

**REPORT OF ACTING DIRECTOR OF NEIGHBOURHOODS AND HOUSING
DEPARTMENT**

REPORT TO OUTER SOUTH AREA COMMITTEE

DATE : 18th October 2004

SUBJECT : Area Committees – Determination of Area Functions

Electoral Wards Affected :

All

Specific Implications For :

Ethnic Minorities

Women

Disabled People

Executive Function

Council Function

Eligible for Call In

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

1 Purpose of Report

1.1 This report outlines the approval of proposals put to Executive Board on 15th September 2004, of a number of executive functions, that may be exercised by Area Committees, in accordance with Article 10.9 of the Council’s Constitution.

2 Background

2.1 The report which went to Executive Board (attached in the appendix) outlines the background to proposals for functions that may be exercised by Area Committees:

a) October 2003 - Executive Board noted: the progress on proposals to implement Area Management, the need to change the Council’s Constitution and the continuation of developing proposals for the delivery of specific service functions through Area Committees.

b) June 28th 2004 – at the Council’s AGM, changes to the Council’s Constitution were approved and Area Committees were established, as well as the arrangements for exercising executive functions by Area Committees. The arrangements included: number, composition, boundaries, roles of Area Committees, Terms of Reference and Procedure Rules.

- c) Article 10.9 of the new Council's Constitution: allows for the executive (i.e. Executive Board) to occasionally determine the executive functions that may be exercised by Area Committees and describes (in a 'Function Schedule') the extent of the delegation of specific functions.
- d) Specific functions contained within the priority services of Streetscene, Youth and Community Safety are described in the Area Committee Function Schedules in Appendix A to the September Executive Board report (See attached).

3.0 Main Issues for Consideration

3.1 The basis of the 'Area Committee Function Schedules' in Appendix A have been developed in accordance with who a) has the authority to exercise these functions (i.e. held concurrently by the Executive Board, Area Committees and relevant Directors; b) the accountability resting ultimately with the Executive Board; c) that Area Committees will be required to exercise Functions to achieve at least specified minimum service standards, performance targets and within the available resources/budget; d) that the executive will need to be clear about which functions may be exercised at an area level, the budgets associated with those functions and the terms of the arrangements for those functions to be exercised.

3.2 The 'Area Committee Function Schedules' includes a description of the function, the relevant Executive Member(s) Portfolio, responsible Director(s), minimum service expectations, current and target performance (analysed by area committee), resources available on an area basis (analysed by area committee).

3.3 The schedules relate to the following specific functions:

Community Safety: - Public Reassurance (i.e. Wardens & PCSOs), CCTV

Streetscene: - Waste Management (Bring Banks), Public Conveniences

Children & Young People: - Youth Service

3.4 Work is currently being undertaken regarding other priority services including: Highways Maintenance (Planned Works), Traffic Management, Road Safety, Street Lighting, Refuse Collection, Street Cleansing, Parks & Countryside (Streetscene and Non-Streetscene).

3.5 Some services are not included in the first schedule but may come later. Their exclusion is because they are undergoing significant changes i.e. Refuse Collection, Street Cleansing, Streetscene, Street Lighting Parks and Countryside Service. Other Services are considered unsuitable for delegation due to the largely reactive nature i.e. Anti-Social Behaviour, Burglary Reduction, Roads and Street Works Act (RASWA), Streetscene Enforcement Initiatives. Some services are better planned at a city-wide level i.e. the Local Transport Allocation and the relatively small budget for District Car Parks.

3.6 Whilst the Executive Board may determine further executive functions at any time, other services currently being assessed as to their suitability for delegation include: Community Centres, Section 106 work and Grants to Voluntary Organisations.

- 3.7 Executive Board have approved Area Committees to exercise the function for promoting the social, economic and environmental well-being of their areas. A minimum amount for the Area Committee's revenue and capital 'Well Being budget' was agreed at the Council's AGM. After consideration of the options. Executive Board agreed to distribute the Well-being revenue allocations on the basis of a 75% population/25% deprivation formula resulting in a 'top-up' for some areas.
- 3.8 The final allocations are shown in the appropriate section within Appendix A. It was agreed that the additional cost of the 'top-up' is funded by the deletion of the Community Skips budget and the balance from the Council's Contingency budget.
- 3.9 Members are asked to refer to the attached report which went to the September Executive Board for more information about the approval of the proposals on delegated functions including the development and realignment of other Council Services to facilitate Area Management as appropriate.

4.0 Determination of Area Functions and the South Area Committee

- 4.1 The Profile and Priorities Document for 2004/05 for this Area Committee was presented and (with amendments made to the proposed priority actions) was approved at the September meeting of the Area Committee.
- 4.2 As part of this Profile and Priorities Document, the Area Committee agreed to focus on, amongst others, the priority themes of Community Safety, Streetscene, Young People. These themes, the issues identified for each and the proposed actions to address them (including the identified neighbourhoods) can be supported by the Functions agreed by the Executive Board which Area Committees can now determine.
- 4.3 Following the final allocation of the Well-being budget this Area Committee's amount is confirmed as: £192,123 (for revenue) and £373,573 (for capital). As a result of the revised agreed formula of 75%/25% for allocating well-being funds, the Outer South Area Committee has had a total increase of £14,135 for revenue (on top of the original minimum allocation of £177,988) and an increase of £27,486 for capital (on top of the original minimum allocation of £346,087).
- 4.4 Members are asked to note that given the Community Skips budget has now been deleted, the Area Management office will cease processing requests for skips, inform the small number of regular users and advise where possible of alternative sources of help. However Members may wish to consider options for making community skips available such as encouraging groups to use the Area Committee's Small Grants Fund. The Area Committee and Area Management Team could also encourage the use of skips and services available when Streetscene runs initiatives such as either it's City/Community Pride Award and/or through LEAP (Local Environmental Action Programme) which will now run 6 times a year in each Ward. Alternatively/or in addition Members could allocate an amount from the well-being budget for community environmental improvements. Should Members' be interested in the latter, a proposal would be worked up for a future meeting).

5. Recommendations

5.1 The Area Committee is requested to:

- Note the contents of this report
- Note in 4.4 the deletion of the Community Skips budget and indicate a recommendation, if any, for a future proposal.

REPORT OF CHIEF EXECUTIVE/CHIEF DEMOCRATIC SERVICES OFFICER

REPORT TO EXECUTIVE BOARD

DATE : 15th September 2004

SUBJECT : Area Committees – Determination of Area Functions

Electoral Wards Affected :	<p>Specific Implications For :</p> <p>Ethnic Minorities <input type="checkbox"/></p> <p>Women <input type="checkbox"/></p> <p>Disabled People <input type="checkbox"/></p>
<p>Executive Board Decision Eligible for Call In <input type="checkbox" value="4"/></p>	<p>Not eligible for Call In <input type="checkbox"/></p> <p>(details contained in the report)</p>

1 Purpose of Report

1.1 This report outlines proposals, for the approval of Executive Board, for the determination of a number of executive functions, as functions that may be exercised by Area Committees, in accordance with Article 10.9 of the Council's Constitution.

2 Background

2.1 In October 2003, Executive Board received a report outlining progress on the implementation of proposed Area Management arrangements by the authority. The report made reference to both the need to make changes to the Constitution and to continue to develop proposals in relation to the delivery of specific service functions through Area Committees.

2.2 At the Council AGM on 28th June, changes to the Council's Constitution were approved that established Area Committees, together with the arrangements under which executive functions may be exercised by those Area Committees. These arrangements include: the number, composition, boundaries, and roles of Area Committees, together with Terms of Reference and Area Committee Procedure Rules.

2.3 Within the framework established through those Constitutional amendments, Article 10.9 provides that:

'The executive shall determine from time to time the executive functions that may be exercised by Area Committees. These functions will be exercisable concurrently by the Executive Board, and, in accordance with the Officer Delegation Scheme (Executive Functions), by Directors.'

The Constitution also provides for the details of the extent of the delegation, determined by the executive in relation to specific functions, to be recorded within Section 3D of the Constitution by reference to individual 'Area Committee Function Schedules'.

2.4 In line with the report to Executive Board in October 2003, specific proposals have now been formulated for functions contained within the priority services identified of Streetscene, Youth and Community Safety. Section 3, together with Appendix A, of this report provide further details of the proposals in relation to each individual function and include for approval the relevant Area Committee Function Schedules.

3.0 Main Issues for Consideration

3.1 The 'Area Committee Function Schedules' attached in Appendix A have been developed on the following basis:

- That the authority to exercise those functions will be held concurrently by the Executive Board, Area Committees and relevant Directors (within their scheme of delegated authority).
- That accountability for Area Committee Functions will, as now, rest ultimately with the Executive Board.
- That Area Committees will be required to exercise Area Committee Functions so as to achieve at least specified minimum service standards and performance targets and to contain spending within the available resources.
- That in detailing those executive functions, which will be exercisable at an area committee level, the executive will need to be clear as to:
 - Which executive functions have been designated as Area Committee Functions that may be exercised at an area level:
 - The budgets associated with those functions: and
 - The terms of the arrangements for those functions to be exercised including any limitations placed on those arrangements.

3.2 Accordingly, the attached 'Area Committee Function Schedules' include the following details:

- Description of the function

- Relevant Executive Member(s) Portfolio
- Responsible Director(s)
- Minimum Service Expectations
- Current and Target Performance – analysed by area committee
- Resources available on an area basis – analysed by area committee

3.3 The schedules attached relate to the following specific functions:

- | | |
|-------------------------|---|
| Community Safety | <ul style="list-style-type: none"> - Public Reassurance (Wardens & PCSOs) - CCTV |
| Streetscene | <ul style="list-style-type: none"> - Waste Management – Bring Banks - Public Conveniences |
| Children & Young People | <ul style="list-style-type: none"> - Youth Service |

3.4 Work is currently being undertaken in relation to the other priority services included within the October 2003 Executive Board report, as follows:

- Highways Maintenance – Planned Works
- Traffic Management
- Road Safety
- Street Lighting
- Refuse Collection
- Street Cleansing
- Parks & Countryside (Streetscene)
- Parks & Countryside (Non-Streetscene)

A number of these services are currently undergoing significant changes. Refuse Collection and Street Cleansing are subject to a route rationalisation exercise, together with the city wide completion of the Streetscene roll out. Street Lighting is undergoing preparations in relation to a major Private Finance Initiative (PFI) scheme. The Parks and Countryside Service are currently involved in both a land transfer and market testing exercise. It is therefore proposed to bring forward proposals in relation to these services to a future meeting of the Board once the impact of these changes has been fully assessed.

3.5 Services relating to Anti-Social Behaviour, Burglary Reduction, Roads and Street Works Act (RASWA) and Streetscene Enforcement Initiatives have also received further consideration, but are considered unsuitable for delegation due to the largely reactive nature of the services involved. In addition, it is not proposed to delegate budgets in relation to the Local Transport Allocation (relating to the strategic network requirements) as this may mitigate against the ability of the Council to plan this service at a city wide level. The relatively small budget for District Car Parks needs to be retained centrally so that it can be better directed to need on a city wide basis.

3.6 However, since the October 2003 report further services and/or functions have been identified as priorities for delegation including Community Centres, Section 106 work and Grants to Voluntary Organisations. Detailed work is currently underway in assessing these services and proposals will be brought back to Executive Board in due course.

- 3.7 The Executive Board may determine further executive functions through this mechanism at any time.
- 3.8 In addition, Area Committees will also exercise the function relating to the promotion of the social, economic and environmental well-being of their areas in accordance with Section 2 of the Local Government Act 2000. The Area Function Schedule, together with the allocation of a minimum relevant revenue and capital budget to areas was approved at the Council's AGM on 28th June under the Leader's Executive Powers. These amounts were based upon the minimum any area would receive under a range of formula options. This ensured that Area Committees had spending powers at their inaugural July meetings.
- 3.9 Following further consideration of the options, Appendix A of this report now includes a proposal to distribute the Well-being revenue allocations on the basis of a 75% population/25% deprivation formula, where deprivation is represented by the numbers of households in receipt of benefit. This formula ensures that all areas of the city will benefit from an additional amount on top of the minimum allocation agreed at Council. In addition, whilst this formula is thought to best represent the make up of the whole city, 3 key inner city areas would receive less under this formula than under a formula giving more weight to the deprivation factor. To recognise the special needs of these 3 areas it is proposed to provide a 'top-up' to the basic allocations of these areas to ensure that they receive the level of resources that they would have received from using a 50% population/50% deprivation formula.
- 3.10 The new Well-being 3 year capital allocations will also be distributed on the basis of the 75/25 formula outlined above.
- 3.11 The final allocations are shown in the appropriate section within Appendix A. The additional cost of the 'top-up' proposal amounts to £94k. It is proposed that this cost is funded by the deletion of the £40k Community Skips budget, with the balance being met from the Council's Contingency budget.
- 3.12 The October 2003 report also proposed that the City Centre would continue to operate under existing arrangements. This has been reflected within the attached schedules.
- 3.13 Also attached to each Area Committee Function Schedule is further contextual information in relation to the provision of that function. Although these do not form part of the determination, they do however, provide guidance to the Executive Board, Area Committees and Directors in relation to how each function may be exercised by Area Committees.
- 3.14 In addition to the services outlined in this report Area Committees will receive information in relation to the development and realignment of other Council Services to facilitate Area Management as appropriate.

4. Recommendations

- 4.1 Executive Board are requested to:
- Note the contents of this report

- Approve the determination of those executive functions identified within Appendix A as Area Committee Functions as outlined within this report.

Area Function Schedules

Executive Board
15 September 2004



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AREA FUNCTION SCHEDULE

DESCRIPTION OF FUNCTION:		Leeds Community Safety – CCTV
<p>The reduction of crime and disorder via Leedswatch by preventing and detecting crime in the areas where CCTV cameras operate. CCTV provides reassurance to communities within the target areas thereby improving the quality of life for people in those areas. Leedswatch works with West Yorkshire Police and other elements of Leeds Community Safety (including the Anti-Social Behaviour Unit and Neighbourhood Wardens Service) to target crime reduction activity in high victimisation areas thus taking a co-ordinated approach to reducing (ASB) and crime across the target areas.</p>		
EXECUTIVE MEMBER(S) PORTFOLIO:		
Executive Member – Neighbourhoods and Housing		
RESPONSIBLE DIRECTOR(S):		
Director of Neighbourhoods and Housing		
MINIMUM SERVICE EXPECTATIONS <i>(to be applicable to all Area Committee areas)</i>		
<ul style="list-style-type: none"> • Provide 24 hour 365 days a year monitoring of CCTV in areas of operation. • Contribute to reducing the fear of crime by facilitating the apprehension and prosecution of offenders and assisting in preventing and aiding detection of crime committed in public areas where CCTV in areas of operation. <p>Monitoring and Performance</p> <p>Leeds Community Safety will provide quarterly monitoring reports on performance management to the Area Management Board. The CCTV element will work under its current structure and adjust its reporting procedure to fit in with management reporting requirements. Contribute to vehicle crime BV128 - Vehicle crime per 100,000 population (549).</p> <ul style="list-style-type: none"> • Provide quarterly performance data in areas of operation. • Report on use of CCTV mobile cameras (where local budgets made available). 		
CURRENT AND TARGET PERFORMANCE		
Issue/Performance Indicator(s)	2003/4	2004/5
Leedswatch provides a 24 hours, 365 days monitoring service across the city where cameras are in operation. The service has to meet a number of specific targets as defined by different funding streams and agreements, e.g. NRF targets are specific to NRF areas.	Result	Target
TOTAL RESOURCES AVAILABLE ON AN AREA BASIS		
Revenue 2004/05: Gross Expenditure £532,000, Net Budget £238,000		
AGREED BY THE EXECUTIVE BOARD:		
Date: 15 th September 2004		

AREA FUNCTION SCHEDULE

FUNCTION:	Leeds Community Safety – CCTV
Description of what the delegated budget represents	
All costs associated with fixed camera locations, e.g. staffing, monitoring and transmission costs.	
Details of the service elements that have not been delegated and the reason why they were not delegated	
Central management/project development and maintenance contracts (which is city wide). Mobile CCTV retained and is city wide.	
Description of the formula used for apportioning budgets to each area	
Budgets apportioned according to where cameras are actually located - fixed costs	
Reasons why this particular formula was selected	
Delegated budgets account for most fixed costs apart from city wide and centralised functions	
Breakdown of the total budget delegated (currently unavailable)	
	£000s
Expenditure Type	
Employee Costs	
Premises Costs	
Supplies & Services Costs	
Transportation Costs	
Capital Costs	
Gross Expenditure	532
Income	294
Net Budget	238

Appendix A

AREA FUNCTION SCHEDULE

Expectations of the executive and allocation of resources by the executive to each Area Committee.

	West		North West		North East		East		South	
	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner
2004/05 Target Performance Relating to CCTV Service : Targets are specific to funding source see contextual information										
2004/05 Area Based Resources										
Financial										
Revenue	38,000	31,000	38,000	25,000	31,000	56,000	25,000	138,000	50,000	100,000
Income	0	0	0	24,000	0	37,000	0	134,000	0	99,000
Net Revenue	38,000	31,000	38,000	1,000	31,000	19,000	25,000	4,000	50,000	1,000

Basis of Resource Distribution

The funding allocation is based on the current distribution of cameras across the city, utilising a unit cost per camera. It should be noted that in areas of external funding, a reduction in expenditure would result in reduced income. Further, increased expenditure in those areas will not receive additional funding. The management costs of the service have been retained.

The provision for maintenance has been retained, as provides the funding for a rolling programme of maintenance.

AREA FUNCTION SCHEDULE

Further Contextual Information

Leedswatch CCTV

Leedswatch aims to reduce crime and disorder as part of Leeds Community Safety Partnership's Community Safety Strategy. The service provides CCTV monitoring 24-7, 365 days a year across the areas in which CCTV provision exists, providing reassurance to communities and businesses. Leedswatch operates through 3 monitoring stations (Leeds, Wetherby and Middleton) and works in partnership with West Yorkshire Police:

- Ø Leedswatch - Provides CCTV Monitoring for the City Centre*
- Ø Leedswatch Local Middleton - Provides CCTV Monitoring for Armley, Morley, Rothwell and Parkside Industrial Estate*
- Ø Leedswatch Local Wetherby - Provides CCTV Monitoring for Wetherby, Harehills, Headingley and Horsforth.*

Staff within the three stations monitor, record and report incident(s) of crime and disorder to the police. Evidence from CCTV recordings is used to undertake police investigations, undertake criminal proceedings and where appropriate evidence is used in criminal cases. The project aims to reduce crime and disorder and provide reassurance to communities within the target areas thereby improving the quality of life for people in those areas. The project will assist in reducing crime and disorder generally and will help to reverse neighbourhoods at the brink of decline.

- Area Committee's need to be aware that currently all fixed CCTV systems have a contractual costs of optic line rental, which has to be paid in advance. Options such as "switching off" or redirecting CCTV funding of fixed systems is therefore limited.*
- The Mobile CCTV vans due to be operational in October/November 2004, will be maintained and administered centrally.*
- Leedswatch is funded through the Councils core budget and Neighbourhood Renewal Funding. The service therefore has to ensure it meets the requirements specified by NRF and will report on these where relevant to Area Committees on a quarterly basis.*

AREA FUNCTION SCHEDULE

DESCRIPTION OF FUNCTION: Leeds Community Safety - Public Reassurance		
The provision of a range of services, via uniformed patrols of Neighbourhood Wardens and PCSOs. to reassure, reduce anti-social behaviour and the fear of crime.		
EXECUTIVE MEMBER(S) PORTFOLIO:		
Executive Member – Neighbourhoods and Housing		
RESPONSIBLE DIRECTOR(S):		
Director of Neighbourhoods and Housing		
MINIMUM SERVICE EXPECTATIONS <i>(to be applicable to all Area Committee areas)</i>		
<p>To maximise the impact in terms of public reassurance of both Neighbourhood Wardens and Police Community Support Officers through the management of their performance matrix of a wide range of duties.</p> <ul style="list-style-type: none"> • Neighbourhood Wardens will provide a local patrolling function, assistance in dealing with anti-social behaviour, co-ordination to maintain the physical appearance of areas and offer support to local residents with community safety issues in line with the achievement of Council Policy • Police Community Support Officers will undertake focussed uniform patrols, as tasked, throughout the area in order to support police officers in minimising incidents of anti-social behaviour and reducing the fear of crime. <p>To manage the above resources to ensure that grant funding to the Council is maximised as part of their deployment. This will include the achievement of specified outputs, outcomes and milestones in accordance with appropriate grant conditions.</p>		
CURRENT AND TARGET PERFORMANCE		
Issue/Performance Indicator(s)	2003/04 Result	2004/05 Target
To increase the level of Public Reassurance		
TOTAL RESOURCES AVAILABLE ON AN AREA BASIS		
Financial Resources Available (2004/05)		
Revenue: Gross Expenditure £980,000, Net Budget £382,000		
Other Resources Available (2004/05)		
A range of resources are also available through other partner agencies. Close working with partners should seek to ensure that both Council & partner resources are used to complement the above activity and outcomes.		
AGREED BY THE EXECUTIVE BOARD:		
Date: 15 th September 2004		

AREA FUNCTION SCHEDULE

FUNCTION: Leeds Community Safety – Public Reassurance	
Description of what the delegated budget represents	
95% of actual staff located within areas for 04/05	
Details of the service elements that have not been delegated and the reason why they were not delegated	
5% retained as contingency to allow flexibility	
Description of the formula used for apportioning budgets to each area	
a) External funding streams determined location of staff, internal funding has been used to allocate additional staff to areas on basis of need and demand.	
b) 5% contingency to allow for shortfall in staff due to sickness etc.	
Reasons why this particular formula was selected	
a) No other option as funding predefined location of staff which was also demand led.	
b) Contingency is there to try and cover any gaps in cover.	
Breakdown of the total budget delegated	
Expenditure Type	£000s
Employee Costs	512
Premises Costs	1
Supplies & Services Costs	454
Transportation Costs	13
Capital Costs	0
Gross Expenditure	980
Income	598
Net Budget	382

Appendix A

AREA FUNCTION SCHEDULE

Expectations of the executive and allocation of resources by the executive to each Area Committee.

	West		North West		North East		East		South	
	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner
Target Performance Relating to NW Service : Targets are specific to funding source see above.										
Area Based Resources(2004/05):										
Financial	Proportion of costs attributed to services within areas**									
Gross Revenue	44,000	61,000	44,000	85,000	53,000	91,000	102,000	307,000	61,000	132,000
Income	0	15,000	0	65,000	16,000	20,000	70,000	303,000	0	109,000
Net Revenue	44,000	46,000	44,000	20,000	37,000	71,000	32,000	4,000	61,000	23,000

Basis of Resource Distribution

The funding streams drive the allocation of costs. The majority of which is targeted to specific areas. It should be noted that in areas of external funding, a reduction in expenditure would result in reduced income. Further, increased expenditure in those areas will not receive additional funding.

The Management Costs of the service have been retained.

A 5% contingency has been retained to allow flexibility within the service to react to areas of most need.

The resources included within the above budgets in respect of PCSO are currently committed to the provision of PCSO under a two year agreement with West Yorkshire Police.

AREA FUNCTION SCHEDULE

Contextual Information

Public Reassurance

Neighbourhood Wardens and Police Community Support Officers deliver public reassurance in local areas. In some areas, the locations of Neighbourhood Wardens is mandatory due to funding restrictions, but there is scope for Area Committees to allocate additional funding for this service and thereby influence the targeting of area management funded Neighbourhood Wardens. Police Community Support Officers are employed by the Police, however, there is scope for area committees to influence the deployment of those council funded Police Community Support Officers and indeed to allocate additional funding to increase the numbers of Police Community Support Officers where area committees identify a need.

FUNDING STREAMS

The Neighbourhood Warden Service attracts a wide variety of funding which includes:-

- Ø Grant from ODPM*
- Ø Contributions from Registered Social Landlords*
- Ø CIT funding*
- Ø Beeston Hill Housing Strategy*
- Ø SRB4*
- Ø SRB5*
- Ø Neighbourhood Renewal Fund*

These often determine that specific tasks must be performed in specific geographical areas.

The Police Community Support Officers are funded by:-

- Ø Home Office*
- Ø Leeds City Council (Neighbourhood Renewal Fund and Core Budgets)*
- Ø Town Councils such as Morley, Otley.*

Again there will be some constraints as stated earlier. Those funded by Leeds City Council will be constrained by the rules of usage appertaining to Neighbourhood Renewal Fund. Similarly Town Councillors will have funded posts with specific problems and areas in mind. At all times West Yorkshire Police retain the right the reassign PCSO's to other areas in the event of a major incident.

AREA FUNCTION SCHEDULE

DESCRIPTION OF FUNCTION:		Public Conveniences
Public Conveniences - The scheduled cleansing and maintenance of public conveniences.		
EXECUTIVE MEMBER(S) PORTFOLIO:		
Executive Member - City Services		
RESPONSIBLE DIRECTOR(S):		
Director of City Services		
MINIMUM SERVICE EXPECTATIONS (to be applicable to all Area Committee areas)		
<ol style="list-style-type: none"> 1. Daily opening and closing of facilities. 2. Daily cleaning of facilities. 3. Maintenance of facilities as required. <p>All in accordance with the Public conveniences Policy and Strategy</p>		
CURRENT AND TARGET PERFORMANCE		
Issue/Performance Indicator(s)	2003/4 Result	2004/5 Target
None set		
TOTAL RESOURCES AVAILABLE ON AN AREA BASIS		
Gross Expenditure - £210,000, Net Expenditure £210,000		
No. of Public Convenience's – 17		
AGREED BY THE EXECUTIVE BOARD:		
Date: 15 th September 2004		

AREA FUNCTION SCHEDULE

FUNCTION:		Public Conveniences
Description of what the delegated budget represents		
All expenditure (except capital) associated with providing this service.		
Details of the service elements that have not been delegated and the reason why they were not delegated		
Not applicable		
Description of the formula used for apportioning budgets to each area		
Expenditure apportioned equally on a pro rata basis based on the number of public conveniences in each area.		
Reasons why this particular formula was selected		
In the absence of any other data this was determined to be the most equitable method.		
Breakdown of the total budget delegated		
Expenditure Type	£000s	
Employee Costs	48	
Premises Costs	126	
Supplies & Services Costs	24	
Transportation Costs	12	
Capital Costs	0	
Gross Expenditure	210	
Income	0	
Net Budget	210	

Appendix A

AREA FUNCTION SCHEDULE

Expectations of the executive and allocation of resources by the executive to each Area Committee.

	West		North West		North East		East		South	
	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner
2004/05 Target Performance Relating to Public Conveniences:										
None set										
2004/05 Area Based Resources										
Financial										
Base budget allocation	£37,058	£24,705	£24,705	£37,058	£37,058	£0	£24,705	£0	£24,705	£0
Net cost of Service	£37,058	£24,705	£24,705	£37,058	£37,058	£0	£24,705	£0	£24,705	£0
No. of PCs	3	2	2	3	3	0	2	0	2	0

Basis of Resource Distribution

Location of existing public conveniences

AREA FUNCTION SCHEDULE

Contextual Information

Delegation of Public Conveniences Assets & Potential Capital Receipts

- 1.1 This delegation schedule relates to Public Convenience Assets within the portfolio of the City Services Department which have not yet been identified for disposal in the Public Convenience Policy and Strategy agreed by Executive Board on the 18th December 2002.
- 1.2 The following framework is suggested for the delegation of Public Convenience Assets to Area Committees and the treatment of potential capital receipts arising.
- 1.2 Although the Council retains ownership of all properties, those properties identified in the attached schedule , would fall to be strategically managed by the relevant area committee, in conjunction with the Director of City Services/Development. Those responsibilities would include support for the achievement of the aims of the Public Convenience Policy and Strategy, together with the management of maintenance and cleaning budgets through City Services Directorate.
- 1.3 Where capital receipts are generated as a result of service improvement proposals, It is suggested that the treatment of those receipts should be in accordance with the principles established for the treatment of receipts from surplus school assets agreed by Executive Board on 16th October 2002. This only relates to properties vested with them under the arrangements outlined above. A suggested framework would be as follows:
 - Ø An Area Committee wishing to offer a site (or part thereof) for disposal would retain a guaranteed minimum of 50% of the net receipt realised by the Council after the cost of disposal has been subtracted.
 - Ø Of the remaining 50% of the receipt it is suggested that 25% is utilised for the purposes of resource equalisation in relation to public convenience provision city wide. This would provide some resource to those areas where the realisation of capital receipts from the number and value of properties held is limited. An appropriate formula would need to be developed for this distribution.
 - Ø In exceptional circumstances, requests for utilisation of more than 50% of the net receipt by the area concerned, will be determined by the Council's Executive Board.
 - Ø Area Committees would be at liberty to spend the capital receipt on anything covered within their Area Delivery Plan.
- 1.4 In instances where it is anticipated that there will be little or no capital receipt realised following the disposal of a surplus asset, there is likely to be limited incentive for area Committees to declare such properties surplus. However, as the disposal of such properties may contribute to the overall achievement of the Public Convenience Strategy objectives through the rationalisation and better

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provision city-wide Area Committees will be from time to time requested to consider proposals for disposal by the Director of City Services. If the Area Committee were to agree to the proposal they would benefit from 50% of the receipt. If the Area Committee did not agree then the matter would be referred to Executive Board for a decision and if agreed the whole of the receipt would be used to benefit city-wide provision.

1.5 Revenue and building maintenance budgets resulting from the disposal of surplus property will be redirected to support the delivery of the city-wide Public Convenience Strategy, in particular the provision of additional facilities in District Centres where there is currently no provision within that Area.

1.6 Recognising the importance of the strategic management of property at the city wide level, it would be appropriate for the above arrangements to operate within de-minimus limits as follows:

- Ø Properties valued at less than £250k – Area DM body has sole discretion to dispose in accordance with above procedures.
- Ø Properties valued at more than £250k, – Area DM body must obtain approval of Executive Board having regard to the impact on the overall Council position.

Valuations of properties would be undertaken by the Development Director. In the case of disputes the District Valuer would be requested to arbitrate.

1.7 Requests for the change of use of premises would be a matter for the Area Committee to formally pursue through currently approved arrangements.

1.8 The disposal of the asset must be carried out in accordance with Council Procedure Rules, Asset Management Strategy and the advice of the Director of Development.

PUBLIC CONVENIENCE LIST LOCATION

ARMLEY	Theaker Lane, off Town Street, near Burnsall Multi Storey Flats.
BRAMLEY	Town Street, near Bus Station and Shopping Centre.
FARSLEY	Town Street, adjacent to 45, Town Street, near High Rise Flats.
PUDSEY	Market Place, next to Bus Station and Park.
RODLEY	Rodley Lane, situated next to the Owl Hotel and Pizza Bella.
ASH ROAD	Headingley, situated on the side of the Lounge Cinema complex at the junction of North Lane and Ash Road.
HYDE PARK	Hyde Park Road, situated next to Public Car Park and Tennis Courts, Hyde Park Corner end of Woodhouse Moor.
MEANWOOD	Green Road, situated on the corner of Green Road and Church Avenue.
BRAMHOPE	Old Lane, situated in public car park between public house and school.
OTLEY	Cross Green, facing the Main Road next to the Civic Hall.
MORLEY	Wesley Street, situated at the Queen Street end of Wesley Street.
ROTHWELL	Marsh Street, situated in Public Car Park to shopping centre.
BOSTON SPA	High Street, situated next to Library and Public Car Park.
WETHERBY	Shambles, Cross Street, near the market place.
WETHERBY	Hallfield Lane, situated in Car Park opposite Cattle Market.
GARFORTH	Barleyhill Road, situated in Public Car Park.
WOODLESFORD	Midland Street, situated at the lower end, opposite the Bookies.

AREA FUNCTION SCHEDULE

DESCRIPTION OF FUNCTION: Waste Management – Bring Banks		
The provision of bring banks and the management of contracts to ensure products are collected and recycled.		
EXECUTIVE MEMBER(S) PORTFOLIO:		
Executive Member - City Services		
RESPONSIBLE DIRECTOR(S):		
Director of City Services		
MINIMUM SERVICE EXPECTATIONS		
To provide bring banks at suitable locations throughout the city to enable the public to dispose of items such as glass, plastic, etc. All in accordance with the Integrated Waste Management Strategy and Action Plan.		
CURRENT AND TARGET PERFORMANCE*		
Issue/Performance Indicator(s)	2003/4 Result	2004/5 Target
None set		
TOTAL RESOURCES AVAILABLE ON AN AREA BASIS		
Revenue: Gross Expenditure £23,954, Net Expenditure £23,954		
AGREED BY THE EXECUTIVE BOARD:		
Date: 15 th September 2004		

AREA FUNCTION SCHEDULE

FUNCTION:		Waste Management – Bring Banks
Description of what the delegated budget represents		
Apportionment relates to repairs & maintenance and transport costs associated with non Household Waste Site bring banks.		
Details of the service elements that have not been delegated and the reason why they were not delegated		
Waste Management is a city wide, demand led operation, with a significant level of expenditure that relates to disposal costs that cannot readily be allocated or apportioned .		
In addition the incidence of Household Waste Sites are not distributed geographically equally across the City. Therefore allocation to areas would have be on a geographical basis and would not be a reflection of where users of these sites reside.		
Description of the formula used for apportioning budgets to each area		
In the absence of any other data this was determined to be the most equitable method.		
Reasons why this particular formula was selected		
Expenditure apportioned equally on a pro rata basis based on the number of Bring Banks in each area.		
Breakdown of the total budget delegated		
Expenditure Type		£000s
Employee Costs		0
Premises Costs		0
Supplies & Services Costs		24
Transportation Costs		0
Capital Costs		0
Gross Expenditure		24
Income		0
Net Budget		24

Appendix A

AREA FUNCTION SCHEDULE

Expectations of the executive and allocation of resources by the executive to each Area Committee.

	West		North West		North East		East		South	
	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner
2004/05 Target Performance Relating to Waste Management Bring Banks:										
None set										

	West		North West		North East		East		South	
	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner
2004/05 Area Based Resources										
Financial										
Delegate – Non – HWS Bottle Banks	£1,711	£1,678	£4,574	£1,908	£2,073	£2,007	£3,916	£1,579	£2,665	£1,843
Totals	£1,711	£1,678	£4,574	£1,908	£2,073	£2,007	£3,916	£1,579	£2,665	£1,843

Basis of Resource Distribution

Location of existing sites

AREA FUNCTION SCHEDULE

Contextual Information

Environmental Services Division

Environmental Service consist of three main functions - Refuse Collection, Street Cleansing and Waste Management. It is proposed that apart from elements of Waste Management (waste sorting sites, transfer loading operations and landfill contract management) and medical waste collections that all other elements of the service will be subject to area management delegation. Area committees will have a role to play in determining service delivery priorities within their area.

Currently, services are provided on a city-wide basis and performance information collected in this way. Work is being undertaken to realign performance outputs, targets and financial information so that this can be provided on an area basis.

Streetscene is a theme which brings together a range of co-ordinated services aimed at improving the delivery of service which look after the environment. Pilot projects have been carried out in 5 wards and a degree of success achieved in improving customer satisfaction and environmental standards. It is intended to implement Streetscene across the city at the end of September 2004. Area Committees will therefore have a role to play in determining the strategy for the implementation in their area.

Waste Management

The provision of bring banks and the management of contracts to ensure products are collected and recycled, is an important part of the Waste Management Function of the Council. The wider functions of the service include:

- ∅ The safe, efficient and cost effective disposal of the city's waste to landfill.*
- ∅ The provision of household waste recycling facilities and the management of contracts to ensure the product are recycled.*
- ∅ The minimum service standards expected from these services are:*
- ∅ To dispose of all municipal waste in accordance with legislation.*
- ∅ To provide 11 waste sorting sites across the city open 362 days per year from 9 am to 4pm in the winter and 9 am to 5 p.m. in the summer.*

AREA FUNCTION SCHEDULE

DESCRIPTION OF FUNCTION:		Youth Service
<p><i>The delivery of Youth Service area based programmes in respect of: -</i></p> <ul style="list-style-type: none"> - <i>centre based youth work</i> - <i>detached youth work</i> - <i>Connexions project work with individuals and small groups</i> 		
EXECUTIVE MEMBER(S) PORTFOLIO:		
Executive Member – Leisure		
RESPONSIBLE DIRECTOR(S):		
Director of Learning and Leisure		
MINIMUM SERVICE EXPECTATIONS		
<p>To contribute to the achievement of an improvement in the Council's overall 'reach' target for Youth Services in respect of young people aged 13-19.</p> <ul style="list-style-type: none"> • Ensure appropriate targeting of resources to achieve maximum coverage of <ul style="list-style-type: none"> - The key local communities to be prioritised for youth work - The particular social issues of the area to be tackled - Curriculum priorities within the area • Ensure services provided are in accordance with the Council's Youth Service policy, together with any national expectations or targets upon which the associated Youth Service funding is based. <p>The above minimum standards also relate to services provided through 'contracting' arrangements with voluntary organisations in operation in some parts of the city.</p>		
CURRENT AND TARGET PERFORMANCE		
Issue/Performance Indicator(s)	2003/4	2004/5
Youth Service – Number of Clients		
The level of "reach" into the resident 13 – 19 population	Result 14,279	Target 16,603
TOTAL RESOURCES AVAILABLE ON AN AREA BASIS		
Revenue: £3,366,750 gross expenditure, £3,117,030 net expenditure		
AGREED BY THE EXECUTIVE BOARD:		
Date: 15 th September 2004		

AREA FUNCTION SCHEDULE

FUNCTION:	Youth Service
Description of what the delegated budget represents	
Area full and part time youth workers, Connexions Youth (fully funded by grants) and Youth contracts with the Voluntary sector.	
Details of the service elements that have not been delegated and the reason why they were not delegated	
<ol style="list-style-type: none"> 1. Central functions such as training, quality assurance, service planning and performance. 2. City Wide projects, particularly those externally funded. 3. Central senior management and administration. <p>None of these functions can be monitored on an area basis.</p>	
Description of the formula used for apportioning budgets to each area	
50% population, 50% targeted	
Reasons why this particular formula was selected	
<ol style="list-style-type: none"> 1. In line with CIT approach and Closing the Gap policy. 2. National expectations for Youth Service to offer a targeted service nested within a universal service. 3. Key aim of Youth Service is to support socially excluded young people. 	
Breakdown of the total budget delegated	
Expenditure Type	£000s
Employee Costs	3190
Premises Costs	
Supplies & Services Costs	177
Transportation Costs	
Capital Costs	
Gross Expenditure	3367
Income	250
Net Budget	3117

AREA FUNCTION SCHEDULE

Expectations of the executive and allocation of resources by the executive to each Area Committee.

	West		North West		North East		East		South	
	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner
Target Performance Relating to Youth Service 'reach' target for 2004/05.										
16,603	1290	1369	1190	2059	869	1497	1129	3436	1415	2349
2004/05 Area Based Resources:										
Financial										
Expenditure	261,650	277,810	241,440	417,900	173,090	304,080	327,310	599,400	287,240	476,830
Income	19,410	20,600	17,910	31,000	12,840	22,550	24,280	44,460	21,300	35,370
Net Expenditure	242,240	257,210	223,090	386,900	160,250	281,530	303,030	554,940	265,940	441,460

Basis of Resource Distribution

5639 youth worker hours are available for the delivery of the 3 youth work functions specified above. These hours are distributed across the city with 50% allocated on the basis of 13-19 population figures and the remaining 50% on the basis of social deprivation data.

AREA FUNCTION SCHEDULE

Contextual Information

Youth Service

5639 youth worker hours are available for the delivery of the 3 youth work functions specified above. These hours are distributed across the city with 50% allocated on the basis of 13 – 19 population figures and the remaining 50% on the basis of social deprivation data.

The main national target for Youth Services is to “reach” 25% of young people aged 13-19. This means basically carrying out some tangible, recorded work with 25% of young people in Leeds. However the target is a city wide one. As a result of adopting the policy of allocating 50% of resources on a targeted basis, the “reach” target, in percentage terms will vary from ward to ward. These fundamental ward targets have been calculated for 2004/05 and will serve as the most tangible indicator for area management monitoring.

Area committees will be provided on an annual basis with a reassessment of the staff resources and area targets. During the next 3 years it is intended that these baseline positions show an increase as the Youth Service seeks to move more specialist projects into the area management arrangements.

Also on an annual basis Area Committees will be provided with full details of proposed youth work to be offered in terms of:-

- *centre based youth work programmes*
- *detached youth work programmes*
- *Connexions project work with individuals and small groups.*

Area committees will be asked to approve this area-based package.

In this approval process Area Committees will be able to ask for changes to reflect information and priorities held by Area Committees. This role will help determine, for example:-

- *key communities to be prioritised for youth work*
- *particular social issues to be tackled*
- *curriculum priorities*

Area Committees will however have to exercise this role in the overriding contexts of:-

- *Youth Service policy*
- *national expectations linked to Youth Service funding*
- *the necessity for the Youth Service to meet its targets*
- *the available staffing and other resources*

Area Committees will also clearly have a role in respect of the performance management of the above arrangements.

In some parts of the city, voluntary organisations are “contracted” to deliver youth work programmes. It is intended that all contracted organisations provide full information for area committees in the same format as LCC’s own Youth Service.

AREA FUNCTION SCHEDULE

DESCRIPTION OF FUNCTION:		
Area Committee Revenue & Capital Well-Being Budgets		
EXECUTIVE MEMBER(S) PORTFOLIO:		
Executive Member – Neighbourhoods & Housing		
RESPONSIBLE DIRECTOR(S):		
Director of Neighbourhoods & Housing		
MINIMUM SERVICE EXPECTATIONS <i>(to be applicable to all Area Committee areas)</i>		
<p>Decisions taken in relation to the utilisation of Well-Being budgets within the framework of the Council's Constitution and in accordance with Section 2 of the Local Government Act 2000. Specifically Area Committees will seek to:</p> <ol style="list-style-type: none"> 1. enhance service delivery outcomes within their area 2. support the social, economic and environmental well being of their area (in accordance with approved Area Delivery Plans – 2005/06 only) 		
CURRENT AND TARGET PERFORMANCE*		
Issue/Performance Indicator(s)	2003/4 Result	2004/5 Target
No specific indicators apply – although Area Committees may wish to reflect these within their Area Delivery Plans following decisions in relation to the allocation of these funds		
TOTAL RESOURCES AVAILABLE ON AN AREA BASIS		
Revenue 2004/05 : Gross Expenditure £1,890,711, Net Budget £1,890,711 (£1,618,578 already delegated – reported to Council on 28 June 2004 – this schedule deals with the delegation of the remaining £272,133 including a Special Needs Allocation of £90,711)		
Capital: £3,500,000 (over 3 years) (£3,147,232 already delegated – reported to Council on 28 June 2004 – this schedule deals with the delegation of the remaining £352,768)		
AGREED BY THE EXECUTIVE BOARD:		
Date: 15 th September 2004		

AREA FUNCTION SCHEDULE (Total)

Expectations of the executive and allocation of resources by the executive to each Area Committee.

	West		North West		North East		East		South	
	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner
Target Performance (for the given year):										
Not applicable – but see also specific area function delegation schedules										
Area Based Resources(for the given year): Revenue – annual allocation, Capital – three year allocation										
Financial	(£)									
Revenue - Formula										
Population/Deprivation										
75%/25%	163,128	130,522	188,281	202,729	132,306	163,504	203,886	226,675	192,123	196,846
Special Needs Allocation		11,241						47,330		32,140
Total Revenue Allocation	163,128	141,763	188,281	202,729	132,306	163,504	203,886	274,005	192,123	228,986
Capital - Formula										
Population/Deprivation										
75%/25%	317,193	253,793	366,102	394,196	257,261	317,925	396,445	440,755	373,573	382,757



REPORT OF: ACTING DIRECTOR, NEIGHBOURHOODS AND HOUSING

MEETING: OUTER SOUTH AREA COMMITTEE

DATE : 18th OCTOBER 2004

SUBJECT : TOWARDS AN AREA DELIVERY PLAN 2005/ 2006

Electoral Wards Affected :

All

Specific Implications For :

Ethnic Minorities

Women

Disabled People

Executive Board Decision

Eligible for Call In

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

1. PURPOSE OF REPORT:

1.1 The purpose of this report is to:

§ Bring Members of the Area Committee up to date on work being undertaken to develop an **Area Delivery Plan (ADP)** for the Committee area.

§ Agree the proposed format of the Area Delivery Plan for 2005 / 06 for this committee.

§ Give Members an opportunity to make early comment on influencing Departments' thinking and preparations for 2005/06 through service and budget planning.

2. INTRODUCTION:

2.1 The City Council approved a new constitution making provision for Area Committees in June. This gives Area Committees the task of producing an ADP for their areas. A separate report on this agenda outlines initial services which have been agreed as functions to be exercised by Area Committees along with minimum service expectations, current and target performance data and respective resources allocation on an area basis.

2.2 Area Delivery Plans will identify the needs and priorities of the committee area and inform decision-making and joined up service delivery, this will also help influence the City Council and other partner agencies allocate resources.

Document for 2004/05 at the September meeting with amendments to the Proposed Priorities section. This document will be developed further into the Area Delivery Plan for 2005/06. It will then provide a framework for the activities of the Committee and provide a basis for the detailing of actions that providers of priority services and partners will undertake to ensure improvement to local services within a best value approach. The aim is to develop the delivery plan between October and December in order to inform the budget setting process for the next financial year.

3. WHAT WILL BE INCLUDED IN THE ADP?:

3.1 It is proposed the ADP for this committee will follow much of which is in the Profile and Priorities document for 2004/05 and would include at least:

- § A **profile** of the area drawing on relevant statistical data and Super Output Area (i.e. at a sub-ward level) information,
- § **Working arrangements** for the Area Committee describing the Committees decision-making process,
- § An **engagement statement** describing how the Committee aims to develop and sustain best practice in community engagement and involvement,
- § A **priorities statement** which outlines the key priority areas
- § A **statement of resources** to deliver the priorities (executive functions and service schedules),
- § **Service development and improvement plans**, including performance standards and measures particularly of services,
- § A statement on **partnership** working (a summary of area based approaches including links to the District Partnership).

3.2 It is anticipated the ADP will be finalised by February 2005, with a further update report will be brought to the Committee at a future meeting.

4. PRIORITY AREAS AND THEMES:

- 4.1 At its last meeting the Committee agreed the priority themes below for the current financial year, these themes were determined through consultation and are linked to the service themes which Area Committees initially will have most influence over this year, i.e. **community safety**, **street-scene** and **work with young people**. They also reflect the wider remit of the Committee in promoting the social, economic and environmental well-being of the area. Additional priority themes for this Area Committee proposed for the ADP are: **Town Centre Development** and work to improve the quality of life in the **Priority (most deprived) Neighbourhoods** of:
- In Morley North Ward: Fairfaxes and Oakwells (Drighlington), Spring Banks/Moorlands (Gildersome).
 - In Morley South Ward: Newlands and Denshaws, Harrops
 - In Ardsley and Robin Hood Ward: Northfields, Eastleighs and Fairleighs
 - In Rothwell Ward: John O'Gaunts, parts of Oulton and Woodlesford, Wood Lane Estate

- 4.2 Given the Council's tight financial position for 2005/06 it is proposed that it is too early to be identifying major funding requests or any large Capital projects which the Area Committee would register with central finance for consideration in the Council's capital programme for 2005/ 2006. It is felt that the focus should remain on improving the core mainstream services.
- 4.3 As further services, functions and schedules are delegated to the Area Committees by the Executive, Members may wish to consider integrating these as part of the priorities of the ADP.
- 4.4 **The ADP's links to service delivery** – the main reason for bringing this report to the Area Committee at this time is that the Committee has the opportunity to make comment from an area perspective on any specific service delivery areas that it would wish Departments to be giving attention to as they start their budget and service planning for 2005/06. For instance, and assuming at this stage a standstill budget for 2005/06:-

- § Are there any realignments of service provision that the Committee would wish to be put forward to Departments for consideration in order to prioritise particular aspects of a service above others?
- § Are there any specific gaps in service provision that the Committee would wish ideally Departments address?
- § Are there any new ways of working that the Committee would wish Departments to be considering from examples of good practice within or outside Leeds?
- § Are there any areas of wider partnership working that require further attention?

Working on the basis of no new extra resources for 2005/06, the opportunity at this stage is about suggesting, influencing and debating with services the opportunities for 2005/06 before decisions are finalised through departmental processes. These can then be reflected in the Area Delivery Plan and for Departments to be noting in their budget proposals.

5.0 CONSULTATION

- 5.1 The ADP will be developed through stakeholder consultations including service providers and ward members until February 2005.

6. LINKS TO THE WELLBEING FUND:

- 6.1 The ADP will need to frame and guide the Committees' allocation of Wellbeing resources in 2005/ 2006 and as such the Committees' service and theme priorities should be reflected in Wellbeing funding decisions. Through discussions with ward members, service providers and local community and voluntary groups a number schemes may be identified over the next few months for the Area Committee to consider funding from next year's Wellbeing Budget once this is confirmed.

7. RECOMMENDATIONS:

The Committee is asked to:

- 7.1 Note the current position in relation to the development of the ADP,
- 7.2 Note the link between the Area Delivery Plan and the Committee's Well-Being

- 7.3 Consider the proposed structure for the Committees 2005/ 2006 ADP,
- 7.4 Agree the proposed priority themes for the ADP as listed in 4, and,
- 7.5 Register any specific responses to 4.4 in terms of service improvement issues that should be raised with Departments at this stage in the planning cycle



REPORT OF THE CHIEF RECREATION OFFICER

REPORT TO : ALL AREA COMMITTEES

DATE : OCTOBER 2004

SUBJECT : PARKSWATCH SERVICE

Electoral Wards Affected :

All

Specific Implications For :

Ethnic Minorities

Women

Disabled People

Executive Board Decision

4

Eligible for Call In

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

1.0 PURPOSE OF REPORT

1.1 The report describes the service offered by Parkswatch and asks Committees to consider the request for funding towards a city wide service.

2.0 BACKGROUND

2.1 The Parkswatch service plays a key role in emphasising the importance of parks and greenspaces for the whole community, by ensuring that there is a presence in these areas. This helps to deter vandalism and anti-social behaviour and also assists in helping people to feel safer when visiting parks and greenspaces.

In common with all parks authorities and services, the introduction of CCT in 1988 saw workforces and practices radically altered, which resulted in the demise of the traditional park keeper role. As commented on in many recent research studies and the ODPM Green Spaces Better Places report regarding the future of parks and greenspaces and their management, this issue of a 'presence' in parks is a key one in allowing the public to feel safe, and undoubtedly the more that the public use our parks and greenspaces, the safer they will feel and eventually become.

2.2 The role of the Parkswatch officers is to provide a visitor service function in addition to taking a lead role in protecting the environment, preservation of heritage and greenspaces, dealing with issues of access, and a range of anti-social activities.

The Parkswatch service operates throughout the week working core hours that start at 10am and finish at 10pm. In order to cover these hours, the staff work a rolling shift pattern of four days on and four days off, although these arrangements can be changed to meet specific needs as they arise, as is often the case when carrying out

communication links with the public wishing to report incidents that need attention, and these links are to be improved to ensure there is an operator available to speak to the public during the core operating hours of between 10am and 10pm.

2.3 The effectiveness of the Parkswatch service is demonstrated by the following results achieved during the 2003/04 financial year :

- 2405 incidents logged.
- Information from 615 incidents passed to the Police for attention and intelligence gathering.
- 32 specific incidents passed to Graffiti Removal for attention.
- 20 incidents regarding juveniles passed on to ASBT and Youth Service.
- 81 recovered motorbikes of which 10 were taken by the Police, 12 were burnt out and 59 abandoned. Parks staff removed motorbikes from the latter two elements.
- 50 arrests.
- Active presence and enforcement has ensured that areas of land previously abused and misused are now being used for recreational purposes - such as the Skelton Lake nature reserve, Post Hill at Pudsey and Plane Tree Hill near the airport at Yeadon.
- CCTV equipment installed on the Parks Watch motorbikes has provided valuable visual and audio information on anti-social behaviour besides intelligence on such problems as burnt out cars in woods, tethered horses, graffiti and vandalism in hard to reach areas.
- Numerous commendations from members of the public, ward members and through press reviews.
- Mention in the DEFRA White Paper on the Use of Motorised Vehicles on Public Rights of Way as a model of good practice for work with Killingbeck Police

3.0 FUNDING ARRANGEMENTS

3.1 The core Parkswatch service comprises of one supervisor and two full time patrol staff to cover all parks and greenspaces in the City, and there is provision in the Parks and Countryside base budget for this service. This service essentially provides for one officer on duty per shift.

3.2 Additionally, the Parkswatch service was funded by a number of CIT priorities budgets as outlined below.

Mostly South Inner Area Cttee Expired	CIT 4 & 10. (City, Holbeck, Beeston, Middleton and Hunslet) September 3 rd 2004
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North West Outer and part of Inner Area Cttee Expired	CIT 1, 7 & 13 (Otley, Aireborough, Cookridge and Horsforth) September 3 rd 2004
--	---

North Outer and part West Inner Area Cttee Expired	CIT 2 . (Armley, Wortley and Bramley) September 30 th 2004
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experienced recruitment and retention problems due to the short term nature of the staffing contracts. The success of the Parkswatch service relies on the calibre of the officers employed, and it is difficult to recruit to such posts when they are short term in nature. The resources expended on training and protective clothing and equipment is also wasted when staff leave after a short time due to insecurity of their employment.

- 3.4 The 2004/05 budget contained a centrally held contingency sum of £200k for additions to the Parkswatch service. This funding has now been released and has been added to the £95k base budget.

However, in order to provide a city wide service of 10 staff, 2 in each wedge, a budget of £495,880 is required. This budget provides for full training, equipment, and agency cover during sickness and holidays so that the service is provided 365 days a year. The budget will also provide for an improved telephone answering service and call out facilities to support the team of Parkswatch officers.

- 3.5 In order to provide the City wide service a further £200k is required. Discussions have taken place between Executive Members and Area Committees are asked to consider allocating £20k per annum from their Wellbeing budgets towards the provision of this service.

Committees are also asked to consider allocating this annual funding for a period of 5 years so that the problems described in paragraph 3.3 regarding short term contracts can be avoided, thereby ensuring a continuity of service to communities.

4.0 RECOMMENDATION

- 4.1 Members are asked to note the work of the Parkswatch service and to agree to contribute £20k per annum from Wellbeing budgets for a period of 5 years commencing on 1st April 2005.



LEEDS
CITY COUNCIL

ITEM NO.:

Originator: S Butler

Tel:0113 2478186

REPORT OF THE: Chief Planning and Development Services Officer

MEETING: Outer South Area Committee

DATE : 18th October 2004

SUBJECT :PROPOSED PROTOCOL FOR CONSULTATION WITH AREA COMMITTEES ON PLANNING MATTERS

Electoral Wards Affected :

ALL

Specific Implications For :

Ethnic Minorities

Women

Disabled People

Executive Function

Council Function

4

Eligible for Call In

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

PURPOSE OF REPORT

The purpose of this report is to present the proposed Protocol for Consultation with Area Committees on Planning matters and to invite comments and views through the Area Committee process.

BACKGROUND

It is suggested that the most significant advance arising from the establishment of Area Committees will be realised through improved consultation at the earlier preliminary stages of development proposals, when the opportunity to shape the impact of community benefits arising from the development are likely to be most negotiable. The proposed Protocol for Consultation with Area Committees on Planning matters seeks to identify an approach that maximises the opportunity to increase community engagement on the most significant development proposals in a way that does not overwhelm the participants or the support structures. The proposed arrangements are additional to the existing systems for publicity, notification and consultation on planning matters.

RECOMMENDATION

Members are requested to give their views through the Area Committee meeting or direct to the Chief Planning and Development Services Officer by the 31st of October.

LEEDS CITY COUNCIL : DEVELOPMENT DEPARTMENT

PROPOSED PROTOCOL FOR CONSULTATION WITH AREA COMMITTEES ON PLANNING MATTERS

BACKGROUND

The Terms of Reference for Area Committees include the following provision in regard to planning matters.

"To consider and respond to consultations on planning briefs and frameworks and on major development proposals affecting the Committee's area."

The purpose of this draft protocol is to inform Area Committees of the Development Department's proposals in respect of the matters on which Area Committees should be consulted and the arrangements that Area Committees might wish to put into place to facilitate timely responses on consultations.

Comments are invited by 31st October 2004. Work will proceed on arrangements for implementation throughout the consultation period.

CONTEXT

Ward Councillors are already consulted on Planning Briefs and Frameworks, and are notified of new planning applications in their Ward. There is an established scheme of delegation for dealing with planning applications that results in the most significant planning applications being determined by one of the Council's Plans Panels.

All planning applications are subject to publicity and representations may be made by organisations or individual citizens. Many thousands of representations are already received and taken into account. Since May 2003, the Council has exercised the facility for public speaking at Plans Panel meetings when planning applications are considered.

The planning service operates to strict timescales according to Government Best Value Performance Indicators. Consultation on planning applications needs to operate within this context. Failure to meet the Government's targets leads to loss of resources to the City Council and potential for intervention by Government in the handling of planning applications.

It is suggested that the most significant advance arising from the establishment of Area Committees will be realised through improved consultation at the earlier preliminary stages of development proposals, when the opportunity to shape the impact of community benefits arising from the development are likely to be at their most negotiable.

The remainder of this draft protocol has regard to this context and sets out in some detail the matters on which it is proposed to consult Area Committees to supplement the existing arrangements for publicity and consultation on planning matters.

PLANNING BRIEFS AND FRAMEWORKS

Planning Briefs or Frameworks are prepared for a relatively small number of significant development sites. They are intended to guide development and are a material consideration when subsequent planning applications are considered.

It is anticipated that Area Committees (or their nominated representatives) will wish to comment on the briefs before they are approved as planning guidance.

MAJOR PLANNING APPLICATIONS

The City Council deals with more than 8000 planning applications each year. Clearly, it is impracticable for Area Committees to consider all of these applications. However, some 300 to 400 are expected to be "major" applications, relating to the largest and most significant developments in the City. It is proposed to consult Area Committees on all major planning applications. These are defined as:

"For dwellings, a major development is one where the number of dwellings to be constructed is 10 or more. Where the number of dwellings to be constructed is not given in the application, a site area of 0.5 hectares or more will be used as the definition of a major development.

For all other uses, a major development is one where the floorspace to be built is 1,000 square metres or more, or where the site is 1 hectare or more."

The Government target for deciding major planning applications is 13 weeks, as distinct from 8 weeks for all other types of planning application. Since these are normally the most significant planning applications affecting a community, and since the timescales within which the Council seeks to deal with such applications are less compressed than for relatively minor applications, there will be more opportunity for consultation with Area Committees, provided that appropriate arrangements can be put into place.

However, it should be noted that decisions on major applications are generally made by the regulatory Plans Panels, and the timescales for responses are less extensive than the 13 week target suggests. A report may be presented to a Plans Panel as little as four to five weeks after deposit.

PRE-APPLICATION PROPOSALS

Often, but not always, major planning applications are preceded by pre-application enquiries. It is this type of enquiry that represents the most significant opportunity for innovation and expansion in community engagement on planning issues. Some pre-application enquiries may, at the request of the developer, remain confidential for commercial or other reasons. However, early community involvement is increasingly encouraged by the Council and the Government, and many developers recognise its value. Where the developer agrees, or can be persuaded, it is anticipated that Area Committees will be consulted on pre-application enquiries for major developments.

LOCAL DEVELOPMENT FRAMEWORK

The context against which planning decisions are made is the Development Plan. The existing Plan (The Leeds Unitary Development Plan) will be replaced, in due course, by Local Development Frameworks as a result of major changes to the planning system.

Precise timescales and some procedural details are not yet known. However, policies and plans within the Local Development Framework will require consultation. Further details will be provided in due course but it can be stated at this stage that it is intended to consult Area Committees on Local Development Framework documents.

PRACTICAL CONSIDERATIONS

Given the range of issues that will be considered by the formal meetings of Area Committees, it is suggested that detailed consideration of planning briefs or applications, at full Area Committee meetings may present difficulties. All or most consultations will, of necessity, be time limited. It is, perhaps, inevitable that the timescales within which planning briefs, applications or pre-application enquiries need to be considered will not mesh well with meeting cycles for Area Committees. Consequently, Area Committees may wish to establish a sub-group of nominated representatives, empowered to comment on planning issues on behalf of the Area Committee.

OFFICER ATTENDANCE AT AREA COMMITTEES

In common with other Departments, the Development Department has nominated a Chief Officer to attend and support each of the Area Committees. The Chief Officers are:-

NORTH EAST	Ian Andrews
WEST	Paul Stephens
NORTH WEST	Paul Brook
EAST	Jean Dent
SOUTH	Steve Speak

Within Planning Services, a lead officer has been nominated to assist each Chief Officer on planning matters. The lead planning officers are likely to attend Area Committees when planning issues appear on the Agenda. They will also serve, on a day to day basis, as an informed and empowered point of contact on all planning issues in the area. The lead planning officers are:

NORTH EAST	David Newbury	Tel: 247 2026
WEST	Martin Sellens	Tel: 247 8213
NORTH WEST	Christine Naylor	Tel: 247 8020
EAST	Jayshree Patel	Tel: 247 8028
SOUTH	John Redding	Tel: 247 8156

PLANNING OBLIGATIONS AND COMMUNITY BENEFITS

Planning obligations are negotiated in regard to a number of key policy areas. In some cases, the planning obligations may take the form of a commuted sum, sometimes in lieu of on-site provision of planning objectives. Provision or improvement of greenspace is a frequent example.

Whilst there are constraints on how commuted sums can be spent, there is often a significant degree of local discretion. Area Committees will be consulted on spending priorities for available planning obligation funds.

CONCLUSION

There are significant and substantial opportunities to improve community representation and engagement in planning matters through the establishment of Area Committees.

Consultation at early stages of major development proposals is likely to be particularly beneficial. However, it should be noted that consultation periods need to be time limited. This draft protocol suggests ways in which an effective balance can be reached.

The draft is for consultation purposes and has been forwarded to all Councillors. In addition, Area Managers have been consulted and asked to co-ordinate the collective views of Area Committees. Comments are invited by 31st October 2004. Please forward your comments to:

ian.andrews@leeds.gov.uk or to:

Ian Andrews
Chief Planning and Development Services Officer
The Leonardo Building
2 Rossington Street
LEEDS
LS2 8HD

IAN ANDREWS
Chief Planning and Development Services Officer
8 September 2004



REPORT OF THE ACTING DIRECTOR OF NEIGHBOURHOODS AND HOUSING

MEETING: OUTER SOUTH AREA COMMITTEE

DATE : 18TH OCTOBER 2004

SUBJECT : TOWN CENTRE MANAGEMENT INITIATIVES

Electoral Wards Affected :

Morley South
Rothwell

Specific Implications For :

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

Executive Function	<input type="text" value="4"/>	Council Function	<input type="text"/>	Eligible for Call In	<input type="text"/>	Not eligible for Call In (details contained in the report)	<input type="text"/>
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1.0 PURPOSE OF THE REPORT

- 1.1 To provide the Area Committee with information about Town Centre Management initiatives.
- 1.2 To propose the development of a Town Centre Management initiative for Morley and Rothwell town centres.

2.0 BACKGROUND

2.1 At the Area Committee meeting on 13th September, the Outer South Area Committee approved five priority themes for action to address key issues across the Outer South area. One of these was 'Town Centre Development', the aim being to enhance the attractiveness of the two town centres of Morley and Rothwell, to increase their vibrancy and sustainability, and to help create centres where increasing numbers go to shop, and for entertainment and leisure.

2.1 A number of key issues for both town centres were identified:

- The numbers of vacant properties for rental in and around the town centres, with increasing competition from the city centre, and other easy to access shopping centres.
- The poor appearance of some town centre areas, such as Morley Bottoms, and Rothwell shopping precinct outside Morrissons.
- The lack of an overall strategy for the development of Rothwell town centre, or a partnership to develop one, and the need to review and update the Morley Town Centre action plan.

issues, and in particular that the potential for a Town Centre Manager for the two towns be considered.

3.0 TOWN CENTRE MANAGEMENT

3.1 'The primary aim of town centre management is to create active partnerships and broad networks to develop a healthy and sustainable environment that involves and benefits all its stakeholders'. To achieve this there are a number of actions that town centre management initiatives virtually all have in common:

- Development of the life of town centres, for investors as well as users.
- Improved management of the public realm, so that towns are safe and accessible to all.
- Creation of a shared vision of the town's identity, function, market niche and image that meets the needs of the people it serves, now and into the future.
- Creation of an effective business plan and a programme of achievable action year on year, as well as medium and long term projects that are endorsed and funded by all the partners.
- Development of projects that focus on environmental improvement, access, car parking, signing, security, inward investment, marketing, customer care and attractions.
- Effective and continuing consultation with all stakeholders.
- Promotion of confidence by publicising achievement .

3.2 Town centre management initiatives range from ad hoc partnerships to companies limited by guarantee. They are usually run by a core steering or management group that works to terms of reference that clarify the roles and responsibilities of all partners. This core group is usually responsible for development of the strategy and ensuring continuity.

3.3 This group normally appoints a town centre manager once the vision for the town centre has been developed. This way the skills of the manager can be matched to the requirements of the vision.

3.4 There are however a number of attributes considered essential for an effective town centre manager, including, the ability to build relationships and influence people, political awareness and sensitivity, a knowledge of local government and the planning system, commercial awareness and analytical, facilitation and promotional skills. Sample job descriptions for town centre managers are attached at appendix one.

3.5 The group would usually establish sub committees or working groups to oversee individual projects or to address specific issues. These report to the overall steering or management group. The steering group would hold regular forums for all stakeholders to be kept up to date with progress on the action plan or vision, and comment on future proposed actions.

3.6 The success and progress of the overall town centre initiative is usually measured against performance indicators built into the action plan or strategy. Reports on progress in relation to targets are reported at regular intervals to the initiative steering group and/or management board. Annual town centre audits are, in addition, useful tools, indicating trends in rental values, vacancy levels, footfall rates, retail

issue identified within the plan/strategy.¹

4.0 COSTS AND SOURCES OF FUNDING

- 4.1 The costs of Town Centre Management Initiatives vary greatly, but the majority cost between £50,000 and £100,000 revenue per annum.
- 4.2 Kirklees Council for example, has, as part of its town centre management section, a 'towns manager', for both Batley and Dewsbury town centres. The manager is at scale PO3/4, and her assistant at scale 6. The total cost of the initiative is £90,000 revenue per annum, with £60,000 of this covering staff and office costs and £30,000 per annum allocated as a development budget to cover project development and publicity. The bulk of this funding comes from the core budget of the council's Partnership and Procurement Service, with a relatively small contribution from the members of the local business association through their annual membership fee of between £75 and £375 per business.
- 4.3 The Erdington(between Birmingham and Sutton Coldfield, Birmingham City Council), town centre management initiative employs one town centre manager. The overall annual revenue cost is £60,000. This covers the manager's salary and all related office costs, and an annual development budget of £15,000. The sole source of funding is the Neighbourhood Renewal Fund.
- 4.4 There are three main sources of funding for Town Centre Management Initiatives:
- Core funding from a relevant council department.
 - Private sector funding by way of contributions from local business.
 - Area specific funding for example Single Regeneration Budget, Neighbourhood Renewal Budget.

Most initiatives are supported through a funding package made up of two or more of the above.

5.0 TOWN CENTRE MANAGEMENT INITIATIVE FOR MORLEY AND ROTHWELL

- 5.1 Both Morley and Rothwell face a number of challenges that could benefit from being tackled through a town centre management initiative. There are a number that both have in common :
- To develop a shared vision and strategy aimed at achieving the long term viability and vitality of the town centres.(although in the instance of Morley this will involve the review of the existing Morley Town Centre Action plan)
 - To attract additional investment to the town centres
 - To carry out regular audits of the centre to list environmental and other issues to be addressed, and to ensure action.
 - To increase the number and variety of retailers and entertainment attractions in the town centre, and to extend the hours during which town centre attractions remain open.
- 5.2 In addition each has its own particular issues to address. For Morley:
- To increase the attraction of the indoor market and build upon the farmers market success.

¹ Main Source of Information on Town Centre Management – Association of Town Centre Management Website

- To increase the numbers visiting and the variety of attractions in the Town Hall.
- To develop a car parking strategy to address the issue of lack of car parking space in and around the town centre

For Rothwell:

- To retain the number and variety of retailers in the wake of the Morrisons development.
- To develop an active business association or town centre partnership.
- To ensure additional and alternative attractions to the town centre over and above the expanded Morrisons.

5.3 In Morley the initiative could be developed, building upon the existing town centre partnership and action plan. In Rothwell there would need to be initial development work on establishing a partnership or steering group. There would need to be consultation in both towns on any such proposed initiative, and potential sources of funding identified, including the potential for contributions from the private sector.

5.4 As with the Kirklees example in 4.2, where the council supported the development and delivery of the Batley and Dewsbury Towns manager, there would be support from the Area Management Team for the development of the Morley and Rothwell initiative, and during its implementation.

5.3 It is proposed that further research and investigation are carried out, with a view to the development of a full proposal for a town centre management initiative for Morley and Rothwell.

6.0 RECOMMENDATIONS

6.1 The Area Committee is recommended to note the information on town centre management initiatives, and the potential for such an initiative to help address the challenges facing both Morley and Rothwell.

6.2 It is further recommended the development of a proposal for a town centre management initiative for Morley and Rothwell be approved, and that this be submitted for consideration to a future Area Committee meeting.

LEATHERHEAD TOWN CENTRE MANAGER

Salary to £31,368 pa.

Leatherhead town centre has undergone a dramatic redevelopment over the last three years. A new 92 room hotel, a private health club and many new retailers have chosen to open in Leatherhead. These redevelopment works are scheduled to be completed in late 2003, providing the opportunity for the town centre management initiative to adopt a more marketing led focus.

We are seeking a self-motivated person with vision, enthusiasm, tact, diplomacy and excellent communication and marketing skills for this key appointment. You will be able to identify and promote Leatherhead's unique selling points, co-ordinate and deliver agreed actions, and develop the Business Plan with the aim of re-establishing the town as a service centre for the adjacent business community and surrounding area.

You will need extensive knowledge and experience of town centre businesses, marketing, promotion and the tourism industry, as well as a broad understanding of Local Authority structure, processes and procedures.

There is an active Leatherhead Town Centre Forum, and a Steering Group to which the postholder will report. The post, together with that of the Dorking TCM is established within Mole Valley District Council's Department for Policy & Partnership.

Full details and an application form can be downloaded from www.surreyjobs.info or obtained by contacting the Personnel Department on (01306) 879375 (24 hrs) or by email from personnel.admin@molevalley.gov.uk

Job Summary for Town Centre Manager - Brierley Hill & Halesowen

Directorate: Urban Environment, Economic Regeneration - Design & Projects
Salary: £19,185 - £22,689 (Scale 6/S01)

Job Summary: We are currently embarking on ambitious regeneration initiatives, assisted by being located in the centre of Advantage West Midlands' Regeneration Zone.

Steeped in history, Dudley is a market town made famous by its mediaeval castle and geological associations. Stourbridge and Halesowen are traditional market towns on the edge of the Borough, and which face challenges posed by the need to bring new investment whilst protecting the towns' existing activities and heritage. Brierley Hill is a traditional Black Country town, for which major regeneration opportunities are currently being harnessed via the Council's work with the recently formed Brierley Hill Regeneration Partnership, benefiting from the adjacent Waterfront and Merry Hill developments.

A programme of Masterplans and Development Frameworks, coordinated by the Town Centres Development Team, and which seeks to maximise regeneration opportunities, is currently being implemented across the Borough's town centres

The Directorate of the Urban Environment is currently completing a restructure which has led to the creation of a new Economic Regeneration Division. 3 posts have been created within this Division to support the Council's key priorities of revitalising our town centres and maximising opportunities for external funding

Town Centres Manager - Brierley Hill & Halesowen

(37 hours weekly) - Reporting to the respective Town Centres Regeneration Managers, you will be responsible for the day-to-day operational management of a pair of Town Centres and for co-ordinating the implementation of an Action plan for the town centres. You will have:

- A minimum of 3 years relevant experience in dealing with town centre development and regeneration issues and/or a background in business or retail management
- Experience in project management, multi-disciplinary teamwork and in working with the private sector
- A proactive attitude and a keen understanding of the needs of elected members and of business
- Excellent organisation, prioritisation, verbal and written communication, assertiveness and presentation skills

Full Job Description for Town Centre Manager - Brierley Hill & Halesowen

Reports to: Regeneration Manager - Brierley Hill & Halesowen
Responsible for: No management responsibility

Main Purpose:

To be responsible for the day to day operational management of Brierley Hill & Halesowen Town Centres and to help to satisfy the needs and aspirations of the users of the town centre

Main Activities:

1. To ensure that the town centre is kept safe, clean and tidy and to liaise with relevant Council Directorates and external partners to achieve this objective
2. To work closely with groups, organisations and individuals involved in the town centre to identify needs and help to meet those needs
3. To help set up and/or support the meetings and operations of town centre forums
4. To help to promote a mutual understanding between the private and public sectors
5. To organise, co-ordinate and promote events which will assist in the revitalisation of the town centres
6. To help market the town centres by appropriate media
7. To assist with the development and delivery of the Town Centre Development Operational Plan
8. To assist with the procurement and appointment of consultants for and preparation and delivery of Town Centre Development Frameworks and Masterplans
9. To undertake reports and presentations on Town Centre related matters to a range of Council and partnership forums
10. To assist the Town Centre Regeneration Manager in activities which promote the economic regeneration and revitalisation of the town centre
11. To act as the licence holder for town centre Public Entertainment Licences
12. Any other duties commensurate with the post which may be reasonably required

Chief Executive and Town Clerk's Department

Planning Transportation and Regeneration

Town Centre Manager

£35,934 - £38,163 Reference CX1203CV

Northampton is one of the fastest growing centres in Europe. It combines the heritage of an historic county town with exciting, major city-centre development proposals, which should see Northampton become the 15th largest shopping destination in the UK. A positive, forward thinking Town Centre Partnership is already established and is making real progress in improving the quality and viability of the town centre for all users.

The Town Centre Manager is employed by the Borough Council to serve the Town Centre Partnership and is the common point of contact for co-ordinating the interests and resources of the major stakeholders. In this role you will undertake initiatives to enhance the attraction, accessibility and security of the town centre, securing funding for all aspects of its management. You will have a lead role in the implementation, monitoring and review of the Town Centre Strategy and Action Plan. The possibility of Northampton town centre being declared a 'Business Improvement District' under new government legislation may also be a key feature of the Town Centre Manager's work.

You will be expected to generate sponsorship and promote the use of the Centre for events and entertainment, encourage new investment and development, and ensure appropriate market research and publicity. The establishment and maintenance of strong, effective relationships with all interested parties (the Chamber of Trade, local media, property owners and a variety of other agencies) will clearly be essential to success in the role.

A confident, tactful and persuasive communicator, you should have at least 3 years' senior level management experience within a large, complex organisation. You will, ideally, possess sound knowledge of both the retail and public sectors, and be fully aware of the local government requirements and procedures. A creative and innovative problem-solver you'll be able to work flexibly and on your own initiative, as well as being an effective team player.

CLOSING DATE: 29 September 2003 at 5:00pm

INTERVIEWS: Week commencing 13 October 2003

PLEASE QUOTE THE REFERENCE NUMBER SHOWN ON THIS ADVERT WHEN REQUESTING AN APPLICATION FORM

Application forms (which must be fully completed) can be obtained from The Recruitment Unit at Northampton Borough Council, Chief Executive and Town Clerk's Department, Cliftonville House, Bedford Road, Northampton, NN4 7NR. Telephone (01604) 837411 or e-mail us on cxsrrcruitment@northampton.gov.uk

NORTHAMPTON BOROUGH COUNCIL - WORKING TOWARDS EQUAL OPPORTUNITIES

NEW DEAL APPLICANTS WELCOME



REPORT OF THE ACTING DIRECTOR OF NEIGHBOURHOODS AND HOUSING

MEETING: OUTER SOUTH AREA COMMITTEE

DATE : 18TH OCTOBER 2004

SUBJECT : PRIORITY NEIGHBOURHOOD IMPROVEMENT PLANS

Electoral Wards Affected :

Ardsley & Robin Hood
Morley North
Morley South
Rothwell

Specific Implications For :

Ethnic Minorities
Women
Disabled People

Executive Function	<input type="text" value="4"/>	Council Function	<input type="text"/>	Eligible for Call In	<input type="text"/>	Not eligible for Call In (details contained in the report)	<input type="text"/>
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1.0 PURPOSE OF THE REPORT

- 1.1 To propose a process for the development and delivery of improvement plans to address the key issues in nine 'priority neighbourhoods' across the Outer South Committee Area.
- 1.2 To seek approval for the prioritisation and phasing of the improvement planning in the nine neighbourhoods, according to their respective levels of deprivation.
- 1.3 To seek approval for spend of up to £5,000 from the previously agreed community consultation budget of £10,000, to pay for consultation within each of the neighbourhoods on the improvement planning process and the draft plans.

2.0 BACKGROUND

- 2.1 At the Area Committee meeting on 13th September 2004, the Committee approved five priority themes for action. One of these was Priority Neighbourhoods, to address the fact that there are a number of neighbourhoods across the Outer South area in which levels of deprivation are comparatively high, and in which there are a number of recurring issues of significant concern to local people, such as anti-social behaviour, environmental issues such as litter and overgrown and ill maintained gardens, and relatively high turnover rates of properties.
- 2.2 The Committee identified nine such neighbourhoods across the Outer South area, and requested that improvement plans be developed and delivered for each of the nine areas, to address the key issues of concern. The nine neighbourhoods are listed

included in each targeted area.

3.0 ACTION PLANNING PROCESS

- 3.1 An initial profile report has been collated for each neighbourhood, and these are attached at appendix two to the report. These provide a set of basic data for each neighbourhood including population breakdown, numbers in receipt of benefits, levels of recorded crime.
- 3.2 Added to this profile will be the ranking of the lower level super output areas within each of the nine neighbourhoods, indicating the neighbourhoods' ranking nationally on the Index of Multiple Deprivation and on each of the eight 'domains' that contribute toward that overall IMD ranking. These provide an indication for each neighbourhood of the key issues to be addressed, for example in Newlands and Denshaws the ranking under the 'crime', 'living environment', and 'education, skills and training deprivation' domains, are pointers to some of the key issues that will need addressed in the action plans. The full IMD profile for the neighbourhoods is attached at appendix three.
- 3.3 In addition all relatively recent research and consultation carried out in the neighbourhood will be considered, as well as current and planned actions from departments and agencies to address issues. Key officers will be asked for available information about the issues in the area, and most crucially elected members and any local community groups.
- 3.4 All this information will be collated, analysed and summarised to produce an up to date neighbourhood profile, which will clearly identify the key issues that will need to be effectively addressed in order to help improve the overall quality of life for the residents of the area.
- 3.5 The development and delivery of the improvement plan, would, in each neighbourhood be steered by a core working group of relevant officers, chaired by a ward member, and supported by the Area Management team. The make up of the working group will be dependent upon the nature of the key issues to be addressed. For example, in Newlands and Denshaws, the core group would need to include the police, the Primary Care Trust, Education, Skills and Training providers, and City Services.
- 3.6 The working group would meet to consider in more detail the underlying causes of the issues, as well as current and proposed action and resource allocation in the area. The aim would be to identify additional and/or or different and more co-ordinated actions to better tackle the issues, and where possible, the underlying causes.
- 3.7 It is anticipated that for each neighbourhood, between three and five key issues will be identified, and between one and four actions proposed to address each. Each action will be detailed, together with a description of the issue /s it will address, who will be involved in developing and delivering the action, and a lead officer identified for each. A timescale for the action will be provided, resource implications quantified, and the manner in which the success or otherwise of the action will be measured. A mock up of a neighbourhood improvement plan is attached at appendix four.

4.1 It would be crucial for the effectiveness and sustainability of the improvement planning, to build into the process, means of keeping the community consulted and involved at each stage. At the initial drafting stage of the plan all community organisations and where possible, communities of interest within the relevant neighbourhood would be identified and contacted. The process would be explained, and community views and concerns fully reflected in the plan. The draft plan would be taken to the relevant key community group meetings for consideration and comment, and a means identified of regular reporting to the local community on progress in implementation.

4.2 In addition the Area Committee would receive the completed draft improvement plans for approval, and thereafter regular reports on progress in implementation.

5.0 PRIORITISATION OF NEIGHBOURHOODS AND TIMESCALES FOR ACTION

5.1 The process within each of the nine neighbourhoods would be co-ordinated by the South Leeds Area Management Team. Taking account of available resources within this team, and of the key departments and agencies that would be involved, it would not be possible to develop and deliver plans for all nine neighbourhoods concurrently.

5.2 It is proposed that the improvement planning would take place in three phases, with three neighbourhoods to be included in each phase. Neighbourhoods would be allocated to the phases, according to their respective levels of deprivation, (with one proposed exception in the first phase). The three most deprived neighbourhoods would be in the first phase, the next three in the second, and the next three in the third. Deprivation has been measured according to the ranking of the neighbourhoods in the 2004 Index of Multiple Deprivation, (see appendix three).

5.3 The ranking of the nine neighbourhoods in terms of deprivation is as follows, starting with the most deprived:

1. Newlands & Denshaws, Morley South
2. Eastleighs & Fairleighs, Ardsley & Robin Hood
3. Wood Lane estate, Rothwell
4. John O'Gaunts, Rothwell
5. Fairfaxes and Oakwells, Drighlington, Morley North
6. The Harrups, Morley South
7. Springbanks & Moorlands, Gildersome, Morley North
8. Northfields, Ardsley & Robin Hood
9. Parts of Oulton & Woodlesford, Rothwell

5.4 The one proposed exception is the inclusion of the John O'Gaunts estate in phase one, because the action planning process for John O'Gaunts has in fact started (initiated through the Richmond Hill & Rothwell CIT). An inter-agency working group is currently in the process of developing the draft improvement plan, using data collated for the estate, previous survey results, including a recent rapid appraisal carried out by the PCT, and knowledge and information provided by the key departments and agencies having input into the neighbourhood.

A proposed timetable for action across the nine neighbourhoods is attached at appendix five.

6.0 COSTS AND SOURCES OF FUNDING

- 6.1 The core costs involved in coordination of the improvement planning development process would be met by the South Leeds Area Management Team. Council departments and agencies would be asked to contribute the staff time required for the improvement plan development work (in attending the working group meetings, and carrying out development work in between meetings), as in kind support to the initiative.
- 6.2 There will be some unavoidable add on costs involved in the process, for example in the need to consult on the improvement planning process and on the draft version of the plan within each neighbourhood. It is proposed that approval be given on spend of up to £5,000 from the previously agreed community consultation budget of £10 k.
- 6.3 In each draft plan there will be a cost and resource implication provided for each proposed action. In relation to each identified action the relevant departments and agencies will be asked if they have funding or support in kind, or the ability to reorganise existing delivery of services to enable the action to be achieved. If this is not possible, potential alternative sources of funding will be identified. An overall cost will be calculated for each improvement plan, and potential sources of funding identified for each action. There may be need in some instances, to seek amounts of match funding from the Well being Budet.

7.0 RECOMMENDATIONS

- 7.1 The Area Committee is recommended to;
- (a) approve 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,
- (b) approve the proposed prioritisation and phasing of improvement plan development and delivery as set out in appendix five,
- and (c) approve spend of up to £5,000 from the previously agreed community consultation budget of £10k, on consultation in each neighbourhood about the improvement planning process and the draft improvement plans.

Priority Neighbourhoods within the Outer South Area.

1. Morley North

- Drighlington – Fairfaxes and Oakwells
- Gildersome – Spring Banks/Moorlands

2. Morley South

- Newlands and Denshaws
- Harrops

3. Ardsley and Robin Hood

- Northfields
- Eastleighs and Fairleighs

4. Rothwell

- John O'Gaunts
- Parts of Oulton and Woodlesford
- Wood Lane Estate

Morley North Ward

Fairfax/Oakwells - Drighlington



Springbank/Moorland - Gildersome

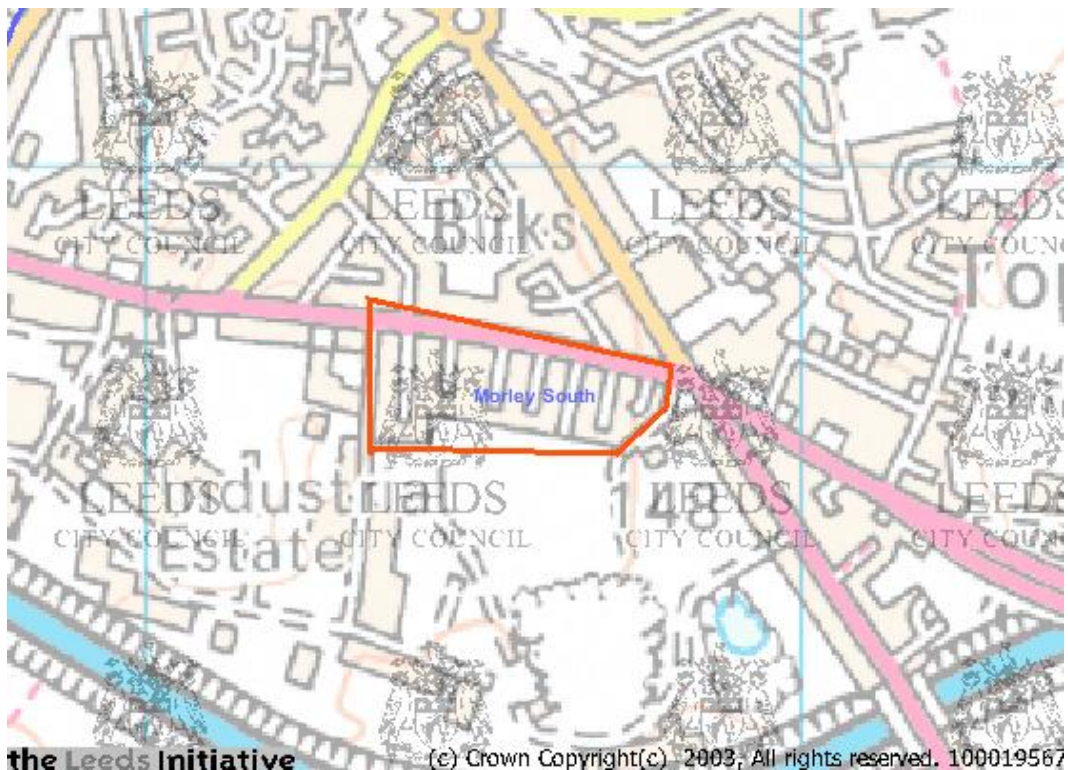


Morley South Ward

Newlands and Denshaws

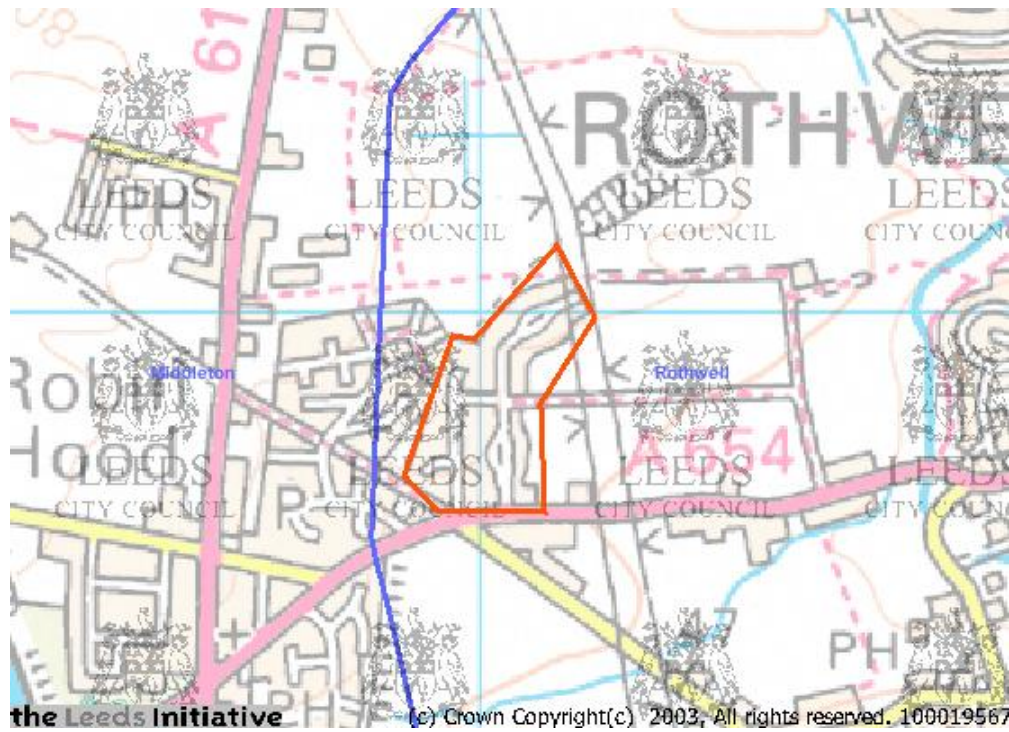


Harrop's

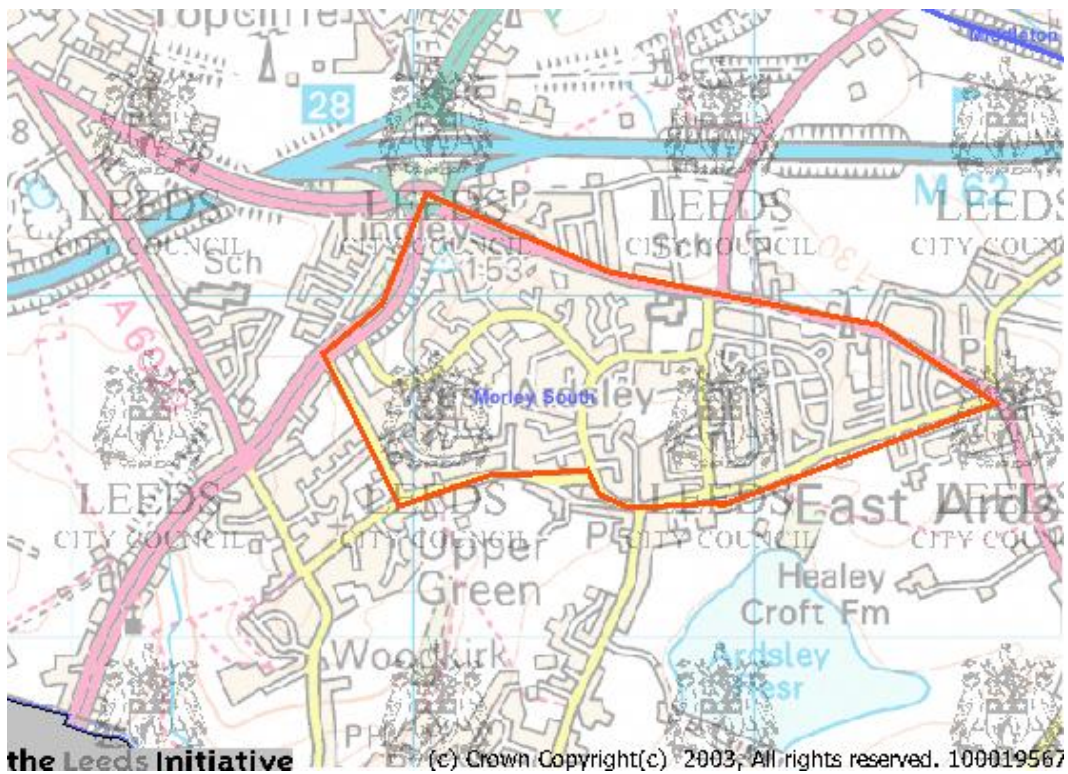


Ardsley and Robin Hood Ward

Northfields

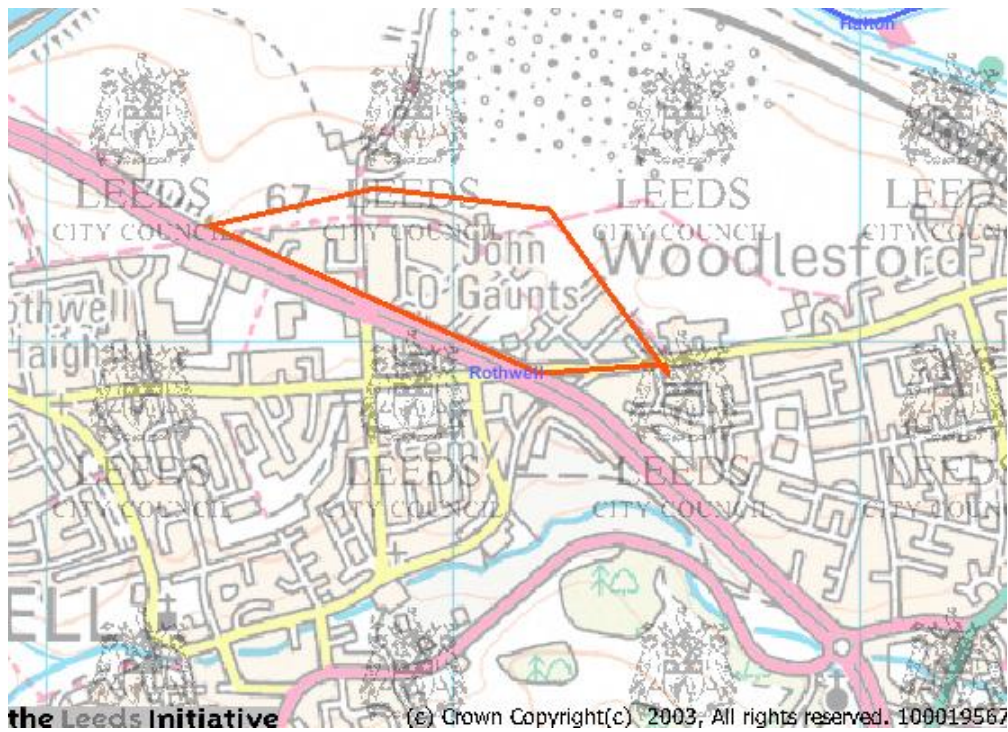


West Ardsley/Eastleigh/Fernleighs

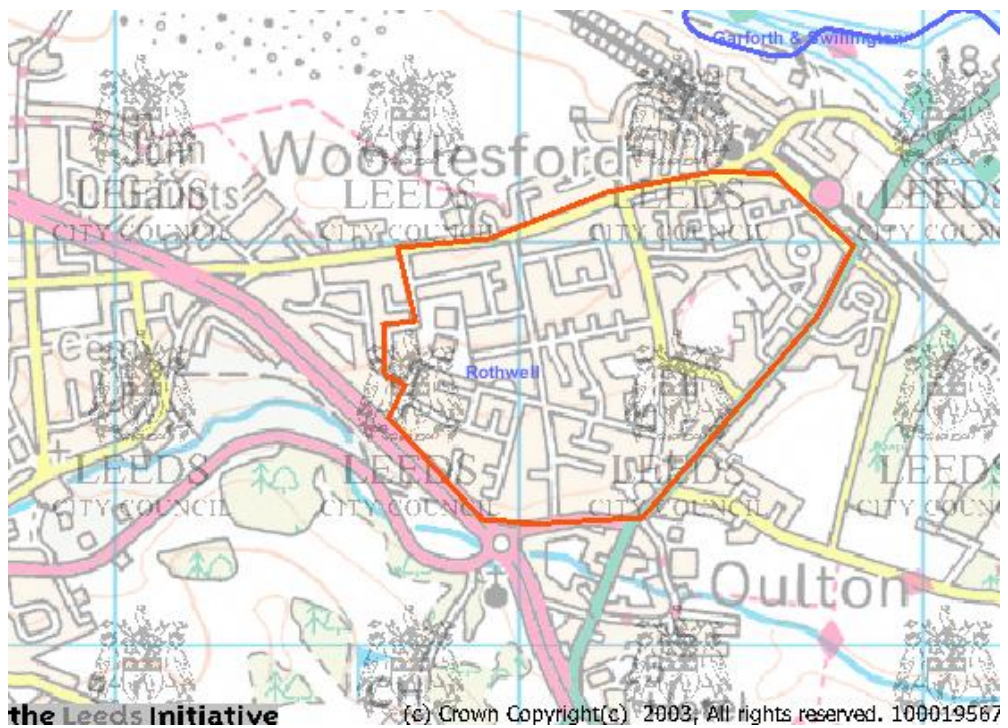


Rothwell Ward

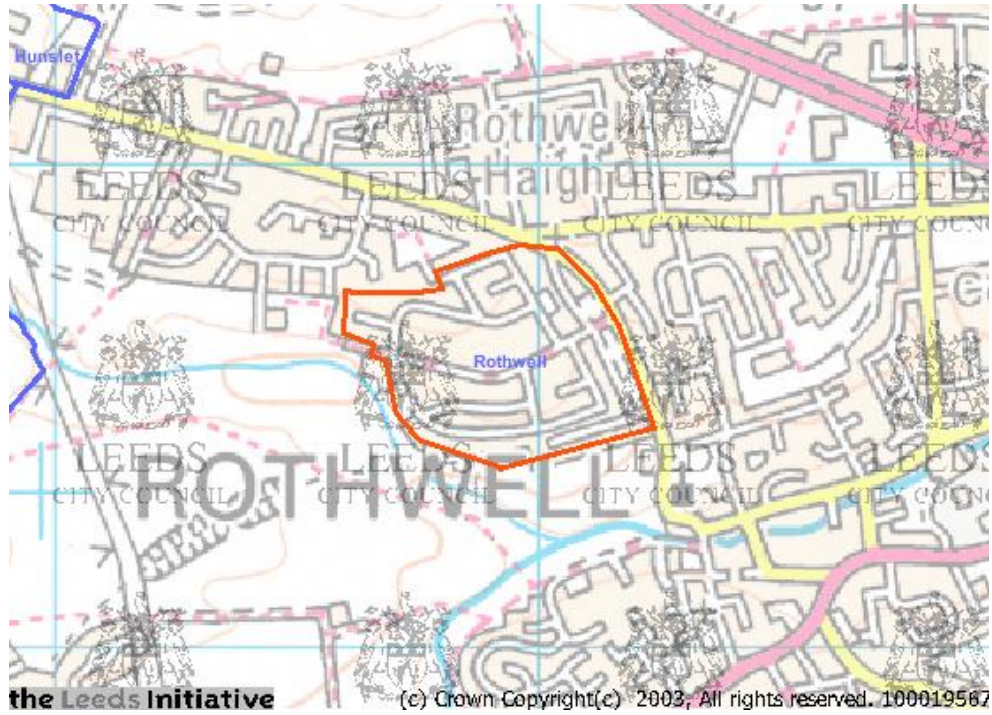
John O' Gaunts



Parts of Oulton and Woodlesford



Wood Lane Estate



Morley North
Drighlington – Fairfaxes and Oakwells

Area Statistics Regenerating Leeds

General Demographics Population Breakdown

Age Groups	Number	Rate %
0 - 4 yrs	51	12.7
5 - 15 yrs	96	23.91
16 - 19 yrs	22	5.48
20 - 29 yrs	50	12.45
30 - 59 yrs	147	36.61
Over 60 yrs	37	9.21
All Ages	402	

Source: 2001 Census of Population

Ethnicity Breakdown	Number	Rate %
White British	392	97.5
White Irish	3	0.75
Other white	1	0.25
White and Black Caribbean	3	0.75
White and Black African	0	0
White and Asian	0	0
Other Mixed	0	0
Chinese	3	0.75
Indian	0	0
Pakistani	0	0
Bangladeshi	0	0
Other Asian	0	0
Black Caribbean	0	0
Black African	0	0

Other Black	0	0
Other Ethnicity	0	0

Source: 2001 Census of Population

Religion Breakdown	Number	Rate %
Christian	288	71.72
Buddhist	0	0
Hindu	0	0
Jewish	0	0
Muslim	1	0.25
Sikh	0	0
Other religions	0	0
No religion	83	20.67
Not stated	30	7.47

Source: 2001 Census of Population

Worklessness and Jobs

Council Administered Benefit	Number	Rate %†
All Households	58	40.85
Households with residents exclusively over 60	11	9.15
Households with dependant children	37	25.35
Lone Parent Households	32	21.13
Single People (under 60)	9	4.93
Couples with no dependant children	<5	-
People in Households on Benefit	151	37.6
Children in Households on Benefit	82	56.02

Source: Leeds Benefits Service, Sept 2002

Housing and the Environment

Housing Breakdown	Number	Rate %
Council Tax Band A	144	96
Council Tax Band B	4	2.67
Council Tax Band C	0	0

Council Tax Band D	1	0.67
Council Tax Band E	1	0.67
Council Tax Band F	0	0
Council Tax Band G	0	0
Council Tax Band H	0	0
Vacant Properties	8	5.33
All Occupied Properties	142	94.67

Source: Council Tax Records, Sept. 2002

Crime

Recorded Crime	Number	Rate ‰*
All Reported Crime	59	146.92
Domestic Burglary	<5	-
Vehicle Crime	15	37.35
Criminal Damage	18	44.82

Source: West Yorkshire Police 2002

Education and Skills

Educational Attainment	Number	Rate %
No. of GCSE Entrants	<5	
No. pupils attaining 5+ GCSEs at grade A* - C	<5	-

Source: Education Leeds 2002

Health

Coronary Heart Disease Mortality	Number
Number of All Deaths From CHD	6
Number Of Deaths Under Age 75 From CHD	<5

Source: Health Informatics Service (1997-2001)

Notes

† Rate calculated as a percentage of all households liable for Council Tax September 2002, except rates for people which is calculated as a rate of total population from Census 2001, and for children which is calculated as a rate of all children under 16 from 2001 census.

‰* Rate calculated per thousand population (2001 census), except domestic burglary which is per thousand households listed for Council Tax (Sept 2002)

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Morley North
Gildersome – Spring Banks/Moorlands

Area Statistics

Regenerating Leeds

General Demographics Population Breakdown

Age Groups	Number	Rate %
0 - 4 yrs	112	6.61
5 - 15 yrs	247	14.59
16 - 19 yrs	58	3.43
20 - 29 yrs	192	11.34
30 - 59 yrs	715	42.22
Over 60 yrs	368	21.73
All Ages	1693	

Source: 2001 Census of Population

Ethnicity Breakdown	Number	Rate %
White British	1661	97.76
White Irish	4	0.24
Other white	12	0.71
White and Black Caribbean	7	0.41
White and Black African	0	0
White and Asian	3	0.18
Other Mixed	3	0.18
Chinese	0	0
Indian	5	0.29
Pakistani	2	0.12

Bangladeshi	0	0
Other Asian	0	0
Black Caribbean	0	0
Black African	0	0
Other Black	0	0
Other Ethnicity	0	0

Source: 2001 Census of Population

Religion Breakdown	Number	Rate %
Christian	1260	74.2
Buddhist	0	0
Hindu	1	0.06
Jewish	6	0.35
Muslim	2	0.12
Sikh	3	0.18
Other religions	0	0
No religion	306	18.02
Not stated	119	7.01

Source: 2001 Census of Population

Worklessness and Jobs

Council Administered Benefit	Number	Rate %†
All Households	176	22.94
Households with residents exclusively over 60	86	11.14
Households with dependant children	45	5.64
Lone Parent Households	34	4.46
Single People (under 60)	38	4.98
Couples with no dependant children	10	1.18
People in Households on Benefit	303	17.83
Children in Households on Benefit	82	22.88

Source: Leeds Benefits Service, Sept 2002

Housing and the Environment

Housing Breakdown

	Number	Rate %
Council Tax Band A	330	41.88
Council Tax Band B	199	25.25
Council Tax Band C	190	24.11
Council Tax Band D	21	2.66
Council Tax Band E	41	5.2
Council Tax Band F	7	0.89
Council Tax Band G	0	0
Council Tax Band H	0	0
Vacant Properties	25	3.17
All Occupied Properties	763	96.83

Source: Council Tax Records, Sept. 2002

Crime

Recorded Crime

	Number	Rate ‰*
All Reported Crime	128	75.59
Domestic Burglary	18	22.84
Vehicle Crime	49	27.76
Criminal Damage	31	19.49

Source: West Yorkshire Police 2002

Education and Skills

Educational Attainment

	Number	Rate %
No. of GCSE Entrants	21	
No. pupils attaining 5+ GCSEs at grade A* - C	6	23.81

Source: Education Leeds 2002

Health

Coronary Heart Disease Mortality

	Number
Number of All Deaths From CHD	15
Number Of Deaths Under Age 75 From CHD	7

Source: Health Informatics Service (1997-2001)

Notes

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Morley South Newlands and Denshaws

Area Statistics Regenerating Leeds

General Demographics Population Breakdown

Age Groups	Number	Rate %
0 - 4 yrs	252	8.35
5 - 15 yrs	498	16.5
16 - 19 yrs	149	4.94
20 - 29 yrs	437	14.48
30 - 59 yrs	1170	38.78
Over 60 yrs	508	16.84
All Ages	3017	

Source: 2001 Census of Population

Ethnicity Breakdown	Number	Rate %
White British	2901	96.34
White Irish	12	0.4
Other white	18	0.6
White and Black Caribbean	11	0.37
White and Black African	0	0
White and Asian	6	0.2

Other Mixed	6	0.2
Chinese	1	0.03
Indian	38	1.26
Pakistani	2	0.07
Bangladeshi	0	0
Other Asian	9	0.3
Black Caribbean	7	0.23
Black African	0	0
Other Black	0	0
Other Ethnicity	0	0

Source: 2001 Census of Population

Religion Breakdown

	Number	Rate %
Christian	1992	66
Buddhist	7	0.23
Hindu	30	0.99
Jewish	0	0
Muslim	17	0.56
Sikh	7	0.23
Other religions	2	0.07
No religion	664	22
Not stated	298	9.87

Source: 2001 Census of Population

Worklessness and Jobs

Council Administered Benefit

	Number	Rate %†
All Households	470	37.47
Households with residents exclusively over 60	237	18.77
Households with dependant children	121	9.79
Lone Parent Households	103	8.11
Single People (under 60)	85	6.6
Couples with no dependant children	30	2.31

People in Households on Benefit	796	26.35
Children in Households on Benefit	231	31.08

Source: Leeds Benefits Service, Sept 2002

Housing and the Environment

Housing Breakdown	Number	Rate %
Council Tax Band A	1166	88.6
Council Tax Band B	85	6.46
Council Tax Band C	18	1.37
Council Tax Band D	42	3.19
Council Tax Band E	2	0.15
Council Tax Band F	2	0.15
Council Tax Band G	1	0.08
Council Tax Band H	0	0
Vacant Properties	59	4.48
All Occupied Properties	1257	95.52

Source: Council Tax Records, Sept. 2002

Crime

Recorded Crime	Number	Rate ‰*
All Reported Crime	514	171.01
Domestic Burglary	58	44.07
Vehicle Crime	152	50.38
Criminal Damage	108	35.79

Source: West Yorkshire Police 2002

Education and Skills

Educational Attainment	Number	Rate %
No. of GCSE Entrants	26	
No. pupils attaining 5+ GCSEs at grade A* - C	7	32

Source: Education Leeds 2002

Health

Coronary Heart Disease Mortality	Number
---	---------------

Number of All Deaths From CHD	31
Number Of Deaths Under Age 75 From CHD	15
Source: Health Informatics Service (1997-2001)	

Notes

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‰* Rate calculated per thousand population (2001 census), except domestic burglary which is per thousand households listed for Council Tax (Sept 2002)

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Morley South Harrops

Area Statistics

Regenerating Leeds

General Demographics Population Breakdown

Age Groups	Number	Rate %
0 - 4 yrs	55	9.58
5 - 15 yrs	127	22.13
16 - 19 yrs	22	3.83
20 - 29 yrs	66	11.5
30 - 59 yrs	204	35.55
Over 60 yrs	99	17.25
All Ages	574	

Source: 2001 Census of Population

Ethnicity Breakdown

	Number	Rate %
White British	540	94.97
White Irish	10	1.76

Other white	1	0.18
White and Black Caribbean	6	1.06
White and Black African	0	0
White and Asian	0	0
Other Mixed	4	0.7
Chinese	5	0.88
Indian	3	0.53
Pakistani	0	0
Bangladeshi	0	0
Other Asian	0	0
Black Caribbean	0	0
Black African	0	0
Other Black	0	0
Other Ethnicity	0	0

Source: 2001 Census of Population

Religion Breakdown

	Number	Rate %
Christian	404	70.41
Buddhist	0	0
Hindu	0	0
Jewish	0	0
Muslim	5	0.87
Sikh	3	0.52
Other religions	1	0.17
No religion	138	24.05
Not stated	23	4.01

Source: 2001 Census of Population

Worklessness and Jobs

Council Administered Benefit

	Number	Rate %†
All Households	70	33.81
Households with residents exclusively over 60	23	11.43

Households with dependant children	33	15.24
Lone Parent Households	22	10.48
Single People (under 60)	10	5.24
Couples with no dependant children	<5	-
People in Households on Benefit	171	29.8
Children in Households on Benefit	76	42.28

Source: Leeds Benefits Service, Sept 2002

Housing and the Environment

Housing Breakdown	Number	Rate %
Council Tax Band A	141	65.89
Council Tax Band B	63	29.44
Council Tax Band C	7	3.27
Council Tax Band D	2	0.93
Council Tax Band E	1	0.47
Council Tax Band F	0	0
Council Tax Band G	0	0
Council Tax Band H	0	0
Vacant Properties	4	1.87
All Occupied Properties	210	98.13

Source: Council Tax Records, Sept. 2002

Crime

Recorded Crime	Number	Rate ‰*
All Reported Crime	32	52.28
Domestic Burglary	<5	-
Vehicle Crime	<5	-
Criminal Damage	12	17.43

Source: West Yorkshire Police 2002

Education and Skills

Educational Attainment	Number	Rate %
No. of GCSE Entrants	<5	

No. pupils attaining 5+ GCSEs at grade A* - C <5 -
 Source: Education Leeds 2002

Health

Coronary Heart Disease Mortality

Number

Number of All Deaths From CHD <5

Number Of Deaths Under Age 75 From CHD <5

Source: Health Informatics Service (1997-2001)

Notes

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Ardley and Robin Hood Northfields

Area Statistics

Regenerating Leeds

General Demographics Population Breakdown

Age Groups	Number	Rate %
0 - 4 yrs	37	8.25
5 - 15 yrs	83	18.5
16 - 19 yrs	12	2.67
20 - 29 yrs	55	12.26
30 - 59 yrs	164	36.55
Over 60 yrs	98	21.84
All Ages	449	

Source: 2001 Census of Population

Ethnicity Breakdown

	Number	Rate %
White British	436	97.44
White Irish	2	0.45
Other white	3	0.67
White and Black Caribbean	3	0.67
White and Black African	0	0
White and Asian	0	0
Other Mixed	2	0.45
Chinese	2	0.45
Indian	0	0
Pakistani	0	0
Bangladeshi	0	0
Other Asian	0	0
Black Caribbean	0	0
Black African	0	0
Other Black	0	0
Other Ethnicity	0	0

Source: 2001 Census of Population

Religion Breakdown

	Number	Rate %
Christian	316	70.62
Buddhist	0	0
Hindu	3	0.67
Jewish	0	0
Muslim	0	0
Sikh	0	0
Other religions	0	0
No religion	104	23.24
Not stated	25	5.59

Source: 2001 Census of Population

Worklessness and Jobs

Council Administered Benefit	Number	Rate %†
All Households	78	43.01
Households with residents exclusively over 60	43	23.66
Households with dependant children	27	15.05
Lone Parent Households	18	10.75
Single People (under 60)	6	2.69
Couples with no dependant children	<5	-
People in Households on Benefit	156	34.54
Children in Households on Benefit	57	46.87

Source: Leeds Benefits Service, Sept 2002

Housing and the Environment

Housing Breakdown	Number	Rate %
Council Tax Band A	183	96.83
Council Tax Band B	0	0
Council Tax Band C	1	0.53
Council Tax Band D	1	0.53
Council Tax Band E	3	1.59
Council Tax Band F	1	0.53
Council Tax Band G	0	0
Council Tax Band H	0	0
Vacant Properties	3	1.59
All Occupied Properties	186	98.41

Source: Council Tax Records, Sept. 2002

Crime

Recorded Crime	Number	Rate ‰*
All Reported Crime	53	115.88
Domestic Burglary	<5	-
Vehicle Crime	15	33.43
Criminal Damage	14	31.2

Source: West Yorkshire Police 2002

Education and Skills

Educational Attainment

	Number	Rate %
No. of GCSE Entrants	9	
No. pupils attaining 5+ GCSEs at grade A* - C	<5	-

Source: Education Leeds 2002

Health

Coronary Heart Disease Mortality

	Number
Number of All Deaths From CHD	0
Number Of Deaths Under Age 75 From CHD	<5

Source: Health Informatics Service (1997-2001)

Notes

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‰* Rate calculated per thousand population (2001 census), except domestic burglary which is per thousand households listed for Council Tax (Sept 2002)

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**Ardley and Robin Hood
Eastleighs and Fairleighs**

Area Statistics Regenerating Leeds

General Demographics Population Breakdown

Age Groups	Number	Rate %
0 - 4 yrs	315	6.51
5 - 15 yrs	950	19.65
16 - 19 yrs	282	5.83

20 - 29 yrs	475	9.82
30 - 59 yrs	2165	44.77
Over 60 yrs	643	13.3
All Ages	4836	

Source: 2001 Census of Population

Ethnicity Breakdown	Number	Rate %
White British	4625	95.54
White Irish	32	0.66
Other white	25	0.52
White and Black Caribbean	11	0.23
White and Black African	5	0.1
White and Asian	10	0.21
Other Mixed	3	0.06
Chinese	27	0.56
Indian	63	1.3
Pakistani	19	0.39
Bangladeshi	0	0
Other Asian	7	0.14
Black Caribbean	8	0.17
Black African	0	0
Other Black	0	0
Other Ethnicity	5	0.1

Source: 2001 Census of Population

Religion Breakdown	Number	Rate %
Christian	3678	76.16
Buddhist	8	0.17
Hindu	30	0.62
Jewish	4	0.08
Muslim	27	0.56
Sikh	32	0.66

Other religions	7	0.14
No religion	679	14.06
Not stated	363	7.52

Source: 2001 Census of Population

Worklessness and Jobs

Council Administered Benefit	Number	Rate %†
All Households	297	16.91
Households with residents exclusively over 60	161	9.31
Households with dependant children	78	4.46
Lone Parent Households	56	3.26
Single People (under 60)	38	2.29
Couples with no dependant children	15	0.86
People in Households on Benefit	529	10.94
Children in Households on Benefit	160	12.73

Source: Leeds Benefits Service, Sept 2002

Housing and the Environment

Housing Breakdown	Number	Rate %
Council Tax Band A	676	37.89
Council Tax Band B	123	6.89
Council Tax Band C	407	22.81
Council Tax Band D	340	19.06
Council Tax Band E	220	12.33
Council Tax Band F	13	0.73
Council Tax Band G	4	0.22
Council Tax Band H	1	0.06
Vacant Properties	34	1.91
All Occupied Properties	1750	98.09

Source: Council Tax Records, Sept. 2002

Crime

Recorded Crime	Number	Rate ‰*
-----------------------	---------------	----------------

All Reported Crime	471	97.81
Domestic Burglary	51	29.71
Vehicle Crime	109	22.54
Criminal Damage	114	23.99

Source: West Yorkshire Police 2002

Education and Skills

Educational Attainment

	Number	Rate %
No. of GCSE Entrants	72	
No. pupils attaining 5+ GCSEs at grade A* - C	42	60

Source: Education Leeds 2002

Health

Coronary Heart Disease Mortality

	Number
Number of All Deaths From CHD	38
Number Of Deaths Under Age 75 From CHD	19

Source: Health Informatics Service (1997-2001)

Notes

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Rothwell
John O'Gaunts

Area Statistics **Regenerating Leeds**

General Demographics Population Breakdown

Age Groups	Number	Rate %
0 - 4 yrs	137	10.93
5 - 15 yrs	229	18.27
16 - 19 yrs	78	6.22
20 - 29 yrs	176	14.04
30 - 59 yrs	454	36.22
Over 60 yrs	177	14.12
All Ages	1253	

Source: 2001 Census of Population

Ethnicity Breakdown	Number	Rate %
White British	1221	97.06
White Irish	12	0.95
Other white	0	0
White and Black Caribbean	80	0.64
White and Black African	0	0
White and Asian	1	0.08
Other Mixed	0	0
Chinese	0	0
Indian	14	1.11
Pakistani	0	0
Bangladeshi	0	0
Other Asian	0	0
Black Caribbean	2	0.16
Black African	0	0
Other Black	0	0
Other Ethnicity	0	0

Source: 2001 Census of Population

Religion Breakdown	Number	Rate %
Christian	836	66.6
Buddhist	0	0

Hindu	0	0
Jewish	0	0
Muslim	0	0
Sikh	13	1.04
Other religions	0	0
No religion	277	22.07
Not stated	130	10.36

Source: 2001 Census of Population

Worklessness and Jobs

Council Administered Benefit

	Number	Rate %†
All Households	169	37.06
Households with residents exclusively over 60	45	9.43
Households with dependant children	86	18.64
Lone Parent Households	69	14.69
Single People (under 60)	32	6.58
Couples with no dependant children	10	2.41
People in Households on Benefit	389	31.04
Children in Households on Benefit	180	49.33

Source: Leeds Benefits Service, Sept 2002

Housing and the Environment

Housing Breakdown

	Number	Rate %
Council Tax Band A	363	78.57
Council Tax Band B	65	14.07
Council Tax Band C	34	7.36
Council Tax Band D	0	0
Council Tax Band E	0	0
Council Tax Band F	0	0
Council Tax Band G	0	0
Council Tax Band H	0	0
Vacant Properties	6	1.3

All Occupied Properties 456 98.7

Source: Council Tax Records, Sept. 2002

Crime

Recorded Crime

	Number	Rate ‰*
All Reported Crime	180	142.81
Domestic Burglary	26	54.11
Vehicle Crime	30	23.14
Criminal Damage	56	45.48

Source: West Yorkshire Police 2002

Education and Skills

Educational Attainment

	Number	Rate %
No. of GCSE Entrants	12	
No. pupils attaining 5+ GCSEs at grade A* - C	<5	

Source: Education Leeds 2002

Health

Coronary Heart Disease Mortality

	Number
Number of All Deaths From CHD	12
Number Of Deaths Under Age 75 From CHD	6

Source: Health Informatics Service (1997-2001)

Notes

† Rate calculated as a percentage of all households liable for Council Tax September 2002, except rates for people which is calculated as a rate of total population from Census 2001, and for children which is calculated as a rate of all children under 16 from 2001 census.

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Rothwell

Parts of Oulton and Woodlesford

General Demographics Population Breakdown

Age Groups	Number	Rate %
0 - 4 yrs	210	5.4
5 - 15 yrs	516	13.26
16 - 19 yrs	150	3.86
20 - 29 yrs	441	11.33
30 - 59 yrs	1631	41.92
Over 60 yrs	938	24.11
All Ages	3891	

Source: 2001 Census of Population

Ethnicity Breakdown	Number	Rate %
White British	3786	97.1
White Irish	28	0.72
Other white	24	0.62
White and Black Caribbean	13	0.33
White and Black African	0	0
White and Asian	4	0.1
Other Mixed	5	0.13
Chinese	8	0.21
Indian	14	0.36
Pakistani	0	0
Bangladeshi	0	0
Other Asian	0	0
Black Caribbean	3	0.08
Black African	2	0.05
Other Black	6	0.15
Other Ethnicity	4	0.1

Source: 2001 Census of Population

Religion Breakdown

	Number	Rate %
Christian	3169	81.36
Buddhist	3	0.08
Hindu	9	0.23
Jewish	0	0
Muslim	12	0.31
Sikh	1	0.03
Other religions	3	0.08
No religion	481	12.35
Not stated	216	5.55

Source: 2001 Census of Population

Worklessness and Jobs

Council Administered Benefit

	Number	Rate %†
All Households	379	23.27
Households with residents exclusively over 60	249	15.25
Households with dependant children	74	4.57
Lone Parent Households	56	3.52
Single People (under 60)	42	2.59
Couples with no dependant children	14	0.86
People in Households on Benefit	587	15.06
Children in Households on Benefit	132	18.18

Source: Leeds Benefits Service, Sept 2002

Housing and the Environment

Housing Breakdown

	Number	Rate %
Council Tax Band A	523	31.93
Council Tax Band B	471	28.75
Council Tax Band C	438	26.74
Council Tax Band D	139	8.49
Council Tax Band E	43	2.63
Council Tax Band F	21	1.28

Council Tax Band G	3	0.18
Council Tax Band H	0	0
Vacant Properties	18	1.1
All Occupied Properties	1620	98.9

Source: Council Tax Records, Sept. 2002

Crime

Recorded Crime	Number	Rate ‰*
All Reported Crime	345	88.67
Domestic Burglary	47	29.3
Vehicle Crime	78	20.05
Criminal Damage	84	22.1

Source: West Yorkshire Police 2002

Education and Skills

Educational Attainment	Number	Rate %
No. of GCSE Entrants	38	
No. pupils attaining 5+ GCSEs at grade A* - C	19	50

Source: Education Leeds 2002

Health

Coronary Heart Disease Mortality	Number
Number of All Deaths From CHD	56
Number Of Deaths Under Age 75 From CHD	18

Source: Health Informatics Service (1997-2001)

Notes

† Rate calculated as a percentage of all households liable for Council Tax September 2002, except rates for people which is calculated as a rate of total population from Census 2001, and for children which is calculated as a rate of all children under 16 from 2001 census.

‰* Rate calculated per thousand population (2001 census), except domestic burglary which is per thousand households listed for Council Tax (Sept 2002)

Updated - July 2003

Compiled and Produced by, Geographical Research and Information Team on behalf of Leeds Initiative

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**Rothwell
Wood Lane Estate**

Area Statistics **Regenerating Leeds**

General Demographics Population Breakdown

Age Groups	Number	Rate %
0 - 4 yrs	92	6.66
5 - 15 yrs	238	17.24
16 - 19 yrs	59	4.27
20 - 29 yrs	145	10.5
30 - 59 yrs	510	36.93
Over 60 yrs	337	24.41
All Ages	1381	

Source: 2001 Census of Population

Ethnicity Breakdown	Number	Rate %
White British	1327	95.75
White Irish	9	0.65
Other white	12	0.87
White and Black Caribbean	13	0.94
White and Black African	3	0.22
White and Asian	0	0
Other Mixed	0	0
Chinese	3	0.22
Indian	1	0.07
Pakistani	8	0.58
Bangladeshi	0	0
Other Asian	6	0.43
Black Caribbean	1	0.07

Black African	0	0
Other Black	0	0
Other Ethnicity	3	0.22

Source: 2001 Census of Population

Religion Breakdown	Number	Rate %
Christian	1016	73.43
Buddhist	3	0.22
Hindu	0	0
Jewish	3	0.22
Muslim	13	0.94
Sikh	1	0.07
Other religions	2	0.14
No religion	231	16.7
Not stated	114	8.24

Source: 2001 Census of Population

Worklessness and Jobs

Council Administered Benefit	Number	Rate %†
All Households	235	38.65
Households with residents exclusively over 60	108	17.76
Households with dependant children	75	12.34
Lone Parent Households	56	9.38
Single People (under 60)	44	7.57
Couples with no dependant children	<5	-
People in Households on Benefit	412	29.69
Children in Households on Benefit	132	40.11

Source: Leeds Benefits Service, Sept 2002

Housing and the Environment

Housing Breakdown	Number	Rate %
Council Tax Band A	613	99.03
Council Tax Band B	6	0.97

Council Tax Band C	0	0
Council Tax Band D	0	0
Council Tax Band E	0	0
Council Tax Band F	0	0
Council Tax Band G	0	0
Council Tax Band H	0	0
Vacant Properties	11	1.78
All Occupied Properties	608	98.22

Source: Council Tax Records, Sept. 2002

Crime

Recorded Crime	Number	Rate ‰*
All Reported Crime	182	130.36
Domestic Burglary	18	32.31
Vehicle Crime	46	32.59
Criminal Damage	56	41.28

Source: West Yorkshire Police 2002

Education and Skills

Educational Attainment	Number	Rate %
No. of GCSE Entrants	25	
No. pupils attaining 5+ GCSEs at grade A* - C	7	34.78

Source: Education Leeds 2002

Health

Coronary Heart Disease Mortality	Number
Number of All Deaths From CHD	18
Number Of Deaths Under Age 75 From CHD	7

Source: Health Informatics Service (1997-2001)

Notes

† Rate calculated as a percentage of all households liable for Council Tax September 2002, except rates for people which is calculated as a rate of total population from Census 2001, and for children which is calculated as a rate of all children under 16 from 2001 census.

‰* Rate calculated per thousand population (2001 census), except domestic burglary which is per thousand households listed for Council Tax (Sept 2002)

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Ranked in worst 10% in England

Super Output Area	Ward	Households	Population	Index of Multiple Deprivation	Income Deprivation Domain	Employment Deprivation Domain	Health Deprivation & Disability Domain
Northfields							
E01011634	Ardsley & Robin Hood	639	1458	11196	13191	15132	15785
West Ardsley							
E01011538	Ardsley & Robin Hood	654	1540	6312	9644	8049	7777
E01011549	Ardsley & Robin Hood	498	1588	29014	32052	31233	24416
E01011552	Ardsley & Robin Hood	585	1490	5898	8909	10601	9328
E01011553	Ardsley & Robin Hood	600	1550	22914	25737	25421	19613
Fairfax / Oakwells							
E01011529	Morley North	561	1444	6836	9196	15584	12659
Newlands / Denshaws							
E01011539	Morley South	645	1521	11637	22183	20590	16923
E01011540	Morley South	627	1440	5774	9334	9421	7344
E01011542	Morley South	700	1725	8874	11414	17773	9211
E01011544	Morley South	683	1415	4910	8667	10813	5166
Springbank / Moorland							
E01011519	Morley North	633	1513	8248	10715	11782	10829
E01011520	Morley North	623	1476	19816	28605	19184	19214
E01011728	Farnley & Wortley	618	1460	18146	21913	23993	20645
Harrops							
E01011546	Morley South	649	1482	9407	12661	19094	17240
John O'Gaunts							
E01011627	Rothwell	612	1498	8813	10255	10119	10063
E01011639	Rothwell	637	1503	6562	7868	8565	7337
Woodlesford							
E01011631	Rothwell	624	1403	10024	10411	9620	8277
E01011635	Rothwell	654	1495	13667	20450	16376	15161
E01011637	Rothwell	656	1590	18722	19385	23000	17525
E01011638	Rothwell	616	1565	22545	26002	22929	18871
E01011640	Rothwell	569	1531	22216	23104	17328	16250
Wood Lane							
E01011632	Rothwell	615	1414	5983	7684	5253	6546

Ranked in worst 20% in England

Super Output Area	Ward	Education, Skills and Training Deprivation Domain	Barriers to Housing Services Domain	Crime Domain	The Living Environment Domain	Supplementary Index - Income Affecting Children	Supplementary Index - Income Affecting Older People
Northfields							
E01011634	Ardsley & Robin Hood	9771	10075	4050	8250	11138	16906
West Ardsley							
E01011538	Ardsley & Robin Hood	5435	15055	2704	2349	13219	4431
E01011549	Ardsley & Robin Hood	25993	19842	11783	20740	31281	26726
E01011552	Ardsley & Robin Hood	2954	20080	4911	371	9338	9774
E01011553	Ardsley & Robin Hood	20542	21357	13684	8762	26490	20572
Fairfax / Oakwells							
E01011529	Morley North	5069	7850	1108	2319	7585	11988
Newlands / Denshaws							
E01011539	Morley South	9951	12250	3154	1137	19038	19509
E01011540	Morley South	3608	12625	5551	746	11690	5410
E01011542	Morley South	5892	4689	4586	7400	10056	7622
E01011544	Morley South	4141	10532	1926	700	9679	2350
Springbank / Moorland							
E01011519	Morley North	5999	6127	15391	2032	11216	12327
E01011520	Morley North	14852	11213	16645	9906	30396	23709
E01011728	Farnley & Wortley	13550	7885	11235	11153	22940	15783
Harrops							
E01011546	Morley South	5439	7378	8079	1128	11551	9743
John O'Gaunts							
E01011627	Rothwell	9192	13361	2577	10231	9912	15141
E01011639	Rothwell	4041	13724	3240	7665	5588	14416
Woodlesford							
E01011631	Rothwell	6681	18889	10085	14257	10231	10153
E01011635	Rothwell	15864	6521	3449	12352	21339	19043
E01011637	Rothwell	17382	13880	13892	8887	20229	9989
E01011638	Rothwell	13801	20617	14201	18042	25545	25477
E01011640	Rothwell	23700	18313	15677	24121	21364	23685
Wood Lane							
E01011632	Rothwell	3938	15573	4414	9462	8092	10058

Mock Up Priority Neighbourhood Improvement Plan

Introduction

Explanation of improvement plan including aims and objectives

The context of how it came about / through the formation of area committees and coming out of the profile and priorities document

List of the partners involved in the improvement plan

Explanation of where the other priority neighbourhoods are

Definition of the area covered by the improvement plan

Timescale of improvement plan e.g. March 2005 – April 2006

What the process of consultation on the improvement plan was (how it was put together) and how it will be monitored

Background Information

Short profile of the area containing one or more of the following:

Demographic information (to be collated from IMD and census):

- *Position in the IMD*
- *Population of the area – could compare to previous statistics to get an overall trend i.e. increasing or decreasing population*
- *Make up of males and females*
- *Age of the population – Could compare to previous statistics to see if there is an increasing population*
- *Ethnicity of the area – Could compare to figures in previous years an other areas of Leeds*
- *Number of people with a limiting long term illness – Could compare to other areas in Leeds*
- *Mortality rate – could compare to other areas in Leeds*
- *Employment rate – compare to other areas of Leeds*
- *Number of people unemployed and on benefits – could compare to other areas of Leeds*
- *Transport links*
- *Car ownership*

- *Housing: Number of owner occupied properties, privately rented and council owned properties*
- *Crime levels: compared to the rest of Leeds and a breakdown in the types of crime that have taken place e.g. burglary, vehicle theft.*

Priorities

A list of the priorities for the area.

Take each priority in turn, in priority order and give a brief amount of information on each. For example:

Priority 1: Reduction in crime and fear of crime

Reason for priority – Backed up by figures e.g.

- *Vehicle crime is 3 times higher here compared to the rest of the ward*

Aims of the priority e.g.

- *Reduce the amount of anti social behaviour*
- *Reduction in fear of crime*

What is currently being done in this area to combat this problem e.g.

- *We already have a neighbourhood warden in the area*

What actions are going to be taken in the future to combat this problem e.g.

- *Residents will be offered a consultation to find out how they can make their homes more secure*

Expected outcomes of implementing these actions e.g.

- *A reduction in the amount of anti – social behaviour by March 2005*

Improvement Plan

A practical chart to quickly see the actions to be taken as a result of the improvement plan. One chart for each priority covering the following areas:

- *Aim*
- *Action*
- *Agencies involved*
- *Lead agency*
- *Time scale*

- *Resource implications*
- *Measure of success*

An example of how the chart could look can be seen below.

Action plan for priority 1: Reduction in crime and fear of crime

Aim	Action	Agencies Involved	Lead Agency	Timescale	Resource implications	Measure of success
Reduce anti social behaviour	Employ two PCSO's	Local Authority, Police Authority	Local Authority Community Safety Team	Officers recruited before the end of March 2005	Salary, plus onc and all associated costs	Reduction in the number of incidents of anti social behaviour reported by 10% by March 2006

**Priority Neighbourhood Action Plans Proposed Timetable for
Development and Implementation**

	Neighbourhoods	Actions	
Phase I	John O'Gaunts Newlands and Denshaws	Development of and consultation on Draft Action Plan	1 st November 2004 – 31 st March 2005
	Eastleighs and Fairleighs	Implementation of Short Term Actions	1 st April 2005 – 1 st November 2005
Phase II	Wood Lane Estate Fairfaxes and Oakwells	Development of and consultation on Draft Action Plan	1 st April 2005 – 31 st August 2005
	The Harrops	Implementation of Short Term Actions	1 st September 2005 – 1 st April 2006
Phase III	Springbanks and Moorlands Northfields	Development of and consultation on Draft Action Plan	1 st September 2005 – 31 st January 2006
	Parts of Oulton and Woodlesford	Implementation of Short Term Actions	1 st February 2006 – 30 th September 2006



REPORT OF THE ACTING DIRECTOR OF NEIGHBOURHOODS AND HOUSING

MEETING: OUTER SOUTH AREA COMMITTEE

DATE : 18TH OCTOBER 2004

SUBJECT : OPTIONS FOR ADDRESSING ANTI-SOCIAL BEHAVIOUR

Electoral Wards Affected :

Ardsley & Robin Hood
Morley North
Morley South
Rothwell

Specific Implications For :

Ethnic Minorities
Women
Disabled People

Executive Function	<input type="text" value="4"/>	Council Function	<input type="text"/>	Eligible for Call In	<input type="text"/>	Not eligible for Call In (details contained in the report)	<input type="text"/>
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1.0 PURPOSE OF THE REPORT

- 1.1 This report provides the Area Committee with information about options for addressing anti-social behaviour and the processes involved in each. It sets out what is considered to be a best practice approach to addressing anti-social behaviour.
- 1.2 This report seeks the Committee's views on which option/s might best address the problem of anti-social behaviour in a number of locations in Morley.

2.0 BACKGROUND

- 2.1 At the Area Committee meeting on 13th September, reference was made to discussions that had taken place between the elected members for Morley North and Morley South and the police as to how best to address the recurring issues of anti-social behaviour in a number of parks; Scatcherd Park, Lewisham Park, Dartmouth Park, Churwell Park, and Beryl Burton Gardens.
- 2.2 These discussions had centred on Designated Public Places Orders (DPPOs) as being potentially the most effective solution. This report provides information on DPPO's, but also provides details of two alternative tools that could be used to address the issues; namely Anti-Social Behaviour Orders and Dispersal Orders.

3.0 NATURE OF THE PROBLEMS IN MORLEY AND ACTION TAKEN TO DATE

- 3.1 Scatcherd Park has become an area of concern. A group of up to ten adults has been congregating in the area and causing alarm, harassment and distress. The

discarded needles being found in both the Park and nearby Churchyard. The group have been shouting and swearing at one another and this is causing distress to passers by and people using the park who feel threatened by the group's presence. This behaviour is also affecting the Church and residential property nearby.

- 3.2 It is nationally accepted that good practice in dealing with Anti Social Behaviour is to adopt a structured problem solving approach. The model that is being used across Leeds and in other Local Authority areas is the SARA model. This is a four stage process that allows partner agencies to Scan, Analyse, Respond and Assess as outlined below:

Scanning: identify problem area by reviewing all reports of ASB across the Division.

Analysis: Having identified a "problem area" more detailed analysis will give information about who is involved, when/where the problems are occurring and what the nature of the behaviour is.

Respond: Detailed analysis enables more targetted actions to be carried out and measured in a focussed way.

Assess: The final stage is to evaluate whether the actions have achieved the desired outcome. It may also point to further actions that are needed and so the process begins again.

- 3.3 This is the approach adopted to date by the police and other agencies dealing with the problems in Scratcberd park and the other areas of concern in Morley. Police Officers and Police Community Support Officers(PCSOs) have increased patrols in the area in order to gather more information about this group and provide visible reassurance to members of the community. Parkswatch officers have been made aware of the issue and asked to report back any actions they take in the area. Seven Anti Social Behaviour Warnings have been served on members of the group – since then, none of those individuals have been seen in the park. Police and PCSOs will continue to monitor the area to assess the impact of this action.
- 3.4 Scatcberd Park has also been identified by the Anti Social Behaviour Panel for City and Holbeck Police Division as one of the hotspot areas. The Panel has included the area in its current Action Plan and is adopting a multi agency approach to address the issues.

4.0 OPTIONS FOR FUTURE ACTION

- 4.1 There are several enforcement options that are available to the Panel in dealing with the issues in Scatcberd Park. These include new powers that have been introduced by the Anti Social Behaviour Act 2003. The three options that are most suited to this area are **Anti Social Behaviour Orders(ASBOs)**, **Dispersal Orders** and **Designated Public Places Orders**.

- 4.2 **Anti Social Behaviour Orders** are available against a Defendant aged 10 or over who has acted in a manner which causes or is likely to cause harassment, alarm or distress to someone not of the same household. Orders are granted for a minimum of two years and have conditions attached to them. The conditions of the ASBO may include an area that the defendant is not allowed to enter; this is usually the area where the ASB has been taking place. It may also place restrictions on who the individual can associate with – this is particularly useful where a group rather than an individual ASBO is being sought. Breaching an ASBO is a criminal offence and can lead to a custodial sentence and/or a fine of up to £5000.

4.3 Given that seven Anti Social Behaviour Warning letters have been issued, it is likely that the Panel will be looking at pursuing ASBOs against some or all of this group. Gathering evidence for an ASBO can be a lengthy process as it relies on statements from witnesses who are usually the people who have been intimidated by the behaviour in question. City and Holbeck Division and the Anti Social Behaviour Unit have become very experienced at establishing cases for ASBOs. West Yorkshire Police estimate that each ASBO costs in the region of £10K in staff time and legal costs.

4.4 **Dispersal Orders** are a power created in response to problems of people gathering on streets and around shops causing residents to be fearful of passing by or through them even though the group may not be doing anything other than just being there. A Police Officer of the rank of Superintendent or above has the authority to designate an area where this power can be used. To do so, s/he must have reasonable grounds to believe that

- members of the public have been intimidated, harassed, alarmed or distressed as a result of the presence or behaviour of groups of two or more persons in public places in any locality within the Police Area.
- That Anti Social Behaviour is a significant problem in the relevant locality.

4.5 The Locality to which a designation applies should be specified and be related to the evidence on which the decision is made. Once the area has been designated, the designation remains in force for up to 6 months. The Police Supt must have the consent of the Local Authority before the designation can be made. In Leeds this responsibility has been delegated to the Area Manager for each wedge. Once a designation has been made it must be publicised. This is done by either advertising in a local newspaper or posting a notice in a conspicuous location or both.

4.6 Once an area has been designated a Police Officer or PCSO may:

- Direct any group to disperse (immediately or in the manner and at the time s/he directs)
- Direct anyone who does not live in the locality to leave and
- Direct anyone who does not live in the locality not to return within a maximum of 24 hours.

4.7 The power does not apply to public processions or in an industrial dispute. Failing to comply with a direction is an arrestable offence.

4.8 This is an Order that can be implemented within weeks if there is sufficient evidence and agreement to do so. It requires less detailed evidence than an ASBO

4.9 **Designated Public Places Orders (Alcohol Exclusion Zones)**

In common with many other cities, Leeds has existing bylaw provision in respect of public drinking. The bylaws which came into effect from 18 June 2001 apply to six specific areas in and around the City Centre namely: Millennium Square, City Square, Belgrave Street, Eastgate, Park Square and Quarry Hill.

after being warned by a constable not to do so. The penalty on conviction is a fine of up to £500.

- 4.11 The bylaws will cease to have effect under the Criminal Justice and Police Act 2001 on 1 September 2006. The Government intends that DPPOs should replace such bylaws.
- 4.12 Designated Public Places Orders (DPPOs) are made under the Criminal Justice and Police Act 2001. Under the Act, the Council can by Order (or a series of Orders) designate public places within which it is an offence to consume alcohol after being requested by a Police Constable or Police Community Support Officer (PCSO) not to do so. An Officer can also ask any person to surrender alcohol or open alcohol containers if the Officer reasonably believes the person is, has been or intends to consume alcohol in that place. In due course Neighbourhood Wardens can be accredited to exercise these powers.
- 4.13 There is a fixed penalty for the offence of £40. If an arrest is necessary, the penalty on conviction is a fine of up to £500.
- 4.14 The legislation does not ban the drinking of alcohol in designated public places, and therefore it **does not** prohibit drinking alcohol in authorised street cafes and at authorised public entertainment in public areas. Nor does it apply to any premises or areas covered by a licence allowing the consumption of alcohol. The legislation is designed to reduce anti-social street drinking either during the day time (typically street users of alcohol and other substances) or in respect of night time issues such as people drinking in the street on their way to and from licensed areas and premises e.g. in the queue for a club having left a public house or in a fast food queue.
- 4.15 Before making an Order, an authority must first make an assessment of the level of anti-social drinking and disorder in the areas proposed for designation. Having made that assessment, the authority should consult the police, any parish or community councils, licensees, landowners or occupiers and receive representations about areas affected by the proposed DPPO. Home Office guidance indicates that public consultation notices in the local press would be sufficient. In any event, before making an Order, the authority should publish in the local press a notice identifying areas proposed for designation, the effect of an Order being made in that area and inviting representations about whether an Order should be made. Following that publication/consultation, the authority can then decide whether or not to make an Order.

4.16 Process for Making DPPOs

Guidance on the processes and procedures for making a Designation Order has been given by the Home Office. Before making an Order, an authority must first make an assessment of the level of anti-social drinking and disorder in the areas proposed for designation. The level of assessment and evidence required is not as extensive as was previously required for establishing a bylaw, however the authority must be satisfied that the proposed area has a history of anti-social drinking and disorder.

- 4.17 Having made that assessment, the authority should consult the police, any parish or community councils, licensees, landowners or occupiers and receive representations about areas affected by the proposed DPPO. Home Office

sufficient. In any event, before making an Order, the authority should publish in the local press a notice identifying areas proposed for designation, the effect of an Order being made in that area and inviting representations about whether an Order should be made. Following that publication/consultation, the authority can then decide whether or not to make an Order.

- 4.18 The cost implications to the authority of making a DPPO are the costs of carrying out the consultation procedure and for appropriate advertising and signage (i.e. notices to warn against the public consumption of alcohol). The power of enforcement lies only with the police and therefore those costs would be borne by West Yorkshire Police.
- 4.19 The decision to make a DPPO is a non executive function which must be exercised by Council or by a committee to whom the function has been delegated. This function could therefore be exercised by Council or, if considered appropriate by Council, be delegated to a committee.
- 4.20 The Council has delegated this function to the Licensing and Regulatory Panel. A framework has been developed for dealing with requests for a DDPO, and a report on this will be made to a future Area Committee meeting. The framework includes appropriate consultation with Area Committees at an early stage in the process.

5.0 PROPOSED AREAS FOR DPPOS

- 5.1 Leeds City Centre has been made subject to a DPPO. This DPPO is intended to cover the city centre management area. It will seek to address issues of alcohol related ASB associated with match day drinking, Street drinking and the high number of pubs, bars and clubs within the city centre.
- 5.2 Three months from its being in place, a report will be collated on the effectiveness of the city centre DPPO. Legal and Democratic services has proposed that pending this, other areas interested in designating a DPPO should collate information of the levels and patterns of anti-social behaviour in the proposed locality.
- 5.3 It should be noted that DPPOs have been introduced in city centres in other areas of the country. The introduction of an Order places a long term responsibility for enforcement on the Police, and the general intention of the legislation is that DPPO's are appropriate tools where the location is the issue, in that large numbers tend to be present within that location at certain times, and cause disturbance due to the consumption of alcohol. It is not such an appropriate tool, if the anti-social behaviour relates to a particular group of people, rather than the location.
- 5.4 In the meantime, the Anti-Social Behaviour Panel will continue to monitor the situation with regard to ASB in Scatcherd Park, with a view to potential ASBO's being served on the group in question. Designation for a Dispersal Order for the area could also be considered.

6.0 RECOMMENDATION

- 6.1 The Area Committee is recommended to note the information on options for addressing ASB, and to indicate which option/s it thinks might best address the ASB problem in various hotspots in Morley, especially Scatcherd park.



REPORT OF: Acting Director of Neighbourhoods and Housing

MEETING: Outer South Area Committee

DATE : October 18th 2004

SUBJECT : Update on Community news

Electoral Wards Affected :

Morley North, Morley South, Rothwell, Ardsley and Robin Hood

Specific Implications For :

- Ethnic Minorities
- Women
- Disabled People

Executive Function	<input type="checkbox"/>	Council Function	4	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 update the Area committee members on steps taken to develop community consultation and engagement arrangements with a particular focus on establishing the Open Forum, area-community exchange and exploring the use of e-mail, text messaging and website.

2.0 BACKGROUND

- 2.1 At the September 2004 Area Committee meeting, Members noted a report by the Area Management Team giving an update on the establishment of the Open Forum, the response received from local community groups and voluntary organisations, an update of community news and progress made on using e-mail, texts and websites as a form of communication.
- 2.2 Since the September meeting of this Area Committee, work on community engagement has focused on the following:
 - Promoting the Open forum
 - Gathering Community News
 - Updating the Community Involvement Team Database of contacts including obtaining e-mail addresses and mobile phone numbers for text message communication

3.0 WHAT HAS BEEN DONE TO PROMOTE THE OPEN FORUM?

- 3.1 The letter 'Your Area Committee and You' was re distributed by the Area

Management Team's database who had not already responded

- 3.2 Telephone calls were made to all community and voluntary organisations on the database who had not responded to the 'Your Area Committee and You' letter. One of the aims of these telephone calls was to make the community representatives aware of the Open forum and how they can participate in this
- 3.3 The existence of the Open Forum has been highlighted by members of the Area Management Team at community meetings such as the Rothwell Community Forum

4.0 COMMUNITY NEWS

- 4.1 In the replies from the 'Your area committee and you' letter, local community groups and voluntary organisations have provided their Community News containing their top priority current concerns and one of their current main events/activities which they would like the Area Committee to know about. They have given comments on what they feel about the way in which the area committee is intending on informing, involving and consulting these groups.

A list of these is in the appendix.

5.0 E-MAIL, TEXT MESSAGING AND WEBSITE

- 5.1 Since the last Area Committee several more groups have sent us their contact details.
- 5.2 We have e-mail addresses for 48 of the groups that have responded and website addresses for 21 of the groups that have responded.

OUTER AREA COMMUNITY NEWS – OCTOBER

Below is the Community News provided by local community groups and voluntary organisations that cover part of the Inner South Area.

The information is correct at the time of writing and has only been able to include Community News that has been received at the Area Management office by the deadline. Only those groups who have provided Community News have been included here and the news is based as closely as possible on what has been understood to be written.

Group	Main Current Events/Activities Of Groups
Care and Repair – Leeds	<ul style="list-style-type: none"> • Concern about the funding of urgent repairs to the homes of older people • Simple questionnaires, emails and meeting invites required
Forget Me Not	<ul style="list-style-type: none"> • Raised over £250,000 since the group was established
Friends of Dolphin Manor	<ul style="list-style-type: none"> • Meet with local community & volunteer groups to discuss matters affecting the area • Provide transport in South Leeds for those with mobility problems
Lofthouse Community Centre – Sheltered Housing	<ul style="list-style-type: none"> • Bingo and coffee mornings for the elderly
Morley & District Lions	<ul style="list-style-type: none"> • “Message in a Bottle” event ongoing with other local Lions Clubs
Morley Amateur Operatic Society	<ul style="list-style-type: none"> • “SUGAR” – show held at Civic Theatre between 21-25 September • Dick Whittington pantomime to be held at Leeds Town Hall in February 2005
Morley Scrabble Club	<ul style="list-style-type: none"> • Housewives & pensioners meet on an afternoon for scrabble, refreshments and a chat • Bi-annual charity scrabble tournament
People in Action	<ul style="list-style-type: none"> • New initiatives in Morley for people with learning difficulties
Rothwell Rotary Club	<ul style="list-style-type: none"> • Installation of railings at War Memorial Site • Brass in Concert with Rothwell Temperance Band, October 23 at Blackburn Hall
Rothwell Townswomen’s Guild	<ul style="list-style-type: none"> • Group meetings with speakers • Charity fund raising events ongoing

Current Priority Concerns About The Area & Local Services

- Hawthorne bushes have spread quickly and over causeways in Drighlington part, which prevents easy access around the park (**Drighlington Pensioners Assoc.**)
- Policing – safety in the home and bad bus service to Rothwell (**Lofthouse Community Centre – Sheltered Housing**)
- Petty but annoying vandalism in Morley (**Morley Amateur Operatic Society**)
- Lack of Information on the Morrisons development and regular updates required as unable to attend meetings (**Rothwell Ju Club**)
- Crime (both petty & serious) – more involvement required by Police and lack of Street Cleansing – more involvement by Environment Health (**Rothwell Townswomen's Guild**)

Other

- Would welcome further partnership with Leeds City Council and more investment in the social infrastructure of the town (**Morley Camping Venture**)
- Organisation puts old scholars in touch with their contemporaries and is uncertain if Area Management is relevant to their group. Advice required. (**Rodillian Old Scholars Association**)

Opinions on the way the Area Committee intends to inform, involve and consult community and voluntary groups

- Super (**South Leeds Health for all**)
- All the proposals are ok but a regular news brief for appropriate press articles in the Morley Observer, Morley Advertiser and the Leeds Weekly News would be a good idea (**Morley Camping Venture**)
- It's good that you consult – I will try and attend meetings held in Morley (**Transport 2000 – West Yorkshire Group**)
- I think it sounds great (**St Peter's Church, Morley**)
- Leeds City Council has a poor track record of promoting genuine partnership and providing real investment in the social infrastructure of the town. Compared with surrounding communities the level of community capacity is extremely poor. We need action, evidence, hard cash and genuine partnership with local organisations setting the agenda (i.e. from the bottom up and not the top down). All this is lacking at the moment (**Morley Camping Venture**)
- Organise meetings with local volunteer / community groups to discuss matters concerning the area before final decisions are made (**Friend of Dolphin Manor**)
- By simple questionnaires, e-mails and invitations to meetings. We are a city-wide organisation and it is difficult dealing with 5 or 10 Area committees and 5 PCTs (**Care and Repair Leeds**)

Future Area Committee dates and deadlines for Community News

- Tuesday December 14th 2004. Community News to be received by Monday November 15th 2004
- Tuesday February 15th 2005. Community News to be received by Monday January 17th 2005
- Friday April 22nd 2005. Community News to be received by Monday March 28th 2005



REPORT OF THE Acting Director of Neighbourhoods and Housing Department

MEETING: Outer South Area Committee

DATE : 18th October 2004

SUBJECT : Outer South Area Committee Well Being Budget:Proposals

Electoral Wards Affected :

Rothwell
Morley South

Specific Implications For :

Ethnic Minorities
Women
Disabled People

Executive Function	<input type="text" value="4"/>	Council Function	<input type="text"/>	Eligible for Call In	<input type="text"/>	Not eligible for Call In (details contained in the report)	<input type="text"/>
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1.0 Purpose of Report

- 1.1 This report seeks approval from the Outer South Area Committee for the allocation of Well Being Budget revenue funding towards
- (a) The extension of Morley Christmas Lights
 - (b) The Rothwell Christmas Lights Switch-On Event

2.0 Proposal One – Extension of Morley Christmas Lights

2.1 Background

- 2.1.1 Over past years a number of complaints have been received from residents and traders in Morley about the annual Christmas lights only covering approximately half of Queen Street.
- 2.1.2 Morley Bottoms and its shop trade have suffered as a consequence of perceived detachment from the main shopping area of Queen Street.

2.2 Proposal

- 2.2.1 To extend the existing light infrastructure that stretches from the Fountain Street end of Queen Street all the way to Morley Bottoms. Extension would comprise;
- 5 additional columns on Queen Street
 - 6 additional columns on Morley Bottoms
- 2.2.2 It is proposed that the Area committee would support the Morley Entertainments Committee by contributing £2,000 to the overall cost of the extension of the lights.

2.3 Costing

2.3.1 Costing for the proposed extension have been put together by Leeds Lights, Learning and Leisure Department.

Installation of electrical equipment & brackets to 11 columns (£350 each)	£3,850
11 New Christmas light motifs (£250 each)	£2,750
Total	£6,500

2.3.2 Morley Entertainment Committee has allocated £2,500
Morley Town Council has allocated £2,000
£2,000 is the amount sought from the Area Committee Well Being Budget.

3.0 Proposal Two – Rothwell Christmas Lights Switch-On Event

3.1 Background

3.1.1 Since 1997, Leeds City Council Events Team has been managing the Rothwell lights switch-on. In this period attendance figures have risen from approximately 150 to 800.

3.1.2 Leeds Events Team provide a basic package for the switch-on event (as they do in other town centres such as Morley), this includes a stage, security and limited fireworks display. The annual Rothwell event involves additional resources for which extra funding is required.

3.1.3 In 2002 and 2003 the additional funding required for this event was paid for through the Richmond Hill and Rothwell CIT Priorities Budget.

3.1.4 The event has in the past been run from 2pm and included a small funfair, street performers, charity and food stalls with the switch-on taking place at around 6pm followed by a firework display. Local celebrities have been enlisted to carryout the official switch-on.

3.2 Proposal

3.2.1 To continue the trend of recent years by staging a Christmas Lights switch-on event for the whole community.

3.3 Costing

3.3.1 Approximate costings as per 2003.

Fireworks	£1500
Artists/Performers	£1510
Posters	£1345
Balloons	£ 325
Tents	£ 700
Photographs	£ 215
TOTAL	£5595

4.0 Priority Themes

- 4.1 Both proposals support the Outer South Area Committee's priority theme of 'town centre development'. The Christmas lights and related switch-on events will help promote town centre vitality.
- 4.2 In both towns the target beneficiaries are local residents and businesses.

5.0 Recommendation

- 5.1 It is recommended that the Committee approve the proposals to allocate from the Outer South Area Committee Well Being Budget;
 - (a) a £2,000 contribution towards the total cost of extending Morley's Christmas lights.and
 - (b) £5595 revenue to support the Rothwell Christmas lights switch-on event.