



Report of the Director of Environments & Neighbourhoods Directorate

South Leeds (Outer) Area Committee

Date: Monday 1st February 2010

Subject: Acting Area Manager's Report

Electoral Wards Affected: Ardsley & Robin Hood Morley North Morley South Rothwell <input type="checkbox"/> Ward Members consulted (referred to in report)	Specific Implications For: Equality and Diversity <input type="checkbox"/> Community Cohesion <input type="checkbox"/> Narrowing the Gap <input checked="" type="checkbox"/>	
Council Function <input type="checkbox"/>	Delegated Executive Function available for Call In <input checked="" type="checkbox"/>	Delegated Executive Function not available for Call In Details set out in the report <input type="checkbox"/>

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 Wood Lane CCTV

- 2.1 During the recent Participatory Budget initiative on the Wood lane estate, officers of the Rothwell Tenants and Residents Association highlighted two issues regarding the current CCTV scheme operating at Manor Road shops; that the recording equipment is not accessible during the day and therefore not readily available to the Neighbourhood Policing Team and the poor quality of pictures that are produced. Discussions with Ward Members the TARA and Area Management Team resulted in a meeting with key partners; Aire Valley Homes, Commercial Asset Management, Property Management Services and Rothwell Neighbourhood Policing Team agreeing a way forward to upgrade the system.

- 2.2 Commercial Asset Management is leading the group and has identified three elements to investigate that individually or together will provide an improved CCTV system. These are; improvements to the camera's by upgrading to infrared, improvements to lighting around the shopping area, and moving the recording equipment to a unit which is open during the day and located in a Leeds City Council owned property. Partners are now working together to contact local businesses and invite quotes from contractors for a scheme that includes new lighting, signage and updating to Digital Video Recording and infrared cameras. Rothwell NPT is working with Commercial Asset Management to view examples of recordings from different cameras to identify the most suitable camera for providing evidence.
- 2.3 Area Management have advised the group that any CCTV scheme developed and requiring Area Committee funding must meet all the standards in the Outer South CCTV protocol developed in 2009. This will ensure any CCTV scheme funded by the Area Committee complies with all the necessary legal requirements.
- 2.4 It is anticipated that following development work by partners a detailed proposal requesting capital funding from the Rothwell Ward allocation will be presented to the March Area Committee.

3.0 Smithy Lane Recreational Ground

- 3.1 The Area Committee has supported the Smithy Lane Recreational Ground project with two capital allocations (£35,000 and £8,000) from their Ardsley Robin Hood Ward capital allocation.
- 3.2 Following a full project plan being developed with planning permission and funding secured, Parks and Countryside aimed for work to start on site at the beginning of December 2009. However, as a result of the severe weather conditions, the late delivery of the equipment from the manufacturer and the first phase of work have both been delayed. Parks and Countryside have confirmed that work started on site on the 14th January but the inclement weather may further disrupt construction.
- 3.3 If weather conditions are favourable the project officer from Parks and Countryside is aiming for the equipment to start being installed in February and an official opening of the new facility in April.

4.0 Thorpe Recreational Ground

- 4.1 The Area Committee funded a consultation study with residents for spending Section 106 funding on improvements at Thorpe Recreational Ground. A full project proposal was developed based on the consultation results a tender was circulated. However, the original tender was over budget and Parks and Countryside are now re-tendering in February with the aim to start work on site in March.

5.0 Thematic Partnerships

5.1 Divisional Community Safety Partnership (DCSP)

- 5.1.1 The DCSP are keen to maintain a strong link between the partnership and the Area Committee. Councillor Finnigan attends the DCSP as the Outer South Area Committee representative. An executive summary of the December meeting is available at **Appendix 1**. The summary of the January meeting will be available for the March Area Committee meeting.

5.1.2 At the DCSP on Friday 4th December, the following changes to Operation Champion were agreed:

- Responsibility for co-ordinating operations is to be more equally spread across three main agencies – Area Management, Neighbourhood Policing Team (NPT) and Aire Valley Homes.
- Officers from Aire Valley Homes will co-ordinate an Environmental Visual Audit to identify crime related improvements as well as environmental issues to be tackled during the operation. The information gathered during the EVA will complement police intelligence, input from partners and information from Elected Members and the community. This will give a more holistic picture of the issues to be addressed and will be used to plan activity.
- Planning for the operations will be linked to Tasking meetings to ensure maximum buy-in from partner agencies.
- The number of actions to be carried out will determine the length of the operation.
- Local communities will be informed of operations in advance via Policing in the Community Together (PACT)/Neighbourhood Improvement Plan (NIP) meetings or other relevant forums. This will allow local people to identify issues to be addressed or comment on the proposed actions. The information local people receive will not include confidential details of individuals or areas that may jeopardise any planned enforcement action.
- Each operation will have a more formal briefing session to be lead by the NPT Inspector for that area.
- The Area Community Safety Co-ordinator will be responsible for monitoring the operation and ensuring the key actions are being carried out. After each operation, results will be shared with the Area Committee, local community and the Tasking meeting for that area. The Tasking meeting will then ensure that follow up work is carried out as appropriate.

5.1.3 As in previous years, it was agreed that the Outer South area will have two Operation Champions. These will be in Rothwell (16th/17th March) and Ardsley Robin Hood (12th/13th October). A full schedule of Operation Champions in South Leeds is outlined in **Appendix 2**.

5.2 Health and Well being Partnership

5.2.1 The South East Health and Wellbeing partnership met on the 14th January. The most recent minutes available are attached at **Appendix 3**. Key agenda items included communications; self care and partnership priorities. The communications aspect included the need for accessible hub that all partners on the partnership could access and agreement was reached that we utilised the Leeds Initiative Healthy Leeds Extranet to retain all documents of relevance to the locality partnership. All members of the partnership would be given access and encouraged to use this system. The self care item was presented by Judy Carrivick lead officer from NHS Leeds – the partnership agreed they needed to understand this agenda further which focuses on supporting people presenting with ill health to support them to self manage their care. The partnership was in support of the activity but felt they needed to initially focus on working to the preventative agenda.

5.2.2 The partnership are working to develop a local action plan for 2010/11 and agreed initial priorities would be around informing and influencing commissioning; reviewing and embedding existing good practice and strengthening communications. Sub working groups are to meet between now and April to firm up detailed action plans and consider key components that could be reflected within the health and wellbeing area delivery plans.

5.2.3 The next meeting of the partnership will continue to focus on development of a joint action plan; consider integrated working between locality partnerships beginning with Children and look at the NHS health check programme which is to be rolled out across the city.

5.3 **South Leeds Enterprise, Education and Training group**

To further strengthen links between the SLEET group and the Outer South Area Committee, the most recent minutes available are attached at **Appendix 4**.

5.4 **Children Leeds South Leadership Team**

To further strengthen links between the Children Leeds South Leadership Team and the Outer South Area Committee, the most recent minutes available are attached at **Appendix 5**.

6.0 **Cleaner Neighbourhoods Sub Group**

6.1 The Cleaner Neighbourhoods Sub Group meeting is planned for Tuesday 26th January to discuss Environmental issues and actions highlighted in the Area Delivery Plan (ADP).

6.2 Ginnel Mapping

Area Management (AMT) have co-ordinated a second meeting with all relevant partners to actively assist and partake in a ginnel mapping exercise in Outer South. This successful meeting was held in December and involved, AMT, Public Rights of Way, Land Records, Highways, Streetscene and Aire Valley Homes. The meeting agreed commitment from all partners to actively support the exercise and the key land ownership document for each service was presented and discussed. Partners agreed a process for delivery; starting with a request to the Information Team for a definitive landownership map amalgamating the land ownership maps and a second meeting arranged in early February to review the draft map and to identify ginnels for marcation on this map. The final map will be circulated to Members and partners to assist in the quick identification of ownership of ginnels in Rothwell to enable a quick referral and solution of environmental issues.

6.3 Community Skips

During the ongoing industrial action by refuse workers this service had been identified as a resource that could be used outside of its intended purpose by encouraging local residents to use them to dispose of their household waste. It was also considered to pose a possible environmental health risk due to the likely high levels of waste accumulating around the skips with no service available to clean any significant debris left following the removal of the skip. In the light of this it was decided to suspend the community skip provision temporarily, however, now the industrial action is ended, the community skip provision has now been reinstated.

- 6.4 The annual John O'Gaunts Environment Week is planned for February half term and the Tenants and Residents Association are working with the Priority Neighbourhood Worker to arrange a planning meeting to develop a proposal and partner input.

7.0 Conservation Audits

- 7.1 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.

7.2 Morley Conservation Area Appraisal

- The existing conservation areas of Morley - Town Centre and Morley - Dartmouth Park have been reviewed.
- An appraisal has been produced proposing the substantial enlargement of the conservation area. The two existing conservation areas would be merged within the larger 'Morley Conservation Area'.
- The public consultation for this work has been undertaken. Work is ongoing in light of the consultation responses and it is hoped that the appraisal and revised boundary will be adopted in the near future.

7.3 Rothwell Conservation Area:

- The draft appraisal and boundary review has been through a period of internal consultation.
- A six week period of public consultation will run from the end of January and will include a public exhibition, public meeting, and direct mailing to all affected by the proposed boundary change and local publicity.
- The appraisal should be adopted and operational from April 2010.

7.4 Oulton Conservation Area

- The draft appraisal and boundary review is currently at internal consultation.
- A six week period of public consultation will run from the end of January - see Rothwell for details of what this will include.
- The appraisal should be adopted and operational from April 2010.

- 7.5 During the initial work for the Oulton review it became clear that there are areas of special architectural and historic interest in the adjoining settlement of Woodlesford. Initially the idea of having an expanded 'Oulton with Woodlesford' conservation area was considered. The community are currently working on a Neighbourhood Design Statement for the joint area. However, it became apparent that the two areas are of very different characters and therefore would be better off as two separate conservation areas with Oulton defined by the remains of its rural, vernacular, agricultural past and Woodlesford shaped by the later industrial boom of the quarries, mine, industry along the canal and railway. The possibility of designating and appraising a new Woodlesford conservation area was discussed with the Community Conversation Officer and Rothwell Ward Members at a meeting of 14th December. Members were supportive of the proposal. The conservation area appraisals team are

currently putting together the 2010/11 work programme and would be able to undertake the designation and appraisal of a new Woodlesford conservation area at a cost of £5, 000. This is a slightly reduced rate made possible through the work already carried out during the initial stages of the Oulton appraisal. A proposal is detailed in the Well being Report requesting Area Committee funding.

8.0 Community Engagement and Area Delivery Plan 2010/11

- 8.1 As part of the Outer South Community Engagement Strategy the Area Committee approved a range of methods for engaging and empowering local residents. Two of these tools were Participatory Budgeting and Neighbourhood Improvement Plans.
- 8.2 Rothwell Members chose Participatory Budgeting as an appropriate engagement tool for the Wood Lane estate. A successful initiative was delivered by the Priority Neighbourhood Worker in autumn 2009 and an evaluation report of the engagement and decision making process is attached at **Appendix 6**.
- 8.3 The Neighbourhood Improvement Plan for Oakwell and Fairfax estate in Drighlington was started in February 2009 and completed in October 2009, in line with the Area Committee's 2008-11 NIP programme aims and timescale. The Priority Neighbourhood Worker has completed an evaluation report of the process and is attached at **Appendix 7** for information.
- 8.4 Area Management Team are now working to ensure that the community engagement results and the Area Delivery Plan 2010/11 are linked to the priorities and actions. This will be achieved through meetings with partners and using the collated the consultation results to influence their service delivery plans in Outer South and agree their actions for the 2010/11 Outer South Area Delivery Plan. In addition, development of the Community Engagement Plan for 2010/11 has started, which will be presented to Members for their approval and so continue the cycle of community engagement influencing future Area Committee priorities.
- 8.5 A detailed report on the Outer South Community Engagement Plan and Area Delivery Plan will be presented to Members at the March Area Committee.

9.0 Morley Literature Festival

- 9.1 At the November Area Committee, £10,000 revenue Well being funding, subject to Executive Board approval, was approved to support the delivery of Morley Literature Festival 2010. In December, the Festival Director stepped down from the role and notified the Festival Committee. The Area Management have been supporting the Festival Committee Executive in finalising contractual arrangements to satisfy all parties and to commission a Director for the 2010 Festival.
- 9.2 Assistance and guidance was sought from the Director of the Ilkley Literature Festival and Paula Truman, Morley Literature Festival Director in 2007 and 'Critical Friend' in 2008 on methods for promoting the post. The vacancy was circulated to all members of Arts Councils mailing lists, posted on artsjobs.org.uk, placed in the Literature Training fortnightly newsletter and Paula Truman circulated to her literary events contacts. This process generated 15 requests for further information and six applicants.

9.3 Of the six applicants who submitted a CV and covering letter, three were shortlisted by the Executive Committee and invited to attend interviews on Monday 25th January at Morley Town Hall. The shortlisted candidates are all very strong applicants and the Executive are confident that a Director will be appointed shortly.

10.0 Town & District Centre Regeneration Scheme

10.1 Local Shops Initiative (LSI)

10.1.1 The government has made a three million funding package available to help areas hit hardest by the recession to find creative ways to reduce the negative impact empty shops are having on the high street and to ensure town centres remain vibrant places for people to meet and shop.

10.1.2 It is intended that the money be used as a quick response to give a boost to local high streets and Councils have been advised to spend it 'as they see fit'. However, the scheme needs to be part of a defined programme so it compliments existing initiatives whilst providing a legacy to aid the vitality and viability of high streets going forward.

10.1.3 As one of the hardest hit areas, Leeds City Council has received £52,631.58 to use on ideas to 'boost town centres and transform empty shops into something useful. At the Regeneration Management Team meeting on 14th October 2009, it was decided to divide the funding between the city centre and the 3 area management wedges. Each area wedge will receive £13,000 funding.

10.1.4 Morley Bottoms has been identified as an area needing to improve the commercial premises to increase their attractiveness and following consultation in the wedge it has been agreed to allocate all the South East Wedge funding of £13,000 to Morley Bottoms.

10.1.5 Following the development of criteria for spending this money, property owners will be invited to bid to the project. Through this funding the number of empty units will be reduced thereby further increasing the appeal of the area and the likelihood of neighbouring premises becoming occupied.

10.1.6 Members are asked to approve the Empty Shop Fund criteria for Morley Bottoms at **Appendix 8** as an appropriate way to spend the Local Shops Initiative fund. It is not suggested that funds be allocated retrospectively but, because this project has been in development for sometime a particular project has gone ahead without prejudice and Members may wish to include this in their deliberations when bids are submitted.

10.2 Morley Bottoms

10.2.1 The new Project Team continues to meet to coordinate this scheme.

10.2.2 The scheme position is as follows.

The Morley Bottoms scheme has 4 components:

1. Affordable Housing. A Lettings Policy will be developed in consultation with Members and a planning decision is due by Monday 25th January. Meanwhile, Yorkshire Housing is holding an information event to be held on Monday 1st February 3-7pm in the Morleian Room at Morley Town Hall, regarding the new development on Chapel Hill in Morley Bottoms. The event will provide an

opportunity for local residents and businesses to meet representatives from Yorkshire Housing, Aire Valley Homes, LCC Regeneration Service and the Affordable Housing Delivery Team to discuss any questions or concerns they have regarding the scheme.

2. Lay by and public realm work: The lay by and public realm work has been completed. Project Board have agreed to match fund the Area Committee £5,400 for the "pedestrian trail", involving improvements to streetlighting, painting of street furniture and lighting to the War Memorial which will improve linkage with Morley Bottoms and Queen Street
3. S215 Enforcement Action is ongoing at 2a Queen St ongoing. Meanwhile, 1 and 3 Brunswick St requires further discussion and will be pursued by the Town Centre Manager, Enforcement and owners
4. Highways improvement. This element is expected to be delivered in 2010/11

11.0 Coalfields Regeneration Trust Funding

- 11.1 Following the update to the November Area Committee, Area Management has been working with key partners, notably Health for All, Aire Valley Homes and Rothwell Children's Centre to progress the Rothwell Families Project targeting Wood Lane and John O'Gaunt's estates which is funded through the Coalfields Regeneration Trust.
- 11.2 The project includes the employment of a dedicated worker for John O'Gaunt's and Wood Lane estates with a remit to improve the opportunities and access residents have to health, training and skills services. The project also includes funding for sessional workers and child care.
- 11.3 At a steering group on Thursday 17th December 5 local residents attended along with key partners discuss achievements to date and identify their next priorities. The Priority Neighbourhood Worker had successfully secured the support from the PCT which saw two representatives of the local health workers attend the meeting. This new input is highly significant not only for the project but to also as it provides an opportunity to improve the partnership between other Outer South Area Committee projects and the PCT.
- 11.4 Project updates to the steering group covered new internet provision at Rose Lund Centre to provide an IT suite and associated homework club, job seekers support and planned youth sessions. Keep fit classes are being held at the centre with more than ten people attending each week. Consultation identified a wish for a Teatime club based on the model of the John O'Gaunts group. Funding for a Wood Lane Tea Time Club was secured by residents through Wood Lane 'You Choose' decision day.
- 11.5 The Coalfields Regeneration Trust approved the alteration to the job description for the coordinator's post to have a stronger community development role and following advert candidates were shortlisted and interviews held on 21st December. There was an outstanding candidate who has accepted the job offer by Health for All and it is hoped they will be in post by February.

12.0 Year of Volunteering

- 12.1 At the November Area Committee, Members approved an Outer South programmed of activities to support the Leeds Year of Volunteering. This included rebranding much of the Area Committee's ongoing work to support and celebrate community groups as well as introducing new elements; including a market style event to provide funding information to community groups and provide details to residents interested in becoming volunteers. The event will be held on Saturday 20th March 10.00am - 2.30pm at Tingley Youth and Community Centre. Community groups will be contacted by Area Management inviting them to have a stall at the event. An incentive through a prize draw will be offered to community groups attending.
- 12.2 Area Management Team is represented at the monthly Year of Volunteering Theme Leads Group. This has improved the communication on decisions made and resources available to support the South East Wedge.
- 12.3 In addition to the events published recently, the Seigen Circle have contacted the Area Management Team to outline a school exchange programmed that will take place for a week from the 3rd September 2010 and will be branded as part of the Leeds Year of Volunteering. AMT have facilitated links between the group and Voluntary Action Leeds who will be able to support the group in providing volunteering opportunities for the students during the exchange week.

13.0 Recommendations

- 13.1 The Area Committee is asked to:
- a) note the above information and make comment as appropriate.
 - b) As outlined in 10.1, agree to the Empty Shop Fund for Morley Bottoms as an appropriate initiative to spend the Local Shops Initiative fund and agree the criteria at Appendix 8. Members are also asked to consider their involvement in deciding the allocations against bids.

Background Papers

- Acting Area Manager's Report, 30th November 2009
- 'Department of Communities and Local Government: Extra Support for Town Centres', Regeneration Management Team Meeting, 14th October 2009
- Community Engagement, 22nd June 2009
- Well Being Report, 30th November 2009
- Conservation Area Reviews, 10th September 2007