

Report of East North East Area Leader

Report to North East (Outer) Area Committee

Date: 18 March 2013

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

This report provides a summary of key activities and projects in the Outer North East area which support the area committee business plan priorities.

The area committee is asked to note the contents of the report and approve the business plan priorities for 2013/14.

1.0 Purpose of this report

1.1 This report provides the Area Committee with an update on the business plan priorities for 2012/13 and looking forward to 2013/14 presents the revised Area Committee business plan for final approval by the Area Committee .

2.0 Background information

2.1 Area Committee Business Plans were developed to provide a consistent approach and framework across the City.

2.2 The Area Committee Business plan provides comprehensive information about the Area committee and the area it serves, including the area committee's priorities for the year. It is refreshed annually. The priorities are monitored at the Area Committee meetings and are performance managed quarterly.

3.1 The priorities for the Area Committee provided a local interpretation on the City Priority Plan 2011 - 2015 which supports the long term vision for Leeds to be locally and internationally recognised as the best city in the UK.

3.0 Business plan priority update 2012/13

3.1 Support for Town and Parish Councils

3.1.1 There are fifteen parish councils plus Wetherby Town Council in the Outer North East area.

3.1.2 The Wetherby & Harewood Town and Parish Council forum provides an opportunity for discussion and consultation with the parish councils in the Outer North East area.

3.1.2 Four Town and Parish Council forum meetings are held each year. All four have now been held, plus an additional meeting specifically on Highways issues was held in August. The table provides details of meetings held:

Date	Venue	Chair	Agenda items
April 19 2012	Wetherby Town Hall	Cllr Lamb	Grounds maintenance Environmental Locality Team Localism
July 12 2012	East Keswick Village Hall	Cllr Castle	Sport and active lifestyles Environmental Locality Team Localism
August 23 2012	Boston Spa Village Hall	Cllr Robinson	Highways
October 18 2012	Boston Spa Children's Centre	Cllr Procter	Home security Derelict and eyesore properties Environmental Locality Team Localism
January 24 2012	Scarcroft Village Hall	Cllr Robinson	Superfast broadband Parish precepts Wetherby and Harewood Neighbourhood Policing Environmental Locality Team Localism Area Committee business plan priorities

3.1.3 The Localism Act 2011 includes new rights for local communities, including the Community Right to Buy, the Community Right to Challenge and the introduction of Neighbourhood Development Plans aimed at giving local communities greater say over the design and location of new development in their local area.

3.1.4 In response to this new legislation, the Area Committee funded a Localism Officer to support the Wetherby & Harewood Town and Parish Councils prepare for, and take advantage of the new legislation, and to advise on fundraising activities to contribute to the improvement of the local economy, services and infrastructure.

- 3.1.5 The postholder started on Monday 25th July 2011. Originally for one year to July 2012, the post was subsequently extended for a further year to July 2013. However, the postholder is currently on a secondment which will end on 31 March, and given the progress made since July 2011, and the support now available from the Council's Planning Service, there are no plans to continue the post beyond 31 March 2013.
- 3.1.6 Initially the key objective of the localism project was to get up-and-running two Neighbourhood Development Plans in the Outer North East locality and thus provide a template for remaining Town and Parish Councils to follow. Specifically it was mooted in the Localism Project Plan that there should be a Neighbourhood Development Plan established in Harewood Ward (involving Barwick-in-Elmet and Scholes Parish Council) and one in Wetherby Ward (involving Boston Spa/Bramham/Clifford Parish/Thorp Arch and Walton Parish Councils – this being a joint planning venture).
- 3.1.7 The full detail of how this objective would be delivered was set out in the Localism Project Plan which was endorsed by the Outer North East Area Committee on 19 September 2011.
- 3.1.8 In October 2011, a Neighbourhood Planning Project Board was established to oversee the formation of the pilot Neighbourhood Development Plans. The board, which includes representatives from Barwick-In-Elmet & Scholes, Boston Spa, Bramham-cum-Oglethorpe, Clifford, Thorp Arch and Walton Parish Councils, has met eight times. This forum arrangement has successfully ensured that any emerging best practice on neighbourhood planning has been shared amongst the six pilot parishes, and in turn, the remaining nine Town and Parish Councils in both Harewood and Wetherby Wards.
- 3.1.9 A second Neighbourhood Planning Project Board has also been established involving Aberford and District, Bardsey-cum-Rigton, Collingham-with-Linton, East Keswick, Harewood, Scarcroft, Shadwell and Thorner Parish Councils and also Wetherby Town Council. At the time of writing, this board has met twice.
- 3.1.10 To date, twelve Town and Parish Councils from the Outer North East area have officially had their neighbourhood planning areas designated, with three more likely to follow suit in the near future. More details are available on the Council's neighbourhood planning webpage.
- 3.1.11 The aspiration to have a joint Neighbourhood Development Plan involving the five parishes in Wetherby Ward has not come to fruition, but across the Outer North East area cross-parish working has been encouraged and, to a large extent, has been successfully embedded.
- 3.1.12 The ambition to have a two Neighbourhood Development Plans nearing completion by July 2012 was not achieved although many parishes have made significant progress on their plans over the last 18 months.
- 3.1.13 The second strand of the localism project was help secure additional funding for Town & Parish Councils and community groups to use on projects that will benefit

the local community. In September 2011, Town and Parish Councils were asked to identify a Priority Project they would like assistance with.

3.1.14 A rolling research project was then instigated by the Localism Officer to help identify funding sources that could be used by the Town and Parish Councils with some success, most notably helping to secure funding from Grantscape, POCA¹, Leeds Community Foundation's Jubilee Fund and £20,000 from the Department for Communities and Local Government (DCLG) for a Neighbourhood Planning Frontrunners Grant for Boston Spa Parish Council.

3.1.15 The third strand of the localism project was to ensure that the Town and Parish Councils in both Harewood and Wetherby Wards have suitable levels of information, guidance and support to take advantage of the localism agenda as and when the relevant legislation comes on-stream. The Localism Officer has delivered this by:

- A powerpoint presentation on neighbourhood planning given to all the Town and Parish Councils and to 17 public meetings held on the subject of neighbourhood planning.
- Attending over 150 meetings involving the areas 15 Town and Parish Councils (including the Harewood and Wetherby Town and Parish Council Forum); ward members and various neighbourhood plan steering groups.
- Being a member of Leeds City Council's strategic Neighbourhood Plan steering group and being involved in two city-wide seminars held on neighbourhood planning.
- Successfully establishing a good working relationship with the council's planning department including fortnightly meetings with the Team Leader, Local Planning East.
- Facilitating meetings on the emerging site allocations process in December 2011, June 2012 and finally September 2012. These meetings involved all the Town and Parish Councils in the Outer North East area as well as Harewood and Wetherby Ward Members.
- Holding meetings with all the Outer North East Town and Parish Councils to ascertain their initial views on both SHLAA² and non-SHLAA sites.
- Facilitating three Ward Member meetings that have taken place with council officers on the site allocations process. It anticipated that the initial proposals for site allocations will go to public consultation later in 2013.

3.1.16 In terms of an exit strategy, the following steps have been taken to ensure continuity for the Town and Parish Councils once the Localism Officer post comes to an end on 31 March.

¹ Proceeds of Crime Act Funding

² Strategic Housing Land Availability Assessment

- Meetings have been held between Town and Parish Councils in the ONE area and the council's planning team to discuss a package of support moving forward.
- It has been agreed that both Neighbourhood Plan Project Boards will continue to meet and will be facilitated by the East North East Area Support Team.
- A proforma will be circulated to the Town and Parish Councils asking for feedback on progress with their Neighbourhood Development Plans, in a bid to identify any areas where further support is needed. These forms and their findings will also be shared with officers in the planning department to help inform any packages of support offered.
- The Localism Officer will identify any free potential sources of advice and support that the Town and Parish Councils can access over the next twelve months.

3.2 Moor Allerton Partnership

3.2.1 Further information on the Moor Allerton Partnership is contained in a separate report to this Area Committee.

3.2.2 The Area Committee has funded the following projects which support this priority:

- MAECare - Promoting Partnerships, services for older people, £1423
- Northcall - Northcall activities for children and families, £13000
- Moor Allerton Care Centre - Line dancing and music therapy for older people with extra care needs, £500

3.3 Crime, anti-social behaviour and environment

3.3.1 The Area Committee receives an annual performance report from the Divisional Community Safety Partnership each July.

3.3.2 Tasking meetings take place every six weeks, and provide an opportunity for agencies to share information and problem solve crime, anti-social behaviour and environmental issues.

3.3.3 The communities in Alwoodley ward are in the Roundhay, Alwoodley Moortown Neighbourhood Policing area. The priorities for this area are to tackle anti-social behaviour and drug dealing at Cranmer Bank shops and down the ginnels at the rear of the shops, and to tackle anti-social behaviour on Deanswood Garth.

3.3.4 Wetherby and Harewood Neighbourhood Policing Team covers all the communities within Wetherby and Harewood wards. The priorities for all the villages this area are:

- Anti social use of vehicles including excessive speed, driving on land and inconsiderate parking

- Burglary of domestic outbuildings, farm buildings and crime relating to agriculture and equestrian pursuits
- Poaching & fly tipping

The priorities for Wetherby Town are:

- Supporting vulnerable people and other agencies who work with such people within our community.
- Anti social behaviour and vehicle use including litter and fly tipping within the town and residential areas including Sandringham Park, other public recreational areas and roadside parking places.
- Supporting local retail traders by tackling shop theft and purse theft within the Town Market area and Horsefair retail centre.

3.3.5 The team have two off road vehicles, provided by private business and supported by the area committee which enable them to tackle rural crime. Recently the team have been effective in bringing three men to court who have pleaded guilty to digging out a badger set on land at Harewood.

3.3.7 The Environmental Locality Team manager provides a twice yearly performance report to the Area Committee.

3.3.8 The Area Committee environmental sub-group oversees the strategic direction for the improvement of service delivery and the quality of the environment for Alwoodley, Harewood and Wetherby wards. It has held four meetings this year. The purpose of the group is to oversee the Environmental delegation and other environmental issues in the area.

3.3.9 The sub-group are happy with the way the new Grounds Maintenance contract has gone in its first year. They recognised that this was an exceptional, if not unique, year in terms of rainfall and therefore the problems that caused. They acknowledged that Continental Landscapes had responded well to issues that had been raised.

3.3.10 The Area Committee has funded the following projects which support this priority:

- A contribution towards the cost of retaining 2 off road motorcycles within the North East Police division for 12 months. The aims of this service are to reduce complaints of anti social behaviour relating to nuisance motorbikes and noise, increase public confidence and contribute towards increased safety in green spaces and public places. £170.
- Purchase of trembler alarms, which detect sudden movements or vibration, for victims of burglary in the Roundhay, Alwoodley Moortown neighbourhood Policing team area. £487.50.
- Fuel for two off road vehicles leased to West Yorkshire Police for patrols in Wetherby and Harewood NPT, £6000

- Additional police patrols in Wetherby Town Centre over the Christmas and New Year period, £2000.
- Grant to East Keswick Wildlife Trust towards the cost of purchasing a Elliker Fields to extend and protect a valuable nature reserve on the edge of East Keswick, £1000. The Trust have raised £20,000 from local contributions.
- Purchase of large logs to restrict access to two areas of land on Great North Road between Aberford and Micklefield which are frequently used by travellers and have also been fly tipped extensively. £200.
- Grant to Slaid Hill in Bloom for an environmentally friendly planting scheme, £1419.
- Contribution towards improvements to Golden Acre car park, £1000.

3.4 Community Organisations, events and activities

3.4.1 The Area Committee has delegated responsibility for Treetops Community Centre in Alwoodley Ward and Barleyfields Community Centre in Wetherby Ward.

3.4.2 There are a large number of voluntary organisations including village hall committees, in bloom groups, sports and leisure clubs providing local activities and events.

3.4.3 The Area Committee has funded the following projects which support this priority:..

- Volunteer keyholder expenses for Treetops Community Centre - £1500;
- External works to improve access to Treetops Community Centre - £1980;
- Costs to keep Open House Community Centre Open whilst it was directly managed by the council - £200;
- Internal refurbishment of Shadwell Recreation Centre - £2000;
- Grant to Shadwell Independent Library towards the cost of refurbishing the library which is being transferred over from Leeds City Council;
- Wetherby Christmas lights - £3000;
- Grant to Aberford Parish Council towards the cost of turning some redundant tennis courts and adjacent grassed area into a community park that can be enjoyed by all - £7000; The Parish Council have also secured £39,000 from Grantscape for this project.
- Survey to support a planning application to change a former garage site to allotments at Alderton Place, £500.
- Grant to Grange Park Sports Association towards the construction of a new sports pavilion, £7000. The Association have secured £440,000 from other funders for the pavilion.
- Purchase of 11 new grit bins, and refilling existing grit bins purchased by the area committee.
- Small grants - £1500

3.5 Children and Young People

- 3.5.1 The Area Committee receives a detailed report on the delivery of Children's Services in March and September each year.
- 3.5.2 The Boston Spa and Villages South and Wetherby and Villages West EPOSS clusters are within the Outer North East area committee. About three quarters of the population of the Alwoodley cluster are also in this area's committee area.
- 3.5.3 Wetherby and Boston Spa Children's Centres are providing a range of activities for families including toddler groups, grandparent groups, parenting courses and Job Centre Plus sessions.
- 3.5.4 The Council's Youth Service offer youth clubs at Boston Spa Children's Centre, Barleyfields Centre, Moor Town Methodist Church, Bardsey Village Hall and Thorner Victory Hall, plus detached and mobile youth provision.
- 3.5.5 The voluntary, community and faith sector also provide support and services for young people in the area.
- 3.5.6 The Area Committee has funded the following projects which support this priority:
- Grant to Tempo FM Radio to cover the Ofcom Licence, PPL³ Music Licence and IRN⁴ Licence for Barleyfield Radio Project which has been actively assisting young people with their media studies every Thursday evening - £1000;
 - Grant for Aberford School play area so that it can be opened up for the wider community to use. - £1000;
 - Grant for Boston Spa Youth Club activities - £800;

3.6 Business Plan 2013/14

- 3.6.1 The Area Committee Business plan provides a complete set of papers relating to the area, which are refreshed annually. The actions and priorities will be monitored at the Area Committee meetings and performance managed.
- 3.6.2 The priorities are prepared in consultation with ward members, officers from the council and partner agencies, local residents and voluntary and community groups.
- 3.6.3 Feedback on the draft priorities presented to the February area committee has been received from ward members, and parish councils, and this has been taken into account in preparing the final draft.
- 3.6.4 The proposed business plan for 2013/14, with refreshed priorities is attached at Appendix A. The plan includes information about the Area Committee role and

³ Phonographic Performance Limited

⁴ Independent Radio News

functions, wellbeing fund, ward information, parish councils together with the Area Committee priorities.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.2 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 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.

4.3.2 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 ensures 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. This report

provides highlights of key activities since July and shows how the wellbeing budget has been used to support projects.

6 Recommendations

- 6.1 The area committee is asked to note the contents of the report and approve the arrangements for preparation of the business plan priorities for 2013/14.

7 Background documents⁵

- 7.1 Area Committee Roles and Functions June 2011

⁵ 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.