

**Report of East North East Area Leader**

**Report to North East (Inner) Area Committee**

**Date: 10<sup>th</sup> December 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 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.
2. It gives an update on the Neighbourhood Improvement areas and their progress and that of the Citizens Panel and Open Door.
3. It also gives feedback on the Autumn 2012 consultation and the proposed priorities for 2013/14 and further consultation on these during Spring 2013.

**Recommendations**

4. The Inner North East Area Committee is requested to note the update on the Area Committee priorities and Neighbourhood Improvement Plans update.
5. Members are asked to comment on how the Council should target its efforts to fill the gaps in Leeds Citizens Panel membership.
6. The Area Committee is asked to agree the proposed 2013/14 priorities for further consultation in Spring 2013.
7. The Area Committee is asked to note and approve the closure of Open Door as agreed with local residents and ward members.

## **1 Purpose of this report**

- 1.1 This report contains an update on the 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.
- 1.2 It also gives feedback on the Autumn 2012 consultation and the proposed priorities for 2013/14 and further consultation on these during Spring 2013.

## **1 Background information**

- 1.1 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.
- 1.2 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).
- 1.3 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.
- 1.4 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.
- 1.5 The Inner North East Area Business Plan 2012/13 was approved at the Area Committee meeting on 12<sup>th</sup> March 2012.
- 1.6 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.

## **2 Main issues**

### **3.1 Area Committee Priorities Update**

- 3.1.1 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.
- 3.1.2 No priorities have been categorised as performing badly or not on target (red), and out of the 36 priorities 25 have been classified as green, on target or meeting the priority well.

- 3.1.3 Of the top three main priorities, as agreed at the June Area Committee, most of the actions are now green. One of the amber actions was the Volunteer Thank You event which did not get as many people along as desired but we are still getting good comments about the event and hopefully these will filter through so we get more people next year.
- 3.1.4 Some great work has been carried out over the last quarter that has real benefit to communities including organisation and assistance of festive light switch ons, updating our mailing list to increase the number of people who are aware of the Area Committee and its aims and working with members to deliver projects in their wards.

### **3.2 Moor Allerton Partnership (MAP) NIP Update**

The Moor Allerton Partnership covers the communities of Lingfields and Firtrees, Cranmers and Queenshills. The focus of the Partnership is currently on mental health services, employment and benefit advice, and improving communication and information sharing between the partners.

A directory has been produced and circulated which provides information on the services available in Moor Allerton. This has been produced to enable service providers to signpost people to the support they need. The directory has been well received, and will be updated regularly.

Moor Allerton Partnership hosted a Health and Money awareness day at Moor Allerton Library on Friday 28th September. On offer was advice from Job Centre Plus, Trading Standards, CAB, the Council's Sports Service, MAECare, East North East Homes and the NHS. Manicures and face painting were provided by Northcall. Overall about 40 people attended the event, and for some it was a first visit to Moor Allerton Library.

Leeds has pledged to be a dementia friendly city, and MAECare are taking the lead on making Moor Allerton a dementia friendly community. They are working with local residents, Alwoodley Parish Council, local community and voluntary organisations and local businesses to raise awareness about the issues faced by people with dementia.

MAECare have been awarded Big Lottery Funding of £206,594 to deliver a 5 year Mind and Body project, to maintain and improve the physical and mental health of older people. The grant will fund a 30 hour post and will offer service users opportunities to participate in a wide and varied range of activities, depending on their interests and will also enhance the capacity of the community to support people with mental health problems by training volunteers and developing support and self help groups.

Problems caused by anti social behaviour and drugs are being tackled through Operation Bobby, a multi-agency tasking group focusing on the communities within the MAP area which includes Roundhay, Alwoodley, Moortown Neighbourhood Policing Team, East North East Homes, Leeds Anti Social Behaviour team, youth service, local schools, Alwoodley Children's Centre and registered social landlords.

A copy of the MAP NIP Action Plan is attached at Appendix 2.

### **3.3 2013/14 Priorities**

- 3.3.1 As agreed in the consultation plan a Autumn round of consultation was carried out using the six hats principle and the Ambassador scheme launched.
- 3.3.2 We currently have four Area Committee Ambassadors who attended the training session, and all felt it was a worthwhile process and agreed to continue the role. They learnt the six hats principle and took it back to their groups where their members carried out the exercise.
- 3.3.3 The consultation exercise was also emailed round to over 150 contacts we have email addresses for along with a request to fill in the questionnaire. In all we received 32 responses, a full list of those have been pulled together in appendix 3.
- 3.3.4 Lots of people who returned their forms felt lucky, proud and happy they live in such a diverse, historic, friendly area and loved the green spaces and facilities but more would like to get to know their neighbours and community.
- 3.3.5 A number of city-wide documents have also helped shape the below priorities including Vision for Leeds 2011 to 2030, Leeds 2015 – City Priority Plan, Customer Access Strategy 2012-15, Council Business Plan, the Leeds Neighbourhood Index 2012 and the Chapel Allerton, Moortown and Roundhay Neighbourhood Design Statements. These documents have already gone through a high degree of consultation.
- 3.3.6 From these documents and the consultation carried out the below priorities have emerged for the area. They have been put under the Vision for Leeds headings for ease of access but clearly some priorities could fit under more than one heading.

#### **Health and Wellbeing**

- Promoting Healthy Life Choices
- Tackling Health Inequalities
- Addressing Money poverty
- Mitigating Welfare Reform Impacts
- Promote walking and cycling

#### **Children and Young People**

- Reduce young people Not in Employment Education or Training
- Tackling Child Poverty
- Increase activities for young people
- More links with schools and community groups

#### **Living Environment**

- Increase recycling facilities
- Protect green spaces
- Environmental enforcement and action

- Friends of groups for all green spaces
- More floral displays
- Climate change projects
- Protect local heritage
- Tackling Fuel Poverty
- Gateway/Village enhancement
- Improve local green spaces and parks
- Encourage local food growing
- Improve local ginnels
- Support local Allotments
- Support schemes that improve environmental cleaning
- Enhance and protect wildlife
- Improve and promote local walking routes
- Increase planning enforcement and support good design
- Reduce number of Empty Homes and derelict properties
- Tackle overgrown hedges and gardens
- Address inappropriate signage and improve streetscape
- Tackle Autumn leaf fall and snow clearance

## **Communities**

- Reduce traffic speeds
- Tackle inappropriate parking
- Resurface roads
- Promote culture of Responsibility
- Improve Community Spirit and Community Relations
- Support events that bring people together
- Support promotion of Neighbourhood Plans
- Assess and promote efficient use of assets.
- More community meeting areas
- More information on what going on
- Increase activities for elderly
- Improve public transport
- Increase feelings of community safety
- Reduce crime and anti-social behaviour
- More info on how to volunteer
- Increase opportunities to access Culture and Entertainment
- Real time travel info and board with network maps at community hubs
- Safer cycle routes
- Better parking facilities
- More events in Roundhay park

## **Business**

- Improvement to local shopping areas
- Attract a diverse range of shops
- Enhance village focus/identity
- Creation of Jobs
- Helping Entrepreneurs
- Improve adult learning/training
- Cycle stands at shopping parades
- Better reuse of old buildings

- 3.3.7 The next steps, as set out in the community consultation document, are to consult further with local people to get them to prioritise these actions. I would suggest giving people the option of choosing 20 priorities overall. This questionnaire will be sent out to all those on the mailing list and also to the relevant members of the Citizen's Panel. They will also be sent to youth councils and other relevant groups.
- 3.3.8 Consultation will also take place with partners and their plans to make sure we are all working to the same aims. These include via clusters, East North East Homes Leeds, ward member meetings etc.
- 3.3.9 The draft business plan will then be brought back to the March Area Committee and signed off at the June Area Committee so the priorities for 2013/14 are in place for the new municipal year.

### **3.5 Leeds Citizens Panel Update**

- 3.5.1 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 citizen's panel members and which consultations have been undertaken to date.
- 3.5.2 **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.
- 3.5.3 Efforts to undertake citizen's panel recruitment has 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 No 4 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.
- 3.5.4 The citizen's 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 in 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.

### 3.5.5 **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 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 may be 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.

3.5.6 **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 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.

3.5.7 The first year of operating the improved citizen's 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.

- 3.5.8 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.
- 3.5.9 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.
- 3.5.10 The Area Support team have already offered assistance in trying to recruit more people to the citizen's panel and information will be included in the key messages from this meeting about how people can get involved.

## **3.6 Open Door**

- 3.6.1 An AGM meeting was held on Saturday 10<sup>th</sup> November at the Open Door to discuss the future of the building. Around 1,200 notifications of the meeting were sent out and 17 residents and partners attended, with Cllr Urry in the chair.
- 3.6.2 Residents were all given the opportunity to have their say on the proposals. Most agreed that they welcomed the police presence in the building and would like this to continue and they would like some community element, but no one felt able to commit to being on the committee.
- 3.6.3 Cllr Urry then proposed a vote on "The Open Door should close in its present form on 28th February 2013. Area Support is asked to explore alternative arrangements including partnerships with community organisations to allow the facility to continue in a similar form from March 2013." This vote was carried with 12 Yes, 0 No and 7 abstained.
- 3.6.4 Area Support are now investigating groups to put in place alternative arrangements, including St Vincent de Paul who attended the meeting and advised they would be interested in running a community café from the site. Brackenwoods Community Centre also attended the meeting and offered their space for use for anyone needing a local venue.

## **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 ensure best use of this funding.

4.4.2 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.

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

## **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 key or major decisions included in this report.

4.5.3 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 Committee is on target to meet its priorities that were set for 2012/13 and is currently consulting to set the priorities for 2013/14.

## **6 Recommendations**

- 6.1 The Inner North East Area Committee is requested to note the update on the Area Committee priorities update.
- 6.2 Members are asked to comment on how the Council should target its efforts to fill the gaps in Leeds Citizens Panel membership.
- 6.3 The Area Committee is asked to agree the proposed 2013/14 priorities and further consultation in spring 2013.
- 6.4 The Area Committee is asked to note and approve the closure of Open Door as agreed with local residents and ward members.

## **7 Background documents<sup>1</sup>**

- 7.1 Area Committee Roles and Functions 2009/10

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<sup>1</sup> 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.