

NORTH WEST (INNER) AREA COMMITTEE

8TH DECEMBER 2005

PRESENT: Councillor M Hamilton in the Chair
Councillors Atha, Bentley, Ewens, Golton,
Illingworth, Jennings, Minkin, Monaghan,
Morton and Rhodes-Clayton

OFFICERS: Christine Addison, North West Area Manager
Tom O'Donovan, Neighbourhoods and Housing Department
Christa Smith, Neighbourhoods and Housing Department
Dayle Lynch, Neighbourhoods and Housing Department
Neera Tyagi, Neighbourhoods and Housing Department
John Kearsley, City Services Department
Paul Gough, Development Department
Andrew Crates, Development Department
Sergeant Matt Davidson, West Yorkshire Police
Stuart Robinson, Chief Executive's Department

MEMBERS OF THE PUBLIC: Martin Cook, Headingley Network
Dr Richard Tyler, Leeds HMO Lobby
Barrie Payne, Leeds HMO Lobby
Richard Norton, Friends and Residents of Orville Gardens
Lesley Smith, North West Leeds PCT
Jill Copeland, Leeds NHS Making Leeds Better
Mike Savage, Burford-Woodside Quarry
Dan Knight, Burford-Woodside Quarry
Jonathan Dunbavin, Burford-Woodside Quarry
Ken Strutford, Burley Lodge Centre
Ben Wren, Local Resident
Penny Bainbridge, Cardigan Centre
Cat Pearson, Seagulls Re-Use Ltd
Freda Matthews, Little Woodhouse Community Association
John Dickinson, Weetwood Residents Association
Ben Priestley, Gateway Church
Dave Syras, Kirkstall Resident

64 Chair's Opening Remarks

The Chair welcomed everyone to the December meeting of the North West (Inner) Area Committee held at the Burley Lodge Centre.

65 Late Items

In accordance with his powers under Section 100B(4)(b) of the Local Government Act 1972, the Chair consented to the submission of the following late items of urgent business relating to:-

- UDP Review Inspectors Report on ASHORE and Student Developments in Little Woodhouse (Minute 76 refers). The report was subject to the

findings of the Inspector's Report into the UDP Review which had only been released shortly before the meeting of the Area Committee.

- Area Manager's Report (Minute 79 refers). The report was not available at the time of the agenda despatch and also incorporated results of three key meetings held only a few days ago.

66 Declarations of Interest

The following personal interests were declared:-

Councillor Illingworth in view of his personal involvement with Leeds Organic Growers (Minute 71 refers).

Councillor Golton in view of his capacity as Lead Member of Development which includes chairing the Allotments Working Group (Minute 71 refers).

Councillor Jennings in his capacity as a Member on Plans Panel (West) (Minute 80 refers).

67 Apologies for Absence

Apologies for absence were received from Councillor Hussain, Ken Torode and Linda Cullen.

68 Open Forum

In accordance with paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, the Chair allowed a period of up to 10 minutes for members of the public to make representations or ask questions on matters within the terms of reference of the Area Committee.

In summary the following issues were raised at the meeting:-

Tom O'Donovan

The Chair informed the meeting that Tom O'Donovan, North West Area Management would be taking up a new position within the South wedge.

The Chair on behalf of the Committee, thanked Mr O'Donovan for his valuable contributions to the Committee over the past year and wished him well for the future.

The Committee noted that Dayle Lynch would be taking over from Mr O'Donovan from the 3rd January 2006.

Burley Liberal Club

A representative from Burley Liberal Club reported his concerns about Burley Liberal Club being sold with a possible change of use into a restaurant and flats.

Following discussions, the Committee resolved to strongly support the retention of the Club in its present form.

Headingley Development Trust

Richard Norton, Friends and Residents of Orville Gardens circulated copies of a leaflet entitled 'Headingley Development Trust at the heart of the community' requesting the general support of the Committee.

The Committee noted and welcomed the document and encouraged Members to offer their support by joining the society.

Studentification

Dr Richard Tyler, Leeds HMO Lobby, drew the Committee's attention to a street party in Hessle Mount held on 29-30 October 2005 which (in the light of other items on the agenda) was significant for the following reasons:-

- the party involved 400 people, a mobile sound system and lasted until 8.00 am
- the report in the 'Leeds Student' appeared to applaud the party
- the apparent lack of action from the Universities and Student Unions with regard to this incident

Headingley Renaissance

Martin Cook, Headingley Network, informed the meeting that the 'Headingley Renaissance' document had now been published following the launch held on 7th November 2005.

Mr Cook enquired on the future of the Headingley Strategy Group in relation to such matters as transport/communities facilities and licensing issues etc.

The Chair expressed support for the continuation of the Headingley Strategy Group, and asked the North West Area Manager to consult on its future role following the completion of the Headingley Renaissance Document.

The Chair suggested that, in the interim period, the Transport Strategy Group could look into the transport issues.

69 Minutes of the Previous Meeting

RESOLVED – That the minutes of the meeting held on 20th October 2005 be approved as a correct record.

70 Matters Arising from the Minutes

(a) Leeds HMO Lobby (Minute 48(b) refers)

Dr Richard Tyler enquired on the progress of this issue.

The Chair responded and it was noted that the North West Area Manager had been requested to draw up a work programme on this issue and to circulate a list of items to be brought forward to the Area Committee.

(b) Primary School Review – Proposals for the Far Headingley Primary Planning Area (Minute 54 refers)

Councillor Atha informed the meeting that at the Executive Board on 16th November 2005, the above issue had been withdrawn and would be reconsidered at the Executive Board meeting on 14th December 2005.

In the light of this, the Committee reiterated its view expressed at the previous meeting in not supporting the proposed closure of Beckett Park Primary School on the grounds that Education Leeds had failed to make a case for closure.

(c) Street Lighting PFI (Minute 55 refers)

Councillor Morton referred to the above issue and enquired on the availability of a report picking up all the issues raised at the previous meeting.

John Kearsley, City Services Department responded and confirmed that a report on public consultation and on all of those issues raised at the previous meeting would be presented to the February 2006 meeting for consideration.

(d) Funding Officer – Update (Minute 60 refers)

Councillor Ewens referred to the above issue and informed the meeting that in January 2006, an Executive Roundtable would be looking at the general issue of funding for voluntary groups on a city wide basis.

(Councillor Illingworth joined the meeting at 7.20 pm during discussion of the above item)

71 Key Messages from Area Forums

The Director of Neighbourhoods and Housing submitted a report updating the meeting on the feedback of Key Messages from ward forums and sub groups.

A copy of the key messages arising from the Headingley Forum meeting held on 1st December 2005 was circulated for the information/comment of the meeting.

Tom O'Donovan, North West Area Management presented the report and responded to Members' queries and comments.

Detailed discussion ensued on the contents of the report and appendices.

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

- clarification of the future and existence of Weetwood Forum
- clarification of the role of the Hyde Park and Woodhouse Forum
- progress in relation to the Kirkstall District Centre and the BHS proposal

- concerns expressed in relation to the Leeds Girls High School planning framework
- the need for a special meeting of either the Area Committee or the Transport Sub Group to discuss public transport measures in relation to the A65/A660
- the need for an analysis to be undertaken on public participation on Ward Forums in general

RESOLVED –

- (a) That the contents of the report and appendices be noted.
- (b) That this Committee notes the update on actions of previous Key Messages as outlined in Appendix 1 of the report.
- (c) That the new Key Messages outlined in Appendix 2 of the report be noted.
- (d) That the North West Area Manager be requested to prepare a report on the 'way forward' regarding Ward Forums, including public participation for consideration at the next meeting in February 2006.
- (e) That in relation to the A65/A660, a special meeting of either the Area Committee or Transport Sub Group be convened to discuss public transport measures.

(Councillor Minkin joined the meeting at 7.25 pm during discussion of the above item)

72 Inner North West Area Committee Well-Being Monitoring Report

The Director of Neighbourhoods and Housing submitted a report providing the meeting with a monitoring of Well-Being Revenue and Capital Projects for Quarter 2 2005-06.

Appended to the report were copies of the following documents for the information/comment of the meeting:-

- (a) Inner North West Well-Being Budget 2005-06 – Quarter 2 Project Monitoring Report
- (b) Inner North West Well-Being Budget – Capital Programme 2004-2007 – Quarter 2 Monitoring Report for Projects Agreed by Area Committee

Tom O'Donovan, North West Area Management presented the report and responded to Members queries and comments.

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

- progress to date in relation to the 'strategic pause'
- the need to rename the title of the 'Community Compost' project
- clarification to date of the success of the green bin service
- clarification as to whether the geographic spread of wellbeing spending was right

RESOLVED –

- (a) That the contents of the report and appendices be noted.
- (b) That the Well-being Revenue/Capital 2005/06 project monitoring procedure as outlined in Appendices 1 and 2 of the report be noted.
- (c) That in respect of the Hawksworth Wood Co-ordinator project as outlined in Section 2.4 of the report, approval be given to use the remainder of their Area Committee funding (£2,892) in the last quarter of 2005/06 financial year for the employment of a new worker.
- (d) That the North West Area Manager be requested to look at renaming the title of the 'Community Compost' project to reflect the wider recycling aims of the project.

73 Burglary Sticker Project

The Director of Neighbourhoods and Housing submitted a report on the Burglary Sticker Project seeking a financial contribution from the Area Committee.

Tom O'Donovan, North West Area Management presented the report and responded to Members' queries and comments.

RESOLVED –

- (a) That the contents of the report be noted.
- (b) That the request to allocate £3,000 towards the cost of the Burglary Sticker Project from the 2005/06 Well-being revenue budget be refused and that this issue be referred to the Community Safety Group for consideration in 2006.

74 Headingley Designated Public Places Order (DPPO) Update

The Director of Neighbourhoods and Housing submitted a progress report, together with detailing the next steps in respect of a Designated Public Places Order (DPPO) for Headingley Town Centre.

Appended to the report was a copy of a document entitled 'Headingley DPPO Action Plan' for the information/comment of the meeting.

On behalf of the Director of Neighbourhoods and Housing, Sergeant Matt Davidson, West Yorkshire Police presented the report and responded to Members' queries and comments.

RESOLVED –

- (a) That the contents of the report and appendices be noted.
- (b) That the progress made to date and the next steps in respect of a Designated Public Places Order (DPPO) for Headingley Town Centre be noted and welcomed.
- (c) That a meeting with the North West Area Manager, Councillor Morton and Zahid Butt (Community Safety Co-ordinator) be convened early in the new year to look at progress on the DPPO.

75 **'Making Leeds Better'**

The Committee received a report and presentation from Lesley Smith, North West Leeds PCT concerning the 'Making Leeds Better' strategic initiative involving all health and social care partners across the City, the aim of which was to improve the health and well-being of all service users across the City by providing speedy access to high quality care and treatment responsive to their needs, often at local level.

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

- the new regional Children's and Maternity Hospital proposed on the St James' Hospital site
- the new regional Oncology Unit planned for the same site
- the move away from the hospitalisation of patients, particularly the elderly, by the provision of rapid response intervention teams and the development of 'care pathways' to enable people to remain in the community
- the initiatives for new and updated community health centres, clinics and GP surgeries, often providing a wider range of services
- the rationalisation of hospital services, which would lead to the permanent closure of 'Nightingale' ward at the LGI, although there were currently no plans to close LGI altogether
- Department of Health proposals to develop a Walk-In Centre for commuters, possibly based in The Light, as part of a national strategy
- the development of facilities in the NW Inner Committee's area
- proposed public consultation and how the Committee and local groups and forums could engage in the change process
- the links to the City Council's 'Vision' objectives of moving up a league, narrowing the gap, Leeds as a City Region tackling health inequalities and generating employment and regeneration opportunities
- the transport problems and costs for patients attending clinics not in their immediate vicinity, and current problems with reference to some GP surgeries not taking blood tests

RESOLVED –

- (a) That the contents of the report and presentation be received and noted.
- (b) That this Committee notes the progress in developing the 'Making Leeds Better' programme for health and social care services in Leeds.
- (c) That this Committee be kept informed of local engagement mechanisms and opportunities for 'Making Leeds Better' in preparation for the formal consultation period next year.
- (d) That in relation to this Committee receiving progress reports on 'Making Leeds Better', this be undertaken on a six monthly basis via District Partnership meetings.

76 **Direction Restricting To Let Boards in Part of the Inner North West Leeds**

The Director of Development submitted a progress report on the work being undertaken to implement powers granted by the Office of the Deputy Prime Minister in order to control 'To Let' Boards within Inner North West Leeds.

Andrew Crates, Development Department presented the report and responded to Members' queries and comments.

Detailed discussion ensued on the contents of the report.

RESOLVED –

- (a) That the contents of the report be noted and welcomed.
- (b) That the North West Area Manager be requested to write to the Director of Development conveying the following points made by the Committee in relation to the current consultation arrangements:-
 - the need to look at limiting the number of 'To Let' boards to each landlord with the view to improving the levels of monitoring
 - the need to look at introducing a 'clean' period of no 'To Let' boards i.e. November/December

77 UDP Review Inspectors Report on ASHORE and Student Developments in Little Woodhouse

The Director of Development submitted a report on progress on the impact of ASHORE, the UDP Review Inspectors Report and the development of student accommodation in Little Woodhouse.

Andrew Crates and Paul Gough, Development Department presented the report and responded to Members' queries and comments.

Detailed discussion ensued on the contents of the report.

RESOLVED –

- (a) That the contents of the report and the proposals outlined be noted and endorsed.
- (b) That the North West Area Manager be requested to write to the Director of Development conveying the following points made by the Committee in relation to the Inspector's recommendations:-
 - the Committee's general concern about the proposals of the Inspector
 - the urgent need for the Director of Development to review outcomes of ASHORE appeals in the light of the revisions proposed by the Inspector
 - the Committee's strong opposition to the development of purpose built student accommodation in the ASHORE area (specifically Headingley)
- (c) That this issue be debated further at the Planning Group meeting on 12th December 2005 and that, in the interim period, Members of the Committee be requested to forward any further comments on the proposals to the Director of Development prior to the 22nd December 2005 report deadline for the January meeting of the Development Plans Panel.

78 Supertram

The Director of Development submitted a progress report on Supertram for the information/comment of the meeting.

RESOLVED –

- (a) That the contents of the report and appendices be noted.
- (b) That this Committee notes that it was the Director of Development's intention to provide a detailed briefing on future public transport proposals as soon as further information was available.

79 Development of Committee Area Delivery Plan 2006/07

The Director of Neighbourhoods and Housing submitted a report on the development of a Committee Area Delivery Plan for 2006/07.

Appended to the report was a copy of the Inner North West Area Committee Sub Group update for the information/comment of the meeting.

Tom O'Donovan, North West Management presented the report and responded to Members' queries and comments.

RESOLVED –

- (a) That the contents of the report and appendices be noted.
- (b) That this Committee notes the current position on the development of the 2006/07 Area Delivery Plan, the timetable for its completion and its proposed structure.
- (c) That the approach to the proposed themes and priority areas for 2006/07 as outlined in Section 3 of the report be endorsed.
- (d) That within the next six weeks, the thematic sub groups be requested to specifically look at how the Area Delivery Plan could be amended, together with addressing funding projects from the 2006/07 Well-Being fund and that the North West Area Manager be requested to forward a copy of their proposals to Members of the Committee prior to discussing this issue in detail at the meeting on the 9th February 2006.

80 Area Manager's Report

The Director of Neighbourhoods and Housing submitted the North West Area Manager's report for the information/comment of the meeting.

Christine Addison, North West Area Manager presented the report and responded to Members' queries and comments.

RESOLVED –

- (a) That the contents of the report be noted.
- (b) That this Committee notes and welcomes the following specific areas of work:-
 - the issues being tackled by the District Partnership and Member involvement in the District Partnership
 - the proposed potential revisions to the Headingley Town and District Scheme
 - the Little London Comprehensive Regeneration Scheme and Neighbourhood Management proposals

- (c) That this Committee specifically notes the following issues:-
- a potential new children's centre in the Headingley area
 - the progress with tackling the recent increase in graffiti in Headingley
 - the progress with the Student Housing Group
 - the request to sell Woodsley Road Multi-cultural Community Centre to the Management Committee

(Councillor Minkin left the meeting at 9.40 pm during discussion of the above item)

81 Redevelopment of Woodside Quarry

The Director of Neighbourhoods and Housing submitted a report on the redevelopment of Woodside Quarry.

The Chair informed the meeting that the developers would be available at the conclusion of the meeting to answer any specific queries/comments on the proposed scheme.

RESOLVED –

- (a) That the contents of the report and appendices be noted.
- (b) That Members of the Committee be requested to forward their views on the redevelopment proposals for Woodside Quarry to the Chair within the specified timescale.

82 Date, Time and Venue of the Next Meeting

Thursday 9th February 2006 at 7.00 pm at Hawksworth Wood Children's Centre

(The meeting concluded at 10.00 pm)

Report of the Director of Neighbourhoods and Housing

Inner North West Area Committee

Date: 9th February 2006

Subject: Funding Officer Update

<p>Electoral Wards Affected:</p> <p>Headingley Hyde Park & Woodhouse Kirkstall Weetwood</p>	<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>Narrowing the Gap <input type="checkbox"/></p>	
<p>Council Function <input type="checkbox"/></p>	<p>Delegated Executive Function available for Call In <input checked="" type="checkbox"/></p>	<p>Delegated Executive Function not available for Call In Details set out in the report <input type="checkbox"/></p>

Executive Summary

This report provides members with an update on work undertaken by the Funding Officer Project. It also provides information on the Health Check questionnaire which has been developed by the Funding Officer Project to determine the need for capacity building work in Inner North West Leeds. The need for this work was identified at the Area Committee on 30th June 2005, where £13,334.25 was agreed in principle from the 2005/06 budget, pending further development work.

1.0 Purpose Of This Report

1.1 The purpose of this report is to update members of the Area Committee on progress of the Funding Officer Project for the third quarter of 2005/06.

2.0 Background Information

2.1 At the December 2004 Area Committee, members agreed to commission the Funding Officer Project and extend this project to a full time post to cover all the Wards in Inner North West Leeds.

2.2 The project costs £43,400 per annum and provides the following services:

- Direct support via email, telephone and face to face, to groups on completing funding applications

- Training sessions
- Production and distribution of a quarterly newsletter

2.3 The Funding Officer project is also agreed in principle from the 2006/07 revenue budget to a sum of £43,400.

3.0 Update

3.1 Sharon Knott, Funding Officer, is working on a part time basis and co-ordinates the work of the Funding Officer Project. Gill Ejsymontt was recruited as the second part time Funding Officer in June 2005 and left the project in November 2005. In January 2006 Anna Rudd was appointed as part time Funding Officer. The project is now working to full time capacity, although for two months of the third quarter it was half time capacity.

3.2 The Monitoring of this project is undertaken in line with monitoring for all Well-being projects and is monitored on a quarterly basis.

3.3 Outputs and outcomes for this project have been agreed between Voluntary Action Leeds (the delivery organisation) and the North West Area Management Team. Outputs achieved for the **third quarter** are as follows:

Table 1: 3rd Quarter Monitoring

Output	Target Number	Actual Output	Reasons for variance +/-
Number of groups receiving direct support	25	20	The target number for this output was not achieved in the 3 rd Quarter as for 2 months of this quarter the project was running a reduced capacity with only one worker in post (see 2.2)
Number of groups receiving funding update	600	200	The funding update is not sent to all groups, only those have asked to receive it. Currently there are 40 organisations on the list, with 5 updates having been sent out within this period
Number of groups receiving training	7	9	
Number of groups receiving newsletters	200	200	
Number of drop in sessions provided	8	9	
Extra funding attracted into the inner north west area as a result of funding project support	£12,500 (£50,000 per annum target)	£81,733	

3.4 Of the 20 groups receiving direct support in the third quarter, 4 were referred from the Area Committee under the Well Being Commissioned projects and a further 4 by the Area Committee as a result of requests for funding support (for a breakdown see Appendix 1).

3.5 For the first three quarters of 2005/06 the project has brought in just under £300,000 to the Inner North West Area. It should be noted that some of this funding will be released in 2006/07.

3.6 The Funding Officer project has supported a number of groups on larger applications in the last two quarters and if the applications are successful this will bring the total amount into the area in excess of £500,000.

4.0 Capacity Building Work

4.1 At the Area Committee on 7th April 2005 the Area Committee agreed to fund a number of Community Capacity projects (including Community Action Little London, Breakers Unify, Hawksworth Wood Community Association and Rosebank Millennium Green) instead of a Group Capacity Building worker for all groups/organisations in Inner North West Leeds, as originally suggested by the Area Committee in February 2005.

4.2 At the 30th June 2005 Area Committee, members indicated that the Committee was still keen on supporting a Capacity Development worker for the whole of Inner North West Leeds in order to support a wider number of organisations.

4.3 At the June Area Committee meeting £13,344.25 was agreed in principle for funding towards a Capacity Building Worker for Inner North West Leeds. This fund would be matched by Objective 2 funding to develop a scheme to cover both Objective 2 areas and the whole of Inner North West Leeds.

4.4 The demand for this work had also been highlighted by the Funding Officer Project, as it was felt that a large number of groups needed support in developing organisational arrangements and business planning before funding could be sought.

4.5 As a result of the demand for this kind of work, the Funding Officer project has developed a Health Check questionnaire for groups that the project works with. The questionnaire was introduced to enable the Funding Officer Project to establish the level of group development involvement required in the area to community and voluntary sector groups. The document is ten pages in total and covers policies and procedures, recruitment and selection, planning, monitoring and evaluation, governance and financial controls.

4.6 Of the groups who have been supported to complete the health checks to date the following issues have been highlighted:-

- Half of the groups were registered charities and half were not for profit constituted groups
- None of the groups had either a fundraising strategy or business / development plan
- Two thirds of the groups had no equal opportunities policies
- Two thirds the groups were requesting support on funding that included a paid worker – however none of the groups had a person specification or job description.

- One third of the groups did not have a pay scale agreed and subsequently groups did not have any staffing budgets.
- The health checks also highlighted particular issues around governance and roles and responsibilities of management committee members.

4.7 On the basis of the Health Check, the Funding Officer Project has agreed developmental actions with the groups involved and have made attempts to refer groups to other infrastructure organisations for assistance with organisational issue and business planning.

4.8 However, when carrying out this exercise the Funding Officer Project has found that group capacity building support is readily available in the Objective 2 areas where there are a number of capacity building projects in operation (mainly Hyde Park & Woodhouse Ward and parts of South Headingley), but is limited in Kirkstall, Weetwood and Headingley wards.

4.9 The Funding Officer Project has also identified that there is a greater need for capacity building in areas where the voluntary and community sector is less developed, such as Weetwood, Far Headingley and parts of Kirkstall.

4.10 Following analysis of the Health Check information and the findings of the Funding Officer Project, it is proposed that if the Area Committee still wishes to support the development of capacity building in the area, a part-time worker is employed. The role would support and work alongside the Funding Officer Project, mainly focusing on the Kirkstall, Weetwood and Headingley wards.

4.11 The project costs for a part-time Capacity Building Worker would be £21, 700, revenue, per annum. This has been included in the 2006/07 Area Delivery Plan Action Plan for members' consideration. Please note that the costing is greater than originally anticipated as Objective 2 match funding would is not available in the non Objective 2 areas that this project would cover.

5.0 Recommendations

5.1 Members are asked to:

- a) Note and comment on this report, and
- b) Consider the outputs provided in Table 1, and suggest any additional outputs that could be measured in the future, and
- c) Consider proposals for a part-time Capacity Building Worker as outlined in section 4.



Report of the Director of Neighbourhoods and Housing Department

Inner North West Area Committee

Date: 9th February 2006

Subject: Graffiti issues in the Inner Area

Electoral Wards Affected:

Headingley
Hyde Park & Woodhouse
Kirkstall
Weetwood

Specific Implications For:

Ethnic minorities
Women
Disabled people
Narrowing the Gap

Council
Function

Delegated Executive
Function available
for Call In

Delegated Executive
Function not available for
Call In Details set out in the
report

Executive Summary

This report provides Members of the Area Committee with information on recent initiatives taken to tackle graffiti in the inner area and the outcome of these actions. The report also provides details of a graffiti 'blitz' which took place in the Hyde Park part of the Headingley Ward week commencing 5th December 2005.

1.0 Purpose Of This Report

1.1 The purpose of this report is to respond to concerns raised by Members regarding graffiti in the inner area, particularly parts of the Headingley Ward.

2.0 Background Information

2.1 In response to concerns raised by Members regarding the escalating graffiti situation in parts of the Headingley Ward an urgent meeting was held between key members of the graffiti multi-agency group. As a result, an action plan was agreed, which included a graffiti 'blitz' in the worse effected areas.

2.2 At the September Area Committee Members requested a report to a future meeting detailing the outcomes of recent actions to tackle the graffiti problem in the inner area.

3.0 Graffiti 'blitz'

- 3.1 For one week commencing 5th December 2005, five out of the six graffiti teams for the city were deployed in graffiti hotspot across Headingley, to blitz the area of graffiti.
- 3.2 During this week both plain clothed and uniformed officers provided additional surveillance in the area to try to catch perpetrators.
- 3.3 In addition, Welton Road (between Brudenell Road and Norwood Grove), Thornville Road (between Alexander Road and Brudenell Road) and Headingley Arndale Centre were selected as areas for special measures, which include:
- ◀ Police Community Support Officers (PCSO's) carrying out daily inspections to check for graffiti, with all incidents emailed directly through to Streetscene Services. The graffiti team then responds to these reports within 24 hours. Every incident is logged in order to measure how quickly the graffiti returns and to try to identify repeat 'taggers'. Data is collated to establish patterns in incidents to determine, for example, if there are greater or fewer numbers during term time.
 - ◀ PCSO's also monitor CCTV footage from cameras located on Headingley Arndale Centre, to try to identify any suspicious incidents that could be related to graffiti.
- 3.4 During the blitz **439** areas of graffiti were visited with 1307 tags and 57 flyposters being removed. This one off operation was undertaken to 'spring clean' the area whilst the Universities were on a break and also an attempt to identify repeat taggers.
- 3.5 The blitz was a success in that graffiti was removed from areas the graffiti team had previously been unable to tackle effectively due to parked cars or heavy traffic movement.

4.0 Graffiti Multi-Agency Group

- 4.1 The multi-agency group last met in January 2006. Agencies provided an update on what current initiatives they are undertaking to address the graffiti issue and fed back on outcomes achieved, which included the following:
- 4.2 **West Yorkshire Police**
- 4.2.1 WYP have appointed a Graffiti Project Co-ordinator who has taken on the role of 'gatekeeper' through whom all graffiti work passes. This role provides a link with the Divisional Intelligence Unit, patrol teams, other Police departments and partners, in order to maintain an overview of the problem, and also to collect all possible information and intelligence.
- 4.2.2 A Neighbourhood Policing Team confidential talk line has been set up and will initially be publicised specifically in relation to graffiti. A leaflet is to be distributed to key areas in order to emphasise the fact that graffiti is a crime and includes the confidential talk line number. No information relating to graffiti has yet been obtained through the talk line.
- 4.2.3 PCSOs continue to focus on graffiti in their areas with a view to recording incidents, evidence gathering to identify perpetrators and facilitating removal. They have

distributed 'Name that Tag for £500' posters and have assisted the work of Trading Standards by visiting local shops on a regular basis to reinforce their message. Each PCSO has been charged with conducting fortnightly environmental audits in their area, in order to obtain further data with which to measure trends. The PCSOs will also deliver 'Graffiti is crime' leaflets to student areas in the forthcoming weeks, and thereby further publicise the confidential talk line referred to in 4.2.2

- 4.2.4 Police Youth Development Officers have visited local schools and carried out poster campaigns in order to raise awareness amongst the younger members of the community. Teachers, Heads and school caretakers have been made aware of the problem and exercise books, desks and walls are being checked regularly for tags. Graffiti has been adopted at one school as the subject matter for an arts project, intelligence from this will be fed back to the Neighbourhood Policing Team.

All primary schools in the area have held assemblies regarding graffiti and talks have been conducted at a number of other schools. PC Cryer, the Police Youth Development Officer, is making arrangements with 'Youthpoint' for a graffiti artist to accompany him on visits to secondary schools in the area, when he begins his part in 'citizenship' teaching this year. PC Cryer reports that he has been impressed by the positive feedback from staff and pupils alike, and states that everyone has been most receptive. One arrest has been made as a result of information given by a member of staff at one secondary school. A very positive message that graffiti is crime has been passed around schools.

- 4.2.5 Student Liaison Officer, PC Carol Munsey, continues to keep graffiti on the agenda as part of her contact with the Universities. She has arranged regular contact with security officers at The University of Leeds and Leeds Metropolitan University and organised for photos to be taken of all graffiti on their premises prior to its removal. Security staff at the Universities have provided video stills that have led to arrests, and the once regular attacks at weekends seem to have ceased.

PC Munsey gives talks to students publicising the fact that graffiti is an offence and making them aware of the consequences of having a criminal record.

'Campus Watch' updates, flyers displayed at prominent positions around campuses and Halls of Residence, have included the subject of graffiti.

Arrangements have been made to put a graffiti advertisement in student newspapers later in the year.

LMU Beckett Park site has been closed off with barriers during night time and weekends which seems to have put an end to their graffiti problems.

- 4.2.6 Youth Offending Teams (YOT) are aware of the issue of graffiti and a number of Final Warnings, a type of juvenile caution, have been issued for graffiti. Youth Offending Officers have also brought the issue to the attention of parents.

- 4.2.7 The Police Anti-Social Behaviour Link Officer reviews all incidents in relation to graffiti and due consideration is given as to whether Anti Social Behaviour proceedings should be initiated. One offender in the Kirkstall area who has admitted in excess of thirty incidents of graffiti, will receive a 'bolt-on' Anti Social Behaviour Order when he next attends court.

- 4.2.8 The Leeds Community Safety CCTV van has been deployed on numerous occasions to all hotspots in the area leading to a significant amount of evidence being obtained, although no arrests have resulted directly.
- 4.2.9 In June 2005 Belle Vue Neighbourhood Policing Team conducted Operation Alvastoke a WYP funded overtime initiative working on five separate pilot projects looking at covert observations in hotspot areas after midnight. These resulted in three arrests for Criminal Damage and are good evidence of the effectiveness of conducting covert operations after midnight, particularly in the Headingley/Hyde Park area.
- 4.2.10 Pudsey Weetwood Divisional Intelligence Unit has undertaken some analytical work of the inner area relating to this financial year. A summary of the analysis is as follows:

On the basis that many of the neighbourhoods in the inner area have significant student populations, and that ASB tends to increase during school summer holidays, four temporal periods were selected for comparative analysis. These were:

31/03/05 - 15/06/05 (Summer term) - 48 crimes of graffiti and 38 graffiti related incidents recorded. Hotspots were Hyde Park and Burley, particularly around the University. The offences tended to happen throughout the week but predominantly overnight between 1930-0900hrs. The most common tag was ACE, its owner was identified and arrested.

16/06/05 - 18/09/05 (Summer holidays) - 80 crimes of graffiti and 51 graffiti related incidents. Hotspots and types of graffiti changed as Hyde Park and Headingley showed a notable decrease, but an increase in tagging was found in the other areas such as Meanwood. During this period there was a significant increase of graffiti on the University campus itself. The absence of the students had obviously made this area more appealing but also led to difficulties in pin-pointing times of offences, as it was sometimes not spotted for days, and often happened during weekends. Where key times could be identified, they tended to be early evening as opposed to during the night. Common tags were SW, VEZH, T+S, and KAOS, none of which have been identified.

19/09/05 - 07/12/05 (Michaelmas term) - 49 crimes and 70 incidents were recorded. Again the student areas outside the campus became the target and key times moved later into the night. Tags recorded were LPK, NG, VK and PYEMAN, only the latter having been detected.

07/12/05 - 07/01/06 (Christmas Holidays) - commenced with a blitz by Streetscene in the Hyde Park/Headingley area. This blitz coincided with the departure of the students and saw a sharp decrease in the amount of graffiti being reported. New graffiti was then reported by PCSOs on a daily basis in order to maintain the cleanliness. The operation seems to have been a significant success. Only since the return of the students this year, have new bits of graffiti started to emerge.

4.3 Streetscene Services

- 4.3.1 There is a dedicated team for the north west which consists of two operatives and a van. The team cover the whole of the north west wedge, approximately 80% of their

time is spent in the inner area and 20% in the outer area. Teams from other wedges across the city assist as and when they can.

4.3.2 In addition to Welton Road, Thornville Road and Headingley Arndale Centre being selected for 'zero tolerance' measures, Chapel Lane and St Michael's Lane have been included due to being regular targets for graffiti. These areas are visited each day when a count is made of any new tags before they are cleared. The results of these findings are reported to the police for their intelligence purposes. From the counts made to date the reappearance of tags seems to be around the weekend period. These areas will continue to be measured as a barometer for the inner area.

4.3.3 Since the return of the Universities there has been a steady build up of tagging, with both new and known tags appearing. The north west graffiti team are in the area each day responding to referrals and undertaking regular clean-up patrols in the hot spot areas.

4.3.4 Streetscene's Service Manager has been working closely with the North West Multi-Agency Group and is committed to partnership working with all key agencies, but specific operational work with West Yorkshire Probation Service and youth based groups such as CALM.

4.4 Trading Standards

4.4.1 West Yorkshire Trading Standards Service continues to undertake enforcement of age restricted sales legislation in relation to aerosol spray paint.

4.4.2 At the June 2005 Area Committee it was reported that test purchases were attempted at seven retail outlets in the inner area, from which four sales were made. Since that time one retailer has pleaded guilty to the sale of aerosol paint to a 14 year old and has been fined £100 and ordered to pay costs of £528. Warning letters have been sent to the other three retailers.

4.5 Leeds North West Homes

4.5.1 Leeds North West Homes have recently purchased a hot water pressure machine which is proving very effective in the removal of graffiti from their properties. Leeds North West Homes caretaking team work closely with the graffiti removal teams and compliment work done on other properties.

5.0 Results and Conclusions

5.1 Since the beginning of April 2005, in excess of 30 arrests have now been made for graffiti (Criminal Damage and Possession of Articles with intent to do Criminal Damage).

5.2 A number of different tags have been investigated and over 30 people have been arrested by the Belle Vue Neighbourhood Policing Team alone (many more by Pudsey Weetwood patrol officers). Some tags belong to groups or 'crews' and may be done by a number of individuals, while others are personal. STEVE55, AS, DG, CHAD, GHAK, CHAP, LOCO, NGC, ACE, EVL, THK, CHOLK, HTS, PYEMAN, ROAR, DAZ\$, WINSTANLEY05, CASEY05 have all been common place, those responsible have been identified and dealt with. Unfortunately many other taggers remain undetected eg. LSR, 3hree and KBG.

- 5.3 Data collected by PCSOs from what they consider to be the graffiti hotspots in their areas, contrasts with that collated from crime and incident pattern analysis. The former suggests that the quantity of new graffiti in any given area seems to correlate positively with the presence of the students. However, data collated from crime and incident patterns analysis suggests the opposite. The only reasonable conclusion to be drawn is that graffiti takes many forms and is not committed by any single group. Undoubtedly, students are responsible for some of the graffiti but clearly not all. The presence of the students seems to allow the culprits to blend in, so student areas tend to be hit during term time. Graffiti in these areas is very common and is less likely to be reported.
- 5.4 Also relevant has to be the fact that the people arrested show a common profile. They have been apprehended in a cross-section of areas but tend to be male, 15-19yrs, native to Leeds and in some form of education/further education or training other than at a University. WYP intend to visit Colleges in the near future to promote graffiti as a criminal offence.
- 5.5 The other common feature seems to be the lack of reports relating to persons being seen in the act of committing graffiti which, along with CCTV evidence, seems to suggest that most tagging is done during the night.
- 5.6 WYP believe that the vast majority of graffiti is committed by very few people, who, once identified can be targeted and diverted. Plain clothed foot Officers (Constables with powers of stop and search), in hot-spot areas during hours of darkness (particularly after midnight as with Operation Alvastoke) are viewed as the most effective way to tackle this problem and Well-being funding to facilitate this is being sought.

6.0 Recommendations

- 6.1 Members of the Inner North West Area Committee are requested to note and comment on the report.

Report of the Director of Development

Inner North West Area Committee

Date: 9th February 2006

Subject: Enforcement of 'To Let' Boards

<p>Electoral Wards Affected:</p> <p>Headingley Hyde Park & Woodhouse Kirkstall Weetwood</p>	<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>Narrowing the Gap <input type="checkbox"/></p>	
<p>Council Function <input type="checkbox"/></p>	<p>Delegated Executive Function available for Call In <input checked="" type="checkbox"/></p>	<p>Delegated Executive Function not available for Call In Details set out in the report <input type="checkbox"/></p>

EXECUTIVE SUMMARY

Following the introduction of a Direction restricting 'To Let' lettings boards in parts of Headingley and Hyde Park, preliminary work has been undertaken to establish a baseline of the number and style of lettings boards in the area, as well as a database of letting agents. Work has also included developing a proposal for the management and enforcement of the Direction, with the Inner North West Area Committee being requested to consider part funding of a Compliance Officer to undertake such a role.

- 1.0 Purpose Of This Report**
- 1.1 The purpose of this report is to update Members on the 'To Let' boards initiative and to request Area Committee consider part funding towards the enforcement regime.
- 2.0 Background Information**
- 2.1 A Direction for the bringing of letting boards within planning control was confirmed by the Secretary of State on 9th August 2005. The Council brought the Direction into effect on 1st January 2006.
- 2.2 In consultation with letting agents, property owners and local residents a Local Code has been brought into use which sets out the criteria for the display of letting boards. The Council will not enforce against those which comply with the Code. Those advertisers who do not comply with the Code will be liable to prosecution by the City Council.

- 2.3 Since the bringing into effect of the Direction, a full survey of the relevant area has been undertaken to identify those boards which do not comply. Various methods have been used to raise awareness of the Code and letters are being sent to landlords and letting agents requesting voluntary compliance. It is hoped to achieve voluntary co-operation wherever possible but, following this initial “awareness raising” stage, the Council will then be moving towards formal legal actions against advertisers who do not comply.
- 2.4 The successful confirmation of the Direction has been achieved through a partnership approach with Area Committee.

3.0 The Local Code

3.1 The Local Code sets out the following criteria for the display of letting boards:

1. Only one board per building will be permitted.
2. Each board will conform to the following layout: 34cm x 48cm or 48cm x 34cm.
3. The board shall be mounted flush to the wall above the front door, or if that is not possible, it shall be mounted flush to the wall on the street frontage elevation. In either instance, no part of the board shall be higher than 3.6 metres above ground level.
4. The board shall have a white background with black text. Up to 20% of the board may be occupied by a logo (which may be in colour).
5. One board shall be permitted per agent, per type of property, per street. An agent shall have no more than 3 boards in a street at any one time.
6. There shall be no ‘Let By’ signs.
7. ‘To Let’ boards shall be removed not later than 14 days of the granting of a tenancy for the room, house or flat in question.
8. All ‘To Let’ boards shall be removed by 1st November each year with no new boards being erected until 1st December.

3.2 The criteria for limiting the number of boards per agent to a maximum of 3 per street was introduced in response to representations made by Area Committee and local residents at consultation stage, as was the criteria for an embargo during November. The enforcement of these particular elements of the Code will bring additional resource pressures.

3.3 The effectiveness of the Local Code is to be reviewed with all stakeholders after a period of six months.

4.0 Initial Survey

4.1 An initial survey of the whole of the Direction area was carried out during mid January. This was for the purposes of establishing a base line, measuring the extent of non compliance and gauging the future enforcement resource implications. The following facts were established:

- 360 boards were identified across the area which do not comply with the Local Code.
- 152 boards are non compliant solely because of the limitation on numbers per agent per street.
- 42 different agents were identified having “non compliant” boards.
- 27 boards displayed phone numbers only, with no agent details. Extra investigative work will be needed to establish ownership.
- Several agents had more than one/a number of non compliant boards. One agent had 61 non compliant boards.
- 37 hours of officer time were spent in doing the survey.
- 13 hours of officer time have been spent in collating information and setting up a monitoring system.
- 4 hours of officer time has been spent sending out letters to the non complying advertisers (a further 9 hours has been spent on a one off task of assembling an up to date database for automatic addressing of correspondence).

5.0 Resource Implications

- 5.1 The Council is committed to the proactive enforcement of the letting boards Direction and has planned to allocate (on average) 18.5 hours per week of officer time, additional to the existing level of resource for compliance work in the inner NW area. This would be to undertake survey work and monitoring, ownership investigations, correspondence with agents and landowners and preparation of statements and papers for prosecutions. Much of this time will be spent by compliance officers, but there will be other costs of, for example, administration support, management time, photographic expenses and legal representation and expenses.
- 5.2 The initial survey work has shown that there is a high level of non compliance and, during these first stages at least, enforcement of the code will be resource hungry. The additional elements limiting the number of boards per street and November embargo will add to the resourcing pressures. The Council will need to manage this work in a programmed and structured way, balanced with other workload demands.
- 5.3 As part of partnership working arrangements, 2 days per month of student time have been offered (without charge) by LMU, although this is likely to finish in April 2006. This resource can be used most effectively on assisting with the survey work and will be managed by the Compliance team. If the Compliance team is to maintain its overall service levels it will not be possible to provide resource towards the regime over and above the additional 18.5 hours per week of officer time already planned for. Within the limitations of these resourcing levels the Council would be able to offer the following levels of service:
- a) Full survey once a month (37 hours)
 - b) 43 hours (average) officer time per month to undertake updating of information, ownership investigations, correspondence with agents and landlords, preparation of prosecution documentation.
- 5.4 Whilst the above level of resourcing would provide for steady progress, it will not enable fully comprehensive enforcement of the Code in the immediate/short term, given the scale of contraventions identified through the recent survey. It would be necessary to prioritise cases for follow up/prosecution. The following priorities are suggested:

1. Adverts that do not comply with the national regulations e.g. oversize boards and banners, signs advertising the general availability of properties to let, more than one sign per property; and those cases where the advertiser is ignoring the Direction/ Code altogether.

2. Where the Code is being followed in terms of size/siting of signs but signs are displayed in a manner that undermines the purpose of the Direction and the Code. e.g. on every property in a short street or on a close run of houses on a long street

3. Other breaches of the Code including those who are not flagrantly breaching the number per street limit

5.5 Area Committee's views on priorities for enforcement are requested. It may be, for example, that those cases arising from the "number per street criteria" should be given lower priority to those free standing boards in front gardens.

5.6 The November embargo period may also give rise to the need for further prioritisation. It may be that some contraventions will be "missed" altogether because of the time gap between surveys.

5.7 The likelihood over a longer timescale is that the regime will become established and more self regulating (based on the Loughborough experience). The enforcement role will be predominantly one of monitoring and continuing awareness raising (i.e. prevention rather than cure). However, within the limits of present resourcing levels, the Council would not be able to maintain a sustained effort to embed compliance with the Direction and the Code beyond the initial "short, sharp, shock" needed to kick start the regime and progress will be protracted over a longer timescale.

6.0 Resourcing Proposal

6.1 In order to embed the regime in a comprehensive, robust and effective way the following level of service would be desirable:

- a) Full survey every two weeks (74 hours)
- b) Follow up of all contraventions, including those not complying with the "number per street" criteria and "November embargo" and continuing display after letting.
- c) Prosecutions of all priority 1 and 2 offences (priority 3 would be programmed as resources allow and subject to an expediency test)
- d) Regular feedback to Area Committee in the form of a monthly report identifying numbers of contraventions, numbers of prosecutions and results, numbers of non complying boards removed and general overview of progress (166 hours of b, c and d)

6.2 Most of the additional work will be undertaken by compliance officers at Sc5/6 level. Given the high level of contraventions which have been identified the service would need funding to backfill 1 full time post in order to deliver the level of service set out. This level of service can be provided at an annual cost of £26300.

7.0 Recommendations

7.1 The Area Committee is asked to;

- a) consider the contents of this report, and
- b) comment on priorities for enforcement as requested in 5.5, and
- c) decide whether it would wish to fund the resourcing proposal set out in 6.0



Report of the Director of Neighbourhoods & Housing Department

Inner North West Area Committee

Date: 9th February 2006

Subject: Inner Area Committee Well-being Budget Report

Electoral Wards Affected:

ALL

Specific Implications For:

Ethnic minorities

Women

Disabled people

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

Delegated Executive Function not available for Call In Details set out in the report

EXECUTIVE SUMMARY:

This report seeks to provide Members with:

- a) A current position statement on the Well-being Budget
- b) Details of revenue projects agreed in principle for 2006/07 and details of revenue projects requesting funding from the 2006/07 revenue budget (including the remaining 2005/06 under spend)
- c) Details of capital projects agreed in principle from the 2004-2007 Capital Budget and details of revenue projects requesting funding from the 2004-07 capital budget

Members are asked to note the current position regarding the Well-being budget, consider lifting the current strategic pause on Well-being in relation to the draft 2006/07 Area Delivery Plan, and consider the Small Grants Budget and agree any actions.

1.0 Background – Well-being 2005/06 Overview

- 1.1 The 2005/06 Well-being revenue fund allocation was **£202, 730**, and **£394,196** capital funding over three financial years up to March 31st 2007.
- 1.2 The revenue roll forward from 2004/05 was **£90,952**, therefore a total of **£293,682** revenue was available in 2005/06.
- 1.3 The total Revenue allocated to date is **£227,350**, as detailed in Appendix 1. Therefore **£66,332** is remaining in the 2005/06 Well-being revenue budget.

- 1.4 The total Capital funding agreed to date is **£155,910**. This means that there is **£238,286** Capital funding currently unallocated (although the Area Committee have requested further information on a number of schemes as outlined in Appendix 2).

2.0 Well-being Strategic Pause

- 2.1 At the June Area Committee it was decided to call a 'strategic pause' on the allocation of the Well-being funding to allow Members to consider further the 2005/06 Area Delivery Plan, monitor spend against the plan, and take a longer term view of priorities for the ADP over the next 2 to 3 years. The Small Grants Fund is not included in the 'strategic pause'.

- 2.2 Since the beginning of the Strategic Pause Members have formed three sub-groups; Community Safety, Streetscene and Children and Young People, to consider the delivery of Area Committee priorities within the Area Delivery Plan. A summary of the issues discussed at the sub-groups is detailed in the Area Delivery Plan report.

- 2.3 In addition, the sub-groups have also considered priorities for the Well-being budget both for 2005/06 and 2006/07. These priorities are outlined in Appendix 3 for revenue projects and Appendix 4 for capital projects.

- 2.4 In view of the formulation of the sub-groups and the strategic approach to the Area Delivery Plan and Well-being allocations, Members are asked to consider lifting the strategic pause on Well-being spend.

3.0 Well-being funding pre-allocations and requests

- 3.1 Appendix 3 outlines Well-being revenue funding for projects agreed in principle for the next financial year, as well as projects brought forward for funding from the sub-groups and individual funding requests received from Members and Voluntary & Community groups during the strategic pause.

- 3.2 Assuming the Inner North West Area Committee receive the same revenue allocation for 2006/07 as 2005/06 (**£202,730**), plus the 2005/06 under spend (**£66,332**); a total of **£269,062** is available for revenue projects. However, **£180, 471** of this has been pre-allocated to projects, leaving **£88,591** for new projects. (See Appendix 3).

- 3.3 Appendix 4 outlines Well-being capital funding for projects agreed in principle for the next financial year, as well as projects brought forward for funding from the Sub-groups and individual funding requests received from Members and Voluntary & Community groups during the strategic pause. As highlighted in 1.4 above, a total of **£238,286** is available for Capital projects.

- 3.5 As shown in both Appendix 3 and 4, the revenue and capital budgets are under pressure from the level of request for funding received. As a result Officers of the North West Area Management Team have been requested to make project recommendations to Members, linked to the delivery of the 2006/07 Area Delivery Plan (presented to Members in draft form as an Appendix 2 to the Area Delivery Plan 2006/07 report). The recommendations are shown in Appendices 3 and 4, however provided below is a list of these projects;

Revenue

- Police Mountain Bikes x 4 (£3,600)
- Additional Policing for the Headingley DPPO (£15,000)
- Additional Policing to tackle graffiti (£10,000)
- Associated cost with installation of new CCTV cameras (£10,000)
- Mobile Youth Provision (£6,500)
- D:Side Drugs Information Project (£1,000)
- Hyde Park Unity Day (£5,000)
- Extension of Older Active People Project (£4,000)
- Little London Neighbourhood Management (£15,000)
- Improvement & feasibility fund for district centres (£5,000)
- Design guide & statement feasibility fund (£5,000)
- Woodhouse Ridge Improvements (£17,900)
- Contingency Fund (£25,000)

Capital

- Headingley Environmental Improvements (£50,000)
- Burglary Reduction – alleygating in the Archery's (£5,000)
- Burglary Reduction – alleygating fund (£15,000)
- Provision of additional litter bins (£7,000)
- Improvements to grass verges, footpaths and highways (£30,000)
- Installation of new CCTV in the Hyde Park area (£50,000)
- Little London Multi Use Games Area (£20,000)
- Woodhouse Ridge Improvements (£9,100)

4.0 Small Grants

4.1 The following small grant applications have been received and supported:

Organisation	Project Name	Amount	Status
Headingley Network	Celebrate Headingley	£500	Agreed – payment processed
Highbury Residents Association	Highbury Mission Field	£200	Agreed – payment processed
Kirkstall Village Community Association	Kirkstall Festival	£500	Agreed – payment processed
Cardigan Triangle Community Association	Newsletter and Community Events	£500	Agreed – payment processed
Moor Grange Action Group	Moor Grange and West Park Community Fun Day	£489	Agreed – payment processed
Where Family Matters	Where Family Matters	£480	Agreed – payment processed
Caring Together in Little London & Woodhouse	Healthy Living Activity Groups for Older People	£500	Agreed – payment processed
Ash Road Allotments	Track Repairs	£500	Agreed – payment processed
Drummond & Churchwood residents Association	Publicity Costs	£250	Agreed – payment processed
Central Headingley Strategy Group	Strategy & Action Plan	£500	Agreed – payment processed
Cloth Cat Studios	Education Through Music Technology	£500	Agreed – payment processed

- 4.2 The Small Grant budget for 2005/06 is £10,000. The current balance remaining is £5081.
- 4.3 There is one Small Grant applications which is pending further information and will be assessed by the Area Management Team before circulating to Members.

5.0 Recommendations

- 5.1 Members of the Inner North-West Area Committee are requested to:
- a) Note the position of the Well-being Budget as set out at 1.1 to 1.4, and
 - b) Note the Strategic Pause information as outlined in 2.0 and consider lifting the strategic pause in line with the information presented in 2.4, and
 - c) Consider the Well-being Revenue budget position outlined in 3.1, 3.2 and Appendix 3 and agree Well-being Revenue allocations
 - d) Consider the Well-being Capital budget position outlined in 3.3, 3.4 and Appendix 4 and agree Well-being capital allocations
 - e) Note the Small Grant budget position as outlined in section 4.

Inner North West Well-being Budget 2005-2006
Projects agreed for 2005-06

Project	Delivery Organisation	Revenue cost 05/06	Revenue cost 06/07	Description and Progress	Outputs	Outcomes
Planning Officer	LCC Development Department	£30,000 (* Please note that CIT funding ends 30 th June 2005. Area Committee funding will begin 1 st July 2005)	£40,000	To fund a Community Planning Officer post for the North West Inner Area. Project started and ongoing for 2005-06.	<ul style="list-style-type: none"> ▪ React to current development activity and advise Members and community groups ▪ Attend and advise a number of working groups on planning matters ▪ Monitoring and enforcement ▪ Ensure strategic planning issues are taken forward and important information is communicated 	<ul style="list-style-type: none"> ▪ More informed local communities ▪ Increased participation in planning process ▪ Greater awareness within the Council of issues important to the community
Funding Officer	Voluntary Action Leeds	£43,400 - £5,800 2004/05 underspend = £37,600	£43,400	To fund a Funding Advice Officer post for the Inner North West Area. Project started and ongoing for 2005-06.	<ul style="list-style-type: none"> ▪ Support groups in identifying funders and completing applications ▪ Arrange training sessions for groups ▪ Produce and distribute a quarterly newsletter 	<ul style="list-style-type: none"> ▪ Develop links with community and voluntary sector ▪ Increase awareness of funding opportunities for groups ▪ Community development
Inner North West Skips Budget	North West Area Management Team / Onyx – skips	£6,000		To establish a skips for community use fund. Project started and	<ul style="list-style-type: none"> ▪ Provide skips for community groups to undertake clean- 	<ul style="list-style-type: none"> ▪ Improved streetscene in local neighbourhoods

Appendix 1

Project	Delivery Organisation	Revenue cost 05/06	Revenue cost 06/07	Description and Progress	Outputs	Outcomes
	supplier			ongoing for 2005-06.	ups	<ul style="list-style-type: none"> ▪ Increased community pride
Inner North West Small Grants Fund	North West Area Management Team	£10,000		<p>To establish a small grants fund.</p> <p>Project started and ongoing for 2005-06.</p>	<ul style="list-style-type: none"> ▪ Support voluntary and community groups through grant aid 	<ul style="list-style-type: none"> ▪ Increased range of community activity ▪ Increased community participation ▪ Increased community pride
Royal Park Greenspace		£8,000	£8,000	<p>To provide revenue funding of £8,000 per year for two years to cover maintenance costs of the new facility.</p> <p>Project in development.</p>	<ul style="list-style-type: none"> ▪ New facility effectively maintained 	<ul style="list-style-type: none"> ▪ Better play facilities for children and young people
Promoting Crime Reduction	West Yorkshire Police	£1,100		<p>To promote crime reduction initiatives across the Inner Area.</p> <p>Project in development.</p>	<ul style="list-style-type: none"> ▪ Purchase 25 metal frames to display crime prevention messages at various locations in the Apollo area (NOTE: Subject to ward members agreeing locations of frames). 	<ul style="list-style-type: none"> ▪ Reduction in recorded crime and fear of crime
Festive Lights for Hyde Park	Leeds Lights	£11,238		<p>To fund a further 4 sessions of lights for Burley Road. Funding will cover the costs of hiring and putting up the lights for 4 sessions and also includes electricity costs.</p> <p>Project started and</p>	<ul style="list-style-type: none"> ▪ Provide festive lights at 4 further sessions 	<ul style="list-style-type: none"> ▪ Improved streetscape and environment ▪ Increased Community Pride. ▪ Increased awareness of different cultures/religions

Appendix 1

Project	Delivery Organisation	Revenue cost 05/06	Revenue cost 06/07	Description and Progress	Outputs	Outcomes
				ongoing for 2005-06.		
Woodsley Road Community Centre Manager	Voluntary Action Leeds	£20,397	£20,851	To fund a part time Community Centre Manager at Woodsley Road Community Centre. Project started and ongoing for 2005-06	<ul style="list-style-type: none"> ▪ Community Centre worker in post 	<ul style="list-style-type: none"> ▪ Increased community use at the centre
Study Support Sessions	LCC Youth Service	£2,000		The continuation of the study support project funded in 04/05. Project continuing into 2005-06.	<ul style="list-style-type: none"> ▪ Minimum of 20 Young People attend the Study Support Sessions ▪ 10 Young People regularly attend at least once a week 	<ul style="list-style-type: none"> ▪ Increase in self esteem, build confidence in the young people attending the study support sessions. ▪ More positive approach to education
Up Your Street Project	City & Regional Office of University of Leeds / Community Action at Leeds Met	£3,500	£3,500	Joint funded project (with Leeds University and Leeds Met University). The project has an environmental/streetscene focus and works with student volunteers on a variety of projects. Project started and ongoing for 2005-06.	<ul style="list-style-type: none"> ▪ Establish a recycling project ▪ Respond to ongoing issues of litter/graffiti 	<ul style="list-style-type: none"> ▪ Improve the local environment/streetscape ▪ Encourage recycling ▪ Bring students and local residents together
Hyde Park Unity Day	Hyde Park Unity Day	£5,000		To help fund the Annual Hyde Park unity Day, held in Woodhouse Moor.	<ul style="list-style-type: none"> ▪ Show-case art/dance music event on Woodhouse Moor – a celebration of 	<ul style="list-style-type: none"> ▪ Promote a positive image of the area ▪ Encourage and support local arts ▪ Improve links

Appendix 1

Project	Delivery Organisation	Revenue cost 05/06	Revenue cost 06/07	Description and Progress	Outputs	Outcomes
				Project completed.	ongoing work in the area <ul style="list-style-type: none"> ▪ Various workshops in other local parks and community centres 	between different cultures and between students and residents
Extension of Older Active People Project	Older Active People	£4,000		Extend Older Active People into the North Headingley Area. Project completed.	<ul style="list-style-type: none"> ▪ Extension of the work of the project into the North Headingley area ▪ Providing a range of preventative health activities 	<ul style="list-style-type: none"> ▪ Reduction in social isolation ▪ An increase in the use of older people's skills and experience

Appendix 1

Project	Delivery Organisation	Revenue cost 05/06	Revenue cost 06/07	Description and Progress	Outputs	Outcomes
Headingley development Trust	Headingley Network	£2,500		To prepare a business plan for the Headingley Development Trust, which will comprise of Local Community Associations, residents and investors. Funding will pay for a consultant to assist in the preparation of the Business Plan. The first phase of the Plan is to attract funds for the purchase of Headingley Community Annex. The overall aim of the Trust is to provide community resources, business and group space that support a range of community activity during the day and evenings. Project in development.	<ul style="list-style-type: none"> ▪ Business plan prepared for the acquisition of the Headingley Annex 	<ul style="list-style-type: none"> ▪ Possible acquisition of Headingley Annex
Community Compost	Leeds Organic Growers	£0 (see capital Bid)	£20,000	Leeds Organic Growers will run a green garden Kerbside collection and composting service targeting 40,000 households across Inner North West Leeds. Project in development.	Generate 4 jobs and 10 volunteer placements. Produce 1350 tonnes of compost/soil per year, helping to make the project a self sustaining enterprise after 3 years.	<ul style="list-style-type: none"> ▪ Job creation ▪ Improved environment ▪ Creation of a sustainable community enterprise
Rosebank Millennium Trust	Rosebank Millennium Trust	£4,000		To provide a worker in post for approximately	<ul style="list-style-type: none"> ▪ Organise 6 community clean 	<ul style="list-style-type: none"> ▪ Improvement/ maintenance to the

Appendix 1

Project	Delivery Organisation	Revenue cost 05/06	Revenue cost 06/07	Description and Progress	Outputs	Outcomes
				<p>one day per week and enable the project to develop links with volunteers at the Universities. The project meets Area Delivery Plan priorities of improving community safety for local people and improving existing parks and greenspace provision.</p> <p>Project started and ongoing for 2005-06.</p>	<p>ups</p> <ul style="list-style-type: none"> ▪ Develop a business plan and funding strategy ▪ Submit application to Big Lottery Fund 	<p>local environment</p> <ul style="list-style-type: none"> ▪ Helping to reduce drug use in the area, improving community safety
Hawksworth Wood Development Worker	Hawksworth Wood Community Association	£14,185.50		<p>To bridge the current funding gap and allow the current development worker post to continue. Further funding applications will be submitted to funders such as Big Lottery Fund, to allow the project to continue after 05-06. The project helps to deliver regeneration activity in Hawksworth Wood, one of the priority areas identified in the Area Delivery Plan.</p> <p>Project started and ongoing for 2005-06.</p>	<ul style="list-style-type: none"> ▪ Develop a business plan and funding strategy ▪ Submit funding applications ▪ Involvement in 4 community festivals ▪ Provide trustee training sessions 	<ul style="list-style-type: none"> ▪ Improved community cohesion in Hawksworth Wood ▪ Improved resident involvement in the development of projects and regeneration plans for the area ▪ Improved sustainability of the Community/Voluntary network in Hawksworth Wood
Breakers Unify	Breakers Unify	£3,000		The project provides	<ul style="list-style-type: none"> ▪ Develop business 	<ul style="list-style-type: none"> ▪ Developed youth

Appendix 1

Project	Delivery Organisation	Revenue cost 05/06	Revenue cost 06/07	Description and Progress	Outputs	Outcomes
Development Project				<p>outreach youth work in the area. It meets the Children & Young People and Community Safety objectives in the Area Delivery Plan.</p> <p>Project due to start in October 2005.</p>	<p>and funding strategy</p> <ul style="list-style-type: none"> ▪ Provide 8 break dancing sessions ▪ Establish a youth project to tackle graffiti in partnership with Inner North West Area Graffiti Task Group 	<p>based activity in the area</p> <ul style="list-style-type: none"> ▪ Diversionary youth work
Calling Out	Community Action for Little London and Servias (CALLS)	£20,000		<p>To continue the Development Worker post to December 2005. Work to secure future funding is being undertaken. The project helps to deliver regeneration activity in Little London, which is one of the priority regeneration areas in the Area Delivery Plan.</p> <p>Project started and ongoing for 2005-06.</p>	<ul style="list-style-type: none"> ▪ Develop business plan and funding strategy ▪ Carry out 3 community events ▪ Set up 2 sustainable volunteer placements with CALLS ▪ Carry out 2 community clean ups 	<ul style="list-style-type: none"> ▪ Improved community cohesion in Little London ▪ Improved resident involvement in the development of projects and regeneration plans for the area ▪ Improved sustainability of the community/voluntary network in Little London
Streetscene Services Area Delivery Proposals	LCC City Services	£11,690		<p>This project relates to the Environmental Task Force project allocation (originally allocated £15,000 for this financial year). This project will provide three men and a van for Inner North West Leeds. Details of how</p>		

Appendix 1

Project	Delivery Organisation	Revenue cost 05/06	Revenue cost 06/07	Description and Progress	Outputs	Outcomes
				<p>this project will work in operation is yet to be finalised.</p> <p>Project in development.</p>		
Capacity Building Worker	Voluntary Action Leeds	£13,334.25	£26,668.50	Project in development stages.	<ul style="list-style-type: none"> ▪ To assist 100 organisations by helping them to establish structure, constitution and policies. ▪ To assist groups to communicate more effectively at all levels and engage themselves in the community economic development process. 	<ul style="list-style-type: none"> ▪ The worker will support local voluntary and community organisations in developing their capacity to deliver local project solutions to neighbourhood problems. ▪ The worker will support the Funding Officer post in bringing resources to groups in pursuit of sustainable development plans for community and voluntary organisations.
Inner North West Graffiti Project	Breakers Unify/Up Your Street	£10,575		<p>The project will develop strategies to tackle graffiti vandalism through engaging young people through positive alternatives.</p> <p>Project in development.</p>	To be agreed	<ul style="list-style-type: none"> ▪ Reduction in graffiti vandalism across the area
* Supporting the Elderly People (STEP) Project,	STEP	£7730	£3,300	The project will support the development of the	<ul style="list-style-type: none"> ▪ No. of organisations 	Supporting Older People scheme established.

Appendix 1

Project	Delivery Organisation	Revenue cost 05/06	Revenue cost 06/07	Description and Progress	Outputs	Outcomes
West Park, Kirkstall Area				STEP scheme in the West Park/ Kirkstall area. This scheme will be similar to OPAL (LS16), Horsforth Live at Home Scheme (LS18), HOPS(LS5), OAP (LS6) and MENA (LS6) Project in development.	<ul style="list-style-type: none"> assisted with capacity building ▪ Co-ordinator job created ▪ Office established ▪ Number of persons made aware distraction burglary and advised how to avoid this. 	
Headingley DPPO	LCC Community Safety/ Area Management	£1,500		This project will pay for the advertising costs associated with Headingley DDPO	DDPO scheme implemented	Reduces anti social behaviour caused by on the street drinking in Headingley
		Revenue Cost 05/06	Revenue Cost 06/07			
	SUB TOTAL 1 Projects agreed for 05/06 and 06/07	£227,349.75	£165,719.50			

TOTALS SUMMARY:

Revenue Budget Allocation 2005-06	£202,730
Roll Forward	£90,952.32
Total Budget available 2005-06	£293,682.32
Total Revenue 2005-06 already agreed	£227,349.75
Revenue 2005-06 remaining	£66,332.57

Inner North West Well-being Budget Capital Programme 2004-2007

Projects agreed by Area Committee

Project	Delivery Organisation	05/06 Cost	Description and progress	Outputs	Outcomes
Woodhouse Moor Bowls Pavilion	LCC Parks & Countryside	£24,200	To refurbish bowls pavilion at Woodhouse Moor Bowls Club Project in development	<ul style="list-style-type: none"> ▪ To replace the bowls pavilion building with a suitable permanent structure 	<ul style="list-style-type: none"> ▪ Increased use of the Bowling Green ▪ Increased participation
Community Re>Paint Project	Seagulls Re-Use Limited	£4509.35	Project in final development stage.	<ul style="list-style-type: none"> ▪ Purchase a van to support the Community Re>Paint project. ▪ Collect left-over paint from households and redistribute to community groups, charities and low income households. 	<ul style="list-style-type: none"> ▪ Diverting materials from landfill ▪ Improve environmental awareness ▪ Provide an affordable/free source of paint
Refurbishment of Hawksworth Wood Community Shop	Hawksworth Wood Community Association	£3,850	Project started.	<ul style="list-style-type: none"> ▪ Refurbish the community charity shop, which is currently in a poor state of repair. ▪ Project is match-funded by Community Building Capital grants scheme. Total project costs are £6, 000. 	<ul style="list-style-type: none"> ▪ Improve use of the facility ▪ Community pride
Mushroom Bollards for Cragside Fields	LCC Parks & Countryside	£5,000	Work to be carried out in September 2005.	<ul style="list-style-type: none"> ▪ Supply and fit mushroom bollards to Cragside Fields 	<ul style="list-style-type: none"> ▪ Prevent cars from driving onto the fields ▪ Reduction in anti social behaviour ▪ Make the fields safer
Creation of new space in a community building (ABLE)	Burley Lodge Centre	£100,000 (£50,000 05/06, £50,000 06/07)	Opening up of attic space for office and social community enterprise. Project in development.	<ul style="list-style-type: none"> ▪ Increased support to social community enterprise sector ▪ Provide 7 managed work spaces , with IT equipment available at low rent to start up social enterprises. 	<ul style="list-style-type: none"> ▪ Community enterprise development and support ▪ Developing the social capacity of local groups.
Community Compost*	Leeds Organic Growers	£11,666	Leeds Organic Growers will run a green garden	<ul style="list-style-type: none"> ▪ Generate 4 jobs and 10 volunteer placements. ▪ Produce 1350 tonnes of compost/soil 	<ul style="list-style-type: none"> Job creation Improved environment Creation of a sustainable

Appendix 2

Project	Delivery Organisation	05/06 Cost	Description and progress	Outputs	Outcomes
			<p>Kerbside collection and composting service targeting 40,000 households across Inner North West Leeds</p> <p>Capital funding used to purchase machinery for the project.</p> <p>Revenue funding also required for 2006/07 and 2007/08 (see 2.1)</p> <p>Project in development</p>	<p>per year, helping to make the project a self sustaining enterprise after 3 years.</p>	<p>community enterprise</p>
Rosebank Millennium Green	Rosebank Millennium Green	£1,344.20	<p>The project will simplify the Millennium Green site, making the site easier to maintain in future years, therefore contributing to the sustainability. This project is linked to the Rosebank revenue project that the Area Committee have already funded. These works are needed for the long term management and sustainability of the site.</p>	<ul style="list-style-type: none"> ▪ Removal of hard to maintain shrub beds (x8) ▪ New paving around seating area ▪ Site simplification work completed 	<p>Long term maintenance of the site. This work will reduce the maintenance costs, making it easier and more viable for RMGT maintain the site for the future. This project links to the NW Inner ADP by making improvements to the local environment, maintaining open green spaces in the area.</p>

Appendix 2

Project	Delivery Organisation	05/06 Cost	Description and progress	Outputs	Outcomes
			Project to be completed Autumn 2005		
≅ STEP Older People's Network	STEP	£5340 (Revenue 05/06 £7730, 06/07 £3,300)	The project will support the development of the STEP scheme in the West Park/ Kirkstall area. This scheme will be similar to OPAL (LS16), Horsforth Live at Home Scheme (LS18), HOPS(LS5), OAP (LS6) and MENA (LS6) Project in development	<ul style="list-style-type: none"> ▪ No. of organisations assisted with capacity building ▪ Co-ordinator job created ▪ Office established ▪ No of people advised of distraction Burglary techniques 	Supporting Older People scheme established
TOTAL AGREED		£155,909.55			

* This project was agreed in principle at the April Area Committee, subject to further information and consultation

≅ Please note that the Capital expenditure for the STEP project has been reduced from £8000 to £5340. This is because some expenditure initially identified as Capital is actually Revenue. Please see Appendix 1, which reflects the increase in Revenue expenditure to £7730.

Appendix 2

Projects pending further information – no decision required at present					
Educational facility for children	Learning & Leisure/ Sure Start	£30,000	Build a new facility for childcare provision at the site of the Early Years Centre in Burley	<ul style="list-style-type: none"> ▪ Provision of a new facility (portacabin style) to increase childcare provision in the area 	<ul style="list-style-type: none"> ▪ Improve out of school and childcare provision ▪ Support working families ▪ Improved education facilities for children
Headingley Environmental Improvements		£50,000			
Little Woodhouse Play Area	Parks & Countryside	£60,000			
Mobile Facility for young people	Learning & Leisure	£35,000	Purchase a unit in partnership with North East	<ul style="list-style-type: none"> ▪ Various locations in the Inner Area 	<ul style="list-style-type: none"> ▪ Improve services provided for young people ▪ Diversionary project ▪ Reduce anti social behaviour
Al-Haqq Supplementary School	Al-Haqq Supplementary School	£30,000			
Beckett Park Play Area	LCC Parks & Countryside	To be confirmed – total cost approx £108,000 – awaiting release of 106 money from Filter Beds scheme and confirmation of how much is available.	To replace/refurbish the existing play area	<ul style="list-style-type: none"> ▪ New play facility built 	<ul style="list-style-type: none"> ▪ Increased use of the playground by children and families
TOTAL		£205,000 (Excluding costs for Beckett Park)			

Appendix 2

TOTAL Capital Budget for 3 years (04/05, 05/06, 06/07)	£394,196	
TOTAL Capital Projects	£360,909.55 (Excluding a cost for Beckett Park Play Area)	

Inner North West Well-being Revenue Budget 2006-07

Projects Agreed in principle for 2006/07

ADP Code	Project	Delivery Organisation	Revenue cost 06/07	Revenue costs 07/08	Description and Progress	Officer Recommendations
Current Agreed in Principle Projects						
PD 1	Planning Officer	LCC Development Department	£40,000 (agreed in principle)	£40,000	To fund a Community Planning Officer post for the North West Inner Area.	Agreed in principle
PW 1	Funding Officer	Voluntary Action Leeds	£43,400 (agreed in principle)	£43,400	To fund a Funding Advice Officer post for the Inner North West Area.	Agreed in principle
S 5	Inner North West Skips Budget	North West Area Management Team / Onyx – skips supplier	£6,000 (agreed in principle)	£6,000	To establish a skips for community use fund.	Agreed in principle
PW 2	Inner North West Small Grants Fund	North West Area Management Team	£10,000 (ongoing fund)	£10,000	To establish a small grants fund.	Agreed in principle – Suggest a reduction to £5,000 in line with current spend on Small Grants per year
PG 1	Royal Park Greenspace	LCC Parks & Countryside	£8,000 (agreed in principle)	£8,000	To provide revenue funding of £8,000 per year for two years to cover maintenance costs of the new facility.	Agreed in principle
S 4	Streetscene Services Area Delivery Proposals	LCC City Services	£2,720 (agreed in principle)	??	The project contributes to the localised CAST Team.	Agreed in principle

ADP Code	Project	Delivery Organisation	Revenue cost 06/07	Revenue costs 07/08	Description and Progress	Officer Recommendations
CC 1	**Woodsley Road Community Centre Manager	Voluntary Action Leeds	£21,851 (agreed in principle)	£21,851	To fund a part time Community Centre Manager at Woodsley Road Community Centre.	Agreed in principle
PW 7	Supporting the Elderly People (STEP) Project, West Park, Kirkstall Area	STEP	£3,300 (agreed in principle)		The project will support the development of the STEP scheme in the West Park/ Kirkstall area. This scheme will be similar to OPAL Horsforth Live at Home Scheme, HOPS, OAPand MENA	Agreed in principle
Agreed in principle - New projects						
PW7, S 7	Community Compost	Leeds Organic Growers	£20,000 (agreed in Principle)		Leeds Organic Growers will run a green garden Kerbside collection and composting service targeting 40,000 households across Inner North West Leeds.	Agreed in principle
S 7, PW 7	Up Your Street Project	City & Regional Office of University of Leeds / Community Action at Leeds Met	£3,500 (agreed in principle)		Joint funded project (with Leeds University and Leeds Met University). The project has an environmental/streetscene focus and works with student volunteers on a variety of projects.	Agreed in principle
		Total Agreed in principle	£180,471			

** Please note that this project has increased from £20,851 to £21,851.

Projects for Consideration 2006/07 – Not yet agreed

ADP Code	Project	Delivery Organisation	Revenue cost 06/07	Revenue costs 07/08	Description and Progress	Officer Recommendations
Community Safety Sub Group Projects						
	Police Overtime Inner North West Leeds	West Yorkshire Police	£24,000 (could be delivered in 2005/06)		This project would provide 7 nights overtime for 6 weeks for Inner North West Leeds. This project would operate between mid Feb and the end of March). This project has been to the Community Safety Sub Group and was supported.	Not Recommend – does not meet a specific outcome in the Area Delivery Plan, is not value for money
	Pro active Burglary reduction – anti climb paint	West Yorkshire Police/ CASAC	£6,500		This project will provide anti climb paint for 200 properties in burglary hotspots. This paint has been piloted in other areas of the UK and it has proved very effective. This project has been to the Community Safety Sub Group and has been supported.	Not Recommend – Could be supported from other resources??
CS 7	High visibility and improved access policing	West Yorkshire Police	£3,600 for 4 bikes £3,600 for motorbike (could be delivered in 2005/06)		This project will provide 4 mountain bikes for Police/ PCSOs in Kirkstall and Weetwood, and provide a motor bike for use in the area. This equipment will enable the police to make better use of their time, be more accessible and allow police to target hard to reach areas, for example woods and areas that are inaccessible by police cars. This project has been to the Community Safety Sub Group and is	Recommend mountain bikes Not Recommend motorcycle – does not present value for money having one motorbike for the division

ADP Code	Project	Delivery Organisation	Revenue cost 06/07	Revenue costs 07/08	Description and Progress	Officer Recommendations
					supported by the group.	
CS 3	Additional Policing - DPPO	West Yorkshire Police	£15,000		This project will provide additional policing in the Headingley DPPO area for 4 weeks (3 nights a week) at the launch of the DPPO and 4 Week (3 nights) in the Freshers Week period in September/ October 2006. This project will help to enforce the DPPO in Headingley. This project has been to the Community Safety Sub Group and is supported.	Recommended
S2	Additional Policing – Graffiti operations	West Yorkshire Police	£10,000		This project will provide 20 nights of graffiti action in North West Leeds. This project will provide overnight policing to combat graffiti by catching graffiti artists. This project can be linked to streetscene graffiti operations. This project has been to the Community Safety Sub Group and is supported by this group.	Recommended
CS 6	CCTV	Leeds Community Saftey/ Leeds Watch	£5,000 per camera £10,000 for 2 cameras	£5,000 per camera £10,000 for 2 cameras	The revenue costs for CCTV cameras are £5,000 per camera per year. An analysis of CCTV has been carried out by the Community Safety Sub Group . The Group has decided that it would be beneficial for Inner North West Leeds to have an additional 2 cameras covering the Hyde Park Area. The Police are part of the sub group and support these proposals. The cameras would be placed outside the halo night club by the University and on the Corner of Woodhouse Moor looking	Recommended

ADP Code	Project	Delivery Organisation	Revenue cost 06/07	Revenue costs 07/08	Description and Progress	Officer Recommendations
					4 ways down Hyde Park Road, Moorland road and Royal park Road.	
	Trading Standards Project	West Yorkshire Trading Standards	£3,000		This is a repeat of the Trading standards project delivered in 2004/05. The results of this project lead to 40 test purchases throughout Inner North West Leeds and 7 offences. This project has been discussed at the Community Safety Sub Group .	Not Recommended – Consider working with Trading Standards on a similar project from Trading Standards Core Budget
	Additional Neighbourhood Wardens	West Yorkshire Police	£26,000		Funding additional Neighbourhood Wardens was discussed as a potential project by the Community Safety Sub group .	Not Recommended – No specific actions/ areas identified
	Additional PCSO	West Yorkshire Police	£25,000 (Match funded by WYP)		Funding for additional PCSOs was discussed as a potential project by the Community Safety Sub Group .	Not Recommended – No specific actions/ areas identified
Children & Young People Sub Group Projects						
CYP1	Mobile Young People Project	LCC Youth Service	£6,500		This project is supported by the Children and Young People Sub Group . This project will provide a mobile youth facility that will be shared between Inner and Outer North West Leeds. The funding will be used to lease the vehicle for a 12 month trial period	Recommended
CYP5	D:SIDE – Drugs: Support,	D:Side (UK programme of Children in	£1,000		This project is supported by the Children and Young people Sub Group . This project will provide a drug	Recommended

ADP Code	Project	Delivery Organisation	Revenue cost 06/07	Revenue costs 07/08	Description and Progress	Officer Recommendations
	Information, Drug Education	Crisis)			and health education programme for young people in schools.	
Streetscene Sub Group Projects						
S 6	Provision of additional litter bins	Streetscene	£ TBC		The provision of additional Litter bins at strategic locations in Inner North West Leeds was discussed at the Streetscene Sub Group . A list of additional sites was provided by members and further analysis needs to take place. Additional bins cost £350 capital and have a revenue implication which is TBC	Recommended
Other Projects						
PW 5	Hyde Park Unity Day	Hyde Park Unity Day	£5,000		To help fund the Annual Hyde Park unity Day, held in Woodhouse Moor.	Recommended
PW 7	Extension of Older Active People Project	Older Active People	£4,000	£4,000 (and a further £4,000 for 2008/09)	Expand the work carried out in North Headingley and allow older people living in the area to access a range of services and activities that OAP provides	Recommended
	Festive Lights for Hyde Park	Leeds Lights	£11,238	??	To fund a further 4 sessions of lights for Burley Road. Funding will cover the costs of hiring and putting up the lights	Not Recommended – is not an output in the Area Delivery Plan

ADP Code	Project	Delivery Organisation	Revenue cost 06/07	Revenue costs 07/08	Description and Progress	Officer Recommendations
					for 4 sessions and also includes electricity costs.	
R 1	Little London Neighbourhood Management	Area Management	£15,000		This funding would be a contribution to the wider plans for Little London Neighbourhood Management, which aims to address service issues in Little London and provide dedicated resources to combat the community safety, streetscene and wider social issues in the area. Funding from the Stronger Safer Communities and Neighbourhood Renewal Fund is also being sought for this scheme.	Recommended
R 5	Shopping area Streetscape and Highways improvement and feasibility fund	Highways/ Area management	£5,000	£5,000	<ul style="list-style-type: none"> This fund would be used towards the development of schemes to improve the streetscape of Inner North West Leeds. The fund would be used towards feasibility studies of schemes and contribute to the delivery of specific elements of schemes. Currently work on the development of schemes would be limited due to the lack of funding for feasibility and design, unless linked to specific LCC schemes such as the Town & District centres scheme which focuses on Headingley Town Centre. Projects that could be initially funded include Woodsley Road shopping Area Feasibility, Headingley centre Design Guide 	Recommended
PD 5	Design Guide/ Design	Area Management/	£5,000	£5,000	This fund would be used towards the development of design statements and	Recommended

ADP Code	Project	Delivery Organisation	Revenue cost 06/07	Revenue costs 07/08	Description and Progress	Officer Recommendations
	Statement Feasibility Fund	Development Department			design guides for Inner North West Leeds. This project would help to manage the appearance of the area in line with community aspirations and impressions of an area. Design Guides/ Statements would be developed with Development Department for adoption.	
	Allotment Assistance fund	Area Management/ Allotment Association/ Parks & Countryside	£3,000		This fund would be used to improve security, access and the appearance of allotments in North West Leeds. This fund would be matched by Parks & Countryside funding.	Not Recommended – Additional funding available for Parks & Countryside for this work
	Capacity Building Worker	Voluntary Action Leeds	£21,700 (agreed but not spent 2005/06)		This worker will help develop local community and voluntary sector organisations outside the Hyde Park & Woodhouse Objective 2 area.	Not Recommended – Is not identified in the Area Delivery Plan
	Park Signposting and information panels	Parks & Countryside	£5,000		This fund would be a contribution towards park signage and information panels. This project will be delivered in partnership with Parks & Countryside.	Not Recommended – Hold discussions with parks & Countryside about alternative funding (Parks & Countryside Core Funding/ Green Leeds?)
	Part time Planning Enforcement Officer	LCC Development Department	£13,150		This project would provide a part time Planning Enforcement Officer for Inner North West Leeds to enforce to Let Board regulations and additional planning enforcement issues.	Not Recommended - ???
PG 2	Woodhouse Ridge Action Group – Woodhouse Ridge Improvements	Woodhouse Ridge Action Group	£17,900		This project will improve access and security at Woodhouse Ridge with the aim of increasing use of the public greenspace. The project will also make improvements to the appearance of the area.	Recommended

ADP Code	Project	Delivery Organisation	Revenue cost 06/07	Revenue costs 07/08	Description and Progress	Officer Recommendations
	Hyde Park Picture House	Hyde Park Picture House	£7,500		Project to support the running and development of this facility.	Not Recommended – No specific project identified, is not an ADP priority
PW 7	Hawksworth Older People's Project	Hawksworth Older People's Project	£15,000		HOPS are looking to take over the building next to the YMCA centre in Hawksworth Wood. The funding will be used to pay for the running costs for the building for a year. In future years HOPs will look to develop larger bids to other funding bodies. The centre will be used for lunch clubs, adult classes and support sessions. This bid is in partnership with Hawksworth Wood YMCA.	Consider Part funding £5,000 – due to funding pressure
	Irish Music Project	Irish Music Project, Leeds	£8,000		This funding is requested to be used towards 'The gathering 2006' - A celebration of Traditional Irish Music and Arts festival. The gathering 2006 will include a range of events and performances, showcasing local talent and creativity.	Not Recommended – Does not meet the aims of the Area Delivery Plan. Recommend that Leeds Irish Music Project meet with the Funding Officer
	Scarman Trust – Can do Investment Fund	Scarman Trust	£10,000		This project would put funds towards the Can Do Investment Fund which is operational in the Burley and Hyde Park Area. The fund provides individuals and small groups the opportunity to apply for £500 to make a positive difference within their community. Examples of projects supported so far include Mothers Against Violence, Her Group, Hindu Women's Group, Walk leaflets for Greenspaces in Burley & Hyde park, Unity day projects and Seagulls Recycling Project.	Not Recommended – Area Committee runs its own small grants fund. This fund does not cover the whole of the Inner Area

APPENDIX 3

ADP Code	Project	Delivery Organisation	Revenue cost 06/07	Revenue costs 07/08	Description and Progress	Officer Recommendations
	Libraries Project	LCC Learning & Leisure	£1,666		Weekends of Children events at libraries across Inner North West Leeds. Libraries have a central role in their local community and provide an early introduction to the wider world for many children from their earliest years. They also provide an early introduction to the world of books, the spoken and written word and are thus instrumental in giving children an enjoyable view of books and reading.	Not Recommended – Was not discussed at the Children & Young People Sub Group
	Contingency fund		£25,000		For future projects.	Recommended – This would give the Area Committee flexibility to fund additional projects throughout the year.
			Revenue Cost 06/07			
		SUB TOTAL 1	£307,354			

TOTALS SUMMARY:

Revenue Budget Allocation 2006/07	£202,730
Roll Forward	£66,332.57
Total Budget available 2006-07	£269,062.57
Total Revenue 2006-07 already agreed	£180,471
Revenue 2006-07 remaining	£88,591.57
Additional Revenue requested 2006-07	£307,354.00
Revenue 2006 -07 balance if all requests agreed	-£218,762.43
Revenue 2006-07 if members accept officer recommendations	-£39,408.43

**Inner North West Well-being Budget
Capital Programme 2004-2007**

Projects agreed by Area Committee

ADP Code	Project	Delivery Organisation	Cost	Description and progress	Officer Recommendation
Capital Projects Completed					
S 8 S 9	Mushroom Bollards for Cragside Fields	LCC Parks & Countryside	£5,000	Work completed	Agreed in principle
PG 2	Rosebank Millennium Green	Rosebank Millennium Green	£1,344.20	The project will simplify the Millennium Green site, making the site easier to maintain in future years, therefore contributing to the sustainability. This project is linked to the Rosebank revenue project that the Area Committee have already funded. These works are needed for the long term management and sustainability of the site. Project to be completed Autumn 2005	Agreed in principle
S7, PW 7	Community Re>Paint Project	Seagulls Re-Use Limited	£4509.35	Project in final development stage.	Agreed in principle
PW 7	Refurbishment of Hawksworth Wood Community Shop	Hawksworth Wood Community Association	£3,850	Refurbishment of the shop completed	Agreed in principle
PG 7	STEP Older People's Network	STEP	£5340 (Revenue 05/06 £7730, 06/07 £3,300)	The project will support the development of the STEP scheme in the West Park/ Kirkstall area. This scheme will be similar to OPAL (LS16), Horsforth Live at Home Scheme (LS18), HOPS(LS5), OAP (LS6) and MENA (LS6)	Agreed in principle

APPENDIX 4

ADP Code	Project	Delivery Organisation	Cost	Description and progress	Officer Recommendation
Capital Projects – Agreed - ongoing					
PG 2	Woodhouse Moor Bowls Pavilion	LCC Parks & Countryside	£24,200	To refurbish bowls pavilion at Woodhouse Moor Bowls Club Project in development	Agreed in principle
PW 7, PW 3	Creation of new space in a community building (ABLE)	Burley Lodge Centre	£100,000 (£50,000 05/06, £50,000 06/07)	Opening up of attic space for office and social community enterprise. Project in development.	Agreed in principle
S 7, PW 7	Community Compost*	Leeds Organic Growers	£11,666	Leeds Organic Growers will run a green garden Kerbside collection and composting service targeting 40,000 households across Inner North West Leeds Capital funding used to purchase machinery for the project. Revenue funding also required for 2006/07 and 2007/08 (see 2.1)	Agreed in principle
TOTAL AGREED			£155,909.55		

Projects for Consideration– Not yet agreed

ADP Code	Project	Delivery Organisation	Cost	Description and progress	Officer Recommendations
Community Safety Sub Group Projects					
CS 10	Burglary Reduction - Alley gating Archerys	Leeds Community Safety	£5,000 (this is match funding for a £20,000 scheme)	This project will provide alley gating for three streets in the Archerys. This is a multi agency project and the need for alley gates has been identified by the youth service, West Yorkshire Police, Anti Social Behaviour Unit and RSLs. This project has been to The Community Safety Sub Group and is supported by the Group	Recommend
CS 10	Burglary Reduction – Alley Gating fund	Leeds Community safety	£15,000	This pot of funding would provide the Inner North West Area Committee with an opportunity to leaver in £15,000 match funding towards Alley gating schemes in North West Leeds. Schemes for 2006/07 would be identified by partners and funding would be used to reduce anti social behaviour and crime levels by targeting specific streets/ areas. This project has been to the Community Safety Sub Group and is supported.	Recommend
CS 6	CCTV	Leeds Community Saftey/ Leeds Watch	£50,000	An analysis of CCTV has been carried out by the Community Safety Sub Group . The Group has decided that it would be beneficial for Inner North West Leeds to have an additional 2 cameras covering the Hyde Park Area. The Police are part of the sub group and support these proposals. The cameras would be placed outside the halo night club by the University and on the Corner of Woodhouse Moor looking 4 ways down Hyde Park Road, Moorland road and Royal park Road.	Recommend

APPENDIX 4

ADP Code	Project	Delivery Organisation	Cost	Description and progress	Officer Recommendations
Children & Young People Sub Group Projects					
CYP3	Educational facility for children – Burley Early Years Centre	Learning & Leisure/ Sure Start	£30,000	Build a new facility for childcare provision at the site of the Early Years Centre in Burley	Not Recommended
CYP1	Mobile Facility for young people	Learning & Leisure	£35,000	Purchase a unit in partnership with North East	Not Recommended– Leasing of vehicle to come out of revenue budget
Streetscene Sub Group Projects					
S 6	Provision of additional litter bins	Streetscene	£ 350 per bin A fund of £7,000 for 20 additional bins.	The provision of additional Litter bins at strategic locations in Inner North West Leeds was discussed at the Streetscene Sub Group . A list of additional sites was provided by members and further analysis needs to take place. Additional bins cost £350 capital and have a revenue cost implication.	Recommend – only for bins over and above what will already be delivered by Streetscene
S 8 S 9	Improvements to Grass Verges and Footpath and highway improvements	Highways/ Parks & Countryside	£30,000	A fund for grass verge improvements in areas where there are issues with people parking on grass verges, having a negative impact on the streetscape of the area. This project is supported by the Streetscene Sub Group . This fund will also allow the Area Committee to make contributions to highway and footpath improvements in the area. A similar fund was established in the 2004/05 Area Committee Budget. One current proposal is to fund improvements to the footpath from the Queenswoods to Headingley Rail Station to a sum of £4,000	Recommend

APPENDIX 4

ADP Code	Project	Delivery Organisation	Cost	Description and progress	Officer Recommendations
Other Projects					
R 4	Headingley Environmental Improvements		£50,000	To match fund improvements made to Headingley Town Centre through the Town & District Centres Scheme	Recommend
	Little Woodhouse Play Area	Parks & Countryside	£60,000		Not Recommended – no appropriate site available/ found
	Al-Haqq Supplementary School	Al-Haqq Supplementary School	£30,000		Not Recommended – does not meet ADP criteria directly, is not a Council Building for improvement
CYP3	Beckett Park Play Area	LCC Parks & Countryside	Approx £50,000 Total cost £108,000 – awaiting release of 106 money from Filter Beds scheme and confirmation of how much is available.	To replace/refurbish the existing play area	Not Recommended until next capital budget Section 106 will not be released from the filter bed scheme until 2008.
CYP3	Little London Multi Use Games Area (MUGA)	LCC Leisure Services	£20,000	This is a request to the Area Committee to contribute £20,000 to a £160,000 scheme. The scheme will provide a new sport facility in the Little London Area. The new facility will engage young people to come together to play sports	Recommend

APPENDIX 4

ADP Code	Project	Delivery Organisation	Cost	Description and progress	Officer Recommendations
				such as football, basketball and kwik cricket in a safe environment which will be available all year round with the provision of floodlighting. This facility will be on Blackman Lane. Green Leeds have already agreed £70,000 towards this scheme.	
PG 2	Woodhouse Ridge Action Group – Woodhouse Ridge Improvements	Woodhouse Ridge Action Group	£9,100	This project will improve access and security at Woodhouse Ridge with the aim of increasing use of the public greenspace. The project will also make improvements to the appearance of the area.	Recommend
PW 7	Little London Walking Route project	Primary Care Trust	£10,000	Contribution towards the development of a walking and cycling route in Little London	Not Recommend – Does not directly meet ADP criteria and could be subject to a wider capital enhancement scheme for Little London
		TOTAL	£411,100		
		Officer Recommendation total	£216,100		

Capital Budget Summary 2004-2007

TOTAL Capital Budget for 3 years (04/05, 05/06, 06/07)	£394,196
Capital Projects Agreed	£155,909.55
Potential Capital Projects	£411,100.00
TOTAL Capital Projects	£567,009.55
Capital Balance if all projects are agreed	- £172,813.55
Capital Balance if only projects with Officer Recommendations are agreed	£22,186.45



Report of the Director of Neighbourhoods & Housing Department

Inner North West Area Committee

Date: 9th February 2006

Subject: Area Delivery Plan 2006/07 Development

Electoral Wards Affected:

ALL

Specific Implications For:

Ethnic minorities

Women

Disabled people

Narrowing the Gap

Council
Function

Delegated Executive
Function available
for Call In

Delegated Executive
Function not available for
Call In Details set out in the
report

Executive Summary

A draft Area Delivery Plan (ADP) for 2006/07 has been developed through discussions with key service providers via the Committee's; Street-scene, Children & Young People and Community Safety sub-groups, and a review of the 2005/06 ADP. The 2006/07 ADP will focus on building on the achievements delivered under the Committee's current ADP, on delivering further service improvements and on local added value projects in the thematic service areas.

Members are asked to comment on the issues identified as priorities and the suggested actions included in the draft plan. Following Member's comments a final version of the ADP will be presented to March's Area Committee for ratification before being submitted to Executive Board in May.

1.0 Purpose Of This Report

1.1 The purpose of this report is to present Members with a review of performance on the current Inner North West ADP, specifically drawing attention to the outcomes/outputs of these actions and whether they have been successfully undertaken or completed. The report also sets before Members a draft Area Delivery Plan for 2006/07 for discussion with a view to determining the content of the final plan.

2.0 Background Information

2.1 The first Inner North West ADP (for 2005/06) was agreed by the Area Committee in February 2005 and subsequently endorsed by Executive Board in May 2005. It is proposed that the broad priorities for the 2006/07 ADP remain the same, these reflect the Committee's key areas of influence and are as follows: Children & Young People, The Environment, Community Safety, Parks & Other Greenspaces, Community Centres, Regeneration, Planning & Development and Partnership Working.

3.0 Area Delivery Plan 2005/06 Review

3.1 A review of the 2005/06 ADP has been undertaken with a view to informing the development of a revised 2006/07 action plan. This process included assessing the performance of each action within the ADP against the expected outputs, whether the action was meeting the priorities of the Area Committee and whether the actions were specific enough to ensure targeted outcomes.

3.2 **80%** of the actions agreed by the Committee for 2005/ 06 have been progressed.

3.3 Based on the outcomes of the review each action within the ADP has been assessed for carry over into the 2006/07 plan. Attached at Appendix 1 is a table of all actions, detailing outputs, whether has it been undertaken or completed in 2005/06 and if it is recommended to be carried forward to 2006/07.

4.0 Draft 2006/07 Area Delivery Plan

4.1 The draft 2006/07 Action Plan section of the ADP is attached at Appendix 2. This has been developed in line with emerging priorities as highlighted through the Committee's thematic sub-groups. Each sub-group has met with representatives from key service providers to discuss priorities for the ADP and specific projects for potential Well-being funding that will help meet/tackle priority issues. From these discussions lists of priority issues and projects have been drawn up by each sub-group, some of which are detailed below.

4.1.1 Children & Young People

- Mobile Youth Project
- Little London Multi Games Area
- Burley Early Years Centre
- D:Side (drugs education programme for Primary Schools)

4.1.2 Community Safety

- Anti Climb Paint Project
- Mountain bikes for Police Community Support Officers
- Alleygating schemes
- DPPO Enforcement, through Police overtime
- Graffiti Operation, through Police overtime
- Installation of new CCTV cameras

4.1.3 Streetscene

- Additional litter bins
- Grass verges, tackling parking on

- Footpaths and highways improvements
- Additional resources to tackle graffiti
- End of term issues, specifically relating to bulky items left by students

4.2 The proposed ADP aims to be more specific in its actions than the 2005/06 version. This will enable more effective setting and monitoring of outputs, which in turn will facilitate a more efficient means to evidencing the '*added value*' aspect of work undertaken by the Committee.

4.3 By having specific actions included in the ADP, outcomes and outputs will be more realistic, therefore it is hoped that the result of 80% of actions progressed in the 2005/06 plan (as detailed in 3.2) will be improved upon in the 2006/07 plan.

4.4 Through the setting of specific actions at this stage for inclusion in the ADP, the Area Committee will have the benefit of being able to consider both the proposed actions and their impact on the Wellbeing budget at the same time. This will enable a more targeted use of Wellbeing funds in line with the Committee's priority issues and themes.

5.0 Recommendations

5.1 The Area Committee is asked to;

- a) Note the progress made in delivering the 2005/06 ADP actions to date and progress towards completing the Committee's 2006/07 ADP and Action Plan, and
- b) Discuss and make comments, as appropriate, on the contents of the Draft Action Plan for 2006/07 (Appendix 2), and
- c) Agree to receive, for ratification, a final version of the action plan at the next Committee meeting.

2005/06 Action Plan Review

No.	Action	Output/Outcome	Undertaken/Completed	Carry Forward to 06/07?
Community Safety				
1.	Operation Apollo	3 day operation held every 2 months. Monitoring & reporting on the Operation	✓	✓
2.	Operation Walksafe	Targeted patrols of robbery hotspots	✓	✗
3.	Support Leeds North West Area in the delivery of neighbourhood based community safety improvement Plans	Safer neighbourhoods, reduction in crime & ASB, community reassurance	✓	✗
4.	Deliver community safety actions & initiatives jointly with the universities	Improved co-ordination, safer communities	✓	✗
5.	Targeted work during Fresher's Week		✗	✓
6.	Support the neighbourhood approach to community safety.	Effective use of existing & additional PCSOs and Neighbourhood Wardens	✓	✓
7.	Deliver initiatives to reduce domestic burglary	Crime reduction packs delivered to victims of burglary and their neighbours. Target crime prevention messages in priority areas	✓	✓ (but different outputs)
8.	Instigate more CCTV	Targeted work with the mobile CCTV unit.	✓	✓ (but different outputs)
9.	Consider initiatives to address road safety issues	Number of community/ interest groups to use Speed Indication Devices in hotspot areas Traffic calming measures at Hesketh Road and Queenswood Drive	✗ ✓	✗ ✗
10.	Feedback work of police through local meetings and networks	Community more informed on work of Police	✓	✗

APPENDIX 1

11.	Increase amount of locally provided drugs treatment services	More locally provided treatment services available	✓	✗
12.	Increase number of Neighbourhood Watch Groups in the Area	More vigilant and informed communities	✗	✗
The Environment				
13.	Tackle graffiti through a range of measures	Graffiti team to patrol area and reduce graffiti.	✓	✓(but more Specific)
14.	Streetscene to work on discarded needles, flytipping, littering & dog fouling	Identify hotspot areas, improve the environment	✓	✓(but specific to CAST)
15.	Provide skips for community groups	Involvement of local people in solving local issues	✓	✓
16.	Support the provision of new litter bins in Little London	Reduction of litter on the street, improve local environment/streetscape	✓	✓(across the whole area)
17.	Establish a recycling project	Up Your Street Project	✓	✓ (promote recycling?)
18.	Improve highways maintenance over and above the standard programme	Identify local hotspots and issues through consultation	✗	✗
19.	Work within ASHORE student area	Review operation of Headingley Streetscene pilot and develop targeted work programme in ASHORE area	✓	✗
20.	Manage the proliferation of street advertising	Identify areas and individuals/companies responsible	✓	✗
Children & Young People				
21.	Increase the number of facilities youth workers can use to develop programmes with young people, both buildings and mobiles	Purchase/hire mobile facility for the area	✗	✓
		Hire of community venues for youth work	✓	✗
22.	Offer a wider curriculum linked to educational development	Active study support sessions	✓	✓

APPENDIX 1

23.	Develop new facilities for children and young people	Becketts Park play area, support local Sure Start initiatives	x	✓ (support Youth Service in the action)
24.	Encourage local involvement through local forums during consideration of the schools review in Headingley, Kirkstall	Assist consultation on schools review through network of forums	✓	x
Parks & Other Green Spaces				
25.	Ensure new provision is developed	Support the development of a recreational facility at Royal Park by providing revenue funding for maintenance	✓	x
26.	Improve existing provision	Woodhouse Moor Bowls Pavillion improved	✓	x
27.	Protecting existing provision for new Parkswatch service	Number of patrols to tackle ASB in parks and other open space	✓	x
28.	Give support to allotment groups	Evaluate need for improvements to allotments and give support where appropriate	✓	✓(but not financial)
Community Centres				
29.	Put Community Centres on a more stable footing	Work with a variety of Community Centres to develop long term sustainable plans	✓	✓ (specific to Woodsley Road)
		Provide funding for the Community Centre Manager at Woodsley Road	✓	✓
30.	Contribute to and support a sustainable plan for Royal Park Primary School	Identify organisations for sustainable long term use of the building	✓	✓ (action to go under Regen)
31.	Research availability of community centres in the area	Community facilities audit carried out	✓	x
32.	Seek to develop West Park as a hub for cultural opportunities and work	Identify cultural/arts groups to be based at West Park Resource Centre	x	x

APPENDIX 1

Regeneration				
33.	Progress a new approach to multi agency working in Little London	Identify issues and actions for joint working, develop an action plan	✓	✓ (under N'hood Mgt Initiative)
34.	Improve the appearance of the area	Festive lights, improve streetscape along main corridors, restoration of York stone in certain streets	✓	✓(but more specific in actions)
35.	Target & focus comprehensive renewal initiatives through the District Plan in priority areas	Better neighbourhoods & confident communities	✗	✗
Planning & Development				
36.	Support the Community Planning Officer	Improve links with residents, community organisations and voluntary groups through the Area Planning Group	✓	✓ (but more specific outputs)
37.	Be involved with and supportive of initiatives to reduce the impact of shared housing in the area	To Let Board signs and licensing issues	✓	✓ (but more specific)
38.	Support the progression of some major schemes	Kirkstall Valley Park, Kirkstall Joint Service Centre, Little London PFI	✓	✓ (under Regen)
39.	Support the development and implementation of local design statements through the planning and development process	Local design statements produced, local people consulted	✓	✓
40.	Engage the local community's involvement in the proposals to develop the Kirkstall Valley Park	Kirkstall Valley Park developed in line with local aspirations	✗	✗ (but KVP to be included under 38)
41.	Support the Council in its implementation & development of planning policies in ASHORE area	Support planning policies H15, H15A & the ASHORE and other initiatives aimed at balancing communities	✓	✓ (to be included in one action re: ASHORE)

APPENDIX 1

Partnership Working				
42.	Establish a new 'federation' of youth work providers	Improve links between Council and Voluntary Sector provision with opportunities through Higher Education institutions	x	x
43.	Support the Funding Officer post	Improve links with voluntary and community groups.	✓	✓
44.	Establish a small grants fund	Additional resources and support for groups	✓	✓
45.	Support groups that have applied through Objective 2 programme for European funding	Encourage and support community groups to apply for funding for projects which meet Area Management priorities	✓	x
46.	Support initiatives in social enterprise	Seagulls recycling project	✓	✓(but more specific)
47.	Service and develop a number of forums and sub-groups as agreed by the Area Committee	Area Forums established where appropriate	✓	✓

Inner North West Area Committee Action Plan 2006/07

Community Safety

<u>ADP Code</u>	<u>Action</u>	<u>Outputs</u>	<u>Outcomes</u>	<u>Lead Agency/ Officer</u>	<u>Milestones & Monitoring</u>
Deliver targeted community safety operations with the support of other agencies					
CS1	Deliver Operation Apollo in targeted areas across Inner North West Leeds	Monitoring of agency targets – Output to be developed	<ul style="list-style-type: none"> • Safer Community • Reduce Crime • Offer reassurance to communities 	West Yorkshire Police/ Community Safety/Area Management	<ul style="list-style-type: none"> ▪ Number of agencies involved in action over 3 days ▪ Agency Outputs reported/ evaluated after each Apollo
CS2	Deliver Community safety Actions and initiatives with Universities, with targeted work during Freshers week	<ul style="list-style-type: none"> • Targeted initiatives delivered 	<ul style="list-style-type: none"> • Increased student understanding of Community Safety issues in the area • Safer communities 	Community safety/ Universities/ Area Management	Report on initiatives to be included in September/ October Community Safety report to Area Committee
CS3	Support the implementation and enforcement of DPPO in Headingley	<ul style="list-style-type: none"> ▪ Additional police hours to enforce the order ▪ Targeted operations around key dates e.g. Introduction of DPPO, end of exams, Freshers Week 	<ul style="list-style-type: none"> ▪ Reduction in drink related ASB offences in the DPPO area ▪ Increase in reassurance to the local community 	Community Safety/Area Management	<ul style="list-style-type: none"> ▪ Introduction of the order ▪ Report on targeted operations end of academic year & Freshers Week from the Police

ADP Code	Action	Outputs	Outcomes	Lead Agency/ Officer	Milestones & Monitoring
Deliver targeted community safety operations with the support of other agencies					
CS4	Increase amount of locally provided drugs treatment services	Work with agencies to identify additional funding and resources to provide more local drug treatment services	<ul style="list-style-type: none"> • Increase in numbers of drug users receiving support • Reduction in drugs users in area 	Community Safety/Police/ Primary Care Trust/ Area Management	<ul style="list-style-type: none"> ▪ Baseline of provision established ▪ Identify and target areas where provision needs to increase ▪ 6 monthly community safety report, September and March
CS5	Consider initiatives to address road safety issues.	Work with LCC Highways and the Community to identify roads with safety issues and develop solutions to these issues through a variety of measures (eg traffic calming, use of speed indicator devises)	<ul style="list-style-type: none"> • Reduction in speeding traffic • Reduction in road traffic accidents 	Area Management/Highways Road Safety Section	<ul style="list-style-type: none"> • Hotspot speeding areas identified and reported • Report to Area Committee
CS6	Increase use of CCTV cameras, both permanent and mobile in hotspot areas	<ul style="list-style-type: none"> • Number of days use of van • Tackle Neighbourhood specific hotspots • Installation of new, permanent CCTV cameras in agreed hotspot areas 	<ul style="list-style-type: none"> • Reduction in issues/hotspots identified – such as anti social behaviour • Reduction in fear of crime 	Community Safety/Area Management	<ul style="list-style-type: none"> • Location for permanent CCTV agreed • Installation of permanent CCTV agreed • CCTV update report provided to Area Committee as part of Community Safety report

ADP Code	Action	Outputs	Outcomes	Lead Agency/ Officer	Milestones & Monitoring
Support the neighbourhood approach to Community Safety through high visibility Policing, increased Neighbourhood Wardens patrols and development of neighbourhood/ community policing initiatives					
CS7	Increase the visibility of Neighbourhood Policing Teams	<ul style="list-style-type: none"> • No. pedal cycles purchased for use by PCSO's/ Police Officers • Increase in area covered by PCSO's in a tour • Area and number of PCSOs • Area and number of Neighbourhood Warden patrols 	<ul style="list-style-type: none"> • High visibility/ community policing • Increase community reassurance 	Community Safety/West Yorkshire Police/ Area Management	<ul style="list-style-type: none"> • Community policing teams in place and all posts filled • PCSOs to be given a beat area • Average % of PCSO time spent out on patrol • Police attendance at community forums • 6 monthly community safety report in September and March
CS8	Support Leeds Inner North-West Area in the delivery of neighbourhood based community safety improvement plans	<ul style="list-style-type: none"> ▪ Neighbourhood Community safety Improvement Plans produced ▪ Actions identified, delivered and monitored through Improvement Plans 	<ul style="list-style-type: none"> • Safer neighbourhoods • Reduce crime and anti-social behaviour • Offer reassurance to communities • Support targeted Community safety work in the Neighbourhood Management areas 	Community Safety/Area Management/ Leeds North West Homes	<ul style="list-style-type: none"> • Areas chosen • Action group created • community safety improvement plans developed • Action plan produced and updated monthly

ADP Code	Action	Outputs	Outcomes	Lead Agency/ Officer	Milestones & Monitoring
Deliver initiatives to reduce domestic burglary					
CS9	Deliver operation Walksafe – a targeted operation to reduce domestic burglary & offer community reassurance	A reduction in burglary rate in the targeted area	Safer Community <ul style="list-style-type: none"> • Reduce Burglary • Offer reassurance to communities 	West Yorkshire Police/ Community Safety	Evaluation report produced as part of Community safety report to Area Committee
CS10	Deliver Alleygating initiatives to reduce domestic Burglary	<ul style="list-style-type: none"> • Number of alley gating schemes implemented • Reduction in domestic burglary in these areas • Reduction in Anti Social behaviour in these areas 	Improved community Safety	Community Safety/ Area Management	<ul style="list-style-type: none"> • Areas decided • Alleygating scheme implemented • Progress report to Area Committee
CS11	Target prolific burglars with ASBOs	<ul style="list-style-type: none"> • No. of Burglars with ASBOs • Reduction in burglary rates in specific targeted areas 	Improved community safety and a reduction in burglary	Community Safety/ Police	<ul style="list-style-type: none"> • ASBOs implemented • Progress report to Area Committee
CS12	Burglary and Crime prevention initiatives developed	<ul style="list-style-type: none"> • Number of initiatives targeting crime prevention 	<ul style="list-style-type: none"> • Increased awareness of crime prevention methods • Increased community safety and reduced domestic burglary 	Community Safety/ West Yorkshire Police/ Area Management	<ul style="list-style-type: none"> • Burglary hotspots identified • Initiatives developed and included in Multi agency Tasking Action Plans • 6 monthly community safety report in September and March

ADP Code	Action	Outputs	Outcomes	Lead Agency/ Officer	Milestones & Monitoring
Community Safety Initiatives Coordination					
CS13	Co-ordinate and support multi-agency groups such as MAT, Top 10, Community Safety Panel	<ul style="list-style-type: none"> • Sharing of information and intelligence on crime and ASB • No. multi-agency operations to tackle crime & ASB • No. ASBO's taken out • No. meetings held 	<ul style="list-style-type: none"> • Improved coordination between partner agencies • Community more informed on work of Police 	Community Safety/Area Management	<ul style="list-style-type: none"> • Identify and agree community forums / groups which Police will attend • 6 monthly community safety report, September and March

Streetscene

ADP Code	Action	Outputs	Outcomes	Lead Agency/ Officer	Milestones & Monitoring
Tackle graffiti through a range of measures					
S1	Multi Agency Graffiti Project – An initiative to educate young people and graffiti offenders the origins of graffiti and social responsibilities around graffiti and vandalism	<ul style="list-style-type: none"> • Number of sessions held • Number of young people involved in the project • Reduction in graffiti in target areas 	<ul style="list-style-type: none"> • Young People increased awareness of social responsibilities • Reduction in graffiti 	Area Management/ Multi Agency Graffiti Partnership	<ul style="list-style-type: none"> • Project started • Mid point/ end point project evaluation • Report to Area Committee on Outcomes

ADP Code	<u>Action</u>	<u>Outputs</u>	<u>Outcomes</u>	<u>Lead Agency/ Officer</u>	<u>Milestones & Monitoring</u>
Tackle graffiti through a range of measures					
S2	Targeted police operations to reduce graffiti offences	<ul style="list-style-type: none"> • Number of operations completed • Number of graffiti offenders caught • Number of referrals to the Multi Agency Graffiti Project (S1) 	<ul style="list-style-type: none"> • Reduction in the amount of graffiti in target area • Identification and prosecution of offenders 	West Yorkshire Police/ Area Management	<ul style="list-style-type: none"> • Report to Area Committee via Graffiti update report
S3	More effective targeting of resources to combat graffiti problems	<ul style="list-style-type: none"> • Graffiti hotspots identified and monitored • Number of graffiti removal operations • Number of targeted graffiti operations in hotspot areas • Review graffiti reporting and removal systems (streetscene sub group) 	More effective co-ordination of services Reduction in Graffiti	LCC Streetscene/ North West Homes/ Area Management	<ul style="list-style-type: none"> • Report to Area Committee via Graffiti update report
Tackle hotspots for flytipping, flyposting, litter and discarded needles					
S4	Use of CAST team to target and tackle problems in streetscene hotspot areas	<ul style="list-style-type: none"> • Number of CAST referrals • Development of a proactive programme of work for each ward. 	<ul style="list-style-type: none"> • Improved Streetscene /Environment • Reduction in number of streetscene hotspots 	LCC Streetscene/ Area Management	Monitoring of programme of work for each ward (Streetscene sub Group) Update

ADP Code	Action	Outputs	Outcomes	Lead Agency/ Officer	Milestones & Monitoring
Tackle hotspots for flytipping, flyposting, litter and discarded needles					
S5	Provide skips to community groups for environmental and clean up projects	<ul style="list-style-type: none"> • Number of skips provided 	<ul style="list-style-type: none"> • Improved streetscene in local neighbourhoods • Increased community cohesion 	Area Management	<ul style="list-style-type: none"> • Area Committee Update
S6	Increase the provision of Little Bins in Inner North West Leeds in relation need	<ul style="list-style-type: none"> • Survey existing provision and identify areas of need • Installation of additional dual compartment bins 	<ul style="list-style-type: none"> • Reduction in Litter on the streets • Increased recycling of street litter • Improve local Environment/ streetscape 	LCC Streetscene/ Area Management	<ul style="list-style-type: none"> • Identification of areas of need by Streetscene sub group • Installation of bins • Update report to Area Committee
Support initiatives to promote and increase recycling in the area					
S7	Support Initiatives to increase recycling by increasing awareness of products that can be recycled, particularly in student areas.	<ul style="list-style-type: none"> • Number of information initiatives delivered • Number of projects developed/ supported 	<ul style="list-style-type: none"> • Increase in awareness of recycling • Increase in recycling and reduced recycling contamination 	Universities/ LCC Streetscene/ Area Management	<ul style="list-style-type: none"> • Update report to Area Committee

ADP Code	Action	Outputs	Outcomes	Lead Agency/ Officer	Milestones & Monitoring
Improve the Streetscape in Inner North West Leeds					
S8	Coordinated action to improve the streetscape of grass verges in the area	<ul style="list-style-type: none"> • Identify areas in need of improvement • Number of schemes developed to improve the appearance of grass verges 	<ul style="list-style-type: none"> • Improved streetscape • Increase awareness of damage caused to grass verges 	Area Management/ LCC Highways/ LCC Streetscene	<ul style="list-style-type: none"> • Identify areas in need of improvement (Streetscene sub group) • Implement improvement schemes • Report to Area Committee
S9	Improve the streetscape by improving highways and footpath conditions in line with local need.	<ul style="list-style-type: none"> • Identify streets that could benefit from renewing Yorkshire setts that have been covered • Repair footpaths and roads in keeping with the surrounding in the area • Address conservation issues 	<ul style="list-style-type: none"> • Improved streetscape • Increase community pride 	Area Management/ Streetscene/ Parks & Countryside/ Highways	Areas identified by the Streetscene sub group Update report to Area Committee
Tackle Streetscene issues in Student areas of Inner North West Leeds					
S10	Tackle Streetscene issues around HMO issues and student changeover time	<ul style="list-style-type: none"> • Establish a working group to develop services to tackle these issues • Establish a streetscene enforcement strategy for Inner North West Leeds 	Improve streetscene at student changeover time and throughout the year	Streetscene/ Area Management	<ul style="list-style-type: none"> • Group set up • Problems identified • Action Plan developed and services improved • Report to September/ October Area Committee

Children and Young People

ADP Code	Action	Outputs	Outcomes	Lead Agency/ Officer	Milestones & Monitoring
Increase the number of facilities/ youth work sessions available for youth people in the area					
CYP 1	Purchase/ lease of a mobile youth facility in partnership with Outer North West Leeds	<ul style="list-style-type: none"> • One new facility available for youth work sessions • Number of youth sessions • Number of young people engaged through the use of the new facility 	<ul style="list-style-type: none"> • Improved access to young people through use of the van 	LCC Youth Service/ Area Management	<ul style="list-style-type: none"> • Progress report provided on a six monthly basis • Increased number of youth work sessions in operation
CYP 2	Work in partnership with the Community & Voluntary sector to provide additional youth work sessions/ facilities	<ul style="list-style-type: none"> • Support the delivery of youth work sessions delivered by the voluntary and community sector e.g. Youth Point and Breakers Unify, in association with Youth Service in line with the Youth Matters Green Paper and Every Child Matters agenda/ Extended schools agenda • Increase the number of youth sessions provided 	<ul style="list-style-type: none"> • Increased activities for young people • Increased voluntary and community sector provision in line with the current youth agenda 	LCC Youth Service/ Area Management/ Voluntary and Community Sector Youth provision such as Youth Point and Breakers Unify	<ul style="list-style-type: none"> • Progress report provided on a six monthly basis • Increased number of youth work sessions in operation
CYP 3	Support the develop of new, & improvements to existing, facilities for children and young people throughout the area	<ul style="list-style-type: none"> • New play facility at Beckett Park • Promote use of existing facilities • Support the development of Little London Multi Use Games Area • Support the development of the Burley Early Years Centre/Sure Start 	<ul style="list-style-type: none"> • Improved play facility • Increased use by local community • Increase in number of children & young people accessing facilities 	Parks & Countryside/ Area Management/ Early Years	Progress report delivered as and when required

ADP Code	Action	Outputs	Outcomes	Lead Agency/ Officer	Milestones & Monitoring
Work with partners to expand and support the curriculum offered to Young People					
CYP 4	Work with partners to offer a wider curriculum linked to educational development e.g. through Study Support opportunities.	<ul style="list-style-type: none"> • Number of study support sessions provided • Number of young people supported 	<ul style="list-style-type: none"> • Improved educational attainment amongst target group • Increased access to learning 	Youth Service/Area Management/Education Leeds/ Voluntary and Community Sector providers	Quarterly report provided
CYP 5	Work with partners to offer a wider curriculum linked to social development and citizenship	<ul style="list-style-type: none"> • Deliver sexual health education sessions in local schools • Deliver Drug education and awareness sessions in local schools through the D:Side project 	Improved social awareness among young people	Youth service/ Education Leeds/ Area Management	<ul style="list-style-type: none"> • Programme of work developed • Area Committee updates
Children & Young People Consultation					
CYP 6	Support and assist with consultation on the schools review	<ul style="list-style-type: none"> • Assist consultation on schools review through network of forums • Number of information sessions provided 	<ul style="list-style-type: none"> • Inform local communities • Provide local feedback to Education Leeds 	Youth Service/ Area Management/ Education Leeds	Progress report delivered on outcome of consultation
CYP 7	Support the work of the North West CYPSP and local community & Voluntary sector organisations in the development of a Children’s Forum	<ul style="list-style-type: none"> • Forum established 	<ul style="list-style-type: none"> • Increase the skills of local young people • Improve consultation links with young people 	Area Management/ LCC Youth Service and the Voluntary and Community Sector Youth service providers	Progress report delivered through the Youth service Progress report to Area Committee

Parks & Other Greenspaces

ADP Code	Action	Outputs	Outcomes	Lead Agency/ Officer	Milestones & Monitoring
Develop new Parks & Greenspace provision and maintain existing facilities					
PG 1	Ensure that new park and greenspace provision is provided at Royal Park	<ul style="list-style-type: none"> Support the development of a recreational facility by providing revenue funding for maintenance One new facility developed 	Increased provision of parks facilities in the area	Parks & Countryside/Area Management	Progress report provided as and when required
PG 2	Improve existing provision at Woodhouse Moor and Woodhouse Ridge	<ul style="list-style-type: none"> Woodhouse Moor Bowls Pavilion improved Area Management involvement in the wider improvement plans for Woodhouse Moor Woodhouse Ridge improvements 	Improved facilities on existing greenspace	Parks & Countryside/Area Management/ Groundwork Leeds/ Voluntary and Community Sector	Progress report provided as and when required
PG 3	Support and promote the Parkswatch service in patrolling Inner North West greenspaces and parks	<ul style="list-style-type: none"> Number of patrols to tackle anti social behaviour in parks and open spaces 	<ul style="list-style-type: none"> Public reassurance 	Parks & Countryside	Progress report provided as and when required
PG 4	Give Support to allotments groups	<ul style="list-style-type: none"> Evaluate need for improvements to allotments 	<ul style="list-style-type: none"> Improved security at allotment sites Improved appearance of allotment sites 	Parks & Countryside/Area Management	<ul style="list-style-type: none"> Work identified and action plan produced to tackle issues Report provided once evaluation complete

Community Centres/ Council Assets

ADP Code	Action	Outputs	Outcomes	Lead Agency/ Officer	Milestones & Monitoring
Support LCC in the implementation of the community centre review and rationalisation of Council assets					
CC 1	Put centres on a more stable footing (including detailed work on Woodsley Road Community Centre)	<i>General:</i> <ul style="list-style-type: none"> • Work with a variety of Community centres to develop long term sustainable plans • Information provided to input into Community Centre Review 	<i>General:</i> <ul style="list-style-type: none"> • Sustainable community centres • Community centre portfolio rationalised • Increased use of community centres • Improvements to community centres where necessary 	Area Management	<i>General</i> <ul style="list-style-type: none"> • General update report provided as and when required • Area Committee report provided on decisions effecting Community centres in Inner North West Leeds
		<i>Woodsley Road:</i> <ul style="list-style-type: none"> • Provide funding for the Community Centre Manager Post at Woodsley Road – managed through VA-L Develop Woodsley Road Community Centre’s Business Plans	<i>Woodsley Road:</i> <ul style="list-style-type: none"> • Community Centre Managed and used effectively • Centre Management and sustainability improved 		<i>Woodsley Road:</i> <ul style="list-style-type: none"> • Quarterly monitoring reports on Woodsley Road Community Centre • Business plans developed • Report provided to Area Committee as and when requested
CC 2	Support the development and rationalisation of community assets e.g. Community centres, Libraries and other council buildings	<ul style="list-style-type: none"> • Support the development and promotion of Council Assets to improve use 	<ul style="list-style-type: none"> • Improved facility • Reduce asset management debt/losses 	Area Management	Progress report provided

ADP Code	Action	Outputs	Outcomes	Lead Agency/ Officer	Milestones & Monitoring
Support LCC in the implementation of the community centre review and rationalisation of Council assets					
CC 3	Assist in the development of plans for surplus buildings in the area, to best meet community needs and best value	<ul style="list-style-type: none"> Plan for Headingley Primary School Plan for Leeds Girls' Grammar School Plan for Royal Park Primary School 	Rationalisation of assets, best value achieved	LCC Asset Management/ Area Management	Progress reports produced when applicable

Regeneration

ADP Code	Action	Outputs	Outcomes	Lead Agency/ Officer	Milestones & Monitoring
Support neighbourhood based regeneration priorities					
R 1	Implementation of Neighbourhood Management initiative in Little London	<ul style="list-style-type: none"> Identify issues and actions for joint working Development of Little London Neighbourhood Board and Task Groups Action plan developed and implemented Recruitment of NM Co-ordinator 	<ul style="list-style-type: none"> Decrease in reported crime Increase in awareness of environmental issues Improved environment Improved social responsibility 	Area Management & Little London Neighbourhood Board	Report produced to incorporate action plan
R 2	Support given to the wider, physical regeneration of Little London (PFI or Decent Homes	<ul style="list-style-type: none"> Consultation on regeneration options delivered Preferred option implemented 	Residents feel ownership of their area Area regeneration	Area Management/ LCC PFI Team/ North West Homes/ Little London Tenants & Residents Association	Report update to Area Committee

ADP Code	Action	Outputs	Outcomes	Lead Agency/ Officer	Milestones & Monitoring
Support neighbourhood based regeneration priorities					
R 3	Neighbourhood Improvement Plans developed for 2 areas of 'most need'	<ul style="list-style-type: none"> Steering Group established for the NIP areas Action Plan developed for each of the areas Identification of priority issues in each area 	<ul style="list-style-type: none"> Better, more co-ordinated service delivery Improvements in the key priority areas e.g. the environment, crime & ASB 	Area Management/ Other Services as appropriate	<ul style="list-style-type: none"> Identification of 2 priority areas First Steering Group Meeting Agreement of an Action Plan for each area Area Committee reports provided
Improvements to Town & District Centres and smaller shopping areas in Inner North West Leeds					
R 4	Develop business case & feasibility for Headingley Town & District Centres Project	<ul style="list-style-type: none"> Feasibility study undertaken Full Business Case submitted If Full Business Case agreed consultation carried out and works implemented 	<ul style="list-style-type: none"> Improved district centre for Headingley Increased footfall 	Area Management/ LCC Asset Management	<p>Outline Business Plan Agreed Full Business Plan Agreed Consultation carried out Work Completed</p> <p>Update reports provided to Area Committee</p>
R 5	Shopping area improvements, including, Woodsley Road District Centre Improvements	<ul style="list-style-type: none"> Shopping Areas identified and projects for improvements developed Feasibility study on areas delivered Project ready for roll out when funding available 	<ul style="list-style-type: none"> Improved streetscape and appearance of the area Increase community pride 	Area Management/ LCC Development	Report to area committee

ADP Code	Action	Outputs	Outcomes	Lead Agency/ Officer	Milestones & Monitoring
Physical Service/ Regeneration Improvements					
R 6	Monitor and influence the implementation of the Street lighting PFI	<ul style="list-style-type: none"> Identify which areas are in most need of street lighting for Community safety reasons and inform PFI team Identify conservation areas that require alternative lighting systems to the conventional systems and inform the PFI team (additional resources required for this) Manage the amount of PFI street lighting advertising coming into the area through the streetscene sub group 	<ul style="list-style-type: none"> Improved street lighting and appearance of the area 	Area Management/ Highways	Reports to area committee
Physical Service/ Regeneration Improvements					
R 7	Support the progression of some major service improvement/ development schemes	<ul style="list-style-type: none"> Involvement in Kirkstall LIFT project group Involvement in Kirkstall Forge Planning Group Involvement in Kirkstall Valley Park Project Group 	<ul style="list-style-type: none"> Sites developed Improvements to area and service delivery 	Area Management/ District Partners	Progress reports developed as and when required
R 8	Develop a Regeneration Plan mapping out all physical developments (current and planned) in North West Leeds.	<ul style="list-style-type: none"> Plan produced District partners Consulted 	District partners aware of physical regeneration initiatives effecting services/ Services better managed in response to regeneration activity.	Area Management/ District Partners	Report and Plan produced spring/ summer 2006

Planning and Development/ Student Housing Issues

ADP Code	Action	Outputs	Outcomes	Lead Agency/ Officer	Milestones & Monitoring
Support and develop initiatives that reduce the impact of Shared Housing in the area					
PD 1	Support the Community Planning Officer	Improve links with residents, community organisations and voluntary groups through the Inner area Planning Group.	Improved knowledge of and involvement in the planning process for local people	Area Management	Quarterly progress reports produces for Area Committee
PD 2	Support the enforcement of To Let Boards signs directive	Enforcement of the directive and a reduction of to let boards/ improved positioning of To Let Boards	Improved streetscape	Area Management/ LCC Development	Quarterly progress reports produces for Area Committee
PD 3	Support and co-ordinate the Shared Housing Group looking at HMO issues such as licensing	Bi monthly meetings of the Shared Housing Action Group Action Plan developed	HMO licensing issues addressed Reduction in the number of family homes being converted to HMOs	Area Management/ Shared Housing Action Group	Quarterly progress reports produces for Area Committee
PD 4	Support the Council in its implementation and development of planning policies in ASHORE area	Support planning policies H15, H15A & The ASHORE and other initiatives aimed at balancing communities	A more balanced community in the target areas	Planning Officer/Area Management	Progress report produced as and when requested

ADP Code	Action	Outputs	Outcomes	Lead Agency/ Officer	Milestones & Monitoring
Community Planning Issues					
PD 5	Support the development and implementation of local design statements/ Design Guides through the planning and development process	<ul style="list-style-type: none"> Local design statements / design guides produced Local people consulted (Headingley Town Centre Strategy group looking to develop a Design Guide)	<ul style="list-style-type: none"> Areas developed in line with local design statement Areas improved 	Planning Officer/ Area Management	Reports provided on the development of local design statements Local design statements adopted by LCC Planning as supplementary guidance

Partnership Working

ADP Code	Action	Outputs	Outcomes	Lead Agency/ Officer	Milestones & Monitoring
Funding, Capacity Building & Social Enterprise Support					
PW 1	Support the Funding officer post	<ul style="list-style-type: none"> Improve links with voluntary and community groups Create sustainable development plan for local groups 	<ul style="list-style-type: none"> Improved access to information and funding for local groups Long term sustainability for local groups 	Area Management	Quarterly monitoring reports
PW 2	Administration and monitoring of Small Grants scheme for Community Groups	Encourage and support community groups to apply for funding	<ul style="list-style-type: none"> Additional resources and support for groups Delivery on Area Management priorities in partnership with local communities 	Area Management	Update at each Area Committee

ADP Code	Action	Outputs	Outcomes	Lead Agency/ Officer	Milestones & Monitoring
Funding, Capacity Building & Social Enterprise Support					
PW 3	Support Community and Voluntary groups to become Social Enterprises, with a view to achieving long term sustainability	<ul style="list-style-type: none"> • Support and involvement in the Inner North West Objective 2 Co-ordination Group • Capacity planning for groups • Groups produce business plan 	No. of groups achieving SE status	Objective 2 SE team/ Area Management	Progress report to be produced as and when required
Community Engagement & Cohesion					
PW 4	Support and Co-ordinate ward forums where appropriate	<ul style="list-style-type: none"> • No. forums supported • Collation of ward issues & service issues reported 	<ul style="list-style-type: none"> • Increased awareness of ward issues • Improved services 	Area management	Progress report to Area Committee Via Key Messages report
PW 5	Support and encourage community cohesion work and community festivals e.g. Hyde park unity day, Kirkstall Festival	<ul style="list-style-type: none"> • Area Management promotion and attendance at festivals • Support the organisation and implementation of community festivals 	<ul style="list-style-type: none"> • Increase awareness of Area Management and promote council services • Increase community cohesion 	Area Management	Update report provided

ADP Code	Action	Outputs	Outcomes	Lead Agency/ Officer	Milestones & Monitoring
Area and District priorities					
PW 6	Co-ordinate Sub-groups, as agreed by the Area Committee, focusing on priority services e.g. Streetscene, Young People and Community Safety.	<ul style="list-style-type: none"> • Priorities for focus identified • Monitoring of projects against Area Delivery Plan 	<ul style="list-style-type: none"> • Effective management of multi agency projects • Effective management of projects against the ADP 	Area Management	Update reports produced at Area Committees
PW 7	Support the development of Community Health and Wellbeing projects in line with Area Committee priorities and the District Plan	Support the development of community projects and facilities that meet a recognised community need, Number of projects supported	<ul style="list-style-type: none"> • Improved service provision • Improves health and wellbeing of people living and working in Inner North West Leeds 	Area Management	Update report

Report of the Director of Neighbourhoods & Housing Department

Inner North West Area Committee

Date: 9th February 2006

Subject: Key Messages from Area Forums

<p>Electoral Wards Affected:</p> <p>Headingley Hyde Park & Woodhouse Kirkstall Weetwood</p>	<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>Narrowing the Gap <input type="checkbox"/></p>
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Council Function	<input type="checkbox"/>	Delegated Executive Function available for Call In	<input checked="" type="checkbox"/>	Delegated Executive Function not available for Call In Details set out in the report	<input type="checkbox"/>
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Executive Summary

Actions from the Planning Group meeting in November and Headingley Forum in December have been followed up. Additionally, outcomes from the most recent Transport Group and Planning Group meetings have been summarized.

- 1.0 Purpose Of This Report**
- 1.1 The purpose of this report is to update Members of the Inner Area Committee on the feedback of Key Messages from ward forums and sub groups.
- 2.0 Background Information**
- 2.1 The principle of Key Messages is to provide a formal communication method for the main outcomes of ward forums and sub groups to be fed into the Area Committee structure. The following are the key local forums and sub groups in our area:
- Hyde Park & Woodhouse Forum
 - Headingley Forum
 - Planning Group
 - Kirkstall Burley Forum
 - Central Headingley Strategy Group
 - Headingley Stadium Group
 - Community and Higher Education Forum

- Transport Group

2.2 Members agreed at the December 2004 meeting that the 'Key Messages' report to the Area Committee will replace forum minutes being included in the Area Committee papers.

3.0 Update on Actions from Previous Key Messages

3.1 At the October 2005 Area Committee it was agreed that progress on actions from previous Key Messages reports would be reported as an appendix. An update on actions from the previous Area Committee in December 2005 is shown at Appendix 1.

4.0 New Key Messages

4.1 New key messages from local forums and sub groups which have met since the last Area Committee are presented in Appendix 2.

5.0 Recommendations

5.1 The Area Committee is asked to:

- a) Note the update on actions of previous Key Messages in Appendix 1, and
- b) Note the new Key Messages in Appendix 2 and agree any actions.

Appendix 1

Forum/Group	Date of meeting and actions identified	Outcome/update
Planning Group	<p><u>7th November 2005</u></p> <ul style="list-style-type: none"> ▪ Little Woodhouse Community Association have requested a position statement from the Inner Area Management Committee about the building of high rise student flats in Little Woodhouse and neighbourhood re :a) those already built or being built b) those approved c) applications being considered c) sites with similar potential in Little Woodhouse and area. 	<ul style="list-style-type: none"> ▪ A report was presented at Area Committee (8th December 2005) on ASHORE and the development of student flats in Little Woodhouse, listed by development, numbers of bedspaces and facilities provided.
Headingley Forum	<p><u>1st December 2005</u></p> <ul style="list-style-type: none"> ▪ ASHORE - the draft Inspector's report into the UDP Review essentially states that the Council cannot pursue ASHORE and has suggested an Area of Housing Mix instead. Headingley Forum expressed great disappointment at this. The Area Committee is asked to note that it is crucial that the local community has input into Development's response to this report. Refer to Planning. ▪ The Forum requested that during 'Fresher's week' next year enforcement officers are deployed in Headingley from 7.00pm – 12 midnight as this is when most of the problems occur. The Area Committee is asked to request that a Multi-Agency Task Group is established to prepare a plan of action prior to the commencement of the 2006/07 academic year. 	<ul style="list-style-type: none"> ▪ The Planning Group met to discuss the findings of the UDP Review inspectors Report on 12th December 2005. Comments were reported back to Officers for inclusion in the report to Development Plans Panel. The Panel met early in the new year and accepted the Inspectors recommendations, which support a framework within which further policy detail may be developed. ▪ The Inner Area Committee Streetscene Sub-group has picked this issue up and will provide progress updates.

Transport Group – 6th December

For information:

- The Sub Group agreed to meet on a bi-monthly basis to consider transport issues in the Inner North West Area.
- The next meeting has been arranged for 7th February, 7.00pm at Headingley Community Centre to discuss parking schemes for the area and the Council's proposals post-Supertram.
- The group agreed to assist in the delivery of the transport issues within Headingley Renaissance and the Far Headingley Village Design Statement.

Planning Group – 9th January 2006

For information:

- In light of the Leeds Girls High School re-development, the Planning Group favour the retention of the open space at the junction of Victoria Road and Buckingham Road for the creation of a public park, rather than for development.

For action:

- It is requested that stringent monitoring of non-compliant letting boards within the Direction Area approved by the Office of the Deputy Prime Minister is required to ensure the success of the scheme.
- It is requested that extensive consultation takes place on the development of student housing policy in light of the UDP Review Inspectors Report.
- It is requested that 'Kirkstall Renaissance' pays greater attention to the development of purpose built student accommodation in little Woodhouse.
- It is noted that important Listed Buildings are becoming empty. It is asked whether Leeds University has any plans for the Hostel of the Resurrection and Fairburn House.

Report of the Director of Neighbourhoods and Housing Department

Inner North West Area Committee

Date: 9th February 2006

Subject: Woodsley Road Multicultural Community Centre Management Project Update

Electoral Wards Affected:

Headingley
Hyde Park & Woodhouse
Kirkstall
Weetwood

Specific Implications For:

Ethnic minorities

Women

Disabled people

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

Delegated Executive Function not available for Call In Details set out in the report

EXECUTIVE SUMMARY

In April 2005 a Centre Manager was appointed to Woodsley Road Multicultural Community Centre. Since this time the Manager has been working to increase the usage of the Centre including producing a Development Plan and Fundraising Strategy for the Centre.

In addition to the above, the Centre's Management Committee have requested purchase of the building from Leeds City Council. In response the Council have informed the Centre's Management Committee that in order for the request to be considered fully a number of criteria have to be met, listed in 6.3.

1.0 Purpose Of This Report

1.1 The purpose of this report is to update members of the Area Committee on progress of the Woodsley Road Management Project from April 2005 to December 2005.

2.0 Background Information

2.1 At the 14th October 2004 Area Committee, members agreed to commission the Woodsley Road Management Project, which was intended to support to Management Committee of Woodsley Road Community Centre in the development of the Centre.

2.2 The project is set to run for 2 years from April 2005 to March 2007. The project costs £20,625 per annum, providing a part-time (17.5 hours) management role within Woodsley Road Community Centre.

3.0 Woodsley Road Centre Management Update

3.1 In December 2004, North West Area Management Team, in association with ward members and the Woodsley Road Multicultural Community Centre Management Committee (WRMCCMC) initiated a tendering process for the management of the Woodsley Road Multicultural Community Centre manager post.

3.2 Following the tendering process, in March 2005, Voluntary Action Leeds (VA –L) were appointed to manage the project on behalf of the Inner North West Area Committee. Richard Jackson was identified by VA-L as the manager responsible for overseeing implementation of the work.

3.3 In April 2005 Raihanna Ismail was appointed as the Manager of the Centre.

4.0 Project Update and Monitoring

4.1 The monitoring of this project is undertaken in line with monitoring for all Well-being projects and is monitored on a quarterly basis.

4.2 Outputs and outcomes for this project have been agreed between Voluntary Action Leeds (the delivery organisation) and the North West Area Management Team.

Outputs/ processes achieved to date are as follows:

Output/ Process	Comments
Complete Questionnaire with local stakeholders and community	Consultation with Centre users has been completed. Results have been included in the Centre Development Plan.
Produce a Business Plan	A Development Plan has been produced for the Centre and has been agreed by the Management Committee. LCC are now considering this plan to access if it meets Council approval.
Produce a fundraising strategy	This output is due to be completed in March 2006
Hold Strategic Implementation Group Meetings	Two Strategic Implementation Group meetings have been held. The role of the Strategic Implementation Group was to oversee the project. One meeting was held in the first quarter of 2005/06. However, following this meeting it was decided that the strategic direction of the project should be managed through the WRMCCMC. Therefore, a sub group of the WRMCCMC is now taking the lead on calling these meetings and progressing the development of the project and the wider development of the centre. There have recently been two meetings of this sub group and another meeting is due to take place before the end of the financial year.

Increase Centre Revenue	As shown below, there has been an increase in the use of the Centre. However, as shown in appendix 1, many of the regular centre users are not charged for room hire/ use. Room/venue charging policy is currently being reviewed centrally by Leeds City Council under the Community centre review.
Increase Community Centre Use	<p>A list of regular centre users is shown in appendix 1.</p> <p>New activities attracted into the Centre recently are as follows:</p> <ul style="list-style-type: none"> - Exercise classes - Holiday Play scheme - Youth activities - IT suite - Islamic studies - Advice sessions - Drugs project <p>New planned activities include:</p> <ul style="list-style-type: none"> - ESOL (January 06) - Women's consultations & drop-ins (January 06) - Crèche
Review and introduce revised systems within the Centre where necessary	<ul style="list-style-type: none"> - The Management Committee is in the process of registering as a Charitable Company, this requires number of policy changes, such as health and safety policy, staffing policy, etc. - The roles and responsibilities of caretakers are clearer, along with how to access LCC support services - A wider range of groups is now using the Centre

4.3 A significant amount of the Centre Manger's time has been spent on development of partnership activity and constructive relationships with other voluntary and community groups and local ward Councillors.

4.4 As a result there is significant cooperation between groups when looking at provision of services to users, in order to provide a service in the best location and to avoid potential duplication.

4.5 Woodsley Road Multicultural Community Centre was a key partner in the organisation of Community Cohesion activities following the 7/7 London Bombings. The Centre Manager was heavily involved in the organisation of the Peace March in July 2005, and the 'Unity in our Community' event, which was held at the Woodsley Road Community Centre in October 2005.

5.0 Well-being Resources

5.1 The current budget contains resources for the Centre Manager's role, but does not make provision for basic resources (such as flipchart, OHP, paper, pens etc) for the centre users. There have been a number of requests for these resources from Centre users.

5.2 The Inner North West Area Committee is therefore asked to consider increasing the budget for this project by £1,000 per annum. This would mean that the annual budget for the project would increase from £20,851 to £21,851. This request is made to the Area Committee within the Area Delivery Plan/ Wellbeing budget report.

6.0 Woodsley Road Multicultural Community Centre Management Committee Request to Purchase the Centre

6.1 A request has been made to the Council by the Management Committee of the Woodsley Road Multicultural Centre for the purchase of the Centre.

6.2 Between December 2005 and January 2006, Leeds City Council, Neighbourhoods and Housing Department have been in discussion with the WRMCCMC regarding this request.

6.3 WRMCCMC has now been informed that this request will only be considered by LCC once the following conditions/criteria have been met:

- Clarity on status of the Management Committee, governance arrangements and capacity to manage the Centre, including registering as a charity
- Completion of a development plan, including a planned programme of activities, lettings and pricing policy for the centre and business plan to maintain a viable centre which meets local needs and is multicultural
- Development of relevant policies for the centre e.g. health and safety
- Provide a copy of annual accounts that are acceptable to the Council
- Provide confirmation of adequate insurance arrangements for the centre
- Debts to LCC are paid by WRMCCMC

6.4 The above conditions/criteria will need to be met at a standard that is satisfactory to the Council.

6.5 It is estimated that this work could take at least 12 months to develop. Once the WRMCCMC meets these criteria the request will be reviewed in line with the LCC Community Centre review process.

7.0 RECOMMENDATIONS

7.1 Members are asked to:

- a) Note and comment on this report

Appendix 1 – LONG TERM CENTRE USERS

Listed below are the regular users of the centre who rooms/space allocated and/or block bookings for extended periods, there are also 'occasional users' who book space in an irregular basis – these groups are not listed here. Some projects also have shared office space in the centre – this is also not listed.

Projects	Space	Hrs each week
Leeds Kashmiri Elders Association (LKEA) is a service for elderly people mainly from the Kashmiri community, range of activities from advice, healthy initiatives, luncheon club and a Meal on Wheels service for housebound individuals, delivering halaal/vegetarian meals, in partnership with Social Services This is a unique project and is looking at becoming a Social Enterprise. LKEA continues to be one of the main projects based at the Woodsley centre. They are regular users of the centre and they continue to participate in other community activities/events. Activity is focusing towards mornings. Non-paying	Hall 1	12
	Hall 2	19.5
	Kitchen	19.5
	Small Area on sat/sun	9
Youth Service operates from the centre on most evenings delivering a range of activities for 13-19 year old children. Sports and other extra curriculum activities take place. Youth service is no longer occupying office space. The IT suite is under used and many groups are asking to access it during the day. Youth service run activities five evenings in the week. Non-paying	Hall 1	17.5
	Hall 2	5
	IT suite	13
Al-Haq Supplementary School (Education Study Support) . Running primary and secondary after school club. Monday/Tuesday Non-paying	Room 3	2
	Hall 2	4
Omeed_women's group works with women and has exercise and social activities. It is run by a volunteer and is more of a self- help group. This group runs on Wednesday mornings. Non-paying	Hall 1	3
Kashmiri Girls Group Non-paying	Room 3	2
Roshini Arts Group works with BME and disabled groups and runs on Saturday. Non-paying.	Hall 1	4
Al –Haq Education Trust Runs all through the week. Non-paying	Hall 1	14
5- 8 kids club after school club for young children fun, games and learn. Run by students on Wednesday evenings. Non-paying	Hall 1	2
Health Hearts Project. A healthy initiative looking at lifestyles in South Asian and Arabic people. Funded by the NW Leeds PCT, It involves exercise, healthy eating and other preventative treatments. Project hopes to be based and run from the centre. Regular exercise classes starting this week. Room 2 booked throughout week during day. Non paying	Hall 1 or 2	TBA
	Room 2	32.5
Leeds Education Achievement Project (LEAP) is a project which runs on weekends and is aimed at raising educational standards in predominant Pakistani and Bangladeshi children. Literacy and numeracy classes. Sat and Sun. Non-paying	Hall 2	4.5
Welfare Rights Support and Advice to local residents. Non-paying	Room 1	3

If all the above user groups were paying the agreed hourly rates it would bring in over £60,000 per year based on 40 weeks a year of use.

Report of the: Chief Officer of Environmental Health

Inner North West Area Committee

Date: 9th February 2006

Subject: The Housing Act 2004

Electoral Wards Affected:

**Headingley
Hyde Park & Woodhouse
Kirkstall
Weetwood**

Specific Implications For:

Ethnic minorities
Women
Disabled people
Narrowing the Gap

Council
Function

Delegated Executive
Function available
for Call In

Delegated Executive
Function not available for
Call In Details set out in the
report

Executive Summary

This report is to advise membership of the North West Area Committee of the implications of The Housing Act 2004. The major provisions of the Act are implemented from 6 April 2006 and whilst the implications of the Act have an impact across the whole of the City it has a particularly significant effect within North West Leeds.

1.0 Background Information

- 1.1 The Housing Act 2004 introduced a range of new measures that will impact on all sectors/tenures but particularly the private rented sector.
- 1.2 Of particular significance is the introduction of the Health and Hazard Rating System (HHSRS) which applies to all tenures and is a means of judging the suitability of housing stock.
- 1.3 The Act also introduces the licensing of private rented sector housing by means of:
1. mandatory licensing of higher risk houses in multiple occupation (HMOs)
 2. additional licensing of other HMOs
 3. selective licensing in certain areas of all privately rented houses, whether in multiple occupation or rented to single houses
- 1.4 The Act also introduces a number of other measures such as the Home Buyers' Pack and Tenancy Deposit Schemes.

2.0 Housing Health and Safety Rating System – HHSRS

- 2.1 For over 80 years housing has been assessed by the “Fitness Standard” which whilst subject to some modification has determined the suitability of housing accommodation. The Housing Act 2004 replaces the fitness standard with the Housing Health and Safety Rating System – HHSRS – which is a system that identifies and rates the severity of a range of 29 Hazards found in dwellings according to their risk to health and safety.
- 2.2 HHSRS relates to all tenures.
- 2.3 The Act introduces a new enforcement regime enabling Housing Authorities to take action in respect of substandard housing. Local Authorities must assess any shortfalls in housing conditions against the 29 hazards detailed. If a hazard is above a specified rating trigger (Category 1) Local Authorities have a duty to take action whereas below the trigger rating Authorities have a power to take action.
- 2.4 HHSRS replaces the fitness standard in Decency and for a property to meet the decency standard it must be free from any Category 1 hazard.

3.0 Houses in Multiple Occupation

- 3.1 The Act redefines the term house in multiple occupation, the key changes being:
- A dwelling will be an HMO if three or more unrelated people are sharing it.
 - Buildings comprising non self contained flats will be HMOs
 - Houses converted to self contained flats before 1991 and not in accordance with the 1991 Buildings Regs will be HMOs
- 3.2 The change in definition will particularly impact on smaller shared houses, particularly those occupied by students. Traditionally this type of shared property has been regarded as singly occupied.

4.0 Licensing

4.1 Mandatory Licensing of HMO’s

- 4.1.1 The Act requires that higher risk HMOs must be licensed, and defines a high risk HMO as being those comprising 3 or more storeys and with 5 or more occupiers comprising of at least two households.
- 4.1.2 Local Authorities will charge a fee to issue a licence which will run for a period of up to 5 years.
- 4.1.3 It will be an offence to operate an HMO without a licence although once an application has been submitted no offence is being committed whilst the housing authority are processing the application. Conviction carries a maximum fine of £20,000.
- 4.1.4 The housing authority must be satisfied that both the license holder and manager of the house are fit and proper persons, that they are competent and have the resources in place to properly manage the HMO. The Authority will also impose conditions on a licence which can cover occupancy levels, their proper management, provision of safety certificates, provision of a tenancy agreement,

improvement works and may require a manager to undertake an approved training course.

4.1.5 Landlords will have a period of up to three years to bring about improvements to minimum standards. A housing authority must satisfy itself within the 5 year licensing period that there are no breaches of licence conditions and that a property is free from any Category 1 hazard under HHSRS.

4.1.6 A landlord operating an HMO in breach of license conditions will be liable on conviction to a fine of up to £5000.

4.1.7 The government is to introduce national minimum levels for a house in multiple occupation relating to kitchen and sanitary facilities.

4.2 Additional Licensing

4.2.1 The Act provides local authorities with a discretionary power to declare all or part of its area to be subject to additional licensing. This will bring into the licensing regime the lower risk HMOs i.e. two storey properties and 3 storey properties with 3 or 4 occupiers.

4.2.2 Local Authorities will need to satisfy the requirements of a business case as specified in the Act to introduce additional licensing not least that the HMO's are being managed ineffectively with problems of anti-social behaviour.

4.2.3 Additional licensing covering an area will operate up to 5 years.

4.2.4 A licence fee will be charged and the authority again must be satisfied that the person in control is a fit and proper person and will issue conditions to the licence.

4.3 Selective Licensing

4.3.1 The Act also introduces selective licensing where all privately rented houses whether or not in multiple occupation or rented to single households. Selective licensing applies to areas of low demand houses or areas experiencing a significant and persistent problem of anti-social behaviour where some or all private landlords are not dealing with social issues. Selective licensing will be part of a strategy to deal with the issues in the area.

4.3.2 The licence holder must be a fit and proper person with the competency and means to properly manage the property.

4.3.3 Authorities will be able to impose conditions on a licence which include the taking up of references from potential occupiers and requiring reasonable and predictable steps to be taken to prevent or reduce anti-social behaviour by persons occupying or visiting the house.

4.3.4 The issue of a licence will be subject to a fee.

5.0 Implications for the Council and North West Leeds

5.1 The Council is required to take action to introduce the mandatory licensing of HMOs.

5.2 It is estimated that there are up to 8000 licensable HMOs within Leeds which are owned by up to 2000 landlords.

- 5.3 In order to implement the mandatory requirements of the Act a new service will have to be set up which according to the terms of the new legislation will be at nil cost to the Council as a fee will be charged for each licence. The Council cannot however run the service at a profit.
- 5.4 It is estimated that up to 45% of student housing will be covered by licensing, but that there may be a significant number of properties where the occupancy levels will be reduced from 5 to 4 persons to avoid licensing. A recent report from Allsops, Property Valuers, has suggested that the implications of the Act could have a significant impact on housing within NW Leeds and particularly the Leeds 6 area as landlords may move out of the market to avoid the implications of the Act that could result in a decrease in property valuations in the student sector. Of the 8000 licensable HMOs City Wide it is estimated that up to 5000 will be in NW Leeds.
- 5.5 The Private Rented Sector Strategic Working Group of the Council has determined that it will not consider Additional Licensing for at least 12 months in order to allow the significant implications of mandatory licensing to be bedded in and to consider the effects of it. Whilst at the present time Additional Licensing is not being considered the decision will be reviewed at a later date but not before April 2007.
- 5.6 Work is currently in hand to consider implementing Selective Licensing in parts of the City and a report will be submitted to the Executive Board in 2006. It is considered at this time that there are insufficient grounds to satisfy the Government that there is a business case to implement Selective Licensing in NW Leeds in accordance with Government guidance. This is particularly so as the Council operate a well established accreditation service alongside the Unipol Accreditation Scheme and the Council would have to satisfy the Government that these schemes were unable to bring about improvements in the management of HMOs. It should also be noted that Selective Licensing cannot be used to control the numbers of HMOs in an area. It is proposed however that this decision will be reviewed after April 2007.
- 5.7 HHSRS introduces many new factors to be considered in determining the suitability of dwellings and in particular fire, excess cold, entry by intruders and falls and necessitates new standards to be considered which will be applicable to all tenures and apply to both singly and multiply occupied dwellings. Discussions are taking place with West Yorkshire Fire and Rescue Service regarding fire safety requirements and there are significant implications of the effect HHSRS on particularly back to back properties of which there is in excess of 15000 in Leeds.
- 5.8 Fifty Environmental health staff have now been trained in HHSRS and certified as competent to make assessments under the new legislation.

6.0 Resource Implications

- 6.1 A report was submitted to the Executive Board in September 2005 recommending the establishment of a new HMO licensing team for the City. The report recommended a team of 12 persons to fulfill the new duties and is currently awaiting approval of the Personnel Panel which will be complemented by the existing HMO team of 3 EHOs.

6.2 At present there are no personnel in place to fulfill the duties required by the new legislation but the recruitment process is now in hand with the imminent implementation date of the new legislation.

6.3 Whilst there are no immediate effects from additional or selective licensing, both will have significant resource implications if adopted.

7.0 Conclusions

7.1 The Housing Act 2004 imposes a duty on the City Council to introduce the mandatory licensing of HMOs. This requires the introduction of a new service and whilst it impacts on the whole City there is a particular significance to NW Leeds due to the student housing market.

7.2 The Act imposes new controls on the private rented sector which may affect the housing market particularly in NW Leeds.

7.3 The introduction of HHSRS affects all tenures and should lead to an improvement of housing standards throughout the City.

8.0 Recommendations

8.1 Members of the Committee are asked to note the contents of the reports and the particular significance that the new legislation will have in NW Leeds.

Report of the Director of Learning and Leisure

Inner North West Area Committee

Date: 9th February 2006

Subject: Implementing the Ten Year Strategy: New Statutory Duties and Phase 2 and Phase 3 of the Children's Centre Plan

<p>Electoral Wards Affected:</p> <p>Headingley Hyde Park & Woodhouse Kirkstall Weetwood</p>	<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>Narrowing the Gap <input type="checkbox"/></p>
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Council Function	<input type="checkbox"/>	Delegated Executive Function available for Call In	<input checked="" type="checkbox"/>	Delegated Executive Function not available for Call In Details set out in the report	<input type="checkbox"/>
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Executive Summary

In December 2004 the Chancellor published a pre-budget report "*Choice for parents; the best start for children. A ten year strategy for childcare*". The report proposed the development of a children's centre in every neighbourhood by 2010 as part of the universal welfare state offer. This will be a statutory responsibility for Local Authorities in the Childcare Bill.

Phase two children's centre guidance requires Local Authorities to ensure all neighbourhoods in the 30% most disadvantaged areas, as defined by the ODPM Super Output Areas, will have a children's centre by March 2008. In April 2005 Leeds received a capital allocation of £6.7 million and a revenue allocation of £7.5 million to deliver the programme. This will result in an additional 23 children's centres across the city and be a key part of the Children and Young People's Plan (CYPP). The authority will be judged in Joint Area review and CPA on delivery of this strategy.

It is anticipated that funding will be provided to develop a children's centre in the remaining 20 or so localities across the city reaching all children and families by 2010. The size and scope of the centres outside the localities of greatest disadvantage will be significantly reduced.

Working inclusively with all stakeholders, the Early Years Service proposes to plan the programme for all communities across the city at this time. Priority in 2006-08 will be to the localities of greatest disadvantage, but it should not inhibit quick wins in more affluent areas

that can be made as a result of innovative thinking at this time. The delivery of children's centre services will require a robust mixed economy model, where quality and the needs of children and families are the key drivers.

The capital allocation will allow some refurbishment and extending of existing sites and joining with other initiatives, such as Building Schools for the Future, and this action will represent in most cases the best option for investment.

The integration and refocusing of multi agency frontline services on school and children's centres sites as part of a new universal offer in the welfare state could assist with the effective use of surplus space in any school and surplus nursery class places.

Consultation on the children's centre programme is full, inclusive and on going.

1.0 Purpose Of This Report

- 1.1 To Inform Area Committees of the consultation process which has been undertaken, the outcomes of the consultation in the area, and outline the next steps in the process of developing children's centres in Leeds.

2.0 Background Information

The first phase of the Children's Centre programme in Leeds will be completed by September 2006. At that time Leeds will have 23 children's Centres covering all of the wards of greatest disadvantage and four pockets of significant disadvantage in more affluent wards. These centres will provide approximately 1400 integrated early education and childcare places; family support services, including health and social care to 3400 families and reach 6500 families with information and advice. The centres already open can demonstrate support to parents accessing training and employment and improved educational outcomes for children. They are also successful in encouraging vulnerable families to access services and reduce the risk of social exclusion.

3.0 CONSULTATION ON THE LOCATION OF PHASE 2 AND 3 CHILDREN'S CENTRES

- 3.1 A wide ranging and comprehensive consultation exercise has taken place across the city to allow schools, voluntary and private sector childcare providers and voluntary organisations, maintained sector agencies and individuals to have input into the planned locations for children's centres, and input into the activities and services which will be provided from centres and linked 'satellite' sites.

The aim is for children's centres to be located wherever possible on school sites. The selection process for the most appropriate school sites has included consultation with Education Leeds, LCC Departments including Neighbourhoods and Housing, Learning and Leisure, Planning Department.

- 3.2 Families have been consulted on the development of integrated services through the Children Leeds workstream, Sure Start local programmes, existing children's centres and Early Years Centres and a city wide event that brought parents and key professionals together in June 2005. The Sure Start local programme management boards are working to migrate to the new children's centre management committees. A key worker from one local programme has been seconded full time to the Early Years Service to support the active and meaningful development of

community engagement on the ground in the planning and development of the centres.

3.3 Consultation with colleagues from Social Services and health services has resulted in a proposal to develop and implement a guarantee to ensure all children and families deemed to be vulnerable can access children's centre services. This will be co-ordinated across the five wedges by Social Services area managers and the Heads of larger children's centres. Each children's centre will have a named social worker and more detailed work will be carried out to identify the key gains from those Sure Start local programmes that directly employ social workers. The consultation has identified the key role of health visitors, CAMHS workers, speech and language therapists and dieticians in the new universal offer delivered through children's centres and extended schools. It is hoped that every centre will have a named health professional who will be a part of multi agency teams developing on site. All children's centres will have an identified health visitor and an agreement to joint planning and attendance at each other's staff meetings. Each centre will also have a Family Outreach Worker to assist with engaging families in home and centre based services.

3.4 Recommendations from Executive Board

On 12th January 2006 Executive Board recommended that children's centres be established in the following sites in this area:

Area to be served	Site of main 'hub(s)'	Designation round	To be achieved by
Headingley	St Michael's C of E Primary	Phase 2	March 06-March 08
Kirkstall	Beecroft and Sacred Heart R C Primary Schools	Phase 2	March 06-March 08

The new centres must deliver a core offer that includes:

- Integrated early education and childcare for 0 to 5 year olds
- Childcare to support working parents for 48 weeks a year from 8am till 6 pm
- Early identification of children with particular needs
- Links to local extended schools and out of school hours activities
- Outreach services
- Visits to all families in the catchment area within two months of a child's birth
- Information services to parents about the range of support services in the locality
- Support and advice on parenting including support at significant transition points
- Access to specialist, targeted services for those families that need them
- Activities which increase parents understanding and involvement in their child's development
- Specific strategies and activities that increase the involvement of fathers
- Ante natal advice and support for parents
- Child health promotion programme
- Information and guidance on breast feeding, nutrition and safety

- Promoting positive mental health and emotional wellbeing- including the identification and support for those suffering from maternal depression
- Speech and language and other specialist support
- Support for healthy lifestyles
- Help in stopping smoking
- Direct parental involvement in the development and improvement of services
- Links to job centre plus and other local job placement/ ready initiatives

4.0 Implications For Council Policy And Governance

- 4.1 The development of a children's centre in every community and a full service children's centre in every locality within the 30% most disadvantaged Super output Areas in the city. We anticipate there will be approximately 65 children's centres by 2010, 45 of these will be in SOA's in the 30% most disadvantaged localities.

5.0 Legal And Resource Implications

- 5.1 It is the Government's intention to make children's centres a sustainable part of the universal welfare state offer. A capital allocation of £6.7 million and a revenue implication of £7.5 million have been received to develop integrated children's centres for the period 2006/08. While substantial, this capital will mainly allow for refurbishment and extensions to existing buildings, enabling the effective use of surplus space in schools in many cases. This funding will facilitate the creation of 23 centres during the period 2006/08. The programme is ambitious. In Leeds the centres must provide in the region of 4000 full-time equivalent integrated places, support services for a further 3000 families and reach an additional 6000 families with information and advice. It is anticipated that between 2008 and 2010 funding will be provided to develop a children's centre in the remaining 20 or so localities across the city reaching all children and families. The size and scope of the centres outside the localities of greatest disadvantage will be significantly reduced.

6.0 Conclusions

- 6.1 Executive Board approved the phase 2 and 3 children's centre plan on January 12th 2006. Work will now begin to ensure this programme is delivered

7.0 Recommendations

- 7.1 Inner North West Area Committee is recommended to receive and note the report of the Director of Learning and Leisure.