	South East Area Management	£10,472.22	£10,000.00	£2,500.00	£0.00	£7,500.00	Voluntary and community groups supported through grant aid. Increased range of community activity. Increased community participation. Increased community pride. Delivery of Area Delivery Plan priorities.

Project	Delivery Organisation	2008/2009 Actual Revenue costs	2009/2010 Revenue Costs				Outcomes
			Approved	Actual	Committed	Balance	
Outer South Communications A budget to enable effective communication and consultation on Area Committee issues in the Outer South.	South East Area Management	£5,331.87	£5,000.00	£1,151.00	£1,082.66	£2,766.34	5 newsletters, Questionnaires, Promotional material. Increased awareness of the Outer South Area Committee. Improved consultation that can inform local projects and plans. Public participation in projects / plans.
Supported Area - Eastleighs & Fairleighs A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management	£500.00	£1,000.00	£0.00	£74.00	£926.00	Established TARA's continue to receive support to develop their skills to deliver projects to benefit the community.
Supported Area - Newlands & Denshaws A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management Team	£0.00	£1,000.00	£0.00	£0.00	£1,000.00	Established TARA's continue to receive support to develop their skills to deliver projects to benefit the community.
Supported Area - John O'Gaunts A plan aimed at making improvements in Priority Neighbourhoods. <i>Approval Date: ?</i>	South East Area Management Team	£2,751.00	£1,000.00	£280.00	£0.00	£720.00	Established TARA's continue to receive support to develop their skills to deliver projects to benefit the community.

**Outer South Wellbeing Budget
2008 - 2010**

Appendix 1

Project	Delivery Organisation	2008/2009 Actual Revenue costs	2009/2010 Revenue Costs				Outcomes
			Approved	Actual	Committed	Balance	
NIP – Oakwells & Fairfaxes A plan aimed at making improvements in Priority Neighbourhoods. <i>Approval Date: ?</i>	South East Area Management	£3,101.00	£3,000.00	£370.13	£0.00	£2,629.87	Projects aimed at the priorities identified of: ASB, environment, young people and community facilities. Narrowing the gap: improved services and wellbeing of the area.
NIP – Wood Lane A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management	£0.00	£3,000.00	£0.00	£0.00	£3,000.00	Projects aimed at the priorities identified: the environment, young people and crime and ASB. Narrowing the gap: improved services and wellbeing of the area.
NIP – Harrops and Bridge Street Phase 2 A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management	£0.00	£0.00	£0.00	£0.00	£0.00	Projects aimed at the priorities identified: Crime and ASB, Environment and young people. Narrowing the gap: improved services and wellbeing of the area.
Neighbourhood Improvement Area – Thorpe - Phase 2 A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management	£0.00	£0.00	£0.00	£0.00	£0.00	Projects aimed at the priorities identified: Crime and ASB, Environment and young people. Narrowing the gap: improved services and wellbeing of the area.

Project	Delivery Organisation	2008/2009 Actual Revenue costs	2009/2010 Revenue Costs				Outcomes
			Approved	Actual	Committed	Balance	
Neighbourhood Improvement Area – Springbank – Phase 3 A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management	£0.00	£0.00	£0.00	£0.00	£0.00	Projects aimed at the priorities identified: Crime and ASB, Environment and young people. Narrowing the gap: improved services and wellbeing of the area.
Neighbourhood Improvement Area – Ingles - Phase 3 A plan aimed at making improvements in Priority Neighbourhoods. CO CO Approval Date: ?	South East Area Management	£0.00	£0.00	£0.00	£0.00	£0.00	Projects aimed at the priorities identified: Crime and ASB, Environment and young people. Narrowing the gap: improved services and wellbeing of the area.
Community Centres A ringfenced amount to cover any essential work identified by the Community Centres Sub-Group. Approval Date: Various	South East Area Management	£1,194.29	£0.00	£0.00	£1,447.00	£1,447.00	Community centre improvements. Community involvement. Improved facilities for community use.
Morley In Bloom 07/08 Support for Morley in Bloom.	Morley In Bloom 07/08	£4,138.97	£0.00	£0.00	£0.00	£0.00	Planting schemes in Morley. Cleaner Neighbourhoods. Vibrant town centre. Creation of community spirit.

Project	Delivery Organisation	2008/2009 Actual Revenue costs	2009/2010 Revenue Costs				Outcomes
			Approved	Actual	Committed	Balance	
Rothwell in Bloom Support for Rothwell in Bloom. <i>Approval Date: 25/02/2008</i>	Rothwell in Bloom	£0.00	£2,004.00	£0.00	£2,004.00	£0.00	Planting schemes in Rothwell. Cleaner Neighbourhoods. Vibrant town centre. Creation of community spirit.
Town Centre Management A Town Centre Manager employed to help bring improvements to Morley and Rothwell Town Centre. <i>Approval Date: 23/02/09</i>	South East Area Management Team	£46,300.64	£57,270.00	£0.00	£0.00	£57,270.00	Town Centre Manager for Morley and Rothwell. Please refer to town centre Action Plans.
Colour Photocopier Rental Costs CCO costs for Area Management team's photocopier. <i>Approval Date: 08/12/08</i>	South East Area Management Team	£2,483.00	£2,482.97	£2,482.97	£0.00	£0.00	The capacity to produce more questionnaires, publicity and newsletter to a higher standard.
Ardsley & Robin Hood Gardening Scheme Establishment of a gardening service for Rothwell that will be aimed at older people (people over 60) and people with disabilities who are currently unable to maintain their gardens. <i>Approval Date: 25/02/2008</i>	Care & Repair	£16,031.00	£23,000.00	£11,500.00	£0.00	£11,500.00	50 gardens in the first year. 75 gardens in the second year. 100 gardens in the third year. Environmental improvements. People being helped to maintain their own homes. Community safety benefits.

**Outer South Wellbeing Budget
2008 - 2010**

Appendix 1

Project	Delivery Organisation	2008/2009 Actual Revenue costs	2009/2010 Revenue Costs				Outcomes
			Approved	Actual	Committed	Balance	
DAZL Dance classes for young people at risk of being involved in anti-social behaviour. <i>Approval Date: 14/04/2008</i>	Dance Action Zone Leeds	£15,368.00	£0.00	£0.00	£0.00	£0.00	Four dance classes in the Outer South. Health benefits to young people involved. Increase in self esteem for young people involved. Targeted young people at less risk of committing anti social behaviour.
More for young people – Outer Activities Involve more young people in more activities. <i>Approval Date: 12/04/2008</i>	Children and Young Peoples Working Group	£9,938.00	£35,000.00	£15,750.00	£19,219.66	£30.34	Summer activities for young people across the Outer South area. More young people involved in activities over the school holidays. Reduction in complaints of anti social behaviour in the area over the holidays.
Priority Neighbourhood Worker Review & implement the Neighbourhood Improvement approach for Eastleighs/ Fairleighs, Newlands/ Denshaws, John O'Gaunts, Wood Lane Estate, Fairfaxes and Oakwells, The Harrops. <i>Approval Date: 25/02/2008</i>	South East Area Management	£18,961.69	£36,241.69	£7,453.66	£0.00	£28,788.03	One worker to help progress NIP projects. Increased social capital through capacity building of small groups and the voluntary sector.
Site Based Gardeners Site based gardeners at community parks. <i>Approval Date: 02/07/2008 & 30/03/09</i>	Parks and Countryside	£60,380.00	£9,470.00	£0.00	£9,470.00	£0.00	3 full time Gardeners for 1 year. Crime reduction. Reducing fear of crime. Increasing voluntary and community engagement. Cleaner safer public green spaces.

**Outer South Wellbeing Budget
2008 - 2010**

Appendix 1

Project	Delivery Organisation	2008/2009 Actual Revenue costs	2009/2010 Revenue Costs				Outcomes
			Approved	Actual	Committed	Balance	
Morley Literature Festival Contribution towards the general revenue costs of holding the event. <i>Approval Date:</i> 25/02/2008	South East Area Management	£15,000.00	£15,000.00	£15,000.00	£0.00	£0.00	A five day festival with a full programme. Increased community spirit, education and activities for families. Encourage partnership work between the public and private sectors. Engender a stronger community link with the town centre.
Mini Tennis Mini tennis coaching to be delivered in Outer South Primary schools. <i>Approval Date:</i> 12/09/2007	Outer South Primary Schools	£500.00	£0.00	£0.00	£0.00	£0.00	No of teacher trained. No of children engaged. Increased physical activities for schools children to increase health and wellbeing of young people.
Rothwell 600 A programme of activities events to mark the 600th anniversary of Rothwell's Royal Charter. <i>Approval Date:</i> 09/02/2009	Rothwell 600 Committee	£154.00	£0.00	£0.00	£0.00	£0.00	Several events and activities ran by local community groups. Encourage people from a wide variety of backgrounds to share and appreciate the culture and heritage of the area. Use the celebrations as vehicle to regenerate the Ward through a variety of methods, promoting community pride and identity.

Project	Delivery Organisation	2008/2009 Actual Revenue costs	2009/2010 Revenue Costs				Outcomes
			Approved	Actual	Committed	Balance	
Conservation Area Reviews To carry out a conservation area review in both Rothwell and Morley. <i>Approval Date:</i> 05/11/2007	South Area Management Team	£16,000.00	£9,000.00	£0.00	£9,000.00	£0.00	Conservation study complete in both Rothwell and Morley. Study will be a document to support the maintenance of built heritage in the towns.
Bulb Bonanza To plant bulbs at key locations around town. <i>Approval Date:</i>	Groundwork	£250.00	£0.00	£0.00	£0.00	£0.00	Bulbs planted. Improve the appearance of the town.
Participatory Budgeting To deliver PB pilot in Outer South. <i>Approval Date:</i> 10/12/2007	South Area Management	£0.00	£15,000.00	£0.00	£0.00	£15,000.00	Completed pilot initiative in Outer South. £30,000 spent on priority issues in Drighlington and evaluation of effectiveness of PB approach in 'Narrowing the Gap'.
Morley Heritage Society Provision of an archive for Morley Heritage Society. <i>Approval Date:</i>	Corporate Property Management	£400.00	£0.00	£0.00	£0.00	£0.00	New archive to house and show artefacts of Morley Heritage Society. Support development of community group.
Thorpe Recreation Ground Design fees for construction of new playground and multi use games area at Thorpe Recreation Ground. <i>Approval Date:</i> 25/02/2008	Parks and Countryside	£8,000.00	£0.00	£0.00	£0.00	£0.00	New playground and games area for local residents. Support development of community group. Provision for activities for young people.

**Outer South Wellbeing Budget
2008 - 2010**

Appendix 1

Project	Delivery Organisation	2008/2009 Actual Revenue costs	2009/2010 Revenue Costs				Outcomes
			Approved	Actual	Committed	Balance	
<p>Garden Maintenance Scheme Morley Elderly Action</p> <p>Provision of Garden Maintenance Scheme for elderly and disabled who are currently unable to maintain their gardens.</p> <p><i>Approval Date: 25/02/2008</i></p>	Morley Elderly Action	£7,500.00	£17,000.00	£8,500.00	£0.00	£8,500.00	100 gardens visited over the course of the year. Environmental improvements. People being helped to maintain their homes. Community Safety benefits.
<p>West Ardsley Children's Project</p> <p>To support the provision of an after school club for 90-13 year olds in West Ardsley.</p> <p><i>Approval Date: 07/07/2008</i></p>	The Children's Project	£960.00	£0.00	£0.00	£0.00	£0.00	Weekly session over three months providing activities for young people. Building confidence and skills of young people. Provision of after school facilities for young people.
<p>Operation Champion</p> <p>To support the multi agency crime and crime initiative in the Outer South wards.</p> <p><i>Approval Date: 07/07/2008</i></p>	South Area Management	£400.00	£400.00	£0.00	£0.00	£400.00	Two Operation Champions in the Outer South in 2008/09. Improved neighbourhoods as a result of the environmental actions carried out. Reduced crime and fear of crime as a result of targeted community safety work.

**Outer South Wellbeing Budget
2008 - 2010**

Appendix 1

Project	Delivery Organisation	2008/2009 Actual Revenue costs	2009/2010 Revenue Costs				Outcomes
			Approved	Actual	Committed	Balance	
Smithy Lane Recreation Ground To fund design and consultation fees for work on Smithy Lane Rec. <i>Approval Date: 14/04/2008</i>	Parks & Countryside	£6,500.00	£0.00	£0.00	£0.00	£0.00	Completed consultation and design works for capital improvement to Smithy Lane Rec. Community engaged in improvements to local amenities. First stage completed in developing local facilities.
John O Gaunts Environment Week To support the local residents on JOG estate, in conjunction with partners, Groundwork and Aire Valley Homes to deliver an environmental week. <i>Approval Date: 25/02/2008</i>	South Area Management	£2,367.00	£0.00	£0.00	£0.00	£0.00	Variety of environmental awareness and improvement initiatives completed . Improved environment for local residents to live. Increased sense of community spirit and pride over their neighbourhood.
John O Gaunts Junior Allotments To purchase a timber for plant staging, heaters and equipment to carry out allotment tasks during bad weather. <i>Approval Date: 25/02/2008</i>	Groundwork	£425.00	£0.00	£0.00	£0.00	£0.00	Activities provided for young people. Educational

Project	Delivery Organisation	2008/2009 Actual Revenue costs	2009/2010 Revenue Costs				Outcomes
			Approved	Actual	Committed	Balance	
Youth Bus Fund equipment for the Outer South Youth Bus. <i>Approval Date: 08/12/08</i>	Youth Service	£6,960.00	£0.00	£0.00	£0.00	£0.00	New equipment for the Youth Bus. Increased number of young accessing youth services. Reduction in ASB as a result of diversionary activities. Young People supported to develop their confidence and skills through activities on the youth bus.
Community Safety To support NPT to deliver community safety <i>Approval Date: 30/03/09</i>	South Leeds Area Management	£0.00	£0.00	£0.00	£10,000.00	£10,000.00	Reduce crime and fear of crime through initiatives such as target hardening, smartwater and operations tackling underage drinking and ASB.
Oulton & Woodlesford Design Statement Support community group to produce a design statement for the community with the assistance of a <i>Approval Date: 09/02/09</i>	Oulton & Woodlesford Design Consultants	£0.00	£5,600.00	£0.00	£5,600.00	£0.00	Develop the capacity of a community group through delivering a project that will produce a completed Design Statement document to support how the character of the Oulton and Woodlesford is maintained and enhanced.

Outer South Wellbeing Budget
2008 - 2010

Project	Delivery Organisation	2008/2009 Actual Revenue costs	2009/2010 Revenue Costs				Outcomes
			Approved	Actual	Committed	Balance	
Tea Time Club Community based project run by residents and the Children's Centre to provide meals for the local community <i>Approval Date: 30/03/09</i>	Rothwell Children's	£0.00	£1,500.00	£1,500.00	£0.00	£0.00	Residents supported to develop their skills through planning, shopping and cooking healthy meals. Community pride and spirit is increased as a result of the project.
Incorrect Payment to Libraries		£200.00	£0.00	£0.00	£0.00	£0.00	Z034651 Libraries miscoded to 85/676 - reclaimed in 09/10
Dog Fouling Project Purchase additional dog warden services for the outer south area. <i>Approval Date: 30th March</i>	Dog Warden Service		£2,000.00	£0.00	£0.00	£2,000.00	Increased prosecutions for dog fouling. Increase in education of dog owners to reduce dog fouling in improve environment of neighbourhoods.
Monitoring of Children and Young People Activities	PAYP		£650.00	£0.00	£0.00	£650.00	Effective monitoring of the Children and Young People programme of activities to identify gaps and inform programme for 2010/11
Transfer of the Glutton Funding	Environmental Services		£5,000.00	£5,000.00	£0.00	£0.00	
TOTAL	Projects agreed	£265,307.68	£313,778.16	£77,547.76	£56,782.82	£179,447.58	
	Balance	£100,923.15	£43.84				

Ardsley & Robin Hood

Project	Delivery Organisation	Projected Capital cost	Actual Spend	Outcomes	Complete
Sports Facility Development The development of a home ground site with training facilities and a club house for Tingley Athletic Junior Football Club <i>Approval date: 25/04/2005</i>	Tingley Athletic Football Club	£20,000.00	£20,000.00	Clearance of the existing site Levelling and drainage of the site. Provision of a new access point with car parking facilities. Build of a new clubhouse with changing facilities and multi purpose room. More people in the area benefiting from local sports facilities.	Complete
West Ardsley Community Centre Improvements Repairs to bring community centre back into active use <i>Approval date: 11/07/2005</i>	City Development/ Neighbourhoods & Housing	£16,564.00	£16,564.00	Restore outside lighting. Replace existing handrails. Additional fencing. Roller shutter door. Replace gutter and fall pipes. Connect gas supply to centre. Maintenance works to gents toilets. After school and youth provision provided in the area. More young people engaged in diversionary activities. A base for community groups to hold activities in the area.	Complete
Litterbins Ardsley & Robin Hood 2005/2006 Additional litterbins for areas identified as being problematic for litter. <i>Approval date: 12/12/2005</i>	Environmental Services	£2,900.00	£2,900.00	17 Dual compartment, free standing litter bins. A reduction in the amount of litter in the area. Improvements to the environment.	Complete
East Ardsley Community Centre Fence Security measures taken around the East Ardsley Community Centre which has been a hotspot for anti social behaviour. <i>Approval date: 12/12/2005</i>	City Development	£13,193.00	£13,193.00	A security fence to be installed around the Centre. Lighting to be installed on the exterior of the centre. Planning permission to be obtained from City Services. A reduction in the amount of vandalism the centre was experiencing.	Complete

Outer South Capital Wellbeing Budget
2004 - 2009

Westerton Road Allotments Fencing To erect steel fencing around the back of Westerton Road Allotments. <i>Approval date: 06/11/2006</i>	Parks & Countryside	£10,071.75	£10,071.75	A steel security fence. Reduction in vandalism, and anti social behaviour.	Complete
Litterbins 2007/2008 Additional litterbins for areas identified as being problematic for litter <i>Approval date: 25/02/2008</i>	Environmental Services	£2,400.00	£2,400.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment.	Complete
Tingley Athletic Junior Football Club – Car Park Provision To continue development of Tingley Junior Athletic FC by supporting the installation of a car park surface on the overflow car park. <i>Approval date: 25/02/2005</i>	Tingley Junior Athletic Football Club	£12,000.00	£12,000.00	New Overflow car park for users of Tingley FC. Supporting community groups to improve local environment and involving more young people in activities.	Complete
Smithy Lane Recreation Ground To develop play facilities at this Parks and Countryside owned recreational ground. <i>Approval date: 09/02/2009</i>	Parks and Countryside	£35,000.00		New play facilities. Tenants and Residents Group supported in delivering a project requested from community consultation. Improvement to the environments. Reduction in ASB. Increased facilities for children and young people.	ongoing
Improved Drainage to Public Footpath Number 20 Rothwell at Oakley underpass Installation of a gully to prevent a key public right of way being flooded. <i>Approval date: 14/04/2008</i>	Parks and Countryside	£1,717.19	£1,717.19	Improved footpath. Improvement to the environment. Supporting local residents association to improve local environment.	Complete
Ardsley & Robin Hood Total		£113,845.94	£78,845.94		

All Morley

Project	Delivery Organisation / Description	Projected Capital cost	Actual Spend/ Completion Status	Outputs	Complete
Morley Community Radio A radio station to be established covering the Morley area <i>Approval date: 24/04/2005</i>	Morley Community Radio	£10,000.00	£10,000.00	Broadcasted 12 days in December and 10 days in July. 40 people were involved. Many voluntary and statutory organisations fed into this and gave interviews on air. More local people being aware and able to voice their opinion on local issues.	Complete
Morley Leisure Centre Disability Access Measures to make Morley Leisure Centre DDA compliant. <i>Approval date: 11/07/2005</i>	Leisure Services	£15,000.00	£15,000.00	New disabled changing facilities. Lowering of reception counter. More disabled people being able to access Morley Leisure Centre facilities and the health benefits that will come from that.	Complete
Town Centre Environmental Improvements Environmental Improvements in Morley Town Centre <i>Approval date: 25/02/2008</i>	Morley In Bloom	£1,000.00	£1,000.00	Purchase of flowers, shrubs, planters and tubs and gardening equipment for use in Morley Town Centre. A more pleasant environment in Morley Town Centre encouraging more people to shop there.	Complete
New Creation To run environmental projects in Morley schools until the end of 2008. <i>Approval date: 25/02/2008</i>	Groundwork	£1,000.00	£1,000.00	Yellow Woods Challenge. Recycled Christmas Decorations projects. Development of bring bank sites in Morley schools. Composting schemes in Morley schools. Litter pick with Seven Hills primary School. Increase Young people and their family's knowledge of environmental issues such as recycling. An increase in recycling rates in the Outer South. Environmental Improvements in the Outer South.	Complete

Outer South Capital Wellbeing Budget
2004 - 2009

Morley Bottoms Regeneration Scheme Physical regeneration to the Morley Bottoms area. <i>Approval date: 25/09/2006</i>	Development Department, LCC	£30,000	£18,400.00	Improve appearance. Fencing. Landscaping. Stabilizing bank. Develop lay by. Improve appearance; quality and value of the local area as well improve the public realm and environment.	Ongoing
Scatcherd Park War Memorial Restoration of the war memorial <i>Approval date: 10/09/2007</i>	Parks and Countryside	£10,000		Improve appearance. Protection of a local heritage site and improve the general appearance of the park while	Complete
Electrical Services to Bandstand Installation of an outdoor power point at the bandstand. <i>Approval date: 17/11/2007</i>	Civic Buildings	£936	£936	Develop the technical infrastructure of the town centre. Support outdoor entertainment such as the Morley light switch on and future events.	Complete
Glutton Street Cleanser Purchase of a mechanical sweeper <i>Approval date: 17/11/2007</i>	Environmental Services	£6,000	£6,000	Improve the appearance of the Town and surrounding area. Improved street cleaning of Morley town centre.	Complete
Car parking scheme at Queensway Car Park Installation of equipment providing time limited parking in car park. <i>Approval date: 17/11/2007</i>	City Development	£6,000	£0.00	Improved car parking provision in town. Support development of town through improved infrastructure.	Complete
Morley Heritage Society Provision of an archive for Morley Heritage Society <i>Approval date: 25/02/2008</i>	Corporate Property	£1,800	£0.00	New archive to house and show artefacts of Morley Heritage. Support development of community group.	Complete
Morley Bring Site Improve and enhance existing recycling facilities in Morley <i>Approval date: 25/02/2008</i>	City Development	£6,162.25	£6,162.25	Improved recycling facilities in Morley. Encourage residents to recycle, reuse and reduce waste.	Complete
Morley Town Hall Improve facilities at Morley Town Hall. <i>Approval date: 25/02/2008</i>	Corporate Property Management	£31,000	£24,100.00	Four rooms in Town Hall to be improved and enhanced. Encourage Town Hall to be rented out by the public and increase rental income.	Ongoing

Outer South Capital Wellbeing Budget

2004 - 2009

Morley in Bloom Purchase of planters <i>Approval date: 11/07/2005</i>	Morley in Bloom	£1,835.40	£1,835.40	Increase number of planters in Morley and improved appearance of community. Cleaner neighbourhoods and vibrant town centres and creation of community spirit.	Complete
Morley Bottoms Install new layby along with seating and fencing. <i>Approval date: 25/09/2006</i>	City Development	£8,006.57	£8,006.57	Support economic development.	Complete
Morley Elderly Action Building extension. <i>Approval date: 08/12/2008</i>	Morley Elderly Action	£40,000	£0.00	New space within the voluntary organisation to offer more services to the users of the centre and also provide additional funding streams for the charity and therefore increasing its sustainability.	Ongoing
All Morley Total		£168,740.22	£92,440.22		

Morley North

Project	Delivery Organisation / Description	Projected Capital cost	Actual Spend/ Completion Status	Outputs	Complete
Gildersome Springbank Green Doorstep Project The transformation of an area of under used public green space that is subject to fly tipping and vandalism into a community resource. <i>Approval date: 24/10/2005</i>	Gildersome Action Group	£5,000.00	£5,000.00	Clearance of area. Litter bins in area. Benches in the area. Soft landscaping. An improvement to the physical environment of the area.	Complete
Gildersome CCTV Scheme The installation of a CCTV system around Gildersome Meeting Hall to reduce incidences of ASB and vandalism. <i>Approval date: 11/07/2005</i>	Gildersome Action	£12,600.00	£12,600.00	7 high resolution day / night cameras to be installed. A reduction in the incidents of crime and ASB in the area. A reduction in the fear of crime amongst local residents.	Complete
Drighlington Library Disability parking Improvements to Drighlington Library and meeting hall to make the building more DDA compliant and improve access to disabled users. <i>Approval date: 12/12/2005</i>	Learning & Leisure	£4,500.00	£4,500.00	Two additional disabled parking bays. An increase number of people being able to take advantage of facilities at Drighlington Library and meeting hall.	Complete
Minibus A new mini bus for the school to help continue the pupils sporting success and achievements <i>Approval date: 12/12/2005</i>	Birchfield School	£5,000.00	£5,000.00	Contribution towards mini bus for the school. More young people involved in diversionary activities.	Complete
Drighlington Meeting Hall Improvement to Drighlington Meeting hall <i>Approval date: 05/11/2007</i>	Learning and Leisure	£7,500.00	£0.00	Upgrade of Kitchen. Upgrade of toilets. New storage. Continued and developed use of Drighlington Meeting hall by community groups.	Complete

Outer South Capital Wellbeing Budget
2004 - 2009

Litterbins 2007/2008 Additional litterbins for areas identified as being problematic for litter. <i>Approval date: 25/02/2008</i>	Environmental	£2,400.00	£2,400.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment.	Complete
Springfield Mill Park Environmental Improvements to Springfield Mill Park <i>Approval date: 07/07/2008</i>	Friends of Springfield	£5,000	£5,000	New footpath, hedging and plants. New notice board and bases for picnic benches. Improved habitats for wildlife. Increased community involvement and ownership of the site. Improvements to the local environment.	Complete
Churwell Park Improvements to Churwell Park <i>Approval date: 14/04/2008</i>	Parks and Countryside	£5,000	£5,000	New benches and plants for shrub beds. Improvements to the environment.	Complete
Churwell Park CCTV Installation of CCTV at Churwell Park <i>Approval date: 30/03/09</i>	Churwell Action Group	£17,712.01	£0.00	New CCTV system installed. Local community group Churwell Action Group supported in deterring vandalism to improvement works.	Ongoing
Morley North Sub Total			£64,712.01		
All Morley (50%)			£84,370.11		
Morley North Total			£149,082.12		

Morley South

Project	Delivery Organisation / Description	Projected Capital cost	Actual Spend/ Completion Status	Outputs	Complete
Neighbourhood Improvement Area – Newlands & Denshaws A plan to aimed at making improvements in Priority Neighbourhoods. <i>Approval date: ?</i>	South Area Management	£25,100	£19,000.00 £2,000.00 £4,100.00	Albert Drive Shop Improvements. Kick around area in Newlands. Lewisham Park Improvements. More diversionary activities for young people in the area. A safer neighbourhood with a reduction in the fear of crime amongst residents.	Complete Complete Complete
Rein Park – Morley South An efficient hand over of the Public Open Space on the Rein Road Development in Morley South, from the developer to Parks and the Countryside Department in an area with a high level of ASB. <i>Approval date: 12/12/2005</i>	Parks & Countryside	£3,000.00	£3,000.00	Land adopted. Fencing. Trees planting. Reduction in the number of reported incidents of anti social behaviour in the area.	Complete
Morley South Litterbins 2005/06 Additional litter bins for areas identified as being problematic for litter. <i>Approval date: 12/12/2005</i>	Environmental Services	£4,700.00	£4,700.00	14 additional dual compartments, free standing litter bins for Morley South. A reduction in the amount of litter in the area. Improvements to the environment.	Complete
Magpie Lane – Morley South Environmental improvements to secure Magpie Lane and prevent travellers from re entering the site. <i>Approval date: 12/12/2005</i>	Leeds South Homes	£8,000.00	£8,000.00	Measures taken to prevent travellers from re-entering the site on Magpie Lane. Improvements in the physical environment of the area. Residents of the area feeling more secure.	Complete
Lewisham Park Youth Centre CCTV CCTV scheme for Lewisham Park youth centre. <i>Approval date: 12/12/2005</i>	City Services	£8,500	£8,500	CCTV. A decrease of ASB in the area. Safer communities.	Complete

**Outer South Capital Wellbeing Budget
2004 - 2009**

Litterbins 2007/08 Additional litterbins for areas identified as being problematic for litter. <i>Approval date: 25/02/2008</i>	Environmental	£2,400.00	£2,400.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment.	Complete
Denshaw Grove Landscaping Clear fly tipping, level the area and seed, create path and install a fence with lockable gate. <i>Approval date: 07/07/2008</i>	Groundwork	£2,214.97	£0.00	Safer stronger community. A safe and pleasant place to play.	Ongoing
Improvements to Footpath 79, Wide Lane Resurface footpath <i>Approval Date: 30/03/09</i>	Parks & Countryside	£3,162.40		Improved Environment for local residents and allow better access of public right of way.	Ongoing
Morley South Sub Total			£57,077.37		
All Morley (50%)			£84,370.11		
Morley South Total			£141,447.48		
Morley South Sub Total			£51,700.00		
All Morley (50%)			£46,220.11		
Morley South Total			£97,920.11		

Rothwell

Project	Delivery Organisation / Description	Projected Capital cost	Actual Spend/ Completion Status	Outputs	Complete
Neighbourhood Improvement Area – John O’Gaunts A plan to aimed at making improvements in Priority Neighbourhoods <i>Approval date: ?</i>	South Area Management	£20,600.00	£9,000 £11,600	Diversory activities for young people. Pathways Initiative. Gardening Initiative. Youth Shelter. More diversionary activities for young people in the area. A safer neighbourhood with a reduction in the fear of crime amongst residents. An improvement in the physical environment of the area.	Complete Complete
Litterbins Rothwell 2005/06 Additional litter bins for areas identified as being problematic for litter. <i>Approval date: 24/10/2005</i>	Environmental Services	£5,000.00	£5,000.00	17 Dual compartment, free standing litter bins. A reduction in the amount of litter in the area. Improvements to the environment.	Complete
Oulton & Woodlesford Sports & Social Facilities The refurbishment and extension of the existing changing facilities / club house at Oulton and Woodlesford Sports and Social Club. <i>Approval date: 06/02/2006</i>	Parks & Countryside	£20,000.00	£0.00	Two new changing rooms. Officials room with toilet and shower facilities. More young people involved in more sporting activities. Facilities meeting Sports England Requirements for health and safety.	Ongoing – match funding being secured
Rose Lund Centre Improvements The extension of the Rose Lund Centre. <i>Approval date: 25/02/2008</i>	Parks & Countryside	£20,000.00	£0.00	2 new changing rooms. Officials room with toilet and shower facilities. More young people involved in sporting activities. Facilities meeting Sports England Requirements for health and safety.	Ongoing
Litterbins 2007/08 Additional litterbins for areas identified as being problematic for litter. <i>Approval date: 25/02/2008</i>	Environmental	£2,400.00	£2,400.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment.	Complete

Outer South Capital Wellbeing Budget
2004 - 2009

Rothwell Litterbins Additional litterbins for areas identified as being problematic for litter. <i>Approval date: 25/02/2008</i>	Environmental	£4,800.00	£4,800.00	Additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment.	Complete
Rothwell Bring Site Improve and enhance existing recycling facilities in Morley. <i>Approval date: 25/02/2008</i>	City Development	£6,452.80	£6,452.80	Improved recycling facilities in Morley. Encourage residents to recycle, reuse and reduce waste.	Complete
Windmill Youth Club Improve facilities at Windmill Youth Club. <i>Approval date: 25/02/2008</i>	Corporate Property	£30,707	£0.00	Enhance and develop a community centre. Increase community use of building.	Ongoing
Recycling Bring Sites (additional) Resurfacing of the site. <i>Approval date: 25/02/2008</i>	City Development	£3,914	£3,914	Improved recycling facilities in Morley. Encourage residents to recycle, reuse and reduce waste.	Complete
Manor Road Shops Improvement works to area on Manor Road, Wood Lane Estate. <i>Approval date: 25/02/2008</i>	Groundwork	£19,453.75		Improve retail area on Manor Road in Wood Lane, Rothwell.	Complete
Rothwell Total		£133,327.55	£43,166.80		

TOTAL	£537,703.09	£305,652.96
Projects agreed		
Balance	£49,304.91	

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Leeds

CITY COUNCIL

Originator:
Keith Lander
Tel: 224 3040

Report of the Director of Environments & Neighbourhoods Directorate

South Leeds (Outer) Area Committee

Date: Thursday 10th September 2009

Subject: Acting Area Managers Report

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

Executive Summary

This report details a range of activities taking place within the Outer South Leeds Area, some of which are dealt with in greater detail elsewhere on the agenda.

1.0 Purpose of Report

1.1 To bring to Members' attention in a succinct fashion, brief details of the range of activities with which the Area Management Team are engaged, and that are not addressed in greater detail elsewhere on this agenda. It provides opportunities for further questioning or the opportunity to request a more detailed report on a particular issue.

2.0 Town Centre Management

2.1 At the June Area Committee it was agreed to put in place new arrangements for the delivery of Town Centre Management in Morley and Rothwell. Members confirmed that the shadow group established for Morley should be formally constituted. This has been actioned and minutes of the meetings of the Morley Town Centre Management Board held to date are attached at **Appendix 1**.

- 2.2 Morley Town Council F&GP Committee at its meeting on Thursday 20th August agreed to part fund the Town Centre Management Project up to 31st March 2010 (This decision is subject to approval of the Morley Town Council Full Council). This will make available an additional £5,461 to the project. The F&GP Committee stressed the need for the Town Council to see clear added value from the project in line with their funding.
- 2.3 Officers continue to work with Rothwell Members to develop an appropriate model for Rothwell. It is expected to detail progress to the October Area Committee.

3.0 Priority Neighbourhood Worker

- 3.1 Following a full report to the June Area Committee on the Priority Neighbourhood Worker project, a brief update is outlined below on significant work undertaken by the Priority Neighbourhood Worker with partners and residents to improve targeted neighbourhoods.

3.2 Oakwell's and Fairfax Neighbourhood Improvement Plan

This new NIP began in February 2009. Chaired by Cllr Leadley, the Steering Group continue to meet monthly, and have recently welcomed representation from the new Chair of the Oakwell and Fairfax Tenants and Residents Association (TARA). Key priorities identified through consultation for the NIP action plan are community safety, activities for young people, supporting the development of a TARA and targeting environmental issues. Achievements to date include:

- Access to a community room at Drighlington library.
- Regular detached youth workers within the area.
- The Children's Project; available for 8-11yrs identified by learning mentors in schools as vulnerable children who need support in building their confidence and self esteem.
- A Summer activities club held at the local rugby club, offering a broad range of activities for children and young people.
- Environmental initiatives targeting littering and dog fouling.
- Assisting residents with their roles as Committee members and the organisation of meetings.
- Promoting the Residents Association to the community to increase membership.
- Organisation of first community outing.
- Regular contact with Youth Service, Police and Aire Valley Homes at meetings to assist with residents concerns.
- Chair of the TARA now sits on the Outer South Aire Valley Homes Area Panel.

The NIP is planned to conclude in November 2009, ongoing work with the Tenants and Residents Association will continue as Oakwell and Fairfax becomes 'Supported Area' status.

3.3 Wood Lane Neighbourhood Improvement Plan

A completed area profile for the Wood Lane estate was presented to Members at the Rothwell Ward Member briefing meeting. Members approved the recommendations to deliver a Participatory Budget initiative in 2009 on the Wood Lane estate and a NIP beginning in August that will focus on skills and training support, to target worklessness on the estate.

Membership of the NIP Steering Group has been drawn up and the first meeting is currently being arranged. The timeline to deliver the PB project has been created and circulated to Ward Members. This includes the first Steering Group meeting on Friday 21st August, design and production of publicity for the first public meeting in early September and a presentation at the Rothwell Tenants and Residents Association to ensure local residents act as champions of the project.

3.4 John O' Gaunts Neighbourhood Improvement Plan

The John O' Gaunts Neighbourhood Improvement Plan Steering Group meet every two months. The NIP action plan focuses on environmental projects, including the Groundwork's Master Plan, activities for young people and support for new and existing groups through the Rothwell Family Project.

The PNW regularly attends John O' Gaunts Residents Association Meetings and supported the committee in the planning and evaluation of the John O'Gaunts Community Day. The Association has also received funding for courses in First Aid, Health and Safety, Food Hygiene and Risk Assessment through the Area Committee training budget for community groups. The association is running very well; with a full committee that has organised a successful community day on the estate and a resident's day trip to Bridlington. The PNW is now supporting the TARA in its preparations for its annual AGM.

3.5 Newlands and Denshaws TARA

As a Supported Area Status the PNW has supported the Residents Association with an application to the Area Committee Small Grant Scheme. The Association has also successfully applied to the training budget for four of its members to attend courses on Health and Safety, First Aid and Risk Assessment. The TARA has recently had a change in management committee membership. To ensure the transition is as smooth as possible and the TARA does not become fragile as a result, the PNW has identified relevant training to support the committee member in their new role.

The PNW has met with management committee and the Morley Literature Festival Director to discuss the TARA being involved with the 2009 festival. Plans so far include a TARA outing to the Dr Who family event and a TARA book swap stall at the Festival Book Market on the 10th October.

3.6 Tingley TARA

The PNW has supported the Tingley TARA with the arrangements for their community day by assisting with leafleting, identifying stalls for the event (including Grab 5 the healthy eating project) and assisting the secretary to complete an Area Committee Small Grant application for funding towards the event. The PNW has encouraged committee members to take up training to develop their knowledge and skills and they are receiving Food Hygiene, Risk Assessment and First Aid training.

Led by Parks and Countryside, the Smithy Lane Recreational Ground Steering Group; continue to meet regularly to oversee the development of the site to provide recreational facilities for the local community. At the last steering group meeting on the 8th July, total funding secured was confirmed at £132,000, giving the Area Committee's £35,000 capital well being contribution a match of £97,000. Other funding sources include the Aire Valley Homes Outer South Area Panel, and Parks and Countryside. A bid has also been resubmitted on behalf of the Tingley Tenants and Residents Association by Youth Service to the Youth Capital Fund. The project has now gone to tender and should be completed by the end of the 2009/10 financial year.

3.7 Northfield and Hopefields TARA

The PNW has assisted the group with identifying new Management Committee members and encouraging the group to become more active. The Northfield and Hopefields TARA are now developing a newsletter and an annual task list that includes a community outing and Christmas party. As a Supported Area Status the PNW helps provide the group with information on guest speakers for meetings, funding applications and training for members in First Aid, Risk Assessment, Health and Safety and Food Hygiene.

3.8 Community Heroes Celebration Event

The PNW is organising an event for all of the Outer South Tenants and Residents Associations. The event plans to focus on achievements of volunteers within the Residents Associations and celebrate their commitment to improving their neighbourhoods. Partners who have a role to play in providing information and supporting community groups will be invited to attend and support the event.

4.0 **Morley Literature Festival**

4.1 This year's Morley Literature Festival will be from Monday 12th to Sunday 18th October, beginning with the annual literary lunch with author Mike Pannett, to be held at the new Village Hotel. Monday evening sees female crime writers The Ladykillers host an event at the library, and on Tuesday evening humour writer Dulcie Lewis will be discussing all things Yorkshire at Gildersome Parish Hall, while the library's reading group meets with author Linda Green. A workshop will also be run by Rommi Smith, in conjunction with Black History Month.

4.2 Four Dr Who book authors will be visiting the library on Wednesday 14th, which should appeal especially to teens, and some adults too. Historian Juliet Barker will be talking about her work on the Thursday evening at the Town Hall.

4.3 The weekend of the festival is set to be packed with events for all ages. On Friday evening Morley's favourite TV chef Brian Turner will be in conversation with compere Steve Smith, talking about his new book of favourite British recipes, and no doubt a great deal more. In amongst children's events with literary crafts specialists Art Angels and literary comic Ian Billings, local history sessions, cartooning workshops and the welcome return of author Imran Ahmad, the weekend sees poet Wendy Cope host afternoon tea, John Hegley entertain the Saturday evening's audience, and Stuart Maconie will talk about his travels around the north of England and the Midlands on the Sunday.

4.4 Events will, as last year, be held in all seventeen of Morley's family of schools, with visiting authors including Rommi Smith, Antony Dunn, Tom Palmer, Emma Barnes and Penny Dolan. We have been very lucky to secure an event with Derek Landy, author of the hugely popular *Skulduggery Pleasant* books, to which pupils from local schools will be invited. Morley Literature Festival 2009 looks set to be the best yet.

5.0 **Oulton and Woodlesford Design Statement**

5.1 In February 2009, Area Committee approved £5,600 revenue Well being Funding to commission a Design Statement for Oulton and Woodlesford.

- 5.2 The development of the Oulton and Woodlesford Design Statement (OWDS) has made good progress since its inception in 2009. A questionnaire was circulated to every household in Oulton and Woodlesford, inviting residents to answer a variety of questions and to give their views on local facilities, leisure, transport, housing, community issues, and the views of young people. The response was very good with over 200 returns, highlighting important issues, concerns and what people considered were important and worthwhile aspects in their area.
- 5.3 A public meeting was held on the 8th March when a presentation was given by Peter Baker and Jenny Fisher (Principle Design Officer, Leeds City Council Sustainable Development Unit) to over 80 local residents. They outlined and explained what a Design Statement involved, the process required and the importance of the project for the community and in particular in planning terms. This has been followed up by two full-day workshops asking the community to analyse the area in which they live and highlighting designs which are common and also illustrating areas of concern. The workshops were held on the 29th March and 5th April and had approximately 20 people attending each workshop. Further workshops are planned in the Autumn to analyse the rest of the character areas which have been identified in Oulton and Woodlesford. This will again involve local people gathering information about where they live.
- 5.4 Historical data and a catalogue of Listed Buildings have already been gathered together. Analysis of the Questionnaires will also be undertaken and further local information needs to be gathered together and collated.
- 5.5 It is envisaged that this stage of the process will be completed by Christmas; after that Peter Baker (Design Statement Coordinator) will gather together all the data and produce a Design Statement for presentation to Leeds Planning Services. The Planners will then need to scrutinize and agree with OWDS the final document before it is presented to the Council for adoption. It is planned that the final document will be adopted sometime in the Spring of 2010.
- 5.6 To date just under £2,000 has been spent in line with the funding agreement on; Peter Baker consultancy fees, producing 1500 questionnaires, venue hire and refreshments. The project is on course to spend the balance by project completion in Spring 2010.

6.0 Community Centres

- 6.1 The minutes of the Community Centres Sub Committee of the 12th August are attached for information at **Appendix 2**. Members are encouraged to feed any issues relating to community centres in the Area Committee portfolio to the Area Management Team so that they can be pursued at the sub committee.
- 6.2 The new Pricing & Lettings Policy for community centres is set to go live from 1st October 2009. The policy is currently being trialed by the Council's Lettings Unit but a number of questions are currently cropping up with regards to what discount category some activities and organisations should fall under. Some amendments will be made to the policy and reported back to the next Area Committee for approval. Any changes made will be back dated to the 1st October.

7.0 Town & District Centre Regeneration Scheme

- 7.1 Morley Bottoms

7.1.1 S215 Enforcement Action

Repairs to the pilaster between 1 and 3 Brunswick St. has progressed but not complete. Prosecution case adjourned at Magistrates to allow owner to complete works and negotiate with adjacent occupier (3 Brunswick Street). Owners are to be advised that Council will resume its Court action in the absence of completion of the work.

Prosecution in respect of 1a Queen St. Works satisfactorily completed in accordance with S115 Notice. A S215 notice for 2a Queen St has been served but has not been complied with. Prosecution action is being taken and a likely Court date to be late October 2009.

7.1.2 Chapel Hill Properties

The purchase of the property is hoped to complete shortly. HCA funding is now available and Yorkshire Housing Association is progressing with the preliminary scheme stages. The first Design Team meeting has taken place on 21 August 2009 where all parties were represented.

Highways have confirmed that the upgrading of Bank Street and work to improve traffic management at the junction of Station Road, Brunswick Street and Chapel Hill is being scheduled.

8.0 Conservation Audits

- 8.1 The Area Committee commissioned three conservation area appraisals in the Outer South; in Morley, Rothwell and Oulton. An up-to-date appraisal can make all the difference when determining planning applications and fighting planning appeals in the conservation area; recently-adopted conservation area appraisals are now being used to inform planning decisions, fight appeals and to help secure heritage-led regeneration funding. The appraisals are being used to successfully prevent unsuitable development in conservation areas and to encourage the enhancement of the areas.
- 8.2 Morley Conservation Area Appraisal: the draft appraisal is now out to public consultation. There is an exhibition at the library and public 'drop-in' meetings are taking place on Wednesday 2nd September 3-7pm and Saturday 5th September 10am-2pm at the library. Paper copies of the appraisal and response forms are available at the exhibition, at the Town Council office, at the One Stop Shop in the Town Hall and in the Morley Independents office. All properties affected by the proposed boundary changes have been directly mailed. Identified stakeholders including ward members, the town council, the chamber of trade, Morley in Bloom and the local history groups have all been contacted. Local posters are displayed in the town and there has been press coverage of the process. The consultation is on the council's Talking Point web site and the appraisal can be downloaded from the conservation pages of the main council web site. The appraisal proposes the amalgamation of the existing conservation areas of Morley Town and Morley Dartmouth Park to form a single, significantly enlarged conservation area. The consultation period runs until 14th September 2009 and the final document is due to be approved as a material consideration in the determination of planning decisions in November 2009.

8.3 Rothwell and Oulton Conservation Areas: Work is underway on the Rothwell and Oulton appraisals. Initial research, site visits and pre-consultation meetings with ward members and local organisations are being progressed. It is anticipated that draft appraisals and management plans for the conservation areas will be ready for internal consultation in the late summer / early autumn with a 4/6 week period of public consultation to follow.

9.0 Gardening Maintenance Scheme

9.1 The Outer South Area Committee agreed to commission the Care and Repair Garden Maintenance Service in 2006 covering parts of the Outer South Area and has received detailed reports in 2007 and 2008 on the progress the scheme has made which have included issues of cost, staffing, disposal of waste, number of referrals and percentage of satisfied customers. In addition to this in February 2008, the Area Committee agreed to commission Morley Elderly Action (MEA) to operate a gardening scheme in the rest of the Outer South Area covering mainly the electoral Wards of Morley and parts of Ardsley Robin Hood. In February 2009 the Area Committee considered a further report which reviewed both schemes and provided Members with options for the future of delivery of garden maintenance. Members decided to continue the service with two providers. This report is a further update on the delivery of the gardening service.

9.2 This is a summary of the work undertaken by Care & Repair between March 1st 2009 and 31st July 2009. From the beginning of March until the end of July, a total of 395 gardening jobs were completed at the homes of 108 different clients in the area covered by the service. A few of these were one-off garden clearances, but 100 clients have been receiving a regular service, with most visits varying between ½ an hour to 2 hours per visit.

During the course of the season we have tried to move away from cash payments for the service to standing orders, cheques etc in order to reduce the safety hazards for the gardeners handling sums of cash.

The feedback from clients has continued to be very good with no complaints made to the organisation.

The main difficulty experienced by the gardeners has been the difficult weather conditions, but they have carried on to the best of their ability and not fallen behind on the schedules.

9.3 The Morley Elderly Action (MEA) Gardening Scheme is targeted to service a minimum of 120 clients and to achieve 1500 attended gardening hours in the Year from April 2009 to the end of March 2010. It is a year round scheme that will do routine maintenance type (lawn mowing, hedge trimming) gardening during the normal growing season (approximately March to April) and other gardening duties in the Autumn, late winter and early spring (lopping, pruning, elimination of tripping hazards etc).

9.4 The project uses our existing methods of costing in the admin time to create a rota for otherwise self employed gardeners who then make prearranged visits to known customers to do simple but effective gardening tasks i.e. mowing, pruning, hedge trimming etc. The disposal of green waste is the responsibility of the gardeners. The gardens will always look cared for and so will prevent trips and falls, deter opportunist rogue gardeners from overcharging the elderly, prevent distraction burglary opportunities, promote a feeling of well being and provide a human contact for the lonely and isolated.

- 9.5 The service is on track to meet all targets for service delivery and budget. As this project is an all year round project, and in anticipation of the end of season switch from lawns and hedges maintenance gardening to the autumn, late winter and early spring lopping, pruning, and elimination of tripping hazards type of gardening maintenance, there is sufficient scope and flexibility in the budget to cope with the demand.
- 9.6 Further to the report to February Area Committee Members are asked if they want officers to explore the potential for a single scheme across the Outer Area. The main would be to find a more cost efficient service, so making better use of the Wellbeing Budget and increased confidence that the whole Outer Area was being covered. We can confirm that in discussions with current providers care & Repair believe that a single scheme is a flawed concept while MEA continue to be interested in developing a single scheme for the whole Outer South area based on their current delivery model.

10.0 Lofthouse Participatory Budgeting

- 10.1 As part of the Area Committee's community engagement strategy, a successful participatory budgeting initiative has been held in an area of Lofthouse during the first half of 2009. The initiative had £15,000 from Aire Valley Homes to support community based projects chosen by the community. The evaluation report on the initiative is attached at **Appendix 3**.

11.0 External Funding

Aire Valley Homes Outer South Area Panel

- 11.1 In November 2008, Area Management Team successfully submitted a funding application to the Aire Valley Homes Outer South Area Panel for £30,000 to support the Area Committee's community engagement work of Participatory Budgeting (PB) initiatives. Area Management have received the first instalment of £15,000 for 2008/09 PB activities.
- 11.2 In April 2009, Aire Valley Homes requested that the bid for 2009/10 be resubmitted and presented to the panel to confirm the remaining £15,000. Area Management attended the panel meeting on the 23rd July and presented the application. However, due there not being many panel members present at the meeting, the funding bid decision has been deferred to the next meeting on the 17th September.
- 11.3 Members are asked to note that if the second instalment of £15,000 is not agreed by the Outer South Area Panel then this is impact on number of PB initiatives delivered in 2009/10. The Wood Lane PB is now underway and can be funded through the Well being Budget allocation if no funding is secured from Aire Valley Homes, however, any future PB's would need an allocation from the Area Committee 2010/11 revenue Well being Budget.

Coalfields Regeneration Trust Funding

- 11.4 The Chief Executive at Health for All contacted Area Management Team at the end of July regarding the bid submitted in December 2008 to the Coalfields Regeneration Trust to support a Rothwell Development Project which would fund a worker to offer support to various training, family, healthy lifestyle and learning groups and activities targeted at Wood Lane and John O'Gaunts Estates.

11.5 As Members are aware, the previous application in December 2008 was turned down on the basis that the Trust had no funding remaining to support any further projects. However, Health for All understand that the Trust has now received additional revenue funding and have therefore been asked to re submit the proposal for the period from October 2009 to March 2011. In addition to resubmitting the bid, Health for All has also been asked to re submit letters of support from partners for the project. Area Management have supported Health for All in securing up to date letters of support and the bid has been re submitted.

11.6 Further updates on external funding will be provided to Members in the future following responses from the external funding bodies.

12.0 Divisional Community Safety Partnership (DCSP)

12.1 The DCSP are keen to maintain a strong link between the partnership and the Area Committee. Councillor Robert Finnigan attends the DCSP as the Outer South Area Committee representative and as the Thriving Communities thematic lead. To ensure all Members are up to date with DCSP work, the minutes of the last meeting are attached for information (**Appendix 4**).

13.0 Health and Well being Partnership

13.1 The local area health and wellbeing partnership has been set up for the South East wedge of the city. Cllr Grayshon is Outer South Area Committee's nominated representative as the Health and Well Being thematic lead and consequently he attended the first meeting of the initial core group for the health and well being partnership held in July. The first meeting firmed up the purpose of the partnership, membership and what the focus of the first year of work would be (see attached minutes, **Appendix 5**). The partnership will officially meet in September and October 2009. They will examine local profile health data to decide which health improvement priorities they will focus on. The partnerships will report to the Joint Strategic Commissioning Board. Their work will be led by three new Health Improvement Managers, employed by Leeds Adult Social Care and NHS Leeds to tackle health inequalities in the local areas of the city.

14.0 Area Delivery Plan

14.1 Area Management Team continue to meet with the range of partners to discuss the 2009/10 Area Delivery Plan actions that will contribute to Area Committee priorities. Partners are also agreeing monitoring information that they will provide on a quarterly basis to demonstrate how the action is progressing against agreed targets.

14.2 Discussions continue with Area Management Teams across the city and the central Performance Management Team to identify performance monitoring data that can be provided by the Performance Management Team to illustrate the impact of priorities and actions at a local level.

14.3 As previously agreed by Members, work is now started on a 'Community Charter' to act as a public facing document of the ADP priorities and actions. Members are asked to agree to receive an update at the October Area Committee on the community charter along with an update on performance of ADP action plan.

15.0 Recommendations

15.1 The Area Committee is asked to note the above information and make comment as appropriate.

15.2 The Area Committee is asked to:

- Agree to allocate the additional funding of £5.461 from Morley Town Council to the Morley Town Centre Management Board.
- Agree to receive further detailed reports on the delivery of the Garden Maintenance Schemes, including an option for a single scheme to operate from April 1st 2010.

Background Papers:

- Area Managers 22nd June 2009
- Priority Neighbourhood Worker Update 22nd June
- Town Centre Management 22nd June 2009
- Community Engagement 22nd June 2009
- Morley Literature Festival Evaluation Report 9th February 2009
- Well Being Report 9th February 2009
- Garden Maintenance Schemes 9th February 2009
- Area Committee Roles for 2008/09 1st September 2008
- Marsh Street Car Park February 2008
- Conservation Area Reviews 10th September 2007



LEEDS
CITY COUNCIL

Morley Town Centre Management Board

Wednesday 20th May 2009
MBI Office
Morley Town Hall

Cllr Robert Finnigan (Chair)	Leeds City Council
Keith Robinson	Morley Chamber
Robert Tempest	Morley Chamber
In attendance	
Tom O'Donovan	Area Management
Peter Mudge	Town Centre Manager

1.0 Welcome & Introductions

- 1.1
- Councillor Finnigan welcomed everyone to the meeting and explained that this was a shadow board pending a decision by the Outer South Area Committee in June

2.0 Apologies

- Bob Thaxter, Steve Jones

3.0 Membership

- It was suggested that the Morley Chamber have three representatives. Bob Thaxter would attend in future.
- Morley Town Council would be required to confirm a representative

4.0 Terms of Reference

- To be agreed by the Outer South Area Committee

5.0 Area Committee Report

- Following the Area Committee decision to continue the TCM Project a further report would be going to the June Area Committee which will detail the work of this shadow board as well as developing a future strategy for TCM work.

6.0 Finance

- The funding for the project was explained. With the Town Council's final contribution of £4,539 included a figure of £57,270 has been agreed by the Area Committee. It was likely that £15,000 would be available split with Rothwell.

7.0 Any Other Business

- None

8.0 Date & time of next meeting

Tuesday 30th June at 2.00pm. MBI Office Morley Town Hall

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LEEDS
CITY COUNCIL

Morley Town Centre Management Board

Tuesday 30th June 2009
MBI Office
Morley Town Hall

Cllr Robert Finnigan (Chair)	Leeds City Council
Cllr Terry Grayshon	Leeds City Council
Keith Robinson (KR)	Morley Chamber of Trade
Steve Jones (SJ)	Morley Town Council
Bob Thaxter (BT)	Morley Chamber
In attendance	Morley Chamber of Trade
Peter Mudge (PM)	Town Centre Manager
Light Dzandu (LD)	AMT – (Minutes)

1.0 Welcome & Introductions

- 1.1
- Councillor Finnigan welcomed everyone to the meeting and confirmed that this was no longer a shadow board.

2.0 Apologies

- Tom O'Donovan, Robert Tempest

3.0 Minutes of the last meeting

- The minutes were agreed as a true record.

4.0 Matters Arising

- None

5.0 Correspondence

5.1 White Rose Minutes

- 5.1.1 PM updated the board on key points that came out of the meeting such as:

- Potential property promotion through estate agents
- Organise crafts event at White Rose Centre
- Potential shop unit for training in Morley

5.2 White Rose Letter

- 5.2.1 PM suggested White Rose was thanked for the letter. The letter was handed out to the boards and the following comments made:

- Leeds Bridal Village benefited from the recent Bridal Fayre.
- The next Morley showcase will take place in October to be headed by Keith Robinson.
- Cllr. Finnigan informed the board a working group has been set up by Leeds City Council (LCC) to develop the Dewsbury Road Corridor. LCC aim to generate business opportunities which will then translate into job opportunities and has suggested

Chamber to get involve as there is talk around what Morley could get of these opportunities.

6.0 Terms of Reference

- 6.1 • Terms of Reference agreed by the Outer South Area Committee

7.0 Finance

7.1 Street market licencing & Stall Hire

- Agreed Chamber to raise funds towards Bev's salary.
- Stall hire costs agreed as a grant rather than though under write.
- Questions were raised regarding what revenue the stalls were generating?
- What extra trade does it bring into the town centre?
- How is its success being measured?
- PM responded the benefits are clear in terms of there being less empty units compared to neighbouring towns.

Cllr. Grayshon and Cllr. Finnigan have suggested PM to look into commissioning an independent researcher to carry out quantitative market research of Morley Town Centre.

Action:

- Market to be retained, though more themed market is required to offer variety.
- PM to promote Specialist shops in Morley.
- Traders on market waiting list to be encouraged to get involved in the Street Markets.

7.2 Summer Promotion

- 6months planned events to be included
- Questions were raised regarding the effectiveness of door dropping?
- Was the budget achieving what it was meant to achieve?
- PM to ensure health check looks into promotional activity's effectiveness.

Action:

- Too late for summer promotion, PM to focus on one that covers September – November.

7.3 Summit

- Agreed the next Summit to take place in late February 2010 and to be held at Morley Town Hall.
- Suggested new approach needs to be taken with regards to structure. Suggestions include hosting a town award nights and inviting people who will contribute great ideas.

Action

- Funds to be raised towards holding the summit.
- PM to contact bank for sponsorship

8.0 Work Programme

8.1 Work programme was tabled.

- PM informed board about a potential funding of £2000, will look

into it further and update board.

- PM also mention a potential income from Sky as they want to come into Morley.
- PM to circulate events calendar to board for comments and ideas
- Press releases to be done on weekly basis.
- PM to look into how Kirklees are filling their Town Hall with tributes Acts.
- Steve to chair Town Centre Partnership meetings

9.0 Any Other Business

- 9.1
- Website being developed for Morley to serve as portal for Morley news
 - Next event leaflet to be get wider distribution further a field
 - PM to looking into costing for Kite Festival and Drive in Cinema.
 - PM to look into other income generating schemes such as Exhibitors fee (Promotional Stand)
 - Brass band contest
 - Sunday car boot sale

10.0 Date & time of next meeting

10.1 Tuesday 21st July at 2.00pm. MBI Office Morley Town Hall

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LEEDS
CITY COUNCIL

Morley Town Centre Management Board

Tuesday 21st July 2009
MBI Office
Morley Town Hall

Cllr Robert Finnigan (Chair)	Leeds City Council
Keith Robinson (KR)	Morley Chamber of Trade
Steve Jones (SJ)	Morley Town Council
Robert Tempest	Morley Chamber of Trade
Peter Mudge (PM)	Town Centre Manager

1.0 Welcome & Introductions

- 1.1
- Councillor Finnigan welcomed everyone to the meeting

2.0 Apologies

- Cllr Grayshon, Bob Thaxter, Tom O'Donovan (ill)

3.0 Minutes of the last meeting

- The minutes were agreed as a true record.

4.0 Matters Arising

- 5.2.1 Next meeting with WR is on Wednesday 5th August
- 7.1 Health Check – Peter to seek figures from Andy Joplin in Heckmonwike and Viv Anderson at Batley. Peter is speaking with Springboard UK to see if their Milestone Project could play a key role in measuring the ongoing value of street markets. Peter had raised the issue of data collection when he met with other North East Town Managers and they had agreed Milestone seemed to fit the criteria.
- 8.1 Agreed Steve and Peter would liaise on content for the next Morley TC Partnership to be held on Monday 28th September at 7pm.

5.0 Correspondence

- None

6.0 Terms of Reference

- It was decided that as these have now been agreed they need no longer appear as an agenda item.

7.0 Finance

Keith gave a summary of the Chamber's role including the launch of the new Chamber team and anticipated income to fund increased support from their events manager. The proposal was approved by the Board.

8.0 Street market licencing & stall hire

- In light of enthusiastic uptake from town businesses and individuals, the Chamber had agreed to promote the street market on August 1 as Yorkshire Day. Keith noted that some finances were needed to provide banners and hygienic sand for a Morley by the Sea event. It was agreed the income to TCMB from Sky could be made available to cover these costs.
- Cllr Finnigan said there would be a Yorkshire Day proclamation, dialect reading, Yorkshire Tea and singers.

7.2 Summer Promotion

- Chamber is compiling the programme of town centre events for the coming year.
- These events will include:
 - October – Literature Festival, Morley Weekend
 - November – Lights Switch On
 - December – Christmas Street market – Santa’s Grotto
 - January – Blue Cross Sale
 - February – Town awards
 - March – Easter activities
 - April – St George’s Weekend
 - May – Kite’s festival and School’s concerts
 - June – Brass Bands’ Contest
 - July – Street entertainers
 - August – Yorkshire Day

In addition there will be

Town centre attractions including street sellers and the fair slides and it is hoped to also have monthly craft markets.

7.3 Summit

- Peter said he and Keith were meeting with Boots and writing to Co-op to see if either were interested in providing sponsorship support for the Town Awards event to be held in February 2010.

8.0 Work Programme

8.1 Work programme was tabled.

- Morley Today website is scheduled to go live on Saturday 25th July. The overseer has agreed to have a page linking with Emmerdale and Peter has asked the TV company to approve via their press office.
- Ice Cream cart is due to arrive on Queen St from Saturday 25th
- Street furniture painting is due to get underway from August 3
- Vine Properties have agreed to make available space for In Bloom displays and contribute towards In Bloom’s maintenance of the square’s floral displays.
- TCM explained problems of people hanging around outside town centre pubs and suggested a banning order except for licensed areas. Decided he should discuss idea with Police on

Friday. Cllr Finnigan said inquiries should be made as to how Garforth has set about banning on street drinking.

- Chamber members are looking to relaunch the crafts fair in the town hall.
- BBC Blast children's activities are meeting with TCM and Highways to see if they can come to town in August
- Sky have had two successful weeks in town centre and N Power is also interested in coming to town.
- Keith & Peter met with management of Leeds Martial Arts and Observer advertising as a result the LMA is gaining advertising support for regular Chamber and TCM updates in the paper.

9.0 Any Other Business

9.1

- Peter presented the draft Morley Marketing Plan. Members supported it and said the ethos should be "Come to Morley – there's always something on" rather than "we will only go to Morley when we read of something happening."
- It was agreed TCMB should develop stronger ties with radios and the schools.

10.0 Date & time of next meeting

10.1

Wednesday 2nd September at 2.00pm. MBI Office Morley Town Hall

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**Outer South Community Centres Sub Committee
MINUTES OF MEETING
Wednesday 12th August 2009**



PRESENT: Councillors: Grayshon, Dunn, Gettings and Wilson
Officer: Sarah May – South East Area Management Team
APOLOGIES: Sharon Smith – Corporate Property Management

ACTION

1. Matters arising and minutes of the last meeting

Minutes of the last meeting held on 20th May were agreed as an accurate record.

If Sharon Smith from CPM can't attend future meetings, it is requested that another officer should come along.

2. Community Centres Area Committee Report

The draft report which is set to be presented at Area Committees across the city was discussed at the meeting. A number of points were raised which are to be fed back to Neighbourhood Services Team who pulled the report together. The issues were:

- Sub Committee would like to see the prioritisation list of facilities for backlog maintenance once drawn up by CPM and be allowed time to comment on this
- A CPM officer to attend a future sub committee meeting to cover issue of maintenance
- Concerns were raised with the level of efficiency saving targets that have been set for 2009/10 and want to know who set it, why it was set and that level and rationale behind it
- Will the new policy for rental support in office space apply to other buildings not under Area Committees remit i.e. Drighlington Meeting Hall

3. Pricings & Lettings Policy

A number of changes need to be made to the Pricing & Letting Policy in order for the policy to be structured around the type of activities rather than the organisations who operate them.

A new category around meetings or activities with community benefits to be added into the policy. For example, Pubwatch and Fire Safety meetings would fall under this heading.

Prices of Weddings also to be reviewed as it's felt that the costs are too high for these functions and need to be lowered slightly.

4. Update on community facilities in Outer South Leeds

An updated version of the action plan was presented to the group.

Blackburn Hall – the purchase of Christmas decorations at the centre to be taken up through Town Centre Management, as there is some funding available for decorations in Rothwell.

Morley Town Hall - a number of improvements need to be made at the building. A surveyor has recently been to visit and has said that the ceiling in the Alexandra Hall will be re-painted where the damp repair has taken place. SM to follow up to get some idea of if or when this repair is likely to happen.

West Ardsley Community Centre – the car park at the facility is showing to be under the management of 'housing' but not sure which part – whether it is Aire Valley Homes or Strategic Landlord – further investigations to take place.

5. AOB

Health & Safety – issues were raised regarding first aid kits and evacuation procedures at community centres – should each centre have a first aid kit inside? Are evacuation notices in case of a fire displayed and are people aware of procedures in case of an emergency? To be followed up through CPM

6. Time and date of next meeting

The next meeting has been re-arranged due to a clash with Council. Therefore the meeting will be held on Wednesday 11th November, 10am, Windmill Youth Club

Date: August 2009

Subject: Lofthouse 'Bright Ideas' Participatory Budgeting Initiative

Evaluation Report

Executive Summary

The Area Management Team delivered a Participatory Budgeting Initiative beginning on Tuesday 21 April 2009, with a presentation to Lofthouse Tenants and Resident's Association, concluding with 'Decision Day', a public event on Saturday 27 June 2009 at Christ Church, Lofthouse.

£15,000 was allocated by Aire Valley Homes for community focused projects. Local people were asked to take control of decision-making in their community by providing 'Bright Ideas' as part of consultation which defined project priorities. Organisations were invited to present their project proposals at 'Decision Day', where local residents voted to decide which projects would receive an allocation of public money to target local priorities.

Following 'Decision Day' three organisations have been offered funding to deliver their community focused projects.

Purpose of the Report

The purpose of this report is to evaluate the Lofthouse 'Bright Ideas' initiative. By documenting planning, delivery and feedback from all parties we hope to learn from the experience. Participatory Budgeting is part of a suite of engagement activities used by The Area Management Team to involve residents in local decision making and to promote the work of the Area Committee. As a new concept being trialed and interpreted across the country, it is imperative to learn from experiences in each locality to inform future delivery.

Background

Participatory Budgeting places local people at the very heart of decision-making in their community. The process asks them to decide how to spend public money in their area on community focused projects. Building on the positive experience of the Participatory Budgeting (PB) 'Big Spender' project in Drighlington last year, 'Lofthouse Bright Ideas' was allocated a total budget of £15,000 for community focused projects, funding coming from Aire Valley Homes Area Panel and Leeds City Council Outer South Area Committee.

Steering Group

The Steering Group membership consisted of:

- Two Elected Members from Ardsley and Robin Hood Ward (in their role of 'Community Champions')
- Two Local Residents who were drawn from a meeting of the Lofthouse Tenants and Residents Association – TARA
- One Officer from Outer South Area Management Team – AMT (who led the initiative)
- One Aire Valley Homes Officer – AVH

Two further elected officers from the Lofthouse Tenants and Residents Association (TARA) were invited to join the Steering Group but did not attend the meetings. This group was responsible for overseeing the management and monitoring of the project.

Other partners were not represented at the Steering Group, (apart from an invitation to members of Lofthouse TARA). This assisted the process by reinforcing the leadership role of Ward Members and residents working together with support from AMT & AVH staff. The focus was to remove possible conflict because of the likelihood that partners and agencies would be invited to support and/or bid into the delivery of projects with community groups, when the 'Bright Ideas' priorities had been defined by the community.

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Representatives from the Steering Group were largely satisfied with the role and composition of group, which was able to function effectively as a team, being focussed wholly on the process. The group met on four occasions. This was an appropriate frequency, considering the project timeframe of three months.

It was felt that given the lack of formal representation from Tenants & Residents that the Steering Group would have been strengthened if an established, active and recognised 'voice' could have been recruited from the Tenants and Residents Group who would have 'legitimised' the project more and perhaps galvanised support from the community.

Project Process

'Bright Ideas' was launched on Tuesday 21 April with a presentation to Lofthouse Tenants and Resident's Association. A leaflet drop in the area was conducted the week prior, inviting members of the public from the area to attend. Over the project's timeframe, there were four advertised public sessions delivered to raise the profile of the initiative, to gain public feedback and to update on project progress.

The boundary area for Lofthouse 'Bright Ideas' included the residents of Ramsgate, Ramsgate Close, Fentons Gate, Robertsgate, an Eastern section of Long Thorpe Lane, a section of Leeds Road (A61), Carlton Lane, the Western section of Jumbles Lane, the Southern section of Cemetery Lane.

Consultation began on Thursday 23 April. Freepost Reply Cards were delivered to 300 homes in the area to collect the communities 'Bright Ideas'. 10 promotional posters were posted at local venues. 34 'Bright Ideas' were received and considered by the Steering Group. Some ideas were signposted to appropriate agencies because they didn't fit the initiative's scope. The remaining 'Bright Ideas' formed the following broad priority areas, Environment, Activities for Children and Young People and Improved Local Facilities.

20 community, voluntary, faith organisations and public agencies were invited to develop proposals for funding which addressed the priority areas. Following further scrutiny 4 projects were invited to deliver a presentation at 'Decision Day'.

'Bright Ideas' concluded with 'Decision Day', a public event on Saturday 27 June. Residents from the area in attendance, voted for the projects they wanted delivered. Considering the amount of publicity and associated work by partners to generate interest, the attendance was lower than had been expected. 300 flyers were hand delivered prior to the event and 20 A3 laminated Posters placed in strategic locations on the estate, including the Pharmacy, Library and Ramsgate Community Centre. Area Management Team had conducted a door to door knocking exercise on the Thursday before the event to generate further interest. On the day 10 members of the public were eligible to vote.

In terms of the organisation and delivery of 'Decision Day', The Area Management Team with support from Steering Group Members was commended on the running of a well planned and executed process. 'Bright Ideas' project branding and publicity was developed using a colour 'light bulb' logo and this was acknowledged as a positive and recognisable brand.

Community Projects Supported

The project funding awards are as follows:

- Carlton Scouts awarded £5,000 towards 'The Graveyard Shift' which will involve local volunteers in the restoration of a neglected part of Lofthouse Parish Cemetery.
- Lofthouse 2000 Brass Band awarded £7,891 towards 'On the Slide' which will involve the purchase of new trombones and the formation of a new group of young people from the area in regular music tuition, and recruitment to the main Brass Band.
- Groundwork Leeds have been offered £2,109 as a contribution towards 'Lofthouse Greenspace Improvements' which will provide new public facilities such as benches and plan towards the upgrade an underused piece of land on the Ramsgate Estate.

Budget

Item	Cost
Bright Ideas' Projects	15,000.00
Catering	165.00
Refreshments	6.75
Venue Hire	90.00
Publicity	56.00
Freepost Reply Plus	3.31
Other Postage	1.99
Total	15,323.05

Conclusions

Residents who responded to consultations, events and at 'Decision Day' were appreciative of what was seen as a clear and transparent process. The projects developed by partner organisations will provide a real impact, in terms of addressing those priorities highlighted by the community.

PB is an excellent tool which can be used as part of a suite of engagement activities, to involve residents in local decision making. Participatory Budgeting provides a very practical way of allowing Ward Member's to connect with local people as 'Community Champions', to understand issues via targeted consultation, allowing them to help refine priorities and target responses at a local level. This approach therefore allows a two-way flow of information between the local and strategic level, contributing to building a wider understanding and involvement in the work of the Area Committee.

Ward Members, AMT and AVH recognise that the Lofthouse TARA is currently in a fragile state. All community groups are susceptible to fluctuations in their capacity, but with initiatives like this, management committees require high levels of direct support. However, by implication the level of support will be restricted during the delivery of such a resource intensive initiative. As a result of this the TARA lacked the capacity to support this PB project to the extent that was required, so making the interest from the wider community weak. This reinforces conclusions from previous initiatives; that PB is most effective in areas with good levels of community capacity. PB provides the opportunity to develop the capacity already present, promote Ward Councillors as Community Champions and empower residents to feel they can influence local decision making.

Recommendations

The following recommendations are presented for consideration.

1. PB Steering Group's should include an established and active 'voice' from the community who can legitimise the project and galvanise support from the wider community.
2. 'Terms of Reference' need to be clear to ensure roles and responsibilities of the Steering Group are understood and reinforced during the process.
3. The target area needs clear definition and the reasons for selection require clear explanation.
4. A concise local profile document which highlights local issues, Indices of Multiple Deprivation (IMD) and other relevant statistics should be available at the start of the process.
5. On 'Decision Day' a clear explanation of the Voting Card and general scoring of projects should be presented.

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Present:

Chief inspector Sykes, Keith Lander (Area Management), Councillor Judith Blake (Inner South Area Committee), Gerry Shevlin (Area management), Phil Diamond (Aire Valley Homes Leeds), Sue Disley (ASBU), Steve Watkins (Arson Task Force)

Apologies:

Neil Bowden (Safer Leeds), Councillor Finnigan (Outer South Area Committee), Satbinder Soor (Youth Service)

1.0	Welcome, introductions and apologies	Action
1.1	Keith Lander welcomed everyone to the meeting and the above apologies were noted.	
2.0	Minutes of last meeting (March 09)	
2.1	Gerry advised that the first version of the minutes that had been circulated contained some inaccuracies. Julie advised that Simon Beldon not Anne Banks/David McDougal had presented the item on Offender Management. The amended version was agreed as a correct record.	
	Matters Arising	
2.2	Keith stated that he has raised the issue of non attendance by the Youth Service with Shahid Mahmood (Locality Enabler for Children's Services). Shahid has advised that he has made John Paxton aware of the issue and will continue to pursue adequate representation and contributions to the DCSP.	
2.3	In light of the development of the Integrated Youth Support Service (IYSS), it was felt there needs to be a review of which young people's services are represented at the partnership. The meeting discussed whether other young people's services such as Youth Offending Service and/or Children's Social Care should also be invited to the Core Group. Concern was raised about whether one representative from IYSS can adequately address the issues of the partnership, especially in terms of influencing service delivery of partner agencies.	
2.4	Cllr Blake stated that the 8-13 age group is of increasing concern and at risk of becoming involved in crime/ASB. Cllr Blake stated that she has now taken on the role of Shadow Board Member for Children's Services. She will raise the issue of IYSS representation at DCSP with Rosemary Archer (Director of Children's Services). The meeting agreed that it required one key representative from the IYSS with key contacts for all the separate services under the IYSS umbrella.	Cllr Blake
2.5	The quarterly hate crime statistics have not been circulated – Gerry will circulate with the minutes of this meeting.	Gerry Shevlin

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2.6	Partnership Pledge – Gerry advised that the Safer Leeds Executive did not have a meeting in June therefore the issue of the Partnership Pledge was not raised. Keith advised that he and Julie attended a meeting with other DCSP representatives regarding the Pledge. It was felt that South is in a good position as the Neighbourhood Policing Team (NPT) have linked their PACT meetings with existing local forums. Keith and Julie will continue to develop the Partnership Pledge	Keith Lander/Julie Sykes
3.0 DCSP Action Plan		
3.1	Gerry presented an updated version of the DCSP Action Plan for 09-10. She advised that it was in line with the Safer Leeds Strategic Plan and the Area Delivery Plans for Inner and Outer South. The meeting was advised that the majority of the plan is being delivered already. However, there are some key areas that have not progressed in the last year. These are: drugs and alcohol, linkages with the Children's Services agendas and reassurance/confidence.	
3.2	<u>Addressing alcohol misuse through a combination of prevention, control and treatment:</u> Gerry advised that the drug/alcohol sub group had ceased to exist. She advised that the group had struggled to define it's purpose. Many of the actions in the plan are strategic and citywide so can't be influenced by a local sub-group. Also, some of the activity is already being addressed by local Tasking meetings (problems of young people drinking then causing ASB for example). The group felt that some further work needs to establish more clearly what the issues are in relation to tackling drug/alcohol problems. It was suggested that a mapping exercise may be of benefit to help to define a remit and series of actions to be carried out by the DCSP. It was agreed that Gerry Shevlin would discuss the issue with Keith Lawrance (Safer Leeds) for guidance. It was also agreed that Keith Lawrance should be asked to identify a link with health around these issues. The group asked that this issue be included on the agenda for the next DCSP meeting.	Gerry Shevlin
3.3	<u>Tackling ASB and damage through a combination of prevention, diversion and enforcement activities.</u> The group agreed that enforcement action is being successfully managed within existing structures. However, there are areas for development around prevention. It was agreed that the actions agreed earlier in the meeting regarding IYSS representation would need to be resolved as a matter of urgency. Julie Sykes and Keith Lander are due to have a meeting with Shahid Mahmood about the linkages between ASB and diversionary work. Progress to be reported back at the next meeting.	Keith Lander/Julie Sykes
3.4	The group ratified the DCSP plan for 09-10. The final version will be circulated with the minutes. The group agreed that the plan should be used as a driver for setting the agenda at future DCSP meetings.	Gerry Shevlin
4.0 Anti-Social Behaviour – summer 09		
4.1	Incidents of ASB and motorbike nuisance are likely to increase during the summer holidays. The group had a discussion about work that is planned to take place to address this predicted increase.	
4.2	Julie Sykes advised that Kevin Chippendale at Police HQ is looking for	

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	resources that can be used when talking to young people about issues around riding motorbikes responsibly and safely. NPT officers and ASB link officers will be carrying out high visibility patrols in current hotspots	
4.3	Gerry advised that the next two Champions in Belle Isle and Morley North will aim to distribute information to young people about summer holiday provision.	Gerry Shevlin
4.4	Gerry advised that she has contacted Barbara Temple (Extended Schools) and Elaine Holden (Youth Work Partnership) regarding the programme of activity during the school holidays. When the information about the programme is available, it will be circulated to partner agencies.	Gerry Shevlin
5.0	Middleton Bright Ideas	
5.1	Gerry provided an update on Middleton Bright Ideas. Ten projects have submitted applications totalling over £60K. Decision Day is due to take place on Saturday 11 th July. The event is timed to take place after the monthly meeting of Middleton Community Group.	
5.2	Gerry advised that the Bright Ideas Steering Group will continue to meet after the Bright Ideas projects have been funded. The Steering Group will build on the work to date in working together with the community to bring residents together.	
6.0	Burglary	
6.1	Gerry Shevlin presented an update on the target hardening now available in Leeds. Reactive target hardening (security improvements offered to victims of burglary) is no longer widely available. Streets in the most burgled areas are being identified. Houses in these streets will be offered target hardening as a preventative measure to reduce their risk of being burgled. All agencies are asked to consider whether they are able to fund any additional target hardening.	
6.2	Gerry reported that the burglary group is working well. It recently set up a "Capture House" in a burglary hotspot. The house was an empty property belonging to LFHA. It was set up with a laptop visible from the window to entice potential burglars. The laptop was fitted with a tracking device. This meant that when the house was burgled, the burglar could be traced and an arrest was made. Other actions include the use of tri-signs in hotspot areas and talks to schools about the importance of property marking.	
7.0	Reassurance and confidence	
7.1	<p>Julie Sykes stated that there is a joint target for the police and the council to improve confidence of the public in how both services are dealing with crime issues. The satisfaction levels with the police are generally higher than the levels of satisfaction with the council. The group agreed that a way of improving satisfaction would be to ensure that positive and consistent messages are delivered to residents about multi agency activity.</p> <p>Gerry presented an example of a Media Guide that has been developed by the Safer Communities Team at East Sussex County Council. For more information please see</p>	

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	<p>www.safeineastsussex.org.uk She recommended that the DCSP could adopt a similar structure to ensure press releases are co-ordinated. She stated that a Media Group could be set up involving the key staff from the NPT, Fire Service, Aire Valley Homes and Leeds City Council press offices. Phil Diamond advised that Ian Montgomery would be the contact for AVH and that he would pass on the information to him about the Media Plan. Steve Watkins advised that he would find and pass on the details of the Fire Service communications person. Gerry agreed to convene a meeting and update on progress at the next meeting.</p>	Gerry Shevlin
8.0	Crime Group updates	
8.1	Gerry advised that only one update had been received due to the lateness of the request from her for information. When the reports have been collated, they will be circulated to members in the form of the Highlight Report for Q1.	Gerry Shevlin
9.0	Tasking Updates	
9.1	Morley – Sue Disley (Chair of Morley Tasking) stated that the meeting is well attended and there are no issues of concern to report. She said that they have good engagement from the Youth Service representative and that detached work in ASB hotspots is organised through the meetings.	
9.2	Rothwell – Phil Diamond (Chair of Rothwell Tasking) stated that the meeting works well and there are no issues of concern.	
9.3	Belle Isle/Middleton and Beeston/Holbeck Taskings – Gerry Shevlin stated that she recently attended both. Attendance and contributions were good at both and there are no issues of concern.	
9.4	Julie Sykes advised that she will be attending a Tasking meeting next month to observe how they are functioning. She will also ask the NPT Inspectors for feedback on the meetings.	
9.5	Steve commented that the administration of the meetings is very efficient. He observed that the meetings have become more effective and that issues he has brought to the table have been addressed. Julie Sykes will pass on this positive feedback to the staff member concerned.	
9.6	Gerry advised that when the Tasking updates are received, they will be circulated to the group via the Highlight Report.	Gerry Shevlin
10.0	Any other business	
10.1	Saturday 22 nd August – an open day at Morley Police Station in partnership with the Fire Service. All welcome and please publicise among partner networks. Gerry advised that Champion will be taking place in Morley North during the first week in August so can publicise the event then.	Gerry Shevlin
10.2	Floodlight PACT – Julie said that Floodlight PACT is a piece of equipment that can be used to project images or messages onto the sides of buildings. It costs around £3K per unit and could be used as a way of engaging with local residents. Phil Diamond stated that he thought it could be used by AVH on their mobile office and would explore finding the funding to buy a unit. Julie Sykes to pass	Julie Sykes

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	information to Gerry for circulation.	
10.3	Face the People – Gerry advised that Safer Leeds want the support of the DCSP to hold a Face the People event in south Leeds. It is suggested that the event is run along the lines of a previous successful event at Roundhay High School. Safer Leeds would be responsible for organising the event and would like the DCSP to assist with the selection of venue and relevant issues to be addressed. The meeting agreed that it would support the event.	
10.4	Timeline – Julie requested that the timeline is updated at each meeting so that agendas can be set accordingly. The following issues will be included in the agenda for the October meeting: Proceeds of Crime Act (POCA), Operation Flame, domestic violence 16 days of action, Confidence and Satisfaction, Drugs and alcohol. Steve Watkins and Gerry Shevlin agreed to draft Operation Flame for the next meeting.	Gerry Shevlin
11.0	Dates for future meetings	
	Friday 18 th September 10 -12	
	Friday 4 th December 10-12	
	All meetings will be in the conference room at DROSC	

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South East Leeds Health and Wellbeing Partnership Meeting of the core group 28th July 2009

Present:

Christine Farrar – Healthy Leeds Partnership, the Leeds Initiative
Janette Munton – NHS Leeds Public Health
Dan Barnett - Healthy Leeds Partnership, the Leeds Initiative
Keith Lander – Area Manager South East Leeds
Jane Moran – Leeds Adult Social Care
Pia Bruhn – NHS Leeds Public Health
Philip Bramson – Leeds Voice Health Forum
Councillor Terry Grayshon – Leeds City Council Health Champion
Gordon Tollefson – Leodis
Razwanah Alam – Leeds Voice Health Forum

Apologies:

Councillor Suzi Armitage - Leeds City Council Health Champion
Judy Carrivick – NHS Leeds Public Health
Brian Ratner – Leeds Adult Social Care
Hilary Philpott – Leodis

1. What is the overall purpose of the locality health and wellbeing partnership?

The purpose of the partnerships was agreed as:

- Improve health and wellbeing outcomes for local people
- Reduce health inequalities between different neighbourhoods and communities
- Prevent gaps or duplication in delivery of services by different agencies
- Maximise opportunities for joint working and integration of services including resources
- make recommendations to the Healthy Leeds JSCB for future commissioning ideas
- Better awareness and communication between agencies
- Coordination at local level for health and wellbeing issues
- Overseeing engagement

Discussions focussed on pooling resources and joining up resources between partners in order to meet priorities. It was also suggested that overseeing local engagement and involvement should be part of the purpose of the partnership. The task group were asked what resources the partnerships will have. The Health Improvement Managers are a resource that will facilitate better partnership working in each wedge and will provide administrative support for the partnerships. It was thought that by enabling

better joined up services this would make some efficiencies. The Healthy Leeds Joint Strategic Commissioning Board could then commission new pieces of work based on recommendations from the partnership. The partnership would also have influence over the Area Delivery Plans and PBC plans, which would in turn create efficiencies.

2. What will the partnership deliver in its first year?

A discussion was had around ensuring that the allocation of services is balanced out across Leeds but that also targeted where there is need, in order to address health inequalities. It was noted that the partnerships wouldn't just be focussing on the worst 10% Super Output Areas but also on the small pockets of deprivation across the wedge that are in relatively affluent areas. Once set up the partnerships will focus on the Area Committee Areas and the Area Delivery Plans. Focus will be placed on two or three improvement priorities from the Health and Wellbeing Partnership Plan each year and progress will be measured against these. It was agreed that the partnership would deliver:

- Review evidence on health and wellbeing needs of deprived neighbourhoods and vulnerable groups and determine the issues that need addressing.
- Local plans that contribute to the improvement priorities in the Health and Wellbeing Partnership Plan 2009 to 2012
- Determine how to tackle significant local problems outside these topics
- Ensure joint commitment and joint action from all sectors and agencies operating in the priority areas
- Make the best use of existing opportunities and processes and prevent duplication or gaps.
- Focus on how best to secure the required outcomes by determining what works best for a given area.
- Problem solve
- Seek to make commissioning as effective as possible for a given locality
- Action plan and monitor progress to make sure delivery is effective

3. Who needs to be involved

It was agreed that the group present at the meeting should be involved in the partnership when it meets. In terms of other members it was agreed:

- Leeds City Council Councillor health champions to be engaged by the task group
- Leeds City Council Area Manager, Adult Social Care and Housing. Other officers such to be agreed by the Health and Wellbeing Strategic Leadership Team,
- NHS Leeds to agree representatives outside of Public Health
- VCFS to be represented as agreed by Voice Health Forum, although more provider services could be included if a specific issue arises, such as mental health, drugs etc

- Children's Services – task group to meet with Children's Locality Enablers to discuss how best to link in
- Housing ALMOs
- Police should be brought in when specific issues are brought up, e.g. drugs and alcohol
- Public represented through councillors and wider engagement activities
- Service users and carers were seen as important members of the partnership. It was agreed that agencies should be asked how they would like to be involved, e.g. LINK, Carers Leeds, LIP. It was agreed carers should be paid for their time.
- Expert patients could be brought into the partnership on a needs basis depending on what the focus is.

It was agreed that the membership of the partnership should be flexible and that individuals could be co-opted on when a specific issues needs tackling that needs an expert. The membership should also be open to review.

4. How will it operate

- Servicing of the partnerships will be through the admin support that the new Health Improvement Managers will have.
- Venues for meetings will be provided by partners – meetings should take place at different venues throughout the wedge.
- It was thought that the role of chair could be a rotating or co-chairing role in recognition of the multi agency aspect of the group. Councillor Grayshon volunteered to be the chair of the partnership.
- It was agreed that the meetings should not get too focussed on minute detail but that it should be focussed on the headlines in the wedge. Specific task groups can be set up outside of the partnership to take on specific pieces of work.
- Meetings will take place more frequently at the start of the partnership. The frequency will be bi-monthly with the plan to move to quarterly eventually
- The partnership will need to think about how it links in with the Children and Young People's partnership, Community Safety Partnership, SLEET, Officer Coordination Group, Neighbourhood Improvement Plans, Area Committees and Area Delivery Plans.
- The Health Improvement Manager would act as the link with the Officer Coordination Groups.
- The partnership needs to be in a position to pool resources and also share best practise and information with partners.
- The partnership could formulate a standard checklist for each piece of work it does to ensure all aspects are considered before starting each project e.g. communication, involvement, evidence base for the work, mapping what's happening already.
- Communications plan/ mechanism to be created
- Mapping of involvement in local areas
- Links to citywide partnerships

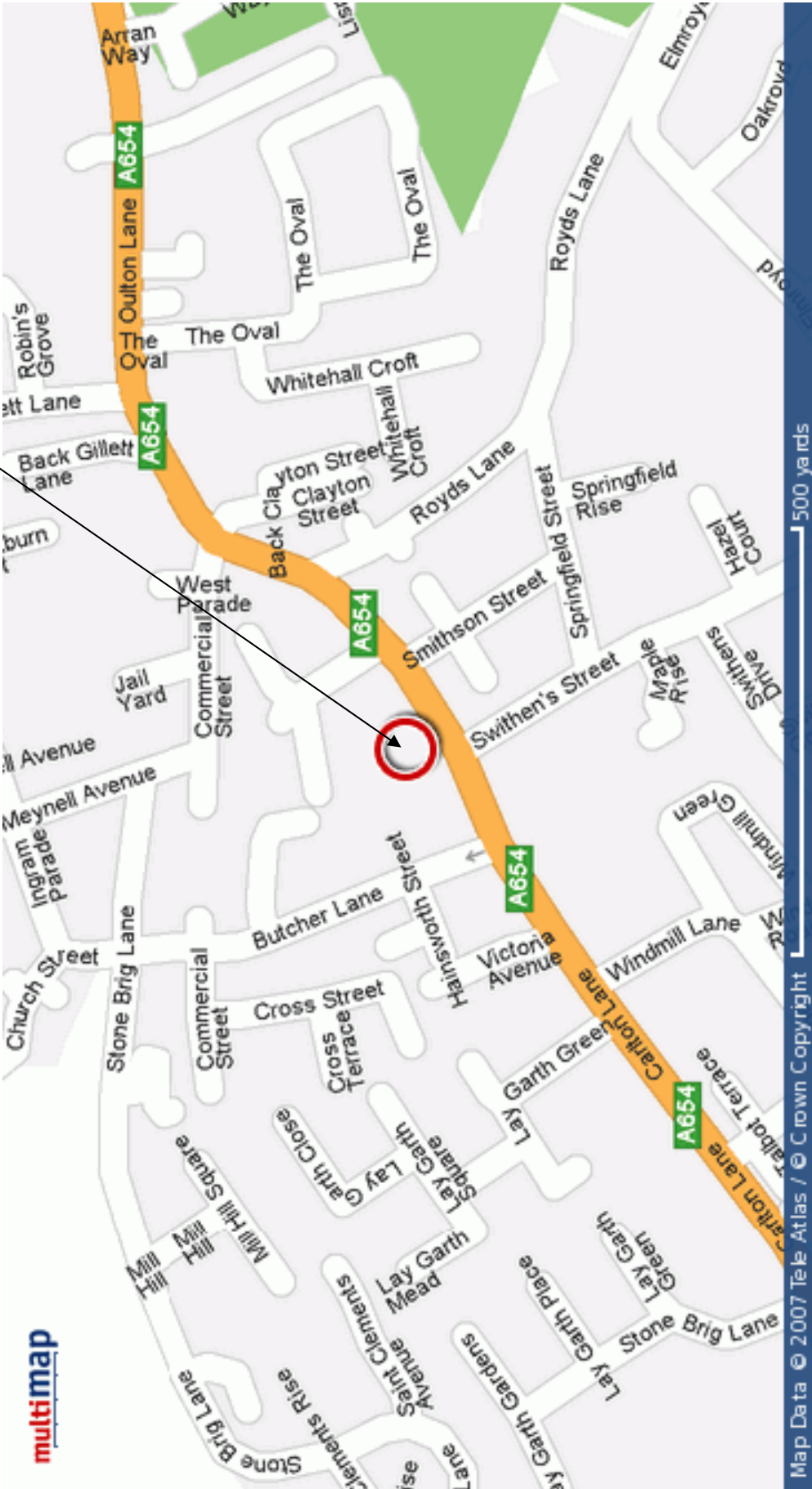
5. What will the governance arrangements be:

It was thought that the reporting mechanisms of the partnerships with Healthy Leeds structures should be two way and not just one way. It was agreed that there should be six monthly reporting to match the citywide planning cycle. Further governance arrangements to be discussed at first meeting of the partnership.

6. Action planning

- Terms of reference to be drafted by CF, JM, DB
- Area profile data to be prepared for first meeting
- Health Improvement Manager admin support to set date and venue for first meeting of the partnership in September/ October
- Further planning to be discussed at first meeting of the partnership

Rothwell One Stop Centre, Civic Chamber, Marsh Street, Rothwell, LS26 0AD



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