

Report of the Assistant Director (Citizens & Communities)

Report to South Leeds (Outer) Area Committee

Date: Monday 2nd December 2013

Subject: Summary of Key Work

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Ardsley and Robin Hood Morley North Morley South Rothwell
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Summary of main issues

This report presents an update on the key work taking place within the Outer South Leeds area, not covered elsewhere on the agenda.

Recommendations

The Area Committee is asked to:

- a) note the contents of the report and make comment as appropriate;
- b) note the draft Strengthening Links between Town and Parish Councils Action Plan and make comment as appropriate;

1.0 Purpose of this report

- 1.1 To bring to Members' attention, a summary of key work which the Area Support Team are engaged in based on priorities identified by the Area Committee, that are not covered elsewhere on this agenda. It provides opportunities for further questioning or the opportunity to request a more detailed report on a particular issue.

2.0 Background information

- 2.2 Members will recall at the July 2011 Area Committee, a revised title and format for this report was introduced based on proposed changes to the Leeds Initiative partnership and planning framework for the city in an effort to be more focused on current priorities.

3.0 Main Issues

3.1 Area Chairs Forum

- 3.1.1 The minutes of the meeting held on 4th October were approved at the meeting on 25th November 2013 and will be presented to a future Area Committee.

4.0 Updates by theme: Children & Families

4.1 Geographically Targeted Youth Work – Area Committee Influence

- 4.1.1 Area Support teams are supporting Children's Services colleagues in their work to enable Area Committees to influence and guide geographically targeted youth work in their localities. Following an initial meeting in November officers are planning a series of Area Committee based workshops in the Members Lounge at Civic Hall. The purpose of the workshops will be to:

- provide information to Members on the overall Youth Offer (including delegated Activity funds)
- enable Members to shape a Service Level Agreement and have their say on how influence will work in practice

- 4.1.2 These meetings will take place in January 2014. Ahead of these meetings the Youth Offer team are meeting locally with Area Committee Chairs and Area Committee Children's Leads to discuss local priorities/current youth work delivery. These local meetings will provide opportunities for Area Committee to influence youth work delivery in advance of a final Service Level Agreement.

Youth Activities Fund Delegation

- 4.1.3 An invitation to apply for Activities Funding went live on Monday 28th October and the closing date for applications was Wednesday 13th November. The Youth Matters Group reviewed applications and have provided feedback. This will be collated and considered at the next Youth Activities Fund Steering Group which is currently being arranged. Updates will be provided to future Area Committees.

4.2 Procurement Pilot

4.2.1 The completion of the Transforming Procurement project within Leeds City Council produced a new procurement strategy that uses a category management system to improve outcomes and value for money from the goods, works and services it buys. The strategy highlights the importance of engagement with Elected Members, service users and providers throughout the procurement process. This ensures the procurement takes into account locality working and reflects needs and opportunities.

4.2.2 Area Support Team and the Procurement Unit have been working together on two strands of work. Firstly, to understand how the aims of the procurement strategy around engagement with stakeholders can be practically applied. Secondly, as increasing resources are delegated to Area Committees, how the Procurement Team can support the Area Committee undertake a robust commissioning process that ensures that as a public body, Leeds City Council decision making processes are open, transparent and legally sound, as well as meeting the needs of communities by improving outcomes for service users, and delivering value for money.

4.2.3 This work is focusing on two areas, one where the budget being used to commission services is held centrally, and one where the budget is held locally. The areas of work chosen by Procurement Unit in conjunction with Area Leaders are Public Health (central budget) and Youth Activities Fund (local budget). Paperwork being produced as part of this work includes a framework for what to include in Member briefing notes at the start of a commissioning process, an overview of planning a simple procurement, a flowchart for officers on how to identify when to commission and how to undertake it, and a specification form that will provide details for interested parties on the procurement. For the 2013/14 Activities Fund the Procurement Team is supporting the Area Committee by ensuring promotion of the fund is made as broad as possible. Further work will be completed on paperwork and processes by January 2014 with the view to test them on the Activities Fund in 2014/15.

4.3 Basic Need Workshops

4.3.1 At the South East Area Chairs meeting on Friday 15th November, the three Area Committee Chairs agreed to the January Area Committee meeting being dedicated to the key issue of Basic Need of school places. The first half an hour of the meeting will complete core Area Committee business and the remaining three quarters of an hour will be a workshop to look at Basic Need issues and provide a forum for discussions with Members and relevant officers on potential solutions for the future.

4.3.2 Colleagues in Children's Services are also arranging a separate city wide workshop that will be held prior to the January Area Committee workshop to brief Children Services Area Leads and Local Authority partners on this issue.

6.0 Updates by Theme: Sustainable Economy and Culture

6.1 Community Centres Sub Committee

6.1.1 The Community Centres Sub Committee last met on 6th November 2013 and draft minutes are attached at **Appendix 1**. The next meeting is scheduled for 5th February 2014 and minutes will be presented to a future Area Committee.

6.1.2 Drighlington Library

A report recommending that the Director of Environments and Housing approves a grant to the Friends of Drighlington Community Library to the value of £6,860 covering the rent and service charges for a further 12 months was presented on Wednesday 23rd October and is attached at **Appendix 2**. The Director approved a further six month period and recommended that Area Support team work with Libraries to undertake a further review and report back.

6.2 The Point Steering Group

6.2.1 The Point Steering Group last met on 25th November 2013 and minutes will be presented to a future Area Committee.

6.3 Morley Empty Shops Fund

6.3.1 The Morley Empty Shops Fund is available for shops in Morley and landlords can apply for a maximum of £2,600 towards the costs of replacing shop fronts. To date three premises have benefited from the fund and there is a remaining balance of £5,457.00 providing scope for a further two shop fronts.

7.0 Updates by Theme: Safer and Stronger Communities Board

7.1 Outer South Environmental Sub Group

7.1.1 The Outer South Environmental Sub Group met on 25th September 2013 and draft minutes are attached at **Appendix 3**. The next meeting is scheduled for 25th November 2013 and minutes will be presented to a future Area Committee.

7.2 Community Safety

Partnership and priorities

7.2.1 The Safer Leeds Executive priorities for 2013/14 are as follows:

- Strengthening the partnership approach to support a reduction in **domestic abuse**.
- Continued focus on reducing domestic **burglary** and its impact across Leeds.
- Effectively tackle and reduce **ASB** in our communities
- Improve our understanding of and approach to deal with **Child Sexual Exploitation**
- Reduce **re-offending**
- Deal with increased use of **legal highs and cannabis** in the city

7.2.2 The South Leeds Community Safety and Environmental Partnership is due to meet on 19th November. The minutes will be circulated via email when they are available.

7.2.3 Area Lead role

The Area Lead Member for Community Safety is due to meet with the Area Community Safety Co-ordinator in order to approve the content of the Annual Community Safety report. The report will be presented to the March meeting of the Outer South Area Committee.

7.2.4 Policing review

The newly appointed District Commander for Leeds (Chief Supt Paul Money) will be attending the Area Chairs Forum in November to provide a briefing to the Area Chairs on the subject of the policing review. This will be followed by a report to the Outer South Area Committee in March 2014 by Chief Inspector Nick Adams.

7.2.5 Preventing Violent Extremism

A briefing session for all Elected Members in the South East wedge is being planned for early in 2014. The outline content of the session has been approved at a meeting of the South East Area Committee Chairs in November 2013. The session will include international context, national and local strategies, neighbourhood issues. It will give Members the opportunity to explore how they can support the agenda in their communities. A workshops on the same issue, is also being planned for front line workers across the South East wedge.

Key achievements

7.2.6 Burglary reduction

Members have received via email a progress report on reductions of burglary across Outer South in recent months. Partners will continue to work together to sustain these reductions.

7.2.7 Tackling and reducing ASB

Operation Flame is a multi-agency plan that seeks to limit the seasonal increase in ASB and secondary fires associated with Mischief and Bonfire Nights. The document for 2013 has been circulated to Members. It will be reviewed at the November meeting of the South Leeds Community Safety and Environmental Partnership. Members are invited to share their views with the Area Lead Member.

7.2.8 Supporting the partnership approach to reducing domestic abuse

The Domestic Violence Strategy Group is consulting with partners on the development of the new strategy and action plan to reduce domestic abuse in the city. It is anticipated that the consultation will be complete and new locality arrangements will be in development by the end of the financial year 2013/14. The strategy is due to be considered by the South Leeds Community Safety and Environmental Partnership at its November meeting. Members are invited to share their views with the Area Lead Member.

8.0 Updates by Theme: Health and Well being

8.1 The area Health and Wellbeing Partnership reviewed the South East Area Health Wellbeing Activity September Update was presented to the last Area Committee. The annual update will be presented to the March 2014 Area Committee along with updated information on the health profiles.

9.0 Updates By Theme: Housing and Regeneration

9.1 Conservation Audits

9.1.1 Following a further round of public consultation that ran from January to March 2012, all consultation responses are being reviewed and considered and amendments made to the appraisal and proposed boundary as appropriate. The project was discussed at Planning Board on 29 November 2012. The appraisal and boundary review may also be considered by Executive Board. If approved, the revised boundary will be designated and the appraisal will be adopted as a material consideration in the planning process.

10.0 Local updates

10.1 Community First Grants

10.1.1 Community First Grants are summarised at **Appendix 4**.

10.2 Strengthening Relationships between Town and Parish Councils

10.2.1 At the July 2013 Area Committee meeting Members agreed to establish a working group to agree options for strengthening links and report back to Area Committee. The first meeting of the group took place on 11th October 2013 and an Action Plan was developed and is attached at **Appendix 5**.

10.2.2 It was agreed that the Working Group would meet again in February 2013 to review and revise the Action Plan, as appropriate.

10.2.3 Members are invited to note the Action Plan and make comment as appropriate.

11.0 Corporate Considerations

11.1 Consultation and Engagement

11.1.1 Projects are developed to address priorities in the Area Committee Business Plan. The production of this plan is informed by Local Councillors and local residents. All projects developed are in consultation with Elected Members and local communities. Approval for any contribution from the Well being budget is received at the Area Committee.

11.2 Equality and Diversity / Cohesion and Integration

11.2.1 Community groups submitting a project proposal requesting funding from the Well being budget have an equal opportunities policy and as part of the application process, complete a section outlining which equality groups the project will work with and how equality and cohesion issues have been considered.

11.2.2 Internal and statutory partners are committed to equality and cohesion and all projects they are involved with will have considered these issues.

11.2.3 A light touch Equality Impact Assessments is carried out for all projects.

11.3 Council Policies and City Priorities

11.3.1 The projects outlined in this report contribute to targets and priorities set out in the following council policies:

- Vision For Leeds
- Children and Young Peoples Plan
- Health and Well being City Priority Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

11.4 Resources and Value for Money

11.4.1 There are no resource implications as a result of this report.

11.5 Legal Implications, Access to Information and Call In

11.5.1 All decisions taken by the Area Committee in relation to the delegated functions from Executive Board are not eligible for Call In.

11.5.2 There are no key or major decisions being made that would be eligible for Call In.

11.5.3 There are no legal implications as a result of this report.

11.6 Risk Management

11.6.1 This report provides an update on work in the Outer South and therefore no risks are identifiable. Any projects funded through Wellbeing budget complete a section identifying risks and solutions as part of the application process.

12.0 Conclusions

12.1 The report provides up to date information on key areas of work for the Area Committee.

13.0 Recommendations

13.1 The Area Committee is asked to:

- a) note the contents of the report and make comment as appropriate;
- b) note the draft Strengthening Links between Town and Parish Councils Action Plan and make comment as appropriate;

14.0 Background documents¹

14.1 There is no background documents associated with this paper.

¹ The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting Accordingly this list does not include documents containing exempt or confidential information, or any published works Requests to inspect any background documents should be submitted to the report author.