

---

**Report of the East North East Area Manager**

**North East (Inner) Area Committee**

**Date: 18<sup>th</sup> October 2010**

**Subject: Inner North East Community Engagement Strategy**

---

**Electoral Wards Affected:**

Chapel Allerton  
Moortown  
Roundhay

Ward members consulted  
(referred to in this 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**

The area committee has delegated responsibility for community engagement in the area, this report provides an update on progress against the community engagement strategy approved by this area committee in June 2010.

This report also presents for approval a schedule of groups to be consulted as part of the engagement cycle over the next 12 months and the events and meetings to be held. It includes an outline of the approaches to be taken and methodology of engagement activity.

## **Purpose of this report**

1. This report highlights progress made to implement the attached Community Engagement Strategy (Appendix 1). The strategy sets out how the Area Committee will consult, engage and communicate with residents within the resources it has available and is able to lever in from partner organisations (such as the Police and East North East Homes).
2. Approval is sought for the proposed activity and format for community engagement during Autumn 2010 as well as details of groups to be actively engaged throughout the annual cycle of community engagement.
3. The revised community engagement strategy (approved at the June Area Committee meeting) was updated following discussion at the March Area Committee meeting to better explain the role of the Community Leadership Teams and how it is proposed to strengthen links between residents and Area Committee business. The report asks the Area Committee to agree the nominations for the chair for each of the CLTs for the 2010/11 municipal year (subject to approval from the Council Member Management Committee).

## **Background Information**

4. Community Engagement is one of the Area Committee's key delegated functions and as such it is important that there is a clear strategy in place for this to take place and be assessed against.
5. In 2009/10 the Area Committee's strategy was focussed on ward engagement events to fit in with the Area Delivery Plan cycle.
6. The new strategy aim is to help:
  - improve everyday engagement and relationships between local staff and residents
  - improve residents influence on the planning and improvement of services to tackle local priorities
  - improve local accountability for promised actions
  - support the civic role of residents to help build stronger and more sustainable communities
7. It is hoped that the introduction of a more comprehensive strategy will assist in discussions with key partners and lead to proposals for a partnership strategy for the Area Committee in 2011/12. The ambition is to reduce duplication, reduce public confusion about consultation and to embed community engagement as something done as part of the day job rather than just through "meetings".
8. The strategy set out that throughout the year there would be:
  - ✓ Two community engagement events a year to fit in with the ADP planning cycle (formats to be agreed with relevant ward members)

- ✓ Ad-hoc public meetings to be held to debate and discuss hot topic issues as the need arises, including bespoke consultation as required (e.g. school places, major planning issues etc).
  - ✓ 4-6 weekly public Police and Communities Together (PACT) meetings to allow residents to focus on local policing, crime and ASB issues. The top 3 current priorities to be agreed and progress reported at next meeting.
  - ✓ Support for existing community events and summer galas, with attendance and information from local services where possible
9. In the priority neighbourhoods the following additional engagement will take place:
- ✓ Quarterly meetings of the Community Leadership Team held in public (split into a business meeting and open meeting incorporating a “have your say” item)
  - ✓ An annual community conference (incorporated into one of the CLT meetings) which brings the team of local services/front line staff together with residents to help plan improvements for the year ahead
10. These commitments will complement existing public engagement that is supported by partner organisations such as tenant and resident association meetings.

### **Summer Engagement Activity**

11. During the summer period area management staff attended 5 events hosted by other groups and organisations. The purpose of the summer engagement was to highlight achievements and progress against the promises in the community charter, celebrate cohesion, as well as feeding back to the community on projects funded in their local area.
12. Using pre-existing events in the locality enabled the team to engage with approximately 200 residents whilst incurring minimal costs. The main associated cost was officer time, and enabled the area management team to help support local groups further.
13. The events provided the opportunity to engage with a cross section of the community of all ages due to the events that were chosen, including the West Indian Carnival, the Scotthall Breeze and Friends of Gledhow Valley Woods fun day. A key outcome was positive feedback from residents on the work that was being undertaken and projects funded making a positive impact on the area.

### **Proposed Engagement Activity 2010/11**

14. A core element of the strategy is to work better with what is already out there. This includes where groups of residents are already being brought together either as part of an association, resident network or by a particular organisation/service as a user or advisory group.
15. Moving in to the Autumn period there is a need to begin consulting with partners and the local community to begin to gather views to enable priorities for the coming year to be set.

16. The current Leeds Strategic Plan (LSP) ran for the period 2008/11 and therefore is currently under review with new strategic priorities emerging. Consultation upon the new priorities and a linked ADP needs to be undertaken and this will form the focus to the engagement events and activities during the next 3 months. It will also feed in to the service planning and budget setting processes for partner agencies and departments.
17. There is an increasing pressure to ensure that we are being as cost effective as possible in the delivery of services and by ensuring that we are doing more with the groups and channels which already exist in the area it is seen that more outputs and outcomes may be achieved.
18. It is therefore suggested that during the course of the year the groups and meetings highlighted in appendix 2 are approached to take part feeding in to the consultation process. It is not envisaged that all groups will be engaged on every occasion, but a cross section from each theme heading. During the course of the year all groups in the suggested table will have been involved in some part of the process, with all receiving an update on the outcomes of their input.
19. To gather the priorities to feed into the ADP it is proposed that during the Autumn period area management staff will carry out the following in accordance with the agreed engagement strategy:
  - Attendance at 8 community group meetings (selected from the suggested groups in appendix 1)
  - Host 2 open access sessions (providing residents opportunity to drop in and provide views to staff)
  - Attendance at 3 PACT meetings
  - Questionnaire/Survey to groups and organisations in local area
  - Questionnaire on Talking Point for community to access
  - Service providers and partner meetings to assess priorities.
20. The emerging priorities for the new LSP will be used as a basis for consulting on, seeking views on which are seen to be a priority for the inner north east, why, and if they are where this is a particular issue. Residents will also be asked if they have any suggestions for actions to address their issues. The results will feed into the ADP and neighbourhood improvement plans as well as being shared with partners to feed into the service planning of individual services.
21. The questionnaire sent out to residents/community groups and placed on Talking Point will follow the same principle. The draft questionnaire will be circulated to all Area Committee members prior to circulation to local groups.
22. The key outcome is to enable the Area Committee to have a draft Area Delivery Plan in place for January 2011, a spending plan for Well Being Funding in Place by March 2011 Area Committee and a Community Charter prepared for distribution by April 2011. This will bring the timetabling of documentation in line with the financial year ready to be communicated to the local community.

## **Citizens Panel**

23. A range of pilot community engagement methods have been undertaken during 2009/10, one of these being the Citizens Panel in West North West.
24. The pre-existing city wide panel was expanded through the recruitment of additional members in the West North West wedge of the city to better reflect the demographical make up and increase the numbers. This forum has enabled the team to increase engagement and have a panel readily accessible to use for consultation on issues. It has been seen as a useful method of engaging that is both cost effective and productive as **thus best practice**.
25. Recruitment to the panel will be undertaken by the Corporate Consultations Manager in early 2011 and it is envisaged that the panel will be up and running by April 2011.
26. This will enable the Area Committee to conduct surveys and consultation on issues for the area, such as resident satisfaction surveys. This will strengthen the ongoing face to face engagement work as outlined in the Community Engagement Strategy.

## **Community Leadership Teams**

27. As part of the Neighbourhood Management work taking place in the priority neighbourhoods within Inner NE there will be Community Leadership Teams developed for each. These will be chaired by a ward member and will consist of local residents who are already engage with the community in a range of sectors (i.e. TRA's, School Parent Governors, Childrens Centre Steering Group members etc). This group will help steer the Neighbourhood Improvement Plan, provide assistance in evaluation of projects and service improvements, and communicate the project to local residents.
28. At this stage a scoping document and a strategy for development of these groups, alongside the Team Neighbourhood approach, has been completed alongside a draft Terms of Reference and Job Description for the Community Leadership Team. It is proposed that work on the Chapeltown and Scott Hall CLT is prioritised within the Inner NE Area with recruitment to commence in November 2010 and an initial meeting of this group to be organised for early in the new year.

## **Recommendations**

The Area Committee is asked to not the contents of this report and:

- i. Approve the proposed engagement activity and format for Autumn 2010
- ii. Approve the approach of engagement with groups/meetings identified for 2010/11
- iii. Elect chairs to lead the community leadership teams for the Chapeltown and Meanwood priority neighbourhoods