



**Report of the Director of Environment and Neighbourhoods**

**To: Outer North West Area Committee**

**Date: 13<sup>th</sup> December 2010**

**Subject: Area Manager's Report**

**Electoral Wards Affected:**  
 Adel & Wharfedale  
 Guiseley & Rawdon  
 Horsforth  
 Otley & Yeadon

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**

The purpose of this report is to inform members of progress on a number of projects in Outer North West Leeds as determined by the Area Delivery Plan 2010/11. The Area Delivery Plan is the key strategic document produced by the Area Committee and the local expression of the Leeds Strategic Plan.

**1.0 Purpose of This Report**

1.1 This report informs Members of the progress against Area Committee functions and roles as agreed by Executive Board in July 2010. The report is formatted under the themes of the Leeds Strategic Plan.

**2.0 Background Information**

2.1 The Area Delivery Plan for this Area Committee was agreed by Executive Board in July 2010 together with the Area Committee functions and enhanced roles.

**3.0 Main Issues**

**Environment**

3.1 **Environmental Services Delegation** - The work on bringing together the services identified in the report to the last Committee cycle has been progressing. A Project

Board has now been established to oversee the delivery which includes Senior Officers from Environmental Services, Regeneration and Governance. The project is being led by Helen Freeman, Chief Environmental Health Officer.

- 3.2 A work programme has been produced which aims to achieve the delegation of the services being pulled together by the beginning of the new municipal year. The main tasks to be achieved are:
- Integrating the currently separate services and recruit to the new structure;
  - Mapping current resources and assessing the environmental management needs of localities;
  - Delivering a programme of Member Development to equip Area Committees to take on the new responsibilities and manage the Service Level Agreements; and
  - Design and agree the SLAs with Committees.
- 3.3 A full progress report and module of Member Development will be provided for the next Committee cycle. Interim progress was due to be reported to the Area Committee Chairs meeting on the 3<sup>rd</sup> December.
- 3.4 At the Environment & Streetscene sub group on the 8<sup>th</sup> November, the group requested further information on how the delegation will work in practice, including robust data to support the allocation of resources and a clear understanding of what is meant by 'needs led'. It was also agreed that there has to be an equitable way of assessing needs.
- 3.5 **Project Horsforth** - A multi agency action group for Horsforth was set up last year, coordinated by the West North West Area Management team in response to residents' concerns about issues in and around Town Street, Broadway, King George's and other areas nearby. Participating agencies include West Yorkshire Police, Horsforth Town Council, Anti-social Behaviour Unit, Safer Leeds, Fire Service, Extended Services, Environmental Action Team, Youth Services and West North West homes Leeds (WNWhL).
- 3.6 A 12 month plan for Project Horsforth commenced following the first survey undertaken by the police at the beginning of the project. Many operations have been carried out throughout the year as part of the plan, including a number of Environmental Visual Audits (EVA), a week of community safety and environmental actions, an Operation Champion and a 'Have your say' event. A further survey was carried out 12 months later by the police which showed that public satisfaction and confidence in the police to deal with crime and anti social behaviour had increased between the two surveys.
- 3.7 **The Carbon Reduction Small Grant Scheme** is now being developed by the west north west area management team under the guidance of the Area Committee and its Environment and Streetscene subgroup. The aim of the scheme is to encourage and assist a variety of tree planting projects that will help raise the awareness of climate change and contribute to reducing the amount of CO2 emissions present within the outer north west Leeds area.

- 3.8 Further work has been undertaken following the September Area Committee to complete the scheme application pack. A letter has also been drafted to be sent to local businesses to request additional funding to maximize the potential funds available for the scheme. The application pack and draft letter were presented at the Environment and Streetscene sub group for consideration who considered a simpler approach should be taken. The scheme will now be promoted to groups throughout the area.

### **Thriving Communities**

- 3.9 **Lifetime Neighbourhoods For Leeds** – members were informed at the March 2010 Area Committee meeting of the proposals for improvements to older peoples housing and care as the result of a successful expression of interest for Round 6 of the national Housing PFI programme. The project was to focus on the provision of new and high quality affordable homes with extra care options for older people.
- 3.10 The Council has now been informed that the next round of bidding for PFI credits has been withdrawn including the ‘Lifetime Neighbourhoods for Leeds’ project which would have built up to 700 new homes for older people in Leeds. The council will look at alternative investment opportunities for this project, working with the Government and other potential partners. The affected schemes in outer north west are at Farrar Lane, Holt Park and Haworth Court, Yeadon.
- 3.11 **Promotion of Yeadon High Street** - Following the Yeadon High Street regeneration scheme, a leaflet promoting the High Street was completed in time for the Christmas Lights switch on event in Yeadon in November. The leaflet gives details of local places of interests and includes a map of the town centre as well as details of local shops. It will be distributed throughout the area as well as to Council venues across Leeds. WNW area management team coordinated the work with the Council’s Graphics Team and it was funded from the area committee’s small grant fund.
- 3.12 **Operation Champion** – an operation will be held in the outer north west area in December focusing on anti-social behaviour. Outcomes of the operation will be circulated to Members.
- 3.13 **CASAC Burglary Reduction** – Members approved new funding of £40,000 from the Wellbeing budget at the last area committee meeting for another year of operation of the burglary reduction scheme, due to the project’s popularity and success over the past few years. CASAC will expect a contribution from beneficiaries this year which means that more properties can benefit from this effective crime prevention project. The Community Safety Sub Group will receive regular quarterly performance updates.

### **Health and Wellbeing**

- 3.14 The West North West Health & Wellbeing Partnership meets every two months to address priority issues in the area in relation to health. The last meeting was held on the 24<sup>th</sup> November. A working draft of the City Priority Plan for Health and Wellbeing

2011-2015 was presented to the meeting detailing the strategic priorities for the next four years. The consultation has commenced on this via the Vision for Leeds but further contributions were requested on local priorities and targeting of local partnership actions to incorporate into the final plan. Consultation will take place with The Councils Health and Adult Social Care Scrutiny Boards, the third sector and NHS Leeds.

- 3.15 The meeting also received a presentation on Telecare Leeds which is an exciting new initiative which uses simple monitors to help people feel safer in their home. The Telecare service builds upon the already existing Care Ring emergency alarm service operated by the Council. It is an intervention which helps to address one of the West North West health and well being priorities of excess winter death. The manager of the service is keen to promote its work more widely so she will be invited to the next Area Committee health and well being sub group in January.
- 3.16 The Partnership also received an update on the next steps that are being taken in tackling the alcohol challenges in West North West Leeds which will include work to be undertaken with GP's and Adult Social Care on the 'frequent flyers' (those who are admitted to hospital more than 3 times a year with alcohol conditions) to look at a team approach to treating people in their communities. Progress has also been made on a number of other initiatives including improved care pathways from WNW Homes and Childrens Services for those with families, a coordinated response to specific alcohol 'hotspots', and working with GP's to identify patients with alcohol issues through the use of NHS health checks.

### **Transport**

- 3.17 **Leeds Core Cycle Network** – The Executive Board has approved the design and implementation of the Leeds Core Cycle Network project proposed by City Development department in October 2009. It was also agreed that the estimated expenditure of £1.4 million for the first elements – Route 3,5,15 and 16 - of the proposed Core Cycle Network Project is to be funded from the Integrated Transport Parent Scheme within the approved Capital Programme. Route 5 is from Cookridge to the City Centre and construction is now underway. Substantial completion is expected by the beginning of March 2011 and the estimated total cost is £ 430,000 including a £180,000 contribution from Sustrans for Safer Routes to Schools.

### **Harmonious Communities**

- 3.18 **Year of the Volunteer 2010** – The Area Management Team organised a 'West North West Volunteer Thank You Event' on 9<sup>th</sup> November as part of the Leeds Year of Volunteering 2010. This was an opportunity for the Area Committees in West North West Leeds to recognise the role of volunteers in improving their area and thank them for their efforts.
- 3.19 The event took place in the Lord Mayors banqueting suite of the Civic Hall with the participation of the Lord Mayor of Leeds, local Councillors as well as approximately

120 volunteers and their supporters. Certificates of appreciation were presented to 28 volunteers who had been nominated for their valuable contribution to West North West Leeds, including 5 from the Outer North West area. In addition, an award was also given to one volunteer from each of the four Committee areas for their outstanding contribution. Entertainment was provided by Bramley Primary School's choir and The Citizens Orchestra and volunteers had the opportunity to network with other organisations. An evaluation of the event generated very positive comments – attendees enjoyed the event, felt it was well organised and felt the venue was appropriate. Comments included:

- “the choir was extremely good and the citizens orchestra. Thank you to everyone who made this evening so enjoyable”
- "Very good, it was a nice way to say thank you"
- "Lovely to see so many selfless people being appreciated. Particularly enjoyed the children's singing and the citizens orchestra"

3.20 **Horsforth Design Statement** – The Design Statement was adopted in November as a Supplementary Planning Document and management plan. The document was officially launched on December 4<sup>th</sup> at Horsforth museum and copies are available for sale in local venues.

3.21 **Cumulative Impact Policy** - A review of the Cumulative Impact Policy for Horsforth was carried out by the Entertainment Licensing Section. Based on the information received from ward members, local policing teams, Environmental Health Service and an interrogation of the Section's own statistics, it is proposed that the New Road Side area is added in the review. The consultation on the proposal ended in October with no major objections. The final draft was approved by Leeds City Council on 17<sup>th</sup> November and will come into effect from 5<sup>th</sup> January 2011.

3.22 **Community Centres' Management** – Stanhope Drive Youth Centre in Horsforth was declared no longer fit for purpose due to its condition and the fact that it no longer met local needs or those of its users. A decision was made with the support of the Horsforth members to sell the building and to use the capital receipt from the sale to off-set the refurbishment costs at the Old Library on Town Street in Horsforth. This facility now provides a new youth centre for Horsforth and office accommodation for the west north west area management team. Corporate Property Management have requested that there is a transfer of resources generated from the closure of Stanhope Drive to the new accommodation. Members are asked to confirm that the revenue savings from Stanhope Drive can be used to support the accommodation costs at the Old Library.

3.23 **Community Engagement Programme Update**- A body of 1800 residents currently form the Leeds Citizens Panel. Through the council's Communications Team a programme of city-wide consultation is undertaken with this demographically representative group of Leeds residents. An agreement has been reached between the Communications Team and WNW Area Management for the citizens panel to be

used more intensively at the Wedge and Area level with a significant increase in membership city-wide.

- 3.24 Following the successful use of the Citizens Panel as part of the WNW pilot, plans are now underway to roll out this activity across the whole city. A recruitment process of additional Citizens Panel members will be required to bring the panel membership up to 5000 members. That would offer about 500 panel members for each Area Committee area.
- 3.25 Building on the quality of population sample that the Citizens Panel provides, the area management team have developed the use of two qualitative and complementary research methods by which panel members have been consulted.
- Online Surveys  
A programme of quarterly surveys distributed to citizens panel members through Talking Point has been developed. The first of which is the “Community Safety and Environment Survey” which was undertaken in March 2010 and received 71% response rate. Further surveys on a range of themes are planned for the 2010-11 financial year.
  - Focus Group Sessions  
To complement the surveys, a series of focus groups sessions with the Citizens Panel members have been commissioned to the external research agency, Enventure who will undertake one focus group session in each of the four Areas. Area Management have undertaken the recruitment to focus group sessions while Enventure will facilitate the sessions and provide a report setting out the findings.
- 3.26 Area Management has developed a series of Leeds City Council webpages: 1 for the wedge and one for each of the four Area Committee Areas in the West North West part of the city. <http://www.leeds.gov.uk/wnwareamanagement> These web pages provide a broad range of information to visitors and serve to raise the profile of the work of the Area Committees and the Area Management Team and highlight the value of the Area Delivery Plans.
- 3.27 A project team within the WNW Area Management have been assembled to oversee the development of the area web pages as part of the community engagement programme. They have liaised closely with Corporate Communications and IT to undertake the development of the web content.
- 3.28 Following the success of the ENE Area Charter pilot, the team have begun to investigate how a similar approach can be undertaken in the WNW. A printed Area Charter for each of the 4 areas in the wedge will form an important component of the team’s community engagement programme. 2000 copies of the Area Charters will be printed (500 X 4 Areas).
- 3.29 The development of high quality web content has reduced some of the need for the team to invest in the production of printed materials, but there is a recognition that

print media will continue to be part of how information is communicated to communities at the area level.

- 3.30 The Community Charters represent a shorter and more accessible version of the Area Delivery Plan which will help communicate the council's and its partners' commitment to addressing important local issues in the coming year. Printed copies of the charter will be made available to the public in a range of locations across the area. A draft of the Outer North West Community Charter is enclosed at appendix 1 of this report for members comments.

#### **4.0 Implications for Council Policy and Governance**

- 4.1 The Area Delivery Plan for Outer North West is administered through the West North West Leeds area management team.
- 4.2 Well being projects develop from Outer North West's Leeds Area Delivery Plan and through consultation with Area Committee members. The plan helps to fulfill the Council's Corporate Plan objectives by aiming to create better neighbourhoods and confident communities.

#### **5.0 Legal and Resource Implications**

- 5.1 In order to meet the Area Committee's functions, funding is supplied via Well Being budgets and the Community Centres Budget.
- 5.2 In order to meet the Area Committee's roles, funding is in the main supplied by other Leeds City Council Departments mainstream budgets, and external partner agencies e.g. the Police and Primary Care Trust, which is in turn reflected by the fact that the Area Committee's role here is to influence, develop and consult. However, wellbeing funding has resourced some projects here e.g. area based regeneration schemes and conservation area reviews.

#### **6.0 Conclusions**

- 6.1 The functions and roles of the Area Committee aim to:
- Improve the quality and value for money of Council service delivery
  - Improve the quality of democracy and find new ways to facilitate citizen participation in local government through the development of links between ward members and their communities.
  - To co-ordinate policy and service delivery between the local service providers.

#### **7.0 Recommendations**

- 7.1 Outer North West Area Committee members are requested to:
- note the contents of the report and comment on any aspect of the matters raised

- suggest items for inclusion on future agendas
- review the content of the Community Charter enclosed as appendix 1 and provide comment as necessary
- confirm the approval of the transfer of revenue savings from Stanhope Drive youth centre to support the accommodation costs at the Old Library

**Documents referred to in this report:**

Executive Board Report July 2008.  
Executive Board Report 14 October 2009