

**Contents include:**

**1. Business Plan Priorities and Actions**

- This includes delegated functions and priority work relating to those delegations.
- Partnership working and priorities for action.
- Work funded through the Well Being Budget and support given to local groups and organisations

**2. Area Committee Representatives on partnerships**

- The Area Leads elected by Area Committee

**3. The Community Engagement Framework for 2013/14**

- The Community Forums held in each Ward
- Older Persons Event Week
- Various galas and events
- Neighbourhood Planning
- Citizens Panel

## Outer East Area Committee Priorities and Actions 2013/14

Background colour denotes:

(Red – no start/completion date confirmed)

(Amber – work in progress)

(Green – completed)

<b>Best City For... Business</b>				
<i>What will the Area Committee do to address this priority?</i>	<i>Who will deliver this?</i>	<i>By When?</i>	<i>What progress has been made?</i>	<i>What was the impact?</i>
<b>Objective 1 – Support work that helps town and district centres remain commercially active and vibrant</b>				
Support Christmas lights and switch on events.	Area Support Team Events Team Festival Light Committees	December 2013	Funding secured and outline plans for events to be held in Cross Gates, Garforth and Kippax. Support committees to take a greater role in event management.	Increased footfall in town centres.
Provide support in establishing traders associations and Town Teams and getting traders involved in community forums and Parish Councils.	Area Support Team Traders	Ongoing	AST supported meetings held in Garforth, Halton and Kippax. Traders represented on Cross Gates, Garforth, Kippax and Halton forums.	Increased footfall in trading areas. Increased attraction of trading areas Improved vitality and viability of trading areas. Reduce turnover/reduction in empty units.
Area Committee funding to ensure town and district centres are safe places to visit, this includes Leedwatch CCTV and various	Area Support Team	Ongoing	CCTV funded by Area Committee in Cross Gates, Kippax, Garforth, Halton and Swillington. Logs on incidents provided	Reduced crime and safer town centres for people to visit.

community safety schemes identified through 'tasking'.			weekly.	
Using SLA from environmental delegation to ensure town and district centres are prioritised for cleaning and clean up's following the events schedule.	Environmental Services	Ongoing	Clean up's will be organised after all Christmas lights events. Weekend clean up's in place in Garforth.	Cleaner town and district centres.
Ensure adequate grit bins are in place for severe weather conditions. Bins funded through Ward Based Initiatives but refilled from Well Being Budget.	Highways	Oct-March each year	All grit bins funded to have maximum 3 re-fills per year.	Safer highways and footpaths for shoppers/traders/visitors
Deliver Parking Strategy for Garforth to reduce accidents and improve accessibility to facilities on the Main Street resulting in increased sustainability.	Highways	Partial completion in 2013	Demolition of garages on Main Street completed in June 2013. Streetscape improvements from June – August 2013.	More parking available through removal of derelict garages.
Work creatively with interested parties to make best use of empty space in town centres.	Highways Area Support Voluntary Groups Traders Group	September 2013	Create a new car park for Main Street shopping in Garforth. The Town End Car Park will be able to accommodate 153 cars. Work started July 2013 and completed by September.	Eases congestion for vehicles using town centre. Allows increased trading opportunities for Main Street. Opportunities for street markets. Funding mechanism for disabled children charities operating in area.
<b>Objective 2 - Provide opportunities for people to get jobs or learn new skills</b>				
Facilitate meetings with large businesses to increase training and employment opportunities	E&S (LCC) AST	Ongoing	Representatives from Thorpe Park attend Area Committee meetings. Local employment Agreement drafted..	Increased opportunities for employment for residents in Outer East.

Provide opportunities for people to access jobs or learn new skills	E&S (LCC) Igen		Support initiatives to target NEETS (Not in Employment, Education or Training)	Local people in the area have an increased number of training opportunities open to them
---	----------------	--	--	--

### Best City For... Communities

<i>What will the Area Committee do to address this priority?</i>	<i>Who will deliver this?</i>	<i>By When?</i>	<i>What progress has been made?</i>	<i>What was the impact?</i>
--	-------------------------------	-----------------	-------------------------------------	-----------------------------

### Objective 3 – Residents in Outer East have access to opportunities to become involved in sport and culture

Deliver Community Centres delegation with revised letting charges and fee and rationalisation of centres.	Community Centres Project Team	Anticipated completion by October 2013	All users contacted Dec 2012 Working with users/community groups in Allerton Bywater and Methley	Better use of community assets by local people and maximising income.
Support community based events as galas, Christmas lights switch on, arts festivals etc.	Voluntary & community organisations	Throughout 2013/14	Events to be supported include Cross Gates, Garforth, Kippax Christmas lights.	Increase in local people involved in community activities and improving community cohesion.
Provide Small Grants for local community groups to provide sporting and cultural activities.	Area Support Team	Throughout 2013/14	Applications to Small Grants and POCA being considered for projects in Outer East	Increase in local people involved in community activity and improving community cohesion.
Provide new sports pitches at Thorpe Park	Scarborough Developments	Not Known	Reports and discussions at Area Committee throughout 2013/14	New sports pitches provided in the area.
Provide assistance to groups to acquire external funding for projects e.g. Caird Bardon	Area Support Team	Ongoing	Promotion at community forums and various officer meetings aiming to increase numbers of project applications in South East	Increased capacity of community groups.
Support for summer sports	School Clusters	August 2013	Applications being	More Children involved in sport and

programmes for young people.	Youth Service Yorkshire CCC		developed.	healthier lifestyles.
<b>Objective 4 – Neighbourhoods in Outer East are clean and attractive</b>				
Fund additional Community Environmental Action Officer in Swarcliffe.	Environmental Action Team	Funded till 2016	Funding agreed at Area Committee in July 2012. Officer works closely with Ward Members and community groups to address areas of highest concern. Reports to Swarcliffe Forum.	Cleaner Streets and general environment.
Tackle top 10 asset related issues to derelict/problem buildings.	Derelict Property Project Team	From Sept 2011	LCC provided £500k fund to support project Outer East Projects either completed or imminent completion: <ul style="list-style-type: none"> <li>• The Whinmoor</li> <li>• Barley Hill Fields</li> </ul> Ongoing Projects: <ul style="list-style-type: none"> <li>• The Hermitage</li> <li>• The Squinting Cat</li> </ul> Tranche 2 includes The Halton Moor Public House.	Faster and coordinated response in addressing issues relating to derelict and nuisance properties.
Provide £10k of funding to Tasking Teams to address issues relating to community safety and the environment	Area Support Team	May 2013	New allocation from 2013/14 Well being funding allocated to tasking teams.	Safer communities and cleaner/greener environments
Support the delivery of operation champion in Outer East with particular focus on Environmental Enforcement and PCSO's tackling issues	West Yorks Police	Bi-monthly	Operations for 2013 planned.	Cleaner Street Better use of resources Integrated workforce working better with the local community through engagement and use of local

such as dog fouling, untidy gardens, graffiti etc				intelligence.
Environmental Sub Group to meet 4 times a year to monitor Environmental Services Delegation and improve partner working.	Members / Area Support Team/ Sub Group attendees	Quarterly	2013/14 Service Level Agreement agreed July 2013.	Cleaner / greener environment Improved partnership working between partners
<b>Objective 5 – Help support a strong network of community groups that are able to contribute to improving the environment of their neighbourhoods</b>				
Provide skips for community clean up's	Area Support Team	April 2013	Funding allocated for skips from 2013/14 Well being budget,	Cleaner/greener environment. Increase in community in community activity.
Support 'in bloom' and environmental groups through funding both large and small grants,.	Parks and Countryside Area Support Team	Ongoing	In Bloom Group now operational in Halton.  Large projects include Staithes Riverside Sensory Garden in Allerton Bywater	Increase in local people involved in community activity and improving community cohesion. Aesthetical improvements to the environment.
<b>Objective 6 – Residents in Outer East are safe and feel safe</b>				
Neighbourhood Tasking Teams meet on 6 weekly basis to identify and address issues relating to crime and environmental issues.	Area Support Team WYP	April 2013	Tasking meetings arranged and new Well being funding allocations for 2013/14 agreed by Area Committee.	Safer communities Cleaner/greener environment
Support resident 'public reassurance' surveys	West Yorks Police	Bi annual April 2013 onwards	Information provided by AST regarding tasking priorities and outputs	Improve public satisfaction
Fund off road motorbikes in North East Division	West Yorks Police	May 2013	Outer East had highest arrest rate of the 4 areas in North East Division.	Safer communities Cleaner greener environment

Install traffic lights on Osmondthorpe Lane	Highways	May 2013	Project design completed Dec 2012 Work starts October 2013	Safer Communities
Install a zebra crossing on Ninelands Lane, Garforth	Highways	May 2013	The equipment was purchased in March and being installed as part of the 20mph speed restrictions scheme in July 2013	Safer Communities
Fund traffic calming measures around Whitkirk Primary School	Highways	Oct 2013	Highways is continuing consideration of a way ahead – AST aiming for 2013 solution to this ongoing problem	Safer Communities
<b>Objective 7 – Communities are empowered and engaged. People get on well together</b>				
Hold 24 Community Forums per year to engage local residents of local issues and priorities.	Area Support Team	April 2013	Forum dates for 2013/14 agreed by Area Committee.	Increased number of residents engaged and contributing towards local decision making.
Provide support to a variety of community galas and events	Various	April 2013	Area Committee agreed Well being Funding to support community events including Garforth Gala and East Leeds Gala.	Increase in local people involved in community activities and improving community cohesion.
Support Kippax Parish Council to deliver a Neighbourhood Plan	Area Support Team  Kippax Parish Council	From April 2012	Monthly meetings held with PC Chair City Conference held at civic Hall in November 2012. Funding of £20k confirmed to PC	Produce a neighbourhood plan that is supported by local people and include priority areas and buildings for investment.

**Objective 8 – Have an asset base which is fit for purpose**

Review of operational asset base in Outer East	Asset Review Panel / Area Support Team / Asset and Property Management / Departments and Services	From June 2013	Regular meetings by Asset Review Panel to identify savings. Work with partner agencies and 3 <sup>rd</sup> sector to maximise usage of assets. Investigate options of community transfer where appropriate. Maximise investment in assets with long term future.	Reduce Asset base by 20% Reduced costs Make best use of resources Provide 'community hubs'
--	---	----------------	---	---

**Objective 9 – Implement Action Plans for Priority Neighbourhoods**

Establish a steering group and implement an action plan for improvement in Swarcliffe	AST and various partners	From mid - September 2013	Establish steering group by mid - September Establish priorities by September Implement actions – ongoing.	Improve outcomes for residents of Swarcliffe.
---	--------------------------	---------------------------	--	---

**Best City For... Children & Young People**

<i>What will the Area Committee do to address this priority?</i>	<i>Who will deliver this?</i>	<i>By When?</i>	<i>What progress has been made?</i>	<i>What was the impact?</i>
--	-------------------------------	-----------------	-------------------------------------	-----------------------------

**Objective 10 – Provide a range of positive activities for young people across the Outer East**

Provide funding to youth service to deliver positive activities during school	LCC Youth Service	July 2013 through to Easter 2014	School holiday programmes planned that include confidence building, inter	Increased number of young people engaged in positive activities. Reduction in isolated young people.
---	-------------------	----------------------------------	---	---



holidays including confidence building, arts & crafts, leisure			generation work and accredited qualifications.	
Fund 2 weeks of cricket coaching for youngsters aged 8 to 15 years during the summer holidays. Coaching by Yorkshire CCC	Yorkshire CCC	August 2013	2 weeks scheduled in August 2013	More children involved in sport and healthier lifestyles.
Support the Garforth Arts Festival 2013 which provides a range of artistic opportunities for young people living in Garforth, Kippax and outer villages.	Garforth Academy	July 2013	Event held in July 2013	Young people engaged in positive activities Reduction in isolated young people. Increased community cohesion.
Provide funding to support a Friday Night project for young people to Halton Moor & Osmondthorpe	Youth Service School Clusters	From April 2013	Project in place since December 2012.	Young people engaged in positive activities Reduction in isolated young people.
Provide a wide and varied range of activities for young people from delegated children's fund.	Members / Area Support Team/Youth Service	From July 2013	Area Committee to establish Young Persons sub-group by October 2013.	Young people engaged in positive activities Reduction in isolated young people. Increased community cohesion. Varied and wide range of activities that support young people.

<b>Best City For... Health &amp; Wellbeing</b>				
<b><i>What will the Area Committee do to address this priority?</i></b>	<b><i>Who will deliver this?</i></b>	<b><i>By When?</i></b>	<b><i>What progress has been made?</i></b>	<b><i>What was the impact?</i></b>
<b>Objective 11 – Residents in Outer East are active and healthy</b>				
To establish at least 1 health and well being project in	Public Health Partner agencies	By April 2014	In discussion with public health to identify priorities	

priority areas by the end of 2013/14				
Young Sport Coaching Scholarship	LCC Sport & Active Lifestyle Project	From March 2013	Target to develop 10 new young sport leaders by end of 2013	More young people trained to coach in sport.

**Objective 12 – Vulnerable members of the community are able to live independently at home for longer**

Provide a gardening service for elderly and disabled.	Swarcliffe Good Neighbours	April 2013	Area Committee agreed £20,000 well being funding to support the scheme in 2013/14	Reduce isolation of elderly residents and contribute towards elderly people living independently.
Hold an annual event to celebrate the contribution older people make to our communities.	Area Support Team	September 2013	Area Committee agreed £4,000 Well being funding to support the week long event in 2013 to coincide with International Day of Older People on 1 <sup>st</sup> October.	Reduce isolation of elderly residents and contribute towards elderly people living independently.
Support Luncheon Clubs for elderly by providing a dedicated worker to support luncheon clubs	Various independent luncheon clubs	April 2013	Target some someone to be in post by September 2013.	Reduce isolation of elderly residents and contribute towards elderly people living independently.
Provide DDA improvements to LCC assets that supports the independence of elderly residents.	Aire Valley Homes	2013	DDA Improvement to Primrose House sheltered housing complex, Swillington. The work is scheduled to be completed by the end of March.	Reduce isolation of elderly residents and contribute towards elderly people living independently.
Continue to service and support the Older Persons Sub Group	AST Partners	Ongoing	Already organised Older Persons week. Group to discuss projects that support older people and implement project work.	

## **2. Area Committee Lead Members**

**The Area Committee elected the following representatives:**

- Lead Member for Children (including Corporate Carers' Group) – Cllr Debra Coupar
- Lead Member for Environment & Community Safety – Cllr Mary Harland
- Lead Member for Employment, Skills & Welfare – Cllr Judith Cummins
- Lead Member for Health, Wellbeing & Adult Social Care – Cllr Andrea McKenna

**The following Ward Members were elected to represent Area Committee on these Boards or Sub-Groups**

- (i) **Outer East Environmental sub-group** – Cllr Mary Harland (Chair), Cllr Pauleen Grahame, Cllr Andrea McKenna, Cllr Katherine Mitchell.

## **3. Community Engagement Framework 2013/14**

### **(i) Community Forums**

The Forums are held in all 4 Outer East wards and are chaired by a Ward Member from the respective Ward. The dates for 2013/14 are detailed below.

Forum	1 <sup>st</sup> Meeting	2 <sup>nd</sup> Meeting	3 <sup>rd</sup> Meeting	4 <sup>th</sup> Meeting
Cross Gates	Wed 17 July	Wed 9 Oct	Wed 8 Jan 14	Wed 2 April
Garforth & Swillington	Tues 23 July	Tues 22 Oct	Tues 21 Jan	Tues 15 April
Halton	Thurs 18 July	Thurs 10 Oct	Thurs 16 Jan	Thurs 10 April
Halton Moor	Tues 16 July	Tues 8 Oct	Tues 14 Jan	Tues 8 April
Kippax & Methley	-	Wed 16 Oct	-	Wed 16 April
North Whinmoor	Mon 15 July	Mon 7 Oct	Thurs 16 Jan	Mon 14 April
Swarcliffe	Thurs 4 July	Wed 2 Oct	Wed 29 Jan 14	Wed 9 April

## (ii) Older Persons Event Week

This year the event will be held from the 30<sup>th</sup> September to the 4<sup>th</sup> of October 2013 to coincide with the International Day of Older People on the 1<sup>st</sup> of October. A number of ideas were submitted at the 2012 event from comments cards and these will be incorporated into the 2013 event.

Venues / days agreed (subject to venue availability) **are** as follows:

- **Monday – Great Preston Village Hall**
- **Tuesday – St Gregory’s Youth & Adult Centre, Swarcliffe**
- **Wednesday – Kippax Band Club**
- **Thursday – Christ Church, Halton**
- **Friday – Garforth NET**

The aims of this event are to engage with older people and celebrate their contributions to their communities. It is also an opportunity to make communities more cohesive through inter-generational work with local schools and groups. Added to that is the opportunity for service providers to engage with old people and provide support and information to them about the services they provide.

### **(iii) Support to galas/events**

To date in the year 2013/14 Area Committee has or has committed to support the following:

- Garforth Arts Festival
- Swarcliffe Gala
- Garforth Gala
- East Leeds Fun Day (Halton Moor)
- Kippax Christmas lights
- Cross Gates Christmas lights
- Garforth Christmas lights

### **(iv) Neighbourhood Planning**

The village of Kippax is one of the four Neighbourhood Planning pilots in the city. An offer of support from the Area Support Team has been made and agreed with Kippax Parish Council. The support includes helping to advertise, organise and plan consultation events; help with recruitment; help with key sites and support regarding assets of community value where investment is recommended. If required this offer of support will be extended to other areas in Outer East as required.

#### **(vi) Citizens Panel**

The Council is still recruiting to the citizen's panel with a target figure of 6,000 people. It has reached just over 4,000.

Area Committee will receive regular updates on the feedback we get from the citizens panel on issues of local importance.