

**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	Events completed and received approval through forums and public comment. Support committees took a greater role in management and development of event in Kippax and Garforth.	Increased footfall in town centres. Town centres promoted through events that attract local people.
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, Kippax and Halton. 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	Area Support Team	Ongoing	CCTV funded by Area Committee in Cross Gates,	Reduced crime and safer town centres for people to visit.

centres are safe places to visit, this includes Leedswatch CCTV and various community safety schemes identified through 'tasking'.			Kippax, Garforth, Halton and Swillington. Logs on incidents provided 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 took place after all Christmas lights events. Weekend clean up's in place in Garforth. Partnership working developing between AST / SLA and traders.	Cleaner town and district centres.
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 completed Sept 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.  Site owner has asked Highways not to sign agreed lease till the length of agreement has been amended.	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	Ongoing	Support initiatives to target NEETS (Not in Employment, Education or Training) NEET Action Plan in place for whole South East area.	Local people in the area have an increased number of training opportunities open to them

<b>Best City For... Communities</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 3 – Residents in Outer East have access to opportunities to become involved in sport and culture</b>				
Deliver Community Centres delegation with revised letting charges and fee and rationalisation of centres.	Community Centres Project Team	Completed end of 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 such 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. Initial discussions held with Methley Festival organiser and offers of assistance as	Increase in local people involved in community activities and improving community cohesion.

			wanted.	
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. Budget fully committed in March 2014.	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 Peckfield	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 programmes for young people.	School Clusters Youth Service Yorkshire CCC	August 2013	Applications being developed.	More Children involved in sport and 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	Derelict Property	From Sept 2011	LCC provided £500k fund to	Faster and coordinated response in

issues to derelict/problem buildings.	Project Team		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.	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 such as dog fouling, untidy gardens, graffiti etc	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 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. Group has now developed a problem solving approach looking to achieve a more efficient working process bringing direct benefits to the area.	Cleaner / greener environment Improved partnership working between partners
Ensure adequate grit bins are	Highways	Oct-March each	All grit bins funded to have	Safer highways and footpaths for

in place for severe weather conditions. Bins funded through Ward Based Initiatives but refilled from Well Being Budget.  Additional bins provided in Whinmoor in 2013		year	maximum 3 re-fills per year.  New high risk areas identified New bins installed in 2013/14: 1 in Colton 2 in Halton, 1 in Garforth 1 in Kippax, 3 Whinmoor and 2 more being progressed for Whinmoor.	residents / shoppers / traders.
Improve residential parking areas.	Highways	December 2013	Additional parking bays provided at Mill Green Gardens, Swarcliffe.  This is the final stage of a scheme that started in 2010.	The parking bays will reduce traffic congestion in Swarcliffe making it a safer environment for drivers and pedestrians.
Improve areas of green space for local residents.	Parks & Countryside	Starts March 2014	Re model area of Osmondthorpe Lane which has been left overgrown and attracted ASB.	Green space for local community to use.  Prevent ASB/nuisance/crime.
<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. Budget now fully committed.	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	Increase in local people involved in community activity and improving community cohesion. Aesthetical improvements to the

			Staites Riverside Sensory Garden in Allerton Bywater	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. Tasking process being given a complete review by the Police and Community Safety with AST input.	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 2013 Work started Feb 2013	Safer Communities
Install a zebra crossing on Ninelands Lane, Garforth	Highways	May 2013	The equipment was installed as part of the 20mph speed restrictions scheme in July 2013	Safer Communities
Provide parking bays congested traffic areas of Swarcliffe	Highways	Mill Green Gardens scheduled for November 2013	Trial holes dug Consultation with local residents.	Improve parking for residents. Improve road safety for pedestrians.
Fund traffic calming	Highways	Oct 2013	Highways is continuing	Safer Communities



measures around Whitkirk Primary School			consideration of a way ahead – AST aiming for 2013 solution to this ongoing problem	NB. This project will not now happen.
Improve parking area at Austhorpe View shops	Highways	February 2014	Stop confrontation between shoppers, commuters and affected residents in the area.	Prevent unauthorised parking and support local businesses
Introduce a HGV ban on Coal Road/Redhall Lane/Skelton Lane	Highways	February 2014	Consultation started in February 2014 Scheme design to be in place within 3 months	This will restrict HGV's travelling through a residential area.
<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.
<b>Objective 8 – Have an asset base which is fit for purpose</b>				

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'
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### Objective 9 – Implement Actions for Priority Neighbourhoods

Through Area Leads meetings establish projects that target priority neighbourhoods.	AST Area Leads Other partners	From mid - November 2013	Deliver priority projects in Neighbourhoods: <ul style="list-style-type: none"> <li>• Winter warmth project</li> <li>• Potential for healthy living projects being considered</li> </ul>	Addressing very specific issues in neighbourhoods. Health projects include smoking cessation and tackling obesity.
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### 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>
<b>Objective 10 – Provide a range of positive activities for young people across the Outer East</b>				
Provide funding to youth service to deliver positive activities during school holidays including confidence	LCC Youth Service	July 2013 through to Easter 2014	School holiday programmes planned that include confidence building, inter generation work and	Increased number of young people engaged in positive activities. Reduction in isolated young people.

building, arts & crafts, leisure			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.
Improvements to existing children's playgrounds	Parks & Countryside	Early 2014	Barley Hill improvements planned for 2014	Improved facilities for 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 persons consultative group established February 2014. 8 applications approved from Activities Fund in Feb 2014.	Young people engaged in positive activities Reduction in isolated young people. Increased community cohesion. Varied and wide range of activities that support young people.
Make improvements to childrens parks and	Parks & Countryside	Throughout 2013/14	Refurbish Barley Hill Park (Garforth) and make	Children are active. Good quality facilities provided.

playgrounds in Outer East			improvements to Whinmoor Park	
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## Best City For... Health & Wellbeing

<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>
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### Objective 11 – Residents in Outer East are active and healthy

To establish at least 1 health and well being project in priority areas by the end of 2013/14	Public Health Partner agencies	By April 2014	In discussion with public health to identify priorities	Considering smoking cessation, obesity.
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	Various independent	April 2013	Target some someone to be in post by September 2013.	Reduce isolation of elderly residents and contribute towards elderly

dedicated worker to support luncheon clubs.  Provide funding for new equipment for luncheon clubs	luncheon clubs	Dec 2013	Cooker provided at Christ Church Cooking facilities provided at NET	people living independently.  Improve service and attract new customers.
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.	older persons week held with approx. 400 attendees. Reducing isolation of elderly Priority focus of group on fuel poverty and vulnerable elderly.
Provide winter warmth packs to elderly and vulnerable residents living in Outer East.	AST Housing Leeds HOPE, NOT, Cross Gates Good Neighbours, Swarcliffe Good Neighbours	January and February 2014	1400 packs distributed through older persons networks.  Launch events held in Cross Gates, Swarcliffe, Halton Moor, Garforth and Kippax.  Green doctors attended all events to advise on avoiding fuel poverty.	As well as providing practical support to the elderly this project has promoted the issue of avoiding fuel poverty and provided support and assistance to elderly residents.

## **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.

<b>Forum</b>	<b>1<sup>st</sup> Meeting</b>	<b>2<sup>nd</sup> Meeting</b>	<b>3<sup>rd</sup> Meeting</b>	<b>4<sup>th</sup> Meeting</b>
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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 24 April
Halton	Thurs 18 July	Thurs 10 Oct	Thurs 16 Jan	Thurs 3 April
Halton Moor	Tues 16 July	Tues 8 Oct	Tues 14 Jan	Tues 1 April
Kippax & Methley	-	Wed 16 Oct	-	Wed 23 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 was 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 were to be incorporated into the 2013 event.

Venues / days were as follows:

- **Monday – Great Preston Village Hall**
- **Tuesday – St Gregory’s Youth & Adult Centre, Swarcliffe**

- **Wednesday – Kippax Central**
- **Thursday – Christ Church, Halton**
- **Friday – Garforth NET**
- **An additional event was organised by HOPE**

The events 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
- Methley 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. Similar support will be extended to other areas in Outer East as required but the responsibility for the production of a neighbourhood plan lies with the Neighbourhood Forum.

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

The Council is still recruiting to the citizen's panel with a target figure of 6,000 people.

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