

Report of Area Leader – South East Leeds

Report to South Leeds (Outer) Area Committee

Date: Monday 3rd December 2012

Subject: Summary of Key Work

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Ardsley and Robin Hood Morley North Morley South Rothwell
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes <input 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? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Summary of main issues

This report presents an update on the key work taking place within the Outer South Leeds area, not covered elsewhere on the agenda

Recommendations

The Area Committee is asked to:

- a) Note the contents of the report and make comment as appropriate
- b) request a Funding Application to February 2013 meeting for Morley Police Station opening hours
- c) Nominate a representative to the Point Steering Group

1.0 Purpose of this report

- 1.1 To bring to Members' attention in a succinct fashion, a summary of key work which the Area Support Team are engaged in based on priorities identified by the Area Committee, that are not covered 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 Background information

- 2.2 Members will recall at the July 2011 Area Committee, a revised title and format for this report was introduced based on proposed changes to the Leeds Initiative partnership and planning framework for the city and in an effort to be more focused on current priorities

3.0 Main Issues

3.1 Area Chairs Forum

- 3.1.1 The minutes of the meeting held on 11 September 2012 were approved at the meeting on 2 November and are attached at **Appendix 1**.

3.2 Area Committees role in Neighbourhood Planning

- 3.2.1 At the Area Chairs Forum meeting on the 2nd November Area Chairs discussed the role of Area Committees in the developments of Neighbourhood Planning.
- 3.2.2 Neighbourhood planning is part of the Localism Act and is a key part of local decision making procedures.
- 3.2.3 Members will be aware of the pilot scheme running in Holbeck that is updated in this report on a regular basis, further Neighbourhood Plans could arise in Outer South in the future if this pilot is successful.
- 3.2.4 With this potential for more plans being developed in the future, members are asked to note **Appendix 1.1** which is a discussion paper presented to the last Area Chairs meeting around the role of Area Committees in the process of Neighbourhood Planning.

4.0 Updates by theme: Children & Families

4.1 Children & Young People's Working Group Update

- 4.1.1 The Outer South Children & Young People's Working Group met on 27th September and the draft minutes are attached at **Appendix 2**.

5.0 Updates by Theme: Sustainable Economy and Culture

5.1 Community Centres Sub Committee

5.1.1 The Outer South Community Centres Sub Committee last met on 7th November 2012 and the draft minutes and supporting documents are attached at **Appendix 3**.

5.2 The Point Steering Group

5.2.1 At the October Area Committee Members received an update report from Employment & Skills on the new learning centre at White Rose (The Point).

5.2.2 The Steering Group aims to oversee the development of a high quality learning offer with progression to employment opportunities and the Terms of Reference are attached at **Appendix 4**.

5.2.3 Members are asked to nominate a representative to the Point Steering Group to represent the Outer South Area Committee.

6.0 Updates by Theme: Safer and Stronger Communities Board

6.1 Outer South Environmental Sub-Group

6.1.1 The next meeting of the Outer South Environmental sub-group is on 13 November 2012 and the minutes will be presented to a future Area Committee.

7.2 Community Safety

7.2.1 Crime and Grime

7.2.2 The November meeting of the South Leeds Crime and Grime Partnership will be approving the final version of the Action Plan for 2012-13. The plan brings together the local delivery of the following Safer Leeds and environmental priorities:

- Reducing crime and its impact across Leeds
- Effectively tackle and reduce ASB in our communities
- Improving safeguarding and reducing vulnerability for individuals, families and communities
- Ensuring that local neighbourhoods are clean
- Increase a sense of belonging that builds cohesive and harmonious communities

And locally agreed priorities as follows:

- Reducing the levels of metal theft
- Reducing ASB in Beeston Hill
- Reducing the impact of prostitution on individuals and communities in Holbeck
- Improving access to shared environmental intelligence
- Developing a joined up approach to address the issues around dog fouling

- Managing the impact of illegal traveller encampments in communities
- Responding to young people's concerns about their environments

7.2.3 The Outer South Area Committee will continue to be represented on the Crime and Grime Partnership by its Environmental Champion (Cllr Karen Bruce) and Community Safety Champion (Cllr Neil Dawson).

7.2.4 Morley Police Station

7.2.5 At the September Area Committee, Members received a verbal briefing from Chief Superintendent Paul Money on proposed changes to the opening hours of the helpdesk at Morley Police Station. A request was made by the Chair at that meeting, for further discussion to take place and for Members to consider ways of reducing the impact on the community.

7.2.6 A meeting was held at Holbeck Police Station in October 2012 with the Chairs and representatives of the Outer South Area Committee and Morley Town Council, Police and Council officers. At the meeting Chief Supt Money outlined the background to the proposed changes to opening hours at Morley Police Station and the steps that have been taken to ensure the station remains open. A briefing document was presented and a copy of this has been sent to all the councillors of the Outer South Area Committee. The current proposal guarantees a helpdesk service will be available at Morley for 40 hours per week, In addition, West Yorkshire Police are looking into remodelling the front desk at Morley so that there is a vestibule where calls can be made to staff based within the building when the helpdesk is closed. The details of this have yet to be finalised. The changes to the helpdesk opening hours are still being finalised therefore it is unlikely that the changes will be made in the current financial year.

7.2.7 The meeting agreed that a joint funding arrangement be progressed to support a further 8 hours per week for one year in the first instance The estimated cost of 8 additional hours per week for one year is £5000 Chief Supt Money confirmed that the police will be able to match fund 50% (£2500) of the cost of the additional hours. The Outer South Area Committee agreed to consult further with Members with a view to a wellbeing application being submitted for 25% (£1250 approx) from the budget for 2013/14. Morley Town Council agreed to propose an allocation of 25% (£1250 approx) in their budget planning process for 2013/14. Members proposed that the pattern of hours should be matched to the level of footfall as far as possible in order to get best value from the proposal. It was agreed that Cllr Dawson as Community Safety Champion would propose hours to members of the group by email. The proposed new hours for the helpdesk are as follows:

Proposed opening hours for Morley Helpdesk		
Monday	10.00 until 18.00	8
Tuesday	10.00 until 16.00	6
Wednesday	10.00 until 18.00	8
Thursday	10.00 until 14.00	4
Friday	10.00 until 20.00	10
Saturday	10.00 until 14.00	4
Sunday	Closed	
Proposed additional hours – funded by C&H Division, Area Committee and Morley Town Council		
Tuesday	16.00 until 20.00	4
Thursday	14.00 until 18.00	4

7.2.8 This proposal is currently being costed to ensure that the WYP Business Manager can take account of shift enhancements for evening and weekend working.

7.2.9 Members are asked to approve the proposal as outlined above and to request that a full proposal be submitted by Morley Neighbourhood Policing Team for consideration at the February meeting of the Area Committee.

7.3 Wellbeing projects

7.3.1 Tingley Crescent Gating Project

The Gating Order has been approved and the Plans Panel have granted permission for the gates to be installed. The contractors have carried out a site visit and the gates have now been ordered. Additional funding is being requested in order that the gates are fitted with self closing pistons – further details can be found in the Wellbeing report. Residents have been advised of progress via a meeting of the residents association. A letter has also been sent to residents explaining how the scheme will operate and inviting those who live on Tingley Crescent or Aspen Court to request a key for the gates. The installation of the gates is expected by the end of November 2012.

8.0 **Updates by Theme: Health and Well being**

8.1 The South East Health and Well being partnership met on the 4 October and the draft minutes are included at **Appendix 5**.

9.0 **Updates By Theme: Housing and Regeneration**

9.1 **Conservation Audits**

9.1.1 Following a further round of public consultation that ran from January to March 2012, all consultation responses are being reviewed and considered and amendments made to the appraisal and proposed boundary as appropriate. The project is due to be discussed at Planning Board on 29 November 2012. It may also be considered by Executive Board if approved the revised boundary will be

designated and the appraisal will be adopted as a material consideration in the planning process.

10.0 **Integrated Locality Working**

10.1.1 Citizen Panel Update

10.1.2 As part of a process of developing the Leeds Citizens' Panel, a report was presented to the Area Chairs forum in November 2011 and the ten Area Committees in the December 2011 setting out the proposed changes to the service. As part of this consultation process Members requested that periodic updates be provided to Area Committees on the progress of the development of the Leeds Citizens Panel. This section of the report highlights the progress that has been made in relation to recruitment of new citizens panel members and which consultations have been undertaken to date.

Citizens Panel Membership

10.1.3 An increase in panel membership from 1,500 to 6,000 is a key element of the improvements to the Leeds Citizens Panel. The smaller membership only allowed us to consult on issues affecting the whole of Leeds. The new larger body of panel members will allow us to provide analysis of consultations at the Area Committee level while retaining a representative sample based on age, gender and ethnicity. This will enable us to understand resident perceptions of services at the locality level.

10.1.4 Efforts to undertake citizens panel recruitment have been more challenging than first anticipated and it is taking longer to achieve the target of 6,000 panel members. However, steady progress is still being made and the current membership of the Leeds Citizens Panel is now at 3,919. **Appendix 6** sets out the details of panel membership at the city and area committee level as of 1 November 2012. Please note that total membership for age, gender, or ethnicity will not exactly add up to the total number of panel members as some personal information was missing when panel members submitted their applications. Work is being undertaken to receive this information from all panel members which should fix this problem in the future.

10.1.5 The citizens panel has been widely promoted in a number of ways in the past year, and some obvious gaps in membership have been identified particularly in relation to inner-city areas and young people across the city. This is a common pattern with citizens panels across the UK and further work will be undertaken to target recruitment efforts to fill the remaining gaps. Arrangements are being put in place to merge the analysis of Children's Services consultation through Breeze card-holders and the Leeds Youth Council and that of the Leeds Citizens Panel to help minimise the temporary gap in young person representation on the Citizens Panel. Members are asked to comment on how the Council should target its efforts to fill the gaps in Leeds Citizens Panel membership.

Programme of Consultation

10.1.6 The following consultations have taken place through the Leeds Citizens Panel in the last 12 months:

- Olympic Events for Leeds: This survey asked panel members what cultural activities they wanted to in Leeds during the year of the Olympics. Feedback was provided in the form of a newsletter to panel members. A response rate more than 70% was gained from this survey.
- Future of Kirkgate Market: This was the second phase of consultation regarding Kirkgate Market and received a response rate of 65% The third phase of consultation to be sent shortly will include design options and will be combined with a car parking survey for the area.
- Healthy Communities: This analysis of this survey will be merged with a similar one undertaken by the NHS and will help identify barriers to access health services in localities. The Leeds Citizens Panel component of the survey received a response rate of 60 %.
- Parks and Countryside and Environmental Cleanliness: The response rate for this survey was lower than other surveys at just under 50% and me by accounted for by the timing of the survey falling during the holiday period And while this still represents a significant increase in response compared to previous surveys undertake without the citizens panel this time period will be avoided for future surveys.
- Council Tax Support: This survey asked members views on the government's reduction in terms of council tax benefits Details of response rates were not available at the time this report was produced
- Budget consultation 2013-14: In addition to the You Choose budget consultation undertaken through the Leeds City Council website, this survey was sent to all citizen panel members and gives respondents the opportunity to highlight their priorities for the 2013-14 budget. The survey was still open for responses at the time of writing this report but the team has received more than 600 responses just the first week, so a good response rate is anticipated for this important survey

Next Steps

- 10.1.7 Management of Panel membership will be an ongoing feature of work to support the functioning of the Leeds Citizens Panel and will need be refreshed on a regular basis with approximately one third of members being replaced with new members each year New demographic targets for the city and individual area committee areas will need to be set this year to reflect recent census data
- 10.1.8 The first year of operating the improved citizens panel has demonstrated the opportunities for cost savings for services while still achieving high response rates. An increase in the confidence in the Citizens Panel as a viable mode of public consultation has increased the request for surveys

10.1.9 A process for managing the forward plan of Citizens Panel surveys will be put in place to ensure that panel members do not receive too many surveys in a short period of time and that busy holiday periods can be avoided This process will also ensure that we are able to combine surveys to avoid duplication and save costs

10.1.10As well as being a valuable tool for reducing costs associated with public consultation the Leeds Citizens Panel has begun to prove its value in helping to shape opinions about important changes to Council services For example, the findings from the Kirkgate Market survey has highlighted the need to broaden the options being considered for its future development, and analysis from the budget consultation through the Leeds Citizens Panel will be presented to Full Council in February to help set the budget for 2013-14

10.1.11Members are asked to comment on how the Council should target its efforts to fill the gaps in Leeds Citizens Panel membership

10.2 Priority Neighbourhood Worker update

10.2.1 The Priority Neighbourhood Worker Report is included elsewhere on the agenda.

11.0 Corporate Considerations

11.1 Consultation and Engagement

11.1.1 Projects are developed to address priorities in the Area Committee Business Plan. The production of this plan is informed by Local Councillors and local residents. All projects developed are in consultation with Elected Members and local communities. Approval for any contribution from the Well being budget is received at the Area Committee.

11.2 Equality and Diversity / Cohesion and Integration

11.2.1 Community groups submitting a project proposal requesting funding from the Well being budget have an equal opportunities policy and as part of the application process, complete a section outlining which equality groups the project will work with and how equality and cohesion issues have been considered.

11.2.2 Internal and statutory partners are committed to equality and cohesion and all projects they are involved with will have considered these issues.

11.2.3 A light touch Equality Impact Assessments is carried out for all projects.

11.3 Council Policies and City Priorities

11.3.1 The projects outlined in this report contribute to targets and priorities set out in the following council policies:

- Vision For Leeds
- Children and Young Peoples Plan
- Health and Well being City Priority Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

11.4 Resources and Value for Money

11.4.1 There are no resource implications as a result of this report.

11.5 Legal Implications, Access to Information and Call In

11.5.1 All decisions taken by the Area Committee in relation to the delegated functions from Executive Board are not eligible for Call In.

11.5.2 There are no key or major decisions being made that would be eligible for Call In.

11.5.3 There are no legal implications as a result of this report.

11.6 Risk Management

11.6.1 This report provides an update on work in the Outer South and therefore no risks are identifiable. Any projects funded through Well being budget complete a section identifying risks and solutions as part of the application process.

12.0 Conclusions

12.1 The report provides up to date information on key areas of work for the Area Committee.

13.0 Recommendations

13.1 The Area Committee is asked to:

- a) Note the contents of the report and make comment as appropriate.
- b) request for a Funding Application to February 2013 meeting for Morley Police Station opening hours
- c) Nominate a representative to the Point Steering Group

14.0 Background documents¹

14.1 There are no background documents associated with this paper.

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.