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SOUTH (OUTER) AREA COMMITTEE

Meeting to be held in Thorpe Primary School, Dolphin Lane, Thorpe, Wakefield, WF3 3DG
On Monday, 18th October, 2010 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;
J Elliott	-	Morley South;
T Grayshon	-	Morley South;
S Varley	-	Morley South;
S Golton	-	Rothwell;
S Smith	-	Rothwell;
D Wilson	-	Rothwell;

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

Item No	Ward	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p>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 - 6 SEPTEMBER 2010</p> <p>To confirm as a correct record the minutes of the meeting held on 6 September 2010</p>	1 - 6
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> <p style="text-align: center;"><u>COUNCIL BUSINESS</u></p>	

Item No	Ward	Item Not Open		Page No
8			<p>VISION FOR LEEDS</p> <p>To receive and consider the attached report of the Director of the Leeds Initiative</p> <p>Presentation – 5 Minutes / Discussion – 5 Minutes</p>	7 - 34
9			<p>HEALTH AND ENVIRONMENTAL ACTION SERVICES ACTIVITIES</p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods</p> <p>Presentation – 5 Minutes / Discussion – 10 Minutes</p>	35 - 50
10			<p>GROUNDS MAINTENANCE UPDATE REPORT</p> <p>To receive and consider the attached report of the Chief Environmental Services Officer</p> <p>Presentation – 5 Minutes / Discussion – 10 Minutes</p> <p style="text-align: center;"><u>EXECUTIVE BUSINESS</u></p>	51 - 58
11			<p>OUTER SOUTH AREA COMMITTEE WELL BEING BUDGET REPORT</p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods</p> <p>Presentation – 5 Minutes / Discussion – 5 Minutes</p>	59 - 86
12			<p>AREA MANAGERS REPORT</p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods</p> <p>Presentation – 5 Minutes / Discussion – 5 Minutes</p>	87 - 92

Item No	Ward	Item Not Open		Page No
13			<p>DATES, TIMES AND VENUES OF FUTURE MEETINGS</p> <p>Monday, 29 November 2010 – Drighlington Meeting Hall Monday, 31 January 2011 – Morley Town Hall Monday, 14 March 2011 – Civic Chamber, Rothwell One Stop Centre</p> <p>All meetings commence at 4.00 p.m.</p> <p>MAP OF TODAY'S VENUE</p> <p>Thorpe Primary School, Dolphin Lane, Thorpe, Wakefield, WF3 3DG</p>	

Agenda Item 6

SOUTH (OUTER) AREA COMMITTEE

MONDAY, 6TH SEPTEMBER, 2010

PRESENT: Councillor T Grayshon in the Chair

Councillors J Dunn, J Elliott, R Finnigan,
S Golton, T Leadley, L Mulherin,
K Renshaw, S Varley and D Wilson

18 Declaration of Interests

Councillor T Leadley declared a personal interest in the following items:

- Agenda Item 10, Outer South Community Centres Report as Deputy Chairman and Secretary of Lewisham Park Youth Centre
- Agenda Item 11 – Outer South Area Committee Well Being Budget Report due to his respective positions as a Trustee of Morley Elderly Action and as a Member of Morley Town Council which partly funded Town Centre Management
- Agenda Item 12 – Area Manager’s Report as a Member of Morley Town Council which partly funded Town Centre Management.

Councillor T Grayshon declared a personal interest in the following items:

- Agenda Item 11 – Outer South Area Committee Well Being Budget Report due to his position as a Member of Morley Town Council which partly funded Town Centre Management
- Agenda Item 12 – Area Manager’s Report as a Member of Morley Town Council which partly funded Town Centre Management.

Councillor J Elliott declared a personal interest in the following items:

- Agenda Item 11 – Outer South Area Committee Well Being Budget Report due to her respective positions as a Member of Morley Elderly Action and as a Member of Morley Town Council which partly funded Town Centre Management
- Agenda Item 12 – Area Manager’s Report as a Member of Morley Town Council which partly funded Town Centre Management.

Councillor Varley declared a personal interest in the following ites:

- Agenda Item 11 – Outer South Area Committee Well Being Budget Report due to her respective positions as a Member of Morley Elderly Action and as a Member of Morley Town Council which partly funded Town Centre Management
- Agenda Item 12 – Area Manager’s Report as a Member of Morley Town Council which partly funded Town Centre Management.

Draft minutes to be approved at the meeting
to be held on Monday, 18th October, 2010

Councillor R Finnigan declared a personal interest in the following items:

- Agenda Item 11 – Outer South Area Committee Well Being Budget Report due to his position as a Member of Morley Town Council which partly funded Town Centre Management
- Agenda Item 12 – Area Manager’s Report as a Member of Morley Town Council which partly funded Town Centre Management.

19 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors Gettings and Smith.

20 Minutes of the Meeting held on 21 June 2010

The minutes of the meeting held on 21 June 2010 were confirmed as a correct record.

21 Open Forum

The agenda made reference to the provision contained in the Area Committee Procedure rules for an Open Forum Session at each ordinary meeting of an Area Committee, for members of the public to ask questions or to make representations on matters within the terms of reference of the Area Committee. On this occasion, no matters were raised under this item by those members of the public who were in attendance.

22 Children's Services Performance Report

The report of the Interim Director of Children’s Services provided Members with various performance data disaggregated at Area Committee or Ward level. The report also provided information on progress and activity that had taken place to improve safeguarding arrangements across the City during 2009-10.

The Chair welcomed Amanda Jackson, Locality Enabler and Gail Faulkner, Head of Service Delivery (South), to the meeting.

Members attention was brought to the following issues:

- Work with looked after children
- Those not in education, employment or training (NEETs)
- Work on safeguarding
- Identifying children who had left the care system
- Social Care issues
- Referral processes
- The Common Assessment Framework
- The role of intervention panels

In response to Members comments and questions, the following issues were discussed:

- Numbers of looked after children across Outer South Leeds and particularly each ward – it was reported that it was difficult to provide totally accurate figures as those in care may come from other parts of the City or elsewhere.
- There had been an increase in the number of referrals during the past 12 months.
- Unaccompanied children who arrived from abroad – it was reported that these children would be immediately placed in care whilst their families were traced.
- Educational issues for looked after children. It was reported that looked after children had traditionally been low achievers.

It was reported that a further update report would be presented to the Committee in January/February 2011.

The Chair thanked Amanda Jackson and Gail Faulkner for their attendance.

RESOLVED – That the report be noted.

23 South Leeds Divisional Community Safety Partnership Update Report

The report of the Director of Environment and Neighbourhoods outlined the community safety issues in Outer South Leeds and the actions that had been taken to address them.

The Chair welcomed Gerry Shevlin, Community Safety Co-ordinator, Inspector Joanne Morgan and Inspector Sue Jenkinson to the meeting.

The following key issues were highlighted:

- Crime figures and related activity across the area
- Provision of Smartwater security marking
- Burglary – levels had dropped lower in all 4 Outer South wards than the City average
- Drug offences had reduced across Outer South Leeds.
- Anti Social Behaviour
- CCTV Provision
- PaCT meetings
- Safer Schools Partnerships
- Area Committee funded activity

In response to Members comments and questions, the following issues were discussed:

- Traffic issues – including speeding prevention and issues related to staff training
- Role of the Priority Neighbourhood Worker
- Dealing with anti social behaviour
- There was liaison with schools that didn't have police officers in attendance.

The Chair thanked Gerry Shevlin, Inspector Morgan and Inspector Jenkinson for their attendance.

RESOLVED – That the report be noted and the proposal to enhance the role of the Community Safety Champion be approved.

24 Outer South Community Centres Report

The report of the Director of Environment and Neighbourhoods provided the following information:

- Actual spend against budgets for 2009/10
- Budget allocations for 2010/11
- Details of investment made via Corporate Property Management service (CPM) in 2009/10
- Rental support to leased centres for 2010/11
- Area specific information for each of the centres in the portfolio

In brief summary, the following issues were discussed:

- Capital receipts from former Blackgates site
- Maintenance budgets

RESOLVED – That the report be noted.

25 Outer South Area Committee Well being Budget Report

The report of the Director of Environment and Neighbourhoods provided Members with the following:

- The current position on the Well Being budget
- Details of 2010/11 Well Being budget allocations
- Details of revenue and capital funding for consideration and approval
- Details of revenue and capital projects agreed to date
- A summary of the revenue allocation for the 2010/11 Wellbeing Revenue Budget already approved and linked to the priorities and outcomes identified in the Area Delivery Plan

RESOLVED –

- (a) That the report be noted
- (b) That the position of the Well Being Budget as set out at Paragraph 3.0 be noted.
- (c) That the ring fence revenue amounts for 2010/11 as outlined in Appendix 1 be noted.
- (d) That the Wellbeing capital projects already agreed as listed in Appendix 2 be noted.
- (e) That the following Wellbeing applications be agreed:
 - (i) SID Device (Speed Indicator Display) - £2,516.58 capital
 - (ii) Speeding Prevention (Rothwell NPT Area - £5,000 revenue
 - (iii) Morley Crime Reduction Initiatives - £5,000 revenue
 - (iv) CCTV Manor Road Shops - £3,389 capital
 - (v) Football Changing Facilities – Members agreed to support this capital project. It was further agreed that Ward Members would be consulted to agree the amount of capital, this to be reported to the next Area Committee for ratification.
- (f) That the small grants situation as outlined in paragraph 5.1 be noted.

26 Area Manager's Report

The report of the Director of Environment and Neighbourhoods detailed a range of activities that had taken place within the Outer South Leeds Area. It also provided Members with an update on actions and achievements of the Area Management Team that related to priorities and work of the Area Committee since the Area Committee meeting in June 2010.

The report detailed actions carried out under the themes of the Area Development Plan and Members were asked to make decisions on the following issues:

- Rental support for Kaleidoscope and development of a new doorway at the West Ardsley Centre
- Sub-group nominations
- Locations for dog patrols and signage.
- Well being funds for Rothwell Christmas Fayre.

In brief summary, the following issues were discussed:

- Conservation audits – a procedural objection had been received regarding the Morley Area Conservation Audit and a formal public meeting would follow.
- Subsidies for the Garden Maintenance Service. It was reported that Area Management staff were working with Morley Elderly Action to resolve this.
- the proposed list of sites where dog warden patrols would be and how these had been decided upon. Members were asked to inform Area Management of other areas they would like to see patrolled.

RESOLVED –

- (a) That the report be noted
- (b) That the move to rental support for Kaleidoscope at West Ardsley as well as the development of a new doorway be agreed.
- (c) That Member nominations to sub groups as presented in appendix 3 be agreed.
- (d) That locations for out of hours patrols to target dog fouling as outlined in appendix 9a be agreed. Further locations to be supplied by Ward Members.
- (e) That the use of the promotional poster as outlined in appendix 9b and the production of 16 metal signs to be included in an Out of Hours Dog Warden Patrol project be agreed.
- (f) That £1,122 revenue Well Being Funding for Rothwell Christmas Fayre as outlined in 9.2.5 be agreed.

27 Dates, Times and Venues of Future Meetings

Monday, 18 October 2010, Thorpe Primary School
Monday, 29 November 2010, Drighlington Meeting Hall
Monday, 31 January 2011, Morley Town Hall
Monday, 14 March 2011, Rothwell One Stop Centre

All meetings start at 4.00 p.m.

The meeting concluded at 6.05 p.m.



Originator: Martin Dean

Tel: 78931

Report of the Leeds Initiative

South Leeds (Outer) Area Committee

Date: Monday 18th October 2010

Subject: Vision for Leeds 2011 to 2030 – progress with development and next steps

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 provides Area Committees with developmental progress and the next steps in relation to the Vision for Leeds 2011 – 2030.

1.0 Introduction

Members will be aware that this will be the third Vision for Leeds. The Leeds Initiative Executive agreed that a new Vision should be commissioned at their meeting of 25 March 2009. It was agreed a new Vision would look ahead to Leeds in 2030, and that the Leeds Strategic Plan from 2011 to 2014 would be the first three-year delivery plan for the Vision.

2.0 Progress to date

The ‘Where are we now?’ report developed at the end of 2009 formed the basis of discussions held during the stakeholder engagement phase with almost 40 different groups of people, third sector events, business events, Leeds Initiative strategy and development groups, specific interest groups, all the Leeds City Council political groups, and scrutiny boards.

A joint meeting of the Narrowing the Gap and Going up a League Boards took place on 8 February to consider and discuss the conclusions drawn from the discussions around the 'Where are we now?' report to firm up a proposition which formed the basis of the consultation draft.

The project team, comprising officers from across the full Leeds Initiative and Partnerships team, meets on a monthly basis, to drive the project forward and ensure the process is fully coordinated with other strategies and plans.

The team has:

- developed the consultation document;
- identified the impact assessments that need to be undertaken on risk, sustainability and equality;
- drawn up communications and consultation plans; and
- commissioned an agency to develop a campaign brand and consultation website – 'What if Leeds ...? Talk today. Shape tomorrow'.
- The Vision Steering group, comprising senior members of the Leeds Initiative's partners, has met three times since January to give their views on progress and inform the consultation process and the thinking behind the consultation document.

3.0 Next steps

The **public consultation phase** on the new Vision for Leeds runs from September to December 2010. The consultation approach will allow the public to respond on both shorter term priorities and the long term. The exercise will therefore create evidence for the Vision and the Leeds Strategic Plan. A full list of consultation activity both planned and already undertaken is attached at appendix III, but includes:

- a printed consultation document available across the city in public buildings, including libraries, community centres and one stop centres;
- a double-page spread and survey in the council's 'About Leeds' September edition;
- a week-long series of articles and features in the Yorkshire Evening Post;
- joint activities and blogs with www.guardian.co.uk/leeds ;
- a bespoke, time-limited website – www.whatifleeds.org - inviting people to get involved in a debate about the kind of city they want Leeds to be and their ideas for how to make it happen;
- 'Whatifleeds' Facebook, LinkedIn and Twitter accounts; and
- consultation with specific interest groups at events across the city;

The consultation timetable is constantly being added to as we continue to look for more community groups to engage with.

Timetable:

- Close consultation 31 December 2010
- Drafting of final Vision for Leeds document from December 2010 to February 2011
- CLT- LMT- Executive Board approval process
- Partnership approval processes
- Full Council – April 2011
- Formal public launch July 2011

4.0 Recommendations

Members of the area committee are invited to:

- note and comment on the work carried out to date to develop a new Vision for Leeds 2011 to 2030
- note and comment on the consultation document, 'What if Leeds ...'; and
- give support to the process of consultation

Background Papers

Leeds Strategic Plan 2011 -14

Appendix I – pdf

Appendix II

Consultation and communications plans for the Vision for Leeds 2011 to 2030

The sustainable community strategy, the Vision for Leeds 2011 to 2030, is the overarching plan for other local and regional plans and will take into account how they inform one another.

The Government says that it should be:

- based on local needs;
- underpinned by a shared evidence base;
- informed by community aspirations; and
- lead to improvements in the social, environmental and economic wellbeing of the area.
- the starting point for producing a sustainable community strategy is consultation.

Aims of the consultation and communications for the Vision for Leeds 2011 to 2030

The consultation and communications plans will aim to:

- increase public awareness of the Vision and engage meaningfully with local people;
- make sure the links between the Vision and other relevant strategies and plans are clear; and
- enable a wide and diverse range of people to take part and thereby influence the Vision.

Objectives

The consultation and communications plans will enable us to:

- work with partners to avoid duplication, maximise resources and participation and increase opportunities for joint consultation;
- understand the views of members of the public and other stakeholders about the future of Leeds;
- develop an understanding of alternative, innovative methods of consultation as a basis for service improvement;
- develop accessible consultation materials that will appeal to and engage with more Leeds' citizens;
- involve under-represented groups and groups at risk of exclusion;

- share intelligence and information with respect to the consultation outcomes for all partners and key consultees;
- work with partners to make sure that other key strategies are consistent with the Vision document; and
- provide staged feedback to all consultees.

Challenges

Challenges in putting into practice the consultation and communications plans to achieve effective results include:

- persuading a broader range of people to actively engage in the consultation process; and
- working with reduced capacity and limited budget to form a large-scale consultation.

Rationale for the consultation and communications approach

In order to address the issues outlined above an invitation to tender exercise was carried out to appoint an agency to develop a public-facing look and feel to the Vision for Leeds consultation and communications. Evidence has shown that successful consultation exercises that seek to engage with the general public have adopted a campaign approach creating a separate identity rather than using the brand of the commissioning organisation.

A Leeds-based agency, Home, has been appointed to develop a public-facing campaign identity and website for the 'Vision for Leeds' consultation project – 'What if Leeds ...? Talk today. Shape tomorrow'.

The aim is to:

- create an inclusive approach to the consultation;
- create an identity which is used on all communications media (website, consultation document, questionnaire) associated with the consultation,
- be instantly recognisable to the public, and
- build up momentum throughout the campaign.

Home has had previous success with this approach for several other public-sector organisations, including 'the Great Drink Debate' campaign for the COI from an original working title of 'Attitudes and behaviour towards alcohol in the Yorkshire & Humber region – a public consultation'. For this they developed a colour palette, imagery, a typography style and a strapline of "Views on booze. What's yours?". The campaign elicited 13,000 responses in three months.

The design proposition – What if Leeds ...? Talk today. Shape tomorrow.

The invitation to engage is at the heart of the proposition - the main objective being to get a response and to get people to join in to tell us where they see Leeds by 2030.

In replacement of the working title 'Vision for Leeds', the agency has developed the concept 'What if Leeds...'. And the website www.whatifleeds.org

'What if Leeds...' aims to:

- inspire people who live and work in Leeds to think to the long term;
- provoke interest by suggesting there's more to come;
- pose a question, thus opening up the subject to debate;
- use everyday language that will appeal to a broad demographic; and
- immediately make the campaign ownable to Leeds;

The concept name of 'What if Leeds...' is then substantiated with the strapline 'Talk today. Shape tomorrow'.

'What if Leeds...' acts as a stage in the development of the new Vision for Leeds by suggesting points of view that will spark debate, for example:

- what if Leeds has the best quality of life in the UK?
- what if Leeds is the UK's most family friendly city?
- what if Leeds has the strongest and most sustainable economy in the country?
- what if Leeds ...? You tell us!

The owl design device serves as a visual representation of the campaign and gives an alternative to using images of people, which is difficult when representing a broad demographic.

A stand-alone website – whatifleeds.org – has been developed to support our consultation. The website will use social media (Facebook, Twitter, YouTube, LinkedIn, Flickr, blogs, etc) to engage a wide demographic. Since the last Vision for Leeds was published, social media has become the most natural and conventional means of communication for a large majority of the population, and, in particular, young people. Recent research carried out by Nielsen showed that more people now communicate using social media than through email and 24 million people actively use Facebook in the UK (50% of these log on to Facebook in any given day) . Three million people are members of social networks associated with Leeds.

Online consultation has a number of other benefits:

- quick and easy responses;
- effective for large-scale consultation – able to reach a wider audience cost-effectively;

- information can be quickly updated;
- environmentally-friendly;
- ‘viral marketing’ can drive traffic to the site (using existing website databases, such as Breeze);
- participants can ask for more information, seek clarification and receive more immediate feedback than from traditional consultation methods;
- it encourages a two-way, more active process – people can pose their own questions rather than being the passive recipients of questions provided by ourselves;
- it gives people the opportunity to debate – something which has found a new voice in popular culture following the televised political debates for the general election;
- online tools allow for effective analysis and evaluation; and
- the website could provide a sustainable consultation platform subsequently.

Other groups e.g. Silver Surfers, and learning groups in libraries, have been approached in order to broaden participation. Guardian.co.uk/leeds is also engaged with the project.

A variety of other methods will be used in order to engage a broad range of audiences and yield both quantitative and qualitative results.

They will include:

- face-to-face (focus groups), particularly targeted at under-represented groups;
- print (newspaper, newsletters etc.) including one week of articles in the Yorkshire Evening Post with real-life case studies, and articles in a range of local newspapers;
- the communications networks of partner organisations;
- online newsletters;
- hard copies of the consultation document to be distributed to a wide range of organisations with public receptions;
- questionnaires;
- attendance at existing local community events and festivals;
- workshops for special interest groups;
- joint consultation with key strategic partners to avoid duplication;
- in-house consultation for schools, FE and HE sectors (young people and adults);
- employee engagement through staff networks (e.g. LCC, NHS); and

- presentations to a range of audiences.

Feedback will be provided to all consultees at staged intervals during the consultation process.

Key consultees will be approached to provide evaluation at the end of the consultation exercise.

Appendix III

Consultation timetable

Month	Activity
May 2010	<p>21 May - Open Space (cross-sector event with 20 workshops)</p> <p>22 May - TINWOLF (Transition Inner North West Of Leeds Forum) event – Reinventing our City – creating community solutions for a sustainable Leeds</p>
June 2010	<p>18 June - LSP challenge event</p> <p>Four-week project in Holy Rosary and St Anne's, Chapeltown for all key stage 2 students</p> <p>Robin Hood Primary pupils and parents event</p>
July 2010	<p>1 July - physical and sensory impairment event – Headingley</p> <p>6 July - LGB young people</p> <p>22 July - Hamwattan Elderly Group</p> <p>22 July - Jewish Older People</p> <p>26 July - Armley Helping Hands – older people</p> <p>27 July - Seacroft Older people</p> <p>Launch of e-consultation – email to Breezecard database</p> <p>Breeze on Tour events</p>
August 2010	<p>3 August - Leeds Black Elders</p> <p>4 August - PACTS (Police and Communities Together) meeting Hunslet</p> <p>6 August - Leeds Irish older people, Harehills</p> <p>8 August – Community Interfaith Event - Beeston</p> <p>10 August – Meeting with disabled adults (Leeds Involving People)</p>

	<p>11 August - Together for Peace – DIY Vision event for businesses</p> <p>18 August - Morley Elderly Action</p>
September 2010	<p>2 September – Otley community groups (Otley Town Council)</p> <p>3 September – Culture Vultures ‘Tales of the City’</p> <p>21 September - BettaKultcha (social media networking)</p> <p>Business event with Leeds Ahead</p> <p>Scrutiny Board meetings</p> <p>Schools</p> <ul style="list-style-type: none"> - Whitecote Primary, Bramley - Garforth Comprehensive - New Bewerley Primary, Beeston - Cookridge Primary - Rodillian School(disabled young people) <p>Institute of Directors - email to contact list 1500+ plus events</p> <p>Youth Council</p> <p>Women’s Group (Hamara Centre)</p> <p>Area management events</p>
October 2010	<p>Leeds Metropolitan University</p> <p>University of Leeds</p> <p>Leeds City College</p> <p>October 21 LINK</p> <p>Focus group GATE (Leeds Gypsy and Traveller Exchange)</p> <p>Focus group ROMA community</p> <p>Disabled young people</p> <p>Leeds Chinese Community including businesses</p> <p>Leeds Chamber Business Forum event</p> <p>LINK event</p>
November 2010	<p>Focus group MESMAC (LGB)</p>

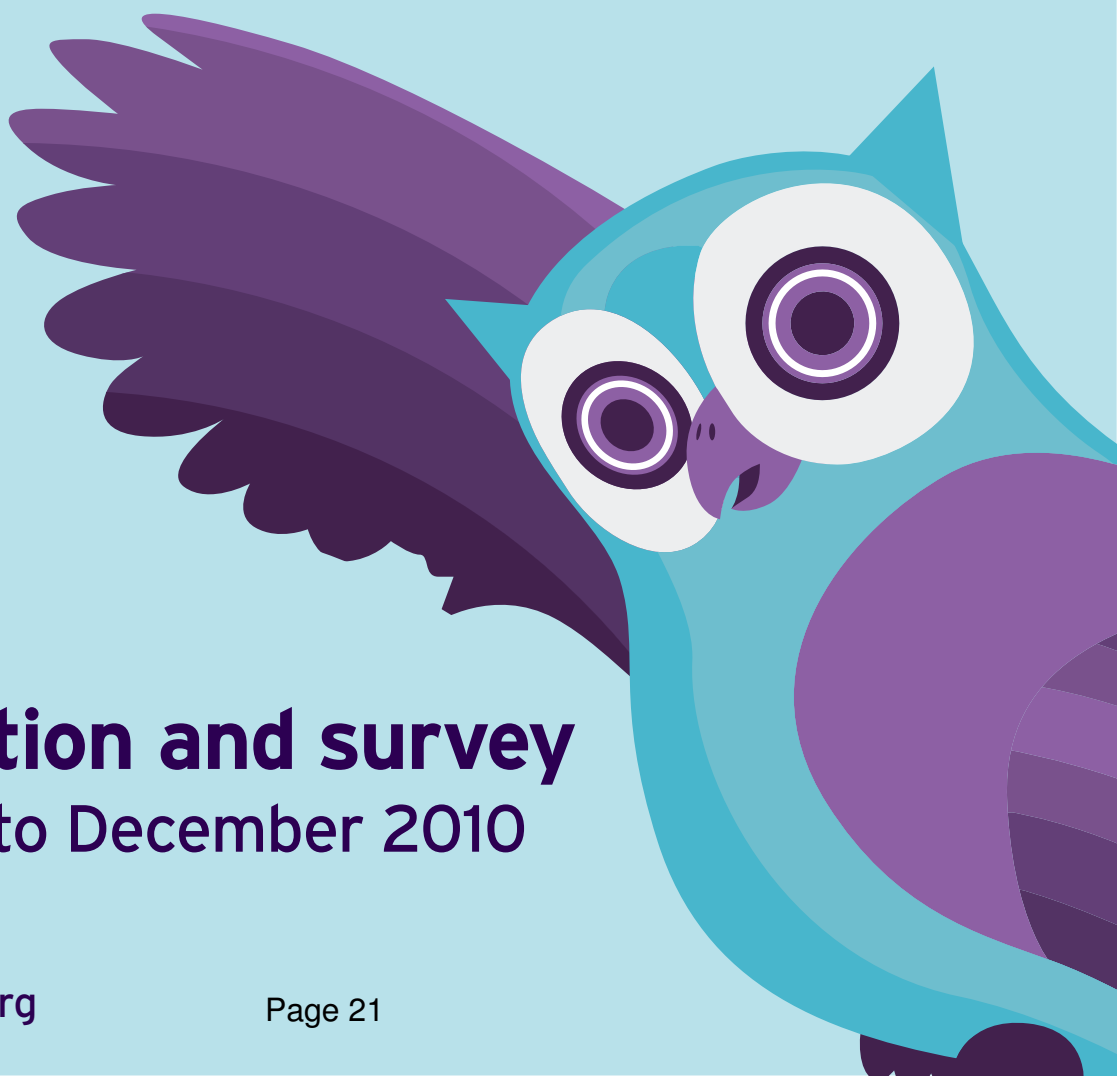
	PACTS meeting Wetherby 18 November – Equalities Assembly Conference
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What if **Leeds...**

Talk today. Shape tomorrow



Consultation and survey
September to December 2010

Want to have your say? Visit **whatifleeds.org**

If you want to have your say on the future of your city then our website offers you the chance to do so, right now.

Visit whatifleeds.org to submit your answers to the survey quickly and easily. You can also search for and join the debates that are of interest to you. And, if you have something you want to talk about, you can bring up a topic that has yet to be discussed.

Join in the debate at **whatifleeds.org**

What if **Leeds...**
...becomes the most child-friendly city in the UK?

What if **Leeds...**
... becomes a city where people have a chance to get out of poverty?

What if **Leeds...**
...continues with its growing population - can we cope?

What if **Leeds...**
...fails to adapt to climate change?



What if **Leeds...**
...becomes the greenest city in the UK?

What if **Leeds...**
...fails to plan for the future?

What if **Leeds...**
...has the best quality of life in the UK?

What if **Leeds...**
...becomes easier to get around without using a car?

What if **Leeds...**
...sees a widening of the gap between rich and poor?

What if Leeds... is your chance to shape the long-term future of the city through our public consultation to develop a Vision for Leeds 2011 to 2030.

The Leeds Initiative is the city's local strategic partnership. Founded in 1990, we bring together a wide range of people and organisations from the public, private, community, voluntary and faith sectors to work together to improve the city and overcome problems for the benefit for everyone. We work with over 500 organisations throughout the city. Our formal partners include:

Leeds City Council
Leeds, York and North Yorkshire Chamber of Commerce and Industry
Third Sector Leeds
Arts Council
Education Leeds
English Heritage
Environment Agency
Government Office Yorkshire and The Humber
Highways Agency
Jobcentre Plus
Leeds City College
Leeds Civic Trust
Leeds Faiths Forum
Leeds Metropolitan University
Leeds Partnership Foundation Trust

Leeds Teaching Hospitals Trust
Leeds Voice
Museums Libraries & Archives Yorkshire
NHS Leeds
Natural England
Skills Funding Agency
Sport England
University of Leeds
West Yorkshire Fire and Rescue Service
West Yorkshire Metro
West Yorkshire Police
West Yorkshire Police Authority
West Yorkshire Probation Service
Yorkshire Forward
Youth Offending Service

All our documents, and the notes of all our meetings, are on our website at www.leedsinitiative.org
We can make this document available in Braille, large print and audio format on request.



A new Vision for Leeds

The Leeds Initiative, the partnership organisation for the city led by Leeds City Council, is developing a new, long-term plan for the future of the city. It is called Vision for Leeds 2011 to 2030, which is also the sustainable community strategy for the Leeds area. This Vision will also help to decide the shorter term priorities that need to be delivered for the city over the next three years.

This document is a consultation and sets out principles and broad aims. It provides an opportunity to debate, raise issues and challenges as we seek to gain agreement. The Leeds Initiative will engage with the people of Leeds to develop this Vision. Each place and community can and will benefit from thinking through how the Vision will be made real for them, for example, in individual neighbourhoods or places of business, in the city centre or our market towns.

A Vision for all of Leeds

This Vision is for everyone who lives and works in the Leeds Metropolitan District, an area covering 217 square miles. Leeds is the second largest metropolitan authority in the country and the largest in the north of England. It is a rich and varied place, including a vibrant city centre - well known for its shopping and nightlife - with built-up areas surrounding it, some more rural areas, and several towns and villages. These stretch from Otley in the north-west, Wetherby in the north-east, the rural areas of Bramham and Aberford to the east, Rothwell, Allerton Bywater and Methley to the south and south-east, and Pudsey and Morley to the west and south-west. A unique and distinctive place, two-thirds of the district is green belt and is in easy reach of two national parks.

Leeds is a city of 750,200 people¹. In general, people are living longer and Leeds has as many people over 60 as under 16. There is a higher proportion of young people than the national average, including a large student population. Leeds is also a city with many cultures, languages, races and faiths. 11% of our population is made up of people from black and ethnic-minority communities².

Leeds is the regional capital and the main economic driver for Yorkshire with major road, rail and air connections to neighbouring towns and cities and to national and international networks. The city is home to some of the largest financial institutions in the country and is known as the leading financial and legal centre in the UK outside London. It has a varied economy, excellent universities and world-class culture and sport. Despite becoming wealthier as a city over the last 20 years, Leeds still has too many deprived areas, where there is a poor quality of life, low educational performance, too much crime and anti-social behaviour, poor housing, and families where no-one has worked for generations. We need to continue to tackle the multiple problems of poverty and to improve all parts of Leeds.

1 Office of National Statistics, 2006

2 Census of Population 2001

A changing environment

We last published a long-term plan for the city in 2004. This set out a plan to 2020, much of which has been achieved or is underway. But since then much has changed both globally and locally, which is why we are now revising this plan. We are facing a series of major challenges following the global recession, which has led to a significant fall in the public money available to spend. Nevertheless, we still have to think ahead and plan for future success. We have set out some of the other main changes below.

Tackling climate change

In 2004 there was little public information on how climate change would affect our city. Regardless of the reasons for our changing weather patterns, it is generally accepted that climate change is a fact. In Leeds we have already seen how small changes can have a dramatic impact on our daily lives – such as the flooding which caused havoc to our communities and businesses. We are also using up the planet's natural resources at an alarming speed – as early as 2020 our demand for oil could exceed supply. We need to plan for this and look at alternatives.

Responding to the global recession

Over the last ten years, Leeds has gained a national reputation as a city of economic growth, creating jobs in a range of industries and sectors. But the recession has posed a number of serious questions about the future of our local economy. There has been a real impact on some of Leeds' key sectors, including construction, and business and financial services. Combined with the challenge of tackling climate change, we will also need to find new ways to remain competitive.

Anticipating changes to our population

Leeds' population is forecast to grow. This growth will include:

- greater numbers of children and young people;
- more people aged 75 years and over; and
- more people from black, ethnic-minority and mixed race backgrounds.

Like other successful big cities, it is also likely we will attract a larger number of people from elsewhere in the UK and EU. We need to start planning now to make sure that the city can manage these predicted changes to our population.

We are facing a series of major challenges following the global recession, nevertheless we still have to think ahead and plan for future success.



What we have achieved since 2004

In 2004 we set the direction for the future of Leeds.

“Our Vision for Leeds is an internationally competitive European city at the heart of a prosperous region where everyone can enjoy a high quality of life.”

The three aims of the current Vision are:

1 **“Going up a league as a city - making Leeds an internationally competitive city - the best place in the country to live, work and learn, with a high quality of life for everyone.”**

This aimed to capture the magical mixture of economic development, quality of life and competitiveness that makes cities great, and makes them recognised in the world. We are now firmly established as an international city and are named as one of the top 30 European cities in which to do business¹. But there is still more to do, and the current economic situation has given us new challenges.

2 **“Narrowing the gap between the most disadvantaged people and communities and the rest of the city.”**

We have ‘narrowed the gap’ – but not enough and not always with lasting results. We have made good progress in achieving some targets – our young people are getting better exam results, the number of people smoking has fallen, and fewer of our neighbourhoods are in the 3% most deprived in the country.

But progress remains slow in other areas such as the health gap between our richer and poorer areas. Despite all our efforts, one in five people in Leeds still lives in poverty. Many people are unable to afford to heat their homes adequately, live in poor quality housing, and lose out further because they cannot access basic financial services that many of us take for granted.

3 **“Developing Leeds’ role as the regional capital, contributing to the national economy as a competitive European city, supporting and supported by a region that is becoming increasingly prosperous.”**

Leeds is now firmly established as the regional capital. We are working closely together with ten other local authorities to develop a regional approach, which recognises the impact of Leeds’ economic strength on the wider Leeds area, and have created ways of planning more effectively at that level.

The Vision for Leeds 2004 to 2020 also set out twelve priority projects, based on what the people of Leeds told us was important, to improve the quality of life in the city and the region. You can read more about our progress on these projects on our website - www.leedsinitiative.org

Our challenge for the future

Our challenge now in 2010 is to look to the future beyond the plans we have set to think through the big issues affecting Leeds and how we tackle them.

We need to look again at where the city is going and ask ourselves where we want to be in 2030.

For example:

- What if Leeds has the best quality of life in the UK?
- What if Leeds is the UK’s most family friendly city?
- What if Leeds has the strongest and most sustainable economy in the country?
- What if Leeds ...? You tell us!

¹ Cushman & Wakefield’s European Cities Monitor

Developing our new Vision

The Leeds Initiative's partners regularly listen to people's views on how we can improve. We have used these day-to-day insights to help us make a start on developing some new aims for the city. In addition, over the last year, we have held events and workshops with many of Leeds' organisations and people, who have also told us how they think Leeds should develop in the future. All of this has resulted in the following proposals about where we should aim to be as a city by 2030. We now want your views on these.

Our Vision

By 2030, Leeds will be internationally recognised as the best city in Britain - a city that is fair, open and welcoming with a prosperous and sustainable economy, a place where everyone can lead safe, healthy and successful lives.

Our aims

By 2030, Leeds will be fair, open and welcoming.

Leeds will be a place where everyone has an equal chance to live their life successfully and realise their potential. Leeds will embrace new ideas, involve local people, and welcome visitors and those who come here to live, work and learn.

To do this Leeds will be a city where:

- people from different backgrounds and ages feel comfortable living together in communities;
- people are treated with dignity and respect at all stages of their lives;
- we all behave responsibly;
- people have a shared sense of belonging;
- there are good relations within and between communities;
- the causes of unfairness are understood and addressed;
- people feel confident about doing things for themselves and others;
- our services meet the diverse needs of our changing population;
- people can access support where and when it is needed;
- local people have the power to make decisions that affect us;
- people are active and involved in their local communities; and
- everyone is proud to live and work.



Developing our new Vision (Continued)

By 2030, Leeds' economy will be prosperous and sustainable.

We will create a prosperous and sustainable economy, using our resources effectively. Leeds will be successful and well-connected offering a good standard of living. Our culture of being excellent at everything we do will create a great quality of life for all.

Leeds will be a city that has:

- a strong local economy driving sustainable economic growth;
- a skilled workforce to meet the needs of the local economy;
- a world-class cultural offer;
- built on its strengths in financial and business services, and manufacturing, and continued to grow its strong retail, leisure and tourism sectors;
- world-class, cultural, digital and creative industries;
- developed new opportunities for green manufacturing and for growing other new industries;
- improved levels of enterprise through creativity and innovation;
- work for everyone with secure, flexible employment and good wages;
- high-quality, accessible, affordable and reliable public transport;
- successfully achieved a 40% reduction in carbon emissions (by 2020);
- adapted to changing weather patterns;
- increased use of alternative energy supplies and locally produced food; and
- buildings that meet high sustainability standards in the way they are built and run.

By 2030, Leeds' communities will be safe, healthy and successful.

Everyone has the opportunity to be safe, successful and secure, and lead happy, healthy and fulfilling lives. Leeds' communities will thrive and people will be confident, skilled, enterprising, active and involved.

To do this Leeds will be a city where:

- people have the opportunity to get out of poverty;
- education and training helps more people to achieve their potential;
- communities are safe and people feel safe;
- all Leeds' homes are of a decent standard and everyone can afford to stay warm;
- healthy life choices are easier to make;
- community-led businesses meet local needs;
- local services, including shops and healthcare, are easy to access and meet our needs;
- local cultural and sporting activities are available to all;
- there are high quality buildings, places and green spaces, and
- happiness forms the basis of a good quality of life.

How will our Vision affect different places?

Our Vision needs to be relevant to all our local communities and neighbourhoods, as well as the city centre, Yorkshire region, nationally and internationally.

We have outlined below a few examples of how some of the ideas in this Vision will affect these different places.

Leeds neighbourhoods

Each community will be unique, but they can all be safe and inclusive, well planned, built and run, offering prosperity, good services and opportunities for all. We will work hard to release the potential of everyone in Leeds to make sure the Vision aims are achieved in every neighbourhood. To do this we will work with residents as equal partners who can determine their own and their communities' future. Services will be developed and delivered with local people, including older and younger people, and people of all abilities to be active and involved citizens.

Leeds city centre

Our city centre will be a key economic driver not just for the Yorkshire region, but for the country as a whole. It will remain one of the UK's leading retail destinations and a major draw for businesses and visitors alike, welcoming and well connected. It will be a place that is sustainable with a high quality environment and cultural offer, and a city that is safe, family-friendly and attractive to people of all ages and backgrounds.

Leeds Metropolitan District

Leeds is already committed to a 40% reduction in the carbon put into the atmosphere by 2020. This is a stretching target for the whole district, which requires Leeds' residents and organisations to work together to

make it happen. The Leeds Climate Change Strategy has set the direction for the city. Now the partners are planning the actions in transport, and managing buildings, including homes, and business operations. We will need to challenge and support each other to develop the new ideas needed to achieve such a challenging target. We will also need to engage with the imagination and creativity of the people of Leeds so that they can contribute.

Leeds City Region

By working with the Leeds City Region¹, we will create a sustainable and prosperous economy by engaging with business and our partners across the wider Leeds area. Working together we will achieve better results for our local economy, skills, housing, transport and innovation.

Leeds' role nationally and internationally

Leeds will punch its weight as a leading city nationally, making sure that decision makers and opinion formers understand the city and what it offers and the needs of its communities. We will make sure that Leeds gets its fair share of investment and funding. We will work to improve the reputation of the city nationally and internationally as the natural alternative to London, for investment, employment and a great quality of life.

¹ The Leeds City Region brings together the eleven local authorities of Barnsley, Bradford, Calderdale, Craven, Harrogate, Kirklees, Leeds, Selby, Wakefield, York and North Yorkshire County Council to work together on areas such as transport, skills, housing, planning and innovation.



What if Leeds works together?

The success of our city depends on all of us working together to make sure that our Vision and all our plans and strategies are robust and have been tested and challenged. We will make sure that we continue to work in partnership and with local communities to achieve the best for the people of Leeds.

We will listen to different points of view, we will be honest, open and straightforward – saying what we mean, and meaning what we say. We will use evaluation and evidence to make sure we make progress with our priorities.

You can join the debate by:

Visiting whatifleeds.org

Sending us a tweet [@whatifleeds](https://twitter.com/whatifleeds)

Visiting us at facebook.com/whatifleeds

Visiting us at whatifleeds.org/linkedin

What if you had your say?

Before we finalise the Vision for Leeds 2011 to 2030, we would like the views of as many people as possible that live or work in all parts of Leeds. We would also like your thoughts on the priorities for the next three years.

This survey is one way of telling us your views. Please take a few minutes to answer the questions on the following pages and return this survey (together with any extra comments) to the address shown (you do not need a stamp).

Why not have a conversation about the ideas in this draft Vision with friends, at work, or in your clubs and associations and tell us what you think?

Survey

What if Leeds ... becomes the best city in the UK?

What does this mean to you? How would you make this happen?

What if Leeds ... becomes fair, open and welcoming?

What does this mean to you? How would you make this happen?

What if Leeds ... has a prosperous and sustainable economy?

What does this mean to you? How would you make this happen?

What if Leeds' communities are safe, healthy and successful?

What does this mean to you? How would you make this happen?

Thinking about the next three years, what if you could choose ...?

What would the top priorities for the city be in the next few years? What are the big issues you think we need to tackle as a city?



We want to make sure that the final version of the Vision for Leeds 2011 to 2030 is accessible to people.

Please tell us your favourite options.

- A printed document
 An online document
 An online film or podcast
 A DVD
 Other (please specify)

About you

To help us make sure that we reach as wide a range of people as possible, it would help us if you could answer the questions below. The information you provide will be kept confidential.

Male Female Year of birth First part of postcode (e.g. LS10)

Ethnic origin: Please choose one section from A to E and then tick the appropriate box to indicate your ethnic background.

A. White	B. Mixed Race	C. Asian or Asian British	D. Black or Black British	E. Other ethnic groups
<input type="checkbox"/> British <input type="checkbox"/> Irish <input type="checkbox"/> Any other White background please write below <input type="text"/>	<input type="checkbox"/> White and Black Caribbean <input type="checkbox"/> White and Black African <input type="checkbox"/> White and Asian <input type="checkbox"/> Any other Mixed background please write below <input type="text"/>	<input type="checkbox"/> Indian <input type="checkbox"/> Pakistani <input type="checkbox"/> Bangladeshi <input type="checkbox"/> Kashmiri <input type="checkbox"/> Any other Asian background please write below <input type="text"/>	<input type="checkbox"/> Caribbean <input type="checkbox"/> African <input type="checkbox"/> Any other Black background please write below <input type="text"/>	<input type="checkbox"/> Chinese <input type="checkbox"/> Gypsy/Traveller <input type="checkbox"/> Any other background please write below <input type="text"/>

Do you consider yourself to be disabled? Yes No

Type of disability:

- Physical – such as using a wheelchair to get around or difficulty using your arms
 Sight or hearing problems – such as being blind or partially blind, or deaf or partially deaf
 Mental health condition – such as depression or schizophrenia
 Learning disability – such as Down's syndrome or dyslexia – or difficulties in thinking, planning, and memory – such as autism or brain injury
 Long-standing illness or health condition – such as cancer, HIV, diabetes, chronic heart disease, or epilepsy

Sexual orientation: Heterosexual/straight Lesbian/gay woman Gay man Bisexual

Religion or belief: Please tick the appropriate box to describe your religion or belief

- Buddhist Christian Hindu Jewish
 Muslim Sikh No religion Other (please specify)

2



FREEPOST PLUS RSCS-ZTJU-CLXH
Leeds City Council
Merrion House
110 Merrion Centre
Merrion Way
Leeds
LS2 8ET



What if **Leeds...**
Talk today, *Shape tomorrow*



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the Leeds Initiative

HA/TP/SC/08.10/8K

Published by The Leeds Initiative, August 2010



Originator: Mark Dolman

Tel: 2476362

Report of the Director of Environment & Neighbourhoods

South Leeds (Outer) Area Committee

Date: Monday 18th October 2010

Subject: Reporting Health & Environmental Action Service activities to the area committees.

Electoral Wards Affected:

All Ward Members consulted (referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

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

Executive Summary

Following consultation and feedback from area committees and sub-groups, Appendix 1 is a revised version of the Health & Environmental Action Services activity report first presented to members in January of this year. Information is now presented at ward level and includes some data mapping. The aim of the report is to provide members with information about the scope and activities of our service with particular focus on enforcement action and the work of the Environmental Action Teams aligned to strategic outcomes.

1.0 Purpose Of This Report

To provide information for members on the demand for services provided by the Health & Environmental Action Service (HEAS) with particular focus on the enforcement activities undertaken by the Environmental Action Team (EAT) and Highways & Environmental Enforcement (HEE) team. The report known as the 'HEAS Activity Report' (appendix 1) was first introduced to members in January and the subsequent feedback has been integrated into a revised report which now provides data at ward level. This particular report is a half year report for 2010-2011 as it was agreed that reports would be produced on a 6 monthly basis.

2.0 Background Information

HEAS has been operational since May 2008 when it was created out of the former Enforcement Division and Environmental Health Division. Part of its remit is to consider how best to report on its activities and maintain effective communication with area committees particularly in relation to locality working. Mindful of this Graham Wilson the Head of Environmental Action & Parking produced a pilot report for North West inner area committee in February 2009 which was well received. It subsequently created a lot of interest and enquiries from a number of other area committees who felt this sort of information would be valuable to them. Consequently the attached report was developed to present information that would be interesting to members and encourage debate about the nature and demand for our services.

3.0 Main Issues

The report gives a brief description of the work undertaken by teams within HEAS and outlines the scope and demand for our services in the Outer South management area.

Information has been grouped according to the strategic outcome that a teams activities most significantly contributes to. Data is provided in relation to service requests, fixed penalty notices, enforcement notices, premises inspections, private sector housing inspections, licenses issued, homes improved and adapted.

The report must be read with a health warning in that it relies heavily on service request (SR) volumes to demonstrate the demand for particular services. In reality its not feasible to draw accurate conclusions about the productivity of teams based on SR's alone because we're not comparing like with like. The notion of SR's is a broad one, ranging from requests for telephone advice that take little time to process to complaints that may take months to investigate and resolve. Consequently there is a wide variation between the type of job undertaken by teams and the time taken to complete each job, neither of which are reflected by counting SR's. Nevertheless SR's do provide a useful indication of the types of issues that are most commonly dealt with in different areas.

The report currently provides information not just on teams involved in crime and grime issues but also on the work of some of our city wide teams such as food, health and safety, housing regulation and regeneration etc There are a number of ongoing projects that have been instigated to review the councils provision of services in light of the difficult economic climate that now exists. In particular these include locality working and the regional provision of regulatory services. The findings from both will shape future provision and could result in significant changes in the orientation of services which will need to be reflected in future issues of this report.

In the meantime information in the report as well as feedback received from members via area committees and/or sub groups will be taken into consideration and used in tasking reviews as well as to shape the drafting of next years service plan. Additionally the report will be used to inform locality working and facilitate communication between members, area management and relevant Health and Environmental Action Service functions. The latter being particularly important in the times of change that we inevitably face over the coming months.

4.0 Implications For Council Policy and Governance

None

5.0 Legal and Resource Implications

None

6.0 Conclusions

HEAS collects and has access to a wealth of data. Conscious of the need for a relatively concise report we've had to be fairly selective about the information that has been included and how it is presented. The revised format has been developed as a result of feedback from members following presentation of the initial report earlier in the year.

7.0 Recommendations

Members are asked to note and consider the information provided within the attached report (Appendix 1) in order to facilitate decisions about work priorities as part of the intensive neighbourhood management process. Of particular interest is likely to be the work of the EAT's whose staff include the newly appointed Community Environment Officers and Community Environment Support Officers.

Background Papers

Appendix 1 - please see the attached "***Health and Environmental Action Service activity report South East Management Area April 2010- September 2010***"

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APPENDIX 1

The Health and Environmental Action Service (HEAS) is part of Environmental Services and is responsible for a diverse range of functions including enforcement of over 100 Acts of Parliament, extensive private sector housing regeneration with programmes, adaptations to private sector homes, food safety and health & safety in commercial premises, pollution control of air, land and water, Houses' in Multiple Occupation (HMO) licensing, and regulation of the private rented sector to name but a few. The aim of this report is to give a flavour of the services we offer and the demand for those services as well as the outcomes we achieve which contribute to the local strategic partnerships vision for Leeds.

The service is divided into 3 sections with the broad responsibilities listed below.

Pollution Control & Housing

- Housing regeneration – group repair, empty homes and home assistance loans
- Housing regulation – HMO and selective licensing, landlord accreditation and the condition of private rented homes
- Pollution control – noise and air pollution, permitted commercial processes, landfill site monitoring.
- Aids & adaptations to the homes of people with disabilities

Commercial & Business Support

- Food Safety - food premises inspections, scores on the doors and healthy eating interventions
- Infectious disease control
- Health & safety in the workplace
- Affordable warmth - home energy efficiency improvements, health through warmth and fuel poverty initiatives
- Pest control

Parking & Environmental Action

- Parking
- Highways & Environmental Enforcement (HEE) – fly tipping, highways issues, waste carrying
- Environmental Action Team's (EAT) * 3 – littering, drainage, dog fouling, waste storage, graffiti

Scope of the report

To facilitate service delivery each of the above sections are organised into teams. It is the activity of these teams which forms the basis for the presentation of information in this report. However to make the information more user friendly, headings and groupings in the report contain a blend of outputs from different teams and where possible have been aligned to strategic themes rather than the HEAS organisational structure.

Its also worth noting that whilst a significant proportion of service requests are in effect 'complaints' the definition is much wider than that and includes requests for: advice, registrations, licences, training, planning consultations, scientific surveys, sampling as well as pro-active inspections and stop and search interventions and others.

This first table shows the requests for service made to all teams and reflects the level of demand for our services by the public, other departments and external agencies.

Service requests received by the Health and Environmental Action Service (April 2010-September 2010)

Table 1	Inner South			Outer South				Outer East			
TEAM	Beeston/ Holbeck	City & Hunslet	Midd'ton Park	Ardsley/ Robin- Hood	Morley North	Morley South	Rothwell	Crossgates/ Whinmoor	Garforth/ Swill'ton	Kippax/ Methley	Temple Newsam
Landlord Accreditation	0	1	1	0	1	1	0	2	0	0	1
Food Safety	12	65	3	1	8	11	10	8	3	2	5
Highways and Environmental Enforcement	43	75	57	7	36	45	16	18	26	32	43
Houses in Multiple Occupation	6	7	1	0	2	1	0	1	2	1	2
Health and Safety	53	55	2	4	8	2	1	4	7	3	6
Air Pollution	34	11	0	4	4	4	0	0	11	1	2
Commercial noise and Environmental Protection	98	240	14	25	27	39	23	24	27	13	18
Pest Control	43	40	56	21	17	21	53	34	27	39	51
Private Rented Sector Housing	27	39	8	2	3	9	2	6	11	3	6
Rentokil	65	66	101	57	30	39	72	81	54	65	73
South EAT*	532	914	313	171	183	220	176	251	165	165	219
Totals	913	1513	556	292	319	392	353	429	333	324	426

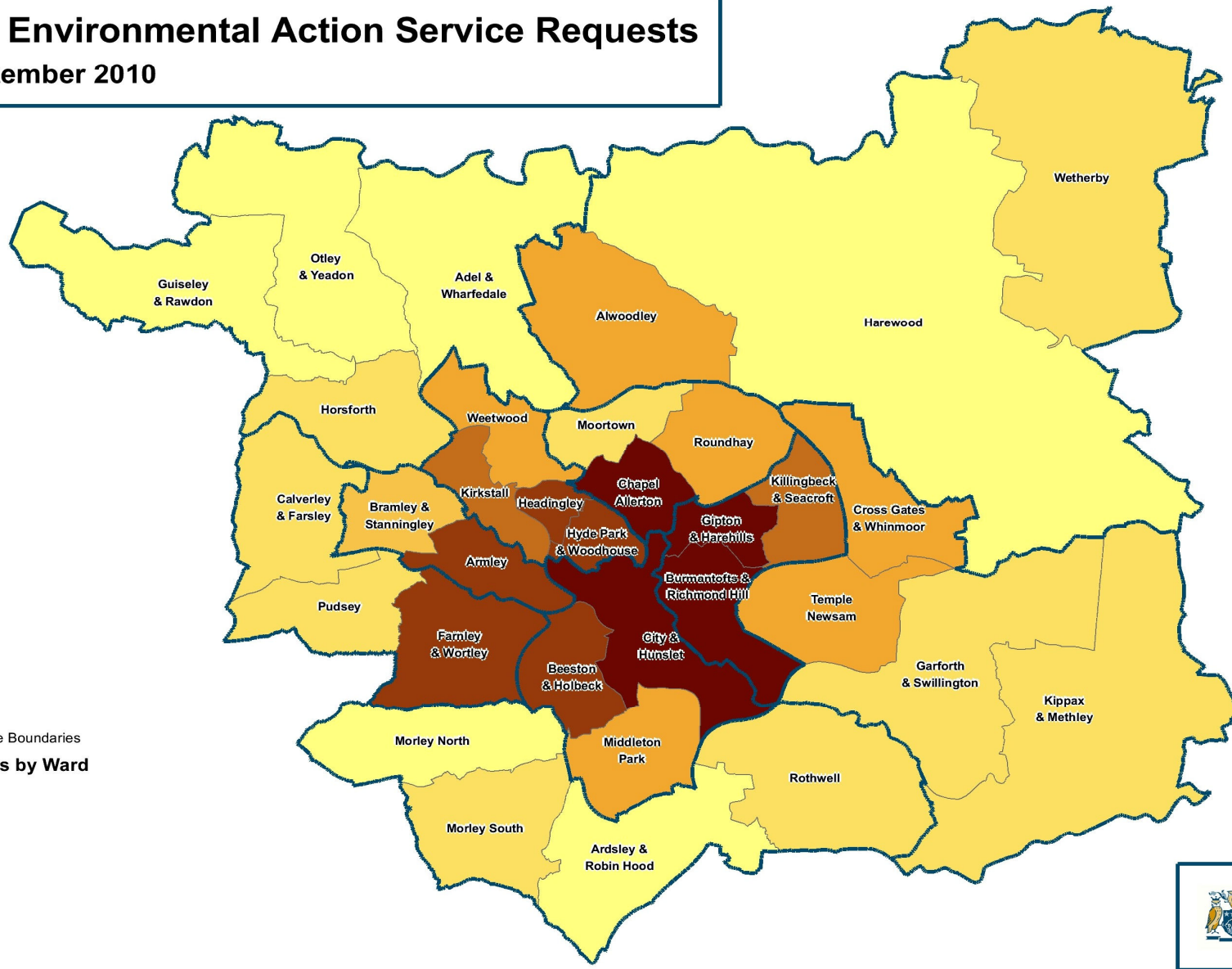
*EAT = Environmental Action Team

Service requests received by the Health and Environmental Action Service for Outer South wards - comparison with the previous 6 months data

Table 2	Oct 2009 to March 2010				April 2010 to Sept 2010			
TEAM	Ardsley/ Robin-Hood	Morley North	Morley South	Rothwell	Ardsley/ Robin-Hood	Morley North	Morley South	Rothwell
Landlord Accreditation	1	0	2	0	0	1	1	0
Food Safety	3	9	13	7	1	8	11	10
Highways and Environmental Enforcement	20	58	27	18	7	36	45	16
Houses in Multiple Occupation	1	1	0	0	0	2	1	0
Health and Safety	5	9	12	4	4	8	2	1
Air Pollution	2	0	2	0	4	4	4	0
Commercial noise and Environmental Protection	14	15	17	12	25	27	39	23
Pest Control	9	3	9	14	21	17	21	53
Private Rented Sector Housing	5	6	11	5	2	3	9	2
Rentokil	86	71	47	52	57	30	39	72
South EAT*	136	143	215	110	171	183	220	176
Totals	282	315	355	222	292	319	392	353

Health & Environmental Action Service Requests

April - September 2010



Legend

Area Committee Boundaries

Service Requests by Ward

- 249 - 300
- 301 - 350
- 351 - 400
- 401 - 500
- 501 - 700
- 701 - 1150
- 1151 - 1778



The work areas in this section contribute to the strategic objective:

- *Cleaner, greener and more attractive neighbourhoods through effective environmental management and changed behaviours*

Service requests dealt with by the South Environmental Action and Highways & Environmental Enforcement teams (April 2010-September 2010)

Table 3	Inner South			Outer South				Outer East			
Job type	Beeston/ Holbeck	City & Hunslet	Midd'ton Park	Ardsley/ Robin- Hood	Morley North	Morley South	Rothwell	Crossgates/ Whinmoor	Garforth/ Swill'ton	Kippax/ Methley	Temple Newsam
Bonfires	5	4	4	5	10	6	5	4	3	4	3
Commercial waste	20	111	12	5	4	20	4	4	6	4	16
Domestic waste	93	69	22	6	17	13	15	19	15	16	11
Drainage	18	15	10	9	14	9	10	23	5	12	19
Flyers	0	38	0	0	0	0	0	0	0	0	0
Flyposting	5	17	0	3	0	1	1	4	5	7	3
Flytipping	50	78	68	17	22	16	10	27	22	15	23
Highways	23	48	12	14	23	16	14	24	10	20	16
Housing	6	9	2	3	2	5	6	8	3	3	7
Litter	26	268	7	2	3	14	7	9	5	2	5
Noise	168	209	128	68	75	89	60	85	50	52	69
Nuisance	8	8	2	4	4	5	6	3	0	3	6
Odour	0	3	0	2	1	0	1	1	0	0	2
Overgrown vegetation	40	12	20	28	12	21	27	47	36	18	26
Rodents	6	8	4	2	4	3	3	2	1	3	8
Vehicle offences	29	6	41	3	21	43	4	1	11	2	32
Waste in gardens	73	85	30	7	5	3	15	28	13	31	17
Totals	570	988	362	178	217	264	188	289	185	192	263

Service requests received by the South Environmental Action and Highways & Environmental Enforcement teams for Outer South wards - comparison with the previous 6 months

Table 4	Oct 2009 to March 2010				April 2010 to Sept 2010			
Job type	Ardsley/ Robin-Hood	Morley North	Morley South	Rothwell	Ardsley/ Robin-Hood	Morley North	Morley South	Rothwell
Bonfires	2	2	0	7	5	10	6	5
Commercial waste	1	5	20	4	5	4	20	4
Domestic waste	7	25	33	11	6	17	13	15
Drainage	6	11	15	4	9	14	9	10
Flyposting	0	0	0	0	3	0	1	1
Flytipping	20	14	31	18	17	22	16	10
Highways	18	15	28	9	14	23	16	14
Housing	4	2	6	2	3	2	5	6
Litter	6	3	8	4	2	3	14	7
Noise	46	49	70	46	68	75	89	60
Nuisance	3	2	7	4	4	4	5	6
Odour	3	1	1	1	2	1	0	1
Overgrown vegetation	30	11	15	6	28	12	21	27
Rodents	2	1	0	1	2	4	3	3
Vehicle offences	2	44	1	1	3	21	43	4
Waste in gardens	1	9	4	7	7	5	3	15
Totals	151	194	239	125	178	217	264	188

Service requests dealt with by the dog wardens in the Outer South wards

Table 5	Oct 2009 to March 2010				April 2010 to Sept 2010			
Job type	Ardsley/ Robin- Hood	Morley North	Morley South	Rothwell	Ardsley/ Robin-Hood	Morley North	Morley South	Rothwell
Dog wardens	83	62	64	79	58	37	52	43

Abandoned cars removed by the Highways & Environmental Enforcement team (April 2010-September 2010)

Table 6	Inner South			Outer South				Outer East			
Job type	Beeston/ Holbeck	City & Hunslet	Midd'ton Park	Ardsley/ Robin- Hood	Morley North	Morley South	Rothwell	Crossgates/ Whinmoor	Garforth/ Swill'ton	Kippax/ Methley	Temple Newsam
Abandoned cars	4	2	2	2	4	1	3	0	2	1	3

**Enforcement notices served by the South Environmental Action and Highways & Environmental Enforcement teams
(April 2010-September 2010)**

Table 7	Inner South			Outer South				Outer East			
TEAM	Beeston/ Holbeck	City & Hunslet	Midd'ton Park	Ardsley/ Robin- Hood	Morley North	Morley South	Rothwell	Crossgates/ Whinmoor	Garforth/ Swill'ton	Kippax/ Methley	Temple Newsam
Boarding Up's	0	4	0	0	0	0	0	2	0	2	0
Commercial waste	49	38	27	4	27	50	6	0	11	4	48
Detrimental properties	1	2	0	0	0	0	0	0	0	0	1
Domestic waste	47	14	2	2	0	1	6	6	2	1	1
Drainage	9	1	3	0	1	2	0	13	1	1	6
Highways	3	18	3	6	10	6	8	1	0	0	1
Intruder alarms	3	0	0	0	0	0	1	3	1	2	8
Littering	7	60	3	3	1	1	3	7	2	3	2
Rodents	1	4	2	0	0	0	0	0	0	0	3
Statutory nuisance	6	11	1	2		4	4	2	0	0	1
Totals	126	152	41	17	39	64	28	34	17	13	71

Enforcement notices served by the South Environmental Action and Highways & Environmental Enforcement teams for Outer South wards - comparison with the previous 6 months

Table 8	Oct 2009 to March 2010				April 2010 to Sept 2010			
TEAM	Ardsley/ Robin-Hood	Morley North	Morley South	Rothwell	Ardsley/ Robin-Hood	Morley North	Morley South	Rothwell
Boarding Up's	0	0	0	0	0	0	0	0
Commercial waste	3	46	6	4	4	27	50	6
Domestic waste	0	1	22	1	2	0	1	6
Drainage	1	1	1	0	0	1	2	0
Graffiti	0	0	0	1	0	0	0	0
Highways	10	3	7	0	6	10	6	8
Intruder alarms	0	0	0	0	0	0	0	1
Littering	0	2	2	0	3	1	1	3
Statutory nuisance	0	3	3	2	2	0	4	4
Totals	14	56	41	8	17	39	64	28

**Fixed penalty notices issued by the South Environmental Action and Highways & Environmental Enforcement teams
(April 2010-September 2010)**

Table 9	Inner South			Outer South				Outer East			
TEAM	Beeston/ Holbeck	City & Hunslet	Midd'ton Park	Ardsley/ Robin- Hood	Morley North	Morley South	Rothwell	Crossgates/ Whinmoor	Garforth/ Swill'ton	Kippax/ Methley	Temple Newsam
Commercial waste	6	5	4	0	1	2	0	0	0	0	3
Dog fouling	0	4	1	0	0	0	4	0	0	4	1
Domestic waste	1	0	1	0	0	0	0	0	0	0	0
Littering	14	225	3	1	2	11	4	5	1	2	3
Totals	21	234	9	1	3	13	8	5	1	6	7

Fixed penalty notices served by the South Environmental Action and Highways & Environmental Enforcement teams for Outer South wards - comparison with the previous 6 months

Table 10	Oct 2009 to March 2010				April 2010 to Sept 2010			
TEAM	Ardsley/ Robin-Hood	Morley North	Morley South	Rothwell	Ardsley/ Robin-Hood	Morley North	Morley South	Rothwell
Commercial waste	0	0	1	1	0	1	2	0
Dog fouling	2	1	0	0	0	0	0	4
Littering	2	2	3	2	1	2	11	4
Totals	4	3	4	3	1	3	13	8

The work areas in this section contribute to these strategic objectives:

- *Reducing health inequalities through the promotion of healthy life choices and improved access to services*
- *Improving the quality of life through maximising the potential of vulnerable people by promoting independence, dignity and respect*
- *Enhancing safety and support for vulnerable people through preventative and protective action to minimise risks and maximise wellbeing*

Adaptations to homes to support independent living

The agency consults with disabled people to identify the housing options, including re-housing and/or adaptations, which are most appropriate for their circumstances. Many of the works provided, such as grab rails, handrails, ramps, showers and lifts make a major contribution to a reduction in falls, especially by older people. A total of 480 adaptations were completed across the City between April and September 2010.

Table 11	Inner South			Outer South				Outer East			
Function	Beeston & Holbeck	City & Hunslet	Midd'ton Park	Ardsley & Robin Hood	Morley North	Morley South	Rothwell	Crossgates/Whinmoor	Garforth/Swillington	Kippax/Methley	Temple Newsam
Homes adapted	19	19	30	14	15	21	20	30	13	12	17

Page 48

Health & Safety

We protect people's health and safety by ensuring risks in the workplace are properly controlled. This is achieved through a program of risk based inspections, education and investigation of accidents. The aim of the latter is to call to account negligent employers and send out a clear message that they must meet their legislative obligations and make their workplaces safe.

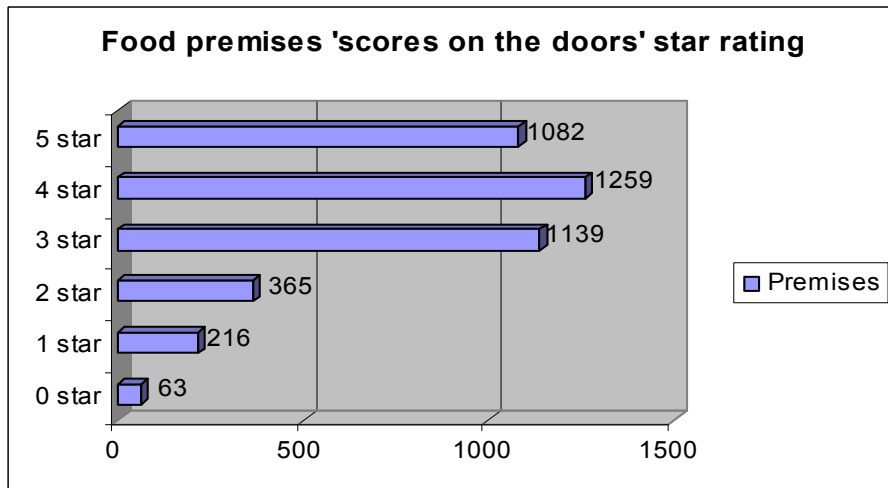
Table 12	Inner South			Outer South				Outer East			
Function	Beeston & Holbeck	City & Hunslet	Midd'ton Park	Ardsley & Robin Hood	Morley North	Morley South	Rothwell	Crossgates/Whinmoor	Garforth/Swillington	Kippax/Methley	Temple Newsam
Inspections	33	269	2	15	20	17	12	8	31	27	33
Investigations	6	42	0	3	4	0	4	2	5	4	4

Food safety & disease control

Our aim is to ensure that all food produced, prepared or sold in Leeds is safe to eat and will not cause ill health. This is facilitated by programmed inspections and supplemented by a portfolio of activity to encourage businesses to raise food hygiene standards “scores on the doors” has been particularly effective in this respect.

The monitoring and reporting of infectious disease notifications in the city provides essential information to aid disease control, equally important is the work done in investigating particular cases of gastrointestinal illness which may indicate problems with the food or water supply to the City. Detection of other sources of gastrointestinal illness is afforded by the food and water sampling programmes. The Animal Health function concerns itself with enforcement of disease control and welfare provisions of the food animals at farms, livestock markets and during transit.

Table 13	Inner South			Outer South				Outer East			
Function	Beeston & Holbeck	City & Hunslet	Midd'ton Park	Ardsley & Robin Hood	Morley North	Morley South	Rothwell	Crossgates/Whinmoor	Garforth/Swillington	Kippax/Methley	Temple Newsam
Food inspections	15	194	32	13	29	25	17	10	17	21	24
Animal health visits	1	1	1	0	5	0	2	1	1	1	4



The scheme displays a star rating for food businesses based on a food hygiene inspection. Ratings awarded range from 5 stars for excellent to 0 stars for very poor. Businesses selling or producing low risk food are not included in the scheme. Although it is voluntary for food businesses to display the award all ratings can be viewed on the internet at:

<http://www.scoresonthedoors.org.uk>

4,124 premises are currently rated

Housing regulation

Includes management and promotion of the Leeds Landlords' Accreditation Scheme, enforcement of Housing Act powers and controls over Houses in Multiple Occupation (HMOs) which can present higher risks to the occupants for example in terms of fire safety. Major changes introduced in the Housing Act include the introduction of licensing of all HMOs, selective licensing in areas of low demand or with severe ASB issues and generally addressing poor housing conditions which are known to have an adverse impact on health.

Most of our housing regulation work is to identify and remove category 1 hazards from properties and where possible encourage owners to bring their properties up to the decent homes standard. As such we are more active in areas with high numbers of pre 1919 properties and Houses in Multiple Occupation.

Table 14	Inner South			Outer South				Outer East			
Function	Beeston & Holbeck	City & Hunslet	Midd'ton Park	Ardsley & Robin Hood	Morley North	Morley South	Rothwell	Crossgates/Whinmoor	Garforth/Swillington	Kippax/Methley	Temple Newsam
Single homes inspected	4	2	1	0	2	0	2	1	0	2	0
HMO 's inspected	12	6	1	0	2	0	3	0	1	0	0
Accreditation inspections	0	1	0	1	0	0	1	0	1	1	0

* HMO's – Houses in multiple occupation

Empty Properties

The ward figures below are to the end of July 2010 and show the number of empty properties of all types and tenures that have been empty for longer than 6 months. By way of comparison City & Hunslet has the highest concentration of empty properties with 1,320. The total for the City as a whole is 8,725. If we exclude ALMO, registered social landlord, student accommodation and second homes the figure for the City falls to 5,891 – unfortunately ward by ward figures aren't available for this narrower definition.

Table 15	Inner South			Outer South				Outer East			
Function	Beeston & Holbeck	City & Hunslet	Midd'ton Park	Ardsley & Robin Hood	Morley North	Morley South	Rothwell	Crossgates/Whinmoor	Garforth/Swillington	Kippax/Methley	Temple Newsam
Properties empty for more than 6 months	343	1320	138	143	182	189	127	152	115	170	137



Originator: Stephen Smith

Tel: 77293

Report of Chief Environment Services Officer

South Leeds (Outer) Area Committee

Date: Monday 18th October 2010

Subject: GROUNDS MAINTENANCE UPDATE REPORT

Electoral Wards Affected:

ALL

Ward Members consulted (referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

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

Executive Summary

In July 2010 the Council's Executive Board gave approval for the procurement of a new grounds maintenance contract with a revised start date from 1st March 2011 to 1st January 2012. A draft specification has now been prepared incorporating feedback from ALMO tenants, Highways and Transportation services and the Area Committees.

Engaging with the Parish and Town Council's has also been raised as an issue through Area Committees and the Grounds Maintenance Scrutiny Inquiry carried out between August and December 2009. The revised procurement timetable reflects the process to engage with Parish and Town Council's.

It is recommended that the contents of the report are noted.

1.0 Purpose Of This Report

- 1.1 To advise members of the progress to date with the procurement of a new grounds maintenance contract to start 1/1/2012.
- 1.2 To advise members of the revision to the contract start date from 01/03/2011 to 01/01/2012.
- 1.3 To advise members of several key issues that have emerged to date that have influenced the approach taken to the procurement and shape of the contract.

2.0 Background Information

- 2.1 The Grounds Maintenance procurement strategy is currently being overseen by a Grounds Maintenance Programme Board chaired by the Chief Environmental Services Officer, and made up of the Chief Executive Officers from the three ALMOs and BITMO, the Highways Asset Manager for Highways and Transportation along with other key stakeholders including Strategic Landlord, Procurement Unit and Parks and Countryside. The programme board is supported by a project team made up of representatives from the four clients, procurement, environmental services and parks and countryside.
- 2.2 Looking forward, the proposals to monitor the performance of the appointed contractor will also seek to engage and actively involve the various clients so that they can feedback to their various stakeholder groups in a positive way and reflect that their interests are being represented and upheld. ALMO tenants and Town and Parish Council representatives will be encouraged to have a far greater role in the monitoring of the grounds maintenance services.
- 2.3 In overall terms the new contract will deliver the following grounds maintenance functions:
 - Amenity grass in residential areas including roadside verges, grass around sheltered areas and other areas some of which are on “In Bloom” judging routes.
 - Rough cut grass – this includes grass in urban or rural areas requiring less maintenance than amenity grass.
 - “Sight line” grass on highways – this is particularly in rural areas and at road junctions and bends, and is cut to maintain road safety standards.
 - Shrub and rose beds at various sites within the city.
 - Primary networks – typically grass verges and central reservations surrounding motorway and other key junctions.
 - Hedge maintenance

3.0 Main Issues

Progress to Date

- 3.1 The procurement strategy approach adopted to date has sought to engage and incorporate the views of the various clients whilst at the same time promoting a consistent approach to grounds maintenance across the city.
- 3.2 Below is the summary of the consultation work carried out by the clients which has been used to develop the contract specification and the contract structure

4. Consultation Arrangements and Feedback

- 4.1 As part of the procurement process the four clients have undertaken a range of customer consultation activities. These are summarized below with key findings:

4.2 ALMO and BITMO Boards

Consultation has taken place with customers through a variety of methods including newsletter articles, attendance at Resident and Tenant Group meetings, satisfaction surveys and a number of focus groups.

The issues that have been raised through the consultation process have been considered by the Project Team and include:

- Clarity on how customers could report problems
- Feedback when complaints are received
- Effective action when complaints are received
- Publish 'Service Standards' that are easy to obtain and understand
- Mapping of all sites needs to be up to date
- Monitoring needs to be consistent
- Financial penalties need to be imposed on the contractor
- Modern and suitable equipment needs to be used
- Litter picking needs to be undertaken prior to grass cutting

4.3 Area Committees

A report was presented to all ten Area Committees in September/October 2009 and in summary identified five key issues.

(i) Mapping of Sites

The current Grounds Maintenance mapping database has been developed over the life of this contract and now accurately records the areas of land assigned to the individual ALMOs and Highway and Transportation Services that they have authorised to be serviced. Land will only be varied in or out of the contract with the approval of the appropriate client. Current systems allow the contract monitoring team to determine whether any other identified areas of land are in Council or private ownership and will ensure that the mapping database used for the new contract is up to date.

Where land is in private ownership every effort is made to identify the owner and encourage them to maintain the land. Where ownership is not clear and more work will be done to ensure that the mapping database is as up to date as possible and maintained throughout the life of the next contract.

(ii) Contract Specification

A number of issues were raised including the possibility of collecting grass cuttings, the ability to vary the number of cuts in certain areas, the removal of cuttings from highways and footways after works have been carried out. The soft market testing exercise carried out in 2009 suggested that this option would significantly increase unit rates. Contractors that responded have indicated that grass collection would be approximately 33% more expensive.

(iii) Contract Structure

The report to Area Committees recommended that one city wide integrated contract represents the opportunity to get best value. In the main this was agreed to but some comments were made on the role of Town and Parish Councils. The agreed contract structure will provide Parish and Town Councils with an opportunity to tender for the grounds maintenance work in their areas.

(iv) Contract Monitoring

Various comments were made including the need to ensure more consistent monitoring and the deduction of payment for unsatisfactory or uncompleted work. A more robust and consistent contract monitoring procedure is being developed for the new contract.

(v) Contract Mobilisation

A general desire to ensure a longer lead in period than was allowed for the current contract. The revised procurement timetables allows for a mobilisation period of 17-20 weeks

4.4 Leeds Citizens' Panel

1,000 members of Leeds Citizen's Panel were consulted by Highways and Transportation to gather views from a range of residents in relation to grounds maintenance and grass cutting across Leeds. Questions were asked about the quality and frequency of services. 542 responses were received. The key areas for consideration from the consultation and the actions taken in preparation for the new contract are as follows:

	Summary	Response:
i	Consider clearing of footpaths after work has been done and/or collecting grass clippings.	The revised contract will test the market capability and the impact on affordability of collecting grass clippings during the mowing operation. The value of this operation will be assessed during contract evaluation.
ii	Verges adjacent to rural roads require more attention.	The grass verges of rural roads have been reviewed and remapped. The revised contract will include the trimming of a minimum 1m wide verge on all rural roads
iii	Overall respondents disagreed to an increase in Council Tax to provide an enhanced service	This suggests that respondents recognise the financial implications of improving the service and value for money will continue to be a key consideration during the tender process.

The feedback from the consultation process to date has been used to influence the contract specification and contract structure.

5 Environment and Neighbourhoods Scrutiny Board

- 5.1 Between August and December 2009 the Environment and Neighbourhoods Scrutiny Board carried out a review of the procurement process currently being followed and a report outlining the Board's recommendations along with the response of the Executive Board Member for Environmental was presented to Executive Board on the 10/03/2010.
- 5.2 Although the inquiry raised similar issues to those identified in the client consultation, it also concentrated on the approach that the Council will take to 'orphan sites' in the new contract. Orphan sites are those where ownership within or outside the Council

can not easily be determined. In the majority of cases these sites impact on the visual amenity of an area and it is in the public interest to maintain them.

- 5.3 Orphan sites continue to be identified as the grounds maintenance database is improved, however the addition of such sites to the schedule of works within the Grounds Maintenance Contract continues to provide additional financial pressure to the clients. As the maintenance of these areas is within the public interest it is proposed that these are corporately funded and added to the database
- 5.4 In considering the way forward for the service consideration has been given to the options of either a traditional 'input' based specification where works and frequencies are clearly specified or an 'output' based specification where less prescription is given and more emphasis is placed on desired outcomes – e.g. 'maintain all grassed areas to a certain standard throughout the growing season' with no reference to numbers of cuts to be carried out in a given period or frequency. An 'input' based specification is the strongly recommended option as this gives far greater certainty as to the works being carried out and when and also enables far greater clarity from a contractor performance management and payment perspective.

6. Contract Duration

- 6.1 The current contract was originally let as a three year contract with the option to extend by an additional three years in one year increments. The soft market testing exercise carried out in 2009 suggests a longer term contract with the ability to extend again by one year increments provides the potential to receive lower unit cost quotes and therefore better value in the long term. It is recommended that a five year contract package be advertised with the opportunity to extend for a further five years in 1 year increments.

7. Contract Structure

- 7.1 As part of the current procurement exercise an option appraisal process was carried out to assess the contract packages available to deliver the grounds maintenance services from 01/03/2011. Two option appraisal workshops were held, facilitated by the Corporate Risk Management team; representatives from the four main clients were involved in the workshops along with representatives from Parks and Countryside, the procurement unit and Environmental Services.
- 7.2 The outcome of the workshops was to recommend the procurement of a city wide contract covering all aspects of grounds maintenance being delivered by one contractor across the city. This was felt to represent not only the most cost effective approach to providing grounds maintenance services but also the one that gives the greatest clarity and accountability in terms of performance from a contractor perspective and ease and ability of monitoring from a client/stakeholder perspective. It is anticipated that there will be strong interest in such a contract. The most recent information regarding interest from the market is the result of the soft market testing done at the end of last year. Fourteen companies returned the documentation, out of which we assessed nine to be capable of delivering a contract of this size.

8. Revised Procurement Timetable

- 8.1 The current contract ends on 28/02/2011 however concern has been raised about the risks associated with having a new contract starting on the same day as the start of the grass cutting season.
- 8.2 In view of this, it is proposed to extend the current contract until 31/12/2011 with the contract award date around August 2011. This will allow a generous mobilisation

period and a contractor handover at a point in the horticultural calendar when maintenance activity is reduced. The new contractor will have the opportunity to become established and fully resourced to start the grass cutting season on 01/03/2012.

8.3 The key dates and stages of the revised procurement timetable can be summarised as follows:

- Sept 2010 - seek confirmation of Parish & Town Council's involvement
- Oct 2010 - evaluation of returns
- Oct/Nov - report findings to Programme Board
- Dec 2010 - publication of OJEU (Official Journal of the European Union) advert inviting expressions of interest
- Late January 2011 - return of completed PQQs (Pre Qualification Questionnaire) documentation
- February 2011 - PQQ evaluation
- March 2011 - tenders invited
- June 2011 - tenders returned
- June/July 2011 - tender evaluation
- August 2011- contract award
- 1st January 2012 - contract start

This approach allows a mobilisation period of 17-20 weeks and for any other contract handover issues (such as T.U.P.E) to be resolved before the start of the grass cutting season.

9. Parish and Town Councils

- 9.1 Throughout the life of the current contract a small number of Town and Parish Councils have expressed interest in becoming more closely involved in the delivery of grounds maintenance services within their areas. In response to the report to Area Committees (September 2009) and as part of the Environments and Neighbourhoods Scrutiny review this issue has again been raised as to the practicality of allowing local council areas to be identified as separate areas of land that would then give interested Town and Parish Councils the ability to bid to carry out works within their area.
- 9.2 Although the initial option appraisal exercise recommended a city wide contract, subsequent consultation with Parish and Town Councils and Area Committees has suggested that Parish and Town Councils should have the opportunity to bid for grounds maintenance work within their areas.
- 9.3 At its meeting on 22/07/2010 the Executive Board agreed to the recommendation to advertise the Grounds Maintenance contract on the basis of a city wide contract with the option to allow Parish and Town Councils to tender for work within their areas.
- 9.4 To progress this issue all parish and Town Councils were written to on the 02/08/2010 asking them to confirm their expression of interest to be included in the provision of grounds maintenance services. Within the letter two options were offered
- (i) Parish and Town Councils to be given the opportunity to be involved in the competitive process and formally bid for the provision of grounds maintenance services within their areas

- (ii) For Local Councils that do not wish to be involved in the competitive process, have the opportunity to be part of the formal monitoring process

The closing date for expressions of interest was 13/08/10 although this has now been extended to 13/09/10 to allow local councils to have the decision approved through their formal processes.

11 responses have been received from Parish and Town Councils, 10 of which have identified option 2 as the preferred option and two have identified option 1 (2 Parish Councils have identified option 1 and 2)

- 9.5 The next stage of the process is give a formal presentation to those Parish and Town Councils that have registered and interest. The presentation has been arranged for Wednesday 22/09/10 and will cover options 1 and 2 in more detail covering the tendering process, tender specification and monitoring procedure. It will also provide local council representatives an opportunity to ask questions and fully understand the options.

10. Contract Monitoring and Administration

- 10.1 Over the life of the current contract, monitoring and administration arrangements have improved through the commitment of the various clients. And it has been agreed that contract monitoring arrangements for the new contract need to build on the good work already done to ensure a consistent approach that holds the successful contractor to account and achieves the standards of service that is required. In response to the consultation exercises mentioned above, there is also a strong desire to look at how key stakeholders such as ALMO/BITMO tenants and representatives from interested Town and Parish Councils can contribute to the contract monitoring and contractor feedback arrangements.
- 10.2 New contract monitoring arrangements are being developed that will involve a team approach with all Clients taking part in monitoring to ensure that they can see at first hand the performance levels in their area. Staff carrying out monitoring activities will then take part in regular meetings with the contractor where performance is discussed and payment authorised. Staff from Environmental Services will organise the overall structure of meetings and also undertake the monitoring on behalf of Highways and Transportation. ALMOs and BITMO will also be working with groups in their areas to provide and receive feedback on contractor performance.

11. The Executive Board Report July 2010

- 11.1 A report was prepared for the Council's Executive Board seeking approval to progress with the procurement of a new grounds maintenance contract. The report presented on 22/07/2010 made five recommendations all of which were approved,
 - i. The contract administration and monitoring arrangements as set out in the report.
 - ii. That the contract be advertised on the basis of one, single city-wide contract with the option to require a variant bid to allow interested Parish or Town Councils to tender for work within their areas..
 - iii. That a contract be advertised for five years with the option to extend for up to a further five years.
 - iv. That Executive Board agree to extending the contract with Glendale and ATM until 31/12/2011 subject to the issue of a transparency notice.

- v. That a contingency sum of £60K in year 1 (financial year 2012/2013), £20K year 2 onwards, be allocated to enable any future orphan sites identified to be properly maintained.

12.0 Implications for Council Policy and Governance

The procurement of the new contract is being delivered using the Councils Delivering Successful Change methodology and is overseen by a Grounds maintenance Programme Board.

13.0 Legal and Resource Implications

Resources to progress the procurement of the new contract have been provided by the four clients with support from Environment and Neighbourhoods and Procurement'.

14.0 Conclusions

The progress to date with the procurement of a new grounds maintenance contract is on schedule with the procurement timetable to have a new contract in place starting on 1st January 2012.

15.0 Recommendations

- 15.1 Members to note the contents of this report

Background Papers

None



Originator:
Thomas O'Donovan
Tel: 224 3040

Report of the Director of Environments and Neighbourhoods

South Leeds (Outer) Area Committee

Date: Monday 18th October 2010

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 2010/11 Well being budget allocations.
- c) details of 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).
- f) a summary of the revenue allocation for 2010/11 Well being Revenue Budget already approved and linked to the priorities and outcomes identified in the approved Area Delivery Plan (ADP).

Members are also asked to note the current 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.
- A summary of the revenue allocation for 2010/11 Well being Revenue Budget already approved and linked to the priorities and outcomes identified in the approved Area Delivery Plan (ADP).
- An update on the Small Grants budget.

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 2010/11 financial year, approved by the Executive Board is **£209,370**. As confirmed at the last Area Committee there has been no new capital allocation for the financial year 2010/2011.

3.0 Well being Budget Position

Members should note the following points: -

3.1 Revenue 2010/11

3.1.1 The revenue budget approved by Executive Board for 2010/11 was originally £207,960. A report proposing a change in the rationale for the allocation of Well Being funding from 25/75 (deprivation/population) to 50/50, was approved by Executive Board on 21st July 2010 with immediate effect. This provided the Outer South Area Committee with a revised allocation of **£209,370**, with a variance of £1,410.

3.1.2 **Appendix 1** shows a carry forward figure of **£33,888** this includes the remaining balance from last year, funding made available from converting some Lofthouse PB projects to capital and pension contributions saved from the town centre management budget.

3.1.3 Therefore the total amount of revenue funding available to the Area Committee for 2010/11 is **£243,258**.

3.1.4 The Area Committee is asked to note that **£241,815.71** has already been allocated from the 2010/11 Well being Revenue Budget as listed in **Appendix 1**.

3.1.5 Having considered the revenue budget for 2010/11, the Area Committee approved the schedule detailed below which shows revenue funding aligned to ADP themes and priorities.

INCOME	2010/11 Revenue Well being Budget	£209,370.00
	Roll Forward	£23,694.74
	Funding made available through conversion of PB projects to Capital	£10,193.26
	TOTAL	£243,258.00
RINGFENCED AMOUNTS		
ADP Theme	Projects	2010/11
Culture		£35,000
	Small Grants Scheme	£10,000
	Communications Budget e.g. printing, Community Charter	£5,000
	Morley Literature Festival	£10,000
	Rothwell 600	£10,000
Enterprise & Economy		£42,500
	Town Centre Management	£42,500
Learning		
Transport		
Environment		£33,500
	Site Based Gardeners	£22,500
	Community Skips	£3,000
	Conservation Area Reviews	£5,000
	Activity identified through the Cleaner Neighbourhoods Sub Group e.g. Out of Hours Dog Warden Patrols	£3,000
Health and Well Being		£33,000
	Garden Maintenance Scheme	£33,000
Thriving		£31,400
	Operation Champion	£400
	Activities for Children and Young People	£21,000
	Activity identified through the Divisional Community Safety Partnership and Neighbourhood Tasking such as reducing crime/fear of crime, tackling ASB crime prevention measures	£10,000
Stronger		£66,415.71
	PNW	£33,061.71
	NIPs	2 x £3,000 = £6,000 Thorpe Harrops & Bridge St Wood Lane = £2,854
	Supported Area Status	4X£500 = £2,000 Eastleighs Fairleighs Newlands & Denshaws John O'Gaunts Oakwell and Fairfax
	Contingency	£22,500
TOTAL		£241,815.71

3.1.6 Members are asked to note the Community Engagement Section has been amended to 'Contingency'.

3.2 **Capital**

3.2.1 Of the **£587,008** capital funding allocated to the Area Committee for 2004/10 a total of **£544,984.16** has been committed to date leaving a balance of **£42,023.84**.

3.2.2 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
Total Allocation	£146,752	£146,752	£146,752	£146,752
Spend to date	£133,011.69	£139,068.65	£128,421.52	£144,482.30
New Balance	£13,740.31	£7,683.35	£18,330.48	£2,269.70

3.2.3 Members are asked to note that the NIP areas have not received a capital allocation and therefore any capital projects for the NIP areas must be submitted to the Area Committee for approval.

3.2.4 At the last meeting the Area Committee considered a request for capital funding from Robin Hood Athletic Football Club. Members agreed to support this project, subject to the Ward Members agreeing the amount. Ward Members have since met and agreed a £5,000 allocation to this scheme. The table above has noted been amended to reflect this.

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.

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:** St Peter's Community Hall – Stonework Repairs to Gable End Wall
Name of Group or Organisation: St Peter's Parochial Church Council
Total Project Cost: £14,209 Capital
Amount proposed from Well Being Budget 2010/2011: £6,332 Capital

Ward Covered: Morley North

Project Summary: St Peter's Community Hall is located on Rooms Lane, Morley. It is a well established community facility used by over 240 people a week for activities including an elderly luncheon club, pre nursery groups, local dramatic society, dance classes, keep fit club and baby sign classes. The project requires Area Committee funding to replace eroded stonework to the gable end wall of St Peter's Community Hall. Funding has already been raised by St Peters and Area Committee funds will contribute to commissioning a specialist contractor to; remove eroded stones, insert new stones, repoint and clean remaining existing stone work of the gable end to match repaired areas of the wall. Project timeline is as follows:

- December 2010 Contractor to apply for license from Leeds City Council
- December 2010 Contractor to order stone from Wood Kirk Quarry
- January 2011 Week 1 – Contractor to prepare site for works (signs, hoardings, protection)
- January 2011 Week 2 and 3 Remove eroded brickwork and replacement with new stone
- January 2011 Week 4 repointing and cleaning of old stone

The community centre provides a valuable facility for regular activities for all ages and one off community events such as brass band concerts, pantomimes and coffee mornings for the residents of Morley and surrounding area.

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

This proposal supports the Area Committee priority to 'support local facilities not within the Area Committee portfolio', under the ADP theme of 'Culture'.

4.4.2 **Project Title:** Magpie Lane Play Space

Name of Group or Organisation: Parks and Countryside

Total Project Cost: £14,576 Capital

Amount proposed from Well Being Budget 2010/2011: £7,576 Capital

Ward Covered: Morley South

Project Summary: The project will provide new play facilities at Magpie Lane which will be co-funded by Caird Bardon via 'Grantscape', to include:

- A Ball Wall
- New Markings
- Seating
- A Teen Shelter

The aim of the project is to make the area a friendlier place to visit and use, creating a more aesthetically pleasing play space, which enhances the play provision, attracts additional visitor numbers and improves the environment for families in the area.

The Well Being Area Committee funding will pay for labour to complete the play scheme's construction (£6,781) and a third party release fee (£795), to allow access to the match funding of £7,000.

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

This proposal supports the Area Committee priority to 'support local facilities not within the Area Committee portfolio', under the ADP theme of 'Culture'.

5.0 Small Grants Update

5.1 No small grants have been approved since the last meeting.

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 from the Well being Budget.

7.2 Resource implications will be that the remaining balance of the Well being Revenue Budget is limited and the 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:

- a) Note the contents of the report.
- b) Note the position of the Well being Budget as set out at 3.0.
- c) Approve the allocation of £5,000 to Robin Hood Athletic Football Club detailed in 3.2.4
- d) Note the ring fence revenue amounts for 2010/11 as outline in Appendix 1.
- e) Note the Wellbeing capital projects already agreed as listed in Appendix 2.
- f) Consider the project proposals detailed in 4.4
- g) Note the Small Grants situation in 5.1

Background Papers:

- Well Being Report 6th September 2010

2004-2010 Capital Budget

£587,008.00

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 - 2010**

<p>Westerton Road Allotments Fencing To erect steel fencing around the back of Westerton Road Allotments. <i>Approval date: 06/11/2006</i></p>	Parks & Countryside	£10,071.75	£10,071.75	A steel security fence. Reduction in vandalism, and anti social behaviour.	Complete
<p>Litterbins 2007/2008 Additional litterbins for areas identified as being problematic for litter <i>Approval date: 25/02/2008</i></p>	Environmental Services	£2,325.00	£2,325.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment.£2,400 ring fenced but actual project underspent.	Complete
<p>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></p>	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
<p>Smithy Lane Recreation Ground To develop play facilities at this Parks and Countryside owned recreational ground. <i>Approval date: 09/02/2009</i></p> <p>Smithy Lane Recreation Ground Youth Equipment To purchase and install a 'Nexus' play unit <i>Approved date: 30/11/09</i></p>	Parks and Countryside	£35,000.00	£0.00	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
<p>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></p>	Parks and Countryside	£1,717.19	£1,717.19	Improved footpath. Improvement to the environment. Supporting local residents association to improve local environment.	Complete

**Outer South Capital Wellbeing Budget
2004 - 2010**

Lofthouse Cemetery Erect a new metal fence and a gate <i>Approval date: 15/03/10</i>	Parks and Countryside	£5,500.00	£0.00	Reduce ASB and vandalism, improve security and visual impact.	ongoing
Lofthouse PB Projects decided by the community through participatory budgeting to receive funding. <i>Approval Date: 15/3/10</i>	Lofthouse Brass Band and Carlton Scouts.	£2,540.75	£0.00	More activities for children and young people and improvements to the local environment.	ongoing
Litterbins 2010/2010 Additional litterbins for areas identified as being problematic for litter <i>Approval date: 21/6/2010</i>	Environmental Services	£3,200.00	£0.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment. £2,400 ring fenced but actual project underspent.	ongoing
Robin Hood Athletic FC - new changing facilities	Robin Hood Athletic FC				
Ardsley & Robin Hood Total		£133,011.69	£78,770.94		

**Outer South Capital Wellbeing Budget
2004 - 2010**

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 - 2010**

Morley Bottoms Regeneration Scheme Physical regeneration to the Morley Bottoms area. <i>Approval date: 25/09/2006</i>	City Projects Team	£30,000	£26,693.43	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	£10,000.00	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 at 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	£6,000.00	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	£1,700	£1,700.00	New archive to house and show artefacts of Morley Heritage. Support development of community group. £1800 ring fenced but project underspent.	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	£29,800.00	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 - 2010**

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 Projects Team	£8,006.57	£8,006.57	Significant regeneration scheme to improve the street scene and support economic development.	Complete
Morley Elderly Action Building extension at Morley Elderly Action. <i>Approval date: 08/12/2008</i>	Morley Elderly Action		£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.	CANCELLED due to no match funding secured
Morley Bottoms Phase 3 Public realm improvements including repainting and repairing seating, provide ornate street lighting and spotlight on war memorial. <i>Approval date: 30/11/10</i>	City Projects Team	£5,400	£0.00	Improved street scene and better link between town centre and Morley Bottoms.	ongoing
Morley Bottoms Phase 3 Public realm improvements including repainting and repairing seating, provide ornate street lighting and spotlight on war memorial. <i>Approval date: 15.03.10</i>	City Projects Team	£1,200	£0.00	Improved street scene and better link between town centre and Morley Bottoms.	ongoing
Speed Indicator Display Device Purchase a SID Device to be deployed in partnership with community groups, schools and police to reduce speeding in Morley <i>Approval date: 6.09.10</i>	Morley NPT	£2,516.58		Reduction in Speeding and road traffic collisions in Morley.	Ongoing
All Morley Total		£137,756.80	£124,133.65	Page 6	

**Outer South Capital Wellbeing Budget
2004 - 2010**

Morley North

Project	Delivery Organisation / Description	Projected Capital cost	Actual Spend/ Completion Status	Outputs	Complete
<p>Gildersome Springbank Green Doorstep Project</p> <p>The transformation of an area of under used public green space that is subject to fly tipping and vandalism into a community resource.</p> <p><i>Approval date: 24/10/2005</i></p>	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
<p>Gildersome CCTV Scheme</p> <p>The installation of a CCTV system around Gildersome Meeting Hall to reduce incidences of ASB and vandalism.</p> <p><i>Approval date: 11/07/2005</i></p>	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
<p>Drighlington Library Disability</p> <p>Improvements to Drighlington Library and meeting hall to make the building more DDA compliant and improve access to disabled users.</p> <p><i>Approval date: 12/12/2005</i></p>	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
<p>Minibus</p> <p>A new mini bus for the school to help continue the pupils sporting success and achievements</p> <p><i>Approval date: 12/12/2005</i></p>	Birchfield School	£5,000.00	£5,000.00	Contribution towards mini bus for the school. More young people involved in diversionary activities.	Complete
<p>Drighlington Meeting Hall</p> <p>Improvement to Drighlington Meeting hall</p> <p><i>Approval date: 05/11/2007</i></p>	Learning and Leisure	£7,500.00	£7,500.00	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 - 2010**

Litterbins 2007/2008 Additional litterbins for areas identified as being problematic for litter. <i>Approval date: 25/02/2008</i>	Environmental	£2,325.00	£2,325.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment. £2,400 ring fenced but actual project underspent.	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: 30/11/09</i>	Churwell Action Group	£14,757.00	£0.00	New CCTV system installed. Local community group Churwell Action Group supported in deterring vandalism to improvement works.	Ongoing
Lofthouse PB Projects decided by the community through participatory budgeting to receive funding. <i>Approval Date: 15/3/10</i>	Lofthouse Brass Band and Carlton Scouts.	£2,540.75	£0.00	More activities for children and young people and improvements to the local environment.	ongoing
Removal of Walton Drive Steps Removal of steps and replacement with ramp and triangle of mortar along wall. <i>Approval date 01/02/2010</i>	Transport Strategy Team	£2,767.50	£0.00	Improve access from Oakwell and Fairfax estate to services on Wakefield Road and reduce ASB on the estate by preventing congregation of young people by footpath.	Ongoing
Litterbins 2010/2011 Additional litterbins for areas identified as being problematic for litter <i>Approval date: 21/6/2010</i>	Environmental Services	£3,200.00	£0.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment. £2,400 ring fenced but actual project underspent.	ongoing
Morley North Sub Total		£70,190.25	£46,925.00		
All Morley (50%)		£68,878.40	£62,066.83		
Morley North Total		£139,068.65	£108,991.83		

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	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
		£2,000.00	Complete		
		£4,100.00	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 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 - 2010**

Litterbins 2007/08 Additional litterbins for areas identified as being problematic for litter. <i>Approval date: 25/02/2008</i>	Environmental	£2,325.00	£2,325.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment. £2,400 ring fenced but actual project underspent.	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	£3,162.40	Improved Environment for local residents and allow better access of public right of way.	complete
Lofthouse PB Projects decided by the community through participatory budgeting to receive funding. <i>Approval Date: 15/3/10</i>	Lofthouse Brass Band and Carlton Scouts.	£2,540.75	£0.00	More activities for children and young people and improvements to the local environment.	ongoing
Morley South Sub Total		£59,543.12	£54,787.40		
All Morley (50%)		£68,878.40	£62,066.83		
Morley South Total		£128,421.52	£116,854.23		

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	Diversionary 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	£20,000.00	Two new changing rooms. Officials room with toilet and shower activities. More young people involved in more sporting activities. Facilities meeting Sports England Requirements for health and safety.	Complete
Rose Lund Centre Improvements The extension of the Rose Lund Centre. <i>Approval date: 25/02/2008</i>	Parks & Countryside	£20,000.00	£20,000.00	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.	Complete
Litterbins 2007/08 Additional litterbins for areas identified as being problematic for litter. <i>Approval date: 25/02/2008</i>	Environmental	£2,325.00	£2,325.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment. £2,400 ring fenced but actual project underspent.	Complete

**Outer South Capital Wellbeing Budget
2004 - 2010**

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 Rothwell. <i>Approval date: 25/02/2008</i>	City Development	£6,452.80	£6,452.80	Improved recycling facilities in Rothwell. 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	£12,500.00	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

**Outer South Capital Wellbeing Budget
2004 - 2010**

Manor Road Shops Improvement works to area on Manor Road, Wood Lane Estate. <i>Approval date: 25/02/2008</i>	Groundwork	£19,453.75	£19,453.75	Improve retail area on Manor Road in Wood Lane, Rothwell.	Complete
Rothwell Competitive Music Festival - Staging Purchase temporary and portable staging <i>Approval date: 1st February 2010</i>	Rothwell Competitive Music Festival	£2,100	£0	Improve experience of participants and audience members to Rothwell Competitive Music Festival and provide an income to the group by hiring staging out to users of Blackburn Hall for a nominal fee.	Ongoing
Lofthouse PB Projects decided by the community through participatory budgeting to receive funding. <i>Approval Date: 15/3/10</i>	Lofthouse Brass Band and Carlton Scouts.	£2,540.75	£0.00	More activities for children and young people and improvements to the local environment.	Ongoing
Litterbins 2010/2011 Additional litterbins for areas identified as being problematic for litter <i>Approval date: 21/6/2010</i>	Environmental Services	£3,200.00	£0.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment. £2,400 ring fenced but actual project underspent.	ongoing
Manor Road Shops CCTV Improve the quality of the cameras, update the recording system and move system to LLC owned property <i>Approval date: 06/09/10</i>	Commercial Asset Management	£3,389.00	£0.00	Reduction in crime and fear of crime, improvement to the local environment. Project will also support the work of the local TARA as they identified and supported the project through its	Ongoing
Rothwell Total		£144,482.30	£115,045.55		
TOTAL					
Projects agreed		£544,984.16	£419,662.54		
Balance		£42,023.84			

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**Outer South Wellbeing Budget
2008 - 2010**

		2010 / 2011
Budget	Allocation	£209,370.00
	Carry forward	£33,888.00
	TOTAL	£243,258.00

Project	Delivery Organisation	2010/2011 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
Outer South Skips To provide skips for community use.	South East Area Management	£3,000.00	£220.00	£1,130.00	£1,650.00	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	£10,000.00	£2,630.00	£0.00	£7,370.00	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.

**Outer South Wellbeing Budget
2008 - 2010**

Project	Delivery Organisation	2010/2011 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	£5,000.00	£282.99	£0.00	£4,717.01	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	£0.00	£0.00	£500.00	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	£500.00	£0.00	£0.00	£500.00	Established TARA's continue to receive support to develop their skills to deliver projects to benefit the community.

**Outer South Wellbeing Budget
2008 - 2010**

Project	Delivery Organisation	2010/2011 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
Supported Area - John O'Gaunts A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management Team	£500.00	£0.00	£0.00	£500.00	Established TARA's continue to receive support to develop their skills to deliver projects to benefit the community.
NIP – Oakwells & Fairfaxes A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management	£500.00	£0.00	£0.00	£500.00	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	£2,854.00	£542.50	£330.00	£1,981.50	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	£3,000.00	£0.00	£0.00	£3,000.00	Projects aimed at the priorities identified: Crime and ASB, Environment and young people. Narrowing the gap: improved services and wellbeing of the area.

**Outer South Wellbeing Budget
2008 - 2010**

Project	Delivery Organisation	2010/2011 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
Neighbourhood Improvement Area – Thorpe - Phase 2 A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management	£3,000.00	£0.00	£0.00	£3,000.00	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 – Springbank – Phase 3 A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management	£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.	South East Area Management	£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.

**Outer South Wellbeing Budget
2008 - 2010**

Project	Delivery Organisation	2010/2011 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
Town Centre Management A Town Centre Manager employed to help bring improvements to Morley and Rothwell Town Centre.	South East Area Management Team	£42,500.00	£0.00	£0.00	£42,500.00	Town Centre Manager for Morley and Rothwell. Please
More for young people – Outer Activities Involve more young people in more activities.	Children and Young Peoples Working Group	£21,000.00	£0.00	£1,000.00	£20,000.00	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.	South East Area Management	£33,061.71	£8,211.92		£24,849.79	One worker to help progress NIP projects. Increased social capital through capacity building of small groups and the voluntary sector.

**Outer South Wellbeing Budget
2008 - 2010**

Project	Delivery Organisation	2010/2011 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
Site Based Gardeners Site based gardeners at named community	Parks and Countryside	£22,500.00	£0.00		£22,500.00	3 full time Gardeners for 1 year. Crime reduction. Reducing fear of crime. Increasing voluntary and community engagement. Cleaner safer public green spaces.
Morley Literature Festival Contribution towards the general revenue costs of holding the event.	South East Area Management	£10,000.00	£10,000.00		£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.
Rothwell 600 A programme of activities and events to celebrate Rothwell.	Rothwell 600 Committee	£10,000.00	£1,020.00	£3,000.00	£5,980.00	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.

**Outer South Wellbeing Budget
2008 - 2010**

Project	Delivery Organisation	2010/2011 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
Conservation Area Reviews To carry out a conservation area review in both Rothwell and Morley.	South Area Management Team	£5,000.00	£0.00	£0.00	£5,000.00	Conservation study complete in both Rothwell and Morley. Study will be a document to support the maintenance of built heritage in the towns.
Community Engagment To support Engagement activities Page 85	South Area Management	£22,500.00	£0.00	£0.00	£22,500.00	Communtiy Engagement initiative for Outer South. £15,000 to spend on priority issues in Wood Lane and evaluation of effectiveness of PB approach in 'Narrowing the Gap'.
Garden Maintenance Scheme Morley Elderly Action Provision of Garden Maintenance Scheme for elderly and disabled who are currently unable to maintain their gardens.	Morley Elderly Action	£33,000.00	£16,500.00	£0.00	£16,500.00	100 gardens visited over the course of the year. Environmental improvements. People being helped to maintain their homes. Community Safety benefits.

**Outer South Wellbeing Budget
2008 - 2010**

Project	Delivery Organisation	2010/2011 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
Operation Champion To support the multi agency crime and crime initiative in the Outer South wards.	South Area Management	£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.
Community Safety To support NPT to deliver community safety	South Leeds Area Management	£10,000.00	£0.00	£0.00	£10,000.00	Reduce crime and fear of crime through initiatives such as target hardening, smartwater and operations tackling underage drinking and ASB.
Cleaner Neighbourhoods Sub Group	AMT	£3,000.00	£0.00	£0.00	£3,000.00	Funding to support the cleaner neighbourhoods sub group to provide solutions to environmental issues identified by the Sub Group.
TOTAL	Projects agreed	£241,815.71	£39,407.41	£5,460.00	£196,948.30	
	Balance	£1,442.29				



Report of the Director of Environments & Neighbourhoods Directorate

South Leeds (Outer) Area Committee

Date: Monday 18th October 2010

Subject: 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.

This report provides Members with an update on actions and achievements of the Area Management Team relating to priorities and work of the Area Committee since the Area Committee meeting in September 2010.

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 based on the Area Delivery Plan priorities, 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 Background Information

2.1 Members will recall at the March Area Committee, a new format for this report was introduced based on the Area Delivery Plan themes and priorities. Ward Members confirmed priorities for 2010/11 during a recent round of ward member briefing meetings and the 2010/11 Area Delivery Plan was approved at the July Area Committee.

3.0 Updates by Theme: Culture

3.1 Morley Literature Festival

- 3.1.1 Marketing of the Festival continues in the run up to the event, with all members of the committee working hard to promote the festival both in the local area and further a field. All promotional material has now been distributed and online marketing continues. A big news piece is planned for the Yorkshire Evening Post and the Morley Observer has a weekly campaign schedule. Ticket sales are being monitored weekly by the team.
- 3.1.2 The Director has been promised extensive marketing support during the last few weeks of the festival by the White Rose Centre Manager. Banners, posters and leaflets will be displayed throughout the centre, the festival will be advertised on the White Rose TV channel and website and the Festival, supported by Polo PR, is organising a book-signing in the centre by Barbara Taylor Bradford on Saturday 16th October.
- 3.1.3 Eleven schools attended the Inset Session on 9 September and feedback from teachers from the event was very positive, with all signing up to the Festival's Authors in Schools programme. This year's author visits will include a pre-planning session between an identified teacher and author in order that the workshop is more embedded in students learning. In addition, the festival is working with the Youth Service to promote two comic workshops at Drighlington Youth Group.

4.0 Updates by Theme: Enterprise and Economy

4.1 Changes to the role of Town Centre Management

The Area Committee at its last meeting requested a joint meeting between representatives of the Town Council, Chamber of Trade and Area Committee. The purpose of the meeting was to identify some of the future operational requirements of Town Centre Management and clarify the respective roles of the main partners. That meeting took place on Friday 1st October and the following was agreed.

- Area Committee Wellbeing funding allocated to Town Centre Management work would be held by Morley Town Council.
- Wellbeing funding and Town Council funding would be allocated to projects based on an event plan submitted by the Chamber and approved by the Morley Town Centre Management Board (MTCMB).
- Monitoring reports would be submitted by the Chamber to the MTCMB and the Town Council. These monitoring reports would form the basis of reports to Area Committee.
- Minutes of the Town Centre Management Board would be provided to the Town Council.

4.2 Town & District Centre Regeneration Scheme

4.2.1 Local Shops Initiative

One applicant has completed work to the value of £2,600. We still await further information requested from four further interests.

4.2.2 Pedestrian Trail

The painting and replacement of street furniture along Queen Street in the town centre is complete. The installation of the spot light to the War Memorial is pending.

4.3 Town & District Centre Regeneration Scheme: Morley Bottoms

The Project Team continues to meet to coordinate this scheme.

The current scheme in Morley Bottoms has 3 operational components:

1. Affordable Housing
 - Lettings plan to develop
2. Enforcement
 - 1-3 Brunswick Street still to resolve.
 - 2a Queen Street work complete.
3. Planning
 - No current issues

4.4 Rothwell Inter Agency

Rothwell Inter Agency has met twice since it was relaunched in March 2010. In developing the themed approach to its meetings the group has addressed 'Children and Young People' issues recently. At its September meeting a presentation was received on 'Highways' the meeting went well although still poorly attended.

5.0 Updates by Theme: Environment

5.1 Ginnel Mapping

A draft Morley North ginnel map has been produced by the Information Team identifying land ownership and Public Rights of Way. Area Management are now liaising with Aire Valley Homes on identifying ginnels they are responsible for.

5.2 Additional Litterbins

37 locations for new litterbins in Outer South have been identified by Ward Members in conjunction with local community groups. These locations have been audited by Streetscene to assess their suitability and Area Management is awaiting results.

5.3 Well being Funding

The Cleaner Neighbourhoods Sub Group, have identified anti littering educational workshops for schools and out of hours patrols as projects that could be funded with the £3,000 revenue Well being Funding.

Out of Hours Patrols and new signage

A rota has been drawn up for the HEAS officers to start patrols at locations agreed by Members at the September meeting to tackle dog fouling.

Members are asked to discuss and agree the list of locations at **Appendix 1** as sites for metal A4 signs to be erected at entrances of Parks to tackle dog fouling.

Anti Littering Workshops

Groundwork have been commissioned to deliver a workshop and clean up at Newlands Primary School to target litter problems along Wide Lane and the immediate area surrounding the school.

6.0 Updates by Theme: Harmonious Communities

6.1 Year of Volunteering

6.1.1 Area Management continues to support the South East Area Management link with Leeds Year of Volunteering and to deliver the Outer South Area Committee programmed for Year of Volunteering, including; attending the monthly Theme Leads Meeting at Enterprise House and promoting the City Wide Volunteering Awards; The Owls, to groups in the Outer South. The priority neighbourhood worker has submitted 7 nominees to the OWLS for volunteers in the Outer South.

6.2 Rothwell Events

Members' ringfenced £10,000 revenue Well being Funding to support a number of Rothwell events during 2010/11. At the Rothwell Ward Member briefing meeting on 2nd September, Members identified an additional project for the hire and installation of a Christmas Wreath for Blackburn Hall during the festive period. Area Management have arranged with Leeds Lights for the installation of the decoration in November. Total projects costs come to £300 for installation and hire. This leaves a balance of £1,058 to be allocated.

7.0 Recommendations

7.1 The Area Committee is asked to:

- a) note the above information and make comment as appropriate.
- b) discuss and agree locations to be put forward for sites for signage to tackle dog fouling issues in parks as detailed in **Appendix 1**.

Background Papers:

- Area Managers 6th September 2010
- Well Being Report 6th September 2010
- 'Department of Communities and Local Government: Extra Support for Town Centres', Regeneration Management Team Meeting, 14th October 2009

Ardley and Robin Hood	
Smithy Lane Rec	2
Lowry Road (entrance opposite costcutter)	1
Lowry Road (main entrance)	1

Morley North	
Street Lane	2
Springbank Crescent	1
Springfield Mills	
Drighlington Park(by bowling green)	1

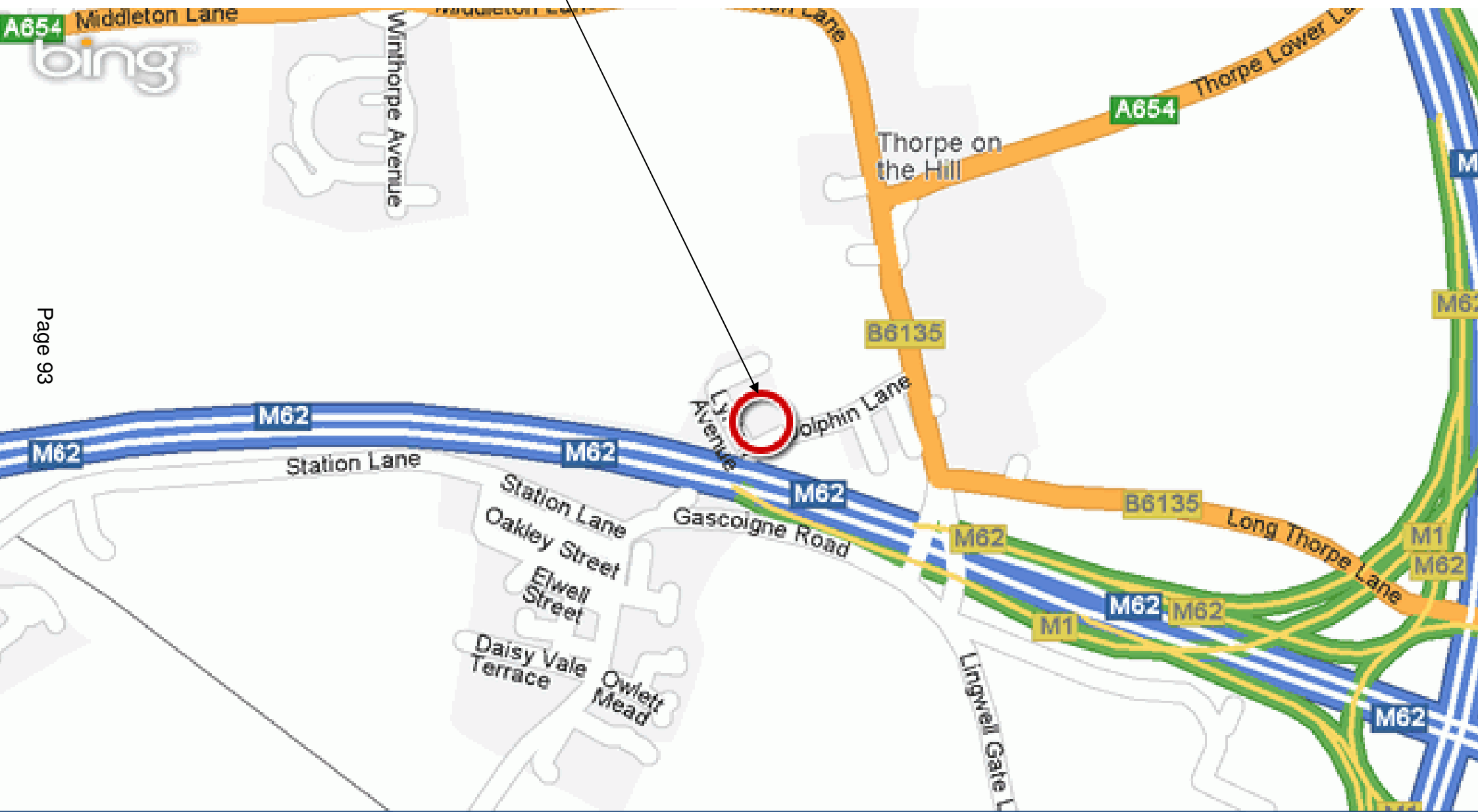
Morley South	
Scatcherd Park	1
Dartmouth Park	2
Hembrigg	1

Rothwell	
Springhead Car Park	1
Woodlesford	1
JOG Outside Rose Lund	1
Wood Lane Green area	1

TOTAL**16**

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Thorpe Primary School, Dolphin Lane, Thorpe, Wakefield, WF3 3DG



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