

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

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- 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** (work in progress), **Green** (completed)

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 Successful and well attended events across the area	<ul style="list-style-type: none"> <li>Increased footfall in local centres</li> <li>More local residents engaged in community activities</li> </ul>	Green
Using SLA from Environmental Delegation to ensure town and district centres are prioritised for cleaning	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> <li>More responsive service that meets local need</li> </ul>	Green
Manage Morley Empty Shops Fund	Area Support Team Morley Town Centre Management Board	On-going	3 Shop fronts replaced in Morley Town Centre Scope to undertake 2 further 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 supporting local economy</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 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  Practitioners event held on 3 December 2013 to raise awareness of initiatives in Leeds and children and young people's targeted services.  Leeds pathways has been developed further to include a portal for South East.	<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>	Green
Support volunteering within local communities	Area Support Team Neighbourhood Improvement Officer	On-going	Information on getting involved with volunteering provided at all events  Area Committee allocated funding for annual Community Heroes event to celebrate achievements of volunteers.	<ul style="list-style-type: none"> <li>More volunteers from the local area taking up opportunities to gain skills</li> <li>Successful events in local areas being delivered by volunteers</li> <li>More people engaged and empowered</li> <li>Volunteers feel appreciation for the work that they do</li> </ul>	Green
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

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 ..... Communities</b>					
<i>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.</i>					
<b>Objective 3: Residents in Outer South have access to opportunities to become involved in sport and culture</b>					
Fund community based events. E.g. Morley Literature Festival, Rothwell 600, Christmas tree & Lights project, Parks & Countryside Site Based Gardeners	Area Support Team Local Groups Leeds Lights Parks & Countryside Relevant Town and Parish Councils	On-going	Festivals 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>Stronger communities</li> <li>Local area promoted</li> <li>Residents have 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> <li>Small grants provided</li> </ul>	Green
Provide guidance to groups to acquire external funding for 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
<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

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 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 the environment of 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>Residents having pride in their neighbourhoods</li> </ul>	Green
Enable local community groups to have a direct impact on their surroundings	Neighbourhood Improvement Officer Area Support Team Locality Team	On-going	Links through TARAs/Neighbourhood Improvement Officer. Litter-pick areas identified and undertaken	<ul style="list-style-type: none"> <li>Faster and co-ordinated response in addressing issues relating to environmental issues</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
<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>Low level target hardening reducing the impact of ASB</li> <li>Reduction in ASB caused by nuisance motorbikes</li> </ul>	Green
Provide residents with support, advice and equipment to help them prevent burglary	Area Support Team West Yorkshire Police Community Safety	On-going	Residents have a greater involvement in local action through PACT meetings and referrals at Councillor surgeries.	<ul style="list-style-type: none"> <li>Residents feel safer and reassured in their communities</li> <li>Crime reduction</li> </ul>	Green
<b>Objective 7: Communities are empowered and engaged and get on well together</b>					
Clear actions set out in neighbourhood improvement plans	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
<b>Objective 8: Have an asset base which is fit for purpose</b>					
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 maintained</li> <li>Programme of work in place for repairs</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
Support the on-going Community centres review that aims to provide best use of community facilities (the review includes community centres but also other Council facilities)	Community Centres Team Area Support Team Community Centres Sub Group Asset Review Team Asset & Property Management	On-going	Regular meetings by Asset Review Panel to identify savings Consultation with stakeholders undertaken 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	<ul style="list-style-type: none"> <li>• Reduce asset based by 20%</li> <li>• Making best use of resources</li> <li>• Providing `Community Hubs`</li> </ul>	Green
Deliver Community Centres delegation with revised letting charges and rationalisation of centres	Community Centres Project Team	Anticipated completion by September 2014	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</li> <li>• 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>					
Support the delivery of the Activities Fund Delegation	Activities Fund Steering Group Children & Young People's Working Group Area Support Team Children & Young People Breeze Team Voice & Influence Team	On-going	Mini Breeze events funded Children & Young people involved in the planning, delivery and evaluation of activities Consultation with young people undertaken	<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>	Green
Support the work of the clusters through the Children & Young People sub group to deliver a cohesive plan to engage with children and provide a number of opportunities for them	Area Support Team Children & Young People's Working Group	On-going	£20,000 Wellbeing funds allocated to clusters to support out of school activities	<ul style="list-style-type: none"> <li>• Children &amp; young people have more opportunities to engage in out of school activities</li> <li>• Partnership approach providing a better service for young people</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.....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	Neighbourhood Improvement Officer Health Improvement Team	On-going	Attended events to promote Leeds Lets Change and Winter Health for the elderly. Delivered three briefing sessions about a potential Health Champions programme across Morley Working with partners to deliver a Dementia Awareness Briefing	Raised awareness of resources available to assist organisations in promoting Health topics	Green
Support older peoples and healthy living groups	Area Support Team	On-going	Providing funding for activities such as luncheon clubs	<ul style="list-style-type: none"> <li>• More activities taking place</li> <li>• More people involved in day trips and luncheon clubs</li> <li>• Reducing isolation</li> </ul>	Green
Continue to fund the Garden Maintenance scheme delivered through Morley Elderly Action	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 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
Vulnerable members of the community are able to live independently at home for longer	Area Support Team Neighbourhood Networks Housing Leeds	March 2014	<ul style="list-style-type: none"> <li>Area Committee allocated £2,000 to support events to celebrate the contribution older people make to our communities, coinciding with International Day of Older People</li> <li>Area Committee allocated £4,648.87 to fund winter warmth packages for the elderly</li> </ul>	Reduce isolation of elderly residents and contribute towards elderly people living independently	<b>GREEN</b>

## 2. Area Committee Leads

### **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 receive regular updates on the feedback from the citizens panel on issues of local importance.