



Report of the Director of Environments & Neighbourhoods Directorate

South Leeds (Outer) Area Committee

Date: Thursday 10th September 2009

Subject: Acting Area Managers Report

Electoral Wards Affected:

Ardsley & Robin Hood
Morley North
Morley South
Rothwell

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council
Function

Delegated Executive
Function available
for Call In

Delegated Executive
Function not available for
Call In Details set out in the
report

Executive Summary

This report details a range of activities taking place within the Outer South Leeds Area, some of which are dealt with in greater detail elsewhere on the agenda.

1.0 Purpose of Report

1.1 To bring to Members' attention in a succinct fashion, brief details of the range of activities with which the Area Management Team are engaged, and that are not addressed in greater detail 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 Town Centre Management

2.1 At the June Area Committee it was agreed to put in place new arrangements for the delivery of Town Centre Management in Morley and Rothwell. Members confirmed that the shadow group established for Morley should be formally constituted. This has been actioned and minutes of the meetings of the Morley Town Centre Management Board held to date are attached at **Appendix 1**.

- 2.2 Morley Town Council F&GP Committee at its meeting on Thursday 20th August agreed to part fund the Town Centre Management Project up to 31st March 2010 (This decision is subject to approval of the Morley Town Council Full Council). This will make available an additional £5,461 to the project. The F&GP Committee stressed the need for the Town Council to see clear added value from the project in line with their funding.
- 2.3 Officers continue to work with Rothwell Members to develop an appropriate model for Rothwell. It is expected to detail progress to the October Area Committee.

3.0 Priority Neighbourhood Worker

- 3.1 Following a full report to the June Area Committee on the Priority Neighbourhood Worker project, a brief update is outlined below on significant work undertaken by the Priority Neighbourhood Worker with partners and residents to improve targeted neighbourhoods.

3.2 Oakwell's and Fairfax Neighbourhood Improvement Plan

This new NIP began in February 2009. Chaired by Cllr Leadley, the Steering Group continue to meet monthly, and have recently welcomed representation from the new Chair of the Oakwell and Fairfax Tenants and Residents Association (TARA). Key priorities identified through consultation for the NIP action plan are community safety, activities for young people, supporting the development of a TARA and targeting environmental issues. Achievements to date include:

- Access to a community room at Drighlington library.
- Regular detached youth workers within the area.
- The Children's Project; available for 8-11yrs identified by learning mentors in schools as vulnerable children who need support in building their confidence and self esteem.
- A Summer activities club held at the local rugby club, offering a broad range of activities for children and young people.
- Environmental initiatives targeting littering and dog fouling.
- Assisting residents with their roles as Committee members and the organisation of meetings.
- Promoting the Residents Association to the community to increase membership.
- Organisation of first community outing.
- Regular contact with Youth Service, Police and Aire Valley Homes at meetings to assist with residents concerns.
- Chair of the TARA now sits on the Outer South Aire Valley Homes Area Panel.

The NIP is planned to conclude in November 2009, ongoing work with the Tenants and Residents Association will continue as Oakwell and Fairfax becomes 'Supported Area' status.

3.3 Wood Lane Neighbourhood Improvement Plan

A completed area profile for the Wood Lane estate was presented to Members at the Rothwell Ward Member briefing meeting. Members approved the recommendations to deliver a Participatory Budget initiative in 2009 on the Wood Lane estate and a NIP beginning in August that will focus on skills and training support, to target worklessness on the estate.

Membership of the NIP Steering Group has been drawn up and the first meeting is currently being arranged. The timeline to deliver the PB project has been created and circulated to Ward Members. This includes the first Steering Group meeting on Friday 21st August, design and production of publicity for the first public meeting in early September and a presentation at the Rothwell Tenants and Residents Association to ensure local residents act as champions of the project.

3.4 John O' Gaunts Neighbourhood Improvement Plan

The John O' Gaunts Neighbourhood Improvement Plan Steering Group meet every two months. The NIP action plan focuses on environmental projects, including the Groundwork's Master Plan, activities for young people and support for new and existing groups through the Rothwell Family Project.

The PNW regularly attends John O' Gaunts Residents Association Meetings and supported the committee in the planning and evaluation of the John O'Gaunts Community Day. The Association has also received funding for courses in First Aid, Health and Safety, Food Hygiene and Risk Assessment through the Area Committee training budget for community groups. The association is running very well; with a full committee that has organised a successful community day on the estate and a resident's day trip to Bridlington. The PNW is now supporting the TARA in its preparations for its annual AGM.

3.5 Newlands and Denshaws TARA

As a Supported Area Status the PNW has supported the Residents Association with an application to the Area Committee Small Grant Scheme. The Association has also successfully applied to the training budget for four of its members to attend courses on Health and Safety, First Aid and Risk Assessment. The TARA has recently had a change in management committee membership. To ensure the transition is as smooth as possible and the TARA does not become fragile as a result, the PNW has identified relevant training to support the committee member in their new role.

The PNW has met with management committee and the Morley Literature Festival Director to discuss the TARA being involved with the 2009 festival. Plans so far include a TARA outing to the Dr Who family event and a TARA book swap stall at the Festival Book Market on the 10th October.

3.6 Tingley TARA

The PNW has supported the Tingley TARA with the arrangements for their community day by assisting with leafleting, identifying stalls for the event (including Grab 5 the healthy eating project) and assisting the secretary to complete an Area Committee Small Grant application for funding towards the event. The PNW has encouraged committee members to take up training to develop their knowledge and skills and they are receiving Food Hygiene, Risk Assessment and First Aid training.

Led by Parks and Countryside, the Smithy Lane Recreational Ground Steering Group; continue to meet regularly to oversee the development of the site to provide recreational facilities for the local community. At the last steering group meeting on the 8th July, total funding secured was confirmed at £132,000, giving the Area Committee's £35,000 capital well being contribution a match of £97,000. Other funding sources include the Aire Valley Homes Outer South Area Panel, and Parks and Countryside. A bid has also been resubmitted on behalf of the Tingley Tenants and Residents Association by Youth Service to the Youth Capital Fund. The project has now gone to tender and should be completed by the end of the 2009/10 financial year.

3.7 Northfield and Hopefields TARA

The PNW has assisted the group with identifying new Management Committee members and encouraging the group to become more active. The Northfield and Hopefields TARA are now developing a newsletter and an annual task list that includes a community outing and Christmas party. As a Supported Area Status the PNW helps provide the group with information on guest speakers for meetings, funding applications and training for members in First Aid, Risk Assessment, Health and Safety and Food Hygiene.

3.8 Community Heroes Celebration Event

The PNW is organising an event for all of the Outer South Tenants and Residents Associations. The event plans to focus on achievements of volunteers within the Residents Associations and celebrate their commitment to improving their neighbourhoods. Partners who have a role to play in providing information and supporting community groups will be invited to attend and support the event.

4.0 **Morley Literature Festival**

4.1 This year's Morley Literature Festival will be from Monday 12th to Sunday 18th October, beginning with the annual literary lunch with author Mike Pannett, to be held at the new Village Hotel. Monday evening sees female crime writers The Ladykillers host an event at the library, and on Tuesday evening humour writer Dulcie Lewis will be discussing all things Yorkshire at Gildersome Parish Hall, while the library's reading group meets with author Linda Green. A workshop will also be run by Rommi Smith, in conjunction with Black History Month.

4.2 Four Dr Who book authors will be visiting the library on Wednesday 14th, which should appeal especially to teens, and some adults too. Historian Juliet Barker will be talking about her work on the Thursday evening at the Town Hall.

4.3 The weekend of the festival is set to be packed with events for all ages. On Friday evening Morley's favourite TV chef Brian Turner will be in conversation with compere Steve Smith, talking about his new book of favourite British recipes, and no doubt a great deal more. In amongst children's events with literary crafts specialists Art Angels and literary comic Ian Billings, local history sessions, cartooning workshops and the welcome return of author Imran Ahmad, the weekend sees poet Wendy Cope host afternoon tea, John Hegley entertain the Saturday evening's audience, and Stuart Maconie will talk about his travels around the north of England and the Midlands on the Sunday.

4.4 Events will, as last year, be held in all seventeen of Morley's family of schools, with visiting authors including Rommi Smith, Antony Dunn, Tom Palmer, Emma Barnes and Penny Dolan. We have been very lucky to secure an event with Derek Landy, author of the hugely popular *Skulduggery Pleasant* books, to which pupils from local schools will be invited. Morley Literature Festival 2009 looks set to be the best yet.

5.0 **Oulton and Woodlesford Design Statement**

5.1 In February 2009, Area Committee approved £5,600 revenue Well being Funding to commission a Design Statement for Oulton and Woodlesford.

- 5.2 The development of the Oulton and Woodlesford Design Statement (OWDS) has made good progress since its inception in 2009. A questionnaire was circulated to every household in Oulton and Woodlesford, inviting residents to answer a variety of questions and to give their views on local facilities, leisure, transport, housing, community issues, and the views of young people. The response was very good with over 200 returns, highlighting important issues, concerns and what people considered were important and worthwhile aspects in their area.
- 5.3 A public meeting was held on the 8th March when a presentation was given by Peter Baker and Jenny Fisher (Principle Design Officer, Leeds City Council Sustainable Development Unit) to over 80 local residents. They outlined and explained what a Design Statement involved, the process required and the importance of the project for the community and in particular in planning terms. This has been followed up by two full-day workshops asking the community to analyse the area in which they live and highlighting designs which are common and also illustrating areas of concern. The workshops were held on the 29th March and 5th April and had approximately 20 people attending each workshop. Further workshops are planned in the Autumn to analyse the rest of the character areas which have been identified in Oulton and Woodlesford. This will again involve local people gathering information about where they live.
- 5.4 Historical data and a catalogue of Listed Buildings have already been gathered together. Analysis of the Questionnaires will also be undertaken and further local information needs to be gathered together and collated.
- 5.5 It is envisaged that this stage of the process will be completed by Christmas; after that Peter Baker (Design Statement Coordinator) will gather together all the data and produce a Design Statement for presentation to Leeds Planning Services. The Planners will then need to scrutinize and agree with OWDS the final document before it is presented to the Council for adoption. It is planned that the final document will be adopted sometime in the Spring of 2010.
- 5.6 To date just under £2,000 has been spent in line with the funding agreement on; Peter Baker consultancy fees, producing 1500 questionnaires, venue hire and refreshments. The project is on course to spend the balance by project completion in Spring 2010.

6.0 Community Centres

- 6.1 The minutes of the Community Centres Sub Committee of the 12th August are attached for information at **Appendix 2**. Members are encouraged to feed any issues relating to community centres in the Area Committee portfolio to the Area Management Team so that they can be pursued at the sub committee.
- 6.2 The new Pricing & Lettings Policy for community centres is set to go live from 1st October 2009. The policy is currently being trialed by the Council's Lettings Unit but a number of questions are currently cropping up with regards to what discount category some activities and organisations should fall under. Some amendments will be made to the policy and reported back to the next Area Committee for approval. Any changes made will be back dated to the 1st October.

7.0 Town & District Centre Regeneration Scheme

- 7.1 Morley Bottoms

7.1.1 S215 Enforcement Action

Repairs to the pilaster between 1 and 3 Brunswick St. has progressed but not complete. Prosecution case adjourned at Magistrates to allow owner to complete works and negotiate with adjacent occupier (3 Brunswick Street). Owners are to be advised that Council will resume its Court action in the absence of completion of the work.

Prosecution in respect of 1a Queen St. Works satisfactorily completed in accordance with S115 Notice. A S215 notice for 2a Queen St has been served but has not been complied with. Prosecution action is being taken and a likely Court date to be late October 2009.

7.1.2 Chapel Hill Properties

The purchase of the property is hoped to complete shortly. HCA funding is now available and Yorkshire Housing Association is progressing with the preliminary scheme stages. The first Design Team meeting has taken place on 21 August 2009 where all parties were represented.

Highways have confirmed that the upgrading of Bank Street and work to improve traffic management at the junction of Station Road, Brunswick Street and Chapel Hill is being scheduled.

8.0 Conservation Audits

- 8.1 The Area Committee commissioned three conservation area appraisals in the Outer South; in Morley, Rothwell and Oulton. An up-to-date appraisal can make all the difference when determining planning applications and fighting planning appeals in the conservation area; recently-adopted conservation area appraisals are now being used to inform planning decisions, fight appeals and to help secure heritage-led regeneration funding. The appraisals are being used to successfully prevent unsuitable development in conservation areas and to encourage the enhancement of the areas.
- 8.2 Morley Conservation Area Appraisal: the draft appraisal is now out to public consultation. There is an exhibition at the library and public 'drop-in' meetings are taking place on Wednesday 2nd September 3-7pm and Saturday 5th September 10am-2pm at the library. Paper copies of the appraisal and response forms are available at the exhibition, at the Town Council office, at the One Stop Shop in the Town Hall and in the Morley Independents office. All properties affected by the proposed boundary changes have been directly mailed. Identified stakeholders including ward members, the town council, the chamber of trade, Morley in Bloom and the local history groups have all been contacted. Local posters are displayed in the town and there has been press coverage of the process. The consultation is on the council's Talking Point web site and the appraisal can be downloaded from the conservation pages of the main council web site. The appraisal proposes the amalgamation of the existing conservation areas of Morley Town and Morley Dartmouth Park to form a single, significantly enlarged conservation area. The consultation period runs until 14th September 2009 and the final document is due to be approved as a material consideration in the determination of planning decisions in November 2009.

8.3 Rothwell and Oulton Conservation Areas: Work is underway on the Rothwell and Oulton appraisals. Initial research, site visits and pre-consultation meetings with ward members and local organisations are being progressed. It is anticipated that draft appraisals and management plans for the conservation areas will be ready for internal consultation in the late summer / early autumn with a 4/6 week period of public consultation to follow.

9.0 Gardening Maintenance Scheme

9.1 The Outer South Area Committee agreed to commission the Care and Repair Garden Maintenance Service in 2006 covering parts of the Outer South Area and has received detailed reports in 2007 and 2008 on the progress the scheme has made which have included issues of cost, staffing, disposal of waste, number of referrals and percentage of satisfied customers. In addition to this in February 2008, the Area Committee agreed to commission Morley Elderly Action (MEA) to operate a gardening scheme in the rest of the Outer South Area covering mainly the electoral Wards of Morley and parts of Ardsley Robin Hood. In February 2009 the Area Committee considered a further report which reviewed both schemes and provided Members with options for the future of delivery of garden maintenance. Members decided to continue the service with two providers. This report is a further update on the delivery of the gardening service.

9.2 This is a summary of the work undertaken by Care & Repair between March 1st 2009 and 31st July 2009. From the beginning of March until the end of July, a total of 395 gardening jobs were completed at the homes of 108 different clients in the area covered by the service. A few of these were one-off garden clearances, but 100 clients have been receiving a regular service, with most visits varying between ½ an hour to 2 hours per visit.

During the course of the season we have tried to move away from cash payments for the service to standing orders, cheques etc in order to reduce the safety hazards for the gardeners handling sums of cash.

The feedback from clients has continued to be very good with no complaints made to the organisation.

The main difficulty experienced by the gardeners has been the difficult weather conditions, but they have carried on to the best of their ability and not fallen behind on the schedules.

9.3 The Morley Elderly Action (MEA) Gardening Scheme is targeted to service a minimum of 120 clients and to achieve 1500 attended gardening hours in the Year from April 2009 to the end of March 2010. It is a year round scheme that will do routine maintenance type (lawn mowing, hedge trimming) gardening during the normal growing season (approximately March to April) and other gardening duties in the Autumn, late winter and early spring (lopping, pruning, elimination of tripping hazards etc).

9.4 The project uses our existing methods of costing in the admin time to create a rota for otherwise self employed gardeners who then make prearranged visits to known customers to do simple but effective gardening tasks i.e. mowing, pruning, hedge trimming etc. The disposal of green waste is the responsibility of the gardeners. The gardens will always look cared for and so will prevent trips and falls, deter opportunist rogue gardeners from overcharging the elderly, prevent distraction burglary opportunities, promote a feeling of well being and provide a human contact for the lonely and isolated.

- 9.5 The service is on track to meet all targets for service delivery and budget. As this project is an all year round project, and in anticipation of the end of season switch from lawns and hedges maintenance gardening to the autumn, late winter and early spring lopping, pruning, and elimination of tripping hazards type of gardening maintenance, there is sufficient scope and flexibility in the budget to cope with the demand.
- 9.6 Further to the report to February Area Committee Members are asked if they want officers to explore the potential for a single scheme across the Outer Area. The main would be to find a more cost efficient service, so making better use of the Wellbeing Budget and increased confidence that the whole Outer Area was being covered. We can confirm that in discussions with current providers care & Repair believe that a single scheme is a flawed concept while MEA continue to be interested in developing a single scheme for the whole Outer South area based on their current delivery model.

10.0 Lofthouse Participatory Budgeting

- 10.1 As part of the Area Committee's community engagement strategy, a successful participatory budgeting initiative has been held in an area of Lofthouse during the first half of 2009. The initiative had £15,000 from Aire Valley Homes to support community based projects chosen by the community. The evaluation report on the initiative is attached at **Appendix 3**.

11.0 External Funding

Aire Valley Homes Outer South Area Panel

- 11.1 In November 2008, Area Management Team successfully submitted a funding application to the Aire Valley Homes Outer South Area Panel for £30,000 to support the Area Committee's community engagement work of Participatory Budgeting (PB) initiatives. Area Management have received the first instalment of £15,000 for 2008/09 PB activities.
- 11.2 In April 2009, Aire Valley Homes requested that the bid for 2009/10 be resubmitted and presented to the panel to confirm the remaining £15,000. Area Management attended the panel meeting on the 23rd July and presented the application. However, due there not being many panel members present at the meeting, the funding bid decision has been deferred to the next meeting on the 17th September.
- 11.3 Members are asked to note that if the second instalment of £15,000 is not agreed by the Outer South Area Panel then this is impact on number of PB initiatives delivered in 2009/10. The Wood Lane PB is now underway and can be funded through the Well being Budget allocation if no funding is secured from Aire Valley Homes, however, any future PB's would need an allocation from the Area Committee 2010/11 revenue Well being Budget.

Coalfields Regeneration Trust Funding

- 11.4 The Chief Executive at Health for All contacted Area Management Team at the end of July regarding the bid submitted in December 2008 to the Coalfields Regeneration Trust to support a Rothwell Development Project which would fund a worker to offer support to various training, family, healthy lifestyle and learning groups and activities targeted at Wood Lane and John O'Gaunts Estates.

- 11.5 As Members are aware, the previous application in December 2008 was turned down on the basis that the Trust had no funding remaining to support any further projects. However, Health for All understand that the Trust has now received additional revenue funding and have therefore been asked to re submit the proposal for the period from October 2009 to March 2011. In addition to resubmitting the bid, Health for All has also been asked to re submit letters of support from partners for the project. Area Management have supported Health for All in securing up to date letters of support and the bid has been re submitted.
- 11.6 Further updates on external funding will be provided to Members in the future following responses from the external funding bodies.

12.0 Divisional Community Safety Partnership (DCSP)

- 12.1 The DCSP are keen to maintain a strong link between the partnership and the Area Committee. Councillor Robert Finnigan attends the DCSP as the Outer South Area Committee representative and as the Thriving Communities thematic lead. To ensure all Members are up to date with DCSP work, the minutes of the last meeting are attached for information (**Appendix 4**).

13.0 Health and Well being Partnership

- 13.1 The local area health and wellbeing partnership has been set up for the South East wedge of the city. Cllr Grayshon is Outer South Area Committee's nominated representative as the Health and Well Being thematic lead and consequently he attended the first meeting of the initial core group for the health and well being partnership held in July. The first meeting firmed up the purpose of the partnership, membership and what the focus of the first year of work would be (see attached minutes, **Appendix 5**). The partnership will officially meet in September and October 2009. They will examine local profile health data to decide which health improvement priorities they will focus on. The partnerships will report to the Joint Strategic Commissioning Board. Their work will be led by three new Health Improvement Managers, employed by Leeds Adult Social Care and NHS Leeds to tackle health inequalities in the local areas of the city.

14.0 Area Delivery Plan

- 14.1 Area Management Team continue to meet with the range of partners to discuss the 2009/10 Area Delivery Plan actions that will contribute to Area Committee priorities. Partners are also agreeing monitoring information that they will provide on a quarterly basis to demonstrate how the action is progressing against agreed targets.
- 14.2 Discussions continue with Area Management Teams across the city and the central Performance Management Team to identify performance monitoring data that can be provided by the Performance Management Team to illustrate the impact of priorities and actions at a local level.
- 14.3 As previously agreed by Members, work is now started on a 'Community Charter' to act as a public facing document of the ADP priorities and actions. Members are asked to agree to receive an update at the October Area Committee on the community charter along with an update on performance of ADP action plan.

15.0 Recommendations

15.1 The Area Committee is asked to note the above information and make comment as appropriate.

15.2 The Area Committee is asked to:

- Agree to allocate the additional funding of £5.461 from Morley Town Council to the Morley Town Centre Management Board.
- Agree to receive further detailed reports on the delivery of the Garden Maintenance Schemes, including an option for a single scheme to operate from April 1st 2010.

Background Papers:

- Area Managers 22nd June 2009
- Priority Neighbourhood Worker Update 22nd June
- Town Centre Management 22nd June 2009
- Community Engagement 22nd June 2009
- Morley Literature Festival Evaluation Report 9th February 2009
- Well Being Report 9th February 2009
- Garden Maintenance Schemes 9th February 2009
- Area Committee Roles for 2008/09 1st September 2008
- Marsh Street Car Park February 2008
- Conservation Area Reviews 10th September 2007