

## **Section 6: Outer South Area Committee Business Plan 2013/14 : Priorities and Actions**

### **Contents**

#### **1. Business Plan Priorities and Actions**

- Locality working priorities
- Delegated functions and priority work relating to those delegations
- Partnership working and priorities for action
- Work funded through the Wellbeing Budget and support given to local groups and organisations

#### **2. Area Committee Champions**

- The Area Leads elected by Area Committee

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

- Outer South Older Persons Event
- Outer South Celebration Event
- Neighbourhood Improvement Officer
- Various galas and events
- Neighbourhood Planning
- Citizens Panel

## **1. Business Plan Priorities and Actions for 2013/14**

### **(i). Integrated Locality Working Priorities:**

Develop effective and efficient services which best meet the needs of the people and the places we live  
Increase peoples' sense of influence in decisions affecting their lives and communities through open, fair and accountable neighbourhood driven processes.

### **(ii). Area Support Team Service Plan objectives and outcomes**

#### **Objectives**

To support Area Committees in their leadership roles and to develop local delegations  
To develop and implement Locality Leadership Teams  
To effectively use information and intelligence to influence service delivery  
To develop new working practices and new ways of thinking about service delivery in local areas  
To develop and implement neighbourhood profiles

#### **Outcomes**

To develop strong and effective local leadership and governance arrangements that is responsive and accountable to the needs of local communities  
To maximise the engagement of local people in the design and delivery of local services  
To support the development of sustainable and resilient local communities  
Maximise the use of local intelligence to improve our understanding of communities and their functions/characteristics so that services are targeted and tailored to meet need effectively and efficiently

## **3. Business Plan objectives and outcomes to improve services locally**

These are detailed on the table below on how Wellbeing funds, partnership working and delegations to Area Committee are providing added value and service improvement to deliver specific outcomes.

## Outer South Business Plan Objectives and Outcomes 2013/14

The table below outlines the Area Committee priorities and actions for 2013/14. This is what the Area Committee will do based on the new Locality Integrated Working Design Principles and follows outcome based accountability methodology. The Area Committee priorities will be reviewed annually.

**RAG Rating:** **Red** (no start/completion date confirmed), **Amber** (start date confirmed), **Green** (project started)

What will the Area Committee do to address this priority?	Who will deliver this?	By when?	What progress has been made?	What was the impact?	RAG Rating
<b>Best City for ..... Business</b>					
<i>Leeds has started to recover from the recession, and we need to make sure jobs are created and that local people can access those jobs. We will make sure new developments create skills and opportunities through apprenticeships. Leeds will be an attractive place to visit and invest in, with cultural attractions for local people and visitors nationally and internationally</i>					
<b>Objective 1: Support work that helps town and district centres remain commercially active and vibrant</b>					
Support for Christmas Trees, lights and switch on events	Area Support Team Leeds Lights Parks & Countryside	December 2013	Area Committee funding secured for Christmas trees and lights	<ul style="list-style-type: none"> <li>Increased footfall in local centres</li> <li>More local residents engaged in community activities</li> </ul>	<b>Green</b>
Using SLA from Environmental Delegation to ensure town and district centres are prioritised for cleaning after events have taken place	Environmental Services	On-going	Schedule of events supplied to Locality Team and clean ups organised after events have taken place	<ul style="list-style-type: none"> <li>Cleaner local centres</li> </ul>	<b>Green</b>
Manage Morley Empty Shops Fund	Area Support Team Morley Town Centre Management Board	On-going	3 Shop fronts replaced in Morley Town Centre Funding available to complete a further 2 shop front projects	<ul style="list-style-type: none"> <li>Enhanced appearance of shops</li> <li>Encourages more businesses to move into the area</li> <li>Increased footfall</li> </ul>	<b>Green</b>
<b>Objective 2: Provide opportunities for people to get jobs or learn new skills</b>					
Support initiatives to target NEETS (Not in Employment, Education or Training)	Employment & Skills Children's Services Area Support Team IGEN	On-going	Through SE NEET reduction Plan target and reduce NEET	<ul style="list-style-type: none"> <li>Local people have an increased number of training opportunities available</li> <li>Local businesses engaged to support training opportunities for young people</li> </ul>	<b>Green</b>

What will the Area Committee do to address this priority?	Who will deliver this?	By when?	What progress has been made?	What was the impact?	RAG Rating
Provide information and guidance on training opportunities available through the Neighbourhood Improvement Officer	Area Support Team Neighbourhood Improvement Officer	On-going	Engaged with tenants and residents associations and signposted groups/individuals to opportunities available	<ul style="list-style-type: none"> <li>• More people benefiting from training</li> <li>• Enabling local people to take up opportunities to gain skills</li> <li>• Work clubs established in local areas</li> </ul>	Green
Support volunteering within our local communities	Provide information on getting involved with volunteering at all our events	On-going	More volunteers from the local area taking up opportunities to gain skills Area Committee allocated funding for annual “	<ul style="list-style-type: none"> <li>• Events in local areas being delivered by volunteers</li> <li>• More people engaged and empowered</li> </ul>	Green

**Best City for ..... Communities**

*Our communities will get the backing they need to help local people lead their lives successfully. We will encourage community spirit and local activity but recognise that it will take high-quality public services working with local people to effectively tackle crime and anti-social behaviour. We will also keep our neighbourhoods clean and green*

**Objective 3: Residents in Outer South have access to opportunities to become involved in sport and culture**

Fund community based events. E.g. Morley Literature Festival, Rothwell 600, Christmas tree & Lights project	Area Support Team Local Groups Leeds Lights Relevant Town and Parish Councils	On-going	Festivals/galas have been held with further events programmed throughout the year	<ul style="list-style-type: none"> <li>• More local residents are engaged in community events</li> <li>• Promotes local area</li> <li>• Increased knowledge of organisations and services</li> </ul>	Green
Provide small grants for local community groups to provide sporting and cultural activities	Area Support Team Neighbourhood Improvement Officer	On-going	Applications to small grants and Community First Panels being considered for projects in Outer South	<ul style="list-style-type: none"> <li>• More local people involved in community activity and improving community cohesion</li> </ul>	Green
Provide guidance and promote to groups, external funding sources to support local projects	Area Support Team Neighbourhood Improvement Officer	On-going	Promotion at community forums and various meetings aiming to increase numbers of project applications in South East area	<ul style="list-style-type: none"> <li>• Increased capacity of community groups/individuals</li> <li>• Funding secured to enable project delivery on identified community issues</li> </ul>	Green

What will the Area Committee do to address this priority?	Who will deliver this?	By when?	What progress has been made?	What was the impact?	RAG Rating
<b>Objective 4: Neighbourhoods in Outer South are clean and attractive</b>					
Environmental sub group to meet 4 times a year to monitor Environmental Services Delegation between the Area Committee and Locality Team and improve partner working	Area Support Team Environmental Sub Group Locality Team	Quarterly	2013/14 Service Level Agreement agreed July 2013	<ul style="list-style-type: none"> <li>Cleaner/greener environment</li> <li>Improved partnership working</li> <li>Integrated workforce working better with local community through engagement and use of local intelligence</li> </ul>	Green
Deliver joint working schemes that address the issues highlighted through the Outer South Area Committee Environmental sub Group	Environmental sub group Locality Team	On-going	Area Committee funding approved for covert CCTV and patrols	<ul style="list-style-type: none"> <li>Fixed penalty notices issued</li> <li>Evidence made available through covert CCTV to enable prosecutions</li> </ul>	Green
Support scrutiny of key performance indicators	Environmental Sub Group Area Support Team Locality Team	On-going	Reports provided to Environmental sub group	<ul style="list-style-type: none"> <li>Improved service delivery</li> </ul>	Green
<b>Objective 5: Help support a strong network of community groups that are able to contribute to improving their neighbourhoods</b>					
Provide skips for community clean ups	Area Support Team	On-going	Funding allocated for skips from 2013/14 wellbeing budget	<ul style="list-style-type: none"> <li>Cleaner/greener environment</li> <li>Increased community activities</li> <li>Enabling local community groups to have a direct impact on their surroundings</li> </ul>	Green
Support to 'in bloom' groups through funding	Neighbourhood Improvement Officer Area Support Team Parks and Countryside	On-going	In bloom and environmental groups continuing to work in local areas	<ul style="list-style-type: none"> <li>Increase in local people involved in community activity, improving community cohesion.</li> <li>Improvements to the appearance of the area</li> </ul>	Green

What will the Area Committee do to address this priority?	Who will deliver this?	By when?	What progress has been made?	What was the impact?	RAG Rating
Deliver an annual event (Community Heroes) that celebrates the contribution individuals/groups make to improving their neighbourhoods	Area Support Team	By 30 April 2014	Area Committee committed £1,500 of wellbeing budget to support delivery of event Planning for event in April 2014 underway	<ul style="list-style-type: none"> <li>• Networking opportunity for local residents/groups</li> <li>• Promotes the work of individuals/groups</li> <li>• Stronger communities</li> <li>• Links to local networks</li> <li>• Promotes learning from projects undertaken</li> </ul>	Amber
<b>Objective 6: Residents in Outer South are safe and feel safe</b>					
Support programmes of work to reduce crime and anti-social behaviour	West Yorkshire Police	On-going	Area Committee funded projects: <ul style="list-style-type: none"> <li>• No cold calling zones</li> <li>• Victim support – victims fund</li> <li>• WYP off road bikes</li> <li>• WYP Mountain bikes</li> <li>• Target hardening (sheds)</li> </ul>	<ul style="list-style-type: none"> <li>• Residents empowered to deter rogue traders, nuisance calls and pushy sales people ultimately reducing the risk of doorstep crime</li> <li>• Victims of crime supported and empowered to protect themselves</li> <li>• Reduction in ASB caused by nuisance motorbikes</li> <li>• Increased mobility of Police Officers</li> <li>• Improved security of property</li> </ul>	Green
<b>Objective 7: Communities are empowered and engaged and get on well together</b>					
Develop Neighbourhood Improvement Plans in defined areas with residents at the core	Area Support Team Neighbourhood Improvement Officer Planning Team	On-going	Area Committee fund the Neighbourhood Improvement Officer and local neighbourhoods are identified with support in place.	<ul style="list-style-type: none"> <li>• Communities empowered to take greater control and make positive changes in their local communities</li> <li>• Local residents directly influencing local service delivery</li> <li>• Build community capacity</li> <li>• Improved neighbourhoods</li> <li>• Improved cohesion</li> </ul>	Green

What will the Area Committee do to address this priority?	Who will deliver this?	By when?	What progress has been made?	What was the impact?	RAG Rating
<b>Objective 8: Have an asset base which is fit for purpose</b>					
Review of operational asset base in Outer South	Asset Review Panel Area Support Team Asset and Property Management Departments and Services	On-going	Regular meetings by Asset Review Panel to identify savings. Work with partner agencies and 3 <sup>rd</sup> sector to maximise use of assets Investigate options of community transfer where appropriate. Maximise investment in assets with long-term future	<ul style="list-style-type: none"> <li>• Reduce asset base by 20%</li> <li>• Reduce costs</li> <li>• Make best use of resources</li> <li>• Provide “community hubs”</li> </ul>	Green
Support the community centres that we manage through the Outer South Community Centre’s sub-group	Area Support Team Community Centres Sub Group Community Centres Team	On-going	Three meetings a year and Action Plan in place Reported through to Area Committee	<ul style="list-style-type: none"> <li>• Community Centres are well maintained</li> <li>• Programme of work in place for repairs</li> </ul>	Green
Deliver Community Centres delegation with revised letting charges and rationalisation of centres	Community Centres Project Team	Anticipated completion by October 2013	All users contacted December 2012 Working with users/community groups in Outer South	<ul style="list-style-type: none"> <li>• Better use of community assets by local people and maximising income</li> </ul>	Green
<b>Objective 9: Implement Action Plans for Priority Neighbourhoods</b>					
Provide a range of ways for residents and partners to have their say about local priorities, for example linking in to the neighbourhood improvement plans for our priority neighbourhoods	Area Support Team Locality Team Key Partners Neighbourhood Improvement Officer	On-going	Through engagement with TARAs/community Groups better and closer working relationships between partners to allow issues to be addressed quicker and more financially efficient	<ul style="list-style-type: none"> <li>• More local people are involved in decision making and influencing service delivery</li> <li>• Communities are empowered and engaged</li> <li>• People get on well together</li> </ul>	Green

What will the Area Committee do to address this priority?	Who will deliver this?	By when?	What progress has been made?	What was the impact?	RAG Rating
<p><b>Best City For.....Children &amp; Young People</b>  <i>Leeds will be a child-friendly city where the voices, needs and priorities of children and young people are heard and inform the way we make decisions and take action</i></p>					
<p><b>Objective 10: Provide a range of activities for young people across the Outer South</b></p>					
<p>Support the delivery of the Activities Fund Delegation by providing a wide and varied range of activities ensuring that children and young people are involved in planning, delivery and monitoring of activities</p>	<p>Activities Fund Steering Group            Children &amp; Young People's Working Group            Area Support Team            Children &amp; Young People Breeze Team            Voice &amp; Influence Team</p>	<p>July 2013 to March 2014</p>	<p>Mini Breeze events funded            Children &amp; Young people involved in the planning, delivery and evaluation of activities            Consultation with young people undertaken</p>	<ul style="list-style-type: none"> <li>• Young people consulted about what activities they would like to see in their area</li> <li>• More young people engaged in positive activities</li> <li>• Reduction in isolated young people</li> <li>• Varied and wide range of activities that support children and young people</li> </ul>	<p>Green</p>
<p>Support the work of the clusters through the Children &amp; Young People sub group to deliver a cohesive plan to engage with children and provide a number of opportunities for them</p>	<p>Area Support Team            Children &amp; Young People's Working Group</p>	<p>On-going</p>	<p>£20,000 Wellbeing funds allocated to clusters to support out of school activities</p>	<p>Children &amp; young people have more opportunities to engage in out of school activities            Partnership approach providing a better service for young people</p>	<p>Green</p>



What will the Area Committee do to address this priority?	Who will deliver this?	By when?	What progress has been made?	What was the impact?	RAG Rating
<p><b>Best City For.....Health and Wellbeing</b>  <i>There are a range of social, economic and environmental factors that affect people's health in Leeds, which means some people have poorer health than others. In Leeds, we will focus on housing, education, transport, green space, work and poverty and what we can do to help everyone have the best chance to be healthy. Health and social care services will work together better to help people stay active and independent for as long as possible and provide care when needed in local communities</i></p>					
<p><b>Objective 11: Residents in Outer South are active and healthy</b></p>					
Deliver projects to target health issues through Health Champions role/local health and wellbeing groups	Health Improvement Officer Neighbourhood Improvement Officer	On-going	List of stakeholders developed and contact being made gathering support for the programme Project plan developed LCC design team developing materials to support the programme First courses to be delivered autumn 2013	<ul style="list-style-type: none"> <li>Local people explore health and wellbeing issues that are important to them and their communities</li> <li>Links are made to Leeds wide services and offers available to communities</li> <li>Local links are forged with health centres, leisure centre and voluntary sector groups</li> <li>Local people are given the opportunity to plan and deliver a project that will benefit their community</li> </ul>	Green
Support older people and healthy living groups	Area Support Team Neighbourhood Improvement Officer	On-going	Providing funding for activities such as luncheon clubs /armchair exercise	<ul style="list-style-type: none"> <li>More activities taking place</li> <li>More people involved in day trips, luncheon clubs and exercise</li> <li>Reducing isolation</li> </ul>	Green
Continue to fund the Garden Maintenance scheme	Morley Elderly Action	On-going	Funding approved for a further three year period 2013 to 2016	<ul style="list-style-type: none"> <li>Subsidised scheme to enable gardens of the elderly/disabled to be maintained</li> <li>Residents signposted for help and advice when needed</li> <li>Prevention of trips and falls through well maintained gardens</li> <li>Reduces isolation of the elderly</li> </ul>	Green

What will the Area Committee do to address this priority?	Who will deliver this?	By when?	What progress has been made?	What was the impact?	RAG Rating
<b>Objective 12: Reduce the impact of Welfare Reforms</b>					
Deliver Financial Fitness Programme in Outer South Leeds	West Yorkshire Trading Standards Public Health Welfare Reform Working Group	On-going	Staff briefing sessions planned with the aim of developing community courses	<ul style="list-style-type: none"> <li>Increases local knowledge of the impact of welfare reforms, loan sharks, budgeting, general financial awareness</li> </ul>	Green
<b>Objective 13: Vulnerable members of the community are able to live independently at home</b>					
Hold an event to celebrate the contribution older people make to our communities	Area Support Team	4 October 2013	Area Committee approved £2,000 to deliver events to coincide with International Day of Older People. Partners engaged to deliver information sessions at two events to be held in Morley and Rothwell	<ul style="list-style-type: none"> <li>Wide range of services committed to having a stall and providing information to older people</li> <li>Older people can have access to services</li> <li>Raising awareness of activities available to older people</li> <li>Reduce isolation of elderly residents</li> </ul>	Green

## 2. Area Committee Leads 2013/14

### **The following Ward Members were elected as Area Committee Leads 2013/14**

- (i) **Environment & Community Safety:** Cllr Karen Bruce
- (ii) **Children's Services:** Cllr Bob Gettings
- (iii) **Employment, Skills & Welfare:** Cllr Neil Dawson
- (iv) **Public Health & Wellbeing:** Cllr Shirley Varley
- (v) **Adult Social Care and Community Health:** Cllr Karen Renshaw
- (vi) **Corporate Carer:** Cllr Bob Gettings

### **The following Ward Members were elected to represent Area Committee on Cluster Partnership Groups**

- (i) **Ardley & Tingley:** Cllr Karen Renshaw; Cllr Judith Elliott
- (ii) **Morley:** Cllr Neil Dawson; Cllr Robert Finnigan; Cllr Bob Gettings
- (ii) **Rothwell:** Cllr Karen Bruce; Cllr Stewart Golton; Cllr Lisa Mulherin

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

- (i) **Outer South Community Centres:** Cllr Bob Gettings, Cllr Lisa Mulherin; Cllr Judith Elliott
- (ii) **Children & Young People's Working Group:** Cllr Bob Gettings; Cllr Lisa Mulherin; Cllr Karen Bruce; Cllr Neil Dawson
- (iii) **Activities Fund Steering Group:** Cllr Bob Gettings; Cllr Lisa Mulherin; Cllr Karen Bruce; Cllr Neil Dawson
- (iv) **Environmental Working Group:** Cllr Robert Finnigan; Cllr Shirley Varley; Cllr Karen Renshaw; Cllr Karen Bruce

### **The following Ward members were elected to represent Area Committee on the following Outside Bodies:**

- (i) **Morley Town Centre Management Board:** Cllr Judith Elliott; Cllr Robert Finnigan; Cllr Neil Dawson
- (ii) **Morley Literature Festival Committee:** Cllr Judith Elliott; Cllr Bob Gettings; Cllr Shirley Varley
- (iii) **Outer South ALMO Area Panel:** Cllr David Nagle; Cllr Jack Dunn

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

The Council continues to recruit to the citizen's panel with a target figure of 6,000 people. It has reached just over 4,200. Area Committee will receive regular updates on the feedback from the citizens panel on issues of local importance.