



WEST (INNER) AREA COMMITTEE

**Meeting to be held Armley One Stop Shop, Armley Town Street, Leeds 12 on
Thursday, 22nd June, 2006 at 5.00 pm**

MEMBERSHIP

Councillors

J Harper	-	Armley
A Lowe	-	Armley
J McKenna	-	Armley
D Atkinson	-	Bramley and Stanningley
T Hanley	-	Bramley and Stanningley
N Taggart	-	Bramley and Stanningley

Co-opted Members

-

**Agenda compiled by:
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Maria Lipzith

**Area Manager: Steve Crocker
Tel: 395 0966**

A BRIEF EXPLANATION OF COUNCIL FUNCTIONS AND EXECUTIVE FUNCTIONS

There are certain functions that are defined by regulations which can only be carried out at a meeting of the Full Council or under a Scheme of Delegation approved by the Full Council. Everything else is an Executive Function and, therefore, is carried out by the Council's Executive Board or under a Scheme of Delegation agreed by the Executive Board.

The Area Committee has some functions which are delegated from full Council and some Functions which are delegated from the Executive Board. Both functions are kept separately in order to make it clear where the authority has come from so that if there are decisions that the Area Committee decides not to make they know which body the decision should be referred back to.

A G E N D A

Item No	Ward	Item Not Open		Page No
1	Armley; Bramley and Stanningley;		<p>ELECTION OF CHAIR</p> <p>To elect a Chair for the 2006/2007 municipal year.</p> <p>(Time – 5 mins (Council Function))</p>	1 - 4
2			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded)</p>	
3			<p>EXCLUSION OF PUBLIC</p> <p>To identify items where resolutions may be moved to exclude the public</p>	
4			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration</p> <p>(The special circumstances shall be specified in the minutes)</p>	
5			<p>DECLARATION OF INTERESTS</p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 13 of the Members Code of Conduct</p>	
6			<p>APOLOGIES FOR ABSENCE</p>	

Item No	Ward	Item Not Open		Page No
7	Armley; Bramley and Stanningley;		<p>MINUTES</p> <p>To confirm as a correct record the attached minutes of the meeting held on 30th March 2006.</p>	5 - 12
8			<p>INTRODUCTION OF SERGEANT PETER ORAM</p> <p>The West Inner Area Committee will be introduced to Sergeant Peter Oram.</p>	
9	Bramley and Stanningley		<p>DEPUTATION - PROSPECTS RESIDENTS ASSOCIATION</p> <p>To receive a deputation from the Prospects Residents Association.</p>	
10			<p>OPEN FORUM / COMMUNITY FORUMS</p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p> <p>It is also intended to submit under this item for information/discussion purposes the minutes of the local community forum meetings. The following sets of minutes are enclosed:</p> <p>(a) Armley Community Forum meetings held on 21st March and 25th April 2006.</p> <p>(b) Bramley Community Forum meeting held on 23rd March 2006.</p>	13 - 24

Item No	Ward	Item Not Open		Page No
11	Armley; Bramley and Stanningley;		<p>LOCAL AUTHORITY APPOINTMENTS TO OUTSIDE BODIES</p> <p>To consider the attached report by the Chief Democratic Services Officer and to agree the nominations to those organisations which fall into the remit of this Area Committee.</p> <p>(Council Function)</p>	25 - 34
12	All Wards		<p>AREA FUNCTION SCHEDULES 2006/2007</p> <p>To receive a report which is to be considered by Executive Board on 14th June 2006 from the Directors of Neighbourhoods and Housing and Corporate Services which covers updated Area Function Schedules and details the budgets available for delegated services for 2006/2007, which also includes an initial Area Function Schedule for Community Centres.</p> <p>(Executive Function)</p>	35 - 54
13	Armley; Bramley and Stanningley;		<p>AREA MANAGER'S REPORT</p> <p>To note a report by the West Leeds Area Manager which provides a short update for the Area Committee on the activities of Area Management in Inner West Leeds over the last two months April/May 2006, recent progress on delivering the Area Delivery Plan for 2006/2007 and to inform the Area Committee of plans and activities of the West Leeds District Partnership and other partnerships within West Leeds.</p> <p>(Executive Function)</p>	55 - 60
14	Armley; Bramley and Stanningley; Calverley and Farsley; Farnley and Wortley; Pudsey;		<p>BRAMLEY FIREPLACE</p> <p>To consider a report of the West Leeds Area Manager on proposals to transform the former Bramley Fire Station into a Community Safety Headquarters and a state of the art visitors centre which would be used to teach fire safety to young people.</p> <p>(Executive Function)</p>	61 - 68

Item No	Ward	Item Not Open		Page No
15	All Wards		<p>COMMUNITY CENTRES</p> <p>To consider a report from the Director of Neighbourhoods and Housing outlining the community centres function which is being delegated to Area Committees in stages.</p> <p>(Executive Function)</p>	69 - 82
16	Armley; Bramley and Stanningley;		<p>INNER WEST AREA COMMITTEE WELL-BEING BUDGET</p> <p>To consider a report from the West Leeds Area Manager updating Members on the current amount of capital and revenue funding committed and available via the Area Committee Well-Being Budget for wards in the Inner West area. The report also seeks approval for new projects commissioned by the West Leeds Area Management Team.</p> <p>(Executive Function)</p>	83 - 108
17	All Wards		<p>ANNUAL COUNCIL SURVEY</p> <p>To note a report of the West Leeds Area Manager which provides Members with a summary of the findings from the Annual Council Survey carried out in 2005.</p> <p>(Executive Function)</p>	109 - 116
18	All Wards		<p>ABOUT LEEDS EVALUATION 2005/2006</p> <p>To note a report from the Head of Communications on the results of the About Leeds evaluation exercise for 2005/06.</p> <p>(Executive Function)</p>	117 - 122

Item No	Ward	Item Not Open		Page No
19	Bramley and Stanningley		<p>FAIRFIELD LOCAL AREA MANAGEMENT PLAN - 12 MONTH REVIEW</p> <p>To note a report from the West Leeds Area Manager briefing Members on the first 15 months of the Fairfield Local Area Management Plans (LAMPS).</p> <p>(Executive Function)</p>	123 - 128
20	Armley		<p>ARMLEY TOWNSCAPE HERITAGE BID</p> <p>To note a report of the West Leeds Area Manager updating Members on the progress on the bid to Heritage Lottery for Townscape Heritage Initiative (THI) Funding for Armley.</p> <p>(Council Function)</p>	129 - 132
21	Armley		<p>LEISURE CENTRE PFI PROGRAMME</p> <p>To note a report of the West Leeds Area Manager which provides an overview of the Sport PFI Investment Plan with particular reference to Armley Leisure Centre and details of the consultation process.</p> <p>(Council Function)</p>	133 - 136
22	Armley; Bramley and Stanningley;		<p>DATE AND TIME OF FUTURE MEETINGS</p> <p>To note the following dates and time of future meetings of the West Inner Area Committee (venues to be considered):</p> <p>14th September 2006 at 5.00 p.m. 19th October 2006 at 9.00 a.m. 7th December 2006 at 9.00 a.m. 8th February 2007 at 9.00 a.m. 29th March 2007 at 9.00 a.m.</p>	

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Originator: Maria Lipzith

Tel: (0113) 224 74353

Report of the Chief Democratic Services Officer

West Inner Area Committee

Date: 22nd June 2006

Subject: Election of Chair

Electoral Wards Affected:

Armley
Bramley & Stanningley

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 submitted to remind Members of the arrangements for the annual election of the Committee Chair.

The nomination(s) received will be reported at the meeting and Members will be requested to elect from amongst themselves a Committee Chair for the 2006/07 municipal year.

1.0 PURPOSE

1.1 The purpose of the report is to explain the arrangements for the annual election of the Chairs of the Area Committees.

2.0 BACKGROUND

2.1 Members will recall that previously, the arrangement was that Chairs of the former Community Involvement Teams (CITs) were appointed either by Council or the Executive Board. In practice, this was done annually at the Annual Council meeting. Where no political party had a majority amongst the elected Members on a particular CIT, the appointment was

normally made by the Executive Member for Neighbourhoods and Housing following informal discussions with the parties concerned. Where informal discussions did not result in agreement, the decision rested with the Executive Board (Paragraph 6.1 of the previous CIT Operating Protocol).

3.0 AREA COMMITTEES – ARRANGEMENTS FOR THE APPOINTMENT OF CHAIRS

3.1 Article 10 of the Council's Constitution sets out the composition, functions and role of Area Committees.

3.2 Paragraphs 10.7 and 10.8 of Article 10 deal with the appointment (election) of Chairs of the Area Committees. It states that the Chairs of Area Committees will be appointed (elected) by the Area Committees themselves. On appointment (election), each Area Committee Chair will automatically be the nominated elected Member representative of that Area Committee on the District Partnership.

4.0 APPOINTMENT OF CHAIR

4.1 The Area Committee Procedure Rules, also contained in the Council's Constitution, detail the process whereby Chairs' are appointed (elected). For ease of reference the provisions are reproduced at Appendix 1 to this report. It is important to note :-

- That, with the exception of Independent Members, all nominations have to be submitted via the respective Group Whips;
- That all nominations have to be received by the Chief Democratic Services Officer no later than one clear working day before the first meeting of the Area Committee at which the election will take place.

4.2 The nominations for Chair will be notified to Members at the meeting by the named Governance Services Officer on the front of this agenda.

5.0 RECOMMENDATION

5.1 Members are requested to elect from amongst themselves an Area Committee Chair for the 2006 /07 municipal year.

Appendix 1

Area Committee Procedure Rules (Extract)

5.0 APPOINTMENT OF CHAIR

- 5.1 Each Area Committee will elect its own Chair, from amongst the City Councillors eligible to serve on that Committee.
- 5.2 Each Party Group with Members elected within an Area Committee area may put forward a nomination from amongst its Members on the Area Committee to Chair the Area Committee. An Independent Member may also put forward a nomination.
- 5.3 A nomination must be forwarded to the Chief Democratic Services Officer no later than 1 clear working day before the first meeting of the Area Committee (after the Annual Council meeting) each year.¹
- 5.4 The Chief Democratic Services Officer will ensure that nominations and the appointment of the position of Chair are dealt with at the Committee's first meeting of the municipal year.
- 5.5 The Chair will be appointed by overall majority of votes cast by those Members eligible to do so and present at the meeting. If no overall majority is achieved, then the nominee with the smallest number of votes will be eliminated from consideration, and the vote repeated.
- 5.6 Where an overall majority of votes cannot be obtained the Council will appoint a Chair.

¹ A nomination from a Party Group must be forwarded by the Whip of that Group.

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Agenda Item 7

WEST (INNER) AREA COMMITTEE

30TH MARCH 2006

PRESENT: Councillor Atkinson in the Chair
Councillors Hanley, Harper, Lowe and McKenna

CO-OPTEES: Morgan Pugh - (Armley Community Forum)
Hazel Boutle - (Armley Community Forum)

67 Chair Opening Remarks

The Chair welcomed everyone to the meeting and also gave a warm welcome to Councillor McKenna on his return after a recent operation.

68 Apologies for Absence

Apologies for absence were received from Councillors Taggart and Jean Bedford, Bramley and Stanningley Community Forum. It was also reported that Morgan Pugh, Armley Community Forum will be arriving late to the meeting.

69 Late Item

The Chair gave notice of a late item of urgent business relating to the work being done in the West Leeds Area by the West Leeds Environmental Health Team during the present financial and the information on the priorities of that team within their service plan for the present financial year 2006/2007 (Minute 80 refers). The reason for the report and presentation being late was to enable Environmental Health Officer to present more up-to-date information on their service plan.

70 Declarations of Interest

There were no declarations of interest report at this point in the meeting.

71 Open Forum

The Chair referred to the provision in the Area Committee Procedure Rules for an Open Forum session at each Area Committee meeting to allow representations or questions on matters within the terms of reference of Area Committees. No items were raised.

72 Minutes and Matters Arising - 9th February 2006

(a) Minute 60 – West Inner Area Delivery Plan

The Chair reminded the meeting that Members approved the Area Delivery Plan, asking for any additional comments to be submitted by the 16th February 2006. The Area Delivery Plan has now been changed and a final document will be circulated to West Inner Area Committee Members in the near future.

(b) Minute 64 – Inner West Area Committee Well-being Budget – Listening Ear Application for Funding

The Chair sought ratification of the Listening Ear application due to the meeting being inquorate at the last meeting.

RESOLVED - That the Listening Ear application for funding be approved for £20,000 for 2006/2007.

(Note: Both Councillors Harper and McKenna declared a personal and prejudicial interest in this application as non-Executive Directors of West Yorkshire PCT and therefore, took no part in the discussion or vote thereon).

RESOLVED – That subject to the above, the minutes of the meeting held on 9th February 2006 be approved as a correct record.

73 Community Forum Minutes

(a) Minute 6.03, - Caravan Park and Boat Yard in Armley - Armley Community Forum – 21st February 2006

Councillor Harper reported that her request to be sent via e-mail details of proposals and further developments on the Caravan Park and Boat Yard in Armley had not been received.

RESOLVED - That the West Leeds Area Management Officer be requested to investigate and arrange for the information to be forwarded on to the Armley Ward Councillors.

(b) Minute 9.05 – Signs Advertising Alcohol - Armley Community Forum – 17th January 2006

Councillor Harper informed the meeting that Armley Forum had expressed strong objections to the signs advertising alcohol in the Armley Ward.

(c) Minute 5.0 – Bramley Shopping Centre - Bramley & Stanningley Community Forum – 26th January 2006

The Chair informed the meeting that there had been complaints from some residents that Somerfield Supermarket were charging very high prices and as a result, shoppers were avoiding the centre.

Steve Crocker, West Area Manager informed the meeting that he had contacted the centre manager at Bramley and had been assured that Somerfield were absolutely committed to staying in the Shopping Centre and, as a result, was assured that prices have now been lowered on some of the key items at the Somerfield store.

RESOLVED – That the minutes of the Armley Community Forum meetings held on 17th January and 21st February 2006, and the Bramley & Stanningley Community Forum on 26th January 2006 be noted.

74 Dates Times and Venues of Area Committee Meetings for 2006/2007

The Director of Legal and Democratic Services submitted a report on dates, times and venues of Area Committee meetings for 2006/2007.

RESOLVED –

- (a) That the contents of the report be noted.
- (b) That approval be given to the following dates and times of the West Inner Area Committee meetings for the new municipal year:-
 - Thursday, 22nd June 2006 at 5.00 p.m.
 - Thursday, 14th September 2006 at 5.00 p.m.
 - Thursday, 19th October 2006 at 9.00 a.m.
 - Thursday, 7th December 2006 at 9.00 a.m.
 - Thursday, 8th February 2007 at 9.00 a.m.
 - Thursday, 29th March 2007 at 9.00 a.m.
- (c) That the venues listed in paragraph 5.1 of the report be agreed and decided on a Ward to Ward basis.

75 Operation Apollo

The Director of Neighbourhoods and Housing submitted an update report on Operation Apollo which took place in January 2006. An appendices providing details of the Evaluation Report for Operation Apollo was also attached for Members' information.

Inspector Ward, West Yorkshire Police presented the report and informed the meeting that Operation Apollo had been a successful operation and that the feedback from all the agencies involved has been very positive. As a result, the Armley area is no longer considered a 'hot spot' for burglaries in Inner West Leeds.

The Chair referred to a recent presentation at a meeting for West Inner Leeds Ward Councillors where two members were present. Inspector Ward went into detail on the Policing Plan for 2006/2007 for the Pudsey/Weetwood Division and highlighted that improvements have been made across the board, in particular, the reduction of burglaries and theft of motor vehicles in the West Leeds area.

In summary, the main issues discussed related to the following:

- local update figures in relation to anti social behaviour and damage over the last 12 months.
- proposals to increase the amount of PCSOs in the areas and the possibility of placing them in hot spot areas for long periods in order to discourage anti social behaviour, criminal damage and , problems with youths etc.

The Chair thanked Inspector Ward for his informative presentation.

RESOLVED – That a copy of the Pudsey/Weetwood Division Policy Plan for 2006/2007 be forwarded to members of the West Inner Area Committee for information.

76 Bramley FIREPLACE

This item was deferred for consideration at the next West Inner Area Committee meeting in order that a presentation can be given by officers from the West Yorkshire Fire & Rescue Services. The Area Manager was asked to invite Mike Barnes from the Fire Service to attend the next meeting.

77 Youth Service Ward Plans

The West Leeds Area Manager submitted a report providing details of the Youth Service Ward Plans for the West Inner Leeds area. The plans, attached as an appendices to the report, provide a local focus on service delivery by the Youth Service in the Armley Ward and BARCA in the Bramley & Stanningley Ward.

Carole Clark, West Inner Area Management Officer presented the report and, together with Steve Crocker, West Area Manager responded to Members' questions and comments.

In brief, specific reference was made to the following issues:

- reference to the LAZER motorbike project and the need to organise more than two sessions per week, especially during the school holidays as the project has been really successful.
- the need to set up Youth Committee Forums.

Steve Crocker, West Area Manager informed the meeting that a Youth Bank Project has just been approved and explained that this is a project where young people are able to sit and judge applications made from other young people. A report will be submitted to a future Area Committee meeting on the development of this new project.

RESOLVED – That the details of the Youth Service Plans for Armley and Bramley & Stanningley Wards be noted.

78 What Should Leeds Do with its Waste? - Consultation on the Integrated Waste Strategy for Leeds 2005-2035

This item was withdrawn at the request of the Director of City Services to allow further public consultation to be undertaken.

79 Town and District Centre Projects

The West Leeds Area Manager submitted a report on the progress of two projects In the Council's Town and District Centre bids for Armley District Centre and Bramley Shopping Centre.

Carole Clark, West Inner Area Management Officer and Steve Crocker, West Area Manager presented the report and responded to Members' questions and comments.

A detailed discussion ensued on the contents of the report.

In brief, specific reference was made to the following issues:

- the need to address traffic flow and car parking for Armley Shopping Centre.
- clarification of the Heritage Lottery Funding for Armley Town Street.
- the need for improvements at Bramley Shopping Centre following consultation with Asset Management.

RESOLVED - That the report be noted.

80 Late Item - Report and Presentation on Environmental Health Services Activity in the Inner West Area

The Director of Neighbourhoods and Housing submitted a report on the work of the West Leeds Environmental Health Team during the present financial year and information on the priorities of that team within their service plan for the coming year 2006/2007.

Ruth Lees, Environmental Health Services, presented the report and gave an intense presentation on the sort of work being done in the Inner West Area and the key work areas of the Environmental Health Team.

In summary, the main issues raised by Members were as follows:

- clarification of the number of empty properties, especially those properties that are empty long term in the West Inner Leeds area.
- clarification of the number of calls averaged per night in the Inner West Area for the out of hours service.
- clarification of any training the Environmental Health Service Team are doing with PCSOs/Neighbourhood Wardens.

The Chair thanked officers for their interesting presentation.

RESOLVED –

- (a) That the report and presentation on the work of the Environmental Health Team be noted.
- (b) That the Environmental Health Team provide Members of the West Inner Area Committee with the information on the amount of empty properties in Inner West Leeds and the length of time these properties have been empty.

81 Area Managers Report – October 2005 to March 2006

The West Leeds Area Manager submitted a detailed report identifying the progress made in Inner West Leeds over the last six months from October 2005 to March 2006, by delivering the actions in the plan and showing how these actions are helping to delivery the corporate priorities of the Council. The report also identified

progress being made through the support of partners on the West Leeds District Partnership.

Steve Crocker, West Area Manager presented the report and responded to Members' questions and comments.

In summary, specific reference was made to the following issues:-

- the need to investigate the dangerous surface on the public footpath adjacent to Kirkstall Lock.
- reference was made to the illegal dumping of rubbish that is still occurring in Hunters Green.
- reference was also made about the problems occurring when hospital patients are being refused their request to be treated at Eccleshill, although they do come under the umbrella of Leeds West PCT. Instead they are being referred to either Leeds General Infirmary or St James' Hospital which is at the other side of Leeds.

RESOLVED –

- (a) That the good progress being made to implement the key priorities of the Inner West Area Committee over the last six months be noted.
- (b) That the Children Leeds West Group be invited to a future meeting of West Inner Area Committee to present the "One Plan" improvement plan for Children's Services in West Leeds.
- (c) That the West Leeds Area Management Office investigate:
 - the dangerous surfacing on the public footpath adjacent to Kirkstall Lock.
 - the illegal dumping of rubbish in Hunters Green.
 - the problems occurring when hospital patients are being refused their request to be treated at Eccleshill, although they do come under the umbrella of Leeds West PCT.

82 Inner West Area Committee Well-Being Budget

The Director of Neighbourhoods and Housing submitted a report to update Members on the current amount of capital and revenue funding committed and available via the Area Committee Well-Being Budget for Wards in the Inner West Leeds area. The report and appendices also sought approval for new projects commissioned by the Area Committee.

RESOLVED -

- (a) That this Area Committee notes the amount of Wellbeing Budget remaining to be spent by the Inner West Area Committee.
- (b) That the following decisions be taken in respect of new projects and requests for funding from the Wellbeing Budget contained in appendices to the report and separate reports on the agenda:-

Wellbeing Fund 2005/2006 - Large Grants

- (i) Leeds in Bloom - (Roundabout Stanningley Road/Town Street) – £1,500 – Approved.
- (ii) Warden for New Wortley - £23,000 - Approved.
- (iii) Summer Sporting Activities - £5,000 - Approved.

Wellbeing Fund 2006/2007 - Large and Small Grants

- (iv) Leeds Civic Newspaper (referred to in a separate report) - £2,500 - Deferred for further information.
 - (v) Site Based Gardeners (referred to in a separate report) - £71,200 - Deferred for further information.
 - (vi) Bramley Fireplace (referred to in a separate report) - £25,000 - Deferred for a presentation by the applicant.
 - (vii) Youth Service Dance Sessions at New Wortley Community Centre - £180 - Approved.
- (c) That it be noted that no small grant applications and no applications for a skip have been received since the last West Inner Area Committee meeting.

(The meeting concluded at 12.35 p.m.)

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Armley Community Forum

Date: Tuesday 21st March 2006

Present: Cllr J Harper (Chair), A Friebe, Roger Foyle, Patricia Ogunbor, Irene Broughton, J Grainger, Harry Shields, Allan & Isobel Stephenson, Richard Taylor, M Pugh, J Ramall, J Parsons, J Ford, A Covey, J Gill, H Gardiner, N Powell, B Holmes, W Gregg, D Peck, E Hey, T Maynard, H & D Boutle, E Bowes, Cllr A Lowe, C Clark, K Mulligan, E & B Rayworth, G Bickler, Mr & Mrs Dew, L Mann.

ACTION

1.00 WELCOME

1.01 Cllr Harper welcomed everyone to the meeting and sent the good wishes of the forum for Cllr McKenna who is still unwell.

2.00 APOLOGIES

2.01 Diane Maynard, K Mann, D Stead, M Stead, Cllr McKenna, B Holmes, G Shaw, S Guy, K Lemm, S Hellewell, K Donnelly, D Newsome, B & M Guthrie, P Ellis, M Woodward.

3.00 MINUTES OF THE LAST MEETING

3.01 Agreed as a correct record.

4.00 MATTERS ARISING

4.01 (4.03) The illuminated adverts for Bramley were passed but the Armley ones are not going ahead. Cllr Harper expressed the Armley forum's views to the panel and this is a success for the forum!

4:02 (6.03) Chris Sanderson still not been in contact with Cllr Harper as agreed. Carole Clark to chase up.

4.03 (6.02) Fence still up. Chris Sanderson not been in touch.

4:03 (6.07) Fencing has been made more substantial. Cllr Harper informed the forum that these may not be student accommodation now but ordinary residential.

CC

5.00 POLICE AND COMMUNITY SAFETY ISSUES

5.01 The PCSOs warned the forum of a current spate of burglaries around Little Scotland/ the top of Armley Town St. They asked people to be as secure as possible.

5.02 There have been a number of crack house closures in Armley. The properties will be cleaned up and given to new tenants.

5.03 Cllr Lowe has contacted the NPT hotline with details of gang of young people who have started to hang around the Athlones. This same gang is known from the Cedars. The PCSOs will contact local Cedar PCSOs to inform them of this move.

PCSOs

5.04 Forum members asked if the LCC housing policy was to house certain types of tenant eg. alcoholics in certain areas. Cllr Harper and Lowe explained the LCC's housing of tenants is the Choice-based Lettings policy – so not one particular type in any one area.

5.05 Cllr Harper has written to all the residents at Westerley Croft to inform them that the problem tenant has left voluntarily.

5.06 Graffiti has started again around the Cedars. PCSOs know who is responsible – 1 individual who is covering a wide area - and are following this up. There was some discussion about the offenders clearing up graffiti but the chemicals used to remove paint are dangerous.

5.07 Piles of glass have been evident along Moorfield Rd suggesting car break-ins. PCSOs to check if any have been reported.

PCSOs

- 5.08 Parking on pavement is not illegal if not causing an obstruction ie. Wheelchairs, buggies can get past. However Police Officers use their own discretion on whether to follow up such parking issues.
- 5.09 The Police Surgery is held at Armley Library on Thursday mornings 10:00 – 12:00.

6.00 Armley - Heritage Lottery funding and Conservation Area proposals.

- 6.01 Richard Taylor (Planner in charge of historic buildings) discussed with the forum the possibility of Armley town centre becoming a designated Conservation Area. The area would have to be coherent and within a set boundary – but there are no size restrictions.
- 6.02 Once designated – a lead body eg The Armley forum can then apply for funding/grants through the Townscape Heritage Initiative (Heritage Lottery funded). The funding could be between £¼ M and £2M.
- 6.03 The Conservation Area designation would mean controls over building demolition and tree removal. The Listed Building regulations would not be affected.
- 6.04 The initial expression of interest has to be made to the Heritage Lottery fund by May 8th 2006. There is a longer period after this date for a detailed study. The front runners are Armley and Chapeltown.
- 6.05 The forum were in favour and agreed to be the lead body in the bid. Cllr Harper asked for more information and details as soon as available.

7.00 Waste Management Strategy – Roger Foyle, Patricia Ogunbor.

- 7.01 Patricia Ogunbor presented the draft Integrated Waste Strategy for Leeds as part of the agreed public consultation. Questionnaires were passed out to the forum for completion.

The strategy sets out Leeds City Council's vision of a *zero waste* city, where we reduce, re-use, recycle and recover value from all waste, and where waste becomes a resource. The European Union and our government are demanding that local authorities reduce the amount of waste that they bury in landfill sites. It is estimated that the Council could face fines of around £217 million by 2020 alone if we don't take action now. Leeds City Council's Integrated Waste Strategy for Leeds 2005-2035 sets out long term plans for dealing with our city's waste.

Comments/observations from the forum included:

- Cllr Lowe (as lead Member for Labour for City Services) added that LCC intended to reduce black bin collection to fortnightly to pay for the increased green bin collection. Also that no side waste would be collected and the black bin size would be reduced.
- Green bins/Recycling: These bins are taken to Peterborough to be sorted. They should only be available where there is a green collection route. A lot of these are not being used and are just left out in the street around places such as the Aviaries. Cllr Lowe pointed out that there is not enough LCC investment being made in educating people on how to recycle etc or on recycling schemes like composting.
- The most up-to-date information on recycling is on the website. Plastics of types 1,2,4 ; cardboard and paper; cans; can be put in green bins.
- Glass ie. Bottles should be put in black bins. Cllr Harper – bottle bank facilities should be available. Morgan Pugh requested one at the Grasmere. However these are hard to site as very noisy. RF to discuss possible site with Morgan Pugh.
- Litter still a problem at the Gang. RF to check.
- Cllr Lowe – is streetsweeper refuse recycled? RF – traditionally used as aggregate in cement.

RF

RF

- Binyards – maintenance of these is not the responsibility of LCC but LCC have to clear rubbish every 4 weeks.
- Inner West Area Committee paid for several litter bins at sites including Tong Rd. Area Management to check.

CC

8.00 Any Other Business

8.01 Radio masts have not gone to Planning yet. Cllr Harper reiterated that the forum are against those proposed for Stanningley Rd.

8.02 Forum okayed the date of the next meeting as the 18th April is a LCC holiday.

8.03 Cllr Harper has sight of plans for Mike's carpets – there is still no parking available. Cllr Harper has asked for a meeting with Planning.

8.04 The notice of Demolition for Mistress Lane flats has been received by Cllr Harper.

8.05 There is a 'Canal Clean-UP' planned for the 7th/8th April. Everyone is welcome – ring David Mackey 0113 395 0977 for details.

9.00 DATE OF NEXT MEETING Tuesday 25th April, 7.00pm, Armley One Stop Centre.

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Armley Community Forum

Date: Tuesday 25th April 2006

Present: Cllr J Harper (Chair), A Friebe, Cllr A Lowe, C Clark, G Bickler, M Burgham, E & B Rayworth, K Mulligan, E Bowes, H & D Boutle, M Pugh, T Maynard, T Kempster, W Gregg, E Hey, D Peck, K Lemm, P Fathers, B & M Guthrie, H Gardiner, N Powell, W Anderson, P Ellis, Irene Broughton, J Grainger, J Holdsworth, J Blackburn, J Robertson, D Wilkinson, CJ Powell, M H Powell, J Ramall, J Ford, Gill Hunter, , D Newsome, K Donnelly, M Woodward, Allan & Isobel Stephenson, B Holmes, D Stead, L Mann, S Hadley, D Garthwaite, M Southon, B McKinnon.

	ACTION
1.00 WELCOME	
1.01 Cllr Harper welcomed everyone to the meeting and especially Bill McKinnon – Chair of Belle Vue Rd Action Group.	
2.00 APOLOGIES	
2.01 Diane Maynard, K Mann, M Stead, Cllr McKenna, B & K Draper, M Tyson.	
3.00 MINUTES OF THE LAST MEETING	
3.01 Agreed as a correct record.	
4.00 MATTERS ARISING	
4.01 (4.01) An illuminated advert has gone up at the end of Armley Rd – LCC say this is not Armley.	
4.02 (4.03) Cllr Harper has spoken to Chris Sanderson and has agreed a site visit.	
4.03 (5.07) Garage owner allowing youths to congregate in garage. The car in garage was then vandalised leading to glass on surrounding pavement. Police/PCSOs aware.	
4.04 (5.06) Cllr Lowe - Graffiti is being removed at the Cedars.	
4.05 (6.00) Botany Bay was suggested to be included in Armley Conservation area.	
4.06 (7.01) Selby Council supplied their residents with detailed newsletters on recycling and extra recycling boxes. Resident to pass details on to Cllr Lowe to bring to LCC as example of good practice.	Cllr Lowe
(7.01) Inner West Area Committee litter boxes still not in evidence – Area Committee and David Mackey to follow up.	DM/ Area C
4.07 (8.01) The Radio masts have not been to Planning.	
4.08 (8.05) Bramley Cleanup very successful.	
5.00 POLICE AND COMMUNITY SAFETY ISSUES	
5.01 Haley/Winker Mills – The ‘No Entry’ sign is being persistently ignored. PCSOs to note.	PCSO
5.02 Problem with teenagers riding motorbikes Laurel Terrace and Cedars – Police can confiscate the bikes but need information on who owns and is riding them.	
5.03 Resident attacked by gang of drunken teenage girls at Whingate recently. PCSO advised resident to contact the Police. Alcohol being sold to underage drinkers by the off-licence opposite Royal Oak Pub. Relative of Cllr Lowe witnessed another shop – Mistry’s off-licence selling to young people. Cllr Lowe has emailed Inspector Ward about this. PCSOs to contact Trading Standards.	PCSO
5.04 Pedestrian refuge near Armley Moor Health Centre – cars parking very near to this. Cllr Lowe advised that to install double yellow lines – can take 18 months. Cllr Lowe to follow up.	Cllr AL

- 5.05 New junction at Armley Ridge Rd – cars doing u-turns illegally. PCSO – hard to police – must catch them at it.
- 5.06 Usual group of young people have been seen drinking tonight in Charliecake Park and round Edinburghs. PCSO to visit area. **PCSO**
- 5.07 PCSO – Armley very low on burglaries at present. Not a ‘hotspot’ area – just a few around the Edinburghs and Cedars. Gill Hunter – crime is down in the area generally.
- 5.08 Moorfield Rd – late-night car-revving and travelling at high speed. PCSOs to note. **PCSO**
- 5.09 The Police Surgery is held at Armley Library on Thursday mornings 10:00 – 12:00. People can report confidentially.
- 6.00 Anti-social behaviour – Gill Hunter(Community Safety)/Mark Hall(ASB Unit)/Kevin Donnelly(Youth Service)**
- 6.01 Motorbikes are a citywide problem. Area Committees are looking at funding Police off-road bikes to chase/catch offenders.
- 6.02 Community Safety are working with Trading Standards to try and roll out a ‘Proof of Age’ scheme citywide. This to prevent selling alcohol to young people.
- 6.03 Armley not currently an ASB hotspot.
- 6.04 There has been some drug-related ASB in New Wortley. Chief Superintendent Crowther is very keen on tacking drug-related crime and the Police are presently using a number of tactics to deal with this issue e.g. closing ‘crackhouses’.
- 6.05 Multi Agency Task Scheme meets monthly: this is a meeting between several agencies e.g. Housing, Youth Service, ASB Unit, Police, Youth Offending Service etc. to look at ways to deal with crime issues using all information available.
- 6.06 One strategy being used is to target young people who are at risk of ASBO. This has been quite successful so far.
- 6.07 Domestic Violence: several ongoing strategies adopted at present including targeting top 10 cases in the area.
- 6.08 Community Safety are working with Trading Standards to trial Pudsey as a ‘No Cold Calling’ zone. If successful will roll out citywide.
- 6.09 Community Safety message is to report information to Police – confidentially if necessary. However witnesses are also needed. ASB Unit can work off a different level of evidence to the Police so any information is useful. Fear of reprisal often prevents residents doing this – but there are a number of ways to speak to the Police or ASBU e.g. via the Police Surgery or Housing department or the ASB helpline:
ASBU helpline: 0113 398 4701 (Mon-Thurs 7:30 to 6pm, Fri 7:30 to 4:30pm)
- 6.10 School age young people often seen out of school. GH – can often be a legitimate reason for this or young person may have been excluded. GH has been working with Education Welfare to provide alternate arrangements for such young people. Project Apollo and Truancy Sweeps do try to pick up on young people deliberately missing school. Again information is required from the public.
- 6.11 KD – the majority of young people are not involved in ASB – a fact often overlooked.
- 6.12 KD – the Youth Service have produced some leaflets on what is available in the area. To be sent out with the minutes of this meeting. Plenty happening in Armley but a lack of previous publicity.
- 6.13 KD – Youth Forum on hold: Looking to involve the Youth Council and schools to try and involve young people.
- 6.14 KD - Looking to provide more activities at Christchurch and the new staff at New Wortley Community Centre mean more developments there.
- 6.15 KD – ‘The Revisit Program’ (in partnership with the Youth Offending Service) has been running for 2 years and has been very successful in preventing young people re-offending. This is to be rolled out citywide.
- 6.16 Cllr Harper showed the forum the proposed plans for a new skate park near Armley Primary.

7.00 Feedback from Area Committee (30.03.06) – Hazel Boutle

- 7.01 Reports submitted on Project Apollo, Waste Strategy, Conservation Area in Armley. Bramley Fireplace report was deferred as not represented.
- 7.02 Wellbeing funds: 4 grants agreed and 3 deferred.

8.00 Any Other Business

- 8.01 ACE – having a hanging basket day for Little Scotland area – 20th May – volunteers required 10 – 3pm at Christchurch.
 - 8.02 Armley Common Rights Trust have been working in Charliecake Park: there is a cleanup day 10-4 on 4th June. Volunteers required.
 - 8.03 Cllr Harper – Repair works to start at Pasture Mount and Back Aviary Rd is now blocked to traffic.
 - 8.04 Cllr McKenna is much better and has missed this forum due to another meeting.
 - 8.05 The old Vicarage site is full of litter. Cllr Harper to contact Liz Ross.
 - 8.06 Trees need cutting at Carr Crofts – Cllr Harper will report. Area Committee looking at using this as a carpark. **Cllr JH**
Cllr JH
 - 8.07 Old club on Hall Rd in state of disrepair. Cllr Lowe to contact Environmental Health to ask owners to clear land. **Cllr AL**
 - 8.08 Mistress Lane maisonettes should be demolished in July.
 - 8.09 AOSC exterior lights come on 03:30/04:00 am. Cllr Harper to investigate. **Cllr JH**
Cllr AL
 - 8.10 The Gang has been cleared. Amber have been instructed to construct metal fence round site and to block off the Gang. Cllr Lowe to chase up with Chris Sanderson.
 - 8.11 Moorfield Recreation: flytipping increased although it is being cleared.
 - 8.12 Cash Converter: using bike racks to advertise bikes for sale. Cllr Lowe to follow up. **Cllr AL**
 - 8.13 Theaker Lane Scout hut – new fencing is very tall approx.3m. This should therefore have had planning permission. Cllr Harper to speak to Martin Sellens. **Cllr JH**
 - 8.14 Graffiti reappearing at Aviaries (off Canal Rd at side of Armley workshops). Cllr Harper to follow up. **Cllr JH**
 - 8.15 Cllr Harper welcomed Phil Ellis from Leeds West Homes – Housing.
 - 8.16 Armley gyratory footpath – grass has been cut but litter left. Cllr Harper and Cllr Lowe to report. **Cllrs**
JH/AL
 - 8.17 Still a problem with waste bins being left on pavement. Cllr Harper will discreetly accept offending addresses and report again to Liz Ross. Liz has been round and told residents to take bins in. **Cllr JH**
 - 8.18 West Leeds Country Park and Green Gateway leaflets available for forum.
 - 8.19 New Wortley bus lane – questioned if used only 2 hrs a day. Cllrs to check. **Cllrs**
JH/AL
- 9.00 DATE & TIME of NEXT MEETING** Tuesday 16th May, 7.00pm, Armley One Stop Centre.

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Bramley & Stanningley Community Forum

Date: Thursday 23th March 2006

Present: Cllr Ted Hanley, Cllr D. Atkinson (Chair), David Mackey (Area Management) Peter Green, John Lockett, S. Withers, Jayne Learoyd, (Bramley Elderley Action) Margaret Wright, Jean Bedford (Co-optee Inner West Area Committee), P. Miles, Helen Garrand, Ian Hobson, Christine Roberts, Sandra Fothergill, Pauline Ward, R & B Rayworth, Sonia Evers, J Dix, Andrea Webb, Mary Tyson, Pat Miles, Y Clemens, T Napton, J Quimby, B Hodgson. Phil Hopton

Apologies: Rev. Julie Upton, Frank Brodie and Mark Law

1.00 MINUTES FROM MEETING 26th January 2006

Agreed as a true record although a number of people pointed out that they had not received their copy -

2.00 MATTERS ARISING.

2.01 Bramley Shopping Centre at 5.00 – Cllr Atkinson advised that she and Steve Crocker from Area Management had met with Summerfield's and raised the issue of high prices for staples – **Summerfield agreed to lower their prices**, which people agreed had happened. Cllr Atkinson reported back that Summerfield said they plan to stay at Bramley for at least the next years. David Mackey reported that there are **two new shops opening soon** at Bramley shopping centre but Hallidays the centre managers are keeping their names under wrap until they are ready to open.

2.02 Bus Service #44 –Fairfields to Bramley Shopping Centre. This item came up at the last meeting because of concern over reduced frequency of service. Phil Joyce from Metro attended the meeting and advised that it was bus companies policy to run frequent services only on the main corridors, such as Stanningley Road or Tong Road. These services run every 10 minutes and have proved profitable but services such as #44, which feed estates have not been as popular and do not make a profit for First Direct, so the services is more limited. Bus #44 was sponsored by ASDA between 10am and 2.00pm but this sponsorship has now come to an end.

Phil Joyce said that an alternative would be using an Access bus , which provided a door to door service to a shopping centre. He said he would get back to Cllr Atkinson and D Mackey if one could be provided for Bramley.

2.02 Other transport news – Phil Joyce spoke about the **new free city service** and asked people for feed back. All agreed that the service was very good and many had used it already. Mr Joyce said that the service was on a trial and was being sponsored by LCC as a means to reduce traffic congestion in the city.

2.03 Also new is the **free bus transport for people over 60** years of age or disabled people. This service is available on any bus after 9.30am in West Yorkshire and can be used on buses that originate in West Yorkshire but terminate in North Yorkshire. This includes the return journey from North Yorkshire.

2.04 Cleanliness on buses- this was discussed because it was felt it had become an issue. Mr Joyce said that the driver was supposed to clean the bus at terminals before setting off again.

Action

Area Management to look at more sponsorship

Phil Joyce to pursue

Phi Joyce

Bramley & Stanningley Community Forum

2.05 Missing bus stop – people mentioned that there is a bus stop near St Catherines that is not marked so buses are not stopping – Phyl Joyce to follow up.

to check

3.00 POLICING UPDATE

3.01 PC Banks and PC Oleson introduced themselves as they are new to Bramley. PC Oleson has just taken on Bramley from his operations in Raynville and Wythers. PC Banks explained that there had been some **recent changes in deployment** and that there will be two new PCSOs and a PC for the area recruited soon.

A number of **recent issues** were raised by the public relating to gangs of youths who seem to be hanging around the neighbourhoods causing problems, these included:

- Ganners- 22 youths causing mischief and jumping on cars
- Bramley Fire Station – place for young people to gather
- Behind Pudsey Library
- Behind Daisy Pub and Dawns Funeral Directors
- Around Daisy Field Grange Nursing Home
- Damage to Piggeries garden

Phil Hopton from the ASBO Unit who was at the meeting said that he was aware of these youths and the places they were hanging around **but had no names** so was finding it difficult to target the individuals. Some people were able to identify individuals and said they could provide more information to Phil.

3.03 The **sale of alcohol** to these young people was seen by residents as an issue and a number sited particular shops that seemed to be in breach of the Trading Standards regulations. PC Oleson said that some investigations had been done in Bramley and Pudsey but was happy to do more if suspected shops could be identified.

3.04 Calling the police- people complained about the lack of response- both in answering phones and coming out to address problems. PC Banks said that people should **call 999** if something was happening then and there as you will get an immediate answer to the call. She could not guarantee an immediate response because it depended on what else was happening at the time and what was considered more urgent by the police. She said that the other police contact numbers were best during office hours for non urgent reporting or if seeking information.

4.00 CANAL CLEAN UP

4.01 David Mackey announced that on Friday 7th and Saturday 8th of April there will be a community clean up along the canal. **Meeting place is Wyther Lane car park** by the canal at 10.00am. There will be other environmental work as well as litter picking. British Waterways will be supplying lunch and a boat ride at the end of the day. The clean up will cover from Aire Valley Marina to Kirkstall Bridge.

5.00 OTHER BUSINESS

5.01 Kuwait Petrol Station Site – A letter from the Ombudsman was presented to the Chair regarding the Ombudsmen's investigation about Leeds City Council's slow response to the site being cleaned up. The letter was acknowledged by the Chair.

5.02 Bramley Parade – Mr Napton informed the room that he would be interested in resurrecting the Bramley Parade, that was last held in the 1970s. Cllr Atkinson said that she would support the Parade and that this idea could be discussed at the next Area Committee.

Area
Management
to check

6.00 Next meeting – Thursday May 25th



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Originator: Maria Lipzith

Tel: 224 74353

Report of the Chief Democratic Services Officer

West Inner Area Committee

Date: 22nd June 2006

Subject: Local Authority Appointments to Outside Bodies

Electoral Wards Affected:

Armley
Bramley & Stanningley

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 outlines the procedures for Council appointments to outside bodies, and the Committee are requested to consider and appoint to those bodies listed at Appendix 2 to the report.

1.0 Purpose of this Report

1.1 This report outlines the Area Committee's role in relation to Elected Member Appointments to Outside Bodies and asks the Committee to :

- Agree the nominations to those organisations which fall to the Committee to make an appointment to.

2.0 Background

2.1 In April 2004 Full Council agreed that in future Elected Member appointments to Outside Bodies should be undertaken by a constituted body of Elected Members and that appointments to all outside bodies should, where appropriate, be made with due regard to proportionality within the law.

- 2.2 Attached at Appendix 1 is the agreed Appointment Procedure¹ that has been adopted by Full Council. The procedure addresses previous concerns raised by Elected Members relating to proportionality; introduces appointment categories; and places responsibility for appointment clearly with Elected Members through both through this Committee and the Member Management Committee.
- 2.3 The **Member Management Committee** has responsibilities for Council Appointments to Outside Bodies and for exercising decision making in the following areas:
- Considering requests from all Outside Organisations seeking Elected Member representation
 - Determining the category of appointment which will govern which Committee will make the appointments
 - Making Elected Member appointments to Outside Bodies within the Strategic and Key Partnership category.
- 2.4 Full Council has agreed that due to the large number of organisations seeking Council representation, appointments within the Community and Local Engagement Category will be considered and approved by Elected Members serving on the relevant **Area Management Committee**.
- 2.5 In July 2004 the Member Management Committee met to consider allocation of appointments to each Area Committee. Attached at Appendix 2 are those that have been determined should be made by this Committee.
- 2.6 One of the delegated Member appointment functions which Area Committees have been asked to exercise is making Elected Member appointments to the Boards of Housing Management Arms Length Management Organisations. The Member Management Committee resolved that in making such appointments Area Committees should seek to:
- Identify Board Members with appropriate skills and experience (and, following the whole Council Elections in May 2004, where possible allow for existing Board Members to be retained;) and
 - Reflect the balance of political representation from within the Committee's area;
- 3.0 The Appointment Procedure - Community and Local Engagement Category**
- 3.1 The Area Committee must first consider whether it is appropriate for an appointment to be of a specific office holder² either by reference, if this is available, to the constitution of the outside body concerned or in the light of any other circumstances as determined by the Area Committee. Such appointments will then be offered on this basis.
- 3.2 Nominations will then be sought for the remaining places, having regard to trying to secure an overall allocation of places which reflects the proportion of Members from each Political Group on the Area as a whole.

¹ This Procedure is now incorporated into the Council's Constitution

² For example it may be considered necessary or otherwise appropriate to appoint a specific Ward Member

- 3.3 All appointments are subject to annual change unless otherwise stated in the constitution of the external organisation. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
- 3.4 Elected Members³ will fill all available appointments but it is recognised that Party Groups may not wish to take up vacancies which are made available to them. In such circumstances vacancies will be notified to the Area Committee and agreement sought as to whether the vacancy will be filled.
- 3.5 A vacancy occurring during the municipal year will normally be referred to the Area Committee for an appointment to be made, having regard to the principles as described above.
- 3.6 Area Management Committees may review the list of organisations to which they are asked to make appointments at any time and make recommendations to the Member Management Committee.

4.0 RECOMMENDATIONS

- 4.1 The Area Committee is asked to confirm the nominees to work with the Outside Bodies identified in the Schedule at Appendix 2, having regard to the Appointment Procedure outlined in this report and detailed at Appendix 1.

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APPOINTMENTS TO OUTSIDE BODIES PROCEDURE RULES**1.0 Scope**

- 1.1 These Procedure Rules relate to those external organisations and partnerships (referred to as *Outside Bodies*) which have requested the Council to appoint an Elected Member (or suitable nominee) to them.
- 1.2 For the avoidance of doubt, these Procedure Rules do not apply to appointments to Joint Committees/authorities which are reserved to Council. These are listed separately in Part Three (Section 1) of the Constitution - Responsibility for Local Choice Functions.
- 1.3 Additionally it is recognised that, often at a local level, individual Elected Members may be personally approached to attend meetings of a variety of organisations in their personal capacity rather than in their capacity as a Councillor. Such instances are not covered within the scope of these Procedure Rules

2.0 Determination of Outside Bodies to which an Appointment should be Made

- 2.1 The Chief Democratic Services Officer will maintain a list of all Outside Bodies which have notified the Council of a request to appoint an Elected Member to them.
- 2.2 Each year the Member Management Committee will review the list of notified Outside Bodies and will determine whether the Council should make/continue to make an appointment to those bodies.
- 2.3 Determination will be based on one or more of the following criteria being met:
- the proposed appointment is a statutory requirement;
 - the proposed appointment would be consistent with the Council's policy or strategic objectives; and/or
 - the proposed appointment would add value to the Council's activities.
- 2.4 Requests to make an appointment received after such an annual review will be similarly referred to the Member Management Committee for determination by reference to the same criteria.

3.0 Determination of how an Appointment should be made

- 3.1 Where an organisation is deemed to have met one or more of these criteria, the Member Management Committee will allocate it into one of the following categories.
- **Strategic and Key Partnerships** – participation contributes to the Council's strategic functions, priorities and community leadership role.
 - **Community and Local Engagement** – not necessary to fulfil strategic or key partnership role but, nonetheless, beneficial in terms of leading, engaging and supporting the community from an area or ward perspective

Appointments to Outside Bodies Procedure Rules

- 3.2 Where an Outside Body has been categorised as **Strategic and Key Partnership**, appointment to it will be made by the Member Management Committee.
- 3.3 Where an Outside Body has been categorised as **Community and Local Engagement**, appointment to it will be made by the appropriate Area Committee.
- 3.4 Where it is not clear as to which particular Area Committee should make an appointment, the Member Management Committee will refer the request to the relevant Area Committee Chairs who will determine which is the appropriate Area Committee to make the appointment. This will be reported to the next meeting of the Area Committee.

4.0 The Appointment Procedure

Strategic and Key Partnerships

- 4.1 The Member Management Committee will first consider whether it is appropriate for an appointment to be of a specific office holder¹ either by reference to the constitution of the outside body concerned or in the light of any other circumstances as determined by the Member Management Committee. Such appointments will then be offered on this basis.
- 4.2 Nominations will then be sought for the remaining places. The Member Management Committee will have regard to the principle of securing an overall allocation of places which reflects the proportion of Members from each Political Group on the Council as a whole.
- 4.3 All appointments are subject to annual change unless otherwise stated in the constitution of the external organisation. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
- 4.4 Elected Members² will fill all available appointments but it is recognised that Party Groups may not wish to take up vacancies which are made available to them. In such circumstances vacancies will be notified to the Member Management Committee and agreement sought as to whether the vacancy will be filled
- 4.5 A vacancy occurring during the municipal year will normally be referred to the Member Management Committee for an appointment to be made, having regard to the principles as described above.
- 4.6 The Director of Legal and Democratic Services will have Delegated authority to make an appointment in the following circumstances:

¹ For example it may be considered necessary or otherwise appropriate to appoint a specific Executive Board Member

² Section 249 Local Government Act 1972 states that Aldermen and Honorary Freemen may attend and take part in civic ceremonies but do not have the right to attend Council/committee meetings or receive any allowances or payments under a Members Allowance Scheme. This establishes the principle that such persons should not to be treated as Councillors, and therefore cannot be appointed to outside bodies in place of a Councillor if the request from an organisation is for a Councillor

- (i) where an appointment has been agreed by the Member Management Committee as a Whips nominee and the appropriate group Whip subsequently submits a nomination;
- (ii) where a group Whip wishes to replace a Member previously approved by the Member Management Committee with another Member of the same group; and/or
- (iii) where an organisation requires an appointment prior to the next meeting of the Member Management Committee, subject to this appointment being agreed by all Members of the Member Management Committee.

That any instances of this delegation being used be reported to the next meeting of the Member Management Committee

Community and Local Partnerships

- 4.7 The Area Committee will first consider whether it is appropriate for an appointment to be of a specific office holder³ either by reference to the constitution of the outside body concerned or in the light of any other circumstances as determined by the Area Committee. Such appointments will then be offered on this basis.
- 4.8 Nominations will then be sought for the remaining places, having regard to trying to secure an overall allocation of places which reflects the proportion of Members from each Political Group on the area as a whole.
- 4.9 Elected Members⁴ will fill all available appointments but it is recognised that Party Groups may not wish to take up vacancies which are made available to them. In such circumstances vacancies will be notified to the Area Committee and agreement sought as to whether the vacancy will be filled.
- 4.10 A vacancy occurring during the municipal year will normally be referred to the Area Committee for an appointment to be made, having regard to the principles as described above.
- 4.11 Area Management Committees may review the list of organisations to which they are asked to make appointments at any time and make recommendations to the Member Management Committee.
- 4.12 The Director of Legal and Democratic Services will have Delegated authority to make an appointment where an organisation requires an appointment prior to the next meeting of the relevant Area Committee, subject to all Members of that Area Committee being consulted on the proposals.

³ For example it may be considered necessary or otherwise appropriate to appoint a specific Ward Member

⁴ Section 249 Local Government Act 1972 states that Aldermen and Honorary Freemen may attend and take part in civic ceremonies but do not have the right to attend Council/committee meetings or receive any allowances or payments under a Members Allowance Scheme. This establishes the principle that such persons should not to be treated as Councillors, and therefore cannot be appointed to outside bodies in place of a Councillor if the request from an organisation is for a Councillor

Appointments to Outside Bodies Procedure Rules

4.13 That any instances of this delegation being used be reported to the next meeting of the relevant Area Committee

Support for Elected Member Appointees To External Organisations

Lead officer: A lead officer will be identified by the Chief Democratic Services Officer in consultation with the relevant Director for all relevant appointments in the Strategic and Key Partnerships category .

This officer will work closely with the appointed Member(s) to provide briefings and support. Further advice will also be offered by the Chief Finance Officer and/or the Chief Legal Services Officer as appropriate.

Briefings: For organisations in the Community and Local engagement category, a lead officer will not be allocated unless the Director and/or relevant Executive Member for the service area deem that this will be beneficial. However, the representative may still seek support and briefings from Council officers.

Induction: Partner/external organisations are expected to provide an induction into their affairs for newly appointed Council representatives. In the case of Strategic and Key Partnership Category appointments it is the lead officer's responsibility to ensure that an induction is arranged.

Area Committee Appointments to Outside Bodies (West Inner)

Outside Body	Charity /Trust	No of Places	Review Date	No of places to review	Current appointees	Cllr Y/N	Review Period	Group	Lead Dept
Bramley Pools Allotment Trust (3 year term of office - next Triennial AGM of Trust due November 2006).	Yes	2	Jun-06 Jun-06	1 1	Mr M Law Neil Taggart	N N	3 years 3 years		Legal
Bramley Sure Start	Yes	1	Jun-06	1	Janet Harper	Y		Lab	
West Leeds Family Services Unit	Yes	1	Jun-06	1	Denise Atkinson	Y	Annual	Lab	Legal and
West Homes ALMO	No	2	Jun-06 Jun-06	2	Alison Lowe Ted Hanley	Y Y	Annual Annual		

6

5

Number of places 6
 Places held pending review 1
 Places currently filled beyond June 05 2
 Number of places to fill 5

Number of Members in the Committee Area 6

Percentage of Members on the Committee

Notional Places Allocated

Labour 6
 Liberal Democrat 0
 Conservative 0
 Total 6

100
 0
 0
 5

Area Committee Appointments to Outside Bodies (West Inner)

Lead Office	Contact Name	Address	Telephone
Mark Turnbull		Secretary,	01943 876
Mark Tandy Lloyd		Unit Manager, West Leeds	



Originator: Martyn Stenton
Tel: 39 50647

Report of the Directors of Neighbourhoods and Housing and Corporate Services

Inner West Area Committee

Date: 22nd June 2006

Subject: Area Function Schedules 2006/07

Electoral wards affected:

All

Specific implications for:

Ethnic minorities

Women

Disabled people

Narrowing the gap

Eligible for call In

Not eligible for call in

(details contained in the report)

EXECUTIVE SUMMARY

This report covers updated Area Function Schedules, detailing the budgets available for delegated services for 2006/07. It also includes an initial Area Function Schedule for Community Centres and suggests the ones currently vested with Neighbourhoods and Housing formally become the responsibility of the Area Committees from 1st July 2006.

1.0 Purpose of this report

1.1 The report outlines the Area Function Schedules for 2006/07 and seeks Executive Board endorsement for them.

2.0 Background information

2.1 In June 2004 the Council established Area Committees and set out arrangements under which their functions could be exercised. Annually, each Area Committee is

required to prepare an Area Delivery Plan for endorsement by the Executive Board after the Council's budgets have been set. Also, each year the Executive Board agrees the budgets available for the delegated functions.

- 2.2 The first Executive Functions were delegated to the Area Committees in September 2004 and cover services relating to community safety, streetscene and children and young people.
- 2.3 The Council also gave Area Committees a responsibility to promote the social, economic and environmental well being of their areas. A well being budget was delegated to the Committees to support this function. It covered a three year capital allocation and an annual revenue allocation. Both allocations are based on the population of the area and deprivation indicators.
- 2.4 At Executive Board in March 2006 Members gave support for the staged transfer of responsibilities for community centres in 2006/07. This report includes an initial Area Function Schedule for the centres currently vested with Neighbourhoods and Housing. It is anticipated that a further Area Function Schedule incorporating centres currently vested with Learning and Leisure will be reported to the Board later in the year.

3.0 Area Function Schedules for 2006/07

- 3.1 Schedules, detailing the budgets available for delegated services for 2006/07, are attached as Appendix One of this report. They cover the following functions:
 - Youth Service
 - Community Centres
 - CCTV
 - Neighbourhood Wardens
 - Waste Management – Recycling Banks
 - Public Conveniences
 - Well Being – Revenue and Capital
- 3.2 In addition, responsibility for the management of Police Community Support Officers (PCSO's) will also be part of the delegation of Area Functions for 2006/07.
- 3.3 Subject to Executive Board approval of the delegated budgets, information will be provided to Area Management Team to allow them to report budget information to each of the Area Committees alongside any other resources available.
- 3.4 The Authority to exercise these functions will continue to be held concurrently by the Executive Board, Area Committees and relevant Directors (within their scheme of delegated authority). Any proposed changes to area committee budgets relating to these services would need to be made in consultation with the relevant service Director(s) and with the agreement of the Area Committee and Executive Board where appropriate.

4.0 Implications for council policy and governance

- 4.1 The functions described in this report and the recommendations fit with existing Council policy and governance arrangements.

5.0 Legal and resource implications

- 5.1 There are no new legal or resource implications arising from the contents of this report.

6.0 Recommendation

6.1 Executive Board is asked to:

- Endorse the updated Area Function Schedules for delegated budgets for 2006/07, and
- Endorse the initial Area Function Schedule for Community Centres currently vested with Neighbourhoods and Housing and agree that they formally become the responsibility of the Area Committees from 1st July 2006

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Area Function Schedules 2006/07

Appendix 1



Area Function Schedules Index

<i>Children & Young People</i>	Youth Service	Pages 3 - 4
<i>Community Facilities</i>	Community Centres	Pages 5 - 6
<i>Community Safety</i>	CCTV	Pages 7 - 8
	Neighbourhood Wardens	Pages 9 - 10
<i>Streetscene</i>	Waste Management – Recycling Banks	Pages 11 - 12
	Public Conveniences	Pages 13 - 14
<i>Well Being</i>	Revenue & Capital	Pages 15

AREA FUNCTION SCHEDULE

DESCRIPTION OF FUNCTION:		Youth Service	
<p><i>The delivery of Youth Service area based programmes in respect of: -</i></p> <ul style="list-style-type: none"> - <i>centre based youth work</i> - <i>detached youth work</i> - <i>Connexions project work with individuals and small groups</i> 			
EXECUTIVE MEMBER(S) PORTFOLIO:			
Support Executive Members for Children's Services			
RESPONSIBLE DIRECTOR(S):			
Director of Learning and Leisure and Director of Childrens Services			
MINIMUM SERVICE EXPECTATIONS			
<p>To contribute to the achievement of an improvement in the Council's overall 'reach' target for Youth Services in respect of young people aged 13-19.</p> <ul style="list-style-type: none"> • Ensure appropriate targeting of resources to achieve maximum coverage of <ul style="list-style-type: none"> - The key local communities to be prioritised for youth work - The particular social issues of the area to be tackled - Curriculum priorities within the area • Ensure services provided are in accordance with the Council's Youth Service policy, together with any national expectations or targets upon which the associated Youth Service funding is based. <p>The above minimum standards also relate to services provided through 'contracting' arrangements with voluntary organisations in operation in some parts of the city.</p>			
CURRENT AND TARGET PERFORMANCE			
Issue/Performance Indicator(s)	2005/06	2006/7	
Youth Service – Number of Clients			
The level of "reach" into the resident 13 – 19 population	Result 15,321	Target	15,515
TOTAL RESOURCES AVAILABLE ON AN AREA BASIS			
Revenue: 2006/07 £3,435k net expenditure (2005/06 £3,308k net expenditure). This is subject to a review of how best the Youth Service can more fully and appropriately report, at area level, on achievements and outcomes.			
AGREED BY THE EXECUTIVE BOARD:			
Date: June 2006			

AREA FUNCTION SCHEDULE

FUNCTION:	Youth Service
Description of what the delegated budget represents	
Area full and part time youth workers, Connexions Youth (fully funded by grants) and Youth contracts with the Voluntary sector.	
Details of the service elements that have not been delegated and the reason why they were not delegated	
<ol style="list-style-type: none"> 1. Central functions such as training, quality assurance, service planning and performance. 2. City Wide projects, particularly those externally funded. 3. Central senior management and administration. <p>None of these functions can be monitored on an area basis.</p>	
Description of the formula used for apportioning budgets to each area	
50% population, 50% targeted	
Reasons why this particular formula was selected	
<ol style="list-style-type: none"> 1. In line with previous CIT approach and Closing the Gap policy. 2. National expectations for Youth Service to offer a targeted service nested within a universal service. 3. Key aim of Youth Service is to support socially excluded young people. 	
Breakdown of the total budget delegated	
Expenditure Type	£000s
Employee Costs	3,692,600
Premises Costs	
Supplies & Services Costs	
Transportation Costs	
Capital Costs	
Gross Expenditure	3,692,600
Income	257,370
Net Budget	3,435,230

AREA FUNCTION SCHEDULE

Note: This is an initial Area Function Schedule for the centres currently vested with Neighbourhoods and Housing. A further Function Schedule will be reported to Executive Board later in 2006/07 incorporating the centres to be transferred from Learning and Leisure.

DESCRIPTION OF FUNCTION: Community Centres		
Responsibility for a portfolio of community centres vested with the Neighbourhoods and Housing Department. This covers overseeing revenue budgets, operational arrangements and the use of the centres, agreeing and implementing a schedule of charges and discounts for directly managed centres and making asset management and investment proposals to ensure the portfolio is sustainable and meets local needs.		
EXECUTIVE MEMBER(S) PORTFOLIO:		
Executive Member – Neighbourhoods and Housing		
RESPONSIBLE DIRECTOR(S):		
Director of Neighbourhoods and Housing		
MINIMUM SERVICE EXPECTATIONS <i>(to be applicable to all Area Committee areas)</i>		
Operation of a portfolio of community centres.		
CURRENT AND TARGET PERFORMANCE		
Issue/Performance Indicator(s)	2005/6	2006/7
	Result n/a	Target n/a
TOTAL RESOURCES AVAILABLE ON AN AREA BASIS		
Revenue 2006/07: £532,000		
AGREED BY THE EXECUTIVE BOARD:		
Date: June 2006		

AREA FUNCTION SCHEDULE

FUNCTION:	Community Centres
Description of what the delegated budget represents	
Revenue costs associated with the operation of the community centres.	
Details of the service elements that have not been delegated and the reason why they were not delegated	
Non-controllable capital asset charges. Building insurance costs. These elements cannot be effectively monitored or controlled at an area level.	
Description of the formula used for apportioning budgets to each area	
Budgets apportioned based on revenue figures for centres in each area.	
Reasons why this particular formula was selected	
Suits this function and allows Area Committees to control costs for their portfolio of centres.	
Breakdown of the total budget delegated	
	£000s
Expenditure Type	
Rates	64
Rental Support	164
Supplies and Services	5
Caretaking	375
Premises	211
Management and Supervision charges	53
Gross Expenditure	872
Income from Centre Rentals	-164
Income	-176
Net Budget	532

AREA FUNCTION SCHEDULE

DESCRIPTION OF FUNCTION:		Leeds Community Safety – CCTV
<p>The reduction of crime and disorder via LeedsWatch by preventing and detecting crime in the areas where CCTV cameras operate. CCTV provides reassurance to communities within the target areas thereby improving the quality of life for people in those areas. LeedsWatch works with West Yorkshire Police and other Council Services to target crime reduction activity in high victimisation areas thus taking a co-ordinated approach to reducing anti social behaviour and crime across the target areas.</p>		
EXECUTIVE MEMBER(S) PORTFOLIO:		
Executive Member – Neighbourhoods and Housing		
RESPONSIBLE DIRECTOR(S):		
Director of Neighbourhoods and Housing		
MINIMUM SERVICE EXPECTATIONS <i>(to be applicable to all Area Committee areas)</i>		
<ul style="list-style-type: none"> • Provide 24 hour 365 days a year monitoring of CCTV in areas of operation. • Contribute to reducing the fear of crime by facilitating the apprehension and prosecution of offenders and assisting in preventing and aiding detection of crime committed in public areas where CCTV in areas of operation. 		
CURRENT AND TARGET PERFORMANCE		
Issue/Performance Indicator(s)	2005/6	2006/7
LeedsWatch provides a 24 hours, 365 days monitoring service across the city where cameras are in operation. The service has to meet a number of specific targets as defined by different funding streams and agreements, e.g. NRF targets are specific to NRF areas.	Result	Target
TOTAL RESOURCES AVAILABLE ON AN AREA BASIS		
Revenue 2006/07: Net Expenditure £605,500, (2005/06 Net Expenditure £551,890).		
AGREED BY THE EXECUTIVE BOARD:		
Date: June 2006		

AREA FUNCTION SCHEDULE

FUNCTION:	Leeds Community Safety – CCTV
Description of what the delegated budget represents	
All costs associated with fixed camera locations, e.g. staffing, monitoring and transmission costs.	
Details of the service elements that have not been delegated and the reason why they were not delegated	
Central management/project development and maintenance contracts (which are city wide). Mobile CCTV retained and is city wide.	
Description of the formula used for apportioning budgets to each area	
Budgets apportioned according to where cameras are actually located - fixed costs.	
Reasons why this particular formula was selected	
Delegated budgets account for most fixed costs apart from city wide and centralised functions.	
Breakdown of the total budget delegated (currently unavailable)	
	£000s
Expenditure Type	
Employee Costs	684
Premises Costs	74
Supplies & Services Costs	97
Transportation Costs	3
Internal Reallocation of Departmental costs	149
Capital Costs	14
Gross Expenditure	1,021
Income	416
Net Budget	605

AREA FUNCTION SCHEDULE

DESCRIPTION OF FUNCTION: Neighbourhood Wardens		
The provision of a range of services, via uniformed patrols of Neighbourhood Wardens to reassure, reduce anti-social behaviour and the fear of crime. Neighbourhood Wardens provide a local patrolling function, assistance in dealing with anti-social behaviour, co-ordination to maintain the physical appearance of areas and offer support to local residents with community safety issues in line with the achievement of Council Policy.		
EXECUTIVE MEMBER(S) PORTFOLIO:		
Executive Member – Neighbourhoods and Housing		
RESPONSIBLE DIRECTOR(S):		
Director of Neighbourhoods and Housing		
MINIMUM SERVICE EXPECTATIONS <i>(to be applicable to all Area Committee areas)</i>		
To maximise the impact in terms of public reassurance of Neighbourhood Wardens through the management of their performance matrix of a wide range of duties.		
To manage resources to ensure that grant funding to the Council is maximised for neighbourhood warden deployment. This includes the achievement of specified outputs, outcomes and milestones in accordance with appropriate grant conditions.		
CURRENT AND TARGET PERFORMANCE		
Issue/Performance Indicator(s)	2005/06 Result	2006/07 Target
To increase the level of Public Reassurance		
TOTAL RESOURCES AVAILABLE ON AN AREA BASIS		
Financial Resources Available (2006/07)		
Revenue: £ 908,500 2006/07 Gross Budget, £336,189 Net Budget (£1,004,390 2005/06 Gross Budget, £382,580 Net Budget)		
Other Resources Available (2006/07)		
A range of resources are also available through other partner agencies. Close working with partners should seek to ensure that both Council & partner resources are used to complement the above activity and outcomes.		
AGREED BY THE EXECUTIVE BOARD:		
Date: June 2006		

AREA FUNCTION SCHEDULE

FUNCTION: Leeds Community Safety – Neighbourhood Wardens	
Description of what the delegated budget represents	
Staffing and equipment costs for neighbourhood wardens.	
Details of the service elements that have not been delegated and the reason why they were not delegated	
Central co-ordination, administration and programme management of external resources. Supplies and services budgets (e.g. training) which are difficult to effectively monitor, control and maximise external funding for at an area level. Temporary Funded Neighbourhood Warden posts which are funded from other sources.	
Description of the formula used for apportioning budgets to each area	
Location of Neighbourhood Wardens by area.	
Reasons why this particular formula was selected	
Suits this type of function.	
Breakdown of the total budget delegated	
	£000s
Expenditure Type	
Employee Costs	903
Premises Costs	
Supplies & Services Costs	5
Transportation Costs	
Capital Costs	
Gross Expenditure	<u>908</u>
Income	-572
Net Budget	<u>336</u>

AREA FUNCTION SCHEDULE

DESCRIPTION OF FUNCTION: Waste Management –Recycling Banks		
The provision of bring banks and the management of contracts to ensure products are collected and recycled.		
EXECUTIVE MEMBER(S) PORTFOLIO:		
Executive Member - City Services		
RESPONSIBLE DIRECTOR(S):		
Director of City Services		
MINIMUM SERVICE EXPECTATIONS		
To provide recycling banks at suitable locations throughout the city to enable the public to dispose of items such as glass, plastic, etc. All in accordance with the Integrated Waste Management Strategy and Action Plan.		
CURRENT AND TARGET PERFORMANCE*		
Issue/Performance Indicator(s)	2005/6 Result	2006/7 Target
None set		
TOTAL RESOURCES AVAILABLE ON AN AREA BASIS		
Revenue 2006/07: Gross Expenditure £24,000 Net Expenditure £24,000		
AGREED BY THE EXECUTIVE BOARD:		
Date: June 2006		

AREA FUNCTION SCHEDULE

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

AREA FUNCTION SCHEDULE

DESCRIPTION OF FUNCTION:		Public Conveniences
Public Conveniences - The scheduled cleansing and maintenance of public conveniences.		
EXECUTIVE MEMBER(S) PORTFOLIO:		
Executive Member - City Services		
RESPONSIBLE DIRECTOR(S):		
Director of City Services		
MINIMUM SERVICE EXPECTATIONS (to be applicable to all Area Committee areas)		
<ol style="list-style-type: none"> 1. Daily opening and closing of facilities. 2. Daily cleaning of facilities. 3. Maintenance of facilities as required. <p>All in accordance with the Public conveniences Policy and Strategy</p>		
CURRENT AND TARGET PERFORMANCE		
Issue/Performance Indicator(s)	2005/6 Result	2006/7 Target
None set		
TOTAL RESOURCES AVAILABLE ON AN AREA BASIS		
2006/07 Gross Expenditure - £186,630, Net Expenditure £186,630		
AGREED BY THE EXECUTIVE BOARD:		
Date: June 2006		

AREA FUNCTION SCHEDULE

FUNCTION:		Public Conveniences
Description of what the delegated budget represents		
All expenditure (except capital) associated with providing this service.		
Details of the service elements that have not been delegated and the reason why they were not delegated		
Not applicable		
Description of the formula used for apportioning budgets to each area		
Expenditure apportioned equally on a pro rata basis based on the number of public conveniences in each area.		
Reasons why this particular formula was selected		
In the absence of any other data this was determined to be the most equitable method.		
Breakdown of the total budget delegated		
		£000s
Expenditure Type		
Employee Costs		100,300
Premises Costs		92,820
Supplies & Services Costs		1,910
Transportation Costs		8,620
Capital Costs		0
Gross Expenditure		186,630
Income		0
Net Budget		186,630

AREA FUNCTION SCHEDULE

DESCRIPTION OF FUNCTION:		
Area Committee Revenue & Capital Well-Being Budgets		
EXECUTIVE MEMBER(S) PORTFOLIO:		
Executive Member – Neighbourhoods & Housing		
RESPONSIBLE DIRECTOR(S):		
Director of Neighbourhoods & Housing		
MINIMUM SERVICE EXPECTATIONS <i>(to be applicable to all Area Committee areas)</i>		
<p>Decisions taken in relation to the utilisation of Well-Being budgets within the framework of the Council's Constitution and in accordance with Section 2 of the Local Government Act 2000. Specifically Area Committees will seek to:</p> <ol style="list-style-type: none"> 1. enhance service delivery outcomes within their area 2. support the social, economic and environmental well being of their area (in accordance with approved Area Delivery Plans) 		
CURRENT AND TARGET PERFORMANCE*		
Issue/Performance Indicator(s)	2005/6 Result	2006/7 Target
No specific indicators apply – although Area Committees may wish to reflect these within their Area Delivery Plans following decisions in relation to the allocation of these funds		
TOTAL RESOURCES AVAILABLE ON AN AREA BASIS		
Revenue 2006/07 : Net Budget £1,928,520 (2005/06 Net Budget £1,890,711)		
Capital: £3,500,000 (3 year programme commencing 2004/05 to 2006/07)		
AGREED BY THE EXECUTIVE BOARD:		
Date: June 2006		

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Originator: Steve Crocker

Tel: 3950966

Report of the West Leeds Area Manager

To: Inner West Area Committee

Date: 22 June 2006

Subject: Area Managers Report

Electoral Wards Affected:
Armley,
Bramley & Stanningley

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 a short update for the Area Committee on the activities of Area Management in Inner West Leeds over the last two months April/May 2006. A more detailed six monthly report will be presented to member after the summer. This current report updates members about recent progress on delivering the Inner West Area Delivery Plan for 2006/7. The report also informs the Area Committee of the plans and activities of the West Leeds District Partnership and other partnerships within West Leeds.

1.0 Purpose of this report

1.1 This report updates the progress made in implementing the Area Delivery plan during the first two months of the new financial year 2006/7 and linking these to the corporate priorities of the City Council. The report also identifies progress being made through the support of our partner organizations on the West Leeds District Partnership.

2.0 Background Information

2.1 The new Area Delivery Plan of the Inner West Committee was approved by the Inner West Area Committee in January 2006 and endorsed by Executive Board at its meeting in May 2006.

3.0 Main Issues

- **Corporate priority theme: all neighbourhoods are safe, clean, green and well maintained**

3.1 City Services have been successful in obtaining additional Neighbourhood Renewal Funding 2006/7 for establishing teams of Community Caretakers in the Inner Area wards of Leeds, including Armley and Bramley. Two teams of Community Caretakers will replace the previous CAST (Community Action Support Team). The Community Caretaker teams are appointed from local people, and are trained locally - in the case of West Leeds through the West Leeds Family Learning Centre. They are tasked to deliver clean streets, including minor maintenance of roads, fences hedges and local eyesores.

3.2 Initially the Inner West teams will be tasked within the environmental hotspot areas of Armley and Bramley wards, including the neighbourhood management areas of Fairfield/Rosfields, Wyther, the Broadleas/Sanford/Ganners, New Wortley and Armley. The two new teams will be tasked through Area Management, and the referral service will work as for the CAST teams. The two new teams will work closely with Neighbourhood Wardens, Environmental Health staff and the Neighbourhood Policing teams. Baseline survey work of environmental conditions will be complete by July 2006 and the teams will be operating by September 2006. A funding request to support the capital element of this work by the Inner Area Committee is included elsewhere in this agenda.

3.3 A new Community Safety Inspector has been appointed for Inner West Leeds to head up the Community Policing Teams for Armley and Bramley – Inspector Peter Oram. He replaces Inspector Granville Ward who will now be concentrating purely on managing the teams in the Outer West area wards.

3.4 The arrangements for Anti Social Behaviour administration changed on 1st June. There are now two city teams, one covering East and North East wedges, one covering South, West and North West. The latter team is now based at Pudsey Town Hall. Ian Brewer, who led the team, will take over the new East/North East team, with Patrick Holmes taking over the West/North West and South Team from 1st June.

- **Corporate priority theme: all communities are thriving and harmonious places where people are happy to live**

West Leeds Gateway

3.5 West Leeds Gateway Board met on 6th June. The Board received a presentation on the Aviarys area by Andy Beattie, Deputy Chief Environmental Health Officer. Of the 804 properties in the area 704 have been tested for asbestos – and 552 have been decontaminated. £8.2 million has been spent cleaning up the area by the City Council. Research by the Institute of Occupational Medicine has endorsed the approach taken by the Council – the programme of decontamination will continue.

3.6 The Board approved the commissioning of an options study for potential future use of the Armley Mills site. Consultants will be required to define options for expanding the potential of the Industrial Museum as a visitor attraction, to assess the development potential of the site to provide a financial receipt for improvements to the mill and finally to link better with the waterfront strategy. The study will commence in autumn 2006 and will be complete within six months. Regular updates will be provided to members

3.7 Anna Marie Clifford, who has recently been appointed Regeneration Manager for Leeds West Homes, gave a presentation on New Wortley – Leeds West Homes are drawing up proposals for the area that fit with the three strategic options (minor, moderate and major intervention) of the Atkins report. The intention is to then draw up a planning brief for the whole New Wortley area. The Mistress Lane site now had a planning brief drawn up –the Board agreed this site should be marketed together with New Wortley sites and Oldfield Lane –the three key available sites in the Gateway area. A report is to be prepared for Executive Board approval in September.

3.8 The Board received information on the “Great Working” training course for local people and frontline workers on the regeneration issues for the area. Over 20 people have now enrolled for the course which commenced on 8th June with funding from Yorkshire Forward.

3.9 West Leeds Area Management presented the consultation plan for the area to include stakeholder meetings, business briefings, a static exhibition and key worker briefings throughout the area in the autumn. This consultation will also form part of the Planning Department consultation on the Local Development Framework.

3.10 Armley Moor – the Board received an update on discussions between Learning and Leisure, Area Management and Armley Common Rights Trust to develop management plans for the land held by the Common Rights Trust.

3.11 A Business Forum is to be established based around businesses in Armley Town Street. An initial meeting involving a local firm, the Chamber of Commerce, West Yorkshire Business Link, the Business Broker/Leeds Ahead and the Development Department was held on 19th May at Armley One Stop.

3.12 One key planning application at Westfield Mills has been resolved to the benefit of a better quality development in Armley following representations from the Board.

3.13 The Board also received reports on the Townscape Heritage bid for Armley and the Newleaf leisure centre proposal for Armley, both of which are reported elsewhere on this agenda.

3.14 The West Leeds Gateway scheme was the subject of two visits – by the president of the Royal Town Planning Institute Clive Harridge who was given a tour and a presentation at Armley Moor Health Centre 24th May 2006. His specific interest is in health led regeneration so the Armley Moor Health Centre and Jigsaw Healthy Living Project were of great interest to him. A second visit was by members and officers from Suffolk County Council who visited New Wortley Community Centre on 7 June to look at Area Management structures and local area working.

3.15 Finally funding for the “phase two” study for West Leeds – the Leeds Bradford Corridor – has now been approved from Bradford MDC, Leeds City Council and the West Yorkshire Housing SRIP fund. Metro are also being invited to join the funding of the joint study. The timescale for this will be to commence the study in the autumn with a completion date of spring 2007.

Inner West Leeds District Centres

3.16 Armley Town Street – a feasibility study has been agreed with Asset management Group and is now underway.

3.17 Bramley Town Centre– a meeting between the City Council, Area Management and the owners Halladale Investments was held on 8th June. Halladale have major proposals for the centre, including three new shops, a new covered walkway, improvements to the rear entrance and two new outlets next to the rear car park. The pre application discussions about these are now complete. The contribution of the City Council’s Town and District Centre scheme will be to improve security, design and to encourage the use of the centre around the rear façade. This will include new bin yards, ventilation ducts and uniform fascia treatment and in addition to replace the raised planter next to the bus turning circle, and finally to restore the Bramley pump and horse trough. Discussions will continue about the resiting of the toilets but this now seems unlikely in the short term. The whole partnership scheme value will be in excess of £1.5 million. A report is due to be submitted to Asset Management Group in September 2006 to release the funding for this.

- **Corporate priority theme: children and young people have healthy, safe and successful lives**

3.18 A key to the provision of youth services in Inner West is to develop and support of the voluntary sector bodies providing activities for young people. The Inner Area Committee agreed to fund a Youth Development Worker to work with Voluntary organisations across the West wedge,

predominantly working with 9 – 13 age groups of young people. A suitable preferred candidate has been recruited and will be responsible for the development of voluntary sector networks and support volunteers providing youth provision in the local area.

3.19 A planning day was held on 25th May to develop a plan for the integration of Children's Services I West Leeds. The plan is now being written. Area Management is fully involved in this to ensure that members' priorities are fully recognized. The governance of this work will be through an interim Children Leeds West Board with representation of senior officers from Early Years, Social Services, Children's Services, West Leeds PCT and Education Leeds. A report to members will be made in September on progress.

3.20 BARCA has been successful in having its license application approved to deliver the West Leeds Youth Bank, part of a network of 55 such banks in the UK. Youth Banks provide small grants to fund young people's good ideas to benefit their own communities – it gives young people themselves a chance to make decisions about who receives the money and about how Youth Bank is managed. It is more than just giving out grants; it is about supporting and training people, confidence building, personal growth and development. It also aims to improve the quality of life in local communities by active involvement of young people in deciding what is supported and who received the funds. To date BARCA have 9 young people involved in the scheme and training is being given prior to the first round of giving in July/August 2006. The first funding pot is £3000 for healthy living activities secured through the Football Foundation.

- **Corporate priority theme: transforming our services**

3.21 The latest multi agency crime and grime operation Apollo was held in Inner West 24-26th May. The target area for the operation was the Raynville and the Wythers in Armley. Over 15 different agencies and organisations took part and initial feedback was that the operation was a success. A more detailed report will be presented at the next committee Multi-agency initiatives to tackle crime and anti-social behaviour

3.22 Specific local action has been agreed to tackle the problems in other areas. A Community Safety Plan has been drawn up for the Broadleas estate. Due to anti social behaviour problems exacerbated in part by the Broadleas Community Centre, that centre was closed in March 2006 and activities moved to temporary accommodation elsewhere in West Leeds or to the Community Shop across the road. The Inner area committee agreed to fund summer programmes of sport activity for young people from the area.

3.23 Bramley members have agreed to the lease of the Sandford Community Centre to BARCA to provide youth facilities for the area. In the short term this will be done through a license arrangement to enable the work to get underway as soon as possible. Similar arrangements of community licenses leading to longer leases are being negotiated with the Wyther Community Centre (Twilight Twirlers group) and Moorside Tenants and Residents Group (Moorside Centre).

3.24 Funding for the West Leeds Family Learning Centre has been thrown into some doubt due to the city wide loss of a major contract for New Deal placements. The Family Learning Centre is a vital resource for the West wedge, and one of the key partner agencies providing much needed training placements and access to work in an area without any local college provision.

- **Corporate priority theme : better partnership working**

3.25 As part of the review of local service provision KPMG are conducting an audit of area management and local services in Leeds. This has involved interviews with the area committee chair, Denise Atkinson, on the 31 May, with Steve Crocker the West area manager, and with local service providers including the Youth Service. Initial findings were reported back to the Area Committee Chairs meeting on 9th June. Key messages to date are that the actions Area Management are consistent with the Leeds Initiative and the Corporate Plan, although Service plans of Departments are not clearly linked to Area Delivery Plans. The work of Area Management in seeking the views of local residents is recognised (through forums, events and surveys such as the Leeds Household

Survey – see later on this agenda) but the auditor stresses the importance of responding to these views through actions.

3.26 One area of potential concern was that some Area Committees and District Partnerships were not working well together. There were also tensions between some services and area committees over roles and responsibilities. Finally there were the risk posed by changes in PCT and ALMO arrangements in undermining joint partnership working. Overall area management needed to demonstrate clear improvements in Streetscene, Young People and Community Services as an outcome of the Area Delivery Plans.

3.27 West Leeds District Partnership met on the 16 June and received presentations on the work of the West Leeds environment group, on transport connectivity and on Community Cohesion. ON the latter a meeting of faith leaders in West and North West wedges was held on 24th May. One of the targets is to develop a faith forum in West, and Froukje Cradock from Faithworks is doing some baseline work to prepare for this. The West Leeds District Partnership also received updates on specific projects – the I Love West Leeds Festival planned for 9th – 16th July, the “Uplift” project with Bramley Elderly Action which provides home based support services and the Youth Bank project as described above.

3.28 The West Leeds District Partnership also received a report on a survey of the Partnership’s operation and governance. The survey covered both Partnership Board members and service providers from stakeholder organisations in the West wedge. The purpose and remit of the partnership were accepted as the correct ones by most respondents; the operations of partnership activities largely worked well. The key issues were around the issues of communication and effectiveness. On communications, executive members needed to explain the work of the organization to their colleagues and within their organisations. On the second point of effectiveness the partnership had “bent strategies” to agree a common strategy but had not yet effectively “bent spending” to meet these common priorities. Better links were also required between the family of partnerships in west and the Leeds Initiative.

3.29 One of the key joint actions of the West Leeds District Partnership has been to concentrate the “narrowing the gap” activities on five priority neighbourhoods – New Wortley, Wyther, Fairfield, Bawns and the Broadleas. Each area now has an agreed neighbourhood management plan and all have involvement of both residents and local services. Fairfield now also benefits from Neighbourhood Renewal Funding –a community co coordinator has already been appointed and a neighbourhood warden is soon to be appointed.

3.30 A seminar on how we implement “narrowing the gap” Local Area Management Plans was held on 12th may at Armley One Stop Centre. The event was facilitated by A Neighbourhood Renewal Advisor, Richard Crossley. The objective was to agree actions and tasks between police, health, community safety, environmental health, youth service, housing, city services and area management. One key outcome was the award of £5000 to each LAMP area by City Services for spending on small road maintenance issues (a total of £25,000). A report requesting “matched funding” from the area committee will be covered later on this agenda.

4.0 Implications for Council Policy and Governance

4.1 The work of the West Leeds Area Management Team in delivering the Area Delivery Plan for Inner West Leeds is part of the Council’s corporate agenda in achieving closer working and better services. The “Strategy for Success” is part of the Leeds Initiative Leeds Regeneration Plan.

5.0 Legal and Resource Implications

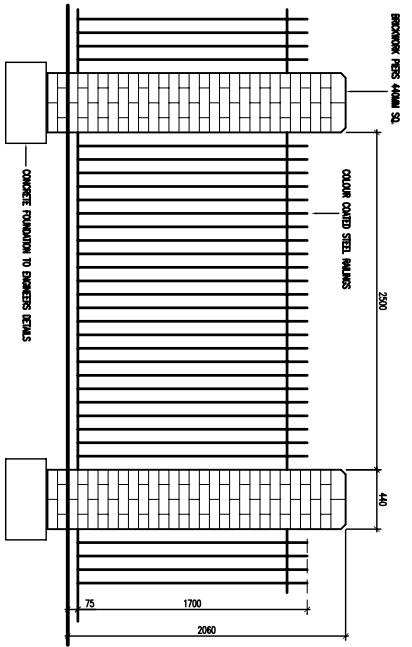
5.1 The Area Delivery Plan and the Strategy Success are administered through West Leeds Area Management team. This report had indicated that new resources (for example Neighbourhood Renewal Funding, Town and District Centre partnership funding, LAMP highways funding) have been brought into the West wedge to tackle the problems identified in plans.

6.0 Conclusions

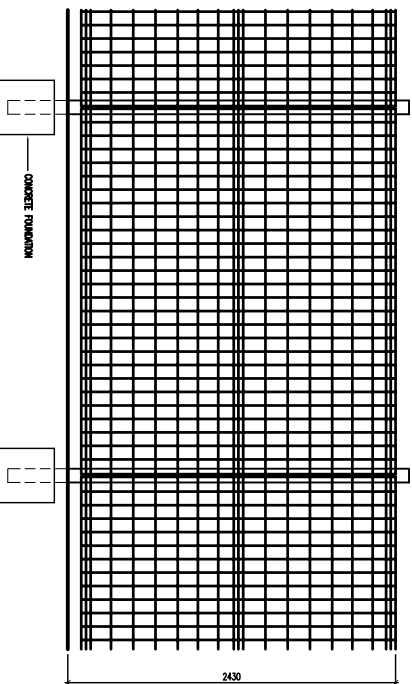
Over the past two months significant progress has been made in delivering the actions of the Inner Area Delivery plan 2006/7

7.0 Recommendations

Members are asked to note the actions of the West area management team in delivering the actions agreed in the Inner West Area Delivery Plan 2006/7



Typical Brick Pier & Steel Fence Detail Scale 1:20



Typical Weldmesh Fence Detail Scale 1:20

STATUS

Bradshaw Gass & Hope 1/5 Skewton Street Skewton Bk, York YO1 2JL T: 01904 624848 F: 01904 624848 E: email@bradshawgass.co.uk	
Client WEST YORKSHIRE FIRE & RESCUE SERVICE	Project BRAMLEY FIREPLACE BRAMLEY
Drawing PROPOSED BOUNDARY TREATMENT	Drawing No 1888.11.11
Revision	Scale 1:200
Author SHF	Date 27.02.08
Checked SHF	Drawn SHF
Scale 1:200	Sheet A0
Drawn SHF	Architectural ARCHITECTURAL

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Report of the West Leeds Area Manager

Inner West Area Committee

Date: 22 June 2006

Subject: Bramley FIREPLACE

Electoral Wards Affected:

Armley; Bramley & Stanningley

Calverley & Farsley

Farnley & Wortley

Pudsey

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 outlines the proposals to transform the former Bramley Fire Station into a Community Safety headquarters and a state of the art visitors centre which would be used to teach fire safety to young people and asks the Inner West Leeds Area Committee to support the proposal of West Yorkshire Fire & Rescue Service through a contribution of £25,000 for external environmental works.

1.0 Purpose Of This Report

1.1 To inform the committee of the West Yorkshire Fire & Rescue Service proposals for the redevelopment of the former Bramley Fire Station.

2.0 Background Information

2.1 The former Bramley Fire Station on Stanningley Road has been unused since 2004. The site is now beginning to look derelict, which creates a poor impression for visitors coming into Leeds, from the west and those approaching West Leeds from the east.

2.2 Over recent months, West Yorkshire Fire & Rescue Service (FRS) has commenced a wide ranging and ambitious modernisation programme. A key element of modernisation is a revision of the legislative framework the FRS operates within. The Fire and Rescue Services Act 2004 presents a new duty of 'promoting fire safety' on the West Yorkshire Fire and Rescue Authority (FRA)

- 2.3 In addition, as part of an ongoing review of fire cover provision across the county, a new fire station is being constructed on Leeds Road to serve the city of Bradford. The current site, located at Nelson Street, is due to be vacated in autumn 2006. However, the Leeds Road station does not have sufficient space to accommodate the FRS community safety staff, currently housed at the old site.
- 2.4 This has presented an opportunity to transfer community safety staff to the Bramley site, given approval for the refurbishment of the site. It also offers another, quite unique, opportunity which is currently being evaluated.

3.0 Main Issues

- 3.1 In line with the national teaching curriculum, community safety staff visit each Year 5 class, in every primary school across the county, to deliver fire safety awareness lessons, at least once a year. This method of delivery is resource intensive and the FRS feel the service can be provided at a much higher quality and more effectively by providing a state of the art, technologically modern, educational visitor centre.
- 3.2 The FRA has been looking at a number of options for the former Bramley Fire Station site. Their preferred option is to redevelop the site as a fire safety training centre. Bramley fire station is large enough to accommodate both the community safety headquarters and the education centre, with the site lending itself to housing the community safety vehicle fleet and the broad range of demonstration appliances.

4.0 Implications For Council Policy And Governance

- 4.1 This project will help the West Yorkshire Fire Authority fulfill its statutory requirements to provide community safety training to all Year 5 pupils. This also fits with Leeds City Council's priority of community safety, as outlined in the Corporate Plan and the Vision for Leeds.

5.0 Legal And Resource Implications

- 5.1 The FRA has commissioned a feasibility study for the proposed scheme, which has drawn up plans for the development and projects the cost of the work at £3 million. These proposals were presented to the West Yorkshire Fire Authority in December 2005 for their consideration, along with a number of other options. This was approved as their preferred option and funding for this project has been include as part of the WYFA Capital Budget over the next three years (2006 – 2009).
- 5.2 The FRA is seeking £25,000 from the Inner West Area Committee to help with the cost of the project and show support for the scheme. This funding would contribute to the cost of external improvements to the site to improve the local environment which would carried out ahead of the major works. Appendices A and B provide details of the proposed external improvements, including temporary hoardings which will be erected whilst the building is being refurbished to demonstrate that further investment is planned for the building.
- 5.3 It is anticipated that external environmental works and detailed design will take place during 2006/07. Actual construction works are not likely to take place until 2007/08. The Outer West Area Committee have agreed in principle to a contribution of £25,000 towards the construction works. Further details on the construction works and activities which will take place within Bramley FIREPLACE will be brought back to the Area Committee towards the end of 2006/07.

6.0 Conclusions

- 6.1 The proposal is that the station is redeveloped to create new offices and Community Safety headquarters, on the first floor, with the ground floor turned into the education centre.
- 6.2 Youth training schemes and education programmes, for young adults, are also to be developed.
- 6.3 With a scheme of this magnitude, it is key that the FRA can show support and commitment from key partners and stakeholders. The FRA is therefore seeking endorsement from each of the Local Authorities within West Yorkshire, to show regional support for the scheme.

7.0 Recommendations

- 7.1 The Inner West Area Committee is requested to:
- Support the proposal to redevelop Bramley Fire Station site into a fire safety training centre and community safety headquarters
 - Approve a contribution of £25,000 from the 2006/07 Well-being budget



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Leeds
CITY COUNCIL

Originator:	Martyn Stenton
Tel:	39 50647

Report of the Director of Neighbourhoods and Housing

To: Inner West Area Committee

Date: 22 June 2006

Subject: Community Centres

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

The report outlines the community centres function which is being delegated to the Area Committees in stages.

From 1st July 2006 the Area Committees will be responsible for the centres vested with the Neighbourhoods and Housing Department. This gives the Area Committees responsibility for: overseeing revenue budgets, operational arrangements and the use of centres, agreeing and implementing a revised schedule of charges and discounts for directly managed centres and making asset management and investment proposals to ensure the portfolio is sustainable and meets local needs.

Area Committees will receive a further report later in the year with details of the remaining centres being delegated to them.

1.0 Purpose Of This Report

- 1.1 The report outlines the community centres function which is being delegated to the Area Committees in stages. From 1st July 2006 the Area Committees will be responsible for the centres currently vested with Neighbourhoods and Housing.

2.0 Background Information

- 2.1 Recent reports to the Council's Executive Board and Scrutiny have covered the community centres review and the agreement of proposals to transfer responsibilities for community centres to the Area Committees.
- 2.2 A planned rationalisation programme is in the process of being implemented. This has led to the demolition and disposal of a number of under utilised centres in poor condition and improvements to nearby facilities. In addition, a considerable amount of work has been undertaken to improve the operational management of the facilities. As a consequence of this activity, officers concluded that the portfolio was in a more sustainable position than it had been for some time and it was appropriate to start delegating the management of the community centre function to Area Committees.
- 2.3 This is a relatively complex service area. The responsibility for the facilities is currently split between Learning and Leisure and Neighbourhoods and Housing. In addition, City Services undertake a facilities management function for some of the centres and the Development Department's Asset Management Unit has assisted in the review to date. Added to this, there are a large number of centres which have individual characteristics and relate to particular localities and communities. For this reason a staged approach was agreed for the future management and transfer of responsibilities for this service to Area Committees. This is starting with the transfer of responsibilities for the current Neighbourhoods and Housing portfolio to the Area Committees.

3.0 Main Issues

3.1 Assets

- 3.2 The centres currently vested with Neighbourhoods and Housing will become the responsibility of the Area Committees from 1st July 2006. Day to day management will be provided by the staff in the area teams.
- 3.3 An initial Area Function Schedule was prepared for these centres and was presented to Executive Board at its June meeting alongside updated function schedules for other Area Committee responsibilities. (A copy of the Function Schedule is included in a report elsewhere on the Committee's agenda.)
- 3.4 The community centres currently vested with Learning and Leisure are due to be transferred to Neighbourhoods and Housing later in the year. A further report will be taken to Executive Board to add these to the Area Function Schedule and formally delegate them to the Area Committees.
- 3.5 Appendix One shows a list of the community centres portfolio. It shows which centres are currently vested with Neighbourhoods and Housing, those currently vested with Learning and Leisure which will transfer and those which will be retained by Learning and Leisure for office use or the delivery of youth and training programmes.

3.6 **Facilities at Each Centre, Condition of Centres and Backlog Maintenance**

- 3.6 Previous reports to Executive Board and Scrutiny have indicated that in general there are high levels of backlog maintenance for some of the centres. The overall position has improved a little over the last few years through the programme of disposals and closures agreed previously by Executive Board and resources agreed by Area Committees through Well Being Budgets.
- 3.7 A data sheet was recently put together for each centre. These include details of the centre, its facilities and known backlog maintenance requirements. These are being given to Area Management teams as part of the handover of day to day management responsibilities and Area Committee Members will receive a pack containing sheets for each of the centres in their area. These will help to inform decisions about future use and investment in the centres.
- 3.8 With regard to future capital investment needs, Area Committees will be able to make investment decisions from their own Well Being budgets. In addition, Area Management will be able to make applications for capital from the Council's Major Maintenance Fund in the normal way (as referred to below).

3.9 **Service Level Agreement with City Services for cleaning, caretaking and facilities management**

- 3.10 At present City Services provide cleaning, caretaking and facilities management services for the Neighbourhoods & Housing centres managed by the Council and just a cleaning and caretaking service for Learning and Leisure centres. The services are provided under a service level agreement and this covers:

Cleaning and Caretaking

- The provision of caretaking and cleaning staff and relief cover for leave and sickness
- The provision of equipment and materials for cleaning and ensuring they are safely stored when not in use
- Assisting the control and co-ordination of routine repairs and maintenance
- Assisting with safety, health and welfare and emergency procedures e.g. carrying out and recording alarm testing
- The management and supervision of premises related staff

Facilities Management

Covers the above services plus:

- Undertaking routine repairs and maintenance
- Controlling and co-ordinating major repairs and refurbishments once financial resources have been made available
- The management and control of energy use within buildings
- The security of buildings including the co-ordination of emergency call out arrangements
- Preparation and control of budgets and payments of accounts in respect of facilities management functions

- 3.11 City Services provide this service alongside the one provided in other civic buildings across the City. This, along with changes in operating arrangements previously

reported to Executive Board and scrutiny, has helped to improve the service provided and efficiencies. Flexibilities in the service are possible e.g. moving caretakers to different community centres to cover leave or additional usage and the use of agency staff when required. The Executive Board agreed that:

- a) City Services continue to provide both a caretaking and cleaning service and facilities management service for the centres currently vested with Neighbourhoods and Housing; and
- b) City Services provide both services for the centres to be transferred from Learning and Leisure later in the year.

3.12 In relation to leased centres, City Services now provide annual health and safety checks (e.g. for boilers) and the costs for these have been included in the budgets delegated to Area Committees.

3.13 Arrangements for leased centres

3.14 The framework for management arrangements being introduced in leased centres was covered in previous reports to Executive Board and Scrutiny. It was recognised at Executive Board that there may be occasions when organisations may find it difficult to adhere to all the standard terms. Where this is the case, officers will work through the various options to ensure that appropriate arrangements are put in place which enable community organisations to operate centres on terms which are acceptable to both parties. In summary the standard terms cover:

- Standard terms for leases for community centres managed by community organisations –
 - Six years duration, three year break/review clause
 - Market rent assessment made before lease put in place
 - Organisations to be responsible for internal and external repairs
- A 'rental support agreement' will be put in place with each organisation to subsidise the rent at up to 90% of the market rate (100% support in exceptional cases)
- Longer leases to be considered on a case by case basis and subject to any necessary approvals

3.15 In addition to the original list of leased/to be leased centres vested with Neighbourhoods and Housing there are a small number of additional council buildings which have been leased to organisations with support from Area Management Teams and Area Committees e.g. Burley Lodge Centre, Inner NW Leeds. To give clarity Executive Board agreed that the list of leased centres vested with Neighbourhoods and Housing and under the responsibility of Area Committees includes ones where leases are currently being progressed and other council buildings which have recently had support from Area Management Teams and Area Committees.

3.16 Licences/leases for services using centres as operational bases

3.17 There are a number of users in centres who are using the space as an operational base. A number of these users have exclusive use over particular spaces but no formal agreement is in place and / or charge levied for that use. Whilst this needs standardising across the portfolio of centres it is recognised that it will take some

time to address and that some users may be providing an important local service but not have the resources to pay a full market rent for the space being used. To standardise the situation across the portfolio Executive Board agreed that:

- a) Leases or licences (as appropriate to the situation) are put in place for all users occupying a space in a centre as an operational base
- b) All other use is covered by the lettings and pricing policy for hiring space in centres
- c) Market rent assessments are made and service charges are assessed for each use of this nature
- d) Rental support agreements are put in place along the same lines as the ones introduced for leased centres for users which are providing community services which meet local priorities

3.18 Lettings and pricing policy for hiring space in centres

3.19 At the present time all lettings for Neighbourhoods and Housing and Learning and Leisure Community Centres are handled by the Lettings Team in the Learning and Leisure Department.

3.20 In October 2004 Executive Board considered a draft revised lettings and pricing policy and agreed that there should be consultation on it. In addition, the proposal to charge colleges using centres was approved and the Director of Learning and Leisure was tasked with leading negotiations with the colleges about the implementation of this proposal.

3.21 In relation to the draft lettings and pricing policy, widespread consultation took place up to Spring 2005. Over 110 responses were received and they reflected the variations in existing policy across the different centres with some groups having had free use and free accommodation for some time whilst others were paying a contribution for their use of a centre. Understandably, the main comments arising from the consultation were about charges and discounts rather than the principles of the policy. Key points raised in the consultation are summarised in the table below:

<p>Summary of key points from consultation on new lettings and pricing policy for council managed community centres</p>

- | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none">◆ Concern that attendance might go down if high charges have to be paid.◆ Concern that groups won't be able to pay to use centres.◆ Charges would require the collection of money from members, setting up of accounts and payments of small sums of money for those groups currently having free use.◆ Some groups contribute to the upkeep of their local centre, do not receive funding and rely on free room hire to sustain activities.◆ Community service providers working for no financial reward should be recognised.◆ High charges for groups on Friday evenings and weekends are seen as unfair and there were some examples of groups who can't meet at weekends anymore.◆ Some users have had free use for many years and feel it should continue.◆ Many users are on low incomes.◆ Community Centres should be seen as an essential resource in the regeneration |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

of Leeds.

- ◆ Concessions should be the same across the city.
- ◆ Some commented that existing charges are unfair.
- ◆ If Groups have to move to different centres because they can't afford council centres it will discourage engagement as familiar surroundings support involvement particularly with elderly and disabled groups.
- ◆ Concerns about the possible introduction of increased charges for facilities that are of poor quality.
- ◆ If higher charges are imposed support for fundraising is required.
- ◆ Some groups said they were experiencing difficulties in booking rooms in centres and there was a need for a better system than at present.
- ◆ Some people thought there was a lack of clarity in the draft policy about proposed charges and concessions (although the consultation did explain that information about charges and discounts would follow later after the consultation on the policy).

- 3.22 Alongside the consultation responses, information was collated on the costs of running centres, caretaking costs, the facilities in each area, usage patterns, charging regimes and discounts.
- 3.23 At present there is a complex pricing structure for the centres which has been in operation for some time. A large number of centres have two basic prices for rooms with a relatively generous range of discounted rates. For other centres the structure of prices is different for each building and room. These tend to have lower standard charging rates and more restricted discount regimes. The result of this is that a user in one centre using a large space may have free use, whereas a similar user elsewhere may be charged for a small space.
- 3.24 Taking all the above information into account, officers did some work on a proposed schedule of charges and discounts for community centres and some minor revisions to the draft pricing policy. Initial consideration was made to the practical consequences of revised charges on individual organisations prior to finalising these proposals. This included an assessment of the likely impact on known existing users in a sample of community centres and considerations of the impact on any change in charging to different types of organisations, some of which are informally organised groups with very modest resources. Information was also collated on the charges to use a variety of non-council owned community centres across the city.
- 3.25 Assessing the full implications of these proposals to the Authority, to individual Area Committees and to service users is difficult to do as there are many variables and influencing factors (e.g. the range of existing charges and discounts, the number of users, centres and types of organisation using them). There have been significant usage and income variations in centres from year to year under current arrangements. Whilst clear and fair charging with increased promotion may increase usage and potentially income (if those new users have to make a contribution), it is also possible that a number of users may be unhappy with the proposed arrangements and may seek alternative arrangements or cease activities.
- 3.26 In view of the issues highlighted above and the responsibilities being given to the Area Committees it was suggested that staff in each of the Area Teams use the proposals as a model for their area and do further work on it and local consultation. This will allow each Area Committee to take account of local issues and the

budgetary parameters and priorities of the Committee in setting its local pricing policy.

3.27 The Executive Board agreed that:

- a) The draft pricing policy previously considered is amended to give Area Committees the responsibility for setting charges and discounts for centres in their area within a common framework
- b) Area management teams further develop proposals for a schedule of charges and discounts for the centres in their area and undertake local consultation on it
- c) Area Committees agree a schedule of charges and discounts for implementation in their area by April 2007

3.28 **College Use**

3.29 Whilst consultation regarding the principles of a new letting and pricing policy was undertaken, negotiations with the colleges progressed. Two collective meetings established the basis of the review, the principles of a charging policy and the pressures facing all parties. The second phase of the consultation involved meeting with colleges individually to consider their circumstances and the use of centres being made by each of them, including where they had user rights. A new charging policy for college use was then introduced from September 2005 to tie into their academic year.

4.0 Implications For Council Policy And Governance

4.1 The range of community centre issues detailed in this report fit with agreed Council policy and governance arrangements.

5.0 Legal And Resource Implications

5.1 **Legal**

5.2 There are no new legal implications arising from the contents of this report.

5.3 **Resources**

5.4 **Capital funding to maintain and develop centres**

5.5 As noted above, there are high levels of backlog maintenance for some of the centres in the portfolio. Whilst there are some resources available to the Area Committees through Well Being Budgets and the budgets for premises maintenance, it was agreed at Executive Board that a dedicated capital programme for the centres should be developed to support capital improvements over the medium term. Criteria for this are now being developed and the release of funding will be managed through the Asset Management Group. Due to existing commitments in the council's capital programme in the short term it is anticipated that spending on schemes could commence from April 2007. Further information will be supplied to Area Teams to allow proposals to be put forward later in the year.

5.6 **Capital receipts arising from the future disposal of any centres**

5.7 In addition to the facilities agreed for disposal at previous Executive Board meetings, Area Committees may wish to take up opportunities to re-shape their local portfolio of facilities and this may include the disposal of further centres. Executive Board agreed that a ringfencing arrangement for capital receipts arising from the disposal of community centre assets should be developed to allow a proportion of the receipts to be retained by Area Committees for investment in other local community facilities. This will be incorporated into the updated Capital Strategy which is due to be considered by the Executive Board later in the year.

5.8 Any disposals would be managed and undertaken by the Council's Development Department and the issues of best consideration will continue to apply.

5.09 **Revenue Budgets for operating the centres**

5.10 For the Neighbourhoods and Housing centre portfolio estimates for 2006/07 were done at an individual community centre level. This took into account the actual budgets for 2005/06 along with updated estimates for costs in 2006/07. This has enabled budgets to be put together for each of the Area Committees as part of the Area Function Schedule elsewhere on the Committee's agenda. Similar work will also be done with the Learning and Leisure facilities before they are transferred to Neighbourhoods and Housing later in the year.

5.11 The budget information is broken down into the following areas:

Expenditure Type

Rates

Rental Support

Supplies and Services

Caretaking

Premises

Management and Supervision charges

Gross Expenditure

Income from Centre Rentals

Income

Net Budget

5.12 As indicated in previous reports to Executive Board and Scrutiny the budget for operating community centres has been under pressure for a number of years. Whilst efficiencies and disposals have assisted the budget situation (for example at the end of 2005/06 there was no outstanding budget pressure for the Neighbourhoods and Housing centres), at an area level there may be ongoing pressures due to variations in caretaking and energy costs reflecting inflationary pressures and varying levels of income. At the same time there are opportunities for further efficiencies to be made and Area Committees would be able to utilise any revenue savings or increased income to use in other centres or on other area priorities under their control.

5.13 **Staff Resources to Manage and develop the centres**

5.14 The combined portfolio of centres managed by Neighbourhoods and Housing will total around 70 facilities, of which over 20 will be leased with little day to day involvement from the City Council. At present there are no dedicated resources in

the Area Management Teams to support this work, although staff in all areas are currently involved with community centre issues and there is capacity to undertake some of the extra work required. This is being built into team work programmes for 2006/07.

- 5.15 All the caretaking, cleaning and facilities management services will be provided by City Services. On behalf of the Area Committees, this means the Area Teams will have responsibility for:
- Liaising with users, user groups, local members and management committees on issues related to centres in their area
 - Developing proposals for re-shaping the portfolio in the area
 - Developing capital schemes and funding packages
 - Monitoring the service level agreement with City Services for centres in their area and monitoring capital and revenue budgets
 - Ensuring that leases and licences are in place and reviewed periodically
 - Developing, implementing and overseeing the administration of a new schedule of pricing and discounts for centre usage
- 5.16 There is some central support in the Regeneration Service to provide guidance on these issues (e.g. how to arrange and review leases) and maintain an overview of budgets and developments in the community centres portfolio.
- 5.17 For the directly managed centres three area management areas (North East, North West, West) will have less than 10 of these to manage and it was agreed that this workload would be absorbed by those area management teams. However, in both East and South Leeds there will be 15 or more directly managed centres to look after and further support to those two area teams will be required, particularly if the range of issues identified in this report are to be progressed effectively. In view of this it was agreed to establish two new Community Facilities Officer posts so that East and South Leeds would be able to handle community centre issues more effectively at an area level. It is anticipated that staff will be employed in these posts by the Autumn.

6.0 Conclusions

- 6.1 The Council's Community Centres Function is relatively complex and involves a number of different council services at present. The service is being delegated to Area Committees in stages with Area Teams becoming responsible for day to day management of the centres.
- 6.2 The current Neighbourhoods and Housing community centre portfolio is being delegated to the Area Committees from 1st July 2006. Revenue budgets associated with this portfolio are covered in the Area Function Schedule which went to the Executive Board in June 2006 and are in a report elsewhere on the Committee's agenda.
- 6.3 For the Neighbourhoods and Housing centres, this gives the Area Committees responsibility for: overseeing revenue budgets, operational arrangements and the use of the centres, agreeing and implementing a schedule of charges and discounts for directly managed centres and making asset management and investment proposals to ensure the portfolio is sustainable and meets local needs.

- 6.4 Caretaking, cleaning and facilities management services will continue to be provided by City Services for these centres. All lettings at these centres are currently handled by the Lettings Team in Learning and Leisure.
- 6.5 The community centres currently vested with Learning and Leisure are due to be transferred to Neighbourhoods and Housing later in the year. A further report will be taken to Executive Board to add these to the Area Function Schedule and formally delegate them to the Area Committees. A further report will be prepared for the Area Committees when this takes place.

7.0 Recommendations

- 7.1 Members are asked to:
- 7.2 Note the arrangements for the delegation of the community centres to the Area Committee, and
- 7.3 Receive a further report later in the year with details of the remaining centres being delegated

Appendix 1. Leeds City Council Community Centres List – May 2006

Area Committee: Inner East			
Centre	Ward	Directly Managed or Leased	Current Vesting Department
Alston Lane CC	Killingbeck & Seacroft	Directly Managed	NHD
Bangladeshi Centre	Gipton & Harehills	Directly Managed	LLD – to transfer to NHD
Crossgates CC	Killingbeck & Seacroft	Directly Managed	NHD
Ebor Gardens CC	Burmantofts & Richmond Hill	Directly Managed	LLD
Harehills Place CC	Gipton & Harehills	Directly Managed	LLD
Henry Barran Centre	Gipton & Harehills	Directly Managed	NHD
Kentmere CC	Killingbeck & Seacroft	Directly Managed	LLD
Lincoln Green YC	Burmantofts & Richmond Hill	Directly Managed	LLD
Nowell Mount Centre	Burmantofts & Richmond Hill	Directly Managed	LLD
Pakistani Centre	Gipton & Harehills	Directly Managed	LLD – to transfer to NHD
Richmond Hill CC	Burmantofts & Richmond Hill	Directly Managed	NHD
Shantona Centre	Gipton & Harehills	Directly Managed	LLD – to transfer to NHD
South Gipton CC	Gipton & Harehills	Directly Managed	LLD

Area Committee: Outer East			
Centre	Ward	Directly Managed or Leased	Current Vesting Department
Allerton Bywater Yth & Adult Centre	Kippax & Methley	Directly Managed	LLD
Allerton Bywater Welfare Hall	Kippax & Methley	Leased	NHD
Fieldhead CC	Crossgates & Whinmoor	Directly Managed	LLD
Firthfields CC	Garforth & Swillington	Leased	NHD
Garforth Welfare Hall	Garforth & Swillington	Leased	NHD
Kippax CC	Kippax & Methley	Leased	NHD
Kippax YC	Kippax & Methley	Directly Managed	LLD
Methley Village Centre	Kippax & Methley	Directly Managed	LLD
Micklefield YC	Kippax & Methley	Directly Managed	LLD
Oak Road CC	Garforth & Swillington	Leased	LLD
St Gregory's Y&A Centre	Crossgates & Whinmoor	Directly Managed	LLD

Area Committee: Inner North East			
Centre	Ward	Directly Managed or Leased	Current Vesting Department
53 Louis Street	Chapel Allerton	Leased	NHD
Mandela Centre	Chapel Allerton	Directly Managed	LLD
Palace Youth Centre	Chapel Allerton	Directly Managed	LLD

Area Committee: Outer North East			
Centre	Ward	Directly Managed or Leased	Current Vesting Department
Barleyfields YC	Wetherby	Directly Managed	LLD
Boston Spa YC	Wetherby	Directly Managed	NHD
Deepdale CC	Wetherby	Leased	NHD

Area Committee: Inner North West			
Centre	Ward	Directly Managed or Leased	Current Vesting Department
Beckett Park Centre	Kirkstall	Leased	NHD
Burley Lodge Centre	Hyde Park & Woodhouse	Leased	NHD
Headingley CC	Headingley	Directly Managed	NHD
Little London CC	Hyde Park & Woodhouse	Directly Managed	LLD
Meanwood CC	Weetwood	Directly Managed	LLD
Woodhouse CC	Hyde Park & Woodhouse	Directly Managed	LLD
Woodsley Road CC	Hyde Park & Woodhouse	Directly Managed	NHD

Area Committee: Outer North West			
Centre	Ward	Directly Managed or Leased	Current Vesting Department
Cross Green YC	Otley & Yeadon	Directly Managed	LLD
Greenacre Hall	Guiseley & Rawdon	Leased	NHD
Guiseley Theatre	Guiseley & Rawdon	Leased	NHD
Otley Civic Centre	Otley & Yeadon	Leased	NHD
Stanhope Drive YC	Horsforth	Directly Managed	LLD
Weston Lane YC	Otley & Yeadon	Directly Managed	NHD
Yeadon Town Hall	Otley & Yeadon	Directly Managed	NHD

Area Committee: Inner South			
Centre	Ward	Directly Managed or Leased	Current Vesting Department
Belle Isle Foundation	Middleton Park	Leased	NHD
Broom Road CC	Middleton Park	Directly Managed	LLD
Cranmore & Raylands CC	Middleton Park	Leased	NHD
Holbeck YC	Beeston & Holbeck	Directly Managed	LLD
Middleton Skills Centre	Middleton Park	Directly Managed	NHD
Old Cockburn Sports Hall	City & Hunslet	Directly Managed	LLD
St Matthews CC	Beeston & Holbeck	Directly Managed	LLD
Watsonian Pavilion	Beeston & Holbeck	Directly Managed	NHD

Area Committee: Outer South			
Centre	Ward	Directly Managed or Leased	Current Vesting Department
Blackburn Hall	Rothwell	Directly Managed	NHD
Churwell CC	Morley North	Leased	NHD
East Ardsley CC	Ardsley & Robin Hood	Leased	NHD
Gildersome YC	Morley North	Directly Managed	LLD
Lewisham Park YC	Morley South	Directly Managed	LLD
Peel Street YC	Morley South	Directly Managed	NHD
Rose Lund Centre	Rothwell	Directly Managed	LLD
St Gabriels	Ardsley & Robin Hood	Directly Managed	LLD
West Ardsley CC	Ardsley & Robin Hood	Leased	NHD
Tingley Youth & Community Centre	Ardsley & Robin Hood	Directly Managed	LLD
Windmill YC	Rothwell	Directly Managed	LLD

Area Committee: Inner West			
Centre	Ward	Directly Managed or Leased	Current Vesting Department
Fairfield CC	Bramley & Stanningley	Leased	NHD
New Wortley CC	Armley	Site Leased	NHD
Strawberry Lane	Armley	Directly Managed	LLD

*

Area Committee: Outer West			
Centre	Ward	Directly Managed or Leased	Current Vesting Department
Calverley Mechanics Institute	Calverley & Farsley	Directly Managed	NHD
Greenhill CC	Farnley & Wortley	Leased	NHD
Lower Wortley Centre	Farnley & Wortley	Leased	NHD (transferred from Education Leeds)
Swinnow CC	Pudsey	Leased	NHD
Westroyd Annexe	Calverley & Farsley	Leased	LLD

List of centres to be retained by Learning & Leisure for office accommodation and the delivery of youth and training programmes	
Centre	Ward
180 Chapeltown Road	Chapel Allerton
Armley LAZER Centre	Armley
Belle Isle Centre	Middleton Park
Bramley CC	Bramley & Stanningley
Denis Healy Centre	Killingbeck & Seacroft
Fearnville Pod - Sport	Gipton & Harehills
Halton Moor - Sport	Temple Newsham
Headingley Annexe	Headingley
Herd Farm Residential Centre	Alwoodley
Holt Park CC - Sport	Adel & Wharfedale
Hunslet Lake Centre	City & Hunslet
Prince Phillip Centre	Chapel Allerton
Tarn Activity Centre - Sport	Otley & Yeadon
Tunstall Road CC	City & Hunslet
William Gascoigne YC	Middleton Park

Notes

Directly Managed Centres – Leeds City Council undertakes facilities management, caretaking and cleaning and lettings functions.

Leased Centres – Operated by local organisations. In some cases new leases need to be formalised.

NHD = Neighbourhoods and Housing Department

LLD = Learning and Leisure Department

The list does not include centres currently being disposed of unless Neighbourhoods and Housing Department is expected to retain ownership and the centre is being leased to a third party.

* Inner West also has three other community centres: Moorside, managed by Neighbourhoods and Housing Strategic Landlord, to be licensed/leased to the Moorside TARA group; Sanford, managed by West Area Team, to be licensed/leased to BARCA as a youth centre, and Wyther, managed by Learning and Leisure, to be licensed/leased to the current user group.

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Originator:
Rebecca M Boon

Tel: 395 1970

REPORT OF THE: West Leeds Area Manager

MEETING: Inner West Area Committee

DATE: 22nd June 2006

SUBJECT: Inner West Area Committee Well-Being Budget.

<p>Electoral Wards Affected: Armley, Bramley & Stanningley</p>	<p>Specific Implications For: Ethnic minorities Women Disabled people Narrowing the Gap</p>
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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 details of the amount of well-being capital and revenue funding available for the financial year 2006-2007 and the commitments already approved. Members are asked to note information on the remaining well-being fund and comment on the new applications and consider them for approval.

1.0 PURPOSE OF THE THIS REPORT

This report seeks to update members on the current amount of capital and revenue funding committed and available via the Area Committee Well-Being Budget for wards in the Inner West area. It seeks approval for new projects commissioned by the Area Management Team.

2.0 BACKGROUND INFORMATION

2.1 The capital and revenue allocation for Inner West is:

Capital Allocation 2004-2007 - £253,793
Revenue Allocation 2006-2007 - £144,628 (2% increase on 2005/6 allocation)

The amount of Revenue projects approved by the Area Committee in 2005-06 was £168,439 out of a total budget of £161,130.39 (Allocation of £141,793 + underspend of £19,337.39 from 2004-05). This leaves an overspend of £7,308.61. Allowing for this overspend, an amount of £137,320 is available to spend for 2006/7.

The amount of Capital approvals to date is £216,084.33 from an allocation of £253,793 for 2004-2007. There remains £37,708.67 to spend.

3.0 MAIN ISSUES

3.1 NEW PROJECTS

The Area Management team in partnership with key agencies has developed new projects which seek to improve the performance indicators for the relevant services and deliver improvements to communities and their neighbourhoods. Details of these commissioned projects are attached in the Appendices. A summary of the commissioned projects presented to the Area Committee for consideration is shown below:

Project	Request for well-being funding by year			Appendix
	2006/07 £	2007/08 £	2008/09 £	
Bramley Fire Place	25,000 (Capital)			See separate report
Casac, (Burglary Reduction Target Hardening)	7,500			1
Casac (Burglary Reduction Distraction Packages)	5.000			2
Leeds Ahead	2,000	2,000		3
Urban Fusion	6,000			4
Neighbourhood Warden (Confirmation of in-principle approval of 30.03.06)	23,000			Previous report
Police Motorbikes	1,200			5
Local Action Management Plans for priority neighbourhoods of Wythers and Broadleas	10000 <i>(£5000 per Neighbourhood)</i>			6

3.2 Small Grants & Skips

1 application for a small grant has been received from the Leeds Involvement Project. Members of the Area Committee have been notified of this and further discussion at Area Committee has been requested. A copy of the application is attached as Appendix 7.

1 application for a skip has been received since the last committee meeting.

4.0 IMPLICATIONS FOR COUNCIL POLICY AND GOVERNANCE

Well Being projects support the actions contained in the Inner West Area Delivery Plan. This Plan contributes to the priorities of the Departmental, Council and Corporate Plans by aiming to create better neighbourhoods and confident communities.

5.0 LEGAL AND RESOURCE IMPLICATIONS

The financial resource implications of well-being projects will be processed through the Area Management's well-being budget. Staff resources will be provided by Area Management and partner agencies.

6.0 CONCLUSIONS

The well-being fund provides financial support for key projects in the Inner West Area.

5.0 RECOMMENDATIONS

5.1 The Area Committee is asked to:

- a) note the amount of Well-Being Budget remaining to be spent by the Inner West Area Committee.
- b) comment upon and approve where appropriate the requests for funding for projects and one small grant from the Well Being Budget contained in the appendices to this report and in separate reports.

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Appendix 1

Area Committee Well Being Fund Commissioning of Service

Project Name: CASAC Burglary Reduction – Target Hardening - Inner West

Lead Organisation: CASAC-Leeds

Project Summary:

CASAC Burglary Reduction was established in 2001 in response to meeting Home Office objectives of reducing domestic burglary by 25% and maintaining it. The service is delivered through a multi-agency partnership between Leeds Community Safety, CASAC-Leeds and West Yorkshire Police. Safer Leeds has indicated that domestic burglary has reduced by 44% over the past three years alone, and note CASAC Burglary Reduction as an effective mechanism to achieve such a reduction. Despite these fantastic results Safer Leeds is keen to ensure that investment is still made into target-hardening so that Leeds continues to experience a reduction in burglary offences.

The initiative aims to tackle burglary by providing additional security to the homes of those who have been burgled or are considered particularly vulnerable to burglary. This involves the client arranging an appointment for one of our eight qualified Safety Engineers to visit their home, assess their current security measures and then fit additional door locks, window locks, chains and spy-holes where necessary. The engineer will only fit measures that the client is happy with and also provides property marking equipment and advice on how to avoid burglars in the future. This list of measures is not exhaustive – the Safety Engineers will consider many security devices, which will help individual clients. The service also works closely with the West Yorkshire Fire Service and provides information on their fire safety check and smoke alarm, which is also provided free of charge. Our service aims to alleviate the fear of burglary among residents in Leeds and to assist in reducing burglary and repeat burglary rates. We have visited over 26,000 properties since the scheme started in 2001.

We also attend localised community events in order to extend our message and offer support/advice to people all across the city. Statistics show a significant decline in burglary rates since our inception. CASAC Burglary Reduction is viewed as an integral part of burglary reduction strategies in Leeds, both by Leeds City Council and West Yorkshire Police.

Outcomes (please summarise the main outcome / output / benefit the project will achieve):

Well-being funding will enable CASAC Burglary Reduction to target harden approximately 60 properties within the target wards. The beneficiaries of the service will have a reduced risk of burglary/repeat burglary. Our internal evaluation procedure also highlights that the scheme reduces the fear of burglary; 96% of our clients have indicated that they feel safer in their homes as a direct result of the service. CASAC Burglary Reduction can also provide clients with details of other services available to them, such as the fire safety check, other relevant CASAC projects and through our links with other support services in Leeds.

Project Cost (please indicate how much the project will cost, how much Well Being Funding is sought and breakdown between capital and revenue):

£7,500 –revenue

Identify which geographic areas will benefit and which Area Committee (Inner or Outer) you are applying to: Inner West

State who will receive the funding for this project:

CASAC Burglary Reduction aims to tackle the issue of domestic burglary. The scheme targets people who have been burgled and also those who are vulnerable to burglary. Vulnerable people include those who live in hotspot burglary areas and elderly or disabled people.

Local Ward Councillors, West Yorkshire Police and the Area Management Team can identify both hot-spot areas and means testing criteria in order to target vulnerable individuals who require additional security.

Appendix 2

Area Committee Well Being Fund Commissioning of Service

Project Name: CASAC Burglary Reduction – Distraction Packages – Inner West

Lead Organisation: CASAC-Leeds

Project Summary:

CASAC Burglary Reduction aims to tackle burglary by providing additional security to the homes of those who have been burgled or are considered particularly vulnerable to burglary. This involves the client arranging an appointment for one of our eight qualified Safety Engineers to visit their home, assess their current security measures and then fit additional door locks, window locks, chains and spy-holes where necessary. In order to ensure that the scheme works to optimum efficiency in reducing burglary, several additional packages have been developed to tackle distraction burglary. These packages include items such as memo announcers, digital locks, door chime intercoms and video intercoms. This will be offered to clients who have been a victim of/are vulnerable to distraction burglary. These people are most likely to be elderly or disabled. The Area Management Team and local Crime Prevention Officers can identify both hot-spot areas and vulnerable individuals who require such specialised security. Currently all measures are provided to the resident free of charge.

The initiative also works closely with the West Yorkshire Fire Service and provides information on their fire safety check and smoke alarm, which is also provided free of charge. Our service aims to alleviate the fear of burglary/distraction burglary among residents in Leeds and to assist in reducing burglary and repeat burglary rates. We have visited over 26,000 properties since we began in 2001.

Outcomes (please summarise the main outcome / output / benefit the project will achieve):

We will improve security to between 14-100 homes in the targeted wards. The amount of homes visited will depend on the types of packages purchased under the scheme. The residents of these homes will have a reduced risk of distraction burglary/repeat distraction burglary.

Project Cost (please indicate how much the project will cost, how much Well Being Funding is sought and breakdown between capital and revenue):

£5,000 – revenue

Identify which geographic areas will benefit and which Area Committee (Inner or Outer) you are applying to: Inner West

State who will receive the funding for this project:

The scheme targets older adults and vulnerable individuals who are known to be targeted by distraction burglary, cowboy trades people and bogus officials. Local Ward Councillors, West Yorkshire Police and the Area Management Team can identify potential clients where additional security is a requirement.

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Appendix 3

Area Committee Well Being Fund Commissioning of Service

Project Name: Business Brokerage Service for West Leeds

Lead Organisation: Leeds Ahead

Project Summary:

This project will provide a means of engaging the business community in inner and outer West Leeds to support the area committee's strategic objectives in the areas of

- community development,
- environmental improvements
- young people
- skills and employability

Leeds Ahead is an independent not for profit business with a brief of facilitating more effective private sector involvement in the life of Leeds. Its current objective is to help businesses to narrow the gap in Leeds by supporting the regeneration of the city.

Leeds Ahead will run four themed events between October 2006 and September 2007 in different parts of inner and outer West Leeds to profile the different ways in which West Leeds businesses can help to support the delivery of area objectives under the four priority areas listed above. The events will bring together key partners that are involved in delivering the area delivery plan to meet local businesses in order to:

1. introduce businesses to the relevant statutory and voluntary sector partner organisations that are working in each of these four areas
2. identify development plans, particular issues and challenges within each area
3. show the business community how they can get involved to support delivery of objectives within the four areas
4. put the business case for getting involved

This project will build on the West Leeds Business Breakfast which was held on 22 November 2005 and complement work currently being undertaken to increase business awareness of the physical development plans in the area, particularly around the West Leeds Gateway. This project will also complement the objectives of the District Partnership and the West Leeds Regeneration Team, seeking to develop the links that local businesses have within the West Leeds community.

Outcomes (please summarise the main outcome / output / benefit the project will achieve):

Local businesses will develop better links with statutory and voluntary sector partners and have a greater awareness of plans for area and the area committee's key objectives around sustainable communities, young people, environmental improvements and skills and employability.

The events will provide an opportunity for partner organisations to harness resource from local businesses to benefit the local community.

Identify which geographic areas will benefit and which Area Committee (Inner or Outer) you are applying to:

Application is made to inner and outer areas for a grant of £4,000 from each fund (£8,000 in total). The project will be spread over two financial years so that the requirement from each budget per year is £2,000.

Project Cost. Please indicate how much the project will cost (please list all partners and their contributions)

£8,000 to plan, organise and run 4 events

How much Well Being funding is sought and breakdown between capital and revenue)

£8,000 revenue - £2,000 from the inner and £2,000 from the outer funds in each of 2006/7 and 2007/8.

Who will receive be in receipt of the financial order (name of the organisation and contact details):

Leeds Ahead Ltd
40 Great George Street
LS1 3DL
0113 246 7877
Stephanie.burras@leedsahead.org.uk

West Leeds Area Committee Well Being Fund
Commissioning Service for –

Project Name: Urban Fusion 2006

Lead Organisation(s) : Leeds City Council, Arts and Regeneration Unit

Project Summary (please include a brief description of the main activities and why this project is needed):

Urban Fusion 2006 is a cultural regeneration project designed to develop key technical and team working skills through music. It aims to bring together a broad range of communities in a celebration of the talent and diversity of West Leeds. Musicians of all age groups and from all backgrounds who exist in close geographical proximity but share little or no social and cultural contact will collaborate to create new music reflecting their experiences and skills. We aim to work with cultural and personal traditions, but in a way which embraces the positive effects of diversity and to address issues of race, gender and class promoting exploration and expression of one's own and others' cultural identity.

Up to 40 local musicians will collaborate in unique ways to produce a CD, fusing various styles and traditions to create new original tracks. The musicians involved will have the opportunity to work with industry professionals in a local studio and they will perform live in a West Leeds venue.

West Leeds lacks a musicians' network, and local musicians expressed that they feel there are not enough opportunities to perform live in the area. Building on the experience of previous Urban Fusion projects around Leeds, Urban Fusion 2006 will give these musicians the opportunity to collaborate, discover other talents in the area and develop a network. Urban Fusion 2, which took place in 2004 in the Harehills and Burmantofts area of Leeds, brought over 30 musicians together who still support each other professionally and who take part in the organising and delivering of local celebrations and festivals.

Urban Fusion 2006 will also allow musicians to explore areas that aid their personal, professional and social development. The project will bring people and communities together, sharing their passion for music. Urban Fusion 2006 aims to work with musicians of all ages, from all backgrounds and at various stages in their musical development.

Urban Fusion 2006 may work in partnership with *I ♥ West Leeds* which would increase the building of a positive profile for the area. Artist participants may also perform at the main festival event in 2007 which would give both projects longevity.

The project will take place from August to November 2006.

Outcomes (please summarise the main outcome/output/benefit the project will achieve):

Hard outcomes will include a production of 1,000 CDs as a result of collaborative workshops and live gigs in the West Leeds area.

Soft outcomes:

- Increased confidence for participants
- Development of technical and practical skills
- Building of cultural understanding and developing of a musicians network
- Increased team working and communication skills
- Positive profile generated for West Leeds
- Increased access to local infrastructure
- Awareness of alternative life choices
- Create a sense of community identity

Identify which geographic areas will benefit and which Area Committee (Inner or Outer) you are applying to:

Inner

Project Cost . Please indicate;

How much the project will cost. (please list all partners and their contributions)

Leeds City Council, Arts and Regen. Unit, Talking Reality	£ 8,580.00
West Leeds Inner Area Well Being Fund	£6,000.00
Total Actual Project Cost	£14,580.00

How much Well Being Funding is sought and breakdown between capital and revenue)

£6,000.00

Marketing and Design (flyers, posters, CD cover and body design)	£1,500.00
CD duplication (1000)	£ 950.00
Producer and studio time	£5,800.00
Practitioner (professional musician)	£2,500.00
Gigs and launch	£2,000.00
Venue hire (rehearsals, open sessions...)	£ 600.00
Refreshments	£ 120.00
Photography	£ 450.00
Contingency	£ 660.00
Total Actual Project Cost	£14,580.00

In kind contributions Arts and Regen. Unit:

Project management	£2,400.00
Office Material	£ 200.00

Who will be in receipt of the financial order. (name of the organisation and contact details)

Tanja Geier Thomson, Senior Arts Project Officer, Arts and Regeneration Unit, Learning and Leisure Department.

Leeds City Council internal funding income code: 11448TLK88900

Approved

Date

Not Approved

Date

*Please return this form to Clare Wiggins, West Area Management Team,
Pudsey Town Hall, Robin Lane, Pudsey, Leeds. LS28 7BL or via email to
clare.wiggins@leeds.gov.uk*

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Area Committee Well Being Fund
Commissioning of Service

Project Name: Pudsey/Weetwood Off Road Motorcycle Scheme

Lead Organisation: West Yorkshire Police

Project Summary:

The aim of this project is to enhance the safety and quality of life of residents living in the Pudsey Weetwood area by providing an effective response to illegal off road motor cycling. During 2005 the Pudsey Weetwood Division received 1,848 reports of motor cycles being ridden to the annoyance of residents, or an average of approximately 5 a day. These vehicles are often ridden by under age riders without any documents, are in an unsafe condition and use the public highway to and from open land. They are frequently stolen vehicles. Their use seriously impacts on the safety and quality of life of residents.

The police currently employ their powers under the No Insurance scheme and Section 59 of the Police Reform Act wherever possible and in conjunction with Park Watch to seize offending vehicles and prosecute their riders. However, by its very nature off road motorcycle offending can be difficult to combat. Foot officers and Police Community Support Officers are obviously unable to give pursuit to them and marked police vehicles are usually unable to follow across open ground.

Several local authorities, for example Wakefield and Kirklees, have now funded the lease of off road motor bikes by their respective police Divisions to combat this problem.

The vehicles are used in several other police Divisions and have delivered considerable successes in combating this and other related policing problems.

In addition to this police motor cycles offer additional advantages in combating other forms of criminality for example street drug dealing and street robbery, by providing a quick means of accessing hard to reach open areas where such offending occurs.

Similarly the vehicles can be used in proactive operations to target burglary and vehicle crime.

Additional Information

Since approval was first given for this project in February 2006, North West Outer Area Management Team have decided that they do not wish to participate in this scheme. Consequently, in order to pursue, what has been deemed to be a worthwhile project for the West of Leeds a request is made for additional funding to what was originally agreed (£1,200 revenue). The Police have provided assurances that if approval is given, they will ensure that the service is not supplied to the North West Outer Area.

Outcomes (please summarise the main outcome / output / benefit the project will achieve):

- Improved quality of life for residents in the Pudsey Weetwood police area ;
- An increase in seizure of illegally used off road motor cycles ;
- An increase in persons prosecuted for related offences ;
- A decrease in reports of nuisance from off road motor cycles ;
- Increased mobility and enhanced capability to combat street drug dealing and street robbery through access to hard to reach areas ;
- Increased road safety by targeting illegal/ poorly maintained machines ;
- An additional tactical toll to use in combating other forms of criminality, for example burglary and vehicles crime, across the Division.
- High visibility patrols making an impact which can be readily seen by the public thereby increasing public confidence.

Project Cost (please indicate how much the project will cost, how much Well Being Funding is sought and breakdown between capital and revenue):

Total costs for the project for 2 years:

Lease of 2 vehicles (including all maintenance and insurance costs) for two years	£ 14 400
Training Course for 3 officers	5 700
Equipment and equipment replacement costs for 3 officers	6 300
Fuel costs over two years	<u>2 000</u>
	28 400

Match Funding from West Yorkshire Police :

Admin costs @ 5% of bid	1 420
Training course attendance	2 560
Officer cost – 2 PCs on full time duties	<u>133, 120</u>
	137 100

The cost to each Area Committee within West & North West Leeds
over 2 years **7 100**

The cost per year **£3550 revenue**

Additional Information

An additional £2,400 is sought from West Area Management = **£1,200** from Inner West, bringing Inner West's contribution to **£9,500 over 2 years (06/7, 07/8)**.

An additional £1,200 will also be sought by the Police from North West Outer Area Committee.

Identify which geographic areas will benefit and which Area Committee (Inner or Outer) you are applying to: The areas of benefit will be Inner and Outer West, and Inner North West.

State who will receive the funding for this project:

West Yorkshire Police

Area Committee Well Being Fund
Commissioning of Service

Project Name: Funding for Local Action Management Plans (LAMPS) for priority neighbourhoods of Wyther and Broadleas

Lead Organisation: West Leeds Area Management Team

Project Summary :

Members will be aware that West Leeds Area Management team has developed plans which address key deprivation issues within the most deprived neighbourhoods of West Leeds. The 5 areas are New Wortley, Broadleas, Fairfield and Wyther in Inner West and Butterbowl and Bawns in Outer West. Most of these neighbourhoods are in the bottom 10% of neighbourhoods in the country and Fairfield is in the bottom 3%.

The LAMPS are a method of Narrowing the Gap between the most deprived and more affluent communities in Leeds and focus on delivering improvements in StreetScene, Crime, Educational Achievement, Health and Wellbeing and Youth Intervention and Engagement. Officers from all disciplines attend regular meetings and sign up to deliver enhanced services for these key areas.

Following a 'Narrowing the Gap' event held recently Highways pledged £5,000 for each LAMP area as a contribution to improving the roads and associated works in these areas.

A further £5,000 is being requested from the Inner West Area Committee to match fund this offer in order to further deliver the objectives of the LAMPs across other issues besides highways. This money can be accessed by local groups in these areas which can then be used to fund improvements., eg a healthy eating event, a community clean-up event or a youth engagement event. Because the neighbourhoods of New Wortley and Fairfield are currently benefiting from additional external funding ie European money in the case of New Wortley and Neighbourhood Renewal Fund money in the case of Fairfield, this funding is only being requested for Wyther and Broadleas communities.

Outcomes (please summarise the main outcome / output / benefit the project will achieve):

To engage with communities in key neighbourhoods to focus on delivering improvements around Street Scene, Youth, Crime, Educational Achievement etc in order to raise the neighbourhood out of the bottom 10% of deprived neighbourhoods in the country.

Identify which geographic areas will benefit and which Area Committee (Inner or Outer) you are applying to:

Application is to the Inner West Area Committee for the neighbourhoods of Broadleas and Wyther.

Project Cost. Please indicate how much the project will cost (please list all partners and their contributions)

£5,000 per neighbourhood for the year 2006/2007 totalling £10,000.

Area Committee Well Being Budget Small Grant Application Form

Before completing this form please read Area Well Being Budget Small Grant Guidance

1. Name of project:	West Leeds Locality Network – Greenspace Project
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2(a) Name of Organisation/Group	Leeds Involvement Project		
2(b) Organisation address (for correspondence)	Block D, Grove House, Mansion Gate Drive, Chapel Allerton, LS7 4SU	Tel. No.	0113 307 3280
		Fax No.	0113 307 3281
2(c) Contact person and position	Lucy Wilkinson	E-mail	Lucy.wilkinson@leedsinvolvement.org.uk
2 (d) Organisation Type	Charity: <input checked="" type="checkbox"/> X Community/Voluntary Group: X Partnership: <input type="checkbox"/> Private Company: <input type="checkbox"/> Education Provider <input type="checkbox"/> Council Department <input type="checkbox"/> Other (please state): _____		

3. Project description (Please include aim of project, what the grant will be used for)
<p>The West Leeds Locality Network has been established by Leeds Involvement Project to enable people who use community care services (disabled people, including people with learning difficulties and people using mental health services, older people and their carers) to become more involved in developments at a local level. The West Leeds Locality Network has been established since August 2004. The Network has decided on it's local priorities for change. One aim is to be involved in the development of the West Leeds Country Parks and Green Gateways in conjunction with the Parks and Countryside division of Leeds City Council. The group aim to audit the trails to test out the accessibility of the routes for disabled people. The information gathered can be put together to advise other disabled people on which routes are suitable for people with differing impairments, such as a public leaflet. The aim is to also highlight the inaccessible areas, with the view to find ways of getting these improved. Network members have already undertaken 3 walks and provided useful feedback to council officers about their findings.</p> <p>The aim is also to get people involved in the audits who may traditionally find themselves marginalised or prevented from taking part in such activities because the barriers are too great (e.g. lack of transport, assistance, information, confidence etc). By doing this the group are also highlighting an important area for the council in making sure all of the community are able to take part in local developments. This is increasingly important for Local Authorities with the introduction of the Disability Equality Duty under the Disability Discrimination Act 2005, particularly the requirement to carry out Impact Assessments in consultation with disabled people when planning major changes to services or facilities.</p> <p>The grant will be used to provide accessible transport for the group members involved, and to</p>

pay for personal assistants where needed for the people who may require this, particularly where unknown or potentially inaccessible areas are being tried out. It will also be used to bring members together in meetings to plan this project. **Leeds Involvement Project has no funding to continue the work already piloted, beyond the end of June 2006.**

4. Target Area of your project	Neighbourhood(s): All West Leeds area – applying for half the funding from Inner West Leeds and half from Outer West Leeds. Ward(s): <input type="checkbox"/> _____ Your Organisation Only: <input type="checkbox"/> Other (please state): _____
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5. Which Area Management Priorities does your project meet	Community Involvement: <input checked="" type="checkbox"/> X Community Safety: <input type="checkbox"/> Streetscene: <input type="checkbox"/> Young People: <input type="checkbox"/> <ul style="list-style-type: none"> • Other (please state): “Encourage interest in the Environment through promotion of West Leeds Country Park and Green Gateways” under the “Parks and Green Spaces” heading of the Safer Neighbourhoods theme in the Inner West Leeds Area Delivery Plan 2006-2007
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6. Details on organisation’s activities (e.g. runs five football teams, organises transport for older people, runs a local history club, etc., when was your group established, how often activities are provided,)

Leeds Involvement Project (LIP) is a well-established voluntary sector organisation and a registered charity which has been operating for over 10 years. At LIP we support 11 ongoing groups of people who use community care services to have a voice in service planning and change, as well as providing advice on involvement, carrying out user-led research and short involvement projects, often commissioned by service providers.

West Leeds Network is one of the 11 groups supported by LIP. The Network is part of the Locality Development Scheme and is a local group which aims to support people using community care services (disabled people, older people, carers and mental health service users) to be more involved in the planning process and improvement of local services. The group meets on a monthly basis to discuss the needs of local disabled people, to share information, provide peer support, increase confidence, and look at ways of working with local service providers (statutory, voluntary and private) to raise awareness of equality issues and make positive changes for disabled people in West Leeds. In addition to working on the Greenspace Project, the group are currently active in issues around highways access, such as

the provision of dropped kerbs and are involved in the development of new LIFT buildings with the West PCT.

The group works from the perspective of the Social Model of Disability which recognises that it is the barriers in society which often prevent disabled people from taking part in society on an equal basis.

7 (a) How many people are involved in running your group	<p>West Leeds Network: Management Committee Members: 0 – no formal constitution as yet</p> <p>Volunteers 10 Non-Active Members 10</p> <p>Leeds Involvement Project Management Committee: 11 Active volunteers:/ group members: 180 approx</p>
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7(b) Does your organisation provide activities specifically for any of the following:-	<p>People with disabilities: X Young People (under 25): <input type="checkbox"/></p> <p>Female or Male only groups: <input type="checkbox"/> Older People (over 60): X</p> <p>People of minority ethnic origin <input type="checkbox"/></p>
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7 (c) Please tick up to three boxes which best describe the ethnic origin of the majority of people who benefit from your groups activity	<p>Asian or British Asian Indian <input type="checkbox"/> Pakistani <input type="checkbox"/> Bangladeshi <input type="checkbox"/> Kashmiri <input type="checkbox"/> Other Asian <input type="checkbox"/></p> <p>Black or British Black Black Caribbean <input type="checkbox"/> Black African <input type="checkbox"/> Other Black <input type="checkbox"/></p> <p>Chinese, Gypsy Traveller or Other Ethnic Group Chinese <input type="checkbox"/> Gypsy Traveller <input type="checkbox"/> Other Ethnic Group <input type="checkbox"/></p> <p>Mixed Race White & Black <input type="checkbox"/> Caribbean <input type="checkbox"/> White & Black African <input type="checkbox"/> White & Asian <input type="checkbox"/> Other Mixed <input type="checkbox"/></p> <p>White British X European <input type="checkbox"/> Irish <input type="checkbox"/> Other White <input type="checkbox"/></p>
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8. Please provide details of how your organisation encourages people to take part and or help with activities you provide?

The Network’s aim is to become user-led. Members are encouraged to chair and run meetings, plan the agendas and decide speakers for meetings, represent the group at other meetings, and attend training courses to develop these skills.

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9 (a) Amount of Area Well Being funding requested (max £500)	£500
9 (b) Funding from other sources (if any)	£500 requested from Outer West Leeds.
9 (c) Total cost of your project	£1000 (but see note on Q13)
9 (d) Length of project (in months)	6 months initially
9 (e) Anticipated start date of project	1 st August 2006

10. What items do you want the grant to pay for? Please list the items and try to be accurate with the cost as possible.	
Item	Cost (£)
Accessible transport to and from the walks/ audits using one minibus per walk (5 walks - 50% cost – other 50% from Outer West Leeds)	£125
Personal Assistant support based on 1 per audit @£10 per hr for approximately 3 hours (5 walks - 50% cost – other 50% from Outer West Leeds)	£75
Refreshment following the walks @£3.00 per head based on 6 people per walk (5 walks - 50% cost – other 50% from Outer West Leeds)	£45
Transport costs for meetings - accessible taxis (for 2 meetings - 50% cost – other 50% from Outer West Leeds)	£100
Personal assistants/ interpreter/ replacement care costs (for 2 meetings - 50% cost – other 50% from Outer West Leeds)	£155
TOTAL	£500
N.B. Please obtain three quotes where possible (Note: Personal assistance and interpreting is a set rate, travel is based on our taxi accounts)	

11. How does your group normally fund it's activities each year? Please list all income received in the last financial year	
Method of Income	Amount (£)
Membership Fees	0
Fundraising Events	0
Grants – Big Lottery Fund support via LIP (see 13 below)	£21989
Charges to activities users	0
Other (please specify)	

12. What level of reserves does your group currently hold? I.e free monies in the bank that will not be used for organisational running costs	West Leeds Network - none
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13. Has your organisation received funding from the Council in the past? If so, please provide more details here – for example – type of funding, purpose and who gave you it
Leeds Involvement Project receives a core grant from Leeds City Council Social Services Department and the 5 PCTs. However, the Locality Development Scheme has been entirely funded in the past through a grant from the Big Lottery Fund. This grant will only continue if match funding is found from 1.8.06 onwards. £2759 has to be found for each of the 10 areas in Leeds. This application will assist with this – if match funding is secured, this will bring in an extra £8340 Big Lottery Funding into Inner West Leeds for staff costs and office costs to support the West Leeds Network.

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14. If your group has or intends to apply anywhere else for funding this project; please give details of who you have applied to, how much and when you expect to hear the outcome of these applications

Request to Leaders of Leeds City Council to fund the group meetings centrally. No other funding bids in to fund the access costs for the walks.

15.(a) Bank account details - please provide details about the groups/organisations bank account

Bank account name:		Payee :
Bank account no :		Sort Code :
Name and Address of Bank :		
Signatories to Bank Account	1.	2.

N.B. – CHEQUES WILL ONLY BE MADE PAYABLE TO GROUPS NOT INDIVIDUALS

15 (b) Documents – Does your organisation/group have the following:-

A constitution?	If yes please attach a copy	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
A management committee?	If yes please attach a copy	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
An equal opportunities policy?	If yes please attach a copy	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
A latest bank statement?	If yes please attach a copy	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
Audited accounts for last financial year or latest copy of published accounts?	If yes please attach a copy	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>

16. Signature of applicant - This project application has been completed by:

Name: Lucy Wilkinson

Organisation: Leeds Involvement Project

- I can confirm that to the best of my knowledge the information contained in all parts of the application and any supporting information is complete and accurate.
- If funding is granted the delivery organisation agrees to adhere to terms and conditions of the funding and to supply any information which is required. I understand that failure to comply may result in legal action being taken to recover any monies paid.
- I agree for details about the project/organisation being entered onto a computer database .

Signature:

Date: 5th May 06

On completion of this application form, please return it to:

JACKIE GILLARD
WEST LEEDS AREA MANAGEMENT TEAM
3RD FLOOR, PUDSEY TOWN HALL
LOWTOWN
LEEDS
LS28 7BL

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Originator: Carole Clark
Tel: 3951968

Report of the West Leeds Area Manager

Date: 22 June 2006

Subject: Annual Council Survey

Electoral Wards Affected: All	Specific Implications For: Ethnic minorities <input type="checkbox"/> Women <input type="checkbox"/> Disabled people <input type="checkbox"/> Narrowing the Gap <input type="checkbox"/>	
Council Function <input type="checkbox"/>	Delegated Executive Function available for Call In <input type="checkbox"/>	Delegated Executive Function not available for Call In Details set out in the report <input type="checkbox"/>

Executive Summary

This report provides a summary of the findings from the Annual Council Survey with comparative data for the West wedge and the city as a whole. The Survey was carried out in 2005 and is the most comprehensive survey that the council has undertaken in terms of its sample size, and in terms of respondents accurately reflecting the age, gender, geographical spread and ethnicity of the population.

Key findings are provided for quality of life factors, budget setting and priorities, service delivery and information provision.

Members are asked to note the findings from the Annual Council Survey.

1.0 Purpose Of This Report

1.1 This report provides members with a summary of the findings from the Annual Council Survey carried out in 2005.

2.0 Background Information

2.1 This survey was undertaken to amalgamate some of the broader satisfaction surveys carried out on an ad hoc basis by departments. This information will provide an annual picture of services and an accurate basis for identifying service improvements. This is the first annual survey so it is difficult to identify specific trends, however comparative data from subsequent surveys will provide an indication of any particular trends in future years.

2.2 The survey was carried out by QA Research in York with face to face interviews sub-contracted to Swift Research. In total 2014 responses were received, a small number of responses were declared void due to significant amounts of missing data, but overall, about 2000 responses were used to inform each result.

2.3 The report is divided into two sections. The first section provides an overview of the key annual survey findings and the second section provides more in depth information relating to the area breakdown.

2.4 There are a range of factors to be considered when reviewing the annual survey results. As this is the first time that such a survey has been undertaken by the council, it is difficult to benchmark the results and it will only be with further results that trends will emerge. However, some limited benchmarking can be made with other councils and core cities.

2.5 This is the most comprehensive survey that the council has undertaken in terms of its sample size, but particularly in terms of respondents accurately reflecting the age, gender, geographical spread and ethnicity of the population. This has ensured that the results are truly representative and have involved respondents that the council wouldn't usually or regularly engage with.

2.6 The content, tone and style of the survey has been focused on how the council and services can be improved and not sought to gain praise, as such, for how it runs things. Therefore, the results are focused on which services can be improved, what respondents are concerned about and how the council can do better.

2.7 In addition, the timing of the survey may have also influenced some responses, as during September and October 2005, the city was coming to terms with the link between the London bombers and the area.

3.0 Main Issues

3.1 Key findings from the survey providing data for the West Wedge, and the city are included below:

3.2 Quality of Life Factors

In this section of the survey, respondents were asked a number of questions about their quality of life and what factors were most important to them.

3.2.1 The top five 'most important' were;

	West	Citywide
Low level of crime	44%	47%
Low level of anti-social behaviour	36%	32%
Health services	33%	32%
Shopping facilities	29%	33%
Parks and open spaces	28%	23%

Although the above factors are rated as the most important factors by respondents, only two (low level of crime and low level of anti-social behaviour) are rated among the top five when asked which were most in need of improvement. This suggests that although respondents are aware that certain factors are important to them personally, they accept that there are other issues that need to be tackled first.

3.2.2 The top five factors which are seen to be in need of improvement are:

	West	Citywide
Roads and pavements	45%	34%
Anti-social behaviour	38%	34%
Activities for teenagers	28%	28%
Level of crime	26%	27%
Level of traffic congestion	20%	22%

Overall, residents in the West wedge were generally satisfied with their neighbourhood as a place to live 71% fairly or very satisfied, (compared to 74% citywide). Nearly three quarters of respondents felt that they belonged to their neighbourhood, with stronger positive views held by those over 45. Also 60% (71%)* of respondents felt that their neighbourhood had not got worse over the last 12 months, and 13% (11%) felt it had got better. In terms of whether respondents felt that local people worked together to improve their neighbourhood, opinion was split – 40% agreeing and 49% disagreeing.

3.2.3 Respondents were also asked to rate a number of statements regarding potential problems that they might face in terms of whether it was a big problem or not at all a problem. Of the statements, the top three rated as a problem (a very big problem or a fairly big problem) were;

	West	Citywide
Teenagers hanging around on the streets	50%	39%
Rubbish and litter lying around	45%	39%
Vandalism, graffiti and other deliberate damage to property or vehicles	37%	32%

** figures in brackets denote citywide data*

3.2.4 Conversely, the statements that people felt were not a big problem (not a very big problem or not a problem at all) were;

	West	Citywide
People sleeping rough	87%	90%
Abandoned or burnt out cars	85%	87%
People attacked or abused because of their skin colour or ethnic origin	71%	86%

3.3 Budget setting and priorities

3.3.1 When asked where respondents wish to see the council giving priority in terms of budget setting, they highlighted the following as areas;

	West	Citywide
Road and pavement repairs	42%	32%
Levels of anti-social behaviour	39%	38%
Activities for teenagers	34%	33%
Health Services	22%	16%
Affordable decent housing	21%	24%
Levels of traffic congestion	21%	17%

3.3.2 The theme of these responses appears to be a desire for the council to act on issues that have the potential to cause a lot of stress to residents in their everyday lives. There is a trend within the results between the importance of an issue to quality of life and the desire for it to be invested in. These results were fed into the 2006/7 budgetary considerations.

3.3. The table at Appendix A illustrates the correlation between services seen to be in need of improvement, and services which should be the highest budget priorities.

3.4 Service delivery

3.4.1 Residents were asked about a range of service issues, including frequency of use and overall satisfaction. It was not possible to ask about all services delivered by the council, therefore, this question focused only on environmental services and cultural and leisure facilities, (as agreed by the annual survey management board).

3.4.2 Facilities used most often:

	West	City
Parks and open spaces	64%	61%
Sports/leisure services and events	41%	35%
Libraries	32%	33%

3.4.3 Respondents were asked to rate services (if they used it) in terms of satisfaction. The top five were:

	West	City
Collection of general household rubbish	72%	74%
Parks and open spaces	66%	64%
Collection of items for recycling	59%	58%
Local recycling facilities	55%	61%
Libraries	51%	60%

At the bottom of the list, of those services listed, was keeping public open space clear of litter and rubbish. However, although 37% were dissatisfied, 47% were satisfied and 13% had no particular view.

3.5 Information provision and access to services

3.5.1 When they asked how well informed the council keeps residents about its services, views were split with around half, 48% (47%)* saying that they are either very or fairly well informed and 47% (46%) saying that they only have a limited amount of information, or know nothing at all about what the council does.

3.5.2 Articles in the local newspaper, 48%, (49%), council newsletters, 43% (42%), and the local media, TV and radio, 30% (35%) are cited as the most popular sources of information on council services.

3.5.3 However the council website is ranked higher by residents in terms of future preferences as sources of information, particularly amongst younger respondents. Of those respondents who have used the council website 79% (77%) said that it was fairly or very easy to find the information they were looking for.

4.0 Implications For Council Policy And Governance

4.1 The results of the survey were fed into the 2006/7 budgetary considerations.

5.0 Legal And Resource Implications

5.1 None

6.0 Conclusions

This is the first annual survey which provides a comprehensive overview of the views of local residents. The results focus on which services can be improved, what respondents are concerned about and what the council can do better. Results from this survey were fed into the 2006/7 budgetary considerations.

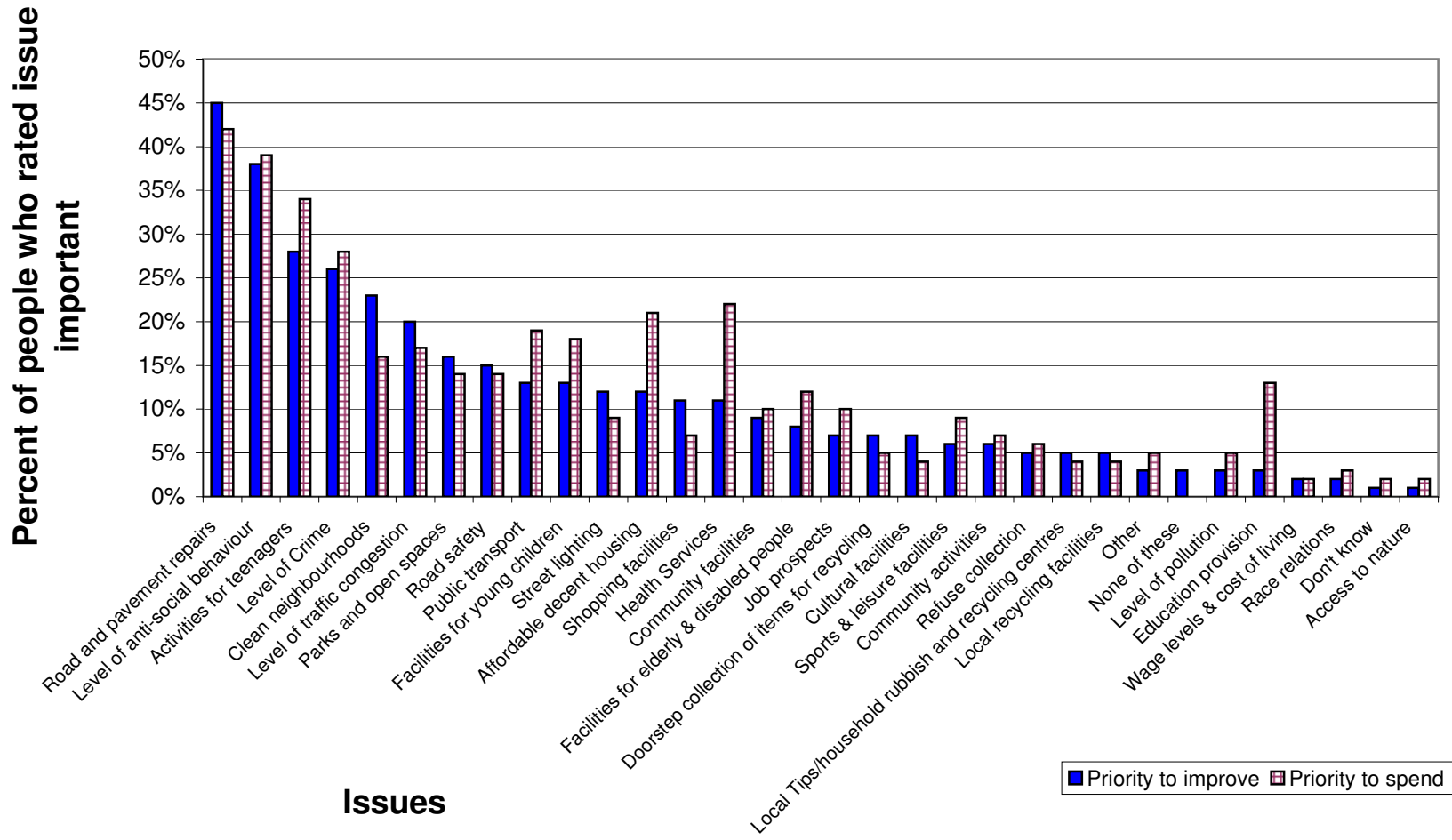
7.0 Recommendations

7.1 That the Area Committee note the findings of the Annual Survey.

** figures in brackets denote citywide data*

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Appendix A LCC Annual Survey 2005: Comparison between what residents say are the priorities and what they say money should be spent on



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Originator: Louise
Tonkinson
Tel: 247 8895

Report of the Head of Communications

To: Inner West Area Committee

Date: 22 June 2006

Subject: About Leeds evaluation 2005/06

Electoral wards affected: All	Specific implications for: Ethnic minorities <input type="checkbox"/> Women <input type="checkbox"/> Disabled people <input type="checkbox"/> Narrowing the gap <input type="checkbox"/>	
Council function <input type="checkbox"/>	Delegated executive function available for call in <input type="checkbox"/>	Delegated executive function not available for Call In. Details set out in the report <input type="checkbox"/>

Executive Summary

This paper provides an update for Area Management on the council newspaper, specifically issues surrounding the 2005/06 evaluation (citywide and responses from residents in West Leeds), financial contributions and advertising proposals.

1.0 Purpose of this report

1.1 To share the results of the About Leeds evaluation exercise for 2005/06 and inform Area Management of the proposals for 2006/07.

2.0 Background information

2.1 The council strives to be an open and honest organisation. Making sure that the people of Leeds are informed and can give their views is fundamental to the principle of good communications.

2.2 Last year, members requested that savings be identified in publicity and promotion across the council. As a result of this, in 2005/6, the corporate budget to fund the Leeds newspaper was reduced significantly (75%). Members commented that they fully appreciated the benefits and value of producing a council newspaper on a

regular basis. To ensure that the council continues to support this effective communications tool, members agreed to a proposal to generate sufficient income in order to produce four editions of the newspaper per year and to re-launch the newspaper.

2.3 In addition to departmental support, the corporate communications team agreed to supplement the costs of the newspaper by working to source income from advertising and partner involvement as part of the Development Department's Advertising Initiative Project.

2.4 In 2005/6, no charges were made to **any** area committees for their contribution to About Leeds.

2.5 Work has been undertaken to consider and respond to the area committee's feedback in order to position About Leeds as an effective means of communication for all area committees this year.

3.0 Evaluation results

3.1 An evaluation of the re-launched newspaper was carried out by the Citizen's Panel in March 2006. The main findings of this consultation exercise follow.

3.2 City wide results

- About Leeds ranked top (1st) in how respondents would prefer to receive information about the council (out of 10 methods listed). Local media ranked 2nd, direct mail 3rd and service newsletters 4th.
- About Leeds ranked 2nd in how respondents actually received information about the council. Other council newsletters were ranked 4th.
- 85% said About Leeds was clearly written.
- 85% said About Leeds was easy to understand.
- 85% said About Leeds was good value for money.
- 86% said the council should continue to produce About Leeds.
- 58% said they used About Leeds as their main source of information about the council. This compared with 68% who obtained information from the local media.
- 56% said About Leeds was their preferred method. 55% said that the local media was their preferred method.
- 70% of respondents with disabilities said they used About Leeds as their main source of information about the council.
- 66% agreed that the council should use advertising to help cover the costs of producing the newspaper.

3.3 Results specific to West Leeds

- About Leeds ranked second in how West Leeds respondents would prefer to receive information about the council – 50%. Local media ranked 1st, direct mail 3rd and service newsletters 4th.
- About Leeds ranked second in how West Leeds respondents actually received information about the council. Other area newsletters were ranked 6th.
- 86% of respondents from West Leeds said About Leeds was clearly written.
- 78% of respondents from West Leeds said the articles were relevant to them (or had no strong views)
- 90% of respondents from West Leeds said there was a good variety of articles (or had no strong views)

- 45% of respondents from West Leeds said there was enough local area information
- 49% of respondents from West Leeds said they would like to see more local area information
- 59% of respondents from West Leeds said there was enough information on area committee/forum dates
- 20% of respondents from West Leeds said there was not enough information on area committee/forum dates
- 85% of respondents from West Leeds said About Leeds was good value for money.
- 85% of respondents from West Leeds said the council should continue to produce About Leeds (7% said don't know therefore only 8% thought the paper should not continue to be produced)
- 63% of respondents from West Leeds agreed that the council should use advertising to help cover the costs of producing the newspaper
- 26% of respondents from West Leeds said they would like to see local advertisements on area pages.
- 56% of respondents from West Leeds said they obtained most of their information about the council from About Leeds.
- 28% of respondents from West Leeds said they obtained most of their information about the council from area newsletters and mailshots.

4.0 Advertising

- 4.1 In 2005/06, the advertising initiative project tested the interest and income generation in advertising in the newspaper. No income has been generated through the development department's advertising initiative to date however the corporate communications team have secured over £17,000 of additional income in 2005/06 to supplement the costs of production. The surplus made on this income is approximately £6,000, which has been used to fund the Citizen's Panel evaluation
- 4.2 The team has also liaised with other private sector organisations to negotiate more attractive reader competition prizes, for example Jet2 flights, win a digital camera and meet the Harlem Globetrotters to improve the publication's popularity amongst the readership. The Jet2 competition attracted over 600 entries from Leeds' residents.
- 4.3 In regard to the advertising initiative, despite no advertising being sold through this route, the council's advertising initiative manager in the Development Department has continued to actively seek advertisers. This has been done through:
- Direct mail to 1,000 Leeds based target companies – June 2005
 - Follow up telemarketing call to above 1000 target companies – July 2005.
 - Mailer to 63 companies who had shown interest – August 2005
 - Direct email to 150 companies – January 2006.
 - Direct email to 200 companies – March 2006.
- 4.4 Corporate communications have been advised by the advertising initiative manager that space cannot be sold in the newspaper without the commitment of a dedicated and experienced sales person. Conclusions of the officer report that 'selling space requires persistence in most cases to convert initial interest into sales' and a full time sales person would be required to sell space effectively.

- 4.5 Currently employing a full time advertising officer to sell space is not being considered. Corporate communications believe that the viability of the position and the product (newspaper) should be tested prior to making such a commitment.
- 4.6 A short term solution has been identified to trial an external selling agent, who would be responsible for selling a set amount of space in each edition. The council will set a level of income that must be generated in order to cover costs and make a profit. The selling agent will be responsible for negotiating sales above this cost in order to cover their fees.

5.0 Implications for council policy and governance

- 5.1 Making sure that the people of Leeds are informed and can give their views is fundamental to the principle of good communications and is a key part of the council's corporate communications strategy 2005-8 and Council Plan. Both CMT and LMT have given their full support for the future of the newspaper as a key communications tool, having recommended greater department and area management involvement.

6.0 Legal and resource implications

- 6.1 A review of the costs of paper, print, design and the associated procurement procedures took place, with new contracts awarded in summer 2005. This process will be repeated in 2006 to ensure a market competitiveness and best value service. Proposals to procure a selling agent over a trial period have been agreed by CMT, a contract in line with the associated procurement procedure, will be awarded as part of the above process.
- 6.2 The continuing contribution of resources from all departments, has been agreed by CMT in 2005. This contribution is essential to sustaining the future production of the newspaper. Without that support, there will be a significant shortfall in the budget, which commercial advertising could not fill alone.
- 6.3 CMT have agreed to renew their support for 2006/7 and recognize the need for relevant area management information to be included in future editions of the newspaper. This needs to be done in a consistent way, ensuring information is provided for all areas. Therefore contributions have been agreed to ensure all area information is included, without the need for specific financial contributions from area committees.

7.0 Conclusions

- 7.1 Whilst commercial and partner advertising will go some way to covering the costs of four editions of the newspaper for 2006/7, it will be necessary for the corporate budget and departmental contributions to continue for 2006/07.
- 7.2 Area information from all areas of the city needs to be included in the newspaper and should be consistent in its representation. The financing of the newspaper for 2006/7 should ensure this happens.
- 7.3 A major research project into improving communications in local government, (Connecting with Communities), concluded that "Councils should ensure that local citizens are effectively consulted and communicated with so that they can significantly influence the quality and nature of services that they receive –

authorities must aim to empower local residents to do this". The council newspaper is one of the tools used to meet this expectation

8.0 Recommendations

- 8.1 To note the positive results of the evaluation for the city and West Leeds and comment accordingly.
- 8.2 To acknowledge that in 2005/6, no charges were made to area committees for their contribution to About Leeds. It has been agreed that this arrangement will continue for 2006/07, with no financial contribution from area management.
- 8.3 To note the future proposals relating to advertising space within the newspaper.

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Originator: David Mackey

Tel: 3950977

Report of the West Leeds Area Manager

Inner West Area Committee

Date: 22 June 2006

Subject: Fairfield Local Area Management Plan – 12 month Review

Electoral Wards Affected:
Bramley & Stanningley

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

1. Fairfield Local Area Management Plan (LAMP) has now been in operation for 15 months and has made a number of small but tangible improvements to the local neighbourhood on Fairfield Estate. Operating under three goals of:
 - a. **Safe homes, safe streets**
 - b. **Better physical environment**
 - c. **Improve outcomes for young people**

the Fairfield LAMP group have been successful in getting £22,762 Well Being funds into the estate and from £52,930 from other service providers. Members of the group (Area Management and the Fairfield Residents Association) now have a strong working relationship with the police, community safety, housing and Community Action Support Team

(CAST). In the first year the LAMP group has focused on street cleaning, reducing crime and providing extra youth provision.

1.0 Purpose Of This Report

1.1 To brief Members on the first 15 months of the Fairfield LAMP

2.0 Background Information

2.1 The Fairfield estate in Bramley was the first neighbourhood in West Leeds chosen to introduce Local Area Management Plans or LAMPs. LAMPs aim to improve neighbourhoods through Area Management working with service providers to better meet the needs of local people and to target issues of deprivation.

2.2 Fairfield was chosen first as it is in the bottom 3% of all neighbourhoods in England and Wales and rates as 417th out of about 32,400 localities. Also West Leeds Homes had in September 2004 consulted residents on the condition of their homes and neighbourhood - part of a 'Planning for Real' exercise - to feed into the process of housing renewal. From the feedback concerns about safety and the environment were very strongly reported as in need of addressing. As these were not in the ALMO's remit of bringing the housing stock to decent home standards it was suggested that Area Management take a lead in addressing these external issues.

2.3 In February 2005 Area Management met with the local residents association to decide on a plan of action to address issues raised by the 'Planning For Real' exercise and other issues about the neighbourhood.

3.0 Main Issues

3.1 Based on the 'Planning for Real' exercise the following goals and objectives were agreed upon as the basis for the Fairfield LAMP:

Goal 1: Safe Homes, safe streets by:

- reducing vandalism
- improving policing
- reducing car theft and speeding
- reducing substance abuse

Goal 2: Better physical environment by:

- introducing a garden assistance scheme
- improving the streetscape
- reducing graffiti
- improving park maintenance

Goal 3: Improve outcomes for young people by:

- Increasing activity for 8-12 year olds
- Increasing activities for 13-19 year olds

3.2 Over the past 15 months the LAMP group has met on a monthly basis to address the three goals with various council or other service providers. To date the achievements have been:

Goal 1: Safe Homes, safe streets

- Establishing the Police and Community Safety as regular participants to the LAMP

- Assisting the police with local intelligence to target instigators of substance abuse on the estate and hot spots for vandalism
- Highlighted the need to fence house boundaries along Bramley Park to reduce burglary - Leeds West Homes invested £27,000 and Area Committee £6,000
- Distribute educational material about burglary via wheelie bin stickers – Community Safety- £500 Well Being funds
- Increase surveillance by PCSOs
- Resolved anti-social behavior around the Children’s Centre with the PCSOs

Goal 2: Better physical environment

- Access points for vehicles to Bramley Park checked and improved by Parks and Countryside
- £10,000 of Well Being funds to clear a site so that a Community Garden can be established – Sure Start
- Regular clean ups using skips funded by Well Being and ALMO – 3 held so far –total invested £1,700 (ALMO and Well Being) and 42 tonnes of waste removed
- Estate inspection to remove fire hazards by Fire Brigade
- Regular fly tipping removal and litter picking by CAST
- 5 Rubbish bins place around estate – worth £1,750 from Street Scene
- Ginnels cleaned and cut back – now a regular service by Street Scene
- Road resurfaced by Bramley Primary School – cost £5000 from Highways maintenance programme

Goal 3: Improve outcomes for young people

- Started an under 13 year old football coaching on Fridays for 12 months – costs £1,582 in 2005/06 and £3,575 in 2006/07 from Well Being fund for BARCA
- Negotiated the placement of two detached youth workers deployed from BARCA (costs about £4,500)
- Organised bus transport for youth to access LAZAR centre activities over Easter 2005 by Youth Services
- Organised temporary skate park in Stanningley Park from May 2005 to October 2005 by Youth Services (cost of delivery and removal £15,000)

While many of the achievements have been small improvements to the estate they have laid the foundations for further intensive work and have build a good rapport with the Residents Association and Fairfield Partnership. In 2006 Fairfield Estate qualified for extra funding through the Government’s Safer Stronger Community Fund because it is in the bottom 3% of neighbourhoods in the Index of Multiple Deprivation. This funding will expand the LAMP to deliver intensive neighbourhood management. Funding will be provided to the Fairfield Partnership who will employ staff to address the underlying issues on the estate and neighbouring Rossfield estate. Through this funding arrangement the LAMP will meet the following objectives listed in its original plan:

Goal 1: Safe Homes, safe streets

- Reducing crime by employing a Neighbourhood Warden – this warden will be also supervise the other 6 wardens in West Leeds. His or her remit will also be for the Fairfield and Rossfield Estate and assist in reducing crime and grime.

Goal 2: Better physical environment

- The employment of a community gardener to assist people with their gardens, work on environmental projects and work with Leeds West Homes in cutting and maintaining boundary hedges
- £147,000 in capital to improve the environment – in 2006/07 Groundwork will work with Bramley Primary School and residents to create a woodland garden by the school and improvements will be made to the entrance with new seating and a youth shelter. Funds will be used to promote garden improvements such as hanging baskets and bulb planting.

Goal 3: Improve outcomes for young people

- Extra funding to ensure programmes can be run from the community centre to address youth issues

In addition the SSCF will also employ a community coordinator who will ensure that a host of programmes are up and run at the community centre to address underlying problems on the estate including improving skills and education of residents.

4.0 Implications For Council Policy And Governance

4.1 Fairfield LAMP is part of the *Narrowing the Gap* agenda

5.0 Legal And Resource Implications

5.1 Administering the Fairfield LAMP is currently part of the Area Management activity and employs an SO1/2 about 85hrs per year – cost £1020 per year.

5.2 Future administration will become part of the Intensive Neighbourhood Management programme funded by the Safe Stronger Community Fund. Administration will continue in the near term by Area Management but will shift to the Community Coordinator employed through the SSCF.

6.0 Conclusions

6.1 In its first year the Fairfield LAMP has made some tangible benefits for the community in Fairfield estate. It has demonstrated to people a commitment by the council to improving their neighbourhood and in address long term issues of deprivation. Overall £75, 700 has been spent in the area that would not have been the case if the LAMP had not been set up.

7.0 Recommendations

7.1 Note the report.

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Originator: Carole Clark

Tel: 3951968

Report of the West Leeds Area Manager

To: Inner West Area Committee

Date: 22 June 2006

Subject: Armley Townscape Heritage bid

Electoral Wards Affected:

Armley

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 with information about the bid to Heritage Lottery Fund for a Townscape Heritage Initiative Scheme for Armley. Should the stage 1 bid be approved, further work will then be undertaken to prepare a detailed bid for stage 2 of the process which will cost in the region of £30,000. 75% of the cost of this work will be granted from Heritage Lottery and an application will be made to the Area Committee for the remaining 25%.

If successful the scheme will be focused on Armley Town Street and will provide funding for improvements to buildings and public spaces of historic value.

1.0 Purpose Of This Report

1.1 This report provides members with an update on progress on the bid to Heritage Lottery for Townscape Heritage Initiative (THI) Funding for Armley.

2.0 Background Information

Townscape Heritage Initiative is a grant programme administered by Heritage Lottery which supports schemes Page 129 to regenerate the historic environment in

towns and cities across the United Kingdom. It is one of Heritage Lottery's ways of achieving their strategic priority to promote conservation as an essential part of urban regeneration.

3.0 Main Issues

Heritage Lottery fund about twenty THI schemes per year, but to date there are none in Leeds. Two areas of Leeds have been identified as having the potential to attract funding for a THI scheme, these are Armley and Chapeltown.

- 3.1 Should the bid be successful it will contribute to the regeneration of the West Leeds Gateway Area by providing funding for the preservation and enhancement of the historic character of the area. The funding would be focused on Armley Town Street. There are a number of significant features which would benefit.
- 3.2 The pre-eminent project in the THI is Mike's Carpets. This is of strategic importance to the success of the project and will be the focus of attention in the first year of the THI. Grant aid can play a crucial part in ensuring that the conversion of this important listed building is carried out to a standard which befits its location and architectural interest.
- 3.4 Harmonising the facades of the shop premises on Town Street and its extension, Crab Lane, would have a great impact on the perceptions of the area, correcting impressions of decline, poor quality and lack of pride. The focus of the grants will be late Victorian and Edwardian shops on the Crab Lane - the entrance to the commercial centre from the city centre adjacent to Mike's Carpets - and Town Street west of the 1960s shopping parade.

The general scope of works will be repairing and reinstating original shop fronts and sash windows, and it is anticipated that the proportion of grant aid to total cost of will be high, probably 80%, to give sufficient incentive to shopkeepers. These works will be delivered by enveloping parades en block rather than piecemeal works to individual premises.

At the western side of the commercial area is Armley Moor which is also in need of enhancement and improvement. There will be scope for a small proportion of the Common Fund to be used for this purpose.

4.0 Implications For Council Policy And Governance

- 4.1 If successful, this scheme will contribute to the regeneration of Armley, and meet key actions in Armley Town Centre Plan. It will contribute to aims of the West Leeds Gateway Regeneration Programme to make Armley a place where people choose to live and work. In assisting in achieving these local aims, the scheme will contribute to the council's overarching priority to narrow the gap.
- 4.2 Consultation has taken place with local ward members, the West Leeds Gateway Board, West Leeds District Partnership and Armley Forum.

5.0 Legal And Resource Implications

An expression of interest (stage 1 bid) has been submitted to the Heritage Lottery Fund. Should the bid be approved at Stage 1, a grant will offered from Heritage

Lottery towards the cost of getting qualified professionals to help produce the Stage 2 submission. This grant can be up to 75% of the cost of this work, up to £25,000. The council will be required to provide the remaining 25% of the cost. An application to the Well-being fund will be submitted to a future meeting of the Area Committee for this.

Should the Stage 2 bid be successful it is proposed that the THI would run for five years beginning in 2007 and ending in 2012. The amount of funding required is in the region of £1.5million, made up of a 75% contribution from the Heritage Lottery Fund, and 25% from Leeds City Council.

The THI will be overseen by Neighbourhood and Housing's Major Projects Team. Locally the THI scheme will have the full support of the District Partnership, and the Area Management Team. The Area Management Team has a role in coordinating local service delivery, and provides the local infrastructure for delivery projects. The Area Management Team will provide staff resources to liaise with the Council's Development Department and with Armley Forum and other local groups to ensure that the scheme is administered effectively and efficiently. A steering group will be established to act as a coordinating and monitoring body involving local residents, businesses, council representatives, and representatives from the community and voluntary sector.

6.0 Conclusions

- 6.1 The THI will support the regeneration of Armley, by providing an opportunity to conserve and enhance the historic character of Armley Town Street. It would strengthen the heart of the town by repairing and refronting commercial properties and reviving public spaces. It complements existing and emerging strategies for the area which recognizes the importance of the historic environment.

7.0 Recommendations

- 7.1 That members note progress on the THI bid, and note that a bid will be submitted for match funding to the Area Committee should the Stage 1 application be successful.

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Originator: Carole Clark
Tel: 3951968

Report of the West Leeds Area Manager

To: Inner West Area Committee

Date: 20 June

Subject: Leisure Centre PFI Programme

Electoral Wards Affected:

Armley

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

1. This report provides an overview of the Sport PFI Investment Plan with particular reference to Armley Leisure Centre and details of the consultation process.
2. Members are asked to note the report and the outcomes of the consultation.

1.0 Purpose Of This Report

1.1 The purpose of this report is to inform members of the proposals for the Sport PFI/Capital Investment Plan and the process for consultation which has taken place during May and June.

2.0 Background Information

2.1 In August 2005 the Department for Culture Media and Sport approved an Expression of Interest for the creation of new Leisure Facilities in Leeds and approved in principle an allocation of £30 million of PFI credits.

2.2 Since October 2005 work has been undertaken to define the type of sport and leisure facilities required in consultation with users, the community and sports groups. Locations, sites and likely costs have been explored to identify where new leisure centres would be situated.

3.0 Main Issues

3.1 The options appraisal has identified potential new Leisure Centres for Morley, Armley, and East Leeds.

3.2 As the options appraisal has been developed a range of facilities for each site have been identified.

3.3 The site of main interest to this committee is Armley. Proposals for the a new Leisure Centre for Armley include a 25m 4 lane pool, a small pool with moveable floor to accommodate children, people with disabilities, and very small children, large sports hall, bodyline fitness centre, meeting room, GP surgery physiotherapy room and large multi-purpose room.

3.4 A briefing session for Inner West and Outer West Area Committee members took place on 22 May. Members were shown a presentation, copies of which will be available at the meeting.

3.5 The main issues raised at this session were:

- The importance for the building of a high quality design;
- The need to ensure links with the Armley Moor Health Centre;
- To explore the possibilities of using the Leisure Centre car park for shoppers through a pay and display system.

3.6 Two public consultation sessions are planned for June:

- A public meeting at Armley Leisure Centre on 13 June
- A presentation to Armley Forum on 20 June.

3.7 The West Leeds Gateway Board meeting discussed the proposals at its meeting on 12 June. Again the main outcomes from this discussion were the need for a building of high quality design.

4.0 Implications For Council Policy And Governance

- 4.1 The proposals for Armley Leisure Centre are part of a citywide investment plan for improving Leisure Centres in Leeds through PFI credits. A wider capital investment plan is being developed in parallel.
- 4.2 A new leisure centre in Armley will contribute to the aims of the West Leeds Gateway Regeneration Programme to make Armley a place where people choose to live and work. In assisting in achieving these local aims, the scheme will contribute to the council's overarching priority to narrow the gap. .
- 4.3 Consultations have been carried out as outlined in paragraphs 3:05 – 3:08.

5.0 Legal And Resource Implications

- 5.1 The PFI process highlighted the need for a clear citywide investment plan. The long term sustainability of the leisure centres is in jeopardy without significant investment. Armley Leisure Centre is currently operating at a deficit of £351,050 per annum.

6.0 Conclusions

- 6.1 The long term sustainability of leisure centres is in jeopardy without significant investment. This PFI programme provides an opportunity for new leisure centres in Leeds, one of which will be in Armley. The outcomes of consultation with local members, and the West Leeds Gateway Board were a need for a high quality building, links with Armley Moor Health Centre and to explore using the car park for shoppers.

7.0 Recommendations

- 7.1 That members note the content of the presentation at Appendix A, and support the need for a building of high quality design, for ensuring that the new Leisure Centre has good links with the Armley Moor Health Centre, and

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