

Report of East North East Area Leader

Report to North East (Outer) Area Committee

Date: 3rd July 2012

Subject: Area Committee Business Plan Priorities and performance monitoring

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Alwoodley, Harewood, Wetherby		
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number: Appendix number:		

Summary of main issues

Corporately the Area Support Team is required to have a performance management framework in place for the Area Committees. This framework is to include three key Area Committee priorities to report on. In the light of this the wording of the Area Committee priorities has been reviewed. The three key priorities along with the rest of the reworded area committee priorities are presented in this report for the Area committee to consider.

The report also includes an update from the Localism Officer, who is funded by the Area Committee.

Recommendations

The Outer North East Area Committee is asked to:

Approve the revised Area Committee priorities;

Agree the three key priorities and note the framework for reporting these;

Note the update from the Localism Officer;

Purpose of this report

1.1 This report seeks Area Committee approval for the 2012/13 Priorities.

1.2 The report also sets out the proposed top three priorities for 2012/13 and reporting mechanism for all actions.

2 Background information

2.1 At the June 2011 Area Committee meeting the Delegates Roles and Functions of the Area Committee were presented along with a forward work programme detailing how the roles and responsibilities would be discharged and action taken during 2011/12.

2.2 Since then an Area Committee Business Plan, which takes the forward work programme a stage further and sets out in more detail the work of the Area Committee, was created. This replaces the old Area Delivery Plan (ADP).

2.3 The Business Plan was developed to provide a consistent approach and framework across the City following the direction from Councillor Gruen, Deputy Leader of the Council and Executive Member for Neighbourhoods, Housing and Regeneration and James Rogers, Assistant Chief Executive, Policy Planning and Improvement. The plan provides a business planning framework with the main headings that the Area Committee are expected to adopt with information beneath to reflect the local circumstances.

2.4 The Area Committee Business plan provides comprehensive information about the Area committee and the area it serves. It is refreshed annually. The priorities will be monitored at the Area Committee meetings and performance managed.

2.5 The Outer North East Area Business Plan was approved at the Area Committee meeting on March 2012.

3.0 Area Committee Priorities and Reporting Mechanisms

3.1 Corporately the Area Support Team is required to have a performance management framework in place for the Area Committees. This Area Committee Performance Framework is the primary method of capturing performance information for Area Committees.

3.2 The Area Committee is asked to agree three key priorities that it considers important to progress in the forthcoming year, along with actions to achieve this. These actions should be constrained to only those outcomes that the Area Committee achieve, rather than those done by partners. They should clearly show what difference Area Committees make and what value they add.

3.3 In the light of this requirement, the wording of the priorities for the Area Committee has been reviewed and a revised set of draft priorities, set out in the new performance management template, is attached at Appendix 1. It includes three key priorities, with supporting actions, for the Performance Framework which fit the criteria outlined in paragraph 3.2.2. These are:

The Area Committee will support Town and Parish Councils in representing the interests of and delivering the priorities for their local communities. It will do this by:

- Employing a localism officer to support Town and Parish Councils in developing a knowledge and understanding of the 2011 Localism Act, and preparing a Neighbourhood Development Plan which meets the requirements set out by both the government and Leeds City Council;
- Servicing the Wetherby and Harewood Town and Parish Council forum; This forum provides an opportunity for discussion and resolution of issues of common interest and concern;
- Providing regular communications on activities and funding for Town and Parish Councils;

The Area Committee will engage with services in Moor Allerton Partnership Area to tackle the priorities for this community. It will do this by:

- Developing and implementing a Neighbourhood Improvement Plan (NIP) for Moor Allerton which sets out the priority actions for the area;
- Chairing and supporting the Moor Allerton Partnership which meets 6 times per year and has responsibility for implementing the Moor Allerton NIP;
- Provide a directory of local services for partner agencies and local residents living in the MAP area;

The Area Committee will work with local communities and partner organisations to reduce crime and anti-social behaviour and maintain the local environment to a standard the community can enjoy and take pride in. It will do this by:

- Providing support to local environmental and crime reduction projects;
- Co-chair Wetherby and Harewood Tasking and co-ordinate Operation Champion to tackle specific crime and grime issues;
- Be an active partner in Roundhay, Alwoodley, Moortown tasking;
- Identify and review environmental issues through the Area Committee's Environmental sub-group;

3.4 The Outer North East Area Committee is asked to agree the key priorities and actions for inclusion in the Area Committee Performance Framework together with the revised priorities set out in Appendix 1.

3.5 Localism Officer

3.5.1 The localism officer is funded by the Area Committee, and an update from the Localism Officer is attached at Appendix 2.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The Area Committee's Engagement Plan is now included as part of the Area Business Plan.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 Consideration is given to the equality impact of projects to deliver the business plan priorities through light touch equality impact assessments and the completion of project planning documentation.

4.2.2 Where a negative equality impact is identified action will be taken to mitigate the impact or risk.

4.3 Council policies and City Priorities

4.3.1 The themes in the Business Plan priorities mirror the themes and priority outcomes at a city wide level and also reflect the delegated functions and priority advisory functions.

4.4 Resources and value for money

4.4.1 The Well-Being Fund is used to finance projects which support the Area Business Plan priorities. The Area Support Team work with Council services, partner agencies and local communities to take a strategic approach to Well-Being Fund expenditure to ensure best use of this funding.

4.5 Legal Implications, Access to Information and Call In

4.5.1 In line with the Council's Executive and Decision Making Procedure Rules, all decisions taken by Area Committees are not eligible for Call In.

4.5.2 There are no legal implications relating to this report.

4.6 Risk Management

4.6.1 Not applicable under this section.

5 Conclusions

5.1 The Area Business Plan sets out the key priorities for the year that links to city wide policies and provides a framework for the spend of the Wellbeing Budget.

5.2 The three priorities for action and recommended reporting mechanism that includes all priorities (attached at appendix 1) are for approval.

6 Recommendations

The Outer North East Area Committee is asked to:

Approve the revised Area Committee priorities;

Agree the three key priorities and note the framework for reporting these;

Note the update from the Localism Officer;

7 Background documents¹

7.1 Area Committee Roles and Functions June 2011

¹ The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.