

Report of ENE Area Leader

Report to Inner East Area Committee

Date: 6th December 2012

Subject: Area Update Report

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Gipton & Harehills, Burmantofts & Richmond Hill, Killingbeck & Seacroft	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input 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

1. This report provides Members with recommendations from its sub groups and has minutes attached
2. It gives members an update on community engagement activity across the Inner East and provides key messages on work being carried out which is pertinent to the priorities of the Area Committee.
3. The report also provides Members with an update on work to progress the city wide Citizens Panel community engagement tool.

Recommendations

4. That Members note the contents of the report and make comment where appropriate.
5. Members are asked to comment on how the Council should target its efforts to fill the gaps in Leeds Citizens Panel membership.

1 Purpose of this report

1.1 To provide members with an overview of the work being carried out to address the Area Committee's priorities

1.2 To update Members on work to progress the Citizens Panel.

2 Background information

2.1 At its meeting in June 2012 the Area Committee agreed to holding four sub groups to assist in carrying out Area Committee business. Membership was agreed to be one member of each ward sitting on each sub group, officers are invited to advise as appropriate.

The four sub groups are; Environmental Sub Group; Community Centres Working Group; Health & Wellbeing Sub Group and the Planning Sub Group. The groups each meet 6 yearly in line with the Area Committee cycle.

2.2 In 2010-11 a new Community Engagement Strategy was approved and adopted by the Area Committee; prior to this the Community Engagement Strategy was based around holding three community events per year in each ward.

The new approach was adopted to address concerns regarding the number of residents attending events and the volume of resource required to facilitate the events. It was recognised that new approaches and methods of engagement were required to ensure that a true representation of the local community was achieved.

The new engagement strategy adopted in 2010 included the development of a "community leadership team" for each priority neighbourhood. This is to help provide that facility and support residents' civic role within their neighbourhood. A revised version of this strategy was approved by the Inner East Area Committee as part of its 2012-13 Business Plan in March 2012.

2.3 As part of its Business Plan the Inner East Area Committee promotes a partnership approach to neighbourhood improvement. In line with this a number of locality and theme based working groups exist across the Inner East, concentrating on combining resources to achieve best value for money and the most effective service to local residents.

3 Main Issues

3.1 Sub Groups

At its meeting in June 2012 the Inner East Area Committee agreed membership of a number of sub groups to make recommendations for progress against key headings in the Area Committee work plan. The headings below contain updates on the work carried out by these sub groups.

3.1.1 Environmental Sub Group

The sub group met on 13th November 2012. Members discussed how

Streetscene, ENEHI and Parks & Countryside can best work together to ensure flytipping collection is more efficient. Minutes are appended at **Appendix A**.

3.1.2 Community Centres Working Group

The working group met on 15th November 2012. Full minutes are appended at **Appendix B**. Members were particularly keen for all issues to be resolved concerning the running of new Dame Fanny Waterman Community Centre. Provision of IT in the more active community centres should also be actively pursued, whilst the future of the less well used centres should be reviewed.

3.1.3 Health & Wellbeing sub group

The sub group is scheduled to meet on 3rd December 2012. No minutes were available at the time of publication.

3.1.4 Planning Sub Group

The sub group met on 9th November 2012, the group agreed its terms of reference and discussed Seacroft Hospital and the Incinerator amongst other prominent developments in the area. Minutes are attached at **Appendix C**

3.2 **Community Engagement**

In line with the Inner East Area Committee Community Engagement Strategy, the section below provides members with an update on work carried out to engage residents in their local neighbourhood.

3.2.1 Chapelton & Harehills Forum

A facilitated session will take place on 29th November to try to identify issues which need to be resolved and opportunities for more positive joint working. The session will be run jointly by Paul Moran (Hull Centre for Restorative Practice) and Rebecca Collins (The Chapelhouse Group). Their approach will aim to embed the Restorative Practice approach which the ENE Area Leadership Team and Council as a whole has signed up to.

3.2.2 The Forum has had two meetings since May and is scheduled to meet quarterly. In the meantime, a women's sub group has started to develop. Rather than create a new women's forum, the intention is to ensure greater representation on the women's city-wide BME forum to gain a better understanding of city-wide initiatives and ensure that local Chapelton and Harehills women's issues are fed in to the city-wide group.

3.2.3 Citizens Panel

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 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

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.

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 D** sets out the details of panel membership at the city and area committee level as of 1 November 2011/12. 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

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

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 see 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 we are

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 undertaken 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

Management of Panel membership will be an ongoing feature of work to support the functioning of the Leeds Citizens Panel and will need to 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.

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.

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.

As 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

3.3 Key Messages

Updates are provided below on any significant developments made, or proposed, which are pertinent to the priorities of the Area Committee.

3.3.1 Priority consultation

Consultation is currently ongoing with partners and community members to identify priorities for the Neighbourhood Improvement Plans and Area Committee Business

Plan for 2013/14. Using Neighbourhood Index data the Area Support Team and Neighbourhood Managers have devised short questionnaires, specific for each neighbourhood, which ask residents to identify the top priorities that they feel the Council and its partners should concentrate on. These have been asked in a number of places so far, including, door to door in Harehills as part of Operation Champion, at CLT meetings, with young people via the youth service and plans are in place to ensure that different sectors of the community are all consulted over the coming months.

The same priorities are also being discussed in each neighbourhood with all of the partner agencies to ensure a coordinated Neighbourhood Improvement Plan (NIP) that all partners working in the area have fed in to and feel ownership of. As the whole of the Inner East is covered by 5 priority neighbourhoods, each with a Neighbourhood Improvement Plan, the priorities for the Area Committee, to be laid out in its Business Plan, are intended to be devised from the key NIP priorities for the whole area. The revised Business Plan priorities will be presented to February Area Committee for Members comments and the draft NIPs and 2013/14 Business Plan will be presented at March Area Committee for approval.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.5 In each other the priority neighbourhoods, there are a range of different community engagement and consultation methods being employed. In Gipton and Seacroft area, a Community Leadership Team is the main community involvement mechanism in place. Harehills priority neighbourhood links with the community via the Chapeltown & Harehills Forum. In terms of Burmantofts & Richmond Hill, two community forums have been operational, a Community Leadership Team is forming and residents are involved in the Burmantofts Neighbourhood Improvement Board These collectives have been directly involved in the priority setting for the current priorities we are working towards as part of the Neighbourhood Improvement Plans, which in turn link into the Area Committee Business Plans and Charter priorities.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 An equality screening document was completed as part of the development of; Neighbourhood Improvement Plans; 'Local Management Teams' which are a central function of the officer working groups; and Community Leadership Teams.

4.3 Council policies and City Priorities

4.3.1 The priorities of the Area Committee Business Plan directly link into the council 'Best City' priorities for Leeds

4.4 Resources and value for money

4.4.1 The Team Neighbourhood approach brings a range of services together to utilise officer resources more effectively on tackling key neighbourhood issues

4.4.2 In order to achieve priorities, funding sources will be joined up together as far as possible to maximise the way in which funding is invested on local priorities

4.5 Legal Implications, Access to Information and Call In

4.5.1 There are no legal implications associated with this report.

4.5.2 There is no exempt or confidential information

4.5.3 In line with the Council's Executive and Decision Making Procedure Rules, agreed at Full Council May 2012, all decisions taken by Area Committees are not eligible for Call In

4.6 Risk Management

4.6.4 There are no major risks associated with the content of this report.

5 Conclusions

5.1 As highlighted above, there are a number of actions ongoing to achieve Area Committee priorities and fulfil its work programme, but despite this, the Area Support Team recognises that there is still a significant amount of work to be done to achieve the Area Committee priorities. Therefore this report will be a regular item at the Inner East Area Committee to update you of progress.

6 Recommendations

6.1 Inner East Area Committee are asked to note the contents of this report and comment as appropriate.

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

7 Background documents¹

7.1 None

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works