

SOUTH (OUTER) AREA COMMITTEE

18th OCTOBER 2004

PRESENT: Councillor Finnigan in the Chair
Councillors Beevers, Dunn, Renshaw,
Leadley, McArdle, Mulherin, Elliott,
Grayshon, Galdas and Wilson

OFFICERS: Mark Forbes	City Services, LCC
Dave Richmond	Neighbourhoods and Housing, LCC
Jacqueline Ingham	Neighbourhoods and Housing, LCC
Martyn Harrison	Social Services
Steve Speak	Development, LCC
John Davies	Learning and Leisure, LCC
Mark Tyson	Legal and Democratic, LCC

27 Chair's Opening Remarks

The Chair welcomed everyone to the October meeting of South (Outer) Area Committee and invited everyone present to introduce themselves.

28 Declarations of Interest

Councillors Beevers and McArdle declared a personal interest with regard to Minute No. 41 as they are members of Morley Entertainment Council.

29 Apologies for Absence

Apologies for absence were submitted on behalf of Councillor Smith.

30 Minutes of the Last Meeting

RESOLVED – That the minutes of the meeting held on 13th September 2004 be confirmed as a correct record.

31 Open Forum

In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, the Chair invited members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee.

In brief summary, the main issues raised were as follows:

- difficulties getting green bins emptied
- lack of response to Rothwell in Bloom on their application for a licensing agreement
- Morley having been left off the Leeds Links leaflet
- Issues around the distribution of committee papers

RESOLVED – That the appropriate officers follow up these issues and report the outcomes back to the Chair.

32 Parkswatch Service

The Chief Recreation Officer submitted a report to the Committee to describe the service offered by Parkswatch and to seek the Area Committee's approval for a contribution from the well-being budget for a period of 5 years commencing on the

1st April 2005.

John Davies, Director of Learning and Leisure, was at the meeting and responded to Members' questions and comments. In brief summary, the main points were as follows:

- central resources had been found to fund two Parkswatch personnel per area wedge
- the service was to be provided from 10am until 10pm, 365 days a year
- the Area Committee was asked to consider funding an enhanced Parkswatch Service for the South Leeds area over a three year period
- the importance of Police co-operation with the Parkswatch Service
- that extending the hours of operation until 12am would be useful

RESOLVED:

- (a) That the content of the report be noted.
- (b) That a further report including a more detailed proposal be presented to the Committee in due course.
- (c) That a vote of thanks be conveyed to Leisure Services staff for their help and support in respect of the Morley in Bloom Committee.

33 Determination of Area Functions

The Acting Director of Neighbourhoods and Housing submitted a report to the Area Committee outlining the executive functions that may be exercised by Area Committees as approved by the Executive Board on 15th September 2004.

RESOLVED:

- (a) That the contents of the report be noted.
- (b) That the deletion of the Community Skips budget be noted.

34 Towards an Area Delivery Plan (ADP)

The Acting Director of Neighbourhoods and Housing submitted a report regarding ongoing work towards an Area Delivery Plan, and to agree the proposed format for the Area Delivery Plan for 2005/06.

RESOLVED:

- (a) That the contents of the report be noted.
- (b) That the current position in relation to the development of the ADP be noted.
- (c) That the link between the ADP and the Committee's well-being Budget for 2005/2006 be noted.
- (d) That the priority themes for the ADP section four of the report be approved.

35 Proposed Protocol for Consultation with Area Committees on Planning Matters

The Chief Planning and Development Services Officer submitted a report to present the proposed protocol for consultation with Area Committees on planning matters, and to invite comments and views through the Area Committee process.

Steve Speak, Chief Strategy And Policy Officer, Development Department, was at the meeting and responded to Members' questions and comments.

RESOLVED:

- (a) That the contents of the report be noted.
- (b) That the Committee welcomes the opportunity to consider and respond to consultations on planning matters.

36 Town Centre Management Initiatives

The Acting Director of Neighbourhoods and Housing submitted a report to the Committee to provide information about Town Centre Management Initiatives, and to propose the development of a Town Centre Management Initiative for Morley and Rothwell.

Jacqueline Ingham, Area Management Officer, was at the meeting to present the report and responded to Members' questions and comments. In brief summary, the main points are as follows:

- Morley was positioned on the edge of passenger bus and train information maps and that a map with Morley at the centre would be useful
- that detailed information about actions taken and successes achieved by other town centre managers would be useful
- the effect of large supermarkets on small town centres needed to be considered
- that there be a visit to the Kirklees Town Centre Management Initiative, and the Dewsbury and Batley towns manager

RESOLVED:

- (a) That the contents of the report be noted.
- (b) That a proposal be developed for a town centre management initiative for Morley and Rothwell and that this be submitted for consideration to a future meeting of the Committee.

37 Priority Neighbourhood Improvement Plans

The Acting Director of Neighbourhoods and Housing submitted a report to propose a process for the development and delivery of improvement in nine priority neighbourhoods across the outer south area, and to seek approval for the prioritisation and phasing of the planning. In addition, the report sought approval for spend of up to £5,000 from the Community Consultation budget to pay for consultation on the improvement planning process.

Jacqueline Ingham, Area Management Officer, was at the meeting to present the report and respond to Members' questions and comments.

RESOLVED:

- (a) That the contents of the report be noted.
- (b) That the proposed process for the development and delivery of improvement plans to address the key issues in nine priority neighbourhoods across the Outer South area be approved.
- (c) That the spending of up to £5,000 from the previously agreed community consultation budget of £10,000, on consultation in neighbourhoods about the improvement planning process and the draft improvement plans be approved.
- (c) That the boundaries outlined in appendix 1 be reviewed in consultation with Ward Members.

38 Service Delivery Briefing - Education

Steve Burt of Education Leeds was at the meeting and gave a PowerPoint presentation to Members' of the Committee. In brief summary, the main points were as follows:

- the Tomlinson report would have a profound effect upon the education of children from 14-19 years old
- there would be increased options for children who would like to undertake vocational qualifications
- no new money was available to help with the changes
- changes would require significant restructuring, require effective partnership work, and, therefore, take time to effect
- school inspections would change to take account of factors such as enjoyment and the schools place in the local economy
- Education Leeds in conjunction with South Area Management Team and Groundwork is developing a scheme aimed at promoting high quality vocational training

RESOLVED - That the presentation be noted.

39 Options for Addressing Anti-Social Behaviour

The Acting Director of Neighbourhoods and Housing submitted a report to provide the Area Committee with options for addressing anti-social behaviour and to seek the committee's views on which option / options might best address anti-social behaviour in Morley.

RESOLVED:

- (a) That the contents of the report be noted.
- (b) That the Area Committee recommends the use of Dispersal Orders and Anti-Social Behaviour Orders to address anti-social behaviour in Morley.

40 Community News

The Acting Director of Neighbourhoods and Housing submitted a report to update the Area Committee on steps taken to develop community consultation and engagement arrangements.

RESOLVED – That the contents of the report be noted.

41 WELL BEING FUND – PROPOSALS FOR ALLOCATION OF FUNDING

The Acting Director of Neighbourhoods and Housing submitted a report to seek approval from the Area Committee for an allocation of funding towards the extension of Morley Christmas Lights and the Rothwell Christmas Lights Switch on Event.

RESOLVED:

- (a) That the following allocations of funding from the well-being budget be approved:
 - £2,000 towards the total cost of extending Morley's Christmas lights
 - £5,595 to support the Rothwell Christmas lights switch-on event
- (b) That small grant requests from community groups with regard to Christmas decorations be considered favourably.

42 Dates and Times of Future Meetings

RESOLVED – That future meetings of the South (Outer) Area Committee be held as follows:

- Monday 13th December 2004 at 5 pm
- Monday 14th February 2005 at 5 pm
- Monday 25th April 2005 at 5 pm



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AGENDA ITEM NO:
Originator: Helen Finister
Tel: 2474249

REPORT OF: Director of City Services
MEETING: South Outer Area Committee
DATE: 13th December 2004

SUBJECT: STREETSCENE SERVICES

Electoral Wards Affected:		Specific Implications For:			
All		Ethnic Minorities		Women	
		Disabled People			
Executive Function	<input type="checkbox"/>	Council Function	<input type="checkbox"/>	Eligible for Call In	<input type="checkbox"/>
				Not eligible for Call In	<input type="checkbox"/>
				(details contained in the report)	

1.0 Purpose of the Report

1.1 To outline Streetscene Services for Members

- definition and operational arrangements
- progress with regard to the introduction of Streetscene City-wide service
- overview of services provided within the area
- performance measures and outcomes at a City-wide and area level
- identified area hot spots and action being taken to work with Area Committees to improve service provision at local level.

2.0 What is Streetcene?

2.1 Streetscene is a term which has been used within Leeds in its widest sense to describe:

“An integrated approach to all aspects of the street - public space that nearly all experience daily”.

2.1.1 A successful Streetscene approach involves engaging voluntary, private and other public organisations and encouraging them to take responsibility for looking after the environment.

- 2.1.2 Therefore, Streetscene is about co-ordination of service delivery to meet customer aspirations and engaging all relevant parties in the approach. Working arrangements are already in place with Parks and Countryside, Police, Fire Service, Metro, Education, Environmental Health, ALMOS, Housing Strategic Landlord, Environment Agency, Trading Standards, Community Safety and Area Management Teams.
- 2.1.3 City Services Streetscene Services has taken the lead in bringing together a number of these key service providers as a Streetscene Board and agreements have been reached about improvements which need to be made across the city to look after the environment (Appendix 1).

3.0 City Services Streetscene Services

City Services Streetscene Services consists of Highways Services, Environmental Services (including areas such as refuse collection, street cleansing and graffiti removal), Enforcement and Recycling and Waste.

Provided separately is a document which details Streetscene Service provision including frequencies for such things as street cleansing both on an area basis and at ward level. It is hoped that this will provide useful information for Elected Members and enable issues raised by constituents to be dealt with more efficiently.

3.1 Highways Services

- 3.1.1 Although the City Council is the 'Highway Authority' for most of the roads in Leeds (the Highways Agency administers Motorways and certain strategic routes) it cannot simply 'do as it likes'. No work can be carried out on a public highway unless it is permitted by law. Highway Authorities undertake their work through a number of enabling Acts of Parliament. These are, notably, the Highways Act (1980), the Road Traffic Regulation Act (1984), the Local Government Act (1985). The responsibility of the Highway Authority is split between Development Department and City Services.
- 3.1.2 City Services Highways Services includes highway maintenance, street lighting and winter maintenance services as well as control of utility and developer activity on the highway and traffic management. The Development Department has the responsibility for strategic planning, urban traffic control, bridges and beck's for example.
- 3.1.3 Over recent years the Highways Service has attempted to become much more customer focused and this is reflected in the Highway Maintenance Policy Statement and Plan documents which are available on the Council's intranet site.
- 3.1.4 Improvements have been made in the way condition information is gathered about roads and pavements to better prioritise works and to enable the quick repair of dangerous defects. Annual planned programmes of work are now prepared at the start of each year and Member and area management involvement in the prioritisation process is now encouraged to give better co-ordination with other local needs and activities. Work will shortly be commencing on a Highways Asset Management Plan which will give greater consideration to what the users want from the highway, and will guide future maintenance. One output will be the production of longer term maintenance programmes.

- 3.1.5 Improvements have been made to the information provided to residents and how accident claims are assessed and managed.
- 3.1.6 A significant amount of work has been carried out recently to up-date the Winter Maintenance Policy Statement in order to ensure that the right roads are gritted at the right time and that grit bins are placed where they are most needed.
- 3.1.7 Leeds has also been successful in obtaining approval for a PFI for Street Lighting which will see the replacement from 2006 of 85% of the street lighting stock, illuminated signs and bollards.
- 3.1.8 Traffic Management deals with the day to day management of traffic on the highway network and may best be described as ' a process of adjusting and adapting the use of an existing street to meet specified objectives without resorting to new road construction.' The most common traffic concerns of communities are; speeding traffic/inappropriate speed limits, 'Rat running'/traffic calming, parking, personal injury collisions/damage only collisions/near misses, heavy goods vehicles, congestion and lack of pedestrian crossings.
- 3.1.9 There are increasing requests for traffic calming and resident parking schemes to address concerns about speeding traffic and inappropriate parking. The provision of physical traffic calming is a contentious and expensive method of reducing traffic speeds. Work is progressing on how to provide communities with an understanding of the benefits and dis-benefits of all traffic calming measures. The policy on how and when to provide resident privilege parking schemes is under review.
- 3.1.10 Many traffic engineering measures take considerable time to study and evaluate possible solutions. Quick solutions are often less effective in the long term. Appropriate solutions may cost the taxpayer a large amount of money, and it is necessary to prioritise the spending of these funds across the entire City. Addressing a problem in one location may simply move that problem elsewhere.
- 3.1.11 The highest priority is given to schemes which will enable the Council to meet and hopefully, exceed, the central government target for reducing casualties from road traffic collisions. While this may seem to be 'waiting for accidents to happen' the Council specifically targets known locations where there is an above average level of such collisions.

3.2 Environment Services

- 3.2.1 Environment Services Division plays a significant role in Streetscene Services and has therefore undertaken a critical assessment of service provision and carried out a number of pilot exercises to inform future service delivery.
- 3.2.2 Notwithstanding this, it is the way the service is provided which makes the difference. Environment Services Division have also reorganised service delivery to maximise the impact on the environment. Work is currently underway to provided the service in the following order:

Refuse Collection (every week) - collection of all domestic waste put out for collection by residents (specific arrangements are made for people who can't wheel out their bins)

SORT Collection (every four week) - collection of recycled material from all properties.

Litter bins (on programmed frequency) - litter bins are emptied and washed.

Bulky Household Items Service - free collection of all bulky items left for collection

Grass Cutting - From March 2005 the co-ordination will include the cutting of grass on Authority land prior to street cleansing.

Ancillary Services (e.g. needle picking, graffiti removal, etc) - These teams deal with needle collection, poster and graffiti removal and mechanical weed clearance.

Street Sweeper - the street cleansing service is completed by a mechanical sweep.

Street washing - District and local centres receive a scheduled street washing service.

Inspection and Enforcement - The streets are inspected prior to and following the service. Where appropriate an Enforcement Officer takes formal action to ensure that any issues which adversely affect the cleanliness of the area are dealt with as quickly as possible. The Streetscene Area Manager ensures that any identified hot-spots are given special attention.

Public Information - Every street where the service is provided will have a public notice displayed informing residents of the programme and of the need for residents to keep the street clear of obstacles during the notified cleansing day.

- 3.2.3 The approach outlined above has only just been introduced City wide, therefore there is insufficient evidence to show how it is impacting on the cleanliness of the street and ultimately the perceptions of customers.

3.3 Enforcement Division

- 3.3.1 The Enforcement Division is a new service which was established in September 2003. The division brings together several areas of enforcement to fight environmental crime in the Streetscene environment.
- 3.3.2 The service has developed and implemented a range of policies which enable a consistent approach to be taken to litter, dog fouling, trade waste, fly-tipping, fly-posting, placards and abandoned vehicles. In January 2004 the Enforcement Division began to issue fixed penalty notices for littering, along with the existing fixed penalty notices issued for dog fouling.
- 3.3.3 The Enforcement Division is an integral part of the action required to tackle environmental crime and has therefore worked in partnership with a range of organisations. This work has included such things as joint operations with West Yorkshire Police, Environment Agency, Trading Standards and Community Safety.
- 3.3.4. The Division also leads the activity of ensuring all relevant Departments in the authority who contribute to fighting environmental crime are involved in producing corporate policies and understand their role in delivering action on the ground.
- 3.3.5 The direct enforcement activity in Leeds has seen some major changes in attitude towards environmental crime and work with the media, Elected Members, traders

(local and national) schools and the courts, and has placed this issue clearly on the agenda. It is however very early in the process and there is still a considerable amount of work to be carried out and some fundamental debates to take place around the approach to some issues such as rogue traders.

3.4 Recycling and Waste Management

- 3.4.1 Recycling and waste management has significantly changes over the past couple of years as new government targets encourage local authorities to ensure that one third of the waste is recycled, one third is recovered and the latter third landfilled.
- 3.4.2 Leeds has made significant progress with regard to recycling and in September reported a 20.65% recycling rate (19% cumulative for the year to date). This has been achieved by the implementation of a further 136,000 green SORT bins to suitable properties, redevelopment of 8 out of 11 household waste sites and the recycling of a greater range of products including street arisings and leaf fall. There is still significant work to undertake including the introduction of recycling facilities to households where green SORT bins are unsuitable and the development of a long term recycling contract.
- 3.4.3 Recovery is a difficult issue to resolve and therefore discussions are taking place on a regional level to find a solution, which could include a thermal treatment plant such as an incinerator.
- 3.4.4 Leeds is making every effort to reduce the amount of waste sent to landfill and is working with other key stakeholders to raise awareness about waste minimisation. Notwithstanding the local action, there are a number of national and regional actions which need to be taken to encourage producers to develop and use packaging which can be recycled or which minimises waste.

4.0 What is Streetscene Services Performance to Date?

- 4.1 Streetscene Services has a significant number of national and local performance indicators against which service delivery is measured. These indicators are published and are subject to an annual scrutiny by the Audit Commission to ensure that they are robust. Appendix 2 provides details of the:
- performance indicators and how they are measured
 - information on City-wide performance against national best value performance indicators (BVPI's) and local key performance indicators (LKPI's).
- 4.2 In addition, appendix 2 also includes a set of performance indicators which have been agreed with Area Managers to better represent area based service delivery (because some of the BVPI's and LKPI's are technical assessments of performance). These indicators are known as Area Performance Indicators (API's).
- 4.3 It is intended that this information will be provided to Area Committees on a six monthly cycle as a standing item.

5.0 What have been identified as the re-active service issues within the Area Committee Boundary?

- 5.1 Attached at appendix 3 is information which has been collated which shows the areas identified as 'hot spots' by Environment Services Division and Enforcement. Although

these are areas at this point in time that require constant activity and monitoring around litter, fly-tipping and needles this can change and there may be other areas which Elected Members are aware of.

- 5.2 Fly-tipping and needle teams are in place to respond urgently to complaints received about these areas, and many are under surveillance by the Enforcement Team. In addition, Elected Members have the Local Environmental Action Programme (LEAP) which will visit all wards six times per year to carry out intensive clean-up operations. It is proposed that this continues and that where possible more pro-active measures are taken to stop the activity.
- 5.3 Highways respond to complaints of pot holes etc and a team is sent within 24 hours to dangerous pot holes. However, long term solutions to some highways issues are determined by the funding available and officers continue to identify the budget required to improve the condition of the network. The shortfall is currently around £60 million.

6.0 What have been identified as pro-active service issues within the Area Committee Boundary?

- 6.1 There are already a number of activities which are taking place or are in the planning stage which are targeted at managing local issues.

- Leeds East
 - an initiative called 'Banrock' has brought Area Management, Streetscene Services, Community Safety, Police and the ALMOs together to tackle anti-social behaviour and environmental issues. This initiative has already seen the Killingbeck Police crime figures drop by 1900 since the start of the initiative in April 2004.
 - detailed discussions are taking place around the establishment of 'Neighbourhood Management Areas'
 - Streetscene is involved in the Renew project.
- North East
 - a multi-agency Police and Streetscene operation called 'Arrow' has taken place in the Beckhills.
 - work is ongoing to develop and pilot resident monitoring of environmental standards through a programme called NEAT.
- North West
 - discussions are taking place to establish more responsive working arrangements within the Student ASHORE area.
- West Leeds
 - a pilot project has recently concluded which was aimed at raising awareness of litter and recycling among school children. The project has also been used as the basis to obtain funding to introduce the work City-wide which will take place from January 2005.

- agreement has recently been reached to carry out a litter awareness campaign in 2005 for the area.

- South Leeds

- joint initiatives have already taken place with the Police facilitated by the Area Management Team.

- 6.2 Notwithstanding this, looking after the environment is a multi-agency issue and will only be effective if all key stakeholders contribute and manage more effectively and co-ordinate their service provision. With this in mind the Streetscene Board works closely with a number of these stakeholders and is establishing the framework against which a difference can be made locally.
- 6.3 At a local level Streetscene Service have identified Area Officers who will have a responsibility for leading and working with other key agencies within the area to take a pro-active and practical approach to problem solving local issues and then delivering the agreed solution. This arrangement is being piloted in the Beeston Hill area in December and January before it is introduced City-wide.
- 6.4 Not every issue can be resolved over night and therefore some planning needs to take place in order that workable and deliverable solutions can be found. It is proposed that where Area Committees have identified 'clusters' of local neighbourhoods as priorities for action, that these are used as the starting point.
- 6.5 It is proposed that where arrangements do not already exist that Streetscene Managers take the lead and that proposals for future action are put before the Area Committee in the new year for discussion and approval.

7.0 Monitoring Service Standards

- 7.1 Arrangements are already in place for Area Committees to monitor the performance of Streetscene Services against the agreed National, Local and Area Management performance indicators. However, there is no agreed arrangement for the monitoring of the service standards which have been provided within the information package.
- 7.2 It is proposed that once the NEAT programme, which is being piloted in North East Leeds, has been evaluated that this will be one vehicle which will be used to provide community feedback on standards. In addition, it is also proposed that agreement is reached that at appropriate times Area Committees would carry out their own customer satisfaction survey which will assist in the continuous improvement of the services delivered.

8.0 Recommendation

8.1 Members are requested to:

- note the contents of this report
- agree to receive a further report on priority neighbourhood action.

ISSUE TO BE ADDRESS		ACTION	Action Taken to date	
1	Achieve LPSA target	<ul style="list-style-type: none"> Review cleansing methods and scheduling arrangements for high density residential and industrial areas, recreation sites and associated car parks and transport centres (Zone 2) 	Revised street cleansing arrangements were introduced across the City on the 1 st November 2004 which take into account the requirements in Zone 2 areas.	Nov 04
2	Implementation of Streetscene initiative across the City	<ul style="list-style-type: none"> Introduce <ul style="list-style-type: none"> revised street cleansing arrangements bulky household collections refuse collection zoning co-ordination with grounds maintenance LEAP 	On the 1 st November 2004 <ul style="list-style-type: none"> revised bulky household collection service was introduced. a LEAP programme to be delivered six times per year was implemented revised street cleansing (covered above). leaf fall collection and recycling introduced discussions are still ongoing with regard to refuse collection. grass cutting contract is currently being evaluated. 	Nov 04
3	Raise Public Awareness	<ul style="list-style-type: none"> Improve information to householders on use of wheeled bins and household waste sites 	-a leaflet was circulated to all households in August 2004	Dec 04
		<ul style="list-style-type: none"> Increase Enforcement activity in zone 2 areas to ensure public awareness of responsibilities 	Targeted action has been taken in areas such as Harehills and South Leeds. A programme of activity is being planned for the new year.	Oct 04
4	Increase provision of litter and dog waste bins	<ul style="list-style-type: none"> Introduction of dual purpose litter bins in identified locations across the city 	Consultation has taken place on the location and implementation of litter bins and these will be installed during December 2004 and January 2005.	Oct 04

	ISSUE TO BE ADDRESS	ACTION	Responsible Officer	Sept 04
5	Improve graffiti and flyposter removal provision	<ul style="list-style-type: none"> • Agree protocol for removal of graffiti with ALMOS Other LCC Departments Utilities • Introduction of 0800 number for public reporting of graffiti 	<p>Ongoing</p> <p>Number to be launched in January 2005</p>	<p>Jan 05</p> <p>Jan 05</p>
6	Reduce the instances of graffiti and flyposting	<ul style="list-style-type: none"> • Agree organisational policy on flyposting, flyposting drums, anti-graffiti treatments • Co-ordinate activities with police to encourage reporting of tagging/flyposting 	<p>Flyposting policy launched in October 2004</p> <p>Agreement reached with Police on use of Crimestoppers. Further discussions taking place about action which can be taken to resolve issues.</p>	<p>Sept 04</p> <p>Sept 04</p>
7	Improve the appearance of open spaces, grass verges etc and highways	<ul style="list-style-type: none"> • Review weed control arrangements to reduce presence of weeds on the highway • Co-ordination of grass cutting with Street Cleansing Services - including expectations of new contractor 	<p>Ongoing</p> <p>Ongoing</p>	<p>Nov 04</p> <p>Mar 05</p>

ISSUE TO BE ADDRESS		ACTION	Responsible Officer	
8	Improving the quality of roads (work which directly contributes to Streetscene)	<ul style="list-style-type: none"> Implementation of highways maintenance programme which will ensure that the appearance of the highways meets customer expectations Implement new ways of working which involve patching rather than potholing 	Ongoing	Apr 04/05
			Where ever possible patching work is under taken rather than potholing. This depends however on how dangerous the pothole appears to be.	Apr 04/05
9	Ensure Streetscene contributes to the community Safety Agenda	<ul style="list-style-type: none"> Introduce 'Crime & Grime' arrangements with the police. Improve co-ordination of Enforcement activity by implementation of the Best Value Review of Enforcement. 	Discussions are currently taking place with the Police and other partners to organise anti-social behaviour Police operations around the LEAP programme. Applications are being submitted to ODPM for funding of the Crime and Grime initiative for 2005/6.	Nov 04
			Ongoing	Apr 04/05

ISSUE TO BE ADDRESS		ACTION	Responsible Officer	
10	Increase Pride in the local community environment	<ul style="list-style-type: none"> • Work with Health Schools Initiative to increase awareness among young people about litter management. • Launch public awareness campaign using buses, council vehicles, litterbins etc. • Work with local community youth groups on litter management • Evaluate 2003/04 Community Pride/City Pride Initiative to determine year 2 action 	<p>Funding has now been obtained for the introduction of a Primary School awareness campaign across Leeds.</p> <p>A programme of education and awareness has to be implemented including:</p> <ul style="list-style-type: none"> - bus advertising campaign which started in September 2004 and will run until March 2005. - various newspaper articles have appeared in media sources encouraging recycling - adverts for litter bins have been developed and will be implemented along with the installation of the new litter bins. -radio advertising will begin in the new year <p>Education and awareness officers appointed in July are meeting with Community /tenants/residents and community groups across the city.</p> <p>The City and Community Pride Awards took place on the 22nd October and were well received. An detailed evaluation is now taking place to inform the programme for 2005.</p>	<p>Sept 04</p> <p>Sept 04</p> <p>July 04</p> <p>Nov 04</p>
11	Work with Area Committees to improve local areas	<ul style="list-style-type: none"> • Establish consultation arrangements with Area Committees to ensure local views are included in the work of Streetscene. • To work jointly with Area Committees to find solutions to local issues. • Ensure that Streetscene issues are an integral part of the Area Delivery Plan. 	<p>Across all Area Wedges there are examples of work which is being planned or undertaken to identify and find resolution to specific local issues.</p>	



CITY SERVICES DEPARTMENT

Area Management
Streetscene Services



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CITY COUNCIL

Performance Indicators

Introduction

Effective organisations monitor their performance in order to know how well they are doing and in order to identify opportunities for improvement.

City Services' performance indicators allow the monitoring over time of the Department's, and therefore, the Council's key priorities. Effective performance management ensures efficient allocation of resource, better planning, and identification of areas for improvement. Service level performance management facilitates the monitoring of service standards and helps to identify areas of strength and weakness within service delivery.

Certain performance measures (Best Value Performance Indicators) allow benchmarking and comparison with similar authorities, e.g. Core Cities, to ensure Leeds is competitive.

All performance measures allow the monitoring of progress over time in order to identify trends in service delivery and to apply appropriate risk management processes to the planning of services within Leeds.

Reporting is essential to ensure equality of service delivery and high-quality services to the people of Leeds. It allows comparison across areas and enables area management committees to identify priority actions for improvement on an area basis.

The Department has worked to provide a portfolio of measurable Performance Standards and Indicators for the Area Management meetings. These were identified through a review of service standards and through consultation with Area Managers.

Those indicators that could not be reported on an area basis, that were only available annually or that were irrelevant in terms of area management are not included in this report.

There are three types of performance indicator in the matrix:

1. Best Value Performance Indicators (BVPIs) - prefixed "BV"

These are national measures of performance, set by central Government. We are required under law to report our performance against these indicators and to produce a Best Value Performance Plan (BVPP) on an annual basis.

In order to ensure that these indicators are continually monitored throughout the year, where possible we report on these indicators on a quarterly basis, at Departmental and Service level performance monitoring meetings, to the Area Management Committees and to the Corporate Accountability Meetings.

2. Local Key Performance Indicators (LKIs) - prefixed "LKI"

In order to monitor local priorities that are not reflected in the statutory BVPIs the Department has set several Local Key Performance Indicators.

These are reported on quarterly at Departmental and Service level performance monitoring meetings, to the Area Management Committees and to the Corporate Accountability Meetings.

3. Area Management Committee Performance Indicators (ACPIs) - prefixed "AC"

These are performance indicators that were included only for the Area Management meetings, based on service standards.

These are reported to the Area Management Committees only, on a quarterly basis.

Service Area		Ref.	Performance Indicator	How Collated
HIGHWAYS SERVICES	Streetlighting	AC SL1	Average working days to repair lamp following report	Highways One at Middleton. Standard model reports exist to extract this data. Done by the Senior Lighting Engineer.
		LKI SL1	% of street lamps not working as planned	
	Highways Maintenance	LKI HM2	% of repairs to dangerous damage to roads and pavements which were carried out within 1 day of the Authority first becoming aware of the damage	Performance data comes from an Excel spreadsheet updated by Highway maintenance from Highway One database.
		AC HM1	% of repairs to urgent defects carried out within 14 days	
ENVIRONMENTAL SERVICES	Recycling & Waste	BV 91	% of population resident in the authority's area served by a kerbside collection of recyclables.	Data Analysed by Environmental Services. Data is from SUPERBASE database that is used to create the refuse collection route sheets.
	Refuse Collection	LKI RC1	Number of household waste collections missed per 100,000 collections	Base data is from SUPERBASE as above. Missed bins are recorded by the refuse collection crews and then input to SUPERBASE. This data is amalgamated with missed bin data from Siebel to produce the final figure.
	Street Cleansing	AC SC1	% of relevant land and highways assessed as having combined deposits of litter and detritus in either the clean or light categories	4 Monthly surveying is carried out in order to elicit this data. Wards are surveyed on a sample basis using deprivation indices to ensure that the sample is representative
	Graffiti Removal	AC GR1	No. of incidents reported	Data recorded by Graffiti removal team onto an Excel spreadsheet. Analysis is done by hand, by the Graffiti Team Manager
AC GR2		Average working days to remove		
ENVIRONMENTAL SERVICES	Needle Picking	AC NP1	No. of incidents reported	Raw data is from Siebel system.
		AC NP2	No of needles collected	Comes from Community Safety (from Siebel?)
		AC NP3	% collected within 24 hours	
		AC NP4	Average working days to remove	
	Fly Tipping	AC FT1	Number of flytipping incidents cleared	Data recorded by Environmental Services when a fly-tip is removed. Figures analysed and collated at Environmental Services. Data is on Highway One (fly-tips removed), and on Siebel (public phoning in).
		LKI SC6	Average number of days taken to remove fly tips	

Service Area		Ref.	Performance Indicator	How Collated
ENFORCEMENT	Fly Tipping	AC FT2	Instances of fly tipping investigations	From Enforcement Team, usually by hand (written).
		AC FT3	No. of prosecutions for fly tipping initiated	
	Littering/Dog Fouling	AC FP1	No. of littering/dog fouling fixed penalty notices issued	
	Abandoned Vehicles	AC AV2	Number of 24 hour notices	Data is currently taken from an Excel spreadsheet. Performance Management Team perform the analysis from the raw data.
		AC AV2	% removed within 24 hours	
		AC AV3	Number of 7 day notices	
		AC AV4	% removed within 7 days	

AREA MANAGEMENT PERFORMANCE INDICATORS
CITY SERVICES
 Outer - South

Service Area		Ref.	Performance Indicator	2003/04 Citywide Result	2004/05 Citywide Target	1st Quarter 2004/5	2nd Quarter 2004/5	3rd Quarter 2004/5	4th Quarter 2004/5	Compared to Citywide	Trend - 2003/4 to 2004/5	On Target	2005/06 Citywide Target	2006/07 Citywide Target
HIGHWAYS SERVICES	Streetlighting	AC SL1	Average working days to repair lamp following report	7.2	5.0	8.4	7.4			4.9	Declining	Off Target	5.0	5.0
		LKI SL1	% of street lamps not working as planned	1.75%	1.60%	1.90%	1.80%			1.60%	Declining	Off Target	1.30%	1.10%
	Highways Maintenance	LKI HM2	% of repairs to dangerous damage to roads and pavements which were carried out within 1 day of the Authority first becoming aware of the damage	96.5%	98.0%	93.9%	92.9%			91.1%	Declining	Off Target	100.0%	100.0%
		AC HM1	% of repairs to urgent defects carried out within 14 days	New Indicator	97.0%	100.0%	82.4%			95.5%	New Indicator	Off Target	97.5%	98%
ENVIRONMENTAL SERVICES	Recycling & Waste	BV 91	% of population resident in the authority's area served by a kerbside collection of recyclables.	76.2%	80.5%					80.6%	-	-	81.0%	81.5%
	Refuse Collection	LKI RC1	Number of household waste collections missed per 100,000 collections	127	80					1144	-	-	60	59
		AC RC1	Percentage of household waste collections made on schedule	99.87%	99.20%					98.9%	-	-	99.94%	99.94%
	Street Cleansing	AC SC1	% of relevant land and highways assessed as having combined deposits of litter and detritus in either the clean or light categories	32.0%	27.5%					28.0%	-	-	26.5%	26.5%
	Graffiti Removal	AC GR1	No. of incidents reported	1,890		10	24			1,060				
		AC GR2	Average working days to remove		10.00	4.50	7.79			3.51	N/A	On Target	10.00	10.00

AREA MANAGEMENT PERFORMANCE INDICATORS

CITY SERVICES

Outer - South

Service Area		Ref.	Performance Indicator	2003/04 Citywide Result	2004/05 Citywide Target	1st Quarter 2004/5	2nd Quarter 2004/5	3rd Quarter 2004/5	4th Quarter 2004/5	Compared to Citywide	Trend - 2003/4 to 2004/5	On Target	2005/06 Citywide Target	2006/07 Citywide Target
ENVIRONMENTAL SERVICES	Needle Picking	AC NP1	No. of incidents reported	1,276		64	20			1,656				
		AC NP2	No of needles collected	86,351		1,063	153			96,230				
		AC NP3	% collected within 24 hours	86.0%	86.0%	82.0%	85.0%			86.7%	Declining	Off Target	87.0%	88.0%
		AC NP4	Average working days to remove	0.78	1.00	0.94	1.06			0.75	Declining	On Target	1.00	1.00
	Fly Tipping	AC FT1	Number of flytipping incidents cleared				159			4,413				
		LKI SC6	Average number of days taken to remove fly tips	1.70	1.50		0.92			1.05	Improving	On Target	1.30	1.10
ENFORCEMENT	Fly Tipping	AC FT2	Instances of fly tipping investigations				8			91				
		AC FT3	No. of prosecutions for fly tipping initiated	41		2	0			39				
	Littering/Dog Fouling	AC FP1	No. of littering/dog fouling fixed penalty notices issued	219		21	21			693				
	Abandoned Vehicles	AC AV2	Number of 24 hour notices	1318		6	4			195				
		AC AV2	% removed within 24 hours			83.0%	75.0%			88.9%	N/A			
		AC AV3	Number of 7 day notices	1414		15	1			454				
AC AV4		% removed within 7 days			29.0%	100.0%			83.5%	N/A				

SOUTH AREA WEDGE

Fly Tipping/Litter Hot Spots

- Aberford Road, Woodlesford
- Acres area, Middleton
- Ambler's Mill, East Ardsley
- Beeston Road, Beeston
- Belle Isle Road, Belle Isle
- Bodmin Cres, Middleton
- Bradford Road
- Britannia Road, Morley
- Brooms/Nestfields, Belle Isle
- Common Lane
- Domestic Street, Holbeck
- Fall Lane
- Haigh Moor Road
- Haigh Road, Rothwell
- Helston Road, Middleton
- Homsley Lane, Rothwell
- Lady Pit Lane, Beeston
- Long Thorpe Lane, Lofthouse
- Lowrey Road, Tingley
- Main Lane
- Middleton Lane, Middleton
- Middleton Park Circus, Middleton
- Middleton Ring Road, Middleton
- Moor Knoll Lane
- Newhalls
- Recreations, Holbeck
- Rowlands Place, Beeston
- Sissons Road, Middleton
- South Accommodation Road
- Spinkwell Lane
- Station Lane
- Station Lane, Woodlesford
- Stratfords, Beeston
- Tempest Road, Beeston
- Thorpe Lane, Middleton
- Throstle Street, Middleton
- Trenthams, Beeston
- Wesley Close, Beeston,
- Westerton Road, Tingley
- Wood Lane, Rothwell
- Woodhouse Lane, Woodhouse

Needle Hot Spots

- Armouries Drive, City Centre
- Briggate, City Centre
- Broom Mount, Belle Isle
- Burton Road, Beeston
- Colwyn Road, Beeston
- Cottingley Road, Beeston
- Cross York Street, City Centre
- Crown Point Bridge, City Centre
- Garnet Road, Beeston
- Globe Road, Holbeck
- Boundary Place, Burmantofts
- Great George Street, City Centre
- Harelech Crescent, Beeston
- Harrison Street, City Centre
- King Charles Street, City Centre
- Kirkgate, City Centre
- Quarry House Bridge, Quarry Hill
- Inner Ring Road Embankment, near Quarry House
- Sovereign Street, City Centre
- Tunstall Road, Hunslet
- Whitehall Road,
- Woodhouse Lane, City Centre
- Marsh Lane, City Centre



REPORT OF THE CHIEF RECREATION OFFICER

REPORT TO AREA COMMITTEES

DATE : 13th December 2004

SUBJECT : The Parks and Countryside Service

Electoral Wards Affected :	Specific Implications For : Ethnic Minorities <input type="checkbox"/> Women <input type="checkbox"/> Disabled People <input type="checkbox"/>
Executive Board Decision <input type="checkbox"/>	Eligible for Call In <input type="checkbox"/> Not eligible for Call In (details contained in the report) <input type="checkbox"/>

1.0 Purpose of this Report

1.1 This report sets out the strategic context for, and a description of the Parks and Countryside Service. Information on key performance management initiatives is outlined together with the results of a major resident survey. The report highlights the challenges facing the service in terms of investment and the investment required to deliver the fixed play strategy and the playing pitch strategy.

2.0 Description of Service

- 2.1 There is an increasing awareness and emphasis on the importance that parks and greenspaces play in every day life. The report 'Living Spaces: Cleaner, Safer, Greener' published by ODPM in October 2002 stated that 'the Government is committed to action to make public spaces cleaner, safer, greener places that enhance the quality of life in our neighbourhoods, towns and cities.'
- 2.2 In a recent survey conducted for the development of Vision 2 Leeds' proximity to the countryside and its parks came second and third respectively as the aspects respondents most like about living and working in Leeds.
- 2.3 Recognising the importance of parks and greenspace to Leeds people, we are developing a Parks and Greenspace strategy for Leeds with the assistance of CABA Space, a body established by the Government to facilitate the regeneration of parks and greenspaces.
- 2.4 As part of the Recreation Service, the Parks and Sport services are working together to maximise opportunities for physical activity and fitness in Parks to assist in delivering key Council strategies on health, wellbeing and obesity issues.

2.5 The Parks and Countryside service manages around 4,000 hectares of parks and greenspace. The service has 626 full-time equivalent employees, and has a gross expenditure of £25million with an income target of £15million, leaving a net charge to the Council of £10million per annum.

2.6 The mission of the Parks and Countryside service is “to manage the environment for recreation”. In order to fulfil this mission the service has developed 5 service themes which are outlined below.

Outdoor Play

2.7 The service manages 155 playgrounds located mainly in parks and local neighbourhoods . There are also 16 skateparks located around the city, which reflects the increasing focus of the service in providing facilities for teens and young people that include youth zones and places to socialise and play sports and games.

Outdoor Sport

2.8 The Playing Pitch Strategy audit identified 276 sport pitches managed by the service as the main provider of pitches in Leeds. In addition there are 226 school pitches most of which are maintained by Parks and Countryside. The audit identified 437 clubs using these facilities on a regular basis for football, cricket, rugby league, rugby union, and hockey.

2.9 There are 79 bowling greens within Parks requiring intensive care and maintenance, which are used regularly by 54 clubs.

2.10 The service manages and maintains the City Councils 5 golf courses at Middleton, Roundhay, Goffs, Oulton and Temple Newsam. The number of rounds of golf played during 2003/04 was 174,429. Following a marketing exercise the Executive Board agreed to a lease of the Oulton Golf Course and this will be finalised early in 2005.

2.11 The service also facilities a wide range of other outdoor sports and recreational activities. Some of these are provided where natural features make the activity feasible for example rock climbing at Otley Chevin, and sailing at Yeadon Tarn. Other sports are provided in response to a particular local demand e.g. the Khabaddi pitch at Roundhay and the Beanie pitch at Banstead. The sports and other activities provided comprise of angling, athletics, tennis, basketball, khabaddi, outdoor chess, cycling, water sports, rock climbing, orienteering, sailing, running, boules, and general physical activity, walking and exercise.

Parks and Open Spaces

2.12 There are 7 major or ‘city’ parks in Leeds namely Otley Chevin Country Park, Kirkstall Abbey Estate, Middleton Park, Golden Acre, Roundhay Park, Temple Newsam Estate and Lotherton Hall Estate. In addition there are 75 community parks, 94 recreation grounds and 383 areas of local green space. There are 156 nature conservation sites and around 170 woodlands and plantations managed by the service. The service also deals with tree issues on behalf of City Services and the ALMO’s; and in total manages around 1.5 million trees and 1,200 hectares of woodland.

2.13 As part of the recent tendering exercise for ALMO’s and Highways grounds maintenance, 184 parks and open spaces have been identified for transfer to Learning and Leisure.

Green Infrastructure

2.14 The term ‘green infrastructure’ refers to areas of greenspace, floral features, and street trees that all contribute to the visual attractiveness of Leeds as a City. As mentioned

above highway verges and shared areas of open space around Council housing are currently subject to a tendering exercise with the intention of letting a contract for streetscene grounds maintenance from March 2005.

- 2.15 An audit of greenspace with recreation or conservation value was undertaken over the Summer of 2004. This has involved identifying land with recreation or conservation value vested with other Departments (mainly Neighbourhoods and Housing) that is not directly managed by Parks and Countryside. This is land that typically has the following attributes:
- Land that contains recreational facilities
 - Sites considered as a 'pocket park'
 - Land that has recreational potential if managed appropriately which could for example involve local community groups or partner organisations
 - Woodland areas
 - Nature conservation sites

This land has been excluded from the grounds maintenance tender and it is anticipated that it will transfer to Learning and Leisure from 1st March 2005.

- 2.16 The Parks and Countryside service also carries out a grounds management and maintenance service on behalf of schools and other Council Departments.

Statutory Services

- 2.17 The 22 open cemeteries and 3 crematoria make an important contribution to the provision of greenspace in the City, and the service is also responsible for 21 closed church yards. The burials and cremation service deals with around 7,500 deaths each year of which 5,900 are cremations and 1,600 are burials.
- 2.18 There are 1,157 paths within the Leeds Metropolitan boundary, amounting to a total length of 777km of public rights of way. These Paths are comprised of 620km of Public Footpaths, 153km of Public Bridleways and 4km of Public Byways. The network represents an important linkage to and from many areas of formal greenspace, and countryside areas in both an urban and rural setting.
- 2.19 There are 96 listed allotment sites for which the Parks and Countryside service is responsible. Around two-thirds of sites are 'Self Administered', involving a group of allotment holders entering into a formal agreement with the Authority to lease the Allotment site. The remaining third are 'Council controlled' which means that all management and administration is carried out by the service.

Access and Countryside Service

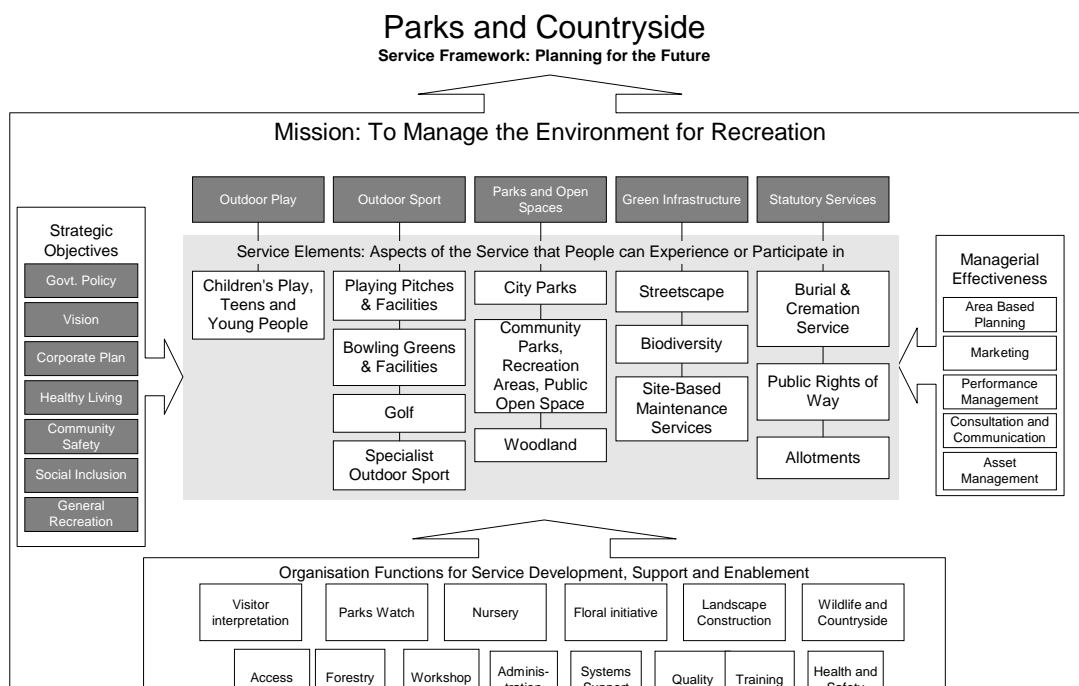
- 2.20 As described above, within the Leeds District there are 1,157 paths amounting to 777km of public rights of way. This path network links the urban centres with the rich and diverse natural environment of Leeds with its 17 Sites Special of Scientific Interest (SSSI), 7 statutory Local Nature Reserves and over 150 non-statutory nature conservation. Over 1,200 species of wild plant have been recorded in the district including 14 species of orchid. Leeds is home to a surprising range of wild plant and animal species many of which are afforded legal protection and require particular management regimes to thrive.
- 2.21 The Access and Countryside Section not only has the statutory duty to look after and protect and develop the Public Rights of Way network but also has the duty to advise the Local Authority regarding statutory obligations in respect of protected species, SSSI and nature conservation land management, and Biodiversity issues.

2.22 The section helps ensure a strategic and comprehensive approach to PROW, nature conservation and biodiversity issues across Leeds and encourages the use of parks and greenspaces as outdoor classrooms, through the following actions:

- Promotes the active management of key nature conservation sites, habitats, and species throughout Leeds.
- Co-ordinates a strategic approach to PROW, nature conservation and biodiversity issues.
- Promotes sustainable ecological management of the City Council's land and woodland estate.
- Facilitates the enjoyment and greater understanding of the natural environment.

Overall Service Framework

2.23 The 5 service themes described above and supporting service elements, all represent the service from a customer perspective, i.e. aspects of the service that people can experience or participate in. They are represented in the core of the following service framework.



The diagram also illustrates a number of strategic objectives at either a national or corporate level, which impact on each area of the service.

The framework also illustrates the functions that have a role to play in the development of the service overall or contribute to a number of service themes or provide a support and enablement role.

2.24 These 'support' functions include the workshop which is responsible for maintaining over 1,600 items of plant and machinery; the plant nursery which produces 4 million bedding plants each year (around 95% from seed), 5,000 hanging baskets, and 8,000 cut flower arrangements; and the city wide parks patrol service which regularly runs joint exercises with the police and works closely with the anti-social behaviour teams, youth service and other agencies.

- 2.25 The Parks and Countryside service has an important role to play in its contribution to educational activities. 36,000 young people benefit from ranger led events and activities which focus on conservation issues and caring for the environment.
- 2.26 There are also a number of educational activities undertaken by Woodland Officers within the service. The Tree Warden Scheme involves over 80 voluntary Tree Wardens located across the City, some of which are organised into 'Friends of' groups. An annual training programme (11-12 full day sessions) covers cross-curricula aspects of tree care and woodland management. There is also the 'Teaching Trees' initiative to promote the use of woodlands as outdoor classrooms to support teachers, and activities are arranged with local schools involving around 1,500 children developed specifically to meet the needs of the National Curriculum.

3.0 Strategic Context

Parks and Greenspace Strategy

- 3.1 The Leeds Initiative published its first Cultural Strategy in 2002 which identified the need for a Parks and Green Space Strategy. This strategy is currently being developed by the Parks and Countryside service with assistance from CABI Space, a body established by the Government to facilitate the regeneration of parks and green spaces.
- 3.2 Consultation has involved the publication of "Towards a Parks and Greenspace Strategy" early in 2004 which was sent to a number of stakeholders and also widely publicised, including on the Council's web site. There is ongoing focus group consultation with a range of targeted groups as part of the strategy development and a draft strategy is due early in 2005, with the final strategy due for completion in Summer 2005.
- 3.3 The Parks and Green Space Strategy will:
- Define the different types of parks and green space in the Leeds metropolitan district within an overall typology and catchment.
 - Emphasise the importance of parks and green space in supporting the regeneration of the city and improving peoples access to green space
 - Identify the key issues concerning the provision and management of parks and green space in Leeds
 - Recognise the impact of partners in helping to address the above issues
 - Enable us to find new ways to respond to customer requirements
 - Demonstrate how the parks and green spaces in Leeds can advance the City's aspiration to be an international cultural centre
 - Enable us to become proactive within the sustainable development agenda
 - Assist us in establishing joined up environmental co-ordination at a local area level
 - Identify a vision for the future of parks and green space in Leeds and develop priorities within a 10 year action framework (2005 – 2015)

Fixed Play Strategy

- 3.4 The Fixed Play Strategy was agreed by Executive Board in September 2002 and is now being implemented in partnership with Ward Members and the Development Department through the use of Section 106 funds. Early in 2005 a report will be presented to each Area Committee detailing the type and location of each playground and suggestions for future provision in each area.
- 3.5 It was anticipated in the 2002 report that implementation of the strategy would require a 10 year programme with an estimated total cost of around £7.5 million. £4 million has been invested over the last 4 years, funded primarily through Section 106 and SRB

schemes. The challenge will be to maintain the level of necessary investment following the cessation of the SRB programme and in those areas unlikely to benefit from Section 106 funding.

Playing Pitch Strategy

- 3.6 The Playing Pitch Strategy was approved by the Executive Board in October 2003. The key findings of the Audit included the need to address issues of quality and access to playing pitch facilities, and the need to develop a range of 'Community Club' sites to accommodate the growing number of sports clubs and users, whilst at the same time providing a balanced provision across the city.
- 3.7 The following specific steps are proposed in the short, medium and long term.

Short Term

- Area Committees will be provided with information contained in the pitch assessment and strategy, with a view to developing implementation plans specific to each area
- Officers from Learning and Leisure will work closely with the Development Department regarding interpretation of planning policy and guidelines

Medium Term

- The review of the lettings policy be completed particularly with regard to the use of playing pitches
- Sport clubs forums will be established across the City to allow input into the implementation process and for the Department to feedback progress
- The Sport Leeds Board Infrastructure Group will be involved in managing the implementation of the strategy and development of area plans
- Regular reports will be provided to Asset Management Group with regard to the rollout of area based implementation plans and to inform decision-making on specific proposals.

Long Term

- Implementing the strategy will be a long term commitment requiring close working with a range of partners and other organisations
- 3.8 Sustained investment will be a critical factor in implementing the strategy successfully. The report to Executive Board identified a minimum capital investment of £10m to bring Parks and Countryside pitches up to a good quality standard.

Allotments Strategy

- 3.9 We have recently produced an outline of a draft Allotments Strategy for wide consultation. A recent focus group session identified some of the following benefits and opportunities from having an allotment and promoting their wider use by the community:
- **Health** - the benefits that exercise brings and overall physical well-being. An effective way of reducing stress and anxiety.
 - **Diet** - the produce (i.e. fruit and vegetables) is generally more nutritious than processed food, and is in the main organically grown.

- **Education** - opportunity to engage with schools as well as a means of engaging with disaffected young people

Urban Forest Strategy

3.10 It is planned to develop an urban forest strategy and tree policy for both the Council and partner organisations. The strategy would have the following aims:

- To set out the obligations of the Council in relation to trees and woodlands
- Identify key performance indicators for development and management
- Define, and identify the geographic distribution of all Council owned sites and trees and woodlands
- Emphasise the importance of the Leeds Urban Forest
- Identify the key issues concerning the provision and management of the Leeds Urban Forest
- Set out the structures and processes that will deliver the aims and objectives
- Enable new ways to respond to customer requirements
- Assist in establishing joined up environmental co-ordination at a local area level

4.0 Residents Survey

4.1 The residents survey was sent out to 30,000 households and 4,500 young people and children at the end of January 2004, as follows:

- | | |
|--|--------|
| • Adults (based on the Electoral Register) | 30,000 |
| • Young People aged 12-16)(sample of Breeze card holders) | 2,000 |
| • Children aged 5-11) | 2,500 |

The sample of 30,000 households/residents for the adult survey was taken from the Electoral Register with an even geographic spread across the City based on 395,000 people who had consented to their personal data being used for this purpose.

4.2 The survey has been carried out in partnership with the Institute of Leisure and Amenity Management (ILAM), specifically with an ILAM consultant who has conducted this survey with many other local authorities. The results of the survey can therefore be benchmarked with the results from other local authorities.

The specific breakdown of the 8,742 returned questionnaires is as follows:

- | | |
|--|-------------|
| • Adults | 6,842 (23%) |
| • Young People aged 12-16)(Breeze card holders) | 700 (35%) |
| • Children aged 5-11) | 1,200 (48%) |

4.3 Analysis of the 6,842 adult respondents shows that 6,267 use a park (92% of all respondents); and 5,579 use an identified Leeds' park as their normal park (82% of all respondents). Analysis of the 688 young person respondents shows that 661 use a park (96% of all respondents); and 654 used an identified Leeds' park as their normal park (95% of all respondents).

Statistically, using these figures across the Leeds population would show the equivalent visits to identified Leeds' parks is around 51 million. This does not account for the visits to Leeds major parks, such as Roundhay, Lotherton, Otley Chevin, Golden Acre and Temple Newsam from non Leeds residents.

The survey showed both adults and young people predominantly visit for between half an hour and a maximum of 2 hours during each visit.

4.4 The main reasons to visit for adults were as follows:

Reason	Equiv. Visits
Exercise	21.5 million
To take children to play	6.5 million
To relax	19.5 million

For young people, the main reasons to visit were:

Reason	Equiv. Visits
Meet friends	8.9 million
Play sport/games	8.7 million
Play with friends	8.3 million

4.5 The following table indicates the most popular parks for adult respondents:

Park	Responses	Equivalent Annual Visits
Roundhay Park	1148	3,690,163
Pudsey Park	303	1,693,294
Horsforth Hall Park	293	1,548,995
Temple Newsam Estate	413	1,465,424
Golden Acre Park	459	1,356,457
Middleton Park	169	1,112,439
Woodhouse Moor Park	113	1,072,482
Meanwood Park	136	1,024,658
Tarnfield Park	132	951,784
Rothwell Country Park	193	946,194

4.6 It is intended to carry out this survey again in 2005 and 2006, and thereafter every 3 years. The results of each survey will be reported to Area Committees and will form one of the services' key performance indicators.

5.0 Green Flag

5.1 The Green Flag Award scheme provides for a national standard for parks and green spaces across England and Wales. The award is managed by The Civic Trust on behalf of CABI Space, and it has backing in England from the Office of the Deputy Prime Minister, English Heritage, The Countryside Agency, and English Nature. In 2004 the Parks and Countryside Service entered four parks: Chevin Forest Park, Pudsey Park, Lotherton Hall Estate and Temple Newsam Estate for the award, all of which are now confirmed as successfully achieving the award.

5.2 The key criteria for assessing relevant sites against the standard are as follows:

- A welcoming place
- Healthy, safe & secure
- Clean & well maintained
- Sustainability
- Conservation & heritage
- Community involvement

- Marketing
- Management

- 5.3 In order to assist the service with performance management we arranged for 31 managers from the service to be trained as Green Flag judges. As well as contributing to the overall success of the scheme, these judges are applying their knowledge across 150 Leeds parks over the next 3 years to raise issues about the quality of greenspace and help facilitate the improvement of services in line with the nationally accepted criteria. The first 47 parks, woodlands, cemeteries and nature conservation sites are currently being assessed and will be complete by November 2004. A new performance indicator for the Parks and Countryside Service will be developed based on the "percentage of sites that meet the green flag standard".
- 5.4 Based on the analysis of results so far, it would appear that 13% of the 47 sites assessed would meet the full Green Flag standards and criteria. A full breakdown of each site and the criteria met will be presented to Area Committees in due course.

6.0 Best Value Review and Service Comparisons

- 6.1 The Best Value Review of Parks and Countryside presented to Executive Board in December 2001 explored comparisons between Leeds and Core Cities in terms of the direct cost of maintenance of **community parks**. The comparison showed that the average spend per hectare for Leeds was £1,874 compared to a mean of the other Core Cities of £6,500. Since the Best Value review, £560k has been allocated to the Parks and Countryside budget for horticultural maintenance improvements.
- 6.2 Work recently carried out for the Leisure Scrutiny Board with regard to the Cemeteries and Crematoria function of Parks and Countryside indicated that the average cost of grounds maintenance for Leeds compared to other local cities is:
- Leeds Cemeteries £4,322; Other local cities £6,417
 - Leeds Crematoria £3,242; Other local cities £7,083
- 6.3 During 2004 a survey was conducted into grass cutting arrangements among the Association of Public Service Excellence (APSE) members which was published in October 2004. The results indicate that the average number of grass cuts per annum by other Local Authorities on housing estates and general amenity/recreation areas is 17. A similar comparison with Glasgow City Council showed that their average number of cuts is 20. Both of these figures compare to an average of 13 cuts per annum in Leeds.

7.0 RECOMMENDATION

- 7.1 Members are asked to note the content of the report and the services provided by Parks and Countryside and to note that reports on the following issues will be presented in early 2005:
- Playing Pitch Strategy
 - Fixed Play Strategy
 - Evaluation of the market testing exercise for Streetscene Grounds Maintenance.

Appendix 1: List of Sites to be Assessed using the Green Flag Criteria

Wedge Area	Site Name	2004	2005	2006	
East Wedge	Allerton Bywater Sport Ground		2		
	Banstead Park		2		
	BarleyHill Park		2		
	Beckett Street Cemetery	1			
	Castlehill Woods			3	
	Chippies Quarry			3	
	Compton Road Pocket Park	1			
	East End Park	1			
	Garforth Cemetery		2		
	Glebelands Rec, Ninelands Lane			3	
	Grove Road Recreation Ground		2		
	Halton Dean - Primrose Valley			3	
	Harehills Cemetery			3	
	Harehills Park			3	
	Hollinghurst woods		2		
	Kippax Meadows			3	
	Linesway	1			
	Lowther Lake			3	
	Manston Park		2		
	Saville Road Recreation Ground	1			
	Skelton Woods	1			
	St Mary's Kippax			3	
	Townclose Hills		2		
	Whinmoor Park, Coal Road	1			
	Whitkirk Cemetery		2		
	Temple Newsam Estate	1			
	Sub Total		8	9	9
	North East Wedge	Addymans Wood			3
		Buslingthorpe Recreation Grd			3
		Carr Manor Recreation Ground		2	
Chapel Allerton Park		1			
Cranmer Bank Recreation Ground			2		
Gipton Woods			2		
Gledhow Valley Woods		1			
Harland Way (within Leeds boundary only)				3	
Lotherton Hall Estate		1			
Meanwood Park			2		
Moss Woods			2		
Potternewton Park		1			
Roundhay Park				3	
The Ings Wetherby				3	
			4	5	5
North West Wedge	Adel Woods			3	
	Becketts Park		2		
	Bedquilts Recreation Ground		2		
	Burley Park	1			
	Engine Fields			3	
	Golden Acre Park	1			
	Grove Hill Park, Otley			3	
	Hanover Square	1			
	Hawksworth Woods	1			
	Holt Lane			3	
	Horsforth Cemetery			3	
	Horsforth Hall Park		2		
	Hungerhills Woods		2		
	King George's Playing Fields			3	
	Kirk Lane Park		2		
	Kirkstall Abbey Estate			3	
	Lawnswood Crem	1			
	Lovell Park	1			
	Micklefield Park, Rawdon			3	
	Nethermoor Park, Guiseley		2		
	Nunroyd Park, Guiseley		2		
	Otley Cemetery			3	
	Otley Chevin Country Park	1			
	Rawdon Crem	1			
	Scotland Woods		2		
	Tarnfield Park, Yeadon	1			
	The Hollies			3	
	Tinshill Recreation Ground		2		
	Wellcroft			3	
	Wharfemeadows Park, Otley	1			
	Woodhouse Moor Park	1			
	Woodhouse Ridge			3	
Woodhouse Square		2			

Wedge Area	Site Name	2004	2005	2006
	Woodside Recreation Ground	1		
	Yeadon Cemetery		2	
	Sub Total	12	11	12
South Wedge	Adwalton Moor			3
	Beeston cemetery			3
	Beggars Hill	1		
	Bruntcliffe Cemetery	1		
	Churwell Park	1		
	Cottingley Crematorium			3
	Cross Flatts Park	1		
	Dartmouth Park	1		
	Drighlington Park		2	
	East Ardsley Recreation Ground		2	
	Fairburn Ings			3
	Gildersome Cemetery			3
	Hembrigg Recreation			3
	Hesketh Recreation Ground		2	
	Holbeck Cemetery			3
	Holbeck Moor			3
	Hunslet Cemetery			3
	Hunslet Lake	1		
	Hunslet Moor			3
	John O'Gaunts Recreation Ground		2	
	Lewisham Park	1		
	Lofthouse Cemetery	1		
	Lofthouse Recreation Ground	1		
	Lowry Road			3
	Merrion St Gardens		2	
	Middleton Park	1		
	Parish Church Gardens		2	
	Park Square			3
	Rothwell Cemetery		2	
	Rothwell Country Park		2	
	Scatcherd Park		2	
	Sissons Wood		2	
	Springhead Park		2	
	Sub Total	10	11	12
West Wedge	Armley Park	1		
	Bramley Falls Wood Park		2	
	Bramley Park		2	
	Brookfield Recreation Ground	1		
	Calverley Park (Victoria Park)	1		
	Calverley Woods			3
	Chatsworth Recreation Ground	1		
	Farfield Recreation Ground	1		
	Farnley Hall Park			3
	Farnley Reservoir		2	
	Farsley Cemetery			3
	Farsley Recreation Ground	1		
	Hainsworth Park			3
	Ley Lane Recreation Ground		2	
	Nan Whins Wood	1		
	New Farnley Park		2	
	New Wortley Cemetery			3
	New Wortley Recreation Ground			3
	Post Hill		2	
	Pudsey Cemetery			3
	Pudsey Park	1		
	Queens Park, Pudsey	1		
	Rodley Park Recreation Ground			3
	St. Mary's Cemetery		2	
	Stanningley Park	1		
	Tyersal Park		2	
	Upper & Lower Wortley Cemetery		2	
	Weasel Fields Recreation Ground		2	
	Western Flatts Cliff Park	1		
	Westroyd Park			3
	Woodhall Lake	1		
	Sub Total	12	10	9
139	Grand Total	46	46	47



LEEDS
CITY COUNCIL

AGENDA ITEM NO.: Originator: Dave Richmond Tel: 0113 247 5536
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REPORT OF: Dave Richmond of Neighbourhoods & Housing
MEETING: Outer South Area Committee
DATE : 13th December 2004

SUBJECT : Leeds Regeneration Plan

Electoral Wards Affected :

Rothwell
 Morley North
 Morley South
 Ardsley & Robin Hood

Specific Implications For :

Women
 Disabled People

Executive Board Decision

Eligible for Call In

Not eligible for Call In
 (details contained in the report)

1.0 Purpose of Report

This report seeks to:

- Provide a brief summary of the need to review the Leeds Neighbourhood Renewal Strategy.
- Provide an overview of the process for developing the Leeds Regeneration Plan, including progress to date.
- Brief members of the Area Committee on the scope to influence the development of the Leeds Regeneration Plan.

2.0 Why is the Leeds Regeneration Plan needed?

The Vision for Leeds has recently been revised for the 2004-2020 period and adopted as the Community Strategy by the Leeds Initiative. The revised Vision has three key aims:

- Narrowing the gap between the most disadvantaged people and communities and the rest of the City.
- Going up a League as a City - making Leeds an internationally competitive city.

- Developing Leeds' role as the regional capital.

In addition to these aims, the Vision has eight thematic priorities:

- Cultural Life;
- Enterprise and the Economy;
- Environment City;
- Harmonious Communities;
- Health and Well-Being;
- Learning;
- A Modern Transport System; and
- Thriving Places.

The delivery of the Vision is the responsibility of the Leeds Initiative. As part of a major recent reorganisation of the Leeds Initiative's structures and strategic programme, the Narrowing the Gap Executive has been created to lead on the 'Narrowing the Gap' aim. The Executive also acts as the Local Strategic Partnership (LSP) for Leeds.

The current framework for the delivery of the 'Narrowing the Gap' aim is the Leeds Neighbourhood Renewal Strategy (LNRS). The LNRS was adopted in 2001 and is based principally upon the delivery of floor targets in five key thematic areas (worklessness, crime, education and skills, health and housing and the environment). The Strategy has led to focussed interventions in three key neighbourhood renewal areas (Beeston and Holbeck, Gipton and Harehills) and the Aire Valley Employment Area (AVEA).

A review of the LNRS is required for a number of reasons:

- To replace the current LNRS, which focuses on four neighbourhood renewal/regeneration areas in the city, with a plan for the comprehensive regeneration of the city that includes all communities and neighbourhoods.
- To take account of the newly established Area Management structures and the Council's agenda for more locally devolved services delivery and accountability.
- To provide a performance framework for the five District Partnerships, which have been created to oversee and co-ordinate delivery of regeneration and renewal strategy on an area basis.
- To reflect the move away from discretionary funding by Yorkshire Forward towards a Sub-Regional Investment Planning approach, which will lead to investment in a number of new large scale regeneration programmes.
- For the purposes of Government Office assessment of the Leeds Initiative's commitment to on-going review and development of its strategic objectives.

3.0 What will the Leeds Regeneration Plan look like?

The Leeds Regeneration Plan will consist of one city-wide Regeneration Plan and five District Regeneration Plans. These plans will provide a 'road map' to achieve the 'Narrowing the Gap' aim between 2005-2008. They will contain clearly defined actions for this three year period, but they will also give an indication of the types of action that are likely to be pursued in the longer term.

Each District Regeneration Plan will contain:

- A summary of the key regeneration issues/problems facing the District.
- A gap analysis of service provision and regeneration activity in the District.
- Detailed actions with linkages to the eight themes of Vision II, with realistic time-scales, clear outputs and outcomes, and identified lead organisations.
- A schedule of additional key projects which will make a difference in each area.
- An overall description of the role of each District Partnership in delivering the 'Narrowing the Gap' aim and the eight themes of Vision II in the District.

The city-wide Regeneration Plan will provide an overarching framework for the comprehensive regeneration of the city. It will detail city-wide actions and projects that will address issues and problems that are common to more than one district.

In contrast to the LNRS, which focused largely on the concept of 'Neighbourhood Renewal', the Leeds Regeneration Plan will adopt a more comprehensive approach to regeneration. In addition to the Neighbourhood Renewal focus upon the use of mainstream services and resources in the cities most deprived neighbourhoods, the plan will provide a wider framework for intervention in areas of acute deprivation, areas in decline or stress and areas of growth or opportunity. The new strategy, therefore will define approaches to:

- Area-based neighbourhood renewal (through local co-ordination of mainstream services).
- Public service improvements (through public service agreements, local agreements and floor targets in community safety, education, employment, housing and health).
- Business support and competitiveness.
- Community cohesion.
- Social and economic inclusion.
- Spatial and physical development, including transport and the environment.
- Urban renaissance, including issues such as improved urban design, physical regeneration, and sustainable development.

4.0 How will the Leeds Regeneration Plan be delivered?

4.1 Division of responsibilities

The development of the Leeds Regeneration Plan will be overseen by a Steering Group consisting of representatives from the Narrowing the Gap Executive, namely Leeds Initiative, Re'new, the Neighbourhoods and Housing and the Development Departments of the Council, The Primary Care Trusts, and Leeds Voice.

The Steering Group agreed that the development of the Leeds Regeneration Plan should be facilitated by external consultants rather than led by one particular partner. This work is being funded by a grant from the Neighbourhood Renewal Fund. The key role of the external consultants will be to conduct consultations with the District Partnerships, Area Committees and Area Management staff and assist them to develop the five District Regeneration Plans.

Staff from the Council's Regeneration Service will take the lead to work with others to develop the city-wide Regeneration Plan and ensure that it co-ordinates the activities proposed in the District Regeneration Plans.

The Chief Regeneration Officer will be responsible for the day-to-day project management of the consultants, with support from Leeds Initiative staff.

The Regeneration Service and Leeds Initiative staff have already provided a considerable amount of contextual information and socio-economic data which the consultants will use to produce an initial baseline report and a gap analysis.

4.2 Appointment of the consultants

The Steering Group conducted a rigorous selection process in order to appoint the consultant with the most appropriate experience and skills. Following this process a consortium led by Inspira Consulting, and including Sopp Toovey Consultancy Services, Scott Wilson and a number of Neighbourhood Renewal advisors to the Neighbourhood Renewal Unit (NRU) was appointed at the beginning of November 2004.

The Consortium led by Inspira Consulting were selected because they were able to demonstrate, via the interviews and their tender submission, the following skills and experience:

- Significant experience of the development and implementation of Regeneration and Neighbourhood Renewal Strategies within area management frameworks, including support for major cities such as Birmingham and Bristol.
- Extensive experience of working with LSPs, including Birmingham, Bristol, Wolverhampton, Northamptonshire, Sandwell, Dudley, Derby and the Leeds Initiative.
- Extensive experience in social economic and environmental regeneration and in all the thematic areas of Vision II.
- Innovative facilitation skills. For example, Inspira worked with Northamptonshire County Council to establish and discuss key principles and resource prioritisation with local communities in the context of the neighbourhood renewal strategy.
- Extensive experience of inner city and multi-racial community environments, including research into training and skills provision for BME groups in Leeds and Bradford on behalf of the Department of Work and Pensions.

4.3 Assignment Plan

An Assignment Plan has been agreed between the Steering Group and the Consultants which sets out key tasks and time-scales for the development of the Leeds Regeneration Plan. The key stages for the delivery of the Regeneration Plan are:

- An initial desk-based review of the strengths and weaknesses of the current LNRS by early December 2004.
- Meetings between the Consultants and Key Partners to discuss the key issues relating to the eight themes of the Vision for Leeds 2004-2010 by late November.
- Desk-based research to produce a baseline for each District, map existing regeneration strategies and activities, and establish the service changes required to deliver effective regeneration in each area by mid-December 2004.
- Agreement of a guidance document on the framework for District Regeneration Plans by December 2005.

- Completion of consultation events with key stakeholders in each District by February 2005.
- Completion of a 'gap analysis' to determine areas where there is a significant gap between the aspirations of District partners and the current baseline by February 2005.
- Production of a list of possible regeneration projects that will bring about positive change and close the gap between the current baseline position and Partner's aspirations by February 2005.
- Produce, assess and review draft Regeneration Action Plans for each District by April 2005.
- Produce a Draft City-Wide Regeneration Action Plan by April 2005.
- Produce a final Regeneration Plan, incorporating the five district plans and the city-wide plan by June 2005.

The Leeds Regeneration Plan is in effect a delivery plan for Vision II, which was informed by a large public consultation programme on the aims and aspirations for the city. Therefore, the action planning process will focus largely on input from key stakeholders within the District Partnerships on how to deliver the agreed priorities, but it will not involve wider public consultation.

5.0 What are the implications for Area Committees and District Partnerships?

Within South Leeds we have already undertaken a great deal of work base-lining on an area and neighbourhood level particular issues which need to be addressed on a council and multi-agency basis. This work is contained within the profile and priorities document, which was approved by this area committee in September. This groundwork will enable the area committee to make an influential contribution to the work of the consultants in developing the Regeneration Strategy for South Leeds.

However, to be effective the strategy needs to be owned and delivered by the council and its partners in the rest of the public sector, private sector and voluntary and community sectors. Consequently members of the District Partnership will have a key role to play in shaping the development of the Leeds Regeneration Plan and delivering the eight themes of Vision II and the 'Narrowing the Gap' aim.

Members of the District Partnerships will be encouraged to give their views on local regeneration needs, priorities and possible future actions in the workshops that will be facilitated by the consultants in January and February 2005. They will also have a key role to play in assisting the consultants to produce the five District Regeneration Plans and the Regeneration Service in developing the city-wide Regeneration Strategy.

There are a number of key issues that District Partnerships could consider in preparation for these consultation events. These include:

- How do the Vision II Themes listed at Section 2.2 relate to the area covered by the Area Committee or District Partnership? For example what would/could its main contributions under the "Cultural Life" theme be?
- Are particular Themes more or less important to particular areas or District Partnerships.
- What key projects, interventions or service based actions - new or existing - should or could District Partnerships be considering in relation to delivering the Vision II themes in their area and securing sustainable regeneration?

5.1 Current Regeneration Initiatives within Outer South

There are a number of planned or potential major regeneration projects within the area committee boundary which will have a significant impact on the regeneration of the area. Some of the projects are:-

- Proposed development of Morrisons in the heart of Rothwell Town Centre.
- Development of ideas for Morley and Rothwell Town Centre management.
- Primary Review Strategy is amalgamating Drighlington Infant and Junior Schools, amalgamating Blackgates Infant and Junior Schools, refurbishing extension works to primary schools in Woodlesford, Oulton and Westerton. Rothwell and East Ardsley Primary Schools received improvements from PFI.
- Building Schools For the Future (BSF) for Rodillian High School
- Primary School developments in Morley include the merging of Cross Hall Infants and Junior schools, more admissions to Newlands Primary School and proposals for consultation on the closure of Elmfield Infant.
- Major private sector housing developments particularly in the outer area which will have an impact on services e.g. the redevelopment of the former St George's Hospital site in Rothwell.
- Morley Town Centre Partnership which has an action plan making contributions to improving the centre.
- Coalfields Regeneration Trust to help both individuals and the wider community who will experience the impact of the Selby closure programme.
- The achievement of a 2 star rating for South Leeds Homes and the consequential additional investment into council housing.

However, physical regeneration is only one of the building blocks necessary to underpin a significant change within the areas of outer South Leeds. The area committee priorities of services to young people, community safety and streetscene/environmental issues are also likely to feature heavily on any forthcoming plan.

During initial discussions the District Partnership has indicated that issues such as education, training and employment and health and well being also need to be given due prominence.

It is worthy of note that the consultant assigned to work on the South Leeds plans, Paula Grizzard has extensive experience in advising on issues such as worklessness and economic development and in tackling barriers to the labour market such as age, disability, ethnicity and gender.

6.0 Recommendation

Members of the committee are asked to consider the content of this report and indicate any issues supplementary to those given prominence within the committees profile and priorities document which in the opinion of the committee should feature prominently within the District Regeneration Plan.

7.0 Key Decisions

No

8.0 Forward Plan

9.0 Timescale

As indicated in 4.3 above.

10.0 Community Implications

The proposals have potential implications for all communities within South Leeds.



AGENDA ITEM NO.:
Originator: M Stenton Tel: 395 0647

REPORT OF THE: DIRECTOR OF NEIGHBOUHOODS AND HOUSING

MEETING: OUTER SOUTH AREA COMMITTEE

DATE : 13TH DECEMBER 2004

SUBJECT: LEEDS CITY COUNCIL COMMUNITY CENTRES REVIEW

Electoral Wards Affected:		Specific Implications For:	
ALL		Ethnic Minorities	<input type="checkbox"/>
		Women	<input type="checkbox"/>
		Disabled People	<input type="checkbox"/>
Executive Function	<input type="checkbox"/>	Council Function	<input checked="" type="checkbox"/>
		Eligible for Call In	<input type="checkbox"/>
		Not eligible for Call In	<input type="checkbox"/>
		(details contained in the report)	

1. PURPOSE OF THE REPORT

- 1.1 The report covers a number of issues related to community centres following recent reports to the Council's Executive and Neighbourhoods and Housing Scrutiny Boards.
- 1.2 It confirms current departmental vesting arrangements for the centres, highlights a number of operational issues and seeks Area Committee views on a draft new pricing and lettings policy for the use of those centres which are directly managed by the City Council.

2. BACKGROUND

- 2.1 The Community Centres Review has been ongoing in three phases:
 - ◆ Information gathering
 - ◆ Consultation
 - ◆ Implementation

Earlier phases of the review included consultation through the former Community Involvement Teams.

- 2.2 The review is now in the implementation phase and officers from Neighbourhoods and Housing, Learning and Leisure, Development and City Services have been developing proposals to make the community centre portfolio sustainable over the longer term. The three main areas of work which have been the subject of reports to the Executive Board and Scrutiny are:

- ◆ Asset Management Issues - Analysing the number of facilities and their condition/suitability for future service delivery.
- ◆ Operational Issues - Assessing the revenue cost of the service and in particular the high cost of caretaking.
- ◆ Lettings and Pricing Policy Issues - Developing a revised policy for lettings in centres which is consistent and improves the net operating deficit of the service.

3. ASSET MANAGEMENT ISSUES

- 3.1. As part of the review process the Scrutiny Board for Neighbourhoods and Housing made a series of recommendations concerning the future provision of Council operated community centres in May 2004. With specific reference to asset management issues Scrutiny made the following recommendation:

'That Executive Board request officers to progress the rationalisation of community centres, with corporate guidance, with a view to retaining and maintaining only those centres which are considered viable and appropriate to the needs of the local community, having due regard to the views of elected Members.'

'That Executive Board request that this rationalisation begin immediately.'

The Executive Board considered the issue in June 2004 and was keen to see progress on the rationalisation of assets, subject to consultation.

- 3.2. At the start of the Community Centres Review in 2001 the Council owned 108 community facilities distributed throughout the City. For the purposes of this report these are the facilities that are now managed by either Learning and Leisure or Neighbourhoods and Housing. Through the information gathering phase of the review two key points were identified, namely:
- ◆ The distribution of Council run community centres appeared uneven and the rationale for the current makeup of the portfolio was unclear and largely historic.
 - ◆ Many community centres were in need of capital investment to address issues of poor condition. In addition, the suitability of many facilities appeared to be poor with a number of centres being housed in buildings, which were not originally designed for community use.
- 3.3. Whilst the review process has been underway there have inevitably been asset management issues associated with the portfolio that have had to be addressed. As a consequence of this process 17 community facilities have closed since 2001 and the Council has also opened 3 new community centres since the review began.
- 3.4. There are currently 94 facilities under the responsibility of the Department of Neighbourhoods and Housing and the Department of Learning and Leisure. Appendix 1 lists the centres in each area. It shows the department now responsible for the asset and whether the centre is leased to an external organisation or directly managed by the City Council.
- 3.5. In order to make further progress in making the Community Centre portfolio more sustainable, officers considered the potential for further rationalisation of facilities. At

the October 2004 Executive Board, Members approved in principle the disposal/closure of the following facilities:

- ◆ South Leeds: Bangladeshi Centre, Tunstall Road – Negotiations are taking place to dispose of the Council's land interest in this site to the Bengali Mother Tongue and Cultural Organisation at open market value.
- ◆ NW Leeds: Cardigan Centre – This facility is currently leased to a third party. The occupier has expressed an interest in purchasing the site and it is proposed that the Council progress this option subject to satisfactory terms being agreed.
- ◆ NW Leeds: Kirkstall Hill Community Centre – This facility is a former school kitchen built in the 1930's and is of pre-fabricated construction. It is in poor condition and would require significant capital investment. Recent usage has been low and the premises are now vacant following the sole user closing their playgroup.
- ◆ NW Leeds: Headingley Annexe – The presumption here is that the premises will be vacant subject to the Royal Park School site development. Nearby, Headingley Community Centre provides a good community resource.
- ◆ West Leeds: Wyther Community Centre – This facility has low usage and is in poor condition with significant capital investment required. The proposal is to look at supporting the move of existing use to the Armley Lazer Centre or nearby schools.

3.6. In addition, it was agreed that officers would review the 89 facilities that would then remain and develop further proposals for reshaping the portfolio to report to a future Executive Board meeting. In doing this officers will consider issues such as:

- ◆ The existing usage of the facility.
- ◆ The opportunity to improve provision through some form of consolidation of existing provision.
- ◆ The opportunity to provide improved provision through planned developments in future LIFT projects and/or Building Schools for the Future.
- ◆ Opportunities that may exist in planned regeneration projects that are proposed for key areas of the City.
- ◆ The location of the facility in the context of broader issues in the local area including regeneration, community cohesion and levels of deprivation.
- ◆ The suitability of existing accommodation for community use.
- ◆ The current condition of existing facilities and the merits/problems associated with the refurbishment of the premises.
- ◆ The current revenue running costs of the facility in the context of existing usage and the value for money afforded by the existing arrangements.

3.7 Once initial work has been done, consultation will take place which will include local ward members. The review will give opportunities to improve the portfolio of centres that remain and respond to local needs and opportunities e.g. the potential for local management committees to manage centres in some areas. A combination of capital receipts from disposing of any centres, planned capital investment and Area Committee Capital Well Being allocations will provide greater opportunities to invest in the centres which are the most sustainable over the longer term.

4. OPERATIONAL ISSUES

- 4.1. The operational issues reported to the Executive Board centred largely on the revenue running cost of the service. For 2003/04 the net cost of the service, excluding asset rental, was £2.9m.
- 4.2. Work undertaken by officers has identified the potential to make efficiency savings in the operation of the service, which generate year-on-year revenue savings for the Council.
- 4.3. The operational management of Community Centres is now being undertaken by City Services (alongside the management of other civic buildings) on behalf of Learning and Leisure and Neighbourhoods and Housing. City Services are working with the client departments to reduce the costs of service provision through a range of actions including:
- ◆ Reviewing the opening times for centres
 - ◆ Determining whether caretakers are required at all times currently deployed in centres
 - ◆ Reducing long-term sickness cases
 - ◆ Reducing the occasions that are covered using over-time
 - ◆ Employing new staff on revised terms and conditions
 - ◆ Continuing to negotiate changes to current staff contracts of employment with staff and their Trade Union representatives
 - ◆ Ensuring that staff rotas adhere to the European Working Time Directive and in particular the need to reduce working weeks below 48 hours.
- 4.4 Each of the Area Management Teams will be involved in work to bring about efficiency savings to the portfolio in each area. Ward members will be consulted on any significant changes to operational arrangements to a centre in their area e.g. changes to times when there will be a regular caretaking presence.

5. PRICING POLICY

- 5.1 With regard to lettings and pricing policy issues the Neighbourhoods and Housing Scrutiny Board made the following recommendation in May 2004:

- ◆ *That the Executive Board resolve that a consistent community lettings and charging policy is developed across the Council.*

At the Executive Board in June, Members agreed that a new policy was required and requested a revised lettings and pricing policy be drafted for all centres for consultation.

- 5.2 Accordingly, officers developed a draft proposal for Executive Board's consideration. The principles that sit behind the draft policy are as follows:
- ◆ The prices charged for the use of community centres should be transparent and be consistently applied across all centres
 - ◆ There should be no hidden subsidies and any subsidies levied should be paid for by a client budget
 - ◆ College user rights should be levied a service charge that reflects the legitimate cost of their occupation

- 5.3 The draft lettings and pricing policy is attached at Appendix 2 and views from Area Committees are invited on it, along with views on which local organisations/forums should be consulted on it. Consultation will also take place with all known existing users of community centres. In addition to information about the draft new policy being placed in each community centre affected, information will also be circulated to other public buildings e.g. One-Stop Centres, Libraries and Leisure Centres and be made available on the Internet. Following consultation, which is anticipated to take place until the end of February 2005, a final pricing policy will be presented for Executive Board's approval.
- 5.4 A key part of the draft pricing policy is a proposal to levy a service charge for the use of Council Community Centres by Colleges exercising their User Rights, which were established following the split of the colleges from the Council in 1992. Whilst the Council has not previously levied a service charge to date, advice from the Chief Legal Officer confirms that the Council is able to levy a service charge in this instance. Further work is now being done on this by officers in the Learning and Leisure Department.

6. RECOMMENDATIONS

- 6.1 Members of the Area Committee are asked to:
- ◆ Note the issues in the report in relation to the overall portfolio of community centres and the departmental vesting arrangements now in place for centres in the area
 - ◆ Give details of any local organisations/forums which should be consulted on the draft pricing and lettings policy to the Area Manager within two weeks of the meeting
 - ◆ Give their views on the draft pricing and lettings policy by providing comments to the Area Manager by the end of January 2005

APPENDIX 1

SOUTH LEEDS COMMUNITY CENTRES

Centre	Department	Inner or Outer	Ward	Leased or Directly Managed
Belle Isle Foundation	NHD (1/10/04)	Inner	Middleton Park	Leased
Cranmore & Raylands C.C	NHD (1/10/04)	Inner	Middleton Park	Leased - Cranmore & Raylands Community Association
Middleton Skills Centre	NHD (1/10/04)	Inner	Middleton Park	Directly Managed
Watsonian Pavilion	NHD (1/10/04)	Inner	Beeston & Holbeck	Directly Managed
Blackburn Hall	NHD (1/10/04)	Outer	Rothwell	Directly Managed
Churwell C.C	NHD (1/10/04)	Outer	Morley North	Leased Churwell Community Association
East Ardsley C.C	NHD (1/10/04)	Outer	Ardsley & Robin Hood	Leased - Trustees of East Ardsley
Northfields	NHD (1/10/04)	Outer	Rothwell	Leased
Peel Street Y.C	NHD (1/10/04)	Outer	Morley South	Directly Managed
Stanhope Memorial Hall	NHD (1/10/04)	Outer	Morley North	Directly Managed
West Ardsley C.C	NHD (1/10/04)	Outer	Ardsley & Robin Hood	Directly Managed
Belle Isle Centre	LLD	Inner	Middleton Park	Directly Managed
Broom Road C.C	LLD	Inner	Middleton Park	Directly Managed
Centrepoint C.C	LLD	Inner	Middleton Park	Directly Managed
Holbeck Y.C	LLD	Inner	Beeston & Holbeck	Directly Managed
Hunslet Lake Centre	LLD	Inner	City & Hunslet	Directly Managed
Old Cockburn Sports Hall	LLD	Inner	City & Hunslet	Directly Managed
St Matthews C.C	LLD	Inner	Beeston & Holbeck	Directly Managed
Tunstall Road C.C	LLD	Inner	City & Hunslet	Directly Managed
William Gascoigne Y.C	LLD	Inner	Middleton Park	Directly Managed
Driglington Meeting Room	LLD	Outer	Morley North	Directly Managed
Gildersome Meeting Room	LLD	Outer	Morley North	Directly Managed
Gildersome Y.C	LLD	Outer	Morley North	Directly Managed
Lewisham Park Y.C	LLD	Outer	Morley South	Directly Managed
Rose Lund Centre	LLD	Outer	Rothwell	Directly Managed
St Gabriels	LLD	Outer	Ardsley & Robin Hood	Directly Managed
West Ardsley Y.C	LLD	Outer	Ardsley & Robin Hood	Directly Managed
Windmill Y.C	LLD	Outer	Rothwell	Directly Managed

NHD = Neighbourhoods and Housing Department
 LLD = Learning and Leisure Department

First Draft - for Consultation with Executive Board

LETTINGS AND PRICING POLICY FOR COMMUNITY CENTRES MANAGED BY LEEDS CITY COUNCIL

1. BACKGROUND

Work done to date through the Council's community centres review has highlighted that in general the Council's portfolio of centres have high maintenance backlogs, significant and increasing running costs and wide variations in usage.

As part of the implementation phase of the review, the Council is seeking to ensure that the city's community centres are run more efficiently and provide a better quality service. This includes looking at the costs of operating centres and the lettings and pricing arrangements which apply.

In relation to lettings and charging, there are a number of different arrangements in place at present which reflects the fact that the centres were formerly spread across a number of different council departments. Some of the key points are:

- The policy and pricing schedule for some centres has not been updated for over 10 years.
- There are variations in prices charged for the use of similar facilities.
- A number of colleges have user rights of a number of community facilities. The user rights in question date back to the split of the colleges from the Council in 1992. Since that date, service charges have not been made to the colleges for their use of Council facilities.
- There are a significant number of centres with very low levels of income generation.

Both the Neighbourhoods and Housing Scrutiny Board and the Council's Executive Board have agreed that a new policy for lettings and pricing is required. The Council's Executive Board in June 2004 requested a revised lettings and pricing policy be drafted for all centres for consultation.

2. KEY OBJECTIVES OF THE POLICY

- Letting arrangements and the prices charged for the use of community centres should be transparent and be consistently applied across all centres
- Prices charged for the use of facilities should make a significant contribution to the costs of overall service provision and there should be no hidden subsidies

- Lettings and pricing arrangements should encourage access to community facilities for everyone
- College user rights should be levied a service charge that reflects the legitimate cost of their occupation
- Centres should be collectively managed on an area basis with Area Committees leading on ensuring that local groups are best served by the facilities

3. PRINCIPLES

Leeds City Council aims to provide, promote and encourage access to community facilities for everyone, particularly those at risk of social exclusion. Access to community facilities is important to support community involvement and participation and can help to support community cohesion through bringing people together and developing relationships between people from different backgrounds. This lettings and pricing policy reflects and supports these aims.

Fees and charges represent an important source of income, providing finance for an activity that is designed to achieve City Council objectives and benefits to local communities and individuals. The policy recognises the potential conflicts between raising income through charges and promoting access and usage of services, particularly by groups on low incomes and community organisations with limited resources.

Key principles which will apply to the lettings and pricing policy are:

- The policy will be transparent and consistently applied to all centres directly managed by the City Council
- Charges will be fair and reasonable and not exceed the market rate
- The Council will apply concessions to promote equality of access to community centres
- Charges will be simple to understand and administer

This policy will complement work being done to develop a new policy for community use of space in other Council owned facilities e.g. schools and libraries.

4. LETTINGS PROCEDURES

Standard conditions of hire will apply to all community centres and at all times (based on existing conditions used by the Learning and Leisure Department).

Anyone wishing to hire a community centre will be required to complete the appropriate letting form at a set date prior to the intended date of the let.

No lettings will be permitted without the completion of the letting form in order to ensure that appropriate insurance and licensing arrangements are in hand. The

above period of notice will also enable the City Services Department to make arrangements to open and close the facility and undertake any necessary cleaning prior to and following the let.

An approved key holder system will be established for Leeds City Council departments and external organisations based in community centres and/or taking out lettings. In situations where someone is an approved keyholder then a caretaker would only be needed if the programme or use warranted it.

Preference will be given to 'block' bookings across a period of time and for multiple-hour bookings at evenings and weekends.

The City Council reserves the right to ask hirers to be flexible about the time/day they are requesting and wherever possible will approve bookings when a centre is already being used or prior to/after a booked slot.

5. PRICING

Lettings charges will reflect room size, standard and range of facilities (e.g. kitchens, toilets) with similar prices charged for similar facilities.

A schedule of prices will be developed for each centre. Once agreed, the pricing schedule will be displayed in each centre and made available on the internet.

6. CONCESSIONARY HIRE

There will be no concessions for public agencies or private organisations/individuals.

Colleges with user rights will be levied a service charge that reflects the legitimate cost of their occupation.

There will be no concessions on Friday evenings, weekends or bank holidays (as a result of high demand and/or extra costs of providing service).

Area-based discounts (subject to availability) will be nominated by the local area committee for allocation to:

- Groups/meetings for older people and young people
- Groups representing disabled persons
- Fundraising events by registered charities
- Other groups agreed by the relevant area committee

There will be no concessions for:

- Members surgeries (to be met by an allowance from Member Services)
- Members public meetings (to be met by an allowance from Area Management)
- Leeds City Council Departments

EFFECTIVE DATE OF POLICY AND REVIEW

The policy will be subject to consultation prior to its implementation with Elected Members, existing users and potential users.

It is anticipated that the new policy and pricing structure will be effective from March 2005 for new bookings and from April 2005 for existing users.

Once implemented the policy will be subject to review every two years. This will ensure that the policy reflects Council priorities, community needs and the costs of service provision.

CONSULTATION

Leeds City Council welcomes comments and suggestions about this new policy and how it may impact on your area or organisation.

The views of Members and users of community centres will be actively sought.



LEEDS
CITY COUNCIL

AGENDA ITEM NO.:
Originator: Geoff Turnbull
Tel: 2243479

REPORT OF THE Director of Neighbourhoods and Housing

MEETING: Outer South Area Committee

DATE : 13th December

SUBJECT : Gypsy Travellers

Electoral Wards Affected :
Morley North, Morley South, Ardsley and Robin Hood, Rothwell

Specific Implications For :

	<input type="checkbox"/>
Ethnic Minorities	
Women	<input type="checkbox"/>
Disabled People	<input type="checkbox"/>

Executive Function	<input type="checkbox"/>	Council Function	<input type="checkbox"/>	Eligible for Call In	<input type="checkbox"/>	Not eligible for Call In (details contained in the report)	<input type="checkbox"/>
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Purpose of the Report

This report is provided at the request of the committee to provide some background information on Gypsies and Travellers and in particular the issue of Unauthorised Encampments in this area.

Summary

Attached are provided some brief notes on Unauthorised Encampments in this area, some statistics showing the individual encampments and a more general briefing report on Gypsies and Travellers (and their encampments) in Leeds to help set this in context for the South Area.

Recommendation

To note the information contained which will assist Members in debating options for the future in regard to managing Unauthorised Encampments and in reducing their number.

Appendix 1

Gypsy Traveller Information Bulletin South Area Committee's Briefing's

- Leeds City Council has one permanent site for Gypsies and Travellers called Cottingley Springs. The site is located on Gelderd Road and has 41 plots on two separate sections.
- There is currently no legal requirement for the Authority to have a site as this was removed in 1994. The intention at that time was to encourage more Travellers to purchase their own sites to reside on. This has not occurred and has also led to fewer Council provided sites causing an increasing Homelessness issue. A new Bill is currently before parliament which looks at Travellers accommodation needs.
- The site is full and has a waiting list. Turnover of plots is very slow. Like on Council Housing residents are responsible for rent, Council Tax and other utilities.
- Due to the rapid redevelopment taking place in Leeds, especially in the South of the City many areas traditionally used as stopping places by Travellers are no longer available. Travellers are having to use a smaller number of available sites much more frequently.
- Travellers encampments have traditionally been more common in the south of the city as this has been the traditional base of the community who have settled into static housing.
- The Commission for Racial Equality is using Leeds as one of 12 Authorities it is investigating for its enquiry on Travellers Needs.

- The Authority has an Interdepartmental Group and is also working with the Race Equality Advisory Forum on Travellers issues such as accommodation provision.

Inner South

SiteName	Area	Post Code	Ward	Owner	StartDate	EndDate	Days	Tolerated	Court Proceedings
National Road	Hunslet	LS10	City & Hunslet	Private	25-Nov-03	27-Nov-03	2	No	Yes
Carlisle Road, Royal Armouries	Hunslet	LS10	City & Hunslet	LCC	25-Nov-03	15-Dec-03	20	No	Yes
Tulip Retail Park	Hunslet	LS10	City & Hunslet	Private	23-Mar-04	25-Mar-04	2	No	Police
Kidacre Street	Hunslet	LS10	City & Hunslet	Private	06-Apr-04	08-Apr-04	2	No	No
Skelton Grange Road	Stourton	LS10	City & Hunslet	LCC	08-Apr-04	20-Apr-04	12	No	Yes
Tulip Retail Park	Hunslet	LS10	City & Hunslet	Private	11-Apr-04	16-Apr-04	5	No	Yes
Tulip Retail Park	Hunslet	LS10	City & Hunslet	Private	21-Apr-04	23-Apr-04	2	No	Yes
Beza Street	Hunslet	LS10	City & Hunslet	LCC	04-May-04	10-May-04	6	No	Yes
Whitfield Way	Hunslet	LS10	City & Hunslet	LCC	17-May-04	14-Jun-04	28	No	Yes
Royds Lane	Hunslet	LS12	City & Hunslet	Private	23-Sep-04	29-Sep-04	6	No	Yes
St Marys School Field	Hunslet	LS10	City & Hunslet	LCC	29-Sep-04	18-Oct-04	19	No	Yes
National Road	Hunslet	LS10	City & Hunslet	Private	15-Oct-04	14-Nov-04	30	No	Yes
Angel Site	Hunslet	LS10	City & Hunslet	LCC	23-Oct-04	04-Nov-04	12	No	Yes
Parkside Industrial Estate	Hunslet	LS10	City & Hunslet	Private	27-Oct-04	28-Oct-04	1	No	No
Armitage Brickyard, Longthorpe Lane.	Middleton	LS10	Middleton Park	Private	01-Mar-04	03-Mar-04	2	No	Police
Longsdale Close	Belle Isle	LS10	Middleton Park	LCC	02-Apr-04	05-Apr-04	3	No	No
Acre Fields	Middleton	LS10	Middleton Park	LCC	22-Jul-04	12-Aug-04	21	No	Yes

Number of Encampments 17

Council Land 8 Court Action taken 7 times

Private Land 9 Court Action taken 5 times Police moved Travellers on 2 times

Outer South

SiteName	Area	Post Code	Ward	Owner	StartDate	EndDate	Days	Tolerated	Court Proceedings
Leeds 27 Industrial Estate	Morley	LS27	Morley North	Private	12-Dec-03	13-Jan-04	32	No	Yes
Brittania Road - Asda	Morley	LS27	Morley North	Private	14-Jan-04	16-Jan-04	2	No	Yes
Black Prince, Fountain Street	Morley	LS27	Morley North	Private	20-Jan-04	26-Jan-04	6	No	Yes
Glen Road, Magpie Lane	Morley	LS27	Morley North	LCC	22-Jan-04	22-Jan-04	0	No	No
Next to Carcraft, Tingley Rd	Morley	LS27	Morley South	Private	27-Feb-04	02-Mar-04	4	No	Yes
Howley Park Industrial Estate	Morley	LS27	Morley South	Private	04-Mar-04	22-Mar-04	18	No	Yes
Bridge Street - Opposite Library	Morley	LS27	Morley South	LCC	13-Mar-04	22-Mar-04	9	No	No
Adwalton Common	Drighlington	BD11	Morley South	LCC	27-Apr-04	04-May-04	7	No	Yes
Bruntcliffe Lane	Morley	LS27	Morley South	Private	27-Jun-04	07-Jul-04	10	No	Yes
Magpie Lane	Morley	LS27	Morley South	LCC	08-Jul-04	26-Jul-04	18	No	Yes
Adwalton Common	Drighlington	BD11	Morley South	LCC	10-Jul-04	23-Jul-04	13	No	Yes
Treefield Ind Estate, Gelderd Road	Gildersome	LS27	Morley South	Private	27-Sep-04	04-Oct-04	7	No	Yes
Spinkwell Lane	Tingley	LS27	Ardsley & Robin Hood	LCC	24-May-04	25-Oct-04	154	No	Yes

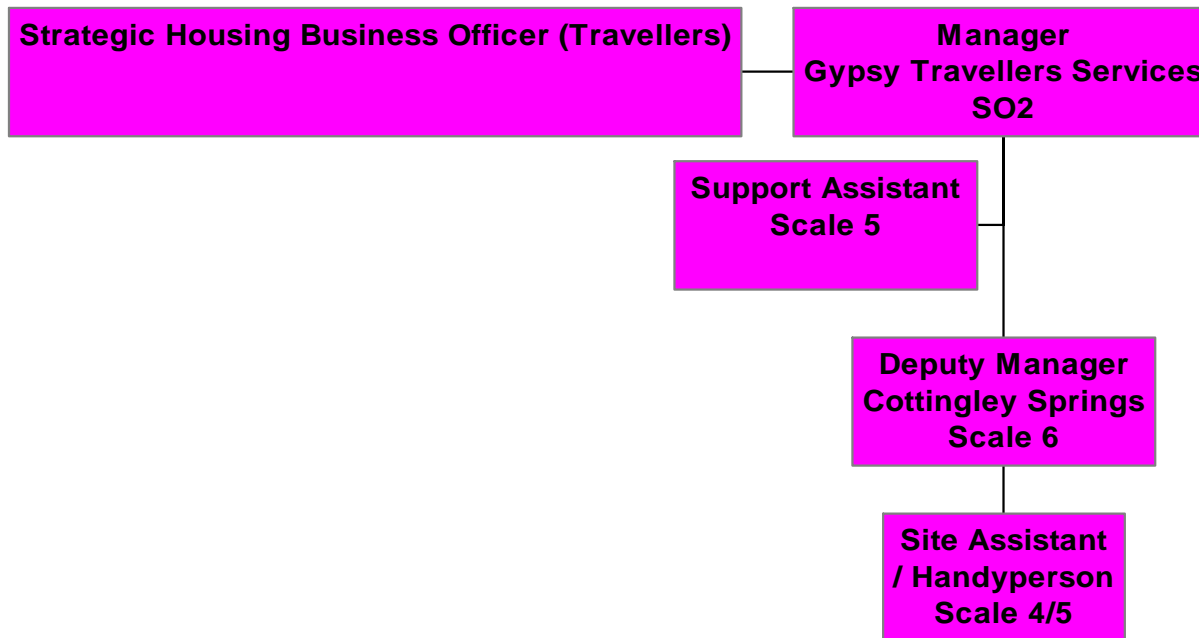
Number of Encampments 13

Council Land 6 Court Action taken 4 times

Private Land 7 Court Action taken 7 times

- **An Overview of Gypsy Traveller Services**

We include the chart below to advise on the resources available for the provision of the three main roles Travellers Services perform.



Gypsy Traveller Services perform three main roles: **1.** Management of Cottingley Springs. **2.** Managing Unauthorised Encampments **3.** Providing support to Travellers in all Housing situations.

- **Cottingley Springs Site**

Cottingley Springs was built in the late 1980s off Gelderd Road, South Leeds, and is in Wortley Ward. The site is in two distinct sections, with 20 plots on A site, which was built first, and 21 on B site which was created in 1989.

The plots are predominantly tarmac hardstanding, with amenity blocks, known as sheds, which are brick buildings with tiled roofs. Site B has recently been revamped by LCC to provide a bathroom with electric shower, living area/ kitchen and outside w/c. The latter was at the request of the residents. Money was applied for from ODPM last October to up grade site A and the Authority was successful. Work will now take place to update bathrooms and electric's

Both Sites are well established and there is an long waiting list but little chance of a vacancy. On site B there is considerable doubling up of families, but all within the license conditions.

Facilities on site

An Education Department nursery bus visits the site four mornings each week, and organises activities for pre school children. They also work with the families to get the children into main stream education. The vast majority of children attend school up to secondary school age, but beyond that school attendance is spasmodic.

Citizens Advice workers attend site every Monday morning to complete forms and read letters, and they are further available on a Tuesday at Morley Town Hall.

Each Tuesday afternoon a Health Bus visits the site, with a doctor, health visitor and nurse on board. Injections are given on site when required.

There are two resident groups on site, one formed by Leeds Voice part of the voluntary sector, and Residents of Cottingley, which is the Council's response to an open forum where residents can bring issues and problems, and debate them and discuss ways forward. The ROC group meets fortnightly on site. Both groups have received funding from CIT Wortley.

Residents also have access to GATE (Gypsy And Traveller Exchange) which is a voluntary sector agency that supports Travellers in Leeds.

Millshaw park	Millshaw	1										1	
Millshaw business Park	Millshaw									1			
Bruntcliffe Way	Morley												1
Leeds 27 Industrial Estate	Morley							1					
Millshaw	Morley			1									
Knotford nook	Otley												1
Otley Old Road	Otley	1										1	
Fleet Lane	Oulton	1	1							1			
Roundhay Park	Roundhay									1			
Roseville road	Sheepscar				1								
Stanningley Road	Stanningley						1						
Waterside road	Stourton					1							
Castle Gate	Wakefield				1								
Roundabout	Wetherby		1										
Aberford road	Woodlesford									1			
Rind Road	Wortley				1								
Upper Wortley School, Ashley Road	Wortley						1						
	Total	6	7	2	4	6	3	2	4	10	3	10	5

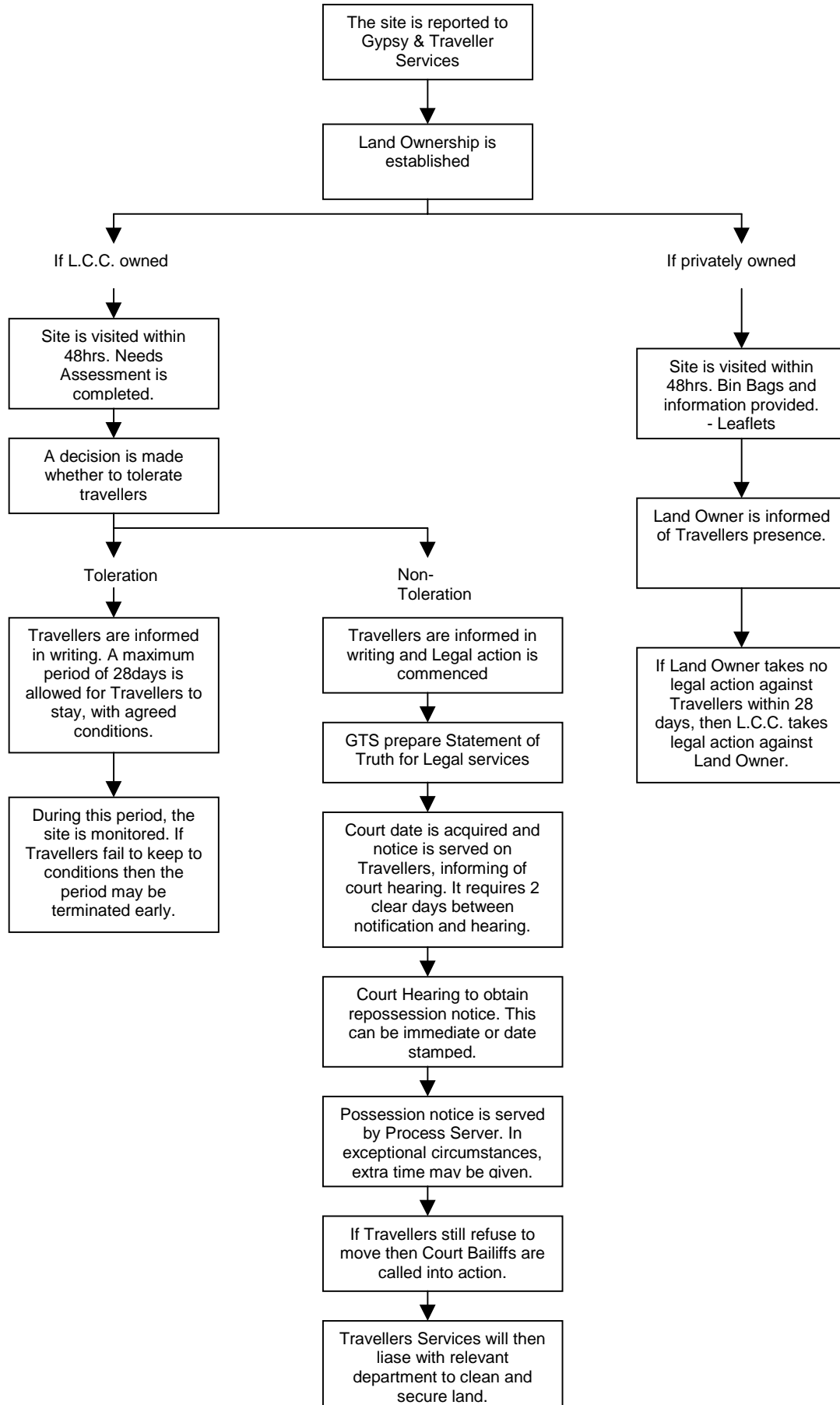
TOTAL FOR PERIOD 62

**Location of Unauthorised
Encampments throughout Leeds -
August 2003/July 2004
(Grouped by
Area)**

PLACE	August	Septemb er	Octob er	Novembe r	Decemb er	Januar y	Februa ry	March	April	May	June	July	Total
Ardsley & Robin Hood										1			1
Armley								1					1
Beeston			2	1			1	1	1			1	7
Burmantofts & Richmond Hill								1					1
Calverley & Farsley												1	1
Chapel Allerton			1										1
Cross Green		1		1	2	1	1						6
Farnley								2					2
Guisley						1							1
Holbeck			1				2					1	4
Horsforth									1				1
Hunslet		2	1	2		1		1	3	2			12
Killingbeck						1	1						2
Kippax & Methley	1												1
Kirkstall											1	1	2
Middleton			1					2				1	4
Middleton Park									1				1

Morley		1	3		1	2	1	2			1	1	12
Morley North	1	2							1			1	5
Otley						1							1
Pudsey							1						1
Rothwell								2	3				5
Roundhay	1												1
Thornbury								1					1
Wortley						1			2	2			5
												Total	79

• **Leeds City Council Policy on Unauthorised Encampments**
Unauthorised Encampment Procedure
 (Drawn up to comply with Government Guidance 11/94)



Note. No sites have been formally tolerated since Housing Needs took on the service.

- **Key Changes in Leeds**

Over the last few years Leeds has seen rapid economic growth which has resulted in many areas of the city and particular in the south being redeveloped with apartments and other buildings such as the Royal Armouries going up. These areas were traditionally stopping places for Travellers and this has meant that many of the remaining sites now get 'hit' more often causing the communities in these areas to see a worsening situation as their sites are being visited much more frequently.

- **The National picture**

There is a nationally recognised shortage of pitches for Travellers (recent estimates from Government suggest between 4000-6000). This equates to about a %10 shortage in accommodation for the Travelling Community.

The requirement for Local Authorities to provide sites was removed in 1994. Since then very few sites have been built.

Central Government would like to see more travellers living on their own sites. However this has traditionally proved difficult as planning consent is hard to come by. There is no firm evidence as to why this is however one possibility is that Travellers buy land on former industrial or green belt land both of which are not zoned for residential development. This land is cheaper than that which is already identified for development of housing and is thus often out of the reach of Travellers price wise.

- **Government Guidance/The Commission for Racial Equality (CRE)**

The Government provides guidance for Local Authorities on how to manage unauthorised encampments. This is the document that advises us to consider toleration of sites where we feel it appropriate to do so.

The Commission for Racial Equality has recently identified the Travelling Community as one of its key groups to work with in the future as they suffer disproportionate levels of discrimination, low educational attainment levels and literacy, poor health including high infant mortality and low lifespans and high levels of homelessness.

Trevor Phillips (Chair of the CRE) visited Cottingley Springs last year.

- **The Race Equality Advisory Forum (REAF)**

The Race Equality Advisory Forum set up a Travellers sub group as there was a recognised need for the Travelling Community to have a voice on all the

major issues affecting the community and the policies and services of the Authority in relation to their community.

The group has had speakers from most major Departments and has discussed a wide variety of issues with attendees from these Departments.

REAF Travellers is currently looking to write a report on its work since its inception with a projected launch date of January next year.

REAF have also just completed a census of the Travelling Community in Leeds and the results of this should be available soon.

- **The Travellers Interdepartmental Group**

The Travellers Interdepartmental Group was set up on the advice of REAF Travellers Group as the most effective way of reviewing and developing services for the Gypsy and Traveller Communities in a joined up cross departmental way. All the key Departments are represented and the Group is chaired by James Rogers (Chief Officer Executive Support).

The Group was established in September 2003 and was originally envisaged to run for 12 months. Options are now being discussed as to how the Authority takes the Group forward and in what format.

- **Council Officers Encampments Group**

The services is re-establishing the officers group that was originally envisaged within the operational procedures to ensure there is a robust and co-ordinated response to unlawful encampments. It will bring together representatives of Housing, ASB, Legal, Leisure, Highways, City Services etc and link to outside bodies such as the Police to ensure good communication, swift decisions and organised response.

- **Information available**

Leeds Gypsy Traveller Services have produced or are in the process of producing a variety of information on Gypsy Travellers and the services available to them and in regard to unauthorised encampments for the general community. They are:

A leaflet advertising Cottingley Springs Caravan Site.

An information pack for Members and Council Officers on the Services of Neighbourhoods and Housing, Education Leeds and other Departments and organisations.

A leaflet for residents and businesses around Gypsies and Travellers. This leaflet is being passed via the Race Equality Advisory Forum's Travellers Group to ensure it is balanced and enhances community relations.

A booklet being produced via the Travellers Interdepartmental Group and in conjunction with the Travelling Community on services available to their community. This is intended to assist Travellers and the Authority in engaging better with one another and to improve service take up.

Further information is available from the following website:

www.gypsy-traveller.com



LEEDS
CITY COUNCIL

AGENDA ITEM NO.:
Originator: Gerry Shevlin
Tel: 3951658

REPORT OF THE DIRECTOR OF NEIGHBOURHOODS AND HOUSING

MEETING: OUTER SOUTH AREA COMMITTEE

DATE : 13th December 2004

SUBJECT : Crime Figures – Q1&2 2003 – 2005.

Electoral Wards Affected :

Ardley and Robin Hood
Morley North
Morley South
Rothwell

Specific Implications For :

Ethnic Minorities
Women
Disabled People

Executive Function	<input type="checkbox"/>	Council Function	<input type="checkbox"/>	Eligible for Call In	<input type="checkbox"/>	Not eligible for Call In (details contained in the report)	<input type="checkbox"/>
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1.0 PURPOSE OF THE REPORT

- 1.1 To provide information about reported crimes of burglary, violent crime and vehicle crime during the first two quarters of 2004 and 2005.
- 1.2 To compare these figures with those for the same period in the previous year (2003-2004).
- 1.3 To provide basic analysis of key trends demonstrated by these figures.

2.0 BURGLARY

- 2.1 The number of burglaries across the Outer south wedge in quarter two was lower than in quarter one. This is especially good news when burglaries tend to increase during the summer months.
- 2.2 Ardsley and Robin Hood had the lowest number of burglaries in July to September this year with only 25 reported crimes.

3.0 VIOLENT CRIME

- 3.1 There has been a slight increase in the number of reported incidents of violent crime in the last quarter. Although this increase is roughly proportionate with the same period last year.

3.2 Rothwell had a decrease in violent incidents from 72 in quarter one to 49 in quarter two. The largest increase was in Ardlsey and Robin Hood although there are still fewer violent incidents in that ward when compared with the same period last year.

4.0 VEHICLE CRIME

4.1 Morley North and Rothwell both had a reduction in the number of vehicle crimes in quarter two. Overall there has been an increase in vehicle crime across outer south. These numbers are substantially lower than they were in the same two quarters of last year.

5.0 RECOMMENDATIONS

5.1 Members are asked to note the contents of this report.

Quarter 1 2003/2004	Burglary Dwelling	Violent Crime	Vehicle Crime
ARDSLEY & ROBIN HOOD	39	62	160
MORLEY NORTH	42	45	144
MORLEY SOUTH	52	80	170
ROTHWELL	53	55	173

Quarter 1 2003/2004	Burglary Dwelling	Violent Crime	Vehicle Crime
S Inner	339	1116	1403
S Outer	186	242	647

Quarter 2 2003/2004	Burglary Dwelling	Violent Crime	Vehicle Crime
ARDSLEY & ROBIN HOOD	27	65	135
MORLEY NORTH	29	68	149
MORLEY SOUTH	80	104	190
ROTHWELL	47	68	150

Quarter 2 2003/2004	Burglary Dwelling	Violent Crime	Vehicle Crime
S Inner	356	1148	1332
S Outer	183	305	624

Quarter 1 2004/2005	Burglary Dwelling	Violent Crime	Vehicle Crime
ARDSLEY & ROBIN HOOD	32	36	86
MORLEY NORTH	38	48	91
MORLEY SOUTH	29	73	81
ROTHWELL	32	72	84

Quarter 1 2004/2005	Burglary Dwelling	Violent Crime	Vehicle Crime
S Inner	170	1001	833
S Outer	131	229	342

Quarter 2 2004/2005	Burglary Dwelling	Violent Crime	Vehicle Crime
ARDSLEY & ROBIN HOOD	25	61	122
MORLEY NORTH	40	55	86
MORLEY SOUTH	27	82	91
ROTHWELL	36	49	75

Quarter 2 2004/2005	Burglary Dwelling	Violent Crime	Vehicle Crime
S Inner	240	1175	801
S Outer	128	247	374



LEEDS
CITY COUNCIL

AGENDA ITEM NO:
Originator: Jacqueline Ingham
Tel: 2243040

REPORT OF: Director of Neighbourhoods and Housing Department

COMMITTEE: Outer South Area Committee

DATE: 13th December 2004

SUBJECT: Area Committee Priority Budget (Well-Being) – current proposals

Electoral Wards Affected:

Morley North
Morley South
Ardsely & Robin Hood
Rothwell

Specific Implications For:

Ethnic Minorities
Women
Disabled People

Executive Function <input type="checkbox"/>	Council Function <input type="checkbox"/>	Eligible for Call In <input type="checkbox"/>	Not eligible for Call In <input type="checkbox"/> (details contained in the report)
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1.0 PURPOSE OF REPORT

For the Area Committee to determine:

- 1.1 establishing a fund for a Community Skips Scheme.
- 1.2 current small grant applications

2.0 COMMUNITY SKIPS SCHEME PROPOSAL

2.1 Background

At the October 2004 meeting of this Committee the report on 'Determination of Area Functions' from the Executive Board stated that there was a deletion of the Community Skips budget which had previously been allocated to former community planning. The table following shows the past usage of skips paid for out of this former budget and indicates the level of take up over 2003-04 and first part of 2004/05.

	Ardsley & Robin Hood	Morley North	Morley South	Rothwell	Outer South
No of Requests	37	4	1	3	45
No of Skips	37	6	1	3	47
no of Different Groups	4	4	1	3	12
Costs	£3,673.79	£589.38	£103.14	£354.35	£4,720.66

2.2 Points to consider on re-establishing a Community Skips Scheme

This Area Committee may wish to consider re-establishing this provision from their well-being monies. On looking into this, the provision of skips has slightly changed since it was run under former Community Planning Service and CITs. The changes mean that we need to amend our procedures to ensure we can provide as speedy a response as possible to requests.

The changes which apply to the use of community skips since the budget operated before include:

- a) The skip companies we use now have the responsibility of applying and paying for a permit for every skip they put on the highway. Although we understand that we will be able to circumvent this, we'd like to build in time for any possible delay especially in the early days of restarting this slightly revised scheme.
- b) Due to new regulations relating to the operation of landfill sites and the waste management industry, a range of items cannot be put into the skips and must be disposed of in an alternative way. We need to let applicants know this before use and in writing when accepting a skip.
- c) There are new Council approved skip suppliers and we're unsure at the moment as to their quality of service and reliability for delivering and picking up on time. These elements are crucial to avoid overflowing skips, mess accumulating, and skips being set alight. We will need to monitor the skips suppliers and request feedback from users.

2.3 Proposals for applying to the Community Skips Scheme

Taking into consideration the above changes and to make the scheme a more effective one than previously, we would propose the following:

Notice: Although in some circumstances we may be able to respond sooner, it is proposed that we have a very minimum of 2 working weeks (14 days) advance notice from when the area management office has been given all the information it needs to arrange for community skips. In this way we can assess if skips will be used within the new legislative requirements and ensure that the skips will turn up and be collected on requested days and times.

Information from applicants: When applying the area management office will need to receive basic details about the group, the activity, who and what area would benefit and the precise location, date and times for delivery and collection.

Information to applicants: criteria for skip use would be outlined to applicants. A proposed criteria would be as follows:

- the Community Skip Scheme would be for the use of groups or individuals whose sole purpose in using the skip is to improve the environmental well-being of the area, encourage and involve local people in environmental improvements
- Skips must not be used for private, group or financial gain
- Applicants wanting to arrange a regular planned programme of use may be advised to apply to the Area Committee's Small Grants Fund
- A range of certain items must not be put into the skips and must be disposed of in an alternative way (see proposed letter detailing this condition in appendix 2)

2.4 Approval process

- a) We would propose that on applying for a skip, unless the request comes directly from a councillor, the Area Committee delegates an approval to be made by the Area Manager or a delegated officer and if required in consultation with the Area Committee chair and relevant Elected Members.
- b) It is suggested that where there are initiatives which may provide skips or tackle particular issues raised by groups, the Area Management Team could ensure that groups' requests (e.g for clean ups) are met or supported by services available at the time e.g when Streetscene runs initiatives such as either it's City/Community Pride Award and/or through LEAP (Local Environmental Action Programme).

2.5 Reporting and monitoring

- a) It is proposed that as part of the conditions of skip use the Area Committee gets to know what the actual results of community activity have been. On an occasional basis officers and/or Members could visit a group's work and/or perhaps a group could provide a before and after photo or a short note of its activity. All this would contribute to Area Committee publicity and monitor usage etc.
- b) All uses would be reported periodically at an Area Committee meeting and to individual Elected Members as requested.

2.6 Recommendation

Members are recommended to approve an initial sum of £5,000 (based on last year's use) from the Well-Being budget for a Community Skips Scheme and approve of the proposed process for applying, approving, reporting and monitoring as outlined in 2.3 to 2.5.

3.0 APPLICATIONS TO THE SMALL GRANTS FUND

On 9th July 2004 the Area Committee approved of both setting up a Small Grants Fund of £15,000 and a framework and criteria for approving grant applications.

Applications which have come in for Area Committee determination are as follows:

- 3.1 **Project:** **Christmas Hampers/Meal(ref no.) OS/04/01SG**
Organisation: **Fayre Care for Christmas**
Funding/costs: **£500 requested from Small Grants Fund**
(total project costs are £6,700 approx. Not known whether other grants applied for)

Project summary

The application is to pay for christmass food hampers to be distributed to families living within the South Leeds PCT area. Families are referred by social workers, health visitors, school nurses etc.

The project ran for the first time last Christmas, when it produced 140 hampers which it distributed to families. Only 12 were distributed to families in Outer South Leeds. It is expected that the split will be similar this year.

Area Committee Priorities

The project does not seem to fit clearly with any of the Area Committee's priorities for young people, streetscene or community safety. Whilst the Council has older people as one of its target groups the focus of its objective is to encourage independant living which this initiative is limited in doing. In addition, the benefits seem to be extremely limited in their impact and low value for money.

Recommendation

To not approve this application for funding, but to advise and support in seeking alternative sources of funding.

- 3.2 **Project :** **Trips for Young People(ref no. OS/04/03SG)**
Organisation: **Newlands & Denshaws Tenants & Residents Association**
Funding/costs: **£ 366.00**

Project Summary

The funding will pay for the costs of taking young people from the estate bowling and ice skating. It will pay for 14 young people and 6 supervising adults to go ice skating, and public transport to the site. It will pay for 12 young people and 4 accompanying adults to go bowling, plus the hire of a minibus and 6 hours time from a youth worker.

The aim of the trip is to provide additional diversionary activities for young people, and to help break down inter generational barriers. There is also the aim of getting more young people from the estate involved in the TRA and activities on the estate.

Area Committee Priorities

The project meets the Area Committee priority of increasing diversionary activities for young people.

Recommendation

To approve the application for £366.

- 3.3 **Project:** Purchase of Allotment Gate(ref. no OS/04/04/SG)
Organisation: Rothwell Allotment Association
Funding/costs: £464.13

Project Summary:

Rothwell and District Garden and Allotment Association meet on a bi-monthly basis, are involved in 12 allotment sites throughout the area and have around 200 active members. Through their work they hope to encourage local people to grow their own fresh foods, encourage an active and healthy lifestyle as well as improve the environment around the sites

The group have recently carried out work on their Haigh Road Allotment site where they have brought into use 18 new allotment plots. These are now let on a yearly basis to local residents. At present the site only has one entrance which is sited at the other end of the site. The group wish to form a new entrance close to the new plots which would allow users access from High Ridge Park. This new entrance would be a pedestrianised gate in the existing Paliside fencing.

The group are seeking funding of £464.13 from the Area Committee to pay for the supply and fitting of a gate to the site.

Area Committee priorities

The association is encouraging more young people to take an interest in allotments and as such will help toward increasing diversionary activities available to them. The association also has an important role in helping improve the local environment in and around its 12 allotment sites. This gate will make the Haigh Road allotment site much more attractive to residents from the High Ridge Park area , and thus make the site more viable in the long run.

Recommendation:

To approve the application for £464.13 to pay for the supply and fitting of a gate to the Haigh Road allotment site.

- 3.4 **Project** **Hydraulic Tiered Seating System(ref no 06/04/05/SG)**
Organisation **Woodkirk High Specialist Science School**
Funding/Costs **£1,000 (total cost of the project is £42,000, and all local Morley companies are being asked to contribute toward the overall cost).**

Project Summary

Woodkirk Science School is seeking to install a hydraulic tiered seating system in their main assembly hall, to improve audience enjoyment of any productions/events put on at the school. The school not only puts on productions, but a number of events for the local community, including events run by the Home Farm Trust and Morley Council. They also host a Children In Need event, and an annual musical, as well as various concerts and presentation events.

The overall cost of the system is £ 42,000 and all local companies are being asked to sponsor a chair or chairs at the cost of £200 per chair. They are asking the Area Committee to sponsor five chairs at a total cost of £1,000.

Area Committee Priorities

The project will enhance the ability of the school to provide additional and diversionary activities for local young people.

Recommendation

To approve the application for £1,000 toward the overall cost of the hydraulic seating system for Woodkirk school hall.

- 3.5 **Project** **Security fence for Nepshaw Lane Playing Fields (ref no 07/04/06/SG)**
Organisation **Morley Victoria Primary School**
Funding/Costs **£914 (total cost of £14, 912.25 with the balance of the funding provided by Churwell Lions and Seed Challenge Grant from Education Leeds)**

Project Summary

The Nepshaw Lane playing fields are situated on Asquith Avenue, on the opposite side to Morley Victoria Primary School, in Morley North. The playing fields are well used, but subject to vandalism, littering and dog fouling. The primary school uses the fields, as well as the local girl guides and brownies, Churwell Boys football team, and formerly Morley Town Football club (but it stopped using the fields because of the levels of vandalism and litter).

The school decided that the only way to protect the space, and ensure it would be well used for its intended purpose, would be to erect metal

palisade fencing around the fields, and allow access through a lockable gate.

The requested funding is to meet the shortfall in funds available to the school to pay for the purchase and installation of the fencing and gate. The fencing consists of 255 metres of 1.6metre high metal palisade fencing and 4 metre double leaf gates and posts,

More than £500 is requested on the basis that the project will benefit individuals from more than one ward in Outer South.

Area Committee Priorities

The project meets two of the area committee priorities of helping provide additional diversionary activities for young people, and supporting community safety through securing against the dog fouling and vandalism previously prevalent on the site.

Recommendation

To approve the application for £914 toward the overall cost of the project.

4.0 SUMMARY OF REPORT RECOMMENDATIONS

Area Committee members are asked:

- a) To approve an initial sum of £5,000 (based on last year's use) from the Well-Being budget for a Community Skips Scheme and approve of the proposed process for applying, approving, reporting and monitoring as outlined in 2.3 to 2.5.
- b) To approve the following applications for small grants:
 - £366 for the Newlands & Denshaws TRA trips for young people
 - £464.13 for the purchase and installation of a gate for the Rothwell Allotments Association
 - £1,000 for the purchase of five sections of hydraulic seating for Woodkirk High Specialist school.
 - £914 toward the overall cost of security fencing and gates for Nepshaw Lane playing fields.
- c) Not to approve £500 toward the cost of Christmas hampers by Fayre Care for Christmas.

Outer South Leeds Area Committee

Well being Budget as at November 2004

Well Being Revenue Initial Allocation	£192,123
Commitments to date 04/05	Amount
Community Safety – Neighbourhood Warden	£ 12,000
South Leeds PCT – Teenage Health Bus	£ 4,000
Neighbourhoods & Housing, New Deal Team – Rothwell Gardening Project	£ 15,000
Communications support	£ 10,000
Small Grants	£ 15,000
Skips to date	£ 721.98
Morley Christmas Lights	£ 2,000
Rothwell Christmas Lights Switch On	£ 5,595
TOTAL	£ 49,316.98
BALANCE	£142,806.02

Well Being Capital Initial Allocation	£373,573
Commitments to date 04/05	Amount
Nil	

APPENDIX 2

Proposed letter to applicants including information on conditions of skips use



LEEDS
CITY COUNCIL

**Neighbourhoods and Housing Department
Neil Evans, Acting Director**

South Area Management Team

C/o Dewsbury Rd One Stop Centre
190 Dewsbury Rd
LEEDS
LS11 6PF

Contact Name:

Telephone: Fax:

Email: Your ref:
Our ref: Community Skips Scheme

Date:

Dear

We are pleased to confirm that we are arranging a skip from the Outer South Area Committee's Community Skip Scheme.

Further to your request, please note that your community skip will be subject to the following requirements:

- No asbestos materials
- No televisions
- No fridges/freezers
- No pesticides
- No cleaning chemicals (empty containers are permitted)
- No fluorescent tubes / Low energy light bulbs
- No oils
- No gloss or industrial paints
- No hobby chemicals (model fuel/Photochemicals)
- No car batteries or power tool batteries.

These restrictions are due to new regulations relating to the operation of landfill sites and the waste management industry.

Leeds City Council has alternative routes for the disposal of the items:

Televisions, Fridges, Freezers, Oil and batteries can be deposited at the local Household Waste Recycling Centre for your nearest site please call (0113) 2477477.

Televisions, fridges and freezers can be collected by the Council's Bulk Collection System please telephone (0113) 3984760.

For advice on the disposal of asbestos please contact the Chemical Advisory Service on (0113) 2476284.

The Council ask that you do your best to prevent these items entering the skip due to the increase in cost of disposal where such items are present.

We like to remind all users of the Community Skips Scheme that the skip is for the use of groups or individuals whose sole purpose in using the skip is to improve the environmental well-being of the area, encourage and involve local people in environmental improvements. Skips must not be used for private, group or financial gain and any misuse may result in us not being able to provide future skips to your organisation.

On behalf of the Council I would like to thank you and your group in helping Leeds City Council improve your environment. Please let us know about the results of your activity either by providing a short note about it and/or you may be able to provide us with a before and after photo. Where possible we may make an occasional visit to activities.

Yours sincerely,