



Report of the Assistant Chief Executive Citizens and Communities

Report to Outer East Area Committee

Date: 10th December 2013

Subject: Summary of Key Work

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Cross Gates & Whinmoor Garforth & Swillington Kippax & Methley Temple Newsam		
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input 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?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number: Appendix number:		

Summary of main issues

1. The report will detail priority work carried out in the area over recent weeks.
2. The report will provide minutes relating to forums, partnership and sub-group minutes and minutes of Area Chairs.

Recommendations

3. Area Committee will be requested to note the report and raise any queries.

1 Purpose of this report

- 1.1 The report will provide Area Committee with details of key issues and activities in recent months including project work and community engagement.
- 1.2 The report will provide Members with minutes relating to recent community forums and engagement activities, sub groups and partnerships and minutes of Area Chairs meetings.

2 Background information

- 2.1 The Area Committee Business Plan has been kept up to date with progress on community engagement, partnership work, functions delegated to Area Committee, integrated working and locality working.
- 2.2 The report will include relevant attachments such as minutes and partnership working etc.

3 Main Issues

3.1 Outer East Youth Allocation

- 3.1.1 Following restructuring, the Outer East Youth Service team now consists of:

Team Leader	Glen O'Malley
Advanced Practitioner	Deeta Tren Humphries
Advanced Practitioner	Jim Stanton
Youth Worker (18 hours)	Jonathon Addy
Youth Worker (18 hours)	Mark Cummins
Youth Worker (18 hours)	Maxine Bavill
Youth Support Workers	2.01 Full Time Equivalent – to be advised

The funding allocation is £245, 263 (staffing and non-staffing costs.) In addition to the Youth Service, other youth work providers in the locality include Garforth School Partnership Trust which receives £10,800.

The youth team plans to bring a report to the February 2014 Outer East Area Committee.

3.2 Neighbourhood Plans

- 3.2.1 Garforth: The second Neighbourhood Plan to be launched in the Outer East Area is being prepared in Garforth. The idea was raised at a forum and progressed by Ward Members leading to a drop in meeting on 2nd November. The event was attended by around 50 people with 36 signing up for more details about forming a group to develop and progress the plan to a referendum. For the drop in, Area Support and Planning produced photos illustrating Garforth and responses to these included:
Clinics and GP's medical centre are oversubscribed with no space for new patients,

There are 17 hair and beauty establishments on Main Street, Does Garforth need all these?

Where are the primary schools and high schools? All these planned houses and kids need schools.

Wakefield Road is the most important, scenic and contentious area in Garforth. Give us a park on this site.

A full resume of comments received is included as *Appendix 1*.

- 3.2.2 Kippax: Launched at the start of this year as one of the pilots, work on the Kippax Neighbourhood Plan is now being circulated to residents to gain their input. The survey is online and being distributed to 4,500 homes in the village to ascertain what people would like to see their village look like in years to come. The organising committee is working with the Planning Aid organisation in the hope of Kippax Neighbourhood Plan becoming operational in 2015.

3.3 Christmas Lights

- 3.3.1 Christmas lights are now being switched on in Garforth, Cross Gates, Kippax, Methley, Halton, Great Preston and Allerton Bywater. The switch-on events were funded by a variety of sources:
- 3.3.2 Cross Gates 14/11/2013 – The festive spirit hit Cross Gates on 14 November as an estimated 1000 local residents flocked to Austhorpe Road for the 4th Christmas lights event, funded by the Outer East Area Committee with support from Radio Aire/Magic 828. Entertainment included steel pan band by *Foxwood Steel*, a rock band performance from Breeze has Talent finalists *Headwire*, the *Swarcliffe Primary School choir*, singing and dancing by local girl guides along with appearances by Ronnie the Rhino and Father Christmas. The special guests to turn on the lights were specially selected pupils from John Smeaton Community College and Manston Primary School. The South East Area Support Team and Cllr Grahame led on organisation.
- 3.3.3 Halton 14/11/2013 – The Halton motifs (located on Station Road, Cross Gates) were switched on in line with the Cross Gates lights switch-on event
- 3.3.4 Kippax 28/11/2013 – This was mainly funded by the Parish Council though funding was also provided via Well Being funds from the Outer East Area Committee. For the first time in many years traders had stalls outside shops on the High Street and extended the length of activities. Local schools assisted with the event including a school choir.
- 3.3.5 Garforth 29/11/2013 – The Outer East Area Committee well-being budget contributed to the motifs and switch-on event arranged by the Garforth & District Lions. Following establishment of the traders' group, for the first time in many years local businesses joined in with the event and are already discussing ideas and greater partnership working for the 2014 event.
- 3.3.6 Great Preston 5/12/2013 – The village has a Christmas tree and lights funded by the Outer East Area Committee and the Parish Council organise a popular switch-on event.

3.3.7 Methley 6/12/2013 – Arranged by the Methley Village Christmas Lights Committee, this event was funded by the Methley Quarry Community Benefit Fund and the Outer East Area Committee

3.3.8 Allerton Bywater - The village has a Christmas tree and lights funded by the Outer East Area Committee.

3.4 Update on Thorpe Park

3.4.1 At the September 2012 meeting of the Outer East Area Committee, Members agreed to feature updates on Thorpe Park as a standard item on the Agenda.

3.4.2 Representatives of Thorpe Park and Planning have been invited to attend today's meeting to provide updates and answer any questions from Members.

3.5 Area Lead Members

3.5.1 The second joint meeting of the four OE Area Lead Members took place on 30th October. It was agreed to continue regular updates with attendance by officers in addition to the leads' on-going work. Notes from the meeting are included as *Appendix 2* and the Chair plans to invite Area Leads to update on any key issues at the meeting.

3.6 Swarcliffe PFI Credits

3.6.1 The improvement of parking in areas of Swarcliffe started in 2010 when Area Committee approved £144,000 from the Swarcliffe PFI budget for parking in Stanks Drive, Swardale Green, Swardale Road and Langbar Close.

3.6.2 Completion of this scheme will comprise further parking spaces within the existing grass verges at Mill Green Gardens through funding from Well Being and the remaining £12,373 of PFI credits.

3.7 Community Engagement

3.7.1 Community forums have been held in:

Cross Gates on Wednesday 9th October (*Appendix 3*)

Halton on Thurs 10th Oct. (*The minutes will be presented to the next meeting*)

Halton Moor on Tues. 8th Oct (*Appendix 4*)

North Whinmoor on Mon 7th Oct (*Appendix 5*)

Swarcliffe on Wed 2nd Oct (*Appendix 6*)

Kippax and Methley (*Appendix 7*)

Garforth & Swillington on Tues 22nd Oct (*Appendix 8*)

3.8 Area Chairs' meeting

3.8.1 Minutes of the October meeting are attached as *Appendix 9* and include:

3.9 Partnerships and Area Committee Sub Groups

3.9.1 **Environmental sub-group:** The Environmental Sub group meeting was held on 21st November and the minutes are attached as *Appendix 10*.

- 3.9.2 **Divisional Community Safety Partnership (DCSP):** The last meeting was on 24th October at The Reginald Centre and minutes are included as *Appendix 11*. There is also an update on the Police Off-Road Motorcycles which are part funded by the OE Area Committee, attached as *Appendix 12*.
- 3.9.3 **Health & Wellbeing:** The Medium Super Output Areas (MSOA) health profiles for 2012/13 are now available and a paper outlining health and wellbeing issues will be presented at the March area committee meeting.

4 Procurement Pilot

- 4.1 The recently implemented Transforming Procurement scheme uses a category management system to improve outcomes and value for money. The scheme highlights engagement with Councillors, service users and providers to ensure locality working, needs and opportunities.
- 4.2 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.
- 4.3 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 Children and Young Peoples 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 in 2014/15 on the Activities Fund.

5 Corporate Considerations

5.1 Consultation and Engagement

- 5.1.1 The projects in sections 3.2 and 3.7 form the main part of the face-to-face community engagement strategy.

5.2 Equality and Diversity / Cohesion and Integration

5.2.1 Under equality legislation the Council has a legal duty to pay due regard to the need to eliminate and promote equality in relation to race, disability, gender, age, sexual orientation, pregnancy and maternity, and religion or belief.

5.2.2 The main section of this report provides details of activities around community engagement and the delegation of environmental services to Area Committees that support this legal duty.

5.3 Council Policies and City Priorities

5.3.1 The proposals contained within this report contribute to the existing targets and priorities set out in the Council's Policy Framework in the following plans:

- Vision for Leeds
- Safer & Stronger Communities Plan
- Children & Young Peoples Plan
- Health & Well Being City Priority Plan

5.4 Resources and value for money

5.4.1 There are no new resource implications contained in this report other than funding that has previously been agreed by Area Committee from its revenue budget.

5.5 Legal Implications, Access to Information and Call In

5.5.1 All decisions taken by the Area Committee in relation to the delegated functions from Executive Board are no longer eligible for Call In.

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

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

5.6 Risk Management

5.6.1 This report provides an update on project work and key issues in Outer East. Any projects funded from the Well Being Budget or undertaken by the Area Support Team are risk assessed.

6 Conclusions

6.1 The report provides up to date information on key work and key issues for Area committee to consider. Members are requested to note the content of the report and raise queries relating to issues raised within the report.

7 Recommendations

7.1 Area Committee is asked to note the report and raise any queries.

8 Background documents

8.1 There are no background documents.

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.