

Report of East North East Area Leader

Report to North East (Inner) Area Committee

Date: 3rd September 2012

Subject: Inner North East Area Committee Priorities and Consultation

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Chapel Allerton, Moortown and Roundhay		
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

1. This report contains an update on the Summer consultation and Volunteer Thank You events that occurred during 2012.
2. There is a comprehensive update on all priorities agreed by the Area Committee at the March meeting, including the top three priorities for 2012/3 agreed at the last meeting using the agreed reporting mechanism.
3. The champions for the Inner North East Area Committee need to be refreshed for 2012/13, especially given the change in elected members. This item was deferred at the last Area Committee.
4. Finally the report sets out the proposals for consultation with local groups and residents to be undertaken during Autumn 2012 to identify the priorities for 2013/14.

Recommendations

5. The Inner North East Area Committee is requested to note the update on Summer consultation, Volunteer Thank You event and Area Committee priorities update.
6. The Inner North East Area Committee is asked to nominate and agree the membership of the Area Committee sub groups focussing on the environment and wellbeing.
7. The Area Committee is asked to agree the proposed method of consultation for the Autumn round of consultation.

1 Purpose of this report

- 1.1 This report seeks Area Committee approval for the proposed method of consultation for Autumn 2012.
- 1.2 The report also gives an update on consultation, the volunteer thank you event 2012 and work done on Area Committee priorities.
- 1.3 The Area Committee is also asked to agree the membership of the Environment and Wellbeing sub-groups.

2 Background information

- 2.1 At the June 2011 Area Committee meeting the Delegated 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 a complete set of papers relating to the area, which will be refreshed annually. The actions and priorities will be monitored at the Area Committee meetings and performance managed.
- 2.5 The Inner North East Area Business Plan 2012/13 was approved at the Area Committee meeting on 12th March 2012.
- 2.6 Included in the Business Plan was a Community Engagement Plan 2012-13, which strategy sets out how the Area Committee will ensure residents across the Inner North East area have opportunity to influence priorities set out in the Area Business Plan and other responsibilities delegated to the Area Committee.

3 Main issues

3.1 Summer Consultation and Volunteer Thank You event 2012

- 3.1.1 As agreed in the Inner North East Community Engagement Plan 2012-13 the Area Support team attended the Roundhay Live event with a stall to feed back to the residents of Roundhay on actions undertaken in the past year. Attendance at the event was good, despite the weather, and everyone enjoyed the activities.

- 3.1.2 An event was also arranged at Meanwood Valley Urban farm for the residents of Chapel Allerton and Moortown wards to feed back to them. There was live music, face painting, activities for young people and the event was well supported by local community groups and partner organisations such as West Yorkshire police.
- 3.1.3 The consultation event at Meanwood Valley Urban farm preceded this year's Volunteer Thank You event, which was moved to the summer to try and increase attendance numbers.
- 3.1.4 This was the Area Committee's 8th annual Volunteer Thank You event, being held annually since 2004 and funded entirely by the North East Inner Area Committee. It is the Committee's way of celebrating people who give their time and goodwill through volunteering activities in Chapel Allerton, Moortown and Roundhay wards.
- 3.1.5 The event this year took the style of a marketplace style event for the community groups wanting to showcase their work and BBQ with live music performances. Around 60 volunteers attended and the event was well received although unfortunately it clashed with a number of other events on the day and a few events that week were cancelled due to weather. This may have affected turnout numbers.
- 3.1.6 It is suggested that next year volunteers, possibly the Ambassadors to be identified (more details below), will be involved in the planning of the event and also to use the event to try and get more people involved in volunteering.
- 3.1.7 At all the above events details were collected to add to the Inner North East Area Committee mailing list and in total we got 65 new sets of details.

3.2 Area Committee Priorities Update

- 3.2.1 As agreed at the June 2012 Inner North East Area Committee an update on the Area Committee priorities is attached at appendix 1, which reports back on all priorities.
- 3.2.2 No priorities have been categorised as performing badly or not on target (red), and out of the 36 priorities 23 have been classified as green, on target or meeting the priority well.
- 3.2.3 Of the top three main priorities, as agreed at the June Area Committee, half of the actions are green and half amber status. Of those that are amber a number of actions will be taken to turn them to green by the next priorities update in December.
- 3.2.4 This includes work that is ongoing improving the mailing database and making sure all details are included and up to date. Beginning planning the Volunteer Thank You event for 2013 to make sure people and performers have enough notice and it doesn't clash with other events. Moving forward with a clear agreement on the future role, governance and accountability of the Chapeltown and Harehills forum. Agreeing a pilot litter campaign for schools and undertaking

the full survey to accurately performance manage the new Environmental Improvement Zones.

- 3.2.5 The Inner North East Area Committee Charter 2012/13 has also been produced on schedule this year and already gone out to all groups on the mailing list for distribution and promotion amongst their members and for display in public venues.

3.3 Inner North East Area Committee Sub Group Membership

- 3.3.1 In order to facilitate the running of the Area Committee and to help oversee the Environmental delegation the Area Committee has two working groups around wellbeing and the environment.

- 3.3.2 On each group one member per ward is nominated to sit on the group. The Environment sub-group is currently chaired by the Area Committee chair, who is also to be the nominated member from their ward.

- 3.3.3 Current membership is as follows:

Environment sub-group

Current: Cllr Ghulam Hussain (Chair), Cllr Mohammed Rafique and Cllr Rebecca Charlwood

Proposed: Cllr Ghulam Hussain (Chair), Cllr Mohammed Rafique and Cllr Sharon Hamilton

Wellbeing sub-group

Current: Cllr Jane Dowson, Cllr Sharon Hamilton and Cllr Christine MacNiven

Proposed: Cllr Jane Dowson, Cllr Rebecca Charlwood and Cllr Christine MacNiven

- 3.3.4 The Area Committee is asked to approve the proposed membership of the above groups for a year or to make any amendments as agreed on a ward basis.
- 3.3.5 If the nominated ward member on either group is unable to make a meeting they should nominate another ward member to attend in their place.

3.4 Autumn Consultation

- 3.4.1 Following on from the Summer 2012 events consultation is being planned for the Autumn looking at future priorities for 2013/14. This will establish the overall themes for the next set of priorities and further consultation will be carried out early 2013 to pinpoint exact priorities.
- 3.4.2 There have already been a number of documents prepared covering the area, including the Chapel Allerton Community Plan and Design Statement, Moortown Neighbourhood Design Statement (draft) and Roundhay Neighbourhood Design

Statement, and these will also be used along with statistical evidence and local partnership information to feed into suggested priorities.

- 3.4.3 To engage with the community it is suggested to use the Citizens Panel and seek community ambassadors to run sessions in the community based on the Six Hats by de Bono. This exercise will also be put on the LCC consultation site and sent out to community groups to complete in paper form if they do not have the capacity to become ambassadors.
- 3.4.4 The ambassador role can be undertaken by members of community groups or partner agencies and a workshop style event will be run in early Autumn to take Ambassadors through the process themselves and give them the relevant material to reproduce it at their meetings, including at the Chapel Allerton PACT meeting on 11th October.
- 3.4.5 The questions that will be asked under the different hats are:
- What amenities does (area) have? The White Hat calls for information known or needed. "The facts, just the facts."
 - What do you like about (area)? **The Yellow Hat symbolizes brightness and optimism. Under this hat you explore the positives and probe for value and benefit.**
 - What do you not like about (area)? **The Green Hat is judgment - the devil's advocate or why something may not work. Spot the difficulties and dangers; where things might go wrong.**
 - What feelings or emotions do you have when you think of (area)? **The Red Hat signifies feelings, hunches and intuition. When using this hat you can express emotions and feelings and share fears, likes, dislikes, loves, and hates.**
 - How do you think (area) could be improved? **The Blue Hat focuses on creativity; the possibilities, alternatives, and new ideas. It's an opportunity to express new concepts and new perceptions.**
- 3.4.6 A package of support will be put together for the Ambassador to use with their group including copies of the survey and an explanation of how to run the session. The project will have resource implication on staff time and also will need to use funding from the consultation budget to cover printing, room hire and refreshment and postage costs. Support will also be available from the Area Support Team to all Ambassadors.
- 3.4.7 An assessment of how well the proposal has worked will be carried out as part of the consultation feedback and if found to be successful in engaging the community the future role of the Ambassador will be scoped out. A report will be brought back to the December meeting to agree any suggestions of role development.

3.4.8 Below is a timetable of the consultation showing how it feeds into the priority setting for 2013/14.

September	Six hats workshop
October	Session run by community groups/partners
December	Report back on themes to Area Committee
January/February	Winter consultation
March	Draft business plan presented
June	Final business plan sign off

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 As recommended in a report to the Area Committee in September 2011 the Area Committee's Engagement Plan is now included as part of the Area Business Plan and covers the Community Charter.
- 4.1.2 The priorities identified are based on consultation that has occurred in the current cycle.
- 4.1.3 The sub-groups are not subject to any consultation or engagement needs.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 Consideration is given to the equality impact of projects to deliver the promises within the charter and in funding projects to local groups 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 Community Charter mirror the themes and priority outcomes at a city wide level and also reflect the delegated functions and priority advisory functions.
- 4.3.2 The sub groups also reflect the delegated functions of the Area Committee.

4.4 Resources and value for money

- 4.4.1 The Well-Being Fund is used to finance projects which support the promises in the Area Business Plan and Community Charter. Area Management work with Council services, partner agencies and local communities to take a strategic approach to Well-Being Fund expenditure to ensures best use of this funding.
- 4.4.3 The Inner North East Area Committee also provides the funds for the community Charter. This year £3,000 has been allocated for Community Engagement and the community Charter.

4.4.4 The sub-groups do not incur any additional expenditure.

4.5 Legal Implications, Access to Information and Call In

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

4.5.6 There are no key or major decisions included in this report.

4.5.7 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 Community Charter translates this into a user friendly document that can be sent out to local groups to let them know what the Area Committee is focussing on in the current year. A final draft Community Charter is attached at Appendix 1 for approval.

5.3 Attached a appendix 2 is a copy of the current mailing list for approval.

5.4 The three priorities for action and recommended reporting mechanism that includes all priorities (attached at appendix 3) are for approval.

5.5 A review of the Wellbeing and Environment sub groups is also included.

6 Recommendations

6.1 The Inner North East Area Committee is requested to note the update on Summer consultation, Volunteer Thank You event and Area Committee priorities update.

6.2 The Inner North East Area Committee is asked to nominate and agree the membership of the Area Committee sub groups focussing on the environment and wellbeing.

6.3 The Area Committee is asked to agree the proposed method of consultation for the Autumn round of consultation.

7 Background documents¹

7.1 Area Committee Roles and Functions 2009/10

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.