



NORTH EAST (OUTER) AREA COMMITTEE

**Meeting to be held in Main Street, Scholes LS15 4DJ on
Monday, 5th July, 2010 at 6.00 pm**

MEMBERSHIP

Councillors

G Wilkinson - Wetherby;
A Lamb - Wetherby;
J Procter - Wetherby;

R D Feldman - Alwoodley;
Mrs R Feldman - Alwoodley;
P Harrand - Alwoodley;

A Castle - Harewood;
R Procter - Harewood;
M Robinson - Harewood;

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

**Mike Earle
224 3209**

**E N E Area Manager: Rory Barke
Tel: 214 5865**

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><u>PROCEDURAL BUSINESS</u></p> <p>ELECTION OF CHAIR 2010/11</p> <p>To receive and consider the attached report of the Chief Democratic Services Officer on the Election of Chair 2010/11.</p>	1 - 4
2			<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>	

Item No	Ward	Item Not Open		Page No
3			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-</p> <p>No exempt information or items have been identified on this agenda</p>	
4			<p>LATE ITEM</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>	
5			<p>APOLOGIES FOR ABSENCE</p>	

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6			<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>	
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>	
8			<p>MINUTES OF THE PREVIOUS MEETING</p> <p>To confirm as a correct record the attached minutes of the meeting held on 22nd March 2010.</p>	5 - 10
9			<p><u>EXECUTIVE BUSINESS</u></p> <p>CCTV REPORT FOR LEEDS CITY COUNCIL COMMUNITY SAFETY - CCTV SERVICE IN NORTH EAST (OUTER) AREA COMMITTEE (10 MINS)</p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods.</p>	11 - 20
10			<p>2010/11 WELL-BEING FUND (10 MINS)</p> <p>To receive and consider the attached report of the East North East Area Manager.</p>	21 - 40

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11			<p>AREA DELIVERY PLAN 2008/11 UPDATE (5 MINS)</p> <p>To receive and consider the attached report of the East North East Area Manager.</p>	41 - 52
12			<p>HAREWOOD AND WETHERBY TOWN AND PARISH COUNCIL FORUM FEEDBACK REPORT (5 MINS)</p> <p>To receive and consider the attached report of the East North East Area Manager.</p>	53 - 58
13			<p><u>COUNCIL BUSINESS</u></p> <p>HERITAGE OPEN DAYS (10 MINS)</p> <p>To receive and consider the attached report of the Heritage Trust.</p>	59 - 62
14			<p>DOG CONTROL ORDERS (10 MINS)</p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods.</p>	63 - 66
15			<p>NORTH EAST COMMUNITY SAFETY PARTNERSHIPS ANNUAL REPORT (10 MINS)</p> <p>To receive and consider the attached report of the Divisional Community Safety Partnership.</p>	67 - 84
16			<p>COMMUNITY ENGAGEMENT UPDATE (5 MINS)</p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods.</p>	85 - 96
17			<p>LOCAL AUTHORITY APPOINTMENTS TO OUTSIDE BODIES (10 MINS)</p> <p>To receive and consider the attached report of the Chief Democratic Services Officer on Local Authority Appointments to Outside Bodies.</p>	97 - 110

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18			<p>AREA COMMITTEE ROLES FOR 2010/11 (10 MINS)</p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods.</p>	111 - 120
19			<p>DATE, TIME AND VENUE OF NEXT MEETING</p> <p>Monday 20th September 2010 at 6.00pm at Boston Spa High School (Conference Room), Clifford Moor Road, Boston Spa, LS23 6RW.</p> <p>MAP OF TONIGHT'S VENUE</p> <p>Please see attached location map.</p>	121 - 122

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Originator: Name
Mike Earle
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Report of the Chief Democratic Services Officer

North East Outer Area Committee

Date: 5th July 2010

Subject: Election of Chair 2010/11

Electoral Wards Affected:

Ward Members consulted (referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

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

Executive Summary

This report is submitted to remind Members of the arrangements for the annual election of the Committee Chair.

The nomination(s) received will be reported at the meeting and Members will be requested to elect from amongst themselves a Committee Chair for the 2010/11 municipal year.

1.0 Purpose Of This Report

1.1 The purpose of the report is to explain the arrangements for the annual election of the Chairs of the Area Committees.

2.0 Background Information

2.1 Article 10 of the Council's Constitution sets out the composition, functions and role of Area Committees.

2.2 Paragraphs 10.7 and 10.8 of Article 10 deal with the appointment (election) of Chairs of the Area Committees. It states that the Chairs of Area Committees will be appointed (elected) by the Area Committees themselves.

3.0 Main Issues

3.1 The Area Committee Procedure Rules, also contained in the Council's Constitution, detail the process whereby Chairs' are appointed (elected). For ease of reference the provisions are reproduced below. It is important to note :-

- That, with the exception of Independent Members, all nominations **have** to be submitted via the respective Group Whips;
- That all nominations have to be received by the Chief Democratic Services Officer no later than one clear working day before the first meeting of the Area Committee at which the election will take place.

3.2 The nominations for Chair will be notified to Members at the meeting by the named Governance Services Officer on the front of this agenda.

4.0 RECOMMENDATIONS

Members are requested to elect from amongst themselves an Area Committee Chair for the 2010/11 municipal year.

Background Papers

Area Committee Procedure Rules

Area Committee Procedure Rules (Extract)

5.0 APPOINTMENT OF CHAIR

- 5.1 Each Area Committee will elect its own Chair, from amongst the City Councillors eligible to serve on that Committee.
- 5.2 Each Party Group with Members elected within an Area Committee area may put forward a nomination from amongst its Members on the Area Committee to Chair the Area Committee. An Independent Member may also put forward a nomination.
- 5.3 A nomination must be forwarded to the Chief Democratic Services Officer no later than 1 clear working day before the first meeting of the Area Committee (after the Annual Council meeting) each year.¹
- 5.4 The Chief Democratic Services Officer will ensure that nominations and the appointment of the position of Chair are dealt with at the Committee's first meeting of the municipal year.
- 5.5 The Chair will be appointed by overall majority of votes cast by those Members eligible to do so and present at the meeting. If no overall majority is achieved, then the nominee with the smallest number of votes will be eliminated from consideration, and the vote repeated.
- 5.6 Where an overall majority of votes cannot be obtained the Council will appoint a Chair.

¹ A nomination from a Party Group must be forwarded by the Whip of that Group.

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NORTH EAST (OUTER) AREA COMMITTEE

MONDAY, 22ND MARCH, 2010

PRESENT: Councillor G Wilkinson in the Chair

Councillors A Lamb, J Procter,
R D Feldman, Mrs R Feldman, P Harrand,
A Castle, R Procter and A Shelbrooke

72 Exempt Information - Possible Exclusion of the Press and Public

A report had been submitted to the agenda, Item 9, Leeds City Credit Union – Branch Network. An appendix to the report had been considered as exempt under Paragraph 10.4(3) of Access to Information Procedure Rules and Members were advised that should the information in the appendix be discussed, they would need to pass a resolution to exclude any members of the press and public from the meeting.

73 Late Items

An additional application to be considered under Agenda Item 11, Wellbeing Fund – Update Report, for Boston Spa in Bloom was submitted.

74 Declaration of Interests

Councillor Harrand declared a personal interest in Agenda Item 9, Leeds City Credit Union Branch Network, due to his membership of the Credit Union. Minute No. 80 refers.

Councillor Lamb declared a personal and prejudicial interest in Agenda Item 11, Wellbeing Fund Update Report due to the funding request from the North East Divisional Community Safety Partnership of which he was a Member. He took no part in the discussion or voting on this application. Minute No. 79 refers.

75 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.

The Chair welcomed Mr Patrick, a local resident to the meeting. He referred to a recent community engagement event and the lack of opportunity for the public to have an input into the Area Delivery Plan. He was informed that there had been an opportunity to request for issues to be included. He also

Draft minutes to be approved at the meeting
to be held on 5 July 2010

expressed concern regarding the publicising of Area Committee meetings and whether Parish and Town Councils were informed. It was reported that the meetings were advertised in the About Leeds newspaper which was delivered to every household across the City and that giving notice to Parish and Town Councils would be investigated.

76 Minutes - 8th February 2010

RESOLVED – That the minutes of the meeting held on 8 February 2010 be approved as a correct record.

77 Matters Arising from the Minutes

Minute No 67. – Neighbourhood Wardens Restructure – Update

Concern had been raised following the loss of the Neighbourhood Warden in Scholes and what would be done to cover this. It was reported that the village was still covered by Police Community Safety Officers and there were no additional resources following the loss of the Neighbourhood Warden post.

Minute No. 70 – Area Delivery Plan 2008-11 – Update Report

Councillor Shelbrooke had been nominated as the Area Committee's Champion for the Year of the Volunteer. As he was standing down as a Councillor following the forthcoming elections it was agreed to nominate a successor in the new Municipal Year.

Minute No. 50 – Grounds Maintenance Procurement Strategy

It was reported that updates would be given at Ward Member meetings.

Minute No. 53 – Breeze/Mini Breeze Event 2010.

It was reported that the cost of a potential event would be between £3,000 to £5,000.

Minute No. 68 – Health and Environmental Action Services

Members had been e-mailed a link to the Scores on the Doors website for food safety ratings of premises in Leeds. The issue of use of Council land for Garden Extensions was still to be pursued.

78 Wellbeing Fund - Update Report

The report of the East North East Area Manager provided an overview of spending to date along with a number of new project proposals that had requested funding.

The Area Committee was asked to:

- Note the spend to date for the 2009/10 financial year.
- Consider the project proposals in Paragraphs 15-49 and approve where appropriate the amount of grant to be awarded.
- Note the awarding of small grants for each ward,
- Note the projects in development.

In brief summary, the following issues were discussed:

- The projected positions of the Wellbeing Budget and those of the individual Ward pots.
- Grit bins – it was reported that these would no longer be provided.
- Boston Spa in Bloom – it was reported that 5 potential suppliers had been evaluated for the provision of planters.
- Shadwell Cricket Club – it was reported that Section 106 monies had not yet been received.

RESOLVED –

- (1) That the awarding of small grants and Environment Fund grants for each ward be noted.
- (2) That the projects in development be noted.
- (3) That the following decisions be made in relation to Wellbeing funding proposals which had been submitted for determination at the meeting:
 - Adel Mill Conservation Area (Alwoodley Ward) - £6,000 – deferred
 - ZEST Health for Life Summer Health and Wellbeing Project (Alwoodley Ward) - £1,630 – withdrawn
 - Maecare (Alwoodley and Harewood Wards) - £7,728 – Approved – 75% from Alwoodley Ward (£5,796) and 25 % from Harewood Ward (£1,932)
 - Northcall (Alwoodley Ward) - £33,161 applied for - £15,000 approved
 - Open House (Alwoodley Ward) - £31,500 applied for - £15,000 approved
 - North East Divisional Community Safety Partnership (Alwoodley Ward) - £1,355 – Trembler Alarms (£975), Operation Buzzer (£380) – approved
 - Yorkshire Dales River Trust. Returning Salmon to the River Wharfe (Wetherby Ward) - £2,750 – Refused
 - Leeds City Council, Parks and Countryside, Site Based Gardener (Wetherby Ward) - £21,115 applied for - £19,900 approved
 - Deepdale user groups rental support (Wetherby Ward) – up to £2,000 – Area Management to investigate the possibility of discounted rates.
 - Leeds City Council Youth Service, Outer North East Holiday Programme for Children and Young People aged 13-19 (All Wards) - £17,415 – Refused
 - Leeds City Council Community Sport, Summer 2010 activities for children aged 8-12 (All Wards) - £8,000 applied for - £1,700 approved from Alwoodley Ward and £1,950 from

Wetherby Ward (re-allocation from previous grant to Wetherby Sport Association)

- Boston Spa in Bloom (Wetherby Ward) - £2,750 – Approved
- Shadwell Cricket Club, Construction of Cricket Club (Harewood Ward) - £20,000 – deferred

(Councillor Shelbrooke left the meeting at 6.30 p.m. during the discussion on this item and Councillor R Procter left at 6.55 p.m. at the conclusion of this item)

The Chair took opportunity to thank Councillor Shelbrooke for his contribution to the Area Committee

79 Leeds City Credit Union - Branch Network

The joint report of the Chief Customer Services Officer and Director of City Development provided details on the services provided by Leeds City Credit Union (LCCU) to enable the Area Committee to engage in an informed debate about the future of Credit Union Branches within their area. The report described the branches and locations relative to the various Area Committees and Ward boundaries.

The Chair welcomed Paul Broughton, Chief Customer Services Officer and Chris Smythe, Chief Executive of LCCU to the meeting.

Paul Broughton presented the report to the Area Committee and gave an overview of the role of the Credit Union and the branch network. Members were asked to consider providing financial support to the Credit Union to maintain the current branch network.

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

- The Leeds Credit Union was the largest in England with the biggest branch network.
- The NEL Branch did not provide a cash service.
- Costs of cash handling.
- Potential provision of services in Joint Service Centres.
- Alternative service delivery.

RESOLVED –

- (1) That the report be noted.
- (2) That East North East Homes be contacted regarding future support for the Credit Union.

80 Children's Services - Area Committee Performance Report

The report of the Director of Children's Services presented performance data which had been disaggregated at an Area Committee or Ward level. The

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to be held on 5 July 2010

performance data included primary and secondary education performance, those not in education, employment and training and teenage pregnancy information.

Shahid Mahmood, Locality Enabler, Children's Services presented the report and answered Members questions.

The following issues were discussed:

- It was hoped that future teenage pregnancy information would be based on current ward data.
- How issues impacted on funding.
- The need to share resources – five different organisations were funding posts related to teenage pregnancy.
- It was estimated that each teenage pregnancy cost approximately £100,000 per year in service provision, benefit payments and other costs.

RESOLVED – That the report and discussion be noted.

81 Town and Parish Council Forum - Feedback Report

The report of the East North East Area Manager updated the Area Committee on the feedback from the Wetherby and Harewood Town and Parish Council Forum held in the outer north east area on 21 January 2010.

The Area Committee was asked to note the issues raised and through the Area Management Team support the Parish Council Forum in resolving those issues.

RESOLVED – That the issues raised be noted and the Area Management team support the Parish Council Forum in resolving those issues.

82 Area Delivery Plan 2008 - 2011 - Refresh for 2010/11

The report of the East North East Area Manager presented the refreshed Outer North East Area Deliver Plan (ADP) for 2010-11. It also provided feedback on the consultation which had taken place and had helped to inform priorities for the ADP for 2010-11. Also included in the report was a summary of findings of the Residents Survey 2009 and a summary of the Leeds Neighbourhood Index.

Members were asked to endorse the refreshed ADP and note the information provided from the Residents Survey and Neighbourhood Index.

RESOLVED –

- (1) That the refreshed ADP be endorsed and the information provided from the residents survey 2009 and Neighbourhood Index be noted.

- (2) That the refreshed ADP be distributed to local Parish and Town Councils and Libraries for display.

83 Dates, Times and Venues of Area Committee Meetings 2010/11 and Committee's Work Programme 2010/11

The report of the Chief Democratic Services Officer requested Members to give consideration to agreeing dates, times and venues for meetings of the Area Committee during the 2010/11 Municipal Year. Also attached to the report was the Forward Plan of Business for 2010/11 which the Committee was asked to approve.

It was reported that provisional dates detailed in the report had been provisionally agreed with the Chair and Area Manager and were roughly based on the Committee's meeting schedule for 2009/10.

RESOLVED –

- (1) That the dates and times of the North East Outer Area Committee as outlined in the report be approved. Venues to be confirmed.
- (2) That the Area Committee Forward Plan be approved.



Originator: Derek Whitehouse

Tel: 395 0806

Report of The Director of Environment and Neighbourhoods Directorate

Meeting: North East (Outer) Area Committee

Date: 6th July 2010

Subject: CCTV Report – for Leeds City Council Community Safety CCTV Service in North East (Outer) Area Committee

Electoral Wards Affected:

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 is a six monthly report prepared by Leeds City Council's Community Safety CCTV service that provides a monitoring service of public space surveillance cameras (i.e. fixed CCTV cameras in open spaces across Leeds), 24 hour per day, 365 day per year. The service also provides two mobile CCTV vans for deployment within communities across Leeds.

The purpose of public space CCTV is to reduce crime and the fear of crime by facilitating in the apprehension and prosecution of offenders and assisting in the prevention and detection of crime committed in public areas in Leeds.

1.0 Introduction & purpose of report

1.1 This report sets out to highlight the services provided by Leeds City Council Community Safety CCTV to demonstrate the effectiveness of the service in

reducing the fear of crime and facilitating the apprehension and detection of offenders in areas covered by both mobile and fixed CCTV cameras.

- 1.2 The service has two mobile CCTV vans which are deployed using appropriate intelligence gathering information in conjunction with the police and other council enforcement services in identified locations throughout Leeds area.

2.0 Background

2.1 Service Description

- 2.1.1 Leeds City Council Community Safety CCTV is currently in a transition period of moving into new premises and upgrading the current analogue video recording system to a new digital recording system.

- 2.1.2 A suitable site has been procured and work is currently being undertaken in building a new control room and procuring a digital CCTV recording system.

- 2.1.3 Leeds City Council Community Safety CCTV work in partnership with other council enforcement departments, emergency planning, Urban Traffic Control (UTC) and the police.

- 2.1.4 Community Safety CCTV complies with a strict Code of Practice which is compliant with the following legislation:

- The 'Data Protection Act'
- Human Rights legislation
- Regulation of Investigatory Powers Act (RIPA)
- The Private Security Industry Act 2001.

- 2.1.5 The Private Security Industry Act ensures that all CCTV staff are security vetted, trained and licensed by the Security Industry Authority (SIA) to operate the public space surveillance cameras.

- 2.1.6 Community Safety CCTV received accreditation to monitor the police national digital communication system (radio) known as Airwave, which has proven to be an effective tool. It enables CCTV operators to record valuable evidence at incidents prior to police arrival and the images being recorded are relayed to the police control room.

- 2.1.7 Community Safety CCTV are security accredited to monitor the police national digital communication system (radio) known as Airwave, which has proven to be an effective tool. It enables CCTV operators to record valuable evidence at incidents prior to police arrival and the images being recorded are relayed to the police control room for their information.

- 2.1.8 The department works closely with other council enforcement, emergency planning departments and the police in relation to dealing with crime and anti social behaviour in the Leeds area.

2.1.9 The department also monitors the Business Against Crime In Leeds (BACIL) radio. This is a licensed radio system that is utilised by many of the city centre shops and the licensed trade to inform other businesses of incidents of interest to other businesses. Monitoring this radio system has also proved to be an effective tool in dealing with crime.

2.2 Description of Delegated Function / Enhanced role

2.2.1 CCTV provides reassurance to the public and helps reduce crime, the fear of crime and assists in detecting crime in areas covered by CCTV.

2.2.2 The service works in partnership with the police and other council services to target crime and anti social behaviour. They also work closely with Area Management, Divisional Community Safety Partnerships (DCSPs) and Neighbourhood Policing Teams (NPT's) on multi-agency operations.

2.2.3 There are 25 CCTV operators who monitor over 300 cameras across Leeds with a further 4 mobile CCTV operators to carry out the 24/7 operations every day of the year.

2.2.4 The police provide dedicated CCTV liaison officers to support each of the three police divisions and other law enforcement agencies in Leeds. The liaison officers have the responsibility for viewing and seizing images of crime and public disorder for evidential purposes.

2.2.5 Other relevant council departments also have dedicated CCTV liaison officers who also have a responsibility for viewing and seizing images of CCTV evidence to support council prosecutions.

2.2.6 Leeds City Council Community Safety CCTV contributes in partnership initiatives e.g. Neighbourhood Policing Team's (NPT) activity, Automatic Number Plate Recognition (ANPR) operations and Anti Social Behaviour Unit (ASBU) activity. Community Safety CCTV contributes to the overall crime reduction and reassurance agenda at area level through Divisional Community Safety Partnerships (DCSP).

2.2.7 The service produces a weekly CCTV report which is sent to Ward Members, Enforcement, ASBU, Area Management and West Yorkshire Police.

2.3 Role and Responsibilities of the Area Committee

2.3.1 Area Committees, where appropriate, have approved capital fund spending regarding the installation of public space surveillance CCTV cameras. The installation of such cameras can never be considered a stand alone option in the fight against crime and they must be considered as part of a local strategy to address crime and disorder and allaying the fear of crime. The installation of CCTV systems is a long term investment which requires continued financial support in relation to the annual revenue costs..

2.3.2 Area Committees may wish to consider developing or enhancing CCTV coverage in specific areas to tackle crime and disorder, the service will

provide details of the full cost of funding such projects when requested to do so and offer appropriate advice concerning such installation projects.

2.3.3 Area Committees via the Area Community Safety Co-Ordinator and Neighbourhood Policing Team Inspector, can request that the mobile vans be deployed in specific areas for crime prevention, crime detection, allaying the fear of crime and to combat anti-social behaviour or to take part in partnership initiatives.

2.4 Contributing to Delivery of the Leeds Strategic Plan Targets and Outcomes

2.4.1 The service is contributing to the delivery of Leeds Strategic Plan via

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

2.4.2 The service contributes to the delivery of other council departmental strategic plans such as ASBU, Enforcement, Peace and Emergency Planning, Land Drainage, Licensing, Security Services, Planning Department, Highways, ALMO's and Area Management.

2.4.3 Leeds City Council Community Safety CCTV have CCTV links to METRO, Bradford, Wakefield, Huddersfield and Calderdale local authorities and share images with the police, Urban Traffic Control, Land Drainage and Peace & Emergency Planning.

3.0 The Service at Area Committee level

3.1 Area Profile of the Service

3.1.1 All Departmental members of staff have been security vetted and the Department has been security accredited to utilise the police digital communication system known as Airwave. The ability to listen and react to police radio transmissions has proved to be effective in the fight against crime and anti-social behaviour.

3.1.2 Within the CCTV control room additional police equipment has been installed as part of the working partnership in crime prevention, detection and allaying the fear of crime such as Automatic Number Plate Recognition (ANPR).

3.1.3 The Department also has two mobile CCTV vans which are also fitted with ANPR equipment which are used in partnership working in conjunction with the police and other council enforcement services in identified locations throughout Leeds area.

3.2 Area based Service Priorities and contributions to the Area Committee's Area Delivery Plan for 2010 / 2011

3.2.1 Leeds City Council Community Safety CCTV camera operators have the ability to respond to record evidence at any incidents that the police have been informed about or where they are attending in areas where there are public space surveillance CCTV cameras as a result of monitoring the police digital communications system (Airwave). This allows evidence to be obtained as the incident is ongoing and images of the incident are also relayed to the police control room.

3.2.2 Using intelligence information there is also the ability to monitor identified areas via various formats;

- Crime Reduction Partnerships
- Residents Groups
- Community Groups
- Tasking meetings
- Vehicle Crime Sub Group
- Drugs and Robbery Sub Group
- Robbery Analysis Group
- Transit Robberies Group
- Acquisitive Serious Crime Group

3.3 Customer and community engagement

3.3.1 Strong partnership working underpins the activity of the Safer Leeds Partnership in making Leeds a safer place to live and work. Leeds City Council Community Safety CCTV is actively involved with all partners (internal and external) in 'Operation Champion'.

3.3.2 Leeds City Council Community Safety CCTV control room is situated in a secure environment and cannot actively engage directly with the community at its workplace; however the mobile CCTV vans are deployed at partnership community events (including the annual 'Face the People' event).

3.3.3 Communities place an active role in influencing the installation of CCTV cameras and the deployment of the mobile CCTV vans through partnership meetings, residents groups, Neighbourhood Policing Team meetings or by speaking directly to Councillors.

3.3.4 When seeking to fund a new CCTV installation or additional cameras, community consultation is undertaken to support the process. CCTV must be regarded as part of an overall strategy in the prevention and detection of crime and allaying the fear of. It cannot be used as a stand alone tool, but one that complements activity of other agencies and the police.

3.3.5 Leeds City Council Community Safety CCTV Codes of Practice have been approved by the council Legal Services and are reviewed annually.

4.0 Performance Management and Reporting

4.1 Baseline Position and key targets for the Service

4.1.1 Leeds City Council Community Safety CCTV supports the aim of the 'Safer Leeds' Crime & Disorder Reduction Partnership which is 'To secure sustainable reductions in crime and disorder and address the fear of crime in Leeds.'

4.1.2 As a department we are committed in working within the national framework to deliver improvements and change at a local level via:

- Effective Leadership
- Visible and constructive accountability
- Intelligence-led business processes
- Effective and response delivery structure
- Engagement with the communities and
- Staff having appropriate skills and knowledge

4.1.3 'Safer Leeds' has a statutory duty to produce a partnership plan which is aligned with other planning cycles such as the Leeds Area Agreement which supports the delivery of Public Service Agreements (PSA's) relating to crime reduction, community safety and substance misuse.

4.1.4 The Leeds Strategic Plan (LSP) 08 – 11 / Council Business Plan highlight the need for 'reduced crime and fear of crime through prevention, detection, offender management and changed behaviour.

4.1.5 Leeds City Council Community Safety CCTV is a front line service which supports partners and contributes to these plans by providing evidenced based information to partners about the scale and nature of crime and disorder.

4.2 Other Outcomes for the Area Committee area

4.2.1 CCTV is used on a daily basis to reduce crime and the fear of crime by facilitating in the apprehension and prosecution of offenders and assisting in the prevention and detection of crime committed in public areas in Leeds. CCTV Operators receive daily intelligence briefings about highlighted areas of concern.

4.2.2 Mobile CCTV vans are deployed throughout the city on a daily basis working alongside Neighbourhood Policing Teams and staff are also given intelligence briefings about the areas of interest they are to patrol in the Leeds areas.

4.3 Reporting Arrangements

4.3.1 The service provides weekly reports to all relevant partners and every six months a report is now to be provided to all Area Committees.

5.0 Programme of Activities 2010 / 2011

5.1 The service provides a daily monitoring service of the public space surveillance cameras and the mobile vans are deployed within areas identified but the details of that deployment are dependent upon the intelligence information received on a daily basis.

6.0 Implications for Council Policy and Governance

6.1 The proposals outlined within this report have no implications on Council Policy as the proposals are in accordance with agreements and existing policies.

7.0 Legal and Resource Implications

7.1 As previously mentioned within the report, Leeds City Council Community Safety CCTV is strictly controlled by a Code of Practice outlining the operating procedures in accordance with relevant legislation as previously outlined within this report.

8.0 Equality Considerations

8.1 Access to members of the public into the CCTV control room is not allowed for security reasons.

8.2 The Service Plan plays a key role in contributing to the delivery of the Equality and Diversity Strategy.

9.0 Any Other Considerations

9.1 Leeds City Council Community Safety CCTV services are strictly controlled under the Data Protection Act for the purpose of crime prevention, detection and allaying the fear of crime including environmental crime and cannot be used for any other purpose. The service presently acts as the council CCTV single point of contact for all matters pertaining to CCTV and all enquiries are directed to the CCTV Co-ordinator.

9.2 CCTV is an emotive issue; however the public of Leeds, on the whole, are supportive of the Council's use of this technology to reduce crime and the fear of crime. The cameras have a proven track record as a key strategy in crime prevention and detection and allaying the fear of crime.

9.3 The average cost for the installation of a single CCTV camera system costs in the region of £22,500 (Capital) and on average continuous annual revenue costs are £4,500 per year. Annual revenue costs cover the cost of the BT line rental, electrics, monitoring and maintenance of the system, but do not include any insurance for damage to the system e.g. motor vehicle collision or vandalism.

10. Conclusions

- 10.1 Community CCTV is a vital component of any crime prevention or reduction strategy. During 2006/2007 CCTV recorded images provided vital evidence which led to over 3,000 arrests, from April 2008 to March 2009 it provided evidence leading to 3,033 arrests and during the last year April 2009 to March 2010 there has been a total of 3,388 known arrests ranging from serious criminal offences such as murder, robbery and burglary to anti- social behaviour incidents.
- 10.2 Leeds City Council Community Safety CCTV provides very high quality images that are of excellent evidential quality.
- 10.3 The mobile vans have been involved in various joint multi agency operations and initiatives with the police and other enforcement agencies.
- 10.4 People have different views on the issue of the use of CCTV, but overall CCTV is popular with the public and its removal would be likely to cause a public and political backlash. In areas where public space surveillance cameras have been removed there is clear evidence to show that crime rates increase and often substantially.

11.0 Recommendations

- 11.1 Committee members can influence the installation of additional CCTV cameras in appropriate identified areas, subject to funds being available.
- 11.2 Area Committees may wish to ensure that appropriate reporting mechanisms are in place to highlight areas of concern within the community to local NPTs. The NPTs also need to ensure that there is a reciprocal line of communication back to the Area Committees and other council departments such as ASBU and enforcement services to ensure that CCTV both fixed and mobile, are effectively used.

Appendix 1

12. Financial Cost breakdown for North East (Outer) Area Committee

- 12.1. There are no charges levied to the North East (Outer) Area Committee regarding public space surveillance cameras.

Appendix 2

13. Summary of incidents reported in the North East (Outer) Area Committee

- 13.1. There have been a total of 12 arrests in the North East (Outer) Area Committee Area in relation to offences of burglary, criminal damage, assaults, and public disorder.
- 13.2 CCTV footage has been used in a further 975 arrests within the North East Leeds Policing area for a various number of other offences. Additionally within the North East (Outer) 12 additional incidents has been seized where evidence has been recorded in relation to crime..

Background Papers

There are no background papers

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Originators: Carole Clark
Tel: 0113 2145867

Report of the East North East Area Manager

North East (Outer) Area Committee

Date: 5th July 2010

Subject: Well-Being Fund

Electoral Wards Affected:

Alwoodley, Harewood, Wetherby

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

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

Executive Summary

This report provides an overview of spending to date, and presents for consideration a number of new project proposals requesting funding.

The Area Committee is asked to:

- Note the review of projects funded during 209/10;
- Note the spend to date and current balances for the 20010/11 financial year;
- Consider the project proposals in paragraphs 12-19 and approve where appropriate the amount of grant to be awarded;
- Note the awarding of small grants for each ward;
- Note the projects in development.

Purpose of this report

1. The purpose of this report is to provide details of the well being fund to the Area Committee, including a review of projects funded during 2009/10 and details of new projects for consideration.

Background Information

2. Each of the ten Area Committees receives an allocation of revenue and capital funding to commission projects and offer grants to organisations in the local area. The amount of funding for each Area Committee is determined by a formula based on population and deprivation in each area which has been previously agreed by the Council's Executive Board.

Review of projects 2009/10

3. During 2009/10 well being funding totalling £457,000 was allocated to a range of projects in the Outer North East Area. £200,000 of this served as match funding for projects. The amount of other funding secured by organisations for these projects was £450,000.
4. Appendix 1 of this report provides details a summary of projects and what they have been able to achieve through receiving support from the Area Committee.

Well being 2010/11

Revenue

5. The Well-Being revenue allocation for 2010/11 is £143,221, with no increase from 2009/10.
6. Using the percentage measure of the total population of the outer area, the split between the three wards is £53,278 for Alwoodley ward (37.2%), £43,110 for Harewood ward (30.1%) and £46,833 for Wetherby ward (32.7%).
7. Taking into account the carry forward figure from the previous years and funding committed to projects at the March 2010 Area Committee, the current balance for each ward is Alwoodley £29,772, Harewood £36,539 and Wetherby £30,134.
8. An additional allocation of £50,000 was made available by the Executive Board in 2007 for each Area Committee to fund two areas of strategic importance:
 - Carrying out reviews of conservation areas in their geographical area.
 - Introducing Residents' Only parking / extra parking provision in particular areas of concern.
9. Split between the three wards, the funding provided an allocation of £16,667 per ward. The allocation for Harewood and Wetherby wards has been spent, but the balance for Alwoodley ward remains unspent.

Small Grants

10. Community organisations can apply for a small grant to support small scale projects in the community. A maximum of two grants of up to £500 can be awarded to any one group in any financial year, to enable as many groups as possible to benefit.
11. Appendix 2 to this report shows the spend to date and current balance for the revenue budget.

Capital

12. The capital allocation for 2009/10 was cut by 10%. For 2010/11 an amount of £20,000 capital has been allocated to each area committee. Split three ways this is £6667 per ward. Appendix 3 to this report sets out details of the current balances for the capital allocation.

New Projects for Consideration

Revenue projects

Aberford Masterplan 2010-2020

Aberford and District Parish Council (Harewood Ward) £5000

13. Aberford and District Parish Council want to produce a comprehensive successor to the Parish Plan for the period 2010 – 2020. This Plan is now being viewed as being a Masterplan for the village, recognising the need to take a serious look at both revising our policies for the village, as well as developing strategic projects and proposals for the Parish over the coming 10 years.
14. The Parish Council recognises that dealing with some of these issues will require technical support and beyond this we intend the process to be fully inclusive of the whole community and are intending to engage consultancy support to enable this process to be undertaken.
15. The cost of developing this masterplan, including consultancy fees is £10,000, and Aberford Parish Council is seeking well being funding of £5000.
16. ADP Theme: Harmonious Communities.

Capital projects

A58 Road, Wetherby, Environmental Improvements (Wetherby Ward) £6850

17. This application is for funding to erect 160 linear metres of knee rail fencing along with a maintenance gate on land at Leeds Road Wetherby. The purpose is to prevent unauthorised vehicles accessing the site and causing damage to the land.
18. The land is owned by Leeds City Council. This fencing will stop unauthorised access to the land and illegal camping which causes problems

for the local community and impacts on the local environment. The total cost of the fencing is £6850.

19. ADP Theme: Thriving Places.

Projects in Development

20. The following projects are in development. This means that the Area Management Team is working with an organisation to ensure that any proposal submitted is linked to one or more of the Area Committee priorities, that full application forms with appropriate information are submitted for each one, and that other funding sources which may be able to contribute to the project are also explored.

Tree planting, Moor Lane, £12,000 (Harewood Ward)

21. A project is being developed to plant 40 trees as part of environmental improvements on Moor Lane near Collingham Moor just off Wattle Skye. The path is well used by ramblers and walkers, and the tree line is visible from the surrounding area.

22. ADP Theme: Environment.

Graveyard at St Paul's Church, Shadwell £9,016 (Harewood Ward)

23. Shadwell Parish Council is seeking a funding contribution towards the costs of undertaking repair and refurbishment work to the graveyard to create a safe and attractive greenspace with seating. This will include resetting of loose headstones and refurbishment of the path and grassed areas. The main footpath route through the village crosses the graveyard and many residents and visitors pass through the area.

24. ADP Theme: Environment.

Bramham Sports Pavilion

Bramham Sports and Leisure Association £27,000 (Wetherby Ward)

25. This project aims to develop the playing field area in Bramham into a sports and leisure facility and, in phase 1, provide a multi purpose pavilion/clubhouse to host a variety of sports and a meeting area. The long term plans include senior and junior football pitches, an all weather service area, activity trail and bowling green. Planning permission has been obtained, initial funding secured and a programme is in place to raise the remaining funds. The total cost of the project is £290,000. This application is for a grant of £27,000 for the cost of the substructure and foundations.

26. ADP Theme: Harmonious Communities.

Implications For Council Policy and Governance

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

Legal and Resource Implications

28. The Area Committee has delegated responsibility for taking of decisions and monitoring of activity relating to utilisation of well being budgets within the framework of the Council's Constitution and in accordance with Local Government Act 2000.

Conclusions

29. The well-being fund provides financial support for projects in the Outer North East Area which support the priorities of the Area Delivery Plan.

Recommendations

30. The Area Committee is requested to:
- Note the review of projects funded during 2009/10;
 - Note the spend to date and current balances for the 2010/11 financial year;
 - Consider the project proposals in paragraphs 12-19 and approve where appropriate the amount of grant to be awarded;
 - Note the awarding of small grants for each ward;
 - Note the projects in development.

Background Papers

Area Functions Schedule Report July 2010

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Well Being Grants Approved in 2009/10

Alwoodley Park Community Kitchen £15,000

This project involved the development and upgrading of an existing kitchen in a well used hall which is used by a local parent and toddlers group, luncheon club, craft groups and other local groups. The kitchen at the time of the application was small and there were several health and safety concerns about the layout, space, ventilation and accessibility.

The new kitchen now enables more groups to fully utilise the space available and allows a safe and accessible food preparation area which complies with current food hygiene preparation regulations. The total cost of the project was £20,766.



Cranmer Bank Rockery and Planting Scheme £8000



This scheme was submitted by East North East Homes Leeds (ENEHL) on behalf of the Cranmercall Tenants & Residents Association. The scheme was to improve the appearance of two circular areas at Cranmer Bank. Historically due to the limited maintenance these areas received (two cuts per year) they have become extremely overgrown.



A project was put together to have a feature stone in the centre of the circular areas, which would be engraved with 'Cranmer Bank' plus a smaller rockery around this with very low maintenance shrubs. This has provided a feature at the shops and improved the appearance of the circles. A 12 month maintenance contract has been agreed with the contractor to ensure the upkeep and tidiness of the areas.

Moortown Rugby Union Football Club £2,200

Moortown RUFC applied for funding to metal clad and insulate the back and side of the mini junior player's hall. The building, due to deterioration, was exposed to the elements and open to damage. By securing the hall it would mean that the mini rugby club could continue with their fitness training and have their meetings and post match meals there. The

application was split equally between the North East Inner and North East Outer Area Committees. As a result of the project the hall is now secured and weatherproof and will need no future maintenance.

Moor Allerton Elderly Care (MAECare) £6775

For some years now the Area Committee has supported this charitable organisation who support older people in the area through providing a service and activities that local older people have come to rely on. For 2010/11 the grant was to provide a project which addressed issues of home security, solve problems with gardening help, provide information to improve the confidence of older people in protecting themselves against becoming victims of crime, and further develop intergenerational activities with local schools to improve understanding between generations. In a 6 month period:

- the 'Winter Warmers' scheme was run in which 115 people benefited from the distribution of thermal underwear just in time for the sub zero temperatures;
- 25 people received signposting help concerning maintaining independent living;
- 1 person was signposted to another agency for help with gardening;
- 7 received signposting help to deal with repairs and maintenance;
- 6 received direct help with small handyperson jobs;
- 81 people attended a Christmas party prepared by pupils at Allerton High School;
- 14 people received harvest food hampers.

Open House Community Centre £15000

Revenue funding was approved by the Area Committee as a contribution towards the development and continuation of activities for the benefit of the local community, particularly residents on the Lingfield, Firtree and Queenshill estates. The activities are organised and run by volunteers at the centre on a regular weekly basis. Efforts were concentrated on those activities identified by community members as being required in the neighbourhood and suitable for different age groups and interest groups. The Trustees and Management Committee advise, support and assist all volunteers. Other organisations have also been invited to provide their services at the centre on a regular basis. The groups and activities running are:

- Over 50's club
- Cookery classes
- Women's Group
- Sewing Group
- English for speakers of other languages (ESOL) classes
- Computer classes
- Playwork Group
- Activities for young people (LCC Youth Service)
- community café

Northcall £33,704

Northcall Community Project has been offering services and activities for the Moor Allerton community since 2000. They offer support families, at a minimal cost, to help them gain skills for life and work, and to improve their economic situations. Northcall also delivers activities targeted specifically at children and young people, and for older people. Services include

benefits advice, adult learning, family support activities, children's activities including school holiday play schemes, a programme of family learning opportunities and social activities to encourage community participation. The grant approved by the Area Committee contributed to running costs and training costs for the volunteers who are so essential to service delivery. The wide range of activities on offer were all very well attended. Activities included:

- Youth Services Drop In
- Healthy Eating sessions
- Community Café
- Playschemes
- Supper Evenings
- Craft Activities for older people
- Bollywood Dance
- Advocacy and advice to asylum seekers and refugees
- Confident Women sessions
- Taming Your Tots n Teens
- Calligraphy
- Scottish Dancing
- Salsacise and Weight Management

Alwoodley Activities Fund £9000

Alwoodley Cluster of Schools was one of five areas piloting the Activities Fund in Leeds in 2009/10. The purpose of the fund is to enable children from disadvantaged families to attend a range of after school and holiday activities. Well being funding was provided as match funding. Once the funding had been awarded a number of meetings and discussions took place across the Cluster which led to a clear identification of gaps of provision for children in the area around arts. Discussions with Artforms and local schools led to the development of a brief for an Arts Champion for the Alwoodley Cluster to work to meet the agreed project outputs across the cluster and with a range of local partners.

A brief was drawn up offering a 60 day contract to raise the profile of the arts; increase arts provision for all children and young people; target disadvantaged children and young people and encourage participation and develop a strategy that would leave a legacy of arts provision and infrastructure in the locality. A full recruitment process was undertaken and Dawn Fuller of Space2 Leeds appointed Arts Champion at the beginning of October 2009.

The first period has included a familiarisation process for the Arts Champion to get to know partners, what is available, needs and gaps and she has met with the Extended Services Cluster Leader and all the schools' Headteachers and Extended Services Co-ordinators. Presentations and discussions have taken place at Cluster Leadership meetings and Dawn has also met with a number of other local partners, including Youth Service and Northcall. An action plan, timetabling potential provision of arts activities from February 2010 has been created, collating the above information collection, which has been agreed in principle by the cluster and partners.

Proposals include:

- 6 after school art clubs at primary schools

- Holiday taster projects in dance and visual arts at Allerton High and Cardinal Heenan High Schools
- 3 after school dance clubs, holiday dance projects at Allerton High and Cardinal Heenan High Schools
- A cross cluster Urban Arts club for KS2 boys, targeting disadvantaged and challenging boys
- A cross cluster Performance Poetry club for vulnerable girls, bringing Yr 6, 7 & 8 girls together to aid transition to High School
- Professional development for teachers and support staff to sustain dynamic art clubs long term
- 6 taster days of performance poetry for all children
- Support and expansion of Northcall's Family Learning Fashion Project to enable children and young people to take part in various sessions around accessorising outfits, design, poster making, DJing and podcasting
- A summer holiday film project

Links have also been made with City-wide arts providers which are starting to work towards long term provision and opportunities for local children and young people to get involved in large scale performance projects in 2011 and 2012 with Phoenix Dance, Yorkshire Dance and Leeds City Museum and Discovery Centre.

Bardsey Playground Renovation Project £10,000

Bardsey Parish Council wanted to renovate the existing playground which, after 16 years of heavy usage, needed equipment replacing and new surfaces.

The Parish Council approached the Area Committee for help with replacing the dilapidated fence and gates which had been identified as needing replacing through an independent safety inspection.

The project was completed in December 2009 within schedule despite the bad weather. This has now made safe the playground with stronger and more attractive fencing.



Bardsey Sport Clubhouse Re-development £25,000

The Area Committee was approached by the Bardsey Sport Club for a grant to re-develop their clubhouse. The project was felt necessary due to the dilapidation of the changing rooms, shower, toilet, kitchen facilities and the roof of the building, and it no longer meeting modern standards. The extension and redevelopment of the Club would be of increased benefit to the community. It was also felt that it would make the Club more versatile in its use, being available for indoor sports, less vigorous pastimes, and functions all of which would appeal to the existing members not directly involved in field sports, and to encourage new members, young and old, wishing to establish and develop group interests with other members of the community. Unfortunately due to the keen frosts and severe winter weather the project was delayed but work finally got underway in March.

Save Our Pool – Scholes Community Pool £1000

The swimming pool, which is on the Scholes Primary School campus, benefited people from Scholes and the surrounding area until it had to close for repairs which included replacement of the pool liner and wooden surrounds and general repairs to the pool area. The School PTA donated £1,000 towards the project and the Boston Spa Partnership also contributed. The pool has now re-opened and the numbers now attending have exceeded all expectation.

Wetherby Community Bonfire £1000

There has been a community bonfire in Wetherby on the Ings for the past five years which is always well attended and enjoyed by people of all ages making it a real family event. The total cost of the event was £8,600. The event was a huge success despite the rain with over 2,000 people attending.



Barleyfields Radio Project – Tempo fm £1000

Ofcom granted Wetherby Community Radio a five year broadcasting licence in September 2006 with the specific aim of involving the local community within Wetherby and the surrounding villages. The Barleyfields Radio Project was established in October 2008 in conjunction with the Youth Service. Since then Wetherby Radio has been actively assisting young people every Thursday evening and Barleyfields Youth Club with their media studies.



The project has been a great success with the young people. The well being grant was to assist with the purchase of the necessary licences to allow the radio station to stay within the Ofcom regulations and continue broadcasting.

Community Planner Post £75,000

The Area Committee raised the need for a Community Planner officer initially in 2008. Funding was approved, and after some delay Sarah Hellewell was recruited to the post in September 2009.

The purpose of the post is to provide planning advice and guidance to the North East Outer Area Committee and to Parish and Town Councils, individuals and groups in the North East Outer Area Committee area, and to pursue planning initiatives for improvement.

Sarah Hellewell came into post on 14th September 2009, and initially spent time meeting the ward members, and officers from Area Management and Planning to get an overview of the area, and to discuss their roles and responsibilities.

During the first quarter Sarah met with interested parties and obtained their views of their issues regarding planning and enforcement. These stakeholders were:

- Ward Members
- Town and Parish Councils
- NE Area Planning Services Team
- East Householder Planning Services
- East Compliance Team
- Planning Administrative Manager
- Head of E-Planning

An assessment of all issues raised was undertaken and actions formulated to address them. These included:

- Regular Ward Member briefings which include representatives from planning and enforcement
- Officer Panel and delegated reports to include a section for Town and Parish Council responses. This is being done.
- Procedure set up to improve communication between Officers and Members regarding applications, for example if it is major planning application notify by e-mail the Member about the application, asking if a briefing is required and that they will be kept informed of the applications progress. Also if Members have been involved in a site previously they are notified as above. This has been implemented

Sarah made initial contact with all Town and Parish Councils and offered to attend one of their meetings to discuss individual issues and provide planning advice to them, see what training issues they had individually and work out how to provide this. She has now attended several Parish Council meetings and had walkabouts in their areas with them. She has also made contact with a number of Parish Councils through phone call and e-mails.

There was one Appeal Hearing during the first quarter which Sarah attended.

During the second quarter work has predominantly concentrated on the two Public Inquiries being held which affected the Harewood and Wetherby Wards - Church Fields, Boston Spa and Grimes Dyke. The Public Inquiries have been very staff intensive requiring Sarah's input prior to the commencement of the inquiry and particularly during the inquiries themselves, when she attended as many days as possible. In the case of Church Fields, this was every day at the request of ward members.

The work has included working closely with the Ward Members and Parish Councils and local residents to provide support and guidance with meetings, correspondence and letters of objection. Sarah attended a round table discussion between all interested parties for both appeal sites: Ward Members, Council solicitor, Council officers and Parish Council representatives. She also discussed the scheme at a Boston Spa Parish Council meeting, and attended the public inquiry.

A similar level of support was provided for the Grimes Dyke Public Enquiry. This site is not within the Outer North East area, but is close to the villages of Thorner and Barwick & Scholes Parish Councils, both of who have raised objections to the scheme. The ward members also had objections. Sarah attended several meetings and it was agreed to pass any correspondence and statements to Sarah for checking prior to formal submission.

Sarah attended the opening statements and areas relevant to the Parish Councils and Members. She was able to provide on the immediate advice and support. In Barwick & Scholes Parish Council's closing statement they thanked the Community Planner for their support and help.

The role of the Community Planner has been very useful particularly during the Public Inquiry process, providing advice and support which otherwise would not have been provided. A report will be produced about how these appeals have operated, identifying learning points, good practice and where there are improvements to be made. The learning points and improved process will be used as a template for future appeal cases of this nature. This will be reported to Area Committee at a future meeting.

Sarah has also carried out further meetings with Parish Councils meeting them individually and having walkabouts in their areas so to get to know the areas.

The Town and Parish Planning Charter became a formal document at the beginning of the year. Sarah has been helping in implementing it, assessing how this is being implemented and how it is working. She will be involved in the review of this charter in summer 2010.

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Outer North East Well Being Fund

	Revenue				Total
	Alwoodley	Harewood	Wetherby	Total	
	£	£	£	£	£
Balance c/f from 09/10	-1263.00	8862.00	19801.00	27400.00	
10/11 allocation	53279.00	43109.00	46833.00	143221.00	
Balance start 10/11	52016.00	51971.00	66634.00	170621.00	
Projects approved					
Community Gardener			19900.00		
Maecare	5796.00	1932.00			
Open House	15000.00				
Northcall	15000.00				
NE Community Safety Partnership	1355.00				
Sports Activities	1700.00		1950.00		
Deepdale rental support			2000.00		
Community Planner		12500.00	12500.00		
Small grants & skips	0.00	1610.00	650.00		
Total	38851.00	16042.00	37000.00	91893.00	
Balance	13165.00	35929.00	29634.00	78728.00	

Additional allocation for carparking or
conservation area reviews unspent for
Alwoodley

16667.00

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Small Grants						
		Alwoodley	Harewood	Wetherby	Total	
		£	£	£	£	£
Organisation	Project					
Scholes Community Care	Coach Outing for older less able and active people		500			
Barwick In Bloom	Purchase of replacement rotary mower		500			
Scarcroft Parish Council	Purchase of 10 hanging baskets		500			
Bramham Community Action Group	Operating costs for Bramham Gala, including toilets and insurance			500		
Skips			110	150		
Total		0	1610	650	0	0

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Capital					
	Alwoodley	Harewood	Wetherby	Total	
	£	£	£	£	£
c/f from 09/10	523	-7037	40704	34190	
allocation 10/11	6667	6667	6666	20000	
Total allocation	7190	-370	47370	54190	
Projects approved					
Total approved	0	0	0	0	
Balance	7,190	-370	47,370	54,190	

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Report of the North East Area Manager

North East (Outer) Area Committee

Date: 5th July 2010

Subject: Area Delivery Plan 2008-11 Update

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

Executive Summary

This report provides members of the area committee with an update of progress on actions in the 2008-11 Outer North East Area Delivery Plan, including activity in the Moor Allerton Priority Neighbourhood. It also includes a proposal to develop a Neighbourhood Improvement Plan for Moor Allerton in line with the other two priority neighbourhoods in North East Leeds. The Area Committee is asked to note the contents of the report and support the development of a Neighbourhood Improvement Plan for Moor Allerton.

Purpose of this report

1. This report provides Members with an overview of activity in the Outer North East Area relating to the Area Delivery Plan including the Moor Allerton Priority Neighbourhood, and seeks support from members to develop the Moor Allerton Action Plan into a Neighbourhood Improvement Plan in line with the other priority neighbourhoods in North East Leeds.

Background Information

2. The ADP for 2008/9 – 2010/11 has been developed following the headings contained within the Vision for Leeds. It is a local expression of the city's

commitment to the Local Area Agreement and partnership working. The themes of the ADP are:

- Culture
- Enterprise and Economy
- Learning
- Transport
- Environment
- Health and Wellbeing
- Thriving Neighbourhoods
- Harmonious Communities

3. The Area Delivery Plan for 2008-11 was approved by this Area Committee on 15th September 2008. The plan has subsequently been refreshed, with the latest refreshed version endorsed by the Area Committee at the March 2010 Area Committee.
4. A public friendly version of the Area Delivery Plan has also been approved by the committee and has been circulated to libraries, parish councils, and community organisations in the area. Further copies are available from the author of this report.

Updates

Culture

5. Alwoodley Cluster of Schools was one of five areas piloting the Activities Fund in Leeds for 2009/10. The purpose of this Fund is to provide a range of art, film, dance and art activities through after school and holiday sessions, targeted at disadvantaged children and young people, and leave a legacy of arts provision and infrastructure in the locality. From April 2010 the Activities Fund was rolled out across the city.
6. The programme of activities for the Alwoodley Cluster of Schools includes:
 - Six after school art clubs at primary schools;
 - Holiday taster projects in dance and visual arts at Allerton High and Cardinal Heenan High Schools;
 - 3 after school dance clubs, holiday dance projects at Allerton High and Cardinal Heenan High Schools;
 - A cross cluster Urban Arts club for KS2 boys, targeting disadvantaged and challenging boys;
 - A cross cluster Performance Poetry club for vulnerable girls, bringing Year 6, 7 and 8 girls together to aid their transition to High School;
 - Professional development for teachers and support staff to sustain dynamic art clubs long term;
 - 6 taster days of performance poetry for all children;
 - Support and expansion of Northcall's Family Learning Fashion Project to enable children and young people to take part in various sessions around accessorising outfits, design, poster making, DJing and podcasting;
 - A summer holiday film project;

7. Links have also been made with City-wide arts providers which are starting to work towards long term provision and opportunities for local children and young people to get involved in large scale performance projects in 2011 and 2012 with Phoenix Dance, Yorkshire Dance and Leeds City Museum and Discovery Centre.
8. A programme of activities for the area covered by Elmet Partnership of Schools and Services is being developed and co-ordinated by the two Core offer co-ordinators who were appointed in April 2010. Their role is to ensure that the full Core Offer of extended services is being delivered and is accessible through developing and co-ordinating a programme of activities and provision for children and families. During the next few months they will be:
 - Mapping activities, resources and facilities currently available in order to identify any gaps, co-ordinate activities and signpost to relevant services;
 - Undertaking consultation children and young people, their parents and the wider community to further understand needs and to identify and target hard to reach families;
 - Producing a Summer Activity Program for children and young people in conjunction with other services and organisations;
 - Ensuring that the EPOS minibus is used to its full potential;
 - Publicise and promote EPOS through developing the website, producing an information guide, and develop the branding.
9. Summer sports activity weeks, supported by Well Being funding, are planned for Allerton High school and Wetherby Sports Association for children aged 8 – 12 years. These events will be targeted at children and young people living in the Outer North East area.
10. Readers groups are continuing at Moor Allerton and Wetherby libraries, there is also a teenage group at Moor Allerton library. A monthly Family Club takes place at Moor Allerton library and there are plans to launch a Family Club at Wetherby Library summer 2010.

Learning

11. The Alwoodley Cluster Parent Support Adviser (CPSA) has had significant impact in contributing to improving attendance both in school and at after school activities through engaging children and families in a number of ways:
 - Supporting families and schools with CAFs¹ by taking the lead where appropriate, undertaking home visits to supported families on a one-to-one basis and building relationships with hard-to reach families.

¹ Common Assessment Framework.

- Kidscope² sessions with a themed approach have resulted in increased participation from a range of professionals. These are regularly accessed by 2-3 families every session.
 - STEPS³ Courses facilitated by the CPSA are proving successful. Six parents attended the first course, and eleven targeted parents signed up to attend, this included three parents who have children with absenteeism problems – two of which have Parenting Orders.
 - Supporting and encouraging pupils with behaviour problems to take part in after school activities.
12. Boston Spa and Wetherby Children's Centres were designated in December 2009; both were operating from temporary facilities. The Centres offer a range of services to families with children under 5. Wetherby Children's Centre building, on the Wetherby High School site, is now complete. Construction of Boston Spa Children's Centre at Deepdale commenced in early June 2010, and will be completed by the end of November 2010.

Transport

13. Following the Wetherby Horsefair improvements which included a change of junction priorities at the corner of Walton Road and Nags Lane a road safety issue become apparent. Some drivers approaching from Hallfield Lane have been observed turning into Nags Lane without looking left down Walton Road. Despite improvements (new signs, the introduction of a flashing amber and strengthened centre-line road markings), a road safety audit has confirmed the problem continues.
14. To solve the problem, 'No Entry' signs are being erected at the entrance to Nags Lane from Hallfield Lane. This arrangement has been temporarily adopted on a previous occasion and proved popular. During the statutory consultation period three representations were received from local residents which were all in favour. Temporary No Entry signs have been erected and the permanent signs should be in place by the end of July.

Environment

15. The Community Conservation Team, Sustainable Development Unit, City Development, are undertaking conservation area appraisals and boundary reviews in the north east outer area which are being funded by the Area Committee.
16. A number of reviews have been undertaken over the past two years. The latest ones to be completed are Barwick in Elmet, Linton and Walton.

² Drop-in sessions offering individual, confidential advice to parents or carers on issues such as learning, behaviour, development, communication, eating, sleeping problems.

³ Systematic Training for Effective Parenting

17. Funding is also allocated for the designation of a new conservation area for Thorp Arch Trading Estate and a review of Aberford conservation area.
18. A Community Planning Officer, Sarah Hellewell, is on hand to provide advice and training to enable local councils to be more adept at commenting on planning applications in their community.

Health and Wellbeing

19. Up Front Health Drop-In service running at Boston Spa and Wetherby High Schools by the Youth Service in partnership with the Wetherby health team. The aim of the project is to inform young people on health issues that are relevant to their needs.
20. A range of sporting activities are available across the area to encourage a more active lifestyle. Support and advice is available to voluntary sports groups from the Council's Community Sports Officer.

Thriving Places

21. Local Neighbourhood Policing Teams (NPT) continue to support the communities they serve. Officers have also recently taken part in a day of action in Alwoodley in conjunction with Customs and Excise and the Environmental Action Team. Road checks in Alwoodley have resulted in a £500 fine for a driver with a vehicle using illegal 'red diesel'.
22. A lot of work has been taking place with young people to help them find out more about the police and what they do:
 - Police Community Support Officers (PCSOs) in Alwoodley have been involved in a community litter pick with ten children from the Lingfields and Cranmers area with support from East North East Leeds Homes and local residents. As a reward for their hard work the children were taken ice skating in Bradford.
 - Officers have also visited 22nd North Hillel Cub Pack in Alwoodley. The cubs learned to take fingerprints and obtain DNA samples, acted out a crime scene involving recovering of a weapon and were able to ask questions about police work.
 - PCSOs also visited children of Deepdale Pre-school recently. The young children learnt all about how Police can help them, what the police wear and why, and what they should do in an emergency. They also got the opportunity to speak to an officer on the police radio, try on their own police uniforms and sit in a police car.
 - Year 6 pupils at Scholes primary school recently took part in a mock up crime scene involving a dead body to help them with a creative writing project which produced some very imaginative ideas.
 - First Brownies of Boston Spa visited Wetherby Police station in May. They were given a tour of the police station and old courthouse, a talk on

Safety and Stranger danger and a demonstration of how a police dog can detain a suspect.

23. Youth clubs are running at Wetherby, Bramham, Aberford, Bardsey, the Lingfields and Wigton Moor. The youth service mobile unit visits Barwick, Boston Spa, Collingham, Aberford, Shadwell, and Cranmer Bank. Detached youth workers cover Wetherby, Clifford, Thorpe Arch, Walton, Wigton Moor and Moor Allerton.

Harmonious Communities

24. The first Moor Allerton gala is planned for 9th/10th/11th July. This is being co-ordinated by local residents groups with support from the council, East North East Homes Leeds, Alwoodley Extended Services and the police.
25. Wetherby Police Station Open Day takes place on Saturday 3 July.
26. The Harewood and Wetherby Town and Parish Council is continuing to operate quarterly and is well attended. The main topic for the May meeting was children and young people, further details are provided in a separate report.

Moor Allerton Priority Neighbourhood

27. Moor Allerton is one of a number of priority neighbourhoods identified across the city. These neighbourhoods have been approved by the area committees and endorsed by the Neighbourhood Policy Group and the Narrowing the Gap Board. The factors used to determine these priority neighbourhoods were:
 - evidence of deprivation using the new Neighbourhood Vitality Index and the Indices of Multiple Deprivation;
 - by the geography of a neighbourhood and resident perceptions of their neighbourhood;
 - the perspective of service providers and organisational effectiveness.
28. Moor Allerton Partnership (MAP) is the multi-agency group offering a co-ordinated approach to improving the fortunes of this area which includes membership from the Police, East North East Homes Leeds, Leeds Jewish Housing Association, Leeds City Council, the voluntary sector, and Groundwork. MAP has an action plan which follows the themes of the Leeds Strategic Plan, with specific local actions for the area.
29. The Moor Allerton priority neighbourhood spans the outer and inner area. Area Management staff are responsible for driving forward action in these areas through partnership arrangements.
30. The Moor Allerton Partnership Action Plan is structured under the themes of the Leeds Strategic Plan. The priorities for the Moor Allerton Partnership are:
 - Improve housing and the environment;

- Support the extended schools programme;
- Tackle youth related anti-social behaviour;
- Reduce crime levels and the fear of crime and increase public confidence in the statutory agencies;
- Ensure vulnerable people have access to services and support;
- Ensure the long term viability of the community and voluntary sectors;
- Help to develop and sustain cohesive communities;
- Increase adult learning and employment opportunities;

31. Activity currently taking place in the MAP area includes:

- A film about family life in the community produced by Northcall which will be shown on the Millennium Square big screen. A fashion and body image course involving 8 young people (all girls) and Bollywood dance sessions which culminated in dancers performing at the Town Hall, also provided by Northcall.
- Informal play sessions at Open House run by Feel Good Factor which are proving very popular;
- A programme of activities is being developed through the Activities Fund Arts Champion, as outlined in paragraphs 5 – 7 of this report.
- Advice and support for people seeking employment available at Job Centre Plus sessions held monthly at Alwoodley Children’s Centre and Jobseekers sessions at Moor Allerton Library. Northcall have recruited a volunteer co-ordinator who will offer basic skills training to assist in finding employment.
- A new home for adults with learning disabilities built on the site of the former Cranmer Bank pub has created 20 job vacancies which have been targeted at local people; Interviews were held locally at Northcall.
- Learning opportunities including ESOL⁴, and confident women courses at Alwoodley Children’s Centre. STEPs parenting courses proving successful with many of the attendees moving on to further training and development and becoming involved as volunteers with Northcall.
- Silver Surfer Sessions provided by MAECare.
- A pilot project to give better access to and through local woodland by improving cycling and walking routes through Tynewald Woods (subject to funding being secured).
- An Operation to tackle underage drinking (Operation Buzzer). 13 off-licences participated, the Operation has now ended but test purchasing is continuing and local shops have not failed.

⁴ English for speakers of other languages

- Trembler alarms and smart water being offered to repeat burglary victims.
- Intergenerational Projects have taken place at Alwoodley Primary and Brodetsky Primary in partnership with Moor Allerton Elderly Care and Leeds Jewish Housing Association. Over 35 pupils and 15 “Golden Friends” took part. A third project is planned with St. Paul’s and Moor Allerton Elderly Care.

Neighbourhood Improvement Plan

32. Moor Allerton is one of the three priority neighbourhoods in the North East area. The other two are in the Inner North East area – Beckhill/Miles Hill (Meanwood), and Chapeltown/Scott Hall.
33. Annual Neighbourhood Improvement Plans (NIPs) have been developed for each of the priority neighbourhoods in the Inner North East area, and also for those in Inner East.
34. The Moor Allerton Partnership (MAP) Action Plan is to be reviewed and incorporated into a Neighbourhood Improvement Plan in line with the other priority neighbourhoods. A draft NIP will be presented to the September meeting of the Area Committee.
35. Each NIP will identify the key domains that the Neighbourhood Index is evidencing as having the most urgent need to address and where appropriate target the super output areas (SOAs) that are demonstrating the greatest inequalities.
36. The NIPs set out:
 - An introduction to the priority neighbourhood;
 - Key issues evidenced by the neighbourhood index by domain;
 - The top local priorities for 2010/11;
 - Map of the area;
 - An summary of neighbourhood index analysis;
 - A framework for roles and responsibilities in delivering and overseeing the NIPs in each priority neighbourhood that reports to the Area Committee;
 - The most up to date action plan and updates on activities.
37. The Area Committee is asked to support the development of a Neighbourhood Improvement Plan for Moor Allerton in line with the other priority neighbourhoods in the East North East wedge.

Area Committee Forward Plan

38. A forward plan for the area committee cycle of meetings for 2010/11 was agreed at the March 2010 area committee. This sets out the business of the area committee dictated by the strategic planning cycle, local priorities,

monitoring and evaluation of outputs and community engagement. The plan is added to and amended as appropriate throughout the municipal year. A copy of the latest plan is attached as appendix 1 to this report.

Implications for Council Policy and Governance

39. The priorities for the Area Delivery Plan mirror the priorities of the Leeds Strategic Plan. These improvement priorities are agreed between all the partner agencies and with government office as the local area agreement (LAA). Local interpretations of the priority outcomes for the area have been developed. Within each priority outcome actions are delivered in consultation with key stakeholders in the local area.

Legal and Resource Implications

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

Conclusions

41. The Area Delivery Plan set out the key actions for 2008 - 2011 for Outer North East Leeds. Projects meeting the objectives of the Plan are funded through the Well-being fund. This report provides an update for members on progress in implementing the actions contained within the report.

Recommendations

42. The Area Committee is asked to note the contents of the report and support the development of a Neighbourhood Improvement Plan in line with the other priority neighbourhoods in the East North East wedge.

Background Papers

Area Committee Roles and Functions 20010/11

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Outer North East Area Committee Forward Plan 2010/11						
Meeting Dates	5th July	20th Sept	25th Oct	6th Dec	7th Feb	21st March
Venue	Scholes Village Hall	Boston Spa School	Civic Hall	Civic Hall	Civic Hall	tbc
Area Committee Core Business	Annual Election of Chair					
	Annual Appointments					
	Updated Forward Plan	Updated Forward Plan	Updated Forward Plan	Updated Forward Plan	Updated Forward Plan	Meeting Dates for 2011/12 and forward plan
	To receive and note delegated functions and other roles					
	Election of Chair					
	Appointments to Outside Bodies					
	Meeting Dates and Forward Plan for Year Ahead					
	Area Committee Function Schedule					
	Community Engagement Strategy	Feedback from summer engagement		Feedback from Autumn engagement		Approval of 2011/12 Engagemnt Plan
	Area Delivery Plan	2010-11 Progress update		2010-11 half year review	2010-11 Progress update	approval of 2011-14 ADP
	Management of Wellbeing Fund	Approval of applications and budget update	Approval of applications and budget update	Approval of applications and budget update	Approval of applications and budget update	Approval of applications and budget update
	Community Centre Portfolio Update	Update report - inc budget statement	Update report - inc budget statement	Update report - inc budget statement	Annual Report and Pricing Policy review	
	CCTV	Update report	Update report?			Update report
Service Reports/Updates	Streetscene Services/Environmental Action Team	X			X	
	Parks and Countryside Annual Report	X?				
	Childrens Services (inc Youth Services)	X				X
	Round 6 PFI Scheme 'Lifetime Neighbourhood for Leeds'		X			X
	Library Service		X			
Partnership Reports/Updates	Town and Parish Council Forum					
	NE Divisional Community Safety Partnership (DCSP)	X				
	ENE Jobs Enterprise and Training (JET) Partnership			X		
	ENE Health & Well Being Partnership		X			
	NE Children Leeds Leadership Team/Partnership	X				
Other Reports	Heritage Open Days	X				
	Dog Warden Service Stacey Campbell	X				
Chair of Area Committee:	Officer Contact: Carole Clark tel 2145867					

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Originator: Sandra Fowler

Tel: 2145833

Report of the North East Area Manager

North East (Outer) Area Committee

Date: 5th July 2010

Subject: Harewood and Wetherby Town and Parish Council Forum Feedback Report

<p>Electoral Wards Affected: Harewood Wetherby</p>	<p>Specific Implications For:</p> <p>Equality and Diversity <input type="checkbox"/></p> <p>Community Cohesion <input type="checkbox"/></p> <p>Narrowing the Gap <input type="checkbox"/></p>
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Council Function	<input type="checkbox"/>	Delegated Executive Function available for Call In	<input checked="" type="checkbox"/>	Delegated Executive Function not available for Call In Details set out in the report	<input type="checkbox"/>
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Executive Summary

This report updates the Area Committee on the feedback from the Wetherby and Harewood Town and Parish Council Forum held in the outer north east area on 13th May 2010.

The Area Committee is requested to note the issues raised and through the Area Management team support the Parish Council Forum in resolving those issues.

Purpose

1. The purpose of this report is to provide the Area Committee with a summary of issues discussed at the latest meeting of the Harewood and Wetherby Town and Parish Council Forum.

Background information

2. The purpose of the Town and Parish Council Forum is to provide a forum for discussion and consultation on issues of common interest.
3. Changes have been made to the Harewood and Wetherby Town and Parish Council Forum to address concerns raised by some of its members.
4. The position of chair is now rotated between the six Harewood and Wetherby ward members. Ward members have agreed that they will ensure that both wards are represented at the forum by at least one member from each of the wards.

Main Issues

5. The latest meeting of the forum took place at Walton Village Hall on 13th May, chaired by Cllr Alan Lamb. A summary of the issues discussed at the meeting are attached at Appendix 1.
6. The next meeting of the forum is on Thursday 22nd July at Linton Village Hall to be chaired by Cllr Rachael Procter

Implications for Council Policy and Governance

7. Leeds City Council has an agreed Charter in place with parish and town councils across the city which sets out how the Leeds City Council works with town and parish Councils for the benefit of local people.

Legal and Resource Implications

8. The Town and Parish Council Forum is supported by an officer from the Area Management Team.

Conclusions

9. The Harewood and Wetherby Town and Parish Council provides a forum for the local councils to discuss issues of common interest and concern. It is supported by ward members and Area Management officers.

Recommendations

10. Area Committee is requested to note the issues raised and through the Area Management team support the Parish Council Forum in resolving those issues.

Background Papers

- None

HAREWOOD AND WETHERBY TOWN AND PARISH COUNCIL FORUM

Thursday 13th May, 7pm, Walton Village Hall

Agenda Items:

Heritage Open Days in the Community - Lynda Kitching, Leeds Civic Trust

Lynda explained that the Heritage Open Days are to be free events held over a period of 4 days 9th to 12th September 2010 which are being co-ordinated by the Civic Trust. The idea is to open buildings, wood trails etc which are rarely open to members of the public. Last year nationally 4,000 properties and events took place, although the events are Europe wide. This year the Civic Trust want all areas to be represented and they are, therefore, seeking potential participants to take part. Local contacts are being sought to take part and would welcome any information from Parish Councils who have local knowledge of the area. The Civic Trust can be contacted in Leeds on 0113 243 9594 or office@leedscivitrust.org.uk or nationally www.heritageopendays.org.uk

Children and Young People - Shaid Mahmood, Melanie Robinson, Vicky Fuggles and Shaun Macklin

Cllr Lamb explained that he was the Childrens Champion on NE Outer Area Committee and as such, and since he was chairing the meeting, felt it appropriate that the theme of tonights meeting should be Children and Young People.

Shaid explained that in 2003 the Government published a paper called Every Child Matters. This was published alongside the formal response to the report into the death of Victoria Climbié. The Paper built on existing plans to strengthen preventative services by focussing on supporting families and carers who are the most critical influence on childrens' lives; ensuring necessary intervention takes place before children reach crisis point and protecting children from 'falling through the net'; address the underlying problems identified in the report into the death of Victoria Climbié – ensuring the integration and involvement of local services; and ensuring that people working with children are valued, rewarded and trained. In 2004 the Childrens Act was passed which developed more effective and accessible services focussing around the needs of children, young people and families. In Leeds the model used is likened to a 'Windscreen'. Local services now come together to discuss problem children / families and create a CAF (Common Assessment Framework). The most difficult age they work with is 8 – 13 years old.

Cllr Lamb reported that 7 out of 10 young people in prison and young offenders institutes are illiterate. He felt that the Town and Parish Councils have a role to play within the young peoples agenda.

Vicky and Shaun then spoke on behalf of the Youth Service who explained that youth provision isn't just about activities for young people but also about helping them make informed choices in life. A booklet explaining what the Youth Service is was tabled for information. The Youth Service activities guide was also circulated and Parish Councils were informed they could receive an updated version on a regular basis. Parish Clerks to contact Shaun if wishing to be put on the database.

Following questions Shaun reported that he would be willing to meet with voluntary youth clubs in the villages with an offer of support from the Youth Service. He reported that he

regularly attends meetings with the Police to discuss young people coming up on the radar and get his detached youth workers involved with those young people. David Gluck from Aberford reported that the detached youth work in Aberford has been very successful. Information about youth services can be found on the Breeze website which all schools are aware of and have access to.

Cllr Lamb reported on 2 pots of funding available – the Youth Opportunities Fund and the Youth Capital Fund which have £450k each. Bids for this funding must come from the young people themselves and the decision is taken by a panel of young people. Shadwell Cricket Club had recently been successful with a grant from this funding.

A discussion then took place about the different relationships the Parish Councils have with the schools in their area. In particular Collingham and Linton have great difficulty forging relationships with the local school and see this as a big issue as they feel it important that a representative from the Parish Council should be on the Board of Governors. Cllr Lamb reported that he intended to write to the schools to work towards stronger links with the Parish Councils.

Melanie Robinson, the newly appointed Integrated Service Leader (ISL), stated that this will now be part of her role to forge relationships and will raise this at Cluster Leadership meetings. There are now also 2 Children's Centres in Boston Spa and Wetherby who have their co-ordinators in post and both Centres will have advisory boards which will have representatives from the Parish Councils. Shaid suggested that the Governors Unit become involved with this issue as well.

Area Delivery Plan – Outcome of Community Engagement Events

A document entitled Area Delivery Plan Preparation was tabled for information and Carole explained what preparation had taken place to enable the ADP 2010-11 for Outer North East to be put together. The consultation results identifying local priorities for action were also circulated for information

Update from Town and Parish Councils

Boston Spa – Cllr Lamb thanked David and local residents for their continuing dedication and work on the objections to the planning application for Church Fields for which the results are now awaited

Wetherby – The Closure of Wetherby Post Office is of great concern in Wetherby. Local Ward Members are continuing to fight against the closure.

The Wetherby Festival will once again take place in October 2010

Collingham – The Annual Parish Meeting is scheduled for 25th May. Issues that will be raised are the Old Mill and the felling of trees in Goss Wood. The Lady Hastings Trust who own both the Mill and the Wood will not meet with the Parish Council or attend the Annual Parish Meeting to discuss these issues. It was suggested that the Parish Council approach the Charities Commission.

Bramham – A new bio mass electricity sub station is being talked about near the village. Keith to e-mail Cllr Lamb with the relevant information.

Clifford – Concerns were raised about a letter to the Parish Council from one of the local PCSOs requesting funding towards the purchase of a police car. It was commented that surely it is the responsibility of West Yorkshire Police to purchase the vehicle. Ward Members stated that it's a battle to keep the Police Station in Wetherby open and they are loathe at this time to make waves. Cllr Lamb suggested that a meeting take place with the Chief Inspector to try to solve these problems. A suggestion was made that a vehicle could be purchase from the Police overtime budget but Marcus reported that he'd had no such budget for the last 5 years.

Thorp Arch – concerns raised about the blocked gulleys on the bridge. The Parish

Council have been told that to sort this problem out the bridge would have to be closed which is not the answer. Sheila to e-mail Cllr Lamb who will look into this issue.

Aberford – Well Being application has been submitted for funding towards the second Parish Plan to create a Masterplan for 2010-2020

Shadwell – the Scout Hut is nearly completed. The May Festival will be held Saturday 15th May

A1(M) Issues

It was reported that the new traffic lights on the round-a-bout were working well. Any issues arising please let Derek know. It was suggested that a meeting with officers later in the year would be useful.

Items discussed under Any Other Business

Since putting forward nominees to sit on the Highways Working group nothing more has been heard. Sandra Fowler to obtain feedback from Nick de la Taste

Well Being Fund –It was suggested that Parish Councils be aware of the budgets for Well Being for 2010/11 and the spend on last years budget ie in which areas it was spent and on what. Carole to provide update for the next meeting. It was also suggested that funding should become a regular item on the agenda

Marcus reported that the Police Open Day would take place on Saturday 3rd July this year

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Originator:
 Lynda Kitching,
 Leeds Civic Trust,
 office@leedscivictrust.org.uk
 Tel: 0113 243 9594

Report of the Leeds Civic Trust

Outer North East Area Committee

Date: 5th July 2010

Subject: Heritage Open Days

Electoral Wards Affected:

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

'Celebrate Your Community' is English Heritage's open invitation to be part of Heritage Open Days either as visitors or hosts. This annual 'free-of-charge' event held every September is co-ordinated in Leeds by Leeds Civic Trust with support from Leeds City Council.

Whilst activities take place in many areas throughout Leeds' Metropolitan District, the Trust is keen to ensure all areas have the opportunity to be represented and would ask Area Committee Members to introduce potential participants to Leeds Civic Trust and help to promote Heritage Open Days in their area.

The event has links with 2010 being 'Year of the Volunteer' and the 'Cultural Olympiad' being planned as part of the 2012 Olympics.

Purpose Of This Report

1. In trying to widen the focus of Heritage Open Days throughout the city, Leeds Civic Trust is approaching all 10 Area Committees to seek their assistance, to help identify potential participants from within the local community, who may host one or more events in their area. This year's 4-day event takes place between Thursday 9th – Sunday 12th September.

Background Information

2. Heritage Open Days aim to give local people the chance to 'get behind closed doors', for example by providing access to buildings rarely open to the public, or walking through hidden or usually forbidden areas, or perhaps seeing specially mounted exhibitions or demonstrations – all for free and mostly run by volunteers.
3. The scheme is part of a Europe-wide initiative which began 15 years ago through a partnership with the Government's Department for Culture, Media and Sport delegating its administration to English Heritage. In Leeds, it is co-ordinated by Leeds Civic Trust with support from several City Council departments. In 2009, nationally over 4100 properties and events were registered, attracting over 1 million visits over the 4 days. In Leeds we had 75 properties/events with an estimated 7 thousand visits.
4. 2010 has been designated 'Year of the Volunteer' and since the majority of events are run by volunteers, Heritage Open Days provide a showcase for volunteering as well as providing opportunities for recruitment to the hosts' groups. The 'Cultural Olympiad' is being developed in the lead up to and then to run parallel to the 2012 Olympics Games. English Heritage is working to have Heritage Open Days as a major event within the Olympiad, it being celebratory and offering unique attractions for visitors from home and abroad.

Main Issues

5. Heritage Open Days is an annual celebration of local architecture, history and culture. It can be concluded from the statistics above that there is potential in Leeds for more events and certainly more visitors. Through the Area Committees, Leeds Civic Trust is keen to publicise Heritage Open Days directly to more areas of the City and to groups within those areas.
6. Historical societies, church and residents groups, building owners and individuals with local knowledge, are examples of from where people may be found to host events. Involvement is flexible within the 4 days. Any interested parties should be directed to Leeds Civic Trust, who would be pleased to supply more information if needed.
7. Publicity for Heritage Open Days will be available during August, including, we expect, a full listing of all events in the Yorkshire Evening Post and copies of this year's leaflet will be sent to each Area Committee

Implications For Council Policy and Governance

8. There are no implications for Council policy and governance. Leeds City Council is already a partner in the running of Heritage Open Days.

Legal and Resource Implications

9. Members should seek permission from potential hosts before passing on contact details to Leeds Civic Trust. Those details will be passed onto English Heritage. Both databases will be used exclusively for the Heritage Open Days initiative. No resources are being asked for other than Members' support to promote the initiative and identify potential local participants.

Conclusions

10. Heritage Open Days is a celebration of our city. It generates a 'feel-good factor' both for hosts proud to show off their building, exhibition or walk area and for visitors who have experienced something new, perhaps on their own doorstep often for the very first time. Leeds Civic Trust hopes Members feel able to support this initiative and would be pleased to hear from any potential participants.

Recommendations

11. Area Committee members are asked to:
 - Note the contents of this report
 - Consider if there are any local groups, organisation, societies or charitable organisation within their area, who may wish to become 'hosts' to an event.



Originator:
Stacey Campbell
Tel: 2243470

Report of the Director of Environment and Neighbourhoods

Report to Outer North East Area Committee

Date: 5 July 2010

Subject: Dog Control Orders

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function	<input checked="" type="checkbox"/>	Delegated Executive Function available for Call In	<input type="checkbox"/>	Delegated Executive Function not available for Call in Details set out in the report	<input type="checkbox"/>
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Executive Summary
This report provides information to area committees with regards to the Council's proposals to introduce Dog Control Orders in the City.

1.0 Purpose Of This Report

1.1 To seek feedback on the proposals to introduce Dog Control Orders across the City and inform committees of the consultation process with regards to these proposals.

2.0 Background Information

2.1 During 2008/2009, the Scrutiny Board (Environment and Neighbourhoods) conducted a review on the Enforcement of Dog Fouling and issued a Statement in February 2009 setting out its conclusions and recommendations. One of the recommendations stipulated exploring the use of Dog Control Orders in the City.

2.2 Dog Control Orders are available under Section 55(1) of the Clean Neighbourhoods & Environment Act 2005, which states:-

“A primary or secondary authority may in accordance with this Chapter make an order providing for an offence or offences relating to the control of dogs in respect of any land in its area to which this Chapter applies.”

At present, Leeds has one Control Order in place and this relates to dog fouling.

2.3 There are a number of additional control orders that can be created under Section 55 of the Act. These are:-

2.4.1 **Dog on Lead** (ensuring a dog is kept on a lead at all times).

2.4.2 **Dog on Lead by Direction** (offence of not putting a dog on a lead when directed by an authorised officer).

2.4.3 **Dog Exclusion** (offence of permitting a dog to enter land from which it is excluded).

2.4.4 **Dog Specified Maximum** (offence of taking more than a specified number of dogs on to land).

2.4 Currently, where a person is found committing an offence of dog fouling, they will be issued with a fixed penalty notice. If they fail to pay the fixed penalty, the council will prosecute them for the offence. Such an offence is punishable upon conviction by a maximum fine of up to £1000.

2.5 A Multi Agency Project Board was set up to consider options for adopting Dog Control Orders and to develop an action plan for progressing the Orders. The Board is made up of representatives from Health and Environmental Action Service, Legal Services, Environmental Services (Streetscene), Education Leeds and Strategic Landlord (on behalf of the ALMO's).

2.6 Due to resource constraints faced by all Project Board Members, it was determined that Dog Control Orders will be implemented in a two stage process, to facilitate early delivery of the overall project. Phase 1 of the project will include the following proposals:-

2.6.1 **Dog Specified Maximum** – The Council is proposing to limit the number of dogs walked by an individual to 6.

2.6.2 **Dog on Leads By Direction Order** - This order will be underpinned by staff guidance stipulating the circumstances when a Direction would be given, for example if a dog was causing a nuisance.

2.6.3 **Dog Exclusion Orders**- The city wide schedule can be found on the Council's website. However the proposals with the Outer North East Committee Area are as follows:-

P&C Site Name	Playground Name	Ward Name
Lotherton Hall Estate	Lotherton Hall Playground	Harewood
Shadwell Lane/Osprey Grove	Shadwell POS Playground	Alwoodley
Crag Lane	King Lane Playground	Alwoodley
Cranmer Bank Recreation Ground	Cranmer Bank Playground	Alwoodley
Deepdale Community Centre	Deepdale Playground	Wetherby
Barwick Pos	Barwick In Elmet Playground	Harewood
Holywell Lane Park	Holywell Lane Playground	Harewood
	Scholes Playground	Harewood

- 2.7 The timescale for Phase One of the project will be winter 2010. Phase Two will be considered in summer 2011.
- 2.8 Prior to introducing any Dog Control Orders, the legislation stipulates that Local Authorities must undertake a minimum 6 week consultation process. The authority also advertises its intention in the media. To facilitate the consultation process, Health and Environmental Action Service has developed a website (www.leeds.gov.uk/dogs) which contains information on the proposals and an online survey for responses to the consultation. Hard copies of the survey are also available if needed. The website will be promoted through the media and a poster campaign.
- 2.9 The Dog Warden Service will continue to work closely with the Police, who have responsibility for investigating Banned Breeds under the Dangerous Dogs Act 1991 and “status dog” issues - dogs being used as weapons, to intimidate or as part of crime and anti social behaviour.

3.0 Main Issues

- 3.1 Where a person is found committing an offence in breach of a dog control order they may be issued with a fixed penalty notice. If they fail to pay the fine, the council will prosecute them for the offence. Such an offence is punishable upon conviction by a maximum fine of up to £1000. The Council will also apply to the Courts for costs, though this is at the discretion of the courts.
- 3.2 The outcome of the consultation process will shape the proposals and determine a way forward with the Orders. The proposals are completely new to the City and are therefore likely to stimulate contrasting views, from both dog owners and none dog owners. The Council will assess and consider the responses through the Project Board, balancing any views with the overall project objective of promoting responsible dog ownership.
- 3.3 The Dog Specified Maximum Control Order proposal may encourage responses from Dog Walking Businesses in the City, however ad-hoc feedback to date has noted that most businesses of this type currently do not walk more than four dogs at one time, due to difficulties controlling the dogs and picking up faeces.

4.0 Implications for Council Policy and Governance

- 4.1 The decision to implement any Orders would through Delegated Executive Function.

5.0 Legal and Resource Implications

- 5.1 Adopting the new legislation has legal implications and the Section Head of Regulatory and Enforcement in the Council’s Legal Services section is steering this aspect of the project.
- 5.2 There are resource and financial implications identified around signage for the Orders. Also, any orders agreed upon will be enforced by existing members of staff – no additional resources have been identified to enforce the orders.
- 5.3 As referred to in 2.6 above, the Dog Control Order Project has been split into two phases. It is proposed, in Phase 2, to consider extending Exclusion Orders to cover other land affected by dog fouling, such as Schools and Sports Pitches. However due

to the vast amount of areas that could potentially be affected by such proposals, more time is required to identify the land and consider options for signing such land, as some land of this type does not have obvious boundaries.

- 5.4 Proposals to identify land where dogs have to be kept on leads at all times will also be explored under Phase 2 of the project.

6.0 Conclusions

- 6.1 The proposals for the Orders are part of a Responsible Dog Ownership scheme being promoted by the Council. The problems created by irresponsible dog ownership, such as dog fouling and stray dogs, can be tackled using Dog Control Orders.

7.0 Recommendations

- 7.1 Members are asked to note and consider the proposals for Dog Control Orders contained within this report.
- 7.2 Members are invited to offer any comments on the proposals.



Originator: Beverley
Yearwood
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**Report of the East North East Divisional Community Safety Partnership
Outer North East Area Committee**

Date: 5 July 2010

Subject: North East Divisional Community Safety Partnership Annual Report

Electoral Wards Affected:
Harewood
Wetherby
Alwoodley

Specific Implications For:

Equality and Diversity	<input type="checkbox"/>
Community Cohesion	<input checked="" type="checkbox"/>
Narrowing the Gap	<input checked="" type="checkbox"/>

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 Members of the Area Committee with an overview of the performance of the North East Divisional Community Safety Partnership and ward based Neighbourhood Policing Teams. It will also include details of the key initiatives that have been delivered in local communities to reduce crime and disorder. The report focuses on the period 1 April 2009 to 31 March 2010.

1. **The purpose of this report is to:**

- Update Members on progress and outputs of the Area Management Tasking Arrangements
- Report on Thematic Sub Groups and activities
- Report on the Performance of the NE Police Division and partnership
- Summary of ward crime statistics, public confidence and user satisfaction
- Report on multi agency 'Operation Champions'
- Report on agreed community initiatives funded via Proceeds of Crime confiscations (POCA).

Update on the structure of the North East Police Divisional Community Safety Partnership and Neighbourhood Management Tasking Arrangements

2. The Divisional Community Safety Partnership (DCSP) Strategic Plan 2008-11 continues to be the framework upon which the DCSP will develop activity and manage performance against strategic outcomes of the city, Safer Leeds Strategy 2008–11 and the Area Delivery Plan. We are currently awaiting ratification on performance targets from Safer Leeds for 2010/11. Attached is a brief of final Divisional targets (09/10) based on actual outturns (see Appendix A) and Divisional targets set for 2010/11.
3. The neighbourhood management tasking teams continue to meet every six weeks and are now firmly embedded into agencies day to day business. The Divisional Intelligence Unit continue to produce 6 weekly reports for each of the 11 tasking teams which now include data from West Yorkshire Fire Service and Leeds City Council's Graffiti and Needle team. Members continue to attend and support the neighbourhood management tasking process.
4. Attached is an updated structure chart of the North East DCSP (see Appendix B) with details of the relevant lead officers.
5. A review took place around multi-agency operations 'Operation Champion' across neighbourhoods and how it would be delivered during 2010. It was agreed that each Neighbourhood Policing Team (8) would have a **minimum** of 1 day of action per 6 weekly tasking cycle. Where there are 2 neighbourhood management tasking teams this would be alternated. An agreement was taken that the planning of the operations would be devolved to the Neighbourhood Police Team Inspectors and agency co-chairs with support from the Community Safety Co-ordinator and the Safer Leeds Project Officer. In order to work more efficiently and reduce demand on staff resources, the operations would be planned around the 6 weekly tasking meeting. The area of focus is agreed using the analysis to identify areas of concerns and can be influenced by other data and partner agencies. A themed approach has been adopted, for example, burglary dwelling, offender management, reassurance, public confidence and satisfaction.

6. A time table has been produced for 2010 to maximise opportunities in accessing external partners such as customs & excise, DVLA and city wide resources (see Appendix C). Please note that on occasions these dates may change due to operational demands or unforeseen circumstances.

POCA

7. The North East Police Division allocated to the DCSP £24K in February 2009 funding that had been confiscated from criminals through the Proceeds of Crime Act. This was to support local groups with community projects/activities which help deliver local priorities and actions against strategic outcomes. In June 2009 a further £26k was allocated to be spent by the end of March 2010. During the period June 2009 to 31 March 2010, 149 applications have been processed. We have been successful in allocating and spending the £50k and are currently awaiting further allocations for 2010. In addition we have received several e-mails of thanks from local groups. Information about the awards have been communicated via neighbourhood management quarterly newsletters and some media articles (see Appendix D which provides a summary of allocations in the Outer North East committee area).

Public Confidence and Satisfaction

8. Operation Confidence commenced in February 2009. The overall objective of the initiative was to increase public confidence in neighbourhood policing and partnership work. The North East Police Division produced 11 newsletters highlighting partnership activity undertaken by the neighbourhood management tasking and the neighbourhood policing teams. The leaflets, 128,000 in total, were hand delivered by Police Community Safety Officers (PCSO's) over a 6 week period every quarter. On average the PCSO's engaged face to face with one in four persons. Overall feedback we have received has been positive from community members. During the year, performance data from the police has highlighted an increase in public confidence in the police and how to contact NPT's. The DCSP has agreed to continue with Operation Confidence during 2010/2011 but to reduce from quarterly to three times a year. Discussions are currently underway with regards to joint funding from Safer Leeds, East North East Homes, Aire Valley Homes and North East Police Division and currently investigating ways of increasing public confidence in the Council and Police working together.
9. A very positive year for the North East Police Division and DCSP in relation to achieving performance targets and reducing overall figures of crime and disorder during 09/10 demonstrated by the reduction in the three crime categories listed in the key performance indicators.
10. Burglary Dwelling remains a key pressure in relation to allocation of resources both staffing and financial. Tackling burglary dwelling is a key priority within the Division and across the whole of Leeds, we will be working closely with Safer Leeds Strategic burglary group to maximise opportunities for closer working and sharing good practise and continue to deliver initiatives at a local neighbourhood level

Key Achievements 09/10 – Tasking teams

11. This is not an exhaustive list of activities but includes key achievements from each of the tasking teams (data extracted from Divisional Community Safety Partnerships Executive quarterly highlight reports).

12. Harewood

- Road safety campaigns took place in March to tackle speeding, in response to local policing priorities for the villages. Six speeding tickets were issued, ten people were sent on a speed awareness course and one person went straight to court.
- An operation took place in Collingham in September to deal with speeding and those abusing the 'access only' road of Beck Lane which was advertised in advance. Six Linton residents were given fixed penalty tickets for speeding, a £60 fine and three points on their licences. Many cars were stopped trying to use Beck Lane as a short cut through onto the A659 in Collingham.
- In April 2009 a nominal from Collingham received a four year prison sentence. The local PCSO had initiated the drugs raid in December 2008 on the nominal's home and found over £50,000 worth of cocaine in his washing machine.
- During an Operation Champion in May a cannabis factory was uncovered in Shadwell.
- The Farmwatch operation running in the area continued to grow from strength to strength. Five poachers from Seacroft who had been killing rabbits on land in Collingham were apprehended on the A58 and will be shortly be appearing in court.

13. Wetherby

- Travellers on A58 Wetherby Road evicted, 3 month notice to quit enforced.
- Working with Sainsburys and neighbouring shop holders to address ASB.
- Multi agency approach with a nominal with mental health problems causing ASB in Wetherby. Through multi agency meetings he was sectioned and forced to take his medication. Since taking his medication through supervision there have been no further mental health problems and no further ASB.
- Problems with youths congregating at Sainsburys, Scaurr Bank, Millenium Field and Sandringham Road - Police, Youth Service and ENEHL provided additional patrols and work with the young people. ASB has now dropped to almost zero after working with the young people and educating local residents.
- Young person continually causing general nuisance and ASB was recently arrested for assaulting a police officer. Joint work between the Police and Education Cluster Manager has resulted in an ASBO and since this time the young person appears to be abiding by the conditions of the ASBO.
- Joint agency work with Police, ENEHL and Youth Service tackling Sandringham Road Play area where youths congregating and drinking causing nuisance.
- Youth services and Sports Development looking extending provision and working alongside Street Angels.
- Operation Champion in Boston Spa.
- Multi agency intervention with PCT and ENEHL regarding support needs of a nominal with mental health issues.
- Working with ASBU and school to address several violent offences, ASBO now secured on nominal.

14. Alwoodley

- From the start of this period focus of partnership has been tackling the burglary dwelling sharp due to sharp rise in these offences.
- Various work streams ongoing focussed on enforcement and offender management, intelligence gathering and preventative work.
- Operation Greenhill - culmination of covert operation resulted in over 120 suspects arrested. Many charged in relation to conspiracy to burgle in Roundhay, Alwoodley, Moortown.
- 20 - 21 May Operation Impact - vulnerable victim focus. Working with partners regarding hate crime and domestic violence.
- 29 - 30 May Operation Impact - road safety and ANPR focus. ANPR operations involving partners.
- Week commencing 8 June 2009 National Drugs Week - Champion day of action in RAM 10 June. We conducted six warrants all resulting in drugs seizures and arrests. The noticeable area in which partnership work is ongoing is the cultivation of cannabis. We have discovered four "factories" in this period and investigations are ongoing into what is clearly organised crime in our area involving people trafficking.
- Operation Champions – 10 July 2009 (Lingfields/Fir Trees/Cranmer Bank).
- Operation Buzzer - launched July. Feedback from shops positive. Patrols of ASB hotspots during holidays resulted in some alcohol seizures but none traced back to shops. Decrease in perceived ASB by youths. Ongoing with test purchase operations.
- ASBO obtained on youth causing persistent problems around Lingfield and Fir Trees. Also amended ASBO obtained for youth offender, now prohibited from Lingfields and Fir Trees. Leaflets updating public.
- Operation Bellweather - September launch of burglary prevention/reduction/detection plan. Including trembler alarms and smart water to victims and other vulnerable addresses. Focus on revisits. Intelligence push "Bag a Burglar" campaign around offenders. RAM is now under target for burglary and has had less burglary victims than last year which builds on five years of reductions. Main impact is on arresting offenders and disrupting their activity.
- Operation Brunette – 7 August 2009 visits to pubs and on licensed premises with drugs dog. Partnership with Pubwatch and Licensing.
- Operation Buzzer continued - three further TP operations including one at On Licence premises. This was interesting as four premises sold, all sellers received £80 fixed penalty. General feedback about the bags was good and ASB relating to drink appears reduced.
- Operation Confidence - October and November across whole area/delivery of local newsletters.
- 5 warrants executed in conjunction with ENELH and ABSU in relation to premises highlighted through tasking.
- Make your community count event 22 October 2009.
- Firework Operation in run up to Bonfire with Trading Standards.
- Operation Bellwether - continues regarding preventing and reducing burglary (a local priority for each ward). Tremblers and smart water still on offer to public.
- Operation Bellwether - targeting burglary hotspots and utilising offender management. Daily additional activity has maintained reduction in burglary across RAM. Several key nominal's now in custody. Utilised trembler alarms and smart

- water on PCSO revisits to reassure victims and neighbours.
- Operation Buzzer - although this has officially finished the test purchase operations have continued with focus on off licences selling to under age and also proxy sales to adults for under age. Three operations conducted. Fixed penalty tickets to five shops and two further on action plans with licensing.

Thematic Sub Groups and Activities

15. The following are some examples of work co-ordinated via the thematic sub groups.

NE Divisional Property Marketing Initiative

16. An ultra violet pen was delivered to every household in the North East Division (128,000) with the quarterly NPT/tasking newsletters. The Police Community Safety Officers engaged face to face with approximately one in four people. Feedback has been positive and has contributed towards an increase in public confidence and satisfaction.

Burglary Reduction Initiative – Roundhay / Alwoodley / Moortown / Chapel Allerton

17. Funding applications to the Outer North East and Inner North East Area Committees were successful. Trembler alarms (£1,706.25) and smartwater kits (£4,500.00) have been purchased and police community safety officers continue to target households that have been victims of burglary .

18. A report was taken to the Inner North East and Outer North East Area Committees to fund trembler alarms in Roundhay, Alwoodley, Moortown and Chapel Allerton NPT's - £4875.00 in total. PCSOs continue to visit victims of burglary and fit these pro-actively in identified streets (average 2 per household). Feedback from victims of burglary has been positive. The fitting of trembler alarms has been successful in the prevention of a few burglaries resulting in the offender running off. The main hotspots targeted for proactive measures in Alwoodley have been Cranmer Bank estate, Lingfield Fir Tree estate, the Golf Course estates, and the streets adjacent to The Avenue.

Operation Buzzer – Roundhay , Moortown and Alwoodley

19. Operation Buzzer is an initiative aimed at reducing consumption of alcoholic beverages by underage drinkers by limiting their ability to purchase or arrange for purchase on their behalf. 15 licensed premises were identified as suitable, operational planning ensued and the initiative was launched on 22 July 2009. 13 out of 15 identified premises signed up for the initiative and has been followed up with several test purchases.
20. Since commencing Operation Buzzer in Roundhay, Alwoodley and Moortown officers from the Neighbourhood Police Team have patrolled areas identified by the public as areas of concern with regard to under age drinking. Patrols have involved PC's and PCSO's with headcams to capture evidence and community impact of any anti-social behaviour. Areas patrolled have included local priority locations for example in Roundhay ward, Lincombe Drive and the Brackenwood and Chandos estates. In Alwoodley ward Wigton Moor playing fields, the Moor Allerton Centre, Cranmer Bank

and Lingfield Drive. In Moortown ward Parkside Road including Meanwood cricket club and Moortown Corner. Officers have only come across underage youths with alcohol on ten occasions. In total about two hundred cans and bottles have been seized. None have been marked with a shop sticker involved in the scheme. Eight young people have been taken home and spoken to in front of parents. Two young people were arrested for drunk and disorderly.

21. We have seen a reduction in calls regarding youth drinking under age and causing anti-social behaviour. We have been pleased we have not come across large numbers of young people in possession of alcohol.
22. It is interesting that the public surveys conducted by the West Yorkshire Police Authority are positive in terms of peoples perceptions of reducing anti-social behaviour in Roundhay, Alwoodley and Moortown. In September 2008 15.9% of people thought ASB was getting worse. By September 2009 that figure had reduced to 8.4%. This is the second lowest perception of ASB in the Force area. Also perceptions that the Council and Police were tackling these sorts of issues have increased from a lowly 37.8% in December 2008 to 50.5% in December 2009 believing positive action is being taken.
23. We have introduced Safer Schools Officers into local schools they have worked to increase responsibility taken by young people. Youth Services have increased local provision at hotspot areas for example Wigton Moor, and at Open Door. Feedback from retailers has been positive and one shop has enquired about purchasing more stickers and bags.
24. The test purchase part of the operation has been very impactive. This is paying dividends across Roundhay Alwoodley and Moortown. It is making licensees more vigilant in sales to young people, and making it harder for young people to get alcohol even when an older person is trying to buy it on their behalf. Where licensees are failing in their responsibilities follow up action with Leeds City Council Licensing Department is ongoing. This will include loss of licence where appropriate. *'I do think this has really focussed their minds and made them think 'I must not sell',* said a WYP Licensing officer. Further test purchasing will now continue during 10/11 with additional funding by Area Committees.

25. **Pre- Area Committee Events**

Three events were delivered to Inner East, Inner North East and Outer North East Area Committees with the theme 'Working together to design out crime'. The purpose of the event was to provide an opportunity for community members involved and interested in helping reduce crime to come together with councillors and agencies across the area and share ideas, make new contacts and look at funding opportunities. The events were well received and attended.

Hate Crime Sub Group

26. The North East Hate Crime Sub group continues to case study victims and perpetrators of hate crime. The group has been identified as using good practise and has now been replicated across Leeds.

27. Racially aggravated crime made up 95% of hate crime in the last police year (April-March 10 - Total 382 offences). Compared to the previous year hate crime totals in the division were down by 12% - 336 offences (Please refer to breakdown in ward crime statistics).

Domestic Violence Sub Group

28. Domestic Violence article in quarterly neighbourhood management/NPT newsletter delivered to 130,000 homes across the division.

Domestic Violence MARAC¹

29. The North East Divisional MARAC continues to meet monthly to develop multi-agency interventions to support victims of domestic violence.

Total ASBOs² in North East Division

30. 5 full ASBOs and 4 bolt on ASBO' and have been secured across the NE Division in 2009/2010.

Current ASBOs by ward 09/10 :

31.
 - Wetherby - 1
 - Alwoodley - 1
32.
 - **ASBO warnings have been served:**
 - Wetherby - 1
 - Alwoodley -1

Injunction Data

33. Analysis of data supplied by the Anti Social Behaviour Unit and Legal Services confirm that a total of 14 injunctions were secured across the whole division:
- Wetherby - Nil
 - Alwoodley – 3

¹ Multi agency risk assessment conferences (domestic violence)

² Anti-social behaviour order

Overall Performance of North Divisional Community Safety Partnership and Ward Crime Statistics

North East Leeds DCSP - Performance Matrix 2009/10 (Year End)



Key Performance Indicators	09/10 Target	YTD	RAG Trend	Assessment
Reduce the level of serious acquisitive crime	7,547	7,239		Target achieved (variation = -308) Down 7.5% against previous year (590 fewer offences)
Reduce the level of assault with injury	1,917	1554		Target achieved (variation = -363) Down 20.6% against previous year (402 fewer offences)
Reduce the level of serious violent crimes	193	158		Target achieved (variation = -35) Down 19.8% against previous year (39 fewer offences)
Increase the proportion of residents who agree that their local area is a place where people from different communities get on well together	64.0%	68.3%		Target achieved (variation = 4.3%) A 5.4% improvement against previous year.
Reduce the proportion of residents who believe that anti-social behaviour increased in their local area	14.2%	13.6%		Target achieved (variation = -0.6%) A 1.6% improvement against previous year.
Increase the proportion of residents who agree that the police and local council are dealing with the ASB & crime issues that matter in their area	50.0%	53.7%		Target achieved (variation = 3.7%) A 8.8% improvement against previous year.
Reduce the percentage reduction in repeat victimisation for those domestic violence cases being managed by a MARAC	20.5%	22.0%		End of Q3 = Above standard to meet target
Increase the proportion of sanction detections for domestic violence	56.5%	52.8%		Target not achieved (variation = -3.7%)
Reduce the re-offending of priority offenders	-17.0%			N/Av

Police based operational targets

Crime & anti-social behaviour: 09/10 – Alwoodley

- 34 The below statistics show crime and anti-social behaviour from 1 April 2009 until 31 March 2010 compared to the same dates for previous year.

Crime & Anti-social behaviour Comparison: 2008/2009 to 2009/10

CRIME	Alwoodley			
	08/09	09/10	Diff	% Inc / Dec
AGGRAVATED TWOC	5	3	-2	-40.00
ARSON	7	5	-2	-28.57
ASSAULT	97	77	-20	-20.62
BURGLARY DWELLING	237	220	-17	-7.17
BURGLARY OTHER	118	36	-82	-69.49
CRIMINAL DAMAGE - BUILDING NON DWELLING	34	8	-26	-76.47
CRIMINAL DAMAGE – DWELLING	84	65	-19	-22.62
CRIMINAL DAMAGE - MOTOR VEHICLE	97	89	-8	-8.25
CRIMINAL DAMAGE - NON SPECIFIC	30	20	10	-33.33
ROBBERY	26	23	-3	-11.54
THEFT FROM PERSON	13	12	-1	-7.69
THEFT FROM VEHICLE	77	91	14	18.18
THEFT OF VEHICLE	29	4	-25	86.21
TWOC	28	9	-19	-67.86
Grand Total	882	662	-220	-24.94
ANTISOCIAL BEHAVIOUR CALLS	652	758	106	16.26

- 35 **Public Confidence and User Satisfaction in the Police (Roundhay, Moortown and Alwoodley):**

Public Confidence	March 2009	March 2010	% Increase
Confidence in local policing	54.8%	66.8%	12%
NPT ASB			% Decrease
% of residents who think ASB has increased	8.2%	8.1%	-0.1%
NPT Awareness			% Increase
% of residents aware of their NPT	36.1%	52.3%	+16.2%
User Satisfaction	March 2009	March 2010	% Change
Overall satisfaction	88.7%	81.3%	-7.4%
Ease of contact	89.4%	92.2%	+2.8%
NPT Actions taken	81.8%	78.5%	-3.3%
NPT Progress	69.9%	66.1%	-3.8%
NPT Treatment	95.1%	93%	-2.1%

36 **Crime & Ant-social behaviour Comparison: 2008/ 09 to 2009/2010 Wetherby**

CRIME	08/09	09/10	Diff	% Inc / Dec
AGGRAVATED TWOC	4	2	-2	-50.00
ARSON	7	11	4	57.14
ASSAULT	104	78	-26	-25.00
BURGLARY DWELLING	74	61	-13	-17.57
BURGLARY OTHER	156	73	-83	-53.21
CRIMINAL DAMAGE - BUILDING NON DWELLING	45	28	-17	-37.78
CRIMINAL DAMAGE - DWELLING	22	16	-6	-27.27
CRIMINAL DAMAGE - MOTOR VEHICLE	76	58	-18	-23.68
CRIMINAL DAMAGE - NON SPECIFIC	38	19	-19	-50.00
ROBBERY	2	4	2	100.00
THEFT FROM PERSON	17	145	128	752.94
THEFT FROM VEHICLE	70	40	-30	-42.86
THEFT OF VEHICLE	17	13	-4	-23.53
TWOC	10	9	-1	-10.00
Grand Total	642	552	-85	-13.24
ANTISOCIAL BEHAVIOUR CALLS	666	730	64	9.61

37 **Harewood Ward**

Crime & Ant-social behaviour Comparison: 2008/ 09 to 2009/2010 Harewood

CRIME	09/09	09/10	Difference	% Inc / Dec
AGGRAVATED TWOC	4	3	-1	-25.00
ARSON	4	3	-1	-25.00
ASSAULT	46	36	-10	-21.74
BURGLARY DWELLING	136	121	-15	-11.03
BURGLARY OTHER	199	100	-99	-49.75
CRIMINAL DAMAGE - BUILDING NON DWELLING	11	10	-1	-9.09
CRIMINAL DAMAGE - DWELLING	20	13	-7	-35.00
CRIMINAL DAMAGE - MOTOR VEHICLE	41	33	-8	-19.51
CRIMINAL DAMAGE - NON SPECIFIC	35	29	-6	-17.14
ROBBERY	10	5	-5	-50.00
THEFT FROM PERSON	9	7	-2	-22.22
THEFT FROM VEHICLE	62	31	-31	-50.00
THEFT OF VEHICLE	17	14	-3	-17.65
TWOC	16	11	-5	-31.25
Grand Total	610	416	-194	-31.80
ANTISOCIAL BEHAVIOUR CALLS	351	416	65	18.52

38 **NPT Public Confidence and User Satisfaction in the Police
Wetherby & Harewood**

Public Confidence	March 2009	March 2010	% Increase
Confidence in Local Policing	63.1	72.7%	+9.2%
			% Decrease
% of residents who think ASB has increased	10.7%	6.1%	-4.6%
NPT Awareness			
% of residents aware of their NPT	52.9%	67.7%	+14.8%
User Satisfaction	March 2009	March 2010	% Change
Overall satisfaction	82.8%	77.3%	-5.5%
Ease of contact	87.9%	86.9%	-1%
NPT Actions Taken	84.4%	72.5%	-11.9%
NPT Progress	66.8%	60.2%	-6.4%
NPT Treatment	94.1%	89.8%	-4.3%

39 **Hate Crime Statistics (all wards) – 09/10**

BA Division 01/04/09 - 31/03/10 Hate crime type / Ward	Alwoodley	Burmantofts & Richmond Hill	Chapel Allerton	Crossgates & Whinmoor	Garforth & Swillington	Gipton & Harehills	Harewood	Killingbeck & Seacroft	Kippax & Methley	Moortown	Roundhay	Temple Newsam	Wetherby	Grand Total
AFFRAY	0	0	1	0	0	0	0	0	0	0	0	0	0	1
ARSON	0	0	0	1	0	0	0	0	0	0	0	1	0	2
ASSAULT	2	11	8	5	0	10	0	13	1	5	4	7	0	66
BURGLARY DWELLING	0	0	0	0	0	0	0	0	0	0	0	2	0	2
BURGLARY OTHER	0	0	0	0	0	0	0	1	0	0	0	0	0	1
CRIMINAL DAMAGE - BUILDING NON DWELLING	0	1	1	0	0	0	0	1	0	0	1	1	0	5
CRIMINAL DAMAGE - DWELLING	0	3	0	0	0	5	0	3	0	1	3	4	0	19
CRIMINAL DAMAGE - MOTOR VEHICLE	2	4	1	1	1	4	0	8	0	1	2	4	0	28
CRIMINAL DAMAGE - NON SPECIFIC	1	1	0	0	0	0	0	0	0	1	0	1	0	4
HARASSMENT	1	0	0	0	1	4	0	3	1	0	2	0	0	12
HATE - CRIME	0	0	0	0	0	0	0	0	0	0	0	1	0	1
INTIMIDATE WITNESS OR JUROR	0	0	0	0	0	1	0	0	0	0	0	0	0	1
MAKE OFF WITHOUT PAYMENT	0	1	0	0	1	0	0	0	0	0	0	2	0	4
NUISANCE TELEPHONE CALLS / TEXTS / EMAILS	2	0	4	0	1	4	1	2	0	2	1	0	0	17
PUBLIC ORDER	7	25	19	10	1	42	2	21	1	2	7	18	1	156
ROBBERY	0	0	0	0	0	4	0	1	0	0	0	1	0	6
THEFT FROM VEHICLE	0	2	0	0	0	1	0	1	0	0	0	0	0	4
THEFT NON SPECIFIC	1	2	0	0	0	0	0	0	0	0	0	0	0	3
THEFT SHOP	0	2	0	0	0	0	0	0	0	0	0	0	0	2
THREAT TO COMMIT CRIMINAL DAMAGE	0	0	0	1	0	0	0	0	0	0	0	0	0	1
TWOC	0	1	0	0	0	0	0	0	0	0	0	0	0	1
Grand Total	16	53	34	18	5	75	3	54	3	12	20	42	1	336

Report on the multi agency Operation Champions

- 40 Operation Champion continues to be delivered in Outer North East Area as discussed in Paragraph 5 of the report.

CCTV Van Deployment

- 41 A separate reported on CCTV will be provided to area committees by Leeds Watch.

Implications for Council Policy and Governance

42. There are no implications for the Council policy and governance.

Legal and Resource Implications

43. There are no legal or resource implications.

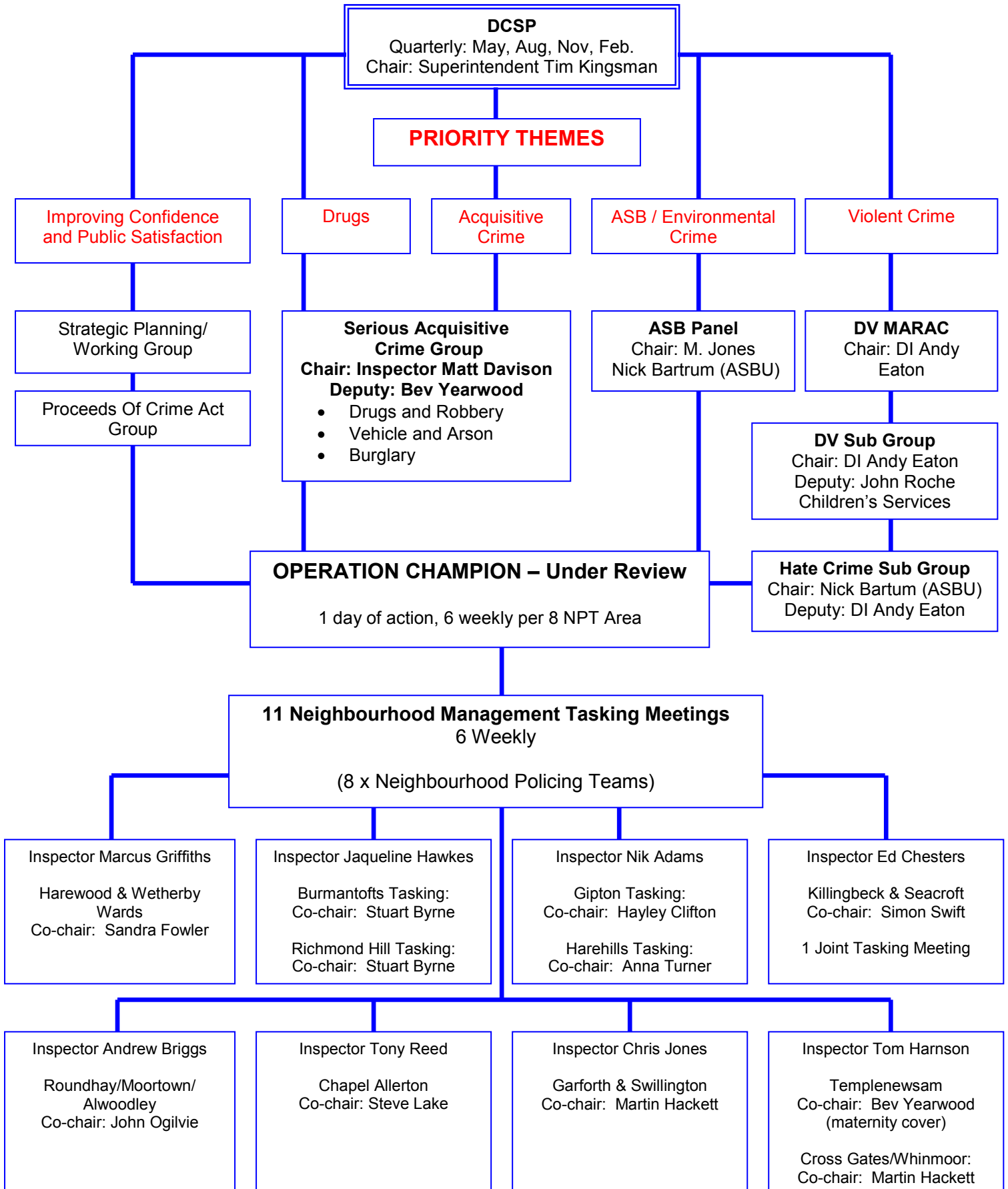
Recommendations

44. The Area Committee is asked to note the contents of this report of the North East Divisional Community Safety Partnership.
45. Members are asked to continue supporting the Divisional Community Safety Partnership in relation to prioritising and tackling Burglary Dwelling during 2010/11 through partnership work at neighbourhood level and the Area Delivery Plan.

Divisional Targets 2010/11

	North East Leeds		
	2008/9 Outturn	2009/10 Outturn	2010/11 Target
<u>Increase Public Confidence and Satisfaction</u>			
1. Increase the proportion of residents who agree that the police and local council are dealing with the ASB and crime issues that matter locally	44.9%	53.7%	54.7%
2. Increase the proportion of residents who believe that the police do an excellent or good job in their local area	49.6%	57.7%	58.9%
3. Increase the overall satisfaction of service users	83.3%	82.9%	83.9%
4. Reduce the satisfaction gap between white and BME victims of crime	8.5%	7.6%	5.1%
<u>Reduce Crime and Offending</u>			
5. Reduce the level of acquisitive crime (house burglary, robbery and vehicle crime)	7829	7239	7051
6. Maintain or reduce the number of assaults resulting in injury	1956	1554	1554
<u>Tackle ASB and create stronger and more cohesive communities</u>			
7. Reduce the proportion of residents who believe that ASB has increased in their local area	15.2%	13.6%	13.1%
<u>Strengthen Protective Services and reduce risk to the public and vulnerable people</u>			
8. Maintain or reduce the number of serious violent crimes	197	158	158
9. Increase the sanction detection rate for domestic violence	56.6%	52.8%	54.0%
10. Increase the sanction detection rate for serious sexual offences	21.8%	21.1%	28.5%
11. Increase the volume of confiscation orders	23	26	23
12. Increase the value of confiscation orders	£41,185	£58,560	£325,000
<u>Strengthen Organisational Capacity</u>			
13. Maintain or increase the number of the workforce in public facing roles	566	608	566
14. Maintain or reduce the proportion of working hours lost to sickness	4.1%	3.3%	3.53%

North East Division
Divisional Community Safety Partnership



Champion Days of Action 2010

Temple Newsam	Burmantofts & Richmond Hill	Chapel Allerton	Roundhay Moortown Alwoodley	Wetherby & Harewood	Gipton & Harehills	Killingbeck & Seacroft	Garforth and Villages
4 Feb	15 Jan	20 Jan	29 Jan	18 Jan	7 Jan	14 Jan	6 Jan
18 Mar	19 Feb	3 Mar	12 Mar	1 Mar	11 Feb	25 Feb	24 Feb
29 Apr	7 Apr	14 Apr	23 Apr	12 Apr	25 Mar	8 Apr	7 Apr
10 June	13 May	2 June	4 June	24 May	6 May	20 May	19 May
22 July	30 June	14 July	16 July	5 July	17 June	1 July	30 June
2 Sept	6 Aug	25 Aug	27 Aug	16 Aug	29 July	12 Aug	11 Aug
14 Oct	16 Sept	6 Oct	8 Oct	27 Sept	9 Sept	23 Sept	22 Sept
25 Nov	29 Oct	17 Nov	19 Nov	8 Nov	21 Oct	4 Nov	3 Nov
6 Jan 11	15 Dec	29 Dec	31 Dec	20 Dec	2 Dec	16 Dec	15 Dec

APPENDIX D

Roundhay /Moortown/Alwoodley				
POCA Ref	Date	Brief Description	Organisation	Amount Paid
37	7.05.09	Under 11/12s rugby team at Moortown rugby union football club, situated in Far Moss, Alwoodley, Leeds Training kits for the current U11/12 rugby team and new players of this team for the forthcoming season.	Moortown Rugby Union Football Club	£250
83	6.11.09	Boundary native hedging on an allotment site to protect the site & increase the bio diversity.	Roundhay Allotments & Gardens Association	£500
89	23.11.09	Gledhow Sports and Social Club - Provisions of secure storage for club assets by way of a container to secure equipment	Gledhow Sports and Social Club	£500
98	27.11.09	Equipment (stumps, balls, scoreboards and umpire coats for N.L.C.C Junior Growth Project to add more teams , giving more children a chance to play cricket and train.	North Leeds Cricket Club	£500
106	8.12.09	Purchase for Camping Tents - Camping activity and training. Monthly training.	24th North Scout Group	£250
115	4.01.10	Lingfield and Fir Trees Community Garden - Redesign work of a piece of council land on the Lingfield estate into a community garden for people to get involved in maintaining the area.	Open House Community Association	£500
125	20.01.10	Enterprise project for charity- Encouraging a small group of pupils at a school for pupils with behavioural, emotional and social difficulties to design and produce products that they can sell out of school hours to raise money for a charity (St Martins house hospice and the Yorkshire air ambulance pending agreement from the two charities)	Subject Leader in Science	£420
135	5.02.10	Replacement football kit - for girls playing regular matches in the West Riding Girls League.	Wigton Sports Association	£250
136	5.2.10	Purchase of medals and ribbons for the Roundhay Schools' Primary Schools' Family Run for Fun - The aim of the group is to promote an active lifestyle and community spirit between families in the Roundhay/Moortown Area	Roundhay School	£500
138	9.02.10	Play Rugby - The project is aimed at introducing young people to the sport of rugby union through encouraging young people to have a go at participating in a outdoor sport, starting with tag rugby and contact rugby.	Moortown Rugby Union Football Club	£500
143	15.02.10	Replacement of perimeter security fencing on Lidgett Lane with new steel fencing.	Lidgett Lane Allotment Association	£250

Harewood and Wetherby				
POCA Ref	Date	Brief Description	Organisation	Amount Paid
9	4/4/09	New nets, balls and related kit to help continue the club on into next year. A weekend club run from Collingham Primary School entirely funded by donations from parents to pay for kit and coaches time to train and divert into constructive activities young people of primary school age in the village.	Collingham Junior Football Team	£400
18	5/4/09	New football kit and football nets	Bramham Football Club	£500
29	6/4/09	Replacement of popular books and toys for 20 children aged between 2 and 5.	Clifford Pre School	£250
33	19/5/09	Training kit and equipment for Aberford Albion Junior Football Club which is a new project developed in April 2009 as a result of a group of parents with children interested in playing football, coming together to address the need for youth related activities within the village. Aberford Albion Football Club has agreed to support the Junior Club with use of their facilities and pitches.	Aberford Albion Junior Football Club	£500
38	21/5/09	Plants and flowers for the grounds of Wetherby Police station & courthouse which adjoins the road leading into Wetherby. The land is planted and maintained by a junior flower club in Wetherby. Not only has this enhanced our grounds but has encouraged this local voluntary group of youngsters to work closely with the local police on this ongoing project.	Wetherby Junior Flower Club	£200
52	31/7/09	Hire of marquee for Girl Guiding Leeds, Centenary Event (Wetherby) 5 th September.	Girlguiding Leeds North Division	£500
57	12/8/09	Replacement of Stolen rotavator for all allotment holders use across the allotments in late summer after main vegetable crops are up and for preparation of new allotments to fulfill demand.	Tenter Hill Allotments Assn	£469
69	5/10/09	New football kit for Boston Spartans Football Club - an FA adult charter standard club. The club has been around for the last 40 years. Boston Spartans are a community spirited club and in recent years the club has raised money for local charities through sporting events.	Boston Spartans Football Club	£250
73	8/10/09	Outdoor safety matting to make an outdoor area safe for toddlers to play, garden & have a recycling area.	Little Tykes Parent & Toddler Group	£300
88	18/11/09	Scholes community Voice - Residents get together – purchase of community safety gadgets for giving out as part of a community safety awareness campaign for vulnerable adults.	Belle Vue Tenants Association	£500
150	2/3/10	Purchase of a greenhouse for Wharfedale House Residents Garden Group to enable the residents to be more involved in growing plants from seed for their garden. This garden is opened to the public in conjunction with Wetherby in Bloom.	Leonard Cheshire Disability	£250
156	11/3/10	Football Strip for the junior football team aged from 5 – 8.	Collingham Junior Football Club	£250
158	12/3/10	Preparation, planning and planting to the gardens and lawn areas of Wetherby Police Station.	Wetherby Junior Flower Club	£250
163	26/3/10	Updating Construction Toys (large multi purpose soft building blocks) to enable the children to take part in a range of activities including team work and problem solving.	Deepdale Community Pre-School	£250



Report of the East North East Area Manager

Outer North East Area Committee

Date: 5th July 2010

Subject: Community Engagement Update

Electoral Wards Affected:
Alwoodley, Harewood, Wetherby

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

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

Executive Summary

The Area Committee has an enhanced role in community engagement with responsibility for overseeing the work of the Area Management Team in relation to community engagement activity in the Outer North East area.

This report presents the various means of consulting and engaging with the communities in the Outer North East area as a formal community engagement and communication strategy. It also provides information on a recent review of the PACT¹ meetings.

The Area Committee is asked to note and endorse the communication strategy, including the revised arrangements for PACT meetings.

Purpose of This Report

1. The purpose of this report is to present the various means of consulting and engaging with the communities in the Outer North East area as a formal community engagement and communication strategy and seek the Area Committee's endorsement of this and the revised arrangements for PACT meetings.

¹ Police and Communities together

Background Information

2. Community Engagement is one of the Area Committee's key delegated functions. As such it is important that there is a clear strategy in place for this to take place and be assessed against.
3. The introduction of the Policing Pledge formalised the provision of public meetings by undertaking to arrange a PACT meeting at least once per month in order to agree priorities and provide an opportunity to meet local officers.

Core Elements of the Strategy

4. The strategy in Appendix 1 to this report sets out how the Area Committee will engage and communicate with Town and Parish Councils and local residents in the Outer North East area. It includes:
 - One community engagement event per ward per year to fit in with the Area Delivery Plan cycle;
 - Ad-hoc public meetings and events to be held to debate and discuss issues that may arise;
 - Support for existing community events and summer galas, with attendance and information from local services where possible;
 - Support for Town and Parish Councils;

Parish and Town Councils

5. The outer north east area contains Wetherby Town Council and fifteen parish councils, which provides a sophisticated form of democracy at a local level. Town and Parish councils are a useful resource which communicate with their local residents on a regular basis and can assist in disseminating information to their communities.
6. A number of Town and Parish Councils undertake their own consultation, and in many cases have prepared Parish Plans, or a Town Plan in the case of Wetherby. The intention is not to duplicate any of this activity. The priorities for parish and town councils will be reflected in the Area Delivery Plan, and any community events in their localities will be carried out in conjunction with Parish and Town Councils.

PACT meetings

4-6 weekly PACT meetings to allow residents to focus on local policing, crime and anti-social behaviour issues. A review of PACT meetings has recently taken place. Details of this and the proposed changes to meetings are contained in Appendix B to this report.

Implications for Council Policy and Governance

7. Area Committees have an enhanced role in community engagement as outlined in the Area Functions scheduled agreed at Executive Board.

8. The police are required to hold PACT meetings as part of the Policing Pledge.

Legal and Resource Implications

9. Area Management is responsible for organising and co-ordinating community engagement activity. This is undertaken in conjunction with other council services, and partners.

Conclusions

10. The Area Committee now has a specific role in relation Community Engagement, and a programme of community engagement activity has been put in place to support this which will link to service improvement and Area Delivery Plan priorities.
11. A recent review of PACT meetings has taken place and the meeting arrangements will be revised in accordance with the findings of this review.

Recommendation

12. The Area Committee is asked to:

Note and endorse the communication strategy, including the revised arrangements for PACT meetings.

Background Papers

Area Committee Function Schedule.

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Outer North East Community Engagement and communication strategy

Aim	How this will be done	Timing
To offer local residents the opportunity to find out more, and have their say, about what's happening in their community;	Public engagement events to fit in with the Area Delivery Plan cycle;	2 per year.
	Ad hoc public meetings and events to discuss specific issues;	As appropriate
	Support for existing community events and summer galas, with attendance and information from local services where possible.	As required
	Police and Communities Together (PACT) meetings to allow residents to focus on local policing, crime and ASB issues.	4-6 weekly public meetings
To liaise with and offer support to Parish and Town Councils in accordance with the Charter.	Harewood and Wetherby Town and Parish Council Forum. Chair rotated between Harewood and Wetherby ward members. At least one member from each of the two wards to attend.	Minimum 4 per year
	Attendance at Town and Parish Council meetings to discuss specific issues;	As required
	Provide an Annual Report on the Area Committee business, including the wellbeing funds awarded.	Annually
	Consult on draft Area Delivery Plan.	Annually
	Circulate information on funding opportunities, Youth Service Activity, Highways Maintenance, Area Committee papers and other relevant information by email.	Area Committee papers 6 times per year; Youth Service monthly, Highways Maintenance annually. Other information as appropriate.

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Review of PACT Meetings

1. Background

The introduction of the Policing Pledge formalised the provision of public meetings by undertaking to arrange a public meeting at least once per month in order to agree priorities and provide an opportunity to meet local officers.

The Pledge suggests that such meetings are held on a neighbourhood level but the definition of a 'neighbourhood' has been open to interpretation. BCU's and Police areas have varied from a neighbourhood being defined as a council ward area to a small identifiable community.

When directives to introduce the Pledge first came, it was agreed at the NE Divisional Community Safety Partnership that preference would be for a 6-weekly cycle that aligned with Tasking Team arrangements. However it was acknowledged that the Police needed to implement the national guidance as a priority and therefore a monthly Police and Communities Together (PACT) meeting led by the NPTs focusing clearly on local policing of crime and ASB issues was accepted as the best way forward.

Information on how PACT was to be rolled out was provided to local Councillors through the Area Committees.

North East Leeds BCU has a varied interpretation of a neighbourhood for the purpose of PACT meetings from the small villages in Wetherby and Harewood NP area to a densely populated ward area in Roundhay.

Most PACT meetings in North East Leeds are stand alone meetings held in public buildings in the heart of the community. Attendance is varied and fluctuates according to whether there are any particular concerns or issues ongoing at the time.

Attendance tends to be limited to member of the public who are already active within the community such as Neighbourhood Watch Coordinators or member of residents associations.

2. Current PACT Provision across Outer North East

The following section provides a summary of views of Inspectors on how the PACT meeting has developed in each NPT and highlights the main issues of concern regarding their effectiveness and ideas for improvements.

Roundhay, Alwoodley and Moortown NP Team

Number of Council wards	3
Number of PACT meetings per month	3

PACT meetings are always Inspector lead and are well attended with 20-30 at each meeting. Regular attendance from neighbourhood watch groups and other residents groups.

Local councillors attend when they are available.
Would welcome the idea of guest speakers e.g. ASBU.

Wetherby NP Team

Number of Council wards	2
Number of PACT meetings per month	18

Police attend all monthly Parish Council meetings and have PACT agenda time.

The PACT part of the meeting allows for other residents to attend but in reality this is not happening.

3. The Future of PACT

(a) Priorities

To ensure compliance with the Policing Pledge by arranging public meetings to agree local priorities at least once per month which also provide an opportunity for communities to meet their local team.

To utilise the meetings to give monthly updates on local crime and policing issues and also provide details in partnership work ongoing in the area to make it safer.

(b) Constraints

Current financial pressures dictate that PACT meeting provision should be robustly managed and opportunities to deliver the provision without any cost to the Force should be capitalised upon. Opportunities for efficiencies by sharing meetings with partners should be explored.

PACT meetings should seek to engage with the wider community rather than just a small section or those residents and communities who are already involved with policing activity.

PACT meetings need to be carefully managed in terms of frequency and location to ensure that they remain fresh and interesting and inclusive of all communities and neighbourhoods.

Service delivery needs to take into account the requirement for a bespoke delivery taking into account the needs and wishes of the local community and should not follow the 'one size fits all' method.

(c) Opportunities for more efficient and effective engagement

Many of the issues raised at PACT meetings require partnership solutions/working. Each of the main agencies that have a role to play in tackling the issues have their own community engagement strategies and resources to support resident involvement. For example ENE and Aire Valley Homes each have a tenant involvement team and local Housing Support Assistants.

In the Priority Neighbourhoods the proposal is to develop Community Leadership Teams which will be made up from local residents who have a civic role in the community. ENE Homes, the NPT and local Neighbourhood Manager in Gipton are also looking at how a Community Champion role for residents could combine the desire to develop Key Individuals Networks, tenant champions and community leaders. This will see a move away from old style forum meetings to more inclusive and empowering involvement of residents in a way that better suits their own requirements. At the heart of this is better frontline engagement and relationships with residents at delivery level with local staff empowered to respond to issues as they arise.

There is an opportunity to link with the Community Engagement Strategies being developed for each of the Area Committees to put PACT meetings into the context of local partnership engagement with residents. This may help avoid duplication for residents and staff alike and if linked properly to tasking make the meetings more meaningful and effective.

4. Preferred Options

The current delivery of PACT meetings in the RAM neighbourhood is a success in terms of numbers attending and involvement from the community. It is concluded that this should remain unchanged.

Research suggests that there are sufficient residents and community meetings for the Police and Partners to join up with and more effectively deliver PACT.

NP Inspectors will plot the location of other meetings and then timetable a rotation of the PACT meetings to ensure that we engage with the widest possible audience.

The PACT provision will be widely advertised to all other groups and meetings as well as the wider community and the other meetings will be used as a feeder into the main meeting. This will inform any requirement for other partners to be present at the meeting. This system will be subject to review for a period of 6 months.

Police and partners will identify opportunities for relevant guest speakers to attend the PACT meeting to provide inputs and updates. This is in response to community feedback and a drive to keep the meetings interesting and relevant.

Partners have already agreed to attend PACT meetings where issues are specifically raised which require their action and feedback.

NP teams will develop a electronic mailing list of community contacts in order to provide timely updates and advertise future events.

Attendance will be monitored for a 6 month period and will be reviewed via the DCSP.

Roundhay, Alwoodley and Moortown NP Team

Number of Council wards	3
Number of PACT meetings per month	3

Intends to stay with current format as attracts sufficient community interest.

Wetherby NP Team

Number of Council wards	2
Number of PACT meetings per month	18

Reduce to 4 PACT meetings for the neighbourhood working on a 6 weekly cycle.

Each area (Wetherby, Eastern and Southern villages) will have one meeting each 6 weeks to tie in with the tasking cycle. The PACT will move from village to village each time to ensure that our services are accessible to all our communities.

Parish councils will receive crime and news updates by e mail each month and there will be attendance once per quarter to discuss any live issues that may need addressing.

The DCSP in May 2010¹ agreed to sign up to the review of PACT meetings as outlined, with the following principles:

- **Each NP area should be allowed to create the right PACT structure for its own area which must comply with the Policing Pledge and retain a focus on tackling local crime and ASB priorities.**
- **PACT meetings should look to join up police and partner agencies to make the most effective and efficient engagement in the NP area around issues of crime and ASB.**
- **Unless locally agreed with partners, PACT meetings should be arranged to follow the tasking team's 6 week cycle so that issues can be fed straight into local tasking**

- **Partner agencies confirm their commitment to attending PACT meetings when there is a specific item to address and will seek to support further where they can (e.g. through taking responsibility for actions that may come from them). This particularly applies within the priority neighbourhoods.**
- **Where possible PACT meetings will be scheduled to bolt onto existing residents meetings or local forums/engagement events.**

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Originator: Mike Earle

Tel: 0113 2243209

Report of the Chief Democratic Services Officer

Report to: North East (Outer) Area Committee

Date: 5th July 2010

Subject: Local Authority Appointments to Outside Bodies

<p>Electoral Wards Affected:</p> <p><input type="checkbox"/> Ward Members consulted (referred to in report)</p>	<p>Specific Implications For:</p> <p>Equality and Diversity <input type="checkbox"/></p> <p>Community Cohesion <input type="checkbox"/></p> <p>Narrowing the Gap <input type="checkbox"/></p>
<p>Council Function <input checked="" type="checkbox"/></p>	<p>Delegated Executive Function available for Call In <input 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 outlines the procedures for Council appointments to outside bodies, and the Committee are requested to consider and appoint to those bodies listed at Appendix 2 to the report.

1.0 Purpose of this Report

1.1 This report outlines the Area Committee's role in relation to Elected Member Appointments to Outside Bodies and asks the Committee to :

- Agree the nominations to those organisations which fall to the Committee to make an appointment to. This year, the Area Committee have to make appointments in respect of the following organisations (**see Paragraph 4**) :-
- **Aberford Almshouses Trust**
- **Moor Allerton Elderly Care**
- **ALMO Outer NE Area Panel**
- **Divisional Community Safety Partnership**
- **Area Children's Partnership**
- **Area Health and Wellbeing Partnership, and**
- **Area Employment, Enterprise and Training Partnership.**

2.0 Background

- 2.1 In April 2004 Full Council agreed that in future Elected Member appointments to Outside Bodies should be undertaken by a constituted body of Elected Members and that appointments to all outside bodies should, where appropriate, be made with due regard to proportionality within the law.
- 2.2 Attached at Appendix 1 is the agreed Appointment Procedure Rules¹ that have been adopted by Full Council. The procedure addresses previous concerns raised by Elected Members relating to proportionality; introduces appointment categories; and places responsibility for appointment clearly with Elected Members both through this Committee and the Member Management Committee.
- 2.3 The **Member Management Committee** has responsibilities for Council Appointments to Outside Bodies and for exercising decision making in the following areas:
- Considering requests from all Outside Organisations seeking Elected Member representation
 - Determining the category of appointment which will govern which Committee will make the appointments
 - Making Elected Member appointments to Outside Bodies within the Strategic and Key Partnership category.
- 2.4 Full Council has agreed that due to the large number of organisations seeking Council representation, appointments within the Community and Local Engagement Category will be considered and approved by Elected Members serving on the relevant **Area Committee**.
- 2.5 In July 2004 the Member Management Committee met to consider allocation of appointments to each Area Committee. Attached at Appendix 2 are those that have been determined should be made by this Area Committee.
- 2.6 One of the delegated Member appointment functions which Area Committees had **previously** been asked to exercise was making Elected Member appointments to the Boards of Housing Management Arms Length Management Organisations. **However**, on the recommendation of the Executive Board, the Member Management Committee at its meeting on 22nd December 2006 resolved that in future appointments to the re-structured ALMO Boards (down from 6 to 3, with smaller numbers of Directors) would be made by the Member Management Committee itself. These appointments therefore no longer appear in the schedule of appointments at Appendix 2, but the Area Committees still appoint to the ALMO Area Panels.

3.0 The Appointment Procedure - Community and Local Engagement Category

- 3.1 The Area Committee must first consider whether it is appropriate for an appointment to be of a specific office holder² either by reference, if this is available, to the constitution

¹ This Procedure is now incorporated into the Council's Constitution

² For example it may be considered necessary or otherwise appropriate to appoint a specific Ward Member

of the outside body concerned or in the light of any other circumstances as determined by the Area Committee. Such appointments will then be offered on this basis.

- 3.2 Nominations will then be sought for the remaining places, having regard to trying to secure an overall allocation of places which reflects the proportion of Members from each Political Group on the Area as a whole.
- 3.3 All appointments are subject to annual change unless otherwise stated in the constitution of the external organisation. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
- 3.4 Elected Members³ will fill all available appointments but it is recognised that Party Groups may not wish to take up vacancies which are made available to them. In such circumstances vacancies will be notified to the Area Committee and agreement sought as to whether the vacancy will be filled.
- 3.5 A vacancy occurring during the municipal year will normally be referred to the Area Committee for an appointment to be made, having regard to the principles as described above.
- 3.6 Area Committees may review the list of organisations to which they are asked to make appointments at any time and make recommendations to the Member Management Committee.

4.0 Appointments 2010/11

Aberford Almshouses Trust

The Almshouses were established by the Gascoigne family of Lotherton Hall in 1846 to provide accommodation for farm workers and poor people of the area. The original Almshouses were sold to Leeds City Council in 1976 and from the proceeds of the sale the Trustees purchased a piece of land from Mercantile Insurance (who at that time owned the Parlington Estate). On this land they built Parlington House, which contains 14 single and 14 double flats, and was opened on 1st January 1980 by Lady Sands, a descendent of the Gascoigne family. The flats have been re-furbished in recent years, and 6 further flats built.

The Council's current representative on the Trust was **ex-Councillor Shelbrooke**, and the remainder of the four year appointment runs until July 2012.

³ Section 249 Local Government Act 1972 states that Aldermen and Honorary Freemen may attend and take part in civic ceremonies but do not have the right to attend Council/committee meetings or receive any allowances or payments under a Members Allowance Scheme. This establishes the principle that such persons should not to be treated as Councillors, and therefore cannot be appointed to outside bodies in place of a Councillor if the request from an organisation is for a Councillor

Moor Allerton Elderly Care

Moor Allerton Elderly Care (MAECare) is a registered Charity (Reg.No. 1100645) established by, and all times answerable to, Churches Together in Moor Allerton and Shadwell (CTMAS). Its aims are –

- To improve the quality of life of older local people, regardless of religion or belief, race, disability, gender or sexual orientation;
- Accepts and values each individual member, volunteer and employee;
- Acts as a link to existing services and seeks to address unmet demand.

The Management Committee shall consist of not more than 20 people residing in, or members of churches in, the community of Moor Allerton or Shadwell, and is appointed annually by CTMAS at its AGM. Trustees do not have to be City Councillors, but the Council's nominee has always been a Local Member.

This is an annual appointment, and all three Alwoodley Ward Members have previously served on the MAECare Management Committee. In 2009/10, the NE Inner Area Committee, part of which area is covered by MAECare, were requested to consider making an appointment, and **Councillor B Lancaster** was appointed.

East/North East Homes ALMO - Area Panels

Although the appointments to the ALMO Board of Directors are now made by the Member Management Committee (see Paragraph 2.6), the Area Committee appoints to the ALMO Area Panels.

The new Area Panels are now meeting on a regular basis. Covering the whole of the new organisation, the Area Panels include -

Inner North East: Chapeltown, Chapel Allerton, Meanwood, Moortown and Roundhay

Outer North East: Wetherby and its surrounding villages and Alwoodley

Inner East: Ebor Gardens, Lincoln Green, Gipton, Harehills, Osmondthorpe, Burmantofts and Richmond Hill

Outer East: Seacroft, Crossgates and Halton Moor

The Area Panels have two main roles.

- Ensuring that the organisation is providing a good service to our customers and
- Delivering environmental and community safety schemes that benefit our customers.

By examining company performance and meeting with senior managers from East North East Homes Leeds, the Area Panels can tackle poor or underperforming areas of work or commend managers on good performance.

Each Area Panel will have a dedicated Partnership Development Officer whose role will be to support the panels and to represent the panels at the various meetings that

currently exist in each of the four areas as well as developing new partnerships to reflect the needs of the neighbourhoods and the priorities of the panels.

The Partnership Development Officers will also be responsible for identifying and developing customer led environmental and community safety schemes. This includes consulting with affected residents, identifying and applying for match funding, drawing up specifications liaising with contractors and ensuring contract delivery.

The panels have a wide responsibility that is set out in their Terms of Reference including:

- Business & delivery Plans
- Tenant Inspections
- Performance
- Tenant Participation
- Tenancy Management
- Repairs & Improvements
- Lettings
- Tenant Satisfaction
- Staffing and
- Service Development

Although generally the panels will be monitoring and measuring the organisation's performance across these headings they will, in time, get involved in more detailed work such as.

- Consulting on contracts for Grounds Maintenance & Repairs
- Recommending priorities for inclusion in Business Plan
- Leading a tenant Inspection
- Developing strategies for Hard to reach Groups
- Be involved in deciding how to enforce tenancy conditions
- Participating in contract evaluation
- Making recommendations for Local Lettings Policies
- Recommending changes in service delivery
- Getting involved in induction of new staff

These are annual appointments, and the Council's current representatives, appointed last year by the Area Committee, are **Councillors R D Feldman and G Wilkinson.**

District or Area – Based Partnerships

In November 2008, the Council's Member Management Committee agreed that Member appointments to District and Area – based Partnerships should be categorised under the Appointments to Outside Bodies Procedure Rules (see Appendix 1) as 'Community and Local Engagement' appointments, to be made by the relevant Area Committee. For governance and administration purposes, it has been decided to review these appointments annually, and details of this Committee's current appointments are set out later in the report.

At present, there are a number of area based partnership groups established as part of Leeds Initiative – the local strategic partnership. These are:

- Divisional Community Safety Partnerships
- Area Children’s Partnerships
- Area Health & Social Care Partnerships
- Area Employment Enterprise and Training Partnerships

There are three of each of these theme based district partnership groups for the City, all broadly co-terminus with the three Area Management wedges of Leeds City Council. The exception to this is the Area Children’s Partnerships, where there are to be five, corresponding to the former five Area Management wedges across the City.

These partnership groups have requested that each Area Committee in their patch nominate a local elected Member representative (or ‘ champion ’) to participate in the work of the partnership and act as the link between the partnership and the Area Committee.

Local, area - based partnerships make an important contribution in determining the local actions that can be taken to support the delivery of the strategic outcomes and improvement priorities set out in the Leeds Strategic Plan. The broad commitments and actions of these local partnerships are captured in each Area Committee’s Area Delivery Plan (ADP), and they are accountable to the Area Committees for these commitments. The accountability and feedback to Area Committees will be through the regular monitoring reports on each ADP and through an annual report from the partnership group to each Area Committee. The Area Management Teams will support local Member involvement and facilitate Member representatives to raise any issues at their Area Committee as appropriate. It is further proposed that the minutes of all such partnership meetings are available to all Area Committee Members.

There is an expectation that Area Committee representatives will share their knowledge and intelligence of the area, to help shape and determine the priorities and action plans of the partnerships, ensuring they are complimentary and supportive of the Area Committees’ ADPs. Direct participation by elected Members on these local partnerships will strengthen the role of Members and their voice as ‘community champions’ within our partner agencies, and overcome any perceived ‘democratic deficit’ there may have been. Elected Members participation will also help build the links between local partnership working and the work of the Council through the Area Committees.

The Committee’s current designated partnership representatives, or ‘ champions ’, are as follows :-

- Divisional Community Safety Partnership – **Councillor Lamb**
- Area Children’s Partnership – **Councillor Lamb**
- Area Health and Social Care Partnership – **Councillor Harrand**
- Area Employment, Enterprise and Training Partnership – **ex-Councillor Shelbrooke**

Members are requested to review the above appointments, and to re-appoint, or appoint a new Member, in respect of each Partnership.

5.0 RECOMMENDATIONS

- 5.1 The Area Committee is asked to confirm the nominees to work with the Outside Bodies identified in the Schedule at Appendix 2, as summarised in Paragraph 1, having regard to the Appointment Procedure Rules outlined in this report and detailed at Appendix 1.

Background Papers

Appointment to Outside Bodies Procedure Rules - Appendix 1 (attached)

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APPOINTMENTS TO OUTSIDE BODIES PROCEDURE RULES

1.0 Scope

- 1.1 These Procedure Rules relate to those external organisations and partnerships (referred to as *Outside Bodies*) which have requested the Council to appoint an Elected Member (or suitable nominee¹) to them
- 1.2 For the avoidance of doubt, these Procedure Rules do not apply to appointments to Joint Committees/authorities which are reserved to Council. These are listed separately in Part Three (Section 1) of the Constitution - Responsibility for Local Choice Functions.
- 1.3 Additionally it is recognised that, often at a local level, individual Elected Members may be personally approached to attend meetings of a variety of organisations in their personal capacity rather than in their capacity as a Councillor. Such instances are not covered within the scope of these Procedure Rules

2.0 Determination of Outside Bodies to which an Appointment should be Made

- 2.1 The Chief Democratic Services Officer will maintain a list of all Outside Bodies to which the Council appoints an Elected Member.
- 2.2 Each year the Member Management Committee will review the list of notified Outside Bodies and will determine whether the Council should make/continue to make an appointment to those bodies.
- 2.3 Determination will be based on one or more of the following criteria being met:
 - the proposed appointment is a statutory requirement;
 - the proposed appointment would be consistent with the Council's policy or strategic objectives; and/or
 - the proposed appointment would add value to the Council's activities.
- 2.4 Requests to make an appointment received after such an annual review will be similarly referred to the Member Management Committee for determination by reference to the same criteria.

3.0 Determination of how an Appointment should be made

- 3.1 Where an organisation is deemed to have met one or more of these criteria, the Member Management Committee will allocate it into one of the following categories.
 - **Strategic and Key Partnerships** – participation contributes to the Council's strategic functions, priorities and community leadership role.

¹ Which shall include an appointment of an individual, who is not an elected member, made upon the nomination of an elected member when such a nomination is a requirement of statute and/or the Trust Deed of a registered charity.

Appointments to Outside Bodies Procedure Rules

- **Community and Local Engagement** – not necessary to fulfil strategic or key partnership role but, nonetheless, beneficial in terms of leading, engaging and supporting the community from an area or ward perspective
- 3.2 Where an Outside Body has been categorised as **Strategic and Key Partnership**, appointment to it will be made by the Member Management Committee.
- 3.3 Where an Outside Body has been categorised as **Community and Local Engagement**, appointment to it will be made by the appropriate Area Committee.
- 3.4 Where it is not clear as to which particular Area Committee should make an appointment, the Member Management Committee will refer the request to the relevant Area Committee Chairs who will determine which is the appropriate Area Committee to make the appointment. This will be reported to the next meeting of the Area Committee.

4.0 The Appointment Procedure

Strategic and Key Partnerships

- 4.1 The Member Management Committee will first consider whether it is appropriate for an appointment to be of a specific office holder² either by reference to the constitution of the outside body concerned or in the light of any other circumstances as determined by the Member Management Committee. Such appointments will then be offered on this basis.
- 4.2 Nominations will then be sought for the remaining places. The Member Management Committee should have regard to a Member's current interests prior to making any appointment. The Member Management Committee will have regard to the principle of securing an overall allocation of places which reflects the proportion of Members from each Political Group on the Council as a whole.
- 4.3 All appointments are subject to annual change unless otherwise stated in the constitution of the external organisation. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
- 4.4 Elected Members³ will fill all available appointments but it is recognised that Party Groups may not wish to take up vacancies which are made available to them. In such circumstances vacancies will be notified to the Member Management Committee and agreement sought as to whether the vacancy will be filled

² For example it may be considered necessary or otherwise appropriate to appoint a specific Executive Board Member

³ Section 249 Local Government Act 1972 states that Aldermen and Honorary Freemen may attend and take part in civic ceremonies but do not have the right to attend Council/committee meetings or receive any allowances or payments under a Members Allowance Scheme. This establishes the principle that such persons should not to be treated as Councillors, and therefore cannot be appointed to outside bodies in place of a Councillor if the request from an organisation is for a Councillor

- 4.5 A vacancy occurring during the municipal year will normally be referred to the Member Management Committee for an appointment to be made, having regard to the principles as described above.
- 4.6 The Assistant Chief Executive (Corporate Governance) will have Delegated authority to make an appointment in the following circumstances:
- (i) where an appointment has been agreed by the Member Management Committee as a Whips nominee and the appropriate group Whip subsequently submits a nomination;
 - (ii) where a group Whip wishes to replace a Member previously approved by the Member Management Committee with another Member of the same group; and/or
 - (iii) where an organisation requires an appointment prior to the next meeting of the Member Management Committee, subject to this appointment being agreed by all Group Whips or their nominee.

That any instances of this delegation being used be reported to the next meeting of the Member Management Committee

Community and Local Partnerships

- 4.7 The Area Committee will first consider whether it is appropriate for an appointment to be of a specific office holder⁴ either by reference to the constitution of the outside body concerned or in the light of any other circumstances as determined by the Area Committee. Such appointments will then be offered on this basis.
- 4.8 Nominations will then be sought for the remaining places, having regard to trying to secure an overall allocation of places which reflects the proportion of Members from each Political Group on the area as a whole.
- 4.9 Elected Members⁵ will fill all available appointments but it is recognised that Party Groups may not wish to take up vacancies which are made available to them. In such circumstances vacancies will be notified to the Area Committee and agreement sought as to whether the vacancy will be filled.
- 4.10 All appointments are subject to annual change unless otherwise stated in the constitution of the external organisation. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
- 4.11 A vacancy occurring during the municipal year will normally be referred to the Area Committee for an appointment to be made, having regard to the principles as described above.

⁴ For example it may be considered necessary or otherwise appropriate to appoint a specific Ward Member

⁵ Section 249 Local Government Act 1972 states that Aldermen and Honorary Freemen may attend and take part in civic ceremonies but do not have the right to attend Council/committee meetings or receive any allowances or payments under a Members Allowance Scheme. This establishes the principle that such persons should not be treated as Councillors, and therefore cannot be appointed to outside bodies in place of a Councillor if the request from an organisation is for a Councillor

Appointments to Outside Bodies Procedure Rules

- 4.12 Area Committees may review the list of organisations to which they are asked to make appointments at any time and make recommendations to the Member Management Committee.
- 4.13 The Assistant Chief Executive (Corporate Governance) will have Delegated authority to make an appointment where an organisation requires an appointment prior to the next meeting of the relevant Area Committee, subject to all Members of that Area Committee being consulted on the proposals.
- 4.14 That any instances of this delegation being used be reported to the next meeting of the relevant Area Committee

Support for Elected Member Appointees To External Organisations

Lead officer: A lead officer will be identified by the Chief Democratic Services Officer in consultation with the relevant Director for all relevant appointments in the Strategic and Key Partnerships category .

This officer will work closely with the appointed Member(s) to provide briefings and support. Further advice will also be offered by the Chief Finance Officer and/or the Chief Officer (Legal Licensing and Registration) as appropriate.

Briefings: For organisations in the Community and Local engagement category, a lead officer will not be allocated unless the Director and/or relevant Executive Member for the service area deem that this will be beneficial. However, the representative may still seek support and briefings from Council officers.

Induction: Partner/external organisations are expected to provide an induction into their affairs for newly appointed Council representatives. In the case of Strategic and Key Partnership Category appointments it is the lead officer's responsibility to ensure that an induction is arranged.

Area Committee Appointments to Outside Bodies (North East Outer)

Outside Body	Charity /Trust	No of Places	Review Date	No of places to review	Current appointees	Cllr Y/N	Review Period
Aberford Almshouses Trust	Yes	2	Jul-12		Councillor Shelbrooke (replaced Cllr J Lewis 07/06)	N	4 years
Ancient Parish Of Barwick In Elmet Trust	Yes	1	Jul-11		Frank Watson (Former Parish Councillor)	N	4 years
Moor Allerton Elderly Care		1	Jul-10	1	Councillor Lancaster (appt'd by NE Inner AC, 07.09.09)	Y	Annual
East/ North East ALMO Area Panel	No	2	Jul-10	2	Councillor R D Feldman Councillor Wilkinson	N	Annual
Divisional Community Safety Partnership	No	1	Jul-10	1	Councillor Lamb	Y	Annual
Area Children's Partnership	No	1	Jul-10	1	Councillor Lamb	Y	Annual
Area Health and Wellbeing Partnership	No	1	Jul-10	1	Councillor Harrard	Y	Annual
Area Employment, Enterprise and Training Partnership	No	1	Jul-10	1	Councillor Shelbrooke	Y	Annual
		10		7			5

Number of places 10

Places held pending review 7

Places currently filled beyond June 09 3

Number of places to fill 3

Number of Members in the Committee Area 9

Percentage of Members on the Committee

Notional Places Allocated

Labour	0	0	0
Liberal Democrat	0	0	0
Conservative	9	100	5
Other to list			
Total	9		5

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Originator: Liz Jarmin

Tel: 0113 3950647

Report of The Director of Environment and Neighbourhoods

Outer North East Area Committee

Date: 5 July 2010

Subject: Area Committee Roles for 2010/11

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

Executive Summary

This report presents the Area Committee with a summary of their Area Functions and Priority Advisory Functions for 2010/11. As there are no significant changes proposed to the functions agreed by the Executive Board for 2009/10, it has been agreed that this approval is rolled forward to 2010/11.

1.0 Purpose Of This Report

1.1 To provide the Area Committee with a summary of the Area Functions and Priority Advisory Functions for 2010/11.

2.0 Background Information

2.1 In 2009/10 the Executive Board agreed the number of functions to be delegated to the Area Committees. The Area Functions are included in the Council's Constitution (Part 3, section 3C), these are updated annually and presented to each of the 10 Committees.

2.2 This report does not propose any changes to the Terms of Reference for Area Committees or to their relationship to the Executive Board and its Members for 2010/11.

3.0 Main Issues

- 3.1 In 2009/10 Area Committees and service managers across the Council, delivered a programme of local service delegations across a wide range of service areas. The implementation of these has been taking place throughout the year.
- 3.2 This report does not propose any significant alterations to the number or scope of Area Functions delegated to Area Committees in 2009/10. The Area Committee Functions and Priority Advisory Functions were approved by the Executive Board in June 2009, this approval is to be rolled forward to 2010/11.
- 3.3 A summary of the functions to be rolled forward to 2010/11 is appended to this report. A full schedule of the Area Functions and Priority Advisory Functions for Area Committees for 2010/11 is currently being finalised and will be distributed to Committee Members in July 2010.
- 3.4 In order to assess the effectiveness of Area functions, a review will be undertaken in 2010/11 involving Area Committee Members, the responsible Service function leads and Area Teams.
- 3.5 The review will aim to identify progress to implement the functions; gain a better understanding in practical terms of how Area Committees can support service delivery at local level; gain an understanding of the challenges and opportunities they have encountered, and begin to understand how we can make the functions more realistic and deliverable moving forward. The review will also seek to identify further service areas where delegated powers could be assigned to the Area Committees in future.

4.0 Implications For Council Policy and Governance

- 4.1 The work described in this report and the recommendation fits with existing Council policy and governance arrangements. Area Committees' Executive Functions are exercised concurrently by Area Committees, the Executive Board and by Directors under the officer delegation scheme (executive functions).
- 4.2 Decisions taken by Area Committees, in relation to executive functions, remain subject to call in.
- 4.3 Officers will provide proper advice and support to Area Committees and their Chairs to ensure that delegated Executive Functions continue to be exercised in accordance with the Area Committee Procedure Rules.

5.0 Legal and resource implications

- 5.1 The budgets to deliver the 2010/11 Area Functions, were agreed by Full Council on 24th February 2010.
- 5.2 Any proposed changes to resources relating to Area Functions would need to be made in consultation with the relevant service Director/Chief Officer(s) and with the agreement of the Area Committee and Executive Board, where appropriate.

5.3 There are no new resource or legal implications arising from the proposed extended priority advisory functions of the Area Committees.

6.0 Conclusions

6.1 In 2009/10 the Executive Board agreed the number of functions to be delegated to the Area Committees. The Area Functions are included in the Council's Constitution (Part 3, section 3C), these are updated annually and presented to each of the 10 Committees.

6.2 There are no significant changes proposed to the Area Functions approved by the Executive Board in 2009/10. It has therefore been agreed that this approval is extended to 2010/11.

6.3 In order to assess the effectiveness of Area functions, a review will be undertaken in 2010/11 involving Area Committee Members, the responsible Service function leads and Area Teams.

7.0 Recommendations

7.1 The Outer North East Area Committee is asked to note:

7.1.1 The summary of approved the Area Functions and designated priority functions for 2010/11 which are appended to this report.

List of Background Documents:

Area Committees Terms of Reference

Council Constitution

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Well-Being Schedule	
Function	
To promote and improve the economic, social and environmental well-being of the Committee's area.	To take decisions about, and monitor activity relating to the use of the annual capital and revenue allocation to each Committee.

Area Functions Schedule	
Function	
Community Centres	In relation to each community centre identified by the Director of Environment and Neighbourhoods as within the Committee's area, to: <ul style="list-style-type: none"> • oversee controllable revenue budgets, operational arrangements and the use of the centres; • agree and implement a schedule of charges and discounts for directly managed centres; • make asset management and investment proposals to ensure the portfolio is sustainable and meets local needs.
Community Environmental Officers (CEO) and Community Environmental Support Officers (CESO)	In relation to the Committee's area, to agree priority areas for and deployment of CEOs and CESOs.
CCTV	To maintain an overview of the service in the Committee's area and receive regular information about it.
Neighbourhood Management Co-ordination	In relation to the Committee's area: <ul style="list-style-type: none"> • to agree priority neighbourhoods (through the approval of the Area Delivery Plan); and • to agree and monitor Neighbourhood Improvement Plans for the Committee's area.

Priority Advisory Functions

Role	Summary
Community Engagement	Each Committee will agree a local community engagement plan based on an agreed template to ensure consistency across the city. Information on how Area Committees have delivered on their community engagement plans, will be included in an annual report to the Executive Board, which outlines achievements from the previous year to deliver the Area Delivery Plans, and future priorities.
Changes for 2010/11	No change to role of Area Committees.
Community Greenspace	<p>This covers 73 community parks vested with the Parks and Countryside Service. These include a wide variety of recreation facilities, sports pitches, play areas, formal and informal horticultural features.</p> <p>Area Committees will influence the development and use of community parks and be consulted about proposals for the development and use of them, for example proposals for refurbishment and installation of new play equipment.</p>
Changes for 2010/11	No change to role of Area Committees.
PCSOs, Neighbourhood Policing Teams and Multi Agency Crime and Grime Operations	This covers the deployment of PCSOs, the work of Neighbourhood Policing Teams (which are now aligned to ward and Area Committee boundaries) and multi agency crime and grime initiatives to tackle local priorities and hot spots. The arrangements enable staff to work more closely together on the ground and improve consultation with and reporting arrangements to the Area Committees.
Changes for 2010/11	No change to role of Area Committees.
Environmental Action Teams	<p>Three area based teams of 20 staff working across the City, are responsible for a range of neighbourhood related enforcement activities including noise nuisance, waste in gardens, overgrown vegetation, littering, placards, A-boards, graffiti, waste from domestic and commercial bins, drainage, pest control. The teams will carry out the enforcement and preventative work, rather than the litter picking, waste collection role which is done by other staff.</p> <p>Area Committees will receive regular reports about</p>

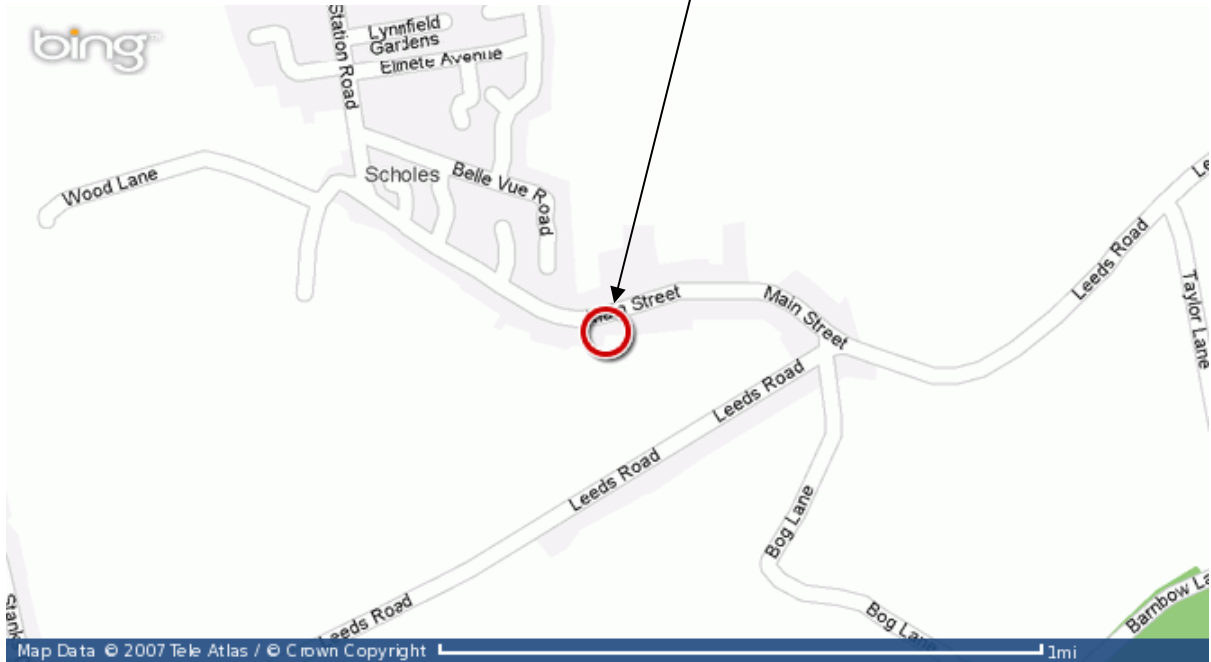
	<p>this new combined service and be able to influence service planning and local priorities for action based on local knowledge about issues and hotspots. Operational policies will be created for Leeds, but the priority afforded these could be influenced by local issues, such as littering and bin yards. Close working arrangements will be developed with the newly established Community Environmental Officers (CEO)/Community Environmental Support Officers (CESO).</p>
Changes for 2010/11	No change to role of Area Committees. Links to closer working with new Community Environmental Officers (CEO) /Community Environmental Support Officers (CESO)
Street Cleansing	<p>This covers teams of staff and specialist equipment to provide mechanical sweeping of adopted carriageways and footpaths, manual litter picking and litter bin emptying.</p> <p>Area Committees will be regularly presented with information about the services in their area and given opportunities to influence service planning and local priorities and hotspots. This would be primarily based on ward level discussions with Elected Members. Priority will be given in the forthcoming review to how this service can be delegated.</p>
Changes for 2010/11	No change to role of Area Committees
Grounds Maintenance	<p>This covers various elements of maintenance work including grass cutting, shrub and rose bed maintenance and hedge maintenance. There are currently two contracts for Grounds Maintenance, which will end in February 2011. Members have been consulted on the new specifications and contract packaging. Regular client/contractor meetings take place to address both operational and financial issues relating to the delivery of the contracts, where concerns / issues raised by Members are fed in.</p>
Changes for 2010/11	No change to role of Area Committees.
Highways Maintenance	<p>Area Committees will be asked to Comment on annual and forward programme of planned maintenance of local roads, on traffic management proposals affecting local roads and minor maintenance schemes to keep highway safe.</p>
Changes for 2010/11	No change to role of Area Committees.
Local Children and Young	Area Committees will continue to influence the

People Plans	<p>strategic direction of actions within the area delivery plan in relation to the 5 Every Child Matters outcomes and local need.</p> <p>The committees will have a local democratic oversight, demonstrated by endorsing the plan and local priorities identified within it. Committees will have a monitoring function, ensuring the 5 Every Child Matters outcomes and the improved integration of children's services are embedded as part of the delivery objectives of the Children Leeds Area Partnership expressed through Area Delivery plans and extended service cluster plans.</p>
Changes for 2010/11	<p>No change to role of Area Committees. Key issues for Area Committees to be aware of: New Children Trust arrangements The role of the Leeds Safeguarding Children Board</p>
Health and Well Being. (including Adult Social Care)	<p>As part of their responsibility to promote local well being, Area Committees have an important role in helping to improve health and tackling health inequalities by ensuring coordinated and focused activity across Council services and with key partners such as the Leeds PCT at the local level. Adult Services and the PCT are organising their resources to work more effectively at a local level helping Area Committees through regular reporting arrangements to influence local priorities and action, and monitor the health and well-being targets linked to the Leeds Strategic Plan.</p>
Changes for 2010/11	No change to role of Area Committees
Area Based Regeneration Schemes and Town and District Centre Projects	<p>Also consistent with the promotion of well-being, Area Committees will have a role in relation to influencing, assisting and endorsing key aspect of area based regeneration schemes and town and district centre projects. They will be supported in this by officers in the Regeneration Service.</p>
Changes for 2010/11	<p>No change to role of Area Committees. Clearer distinction will be made in future between schemes where the committee has an influencing role, and those where their role is consultative only.</p>
Conservation Area Reviews	<p>This function covers a programme of reviews in 17 designated conservation areas commencing 2008/09 – to 2010/11. In each case to assess its special character, to propose any changes to its boundary and</p>

	to make proposals for its management. Area Committees agreed reviews in these areas and ward members have been directly involved in consultation work.
Changes for 2010/11	<p>No change to role of Area Committees</p> <p>Key issues for Area Committees to be aware of: Of the 17 conservation area reviews agreed, the final 7 will be completed in the 1st quarter of 2010/11. There is an opportunity for Area Committees to fund a continuation of the programme beyond what has been currently been agreed.</p>
Advertising on Lampposts	Propose that function is suspended until April 2012
Changes for 2010/11	<p>The council had agreed a 15 year contract for the installation of advertising on lamp posts in 2008. A 20% share of the income generated from this contract was due to come back to Area Committees to support local priorities. However, in February 2009 the company awarded the contract went in to administration. During the liquidation process, the hoardings on lamp posts were sold to a new company, City-ads Leeds, who will operate a much reduced service on an interim basis until a more permanent arrangement is put in place.</p> <p>A new company to deliver this contract will be selected through a competitive tender process, with the contract commencing around December 2011. The delay in tendering for the renewal of the contract is to enable the advertising market to recover from the economic downturn and thereby yield the Council (and Area Committees) with the best possible financial return.</p> <p>City-ads is a fledgling business, aspiring to build their advertising portfolio against an extremely difficult economic backdrop for the industry. An income share arrangement has been agreed but the returns are not expected to be significant. Initial indications are that the Council will receive around £300 per quarter, rising to around £1,000 per quarter as the business grows over the next 12months.</p> <p>It is therefore proposed that this function is suspended until April 2012 when a new contractor has been agreed, as the administrative costs of dividing the limited income that will be received to each of the 10 committees, is highly likely to outweigh the actual</p>

	return that each committee will receive.
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