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SOUTH (OUTER) AREA COMMITTEE

Meeting to be held in Morley Town Hall, Morley, LS27 9DY
On Monday, 3rd July, 2006 at 4.00 pm

MEMBERSHIP

Councillors

J Dunn	-	Ardsley and Robin Hood
L Mulherin	-	Ardsley and Robin Hood
K Renshaw	-	Ardsley and Robin Hood
R Finnigan	-	Morley North
T Leadley	-	Morley North
S McArdle	-	Morley North
C Beverley	-	Morley South
J Elliott	-	Morley South
T Grayshon	-	Morley South
S Golton	-	Rothwell
S Smith	-	Rothwell
D Wilson	-	Rothwell

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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	Ardsley and Robin Hood; Morley North; Morley South; Rothwell;		<p>ELECTION OF CHAIR</p> <p>To elect a Chair for the 2006/2007 municipal year.</p> <p>(Council Function) (2.5 Mins Presentation/2.5 Mins Discussion)</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> <p>To receive any apologies for absence from the meeting.</p>	

Item No	Ward	Item Not Open		Page No
7			<p>MINUTES OF PREVIOUS MEETING</p> <p>To confirm as a correct record the minutes of the previous meeting held on 3rd April 2006.</p>	5 - 10
8			<p>OPEN FORUM</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>(10 Mins)</p>	
9	Ardsley and Robin Hood; Morley North; Morley South; Rothwell;		<p>AREA COMMITTEE FUNCTIONS</p> <p>To receive a report from the Director of Neighbourhoods and Housing which informs the Area Committee (by reference to the report which went to the Executive Board) of the Area Function Schedules which have been endorsed by Executive Board for 2006/07.</p> <p>(Executive Function) (5 Mins Presentation/10 Mins Discussion)</p>	11 - 34
10	Ardsley and Robin Hood; Morley North; Morley South; Rothwell;		<p>COMMUNITY CENTRES</p> <p>To consider a report from the Director of Neighbourhoods and Housing which outlines the community centres function which is being delegated to Area Committees in stages.</p> <p>(Executive Function) (5 Mins Presentation/10 Mins Discussion)</p>	35 - 54

Item No	Ward	Item Not Open		Page No
11	Morley North; Morley South;		<p>TOWN AND DISTRICT CENTRE REGENERATION SCHEME - MORLEY BOTTOMS REGENERATION SCHEME</p> <p>To receive a report from the Director of Neighbourhoods and Housing which seeks the Committee's approval for funding to carry out works within the Morley Bottoms Regeneration Scheme as part of Leeds City Council's Town and District Centre (T&DC) Regeneration Scheme.</p> <p>(Executive Function) (5 Mins Presentation/10 Mins Discussion)</p>	55 - 58
12	Ardsley and Robin Hood; Morley North; Morley South; Rothwell;		<p>OUTER SOUTH AREA COMMITTEE WELLBEING BUDGET REPORT</p> <p>To consider a report from the Director of Neighbourhoods and Housing which provides Members with a current position statement for the Area Committee's Wellbeing budget together with an update on both the revenue and capital projects agreed to date.</p> <p>(Executive Function) (5 Mins Presentation/10 Mins Discussion)</p>	59 - 102
13	Ardsley and Robin Hood; Morley North; Morley South; Rothwell;		<p>AREA MANAGER'S REPORT</p> <p>To receive a report which provides the Committee with details of a range of activities taking place within the Outer South area of Leeds.</p> <p>Executive Function (5 Mins Presentation/10 Mins Discussion)</p>	103 - 110
14	Ardsley and Robin Hood; Morley North; Morley South; Rothwell;		<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 (5 Mins Presentation/5 Mins Discussion)</p>	111 - 120

Item No	Ward	Item Not Open		Page No
15			<p>DATE, TIME AND VENUE OF NEXT MEETING</p> <p>Monday, 25th September 2006 at 4.00 p.m. (Venue – Rothwell One Stop Centre, Marsh Street, Rothwell, LS26 0AD)</p> <p>MAP OF TODAY'S VENUE</p> <p>Morley Town Hall, Morley, LS27 9DY.</p>	



Originator: Michael Earle

Tel: (0113) 224 3209

Report of the Chief Democratic Services Officer

South (Outer) Area Committee

Date: 3rd July 2006

Subject: Election of Chair

<p>Electoral Wards Affected:</p> <p>All</p>	<p>Specific Implications For:</p> <p>Ethnic minorities <input type="checkbox"/></p> <p>Women <input type="checkbox"/></p> <p>Disabled people <input type="checkbox"/></p> <p>Narrowing the Gap <input type="checkbox"/></p>
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Council Function	<input checked="" 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"/>
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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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SOUTH (OUTER) AREA COMMITTEE

3RD APRIL 2006

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

82 **Chair's Opening Remarks**

The Chair welcomed all in attendance to the April meeting of the South (Outer) Area Committee and invited all those Elected Members present to introduce themselves.

83 **Declarations of Interest**

The following declarations of interest were made, however further declarations of interest were also made throughout the meeting. (Minute Nos 86 and 88 refer).

A personal interest was declared by Councillor McArdle in respect of Agenda Item 11, 'Site Based Gardeners in Community Parks', due to being a Tree Warden with Leeds City Council Forestry Section. (Minute No 89 refers).

A personal interest was declared by Councillor Leadley in respect of several items on the agenda, due to being a board member of Morley Elderly Action.

84 **Apologies for Absence**

Apologies for absence from the meeting were submitted on behalf of Councillors Beevers and Mulherin.

At this point in the meeting, as it was their final Area Committee meeting prior to retiring as Elected Members, the Chair paid tribute to both Councillor Galdas and Councillor Beevers and thanked them both for all the effort and support they had given to the Area Committee in recent years.

85 **Minutes of the Previous Meeting – 20th February 2006**

RESOLVED – That the minutes of the meeting held on 20th February 2006 be approved as a correct record.

86 **Open Forum**

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

Traffic Problems within the Rothwell area

The Committee received a brief presentation from a representative of the Leeds Road Residents Action Group (LRRAG) who raised the following concerns in relation to traffic problems within the Rothwell area:-

- Motorists who used roads in the Rothwell area regularly driving well in excess of speed limits, and the lack of measures in force to reduce such speeding;
- The geographical imbalance of speed cameras between the north and south of the city;
- Local roads commonly being used by Heavy Goods Vehicles (HGVs), the lack of restrictions on HGV traffic on certain roads in the area and the negative impact that such traffic was having on local residents' wellbeing;
- With regard to Royds High School, concerns were raised over the busy 'A' roads that pupils had to cross in order to access the school and the lack of pedestrian facilities present which would assist the pupils in crossing the roads safely;
- The negative impact that the implementation of the East Leeds Link Road and the Inner Ring Road link to the M621 would have on local residents' quality of life.

A discussion then ensued which related to the safety issues raised by the presentation and the actions which could be taken by the Area Committee to address the concerns of the Leeds Road Residents Action Group.

RESOLVED – That the Area Committee share some of the concerns the Leeds Road Residents Action Group and recommend that the concerns raised by the group be referred to the Overview and Scrutiny Committee for full investigation.

Recreational Facilities in the Tingley and Ardsley areas

Concerns were raised by a local resident relating to the lack of community land in the Tingley and Ardsley areas which was available for recreational use and the resultant problems which had occurred due to the lack of such facilities. A map was then tabled by the resident which illustrated several examples in the Tingley and Ardsley areas where recreational facilities were no longer available.

Members acknowledged the concerns raised by the resident and stated that although efforts had been made on several occasions to provide or reinstate recreational facilities in the area, problems had been encountered at each attempt.

RESOLVED – That a report from the Learning and Leisure Department be submitted to a future meeting of the Area Committee to inform and advise Members of the ways in which the Area Committee could assist in ensuring that adequate recreational facilities were provided in Outer South Leeds.

(Councillor Leadley declared a personal interest in this item, due to being a governor of Hill Top Primary School)

87 Area Delivery Plan 2006/2007

The Committee received a report from the Director of Neighbourhoods and Housing which outlined and sought Members' approval of the final draft Area Delivery Plan and Action Plan for 2006/2007, as appended to the report.

Following a discussion which related to the prioritisation of the key themes within the Area Delivery Plan, Members agreed to pursue all of the key themes with equal vigour.

RESOLVED –

- (a). That the report and information appended to the report be noted;
- (b). That the final Outer South Area Delivery Plan and Action Plan, as appended to the report, be approved;
- (c). That the Area Committee agrees to pursue all key themes of the Area Delivery Plan equally.

88 Outer South Area Committee Wellbeing Budget Report and Wellbeing Schedule

A report was submitted by the Director of Neighbourhoods and Housing which updated Members on the current position of the Area Committee's budget, on the progress of both the revenue and capital projects which had previously been agreed by the Committee and which also detailed a schedule of proposed projects which could potentially be commissioned by the Area Committee during the next financial year.

A detailed discussion then ensued which related to both the positive and negative implications of providing a mobile youth facility in the area, the role which could potentially be played by the Area Committee in developing community centre facilities in Outer South Leeds and also in relation to the geographical provision of youth services in the area. Members then made a series of decisions relating to projects which could be commissioned by the Area Committee during the 2006/2007 municipal year.

RESOLVED –

- (a). That the current position of the South Outer Wellbeing budget, as detailed within the report, be noted;
- (b). That the list of revenue projects which have already been allocated funding by the Area Committee, as appended to the report, be approved;
- (c). That the list of capital projects which have already been allocated funding by the Area Committee, as appended to the report, be approved;
- (d). That the current position of the Area Committee's small grant budget, as detailed within the report, be noted;
- (e). That the proposed commissioning process for future projects to be funded by the Area Committee, as outlined within the report, be approved;

(f). That a representative from CAST be invited to a future meeting of the Area Committee in order to answer Members' questions;
(g). That the following decisions be made in relation to future projects which could be commissioned over the next financial year to address the Area Committee's Area Delivery Plan priorities:-

- (i). Mobile Youth Bus – £50,000.00 revenue – **Deferred** – To ascertain whether there are any buildings in the area which could be used as an alternative to a mobile youth bus, to obtain further information about the work of the Health Bus in the area and the geographical provision of all youth services in the area and to monitor the South (Inner) Area Committee's tendering process for a Mobile Youth Bus;
- (ii). Mini Breeze - £6,000.00 revenue – **Approved**;
- (iii). Anti-Social Behaviour in Morley/Rothwell Town Centres - £20,000.00 revenue – **Approved**, subject to the funding being utilised across the Outer South, including areas outside the Town Centres, to specifically address the key themes of the Area Committee's Area Delivery Plan;
- (iv). Proof of Age Scheme - £12,117.00 revenue - **Not Approved**;
- (v). CAST - £2,728.00 revenue – **Approved**;
- (vi). Water Bowsers for 'In Bloom' Groups – Capital cost to be determined – **Approved**.
- (vii). Recreate (Groundwork) - £11,000.00 revenue – **Approved**;
- (viii). Community Skips – £5,000.00 revenue – **Approved**;
- (ix). Site Based Gardeners – To be considered separately at a later point in the meeting;
- (x). Neighbourhood Workers - £35,000.00 – **Approved**;
- (xi). Small Grants - £10,000.00 revenue – **Approved**;
- (xii). Communications Budget - £10,000.00 revenue – **Approved**;
- (xiii). 'About Leeds' – £2,500.00 – To be considered separately at a later point in the meeting;
- (xiv). Community Centres - £10,000.00 revenue – **Approved**.

(Councillor Smith declared a personal interest in application (i), 'Mobile Youth Bus', due to being a Director of South Leeds Primary Care Trust)

(Councillors Elliott, Finnigan, Grayshon, Leadley and McArdle declared personal interests in application (vi), 'Water Bowsers for 'In Bloom' groups', due to being involved with their respective 'In Bloom' organisations)

(Councillor Wilson joined the meeting at 4.55 p.m. and Councillor Smith left the meeting at 5.30 p.m. during the consideration of this item)

89 Site Based Gardeners in Community Parks

The Committee received a report from the Chief Recreation Officer which outlined and sought Members' approval of an application for £106,800.00 worth of revenue funding to support the provision of site based gardeners in community parks within the Outer South area.

Members confirmed that they wished to offer their support in principle to the intention to increase the numbers of site based gardeners and stated that the provision of full-time gardeners would not only improve the appearance of the parks but would also ensure that wider benefits would be enjoyed by the parks' users.

The Committee then sought further information on both the prospect of the local Town and Parish Councils contributing towards the proposals and the possibility of full-time gardeners sharing their time between sites.

RESOLVED –

- (a). That the information contained within the report be noted;
- (b). That the application from the Chief Recreation Officer for the allocation of Wellbeing funding to be spent on the provision of site based gardeners in community parks within the Outer South area, be approved in principle, subject to further negotiations taking place with the Chief Recreation Officer regarding the extent of the financial contribution, and subject to investigations being undertaken into the possibility of Town and Parish Councils contributing towards the initiative.

90 About Leeds Newspaper

The Director of Neighbourhoods and Housing submitted a report which updated the Area Committee on several issues relating to the council newspaper and sought Members' approval of a contribution of £2,500.00 during 2006/2007 from the Area Committee in return for a half page feature in each of the four editions of the publication during the 2006/2007 municipal year.

A discussion then ensued which related to the effectiveness of the council newspaper in getting an accurate and informative message about the work of the Area Committee across to a wide section of people residing in the Outer South area.

RESOLVED –

- (a). That the report be noted;
- (b). That Members' views relating to the contributions of the South (Outer) Area Committee towards the council newspaper be noted;
- (c). That Members agree in principle to contribute £2,500.00 towards the council newspaper for the four editions which are to be published during the 2006/2007 municipal year;
- (d). That a further review into the Area Committee's contribution towards the funding of the council newspaper be undertaken in one year's time.

91 Youth Service Plans

The Committee received a report from the Head of Youth Service which outlined both the draft Youth Service Plan and Youth Service Ward Plans for the Outer South area.

In response to Members' queries relating to the 'reach' and 'accreditation' targets during 2005/2006, the Committee was advised that

whilst the service had far exceeded the 'reach' target, staff were currently being trained, which would ensure that they were better equipped to meet the 'accreditation' target in the future.

A discussion relating to the provision of facilities for young people and the role played by the Youth Work Networks in the Outer South area then followed.

RESOLVED –

- (a). That the report and information appended to the report be noted;
- (b). That the progress made by the Youth Service in its achievement of the 2005/2006 targets be noted;
- (c). That Members' comments relating to the draft South Area Plan and draft Ward Plans be noted;
- (d). That the draft South Area Plan and draft Ward Plans be endorsed by the Area Committee for implementation in the 2006/2007 municipal year;
- (e). That a representative from Connexions be invited to a future meeting of the Area Committee in order to answer Members' questions.

92 Dates, Times and Venues of Area Committee Meetings 2006/2007

The Director of Legal and Democratic Services submitted a report which invited Members to give consideration to agreeing the dates, times and venues of the South (Outer) Area Committee meetings for the 2006/2007 municipal year.

Members then discussed the possibility of arranging a meeting schedule which would encourage an increased level of public attendance at Area Committees and which would minimise the possibility of Area Committees coinciding with other meetings within the municipal calendar.

RESOLVED – That the following meeting dates and times be approved for the 2006/2007 municipal year (venues to be confirmed):

- Monday, 3rd July 2006 at 4.00 p.m.
- Monday, 25th September, 2006 at 4.00 p.m.
- Monday, 6th November, 2006 at 4.00 p.m.
- Monday, 18th December, 2006 at 4.00 p.m.
- Monday, 26th February, 2007 at 4.00 p.m.
- Monday, 2nd April, 2007 at 4.00 p.m.

(The meeting concluded at 6.25 p.m.)



Originator: Keith Lander

Tel: 224 3040

Report of the Director of Neighbourhoods and Housing

To: Outer South Area Committee

Date: 3rd July 2006

Subject: Area Committee Functions

Electoral Wards Affected:
All

Specific Implications For:

Ethnic minorities

Women

Disabled people

Narrowing the Gap

Council
Function

Delegated Executive
Function available for Call
In

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

EXECUTIVE SUMMARY

This report informs this Area Committee (by reference to the report which went to the Executive Board) of the Area Function Schedules which have been endorsed by Executive Board for 2006/07 covering updated Area Function Schedules, detailing the budgets available for delegated services for 2006/07 and an initial Area Function Schedule for Community Centres suggesting that the ones currently vested with Neighbourhoods and Housing formally become the responsibility of the Area Committees from 1st July.

1.0 Purpose of this report

1.1 This report informs the Area Committee of the Area Function Schedules which have been endorsed by Executive Board for 2006/07.

2.0 Background

2.1 Attached is the report which, at its meeting of 14th June 2006, sought Executive Board endorsement of the Area Function Schedules for Area Committees in 2006/07.

- 2.2 The attached Executive Board report outlines the background to the establishment of Area Committees in June 2004, the arrangements under which their functions could be exercised, the annual requirement of each Area Committee to prepare an Area Delivery Plan for endorsement by the Executive Board (this Area Committee's Plan has been submitted), and Executive Board's agreement of the budgets available for the delegated functions.
- 2.3 The report reminds the Executive Board of the Executive Functions delegated to the Area Committees since September 2004 and describes new Functions proposed to be further delegated to Area Committees in 2006/07 namely Community Centres currently vested with Neighbourhoods and Housing.

3.0 Recommendation

Members of this Area Committee are asked:

- a) to note the updated Area Function Schedules and budgets available for delegated services for 2006/07 as endorsed by Executive Board.
- b) to note in particular an initial Area Function Schedule for Community Centres which suggests the ones currently vested with Neighbourhoods and Housing formally become the responsibility of the Area Committees from 1st July



Report of the Directors of Neighbourhoods and Housing and Corporate Services

Executive Board

Date: 14th 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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Area Function Schedule 2006/07 – Outer South

Children and Young People – Youth Service

2006/07 Target Performance	
The level of “reach” into the resident 13 – 19 population	1324
Delegated budget	
Revenue	299,690
Income	21,950
Net Revenue	277,740

Community Facilities – Community Centres

2006/07 Target Performance	
Directly Managed	2
Leased	3
Total number of community centres	5
Delegated budget	
Rates	11710
Rental Support	4770
Supplies & Services	540
Caretaking	45970
Premises	30300
City Services Management & Supervision Charges	6860
Income for Centre Rentals	-4770
Income	-20570
Net Revenue	74810

Community Safety – CCTV¹

2006/7 Target Performance	
Operational CCTV Schemes	8
Delegated budget	
Revenue	41,050
Income	-2,410
Net Revenue	38,640

Community Safety – Neighbourhood Wardens²

2006/7 Target Performance	
Wardens Deployed	1
Delegated budget	
Employee Costs	24,102
Supplies & Services	140
Income ³	0
Net Revenue	24,242

Community Safety – PCSOs

2006/7 Target Performance	
PCSOs Deployed	8
LCC contribution to PCSOs in area	
Revenue	117,280
Income ³	
Net Revenue	117,280

Streetscene – Recycling Banks

Delegated budget	
Revenue	£2,580
Income	
Net Revenue	£2,580

Streetscene – Public Conveniences

Delegated budget	
Revenue	£32,935
Income	
Net Revenue	£32,935

Well Being – Revenue & Capital

Delegated budget	
Revenue 2006/07 allocation	195,960
Capital (3 year programme 2004/05 – 2006/07)	373,573

¹ Expenditure is apportioned on the basis of where the cameras are located within the Area Management Wedges (CCTV Mobiles and Repairs are not devolved to Area Management)
NRF Income is apportioned on the basis of number of cameras lying within NRF funded areas.
External Income is apportioned on number of rechargeable cameras located within each area
Please note the costs include those associated with provision of private sector CCTV cameras within each area

² There is a budget pressure within Neighbourhood Wardens budget across the City

³ NRF budget allocations have been based on % of SOA in 10% most deprived in each wedge



Originator: Martyn Stenton

Tel: 39 50647

Report of the Director of Neighbourhoods and Housing

To: Outer South Area Committee

Date: 3rd July 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:

Summary of key points from consultation on new lettings and pricing policy for council managed community centres
<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 2006

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

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.

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COMMUNITY CENTRE: BLACKBURN HALL

1. Centre Details

Leeds Street Atlas page ref:	152 B4	
Address:	Commercial Street Rothwell LS26 0AW	
Telephone:	2821459	
Fax:	n/a	
Email:	n/a	
Ward:	Rothwell	
Area Committee:	Outer South	
Vested with:	Neighbourhoods and Housing (Oct 04)	
Description:	Constructed in the 1940's as a cinema house, which was subsequently converted to a music hall.	
Facilities: <i>Internal</i> <i>External</i>	Stage, large hall, cloakroom, 2 dressing rooms, kitchen, bar and office.	
Size of Centre (sqm)	698.5 – TBC by Asset Management Unit	

2. Management Arrangements

The centre is managed by Leeds City Council.

City Services Department provides a facilities management cleaning and caretaking service.

City Services Contacts:

Area Manager:	Keith Hewitt – 39 50538	
Surveyor:	TBC – 24 74100	
Caretaker:		
Name:	Glen Mills	
Average hours of caretaking at the centre per week:	57 - based on 06/07 estimate	
Other info:		
N&H Area Management Team Contact:		
Name:	Tom O'Donovan – 39 51656	
Lettings Unit Contact :		
Numbers:	22 43849/50 2243845 (Learning & Leisure)	

Authorised Key Holding organisations:

Name	Organisation

Organisations with existing or requiring lease / licence for premises:

Name	Organisation

3. Centre Usage and Opening Times (based on average lettings)

Regular users of the facility include – OAP social group and exercise classes. Most sessions take place at the facility on a seasonal basis – a number of productions take place in the winter, such as brass band concerts, sequence dancing, Christmas parties, dog shows and dance academy shows.

User Rights :

n/a

4. Budget

	Actual	Estimate
	2005/06	2006/07
Total Expenditure	53,023	54,260
Total Income	16,244	16,240
Net Expenditure*	36,779	38,020

*Includes employee costs, repairs, premises and rates. Excludes capital asset charges.

5. Maintenance and Condition

Backlog maintenance figure*:	£331,900
Condition Survey Rating:	<u>B</u> – Satisfactory – Performing as intended but exhibiting minor deterioration. Requires minor improvements to comply with DDA
Date of latest survey:	July 2000
Key Points from Condition Survey:	
* figure based on survey information.	
Recent capital investment:	N/A

6. Other

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Sheet Updated

May 2006

Officers: SM

COMMUNITY CENTRE: CHURWELL COMMUNITY CENTRE

1. Centre Details

Address:	Elland Road / Victoria Street Churwell LS27 7TP
Telephone:	2532651
Fax:	N/A
Email:	Wenda.whitehead@ntlworld.com
Ward:	Morley South
Area Committee:	Outer South
Vested with:	Neighbourhoods & Housing (October 04)
Description:	The building was constructed in 1986 as a Parish Church and is a Grade II listed building. The facilities comprises of an upper and lower ground floor.
Facilities: <i>Internal</i> <i>External</i>	A main hall, video room, kitchen and store room.
Size of Centre (sqm)	151.6 – TBC by Asset Management Unit

2. Management Arrangements

The centre is managed by

Management Committee:	Churwell Community Association
Contact Name:	Wenda Whitehead
Telephone:	2532651
Address:	c/o 71 Elland Road, Churwell, Morley, LS27 7QS
E-mail	wenda.whitehead@ntlworld.com

N&H Area Management Team Contact:

Name:	Tom O'Donovan – 39 51656
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Terms of lease: Organisation is currently holding over on a 3 year lease which expired in 1988 – the terms of the lease were for internal repairing and insuring. It is still under discussion to whether or not a new lease should be drawn up for the facility, this will be decided once an options appraisal is complete.

Rental Support 2006/07:

Market Rent TBC Rental support agreed TBC (100%) Rent paid £0 (100%)

3. Regular centre users

Regular activities at the centre include – a drop in luncheon club, bingo, Darby & Joan club, youth club and painting classes

User Rights : n/a

4. Budget

	Actual	Estimate
--	--------	----------

*Includes employee costs, repairs, premises and rates. Excludes capital asset charges.

	2005/06	2006/07
Total Expenditure	4,485	650
Total Income	0	0
Net Expenditure*	4,485	650

5. Maintenance and Condition	
Backlog maintenance figure*:	£79,250
Condition Survey Rating:	B – Satisfactory – Performing as intended but exhibiting minor deterioration. Requires minor improvements to comply with DDA
Date of latest survey:	?
Key Points from Condition Survey:	
* figure based on survey information.	
Recent capital investment:	

6. Other

Sheet Updated
May 2006
Officers: SM

COMMUNITY CENTRE: EAST ARDSLEY COMMUNITY CENTRE

1. Centre Details

Leeds Street Atlas page ref:	163 G7	
Address:	Main Street East Ardsley WF3 2AT	
Telephone:	01924 827917	
Fax:	n/a	
Email:	n/a	
Ward:	Ardsley & Robin Hood	
Area Committee:	Outer South	
Vested with:	Neighbourhoods & Housing (October 04)	
Description:	Officially opened in 1984, East Ardsley Community Centre is a purpose built facility which was one of a scheme of ten almost identical buildings provided for various local communities.	
Facilities: <i>Internal</i> <i>External</i>	Main hall, kitchen, office, storage area and store room.	
Size of Centre (sqm)	245.15 – TBC by Asset Management Group	

2. Management Arrangements

The centre is managed by	
Management Committee:	East Ardsley Community Association
Contact Name:	Malcolm Broadhurst
Telephone:	01924 827917
Address:	East Ardsley Community Centre, Main Street, WF3 2AT
E-mail	n/a
N&H Area Management Team Contact:	
Name:	Tom O'Donovan – 39 51656
Terms of lease: Currently holding over on a three year FRI lease which expired in 1990. A new lease is currently in the process of being drawn up under NHD standard terms.	
Rental Support 2006/07:	
Market Rent - £5,400 Rental Support - £4,860 (90%) Rent to be paid - £540 (10%)	

3. Regular centre users

.Regular users of the centre include – Scouts, Weight Watchers, Luncheon Club, Dance Classes and Aeorbics.
User Rights : n/a

4. Budget		
	Actual	Estimate
	2005/06	2006/07
Total Expenditure	1,302	5,420
Total Income	0	5,300
Net Expenditure*	1,302	120

*Includes employee costs, repairs, premises and rates. Excludes capital asset charges.

5. Maintenance and Condition	
Backlog maintenance figure*:	£33,900
Condition Survey Rating:	<u>B</u> – Satisfactory – Performing as intended but exhibiting minor deterioration. Requires minor improvements to comply with DDA
Date of latest survey:	August 2002
Key Points from Condition Survey:	
* figure based on survey information.	
Recent capital investment:	Outer South Area Committee has contributed funds towards provision of shutter to the facility.

6. Other

Sheet Updated
May 2006
Officers: SM

COMMUNITY CENTRE: WEST ARDSLEY COMMUNITY CENTRE**1. Centre Details**

Leeds Street Atlas page ref:	174 A4	
Address:	Batley Road, Leeds, WF2 0SB	
Telephone:	TBC	
Fax:	TBC	
Email:	Mideng3@aol.com	
Ward:	Ardsley & Robin Hood	
Area Committee:	Outer South	
Vested with:	Neighbourhoods and Housing (Oct 04)	
Description:		
Facilities:		
<i>Internal</i>	An office, kitchen and hall	
<i>External</i>	Car park	
Size of Centre (sqm)	TBC by Asset Management Unit	

2. Management Arrangements

The centre is managed by		
Management Committee:	Kaleidoscope	
Contact Name:	Jane Dwan	
Telephone:	TBC	
Address:	Croft House, 260 Moor Lane, Birkenshaw, Bradford, BD11 2HH	
E-mail	Mideng3@aol.com	
N&H Area Management Team Contact:		
Name:	Tom O'Donovan – 22 43040	
Terms of lease: Six year lease with full internal and external repairing responsibility		
Rental Support 2006/07: Rental charges have been established on a sliding scale – in 2006/07 £3,000 will be charged, in 2007/08 the figure will be £6,000 and in 2008/09 a full market rent of £8,900 will be charged.		

3. Regular centre users

<p>The times of use by Kaleidoscope will be;</p> <p>7.30 – 9.00 - breakfast club – term time</p> <p>15.00 – 18.00 – childcare – term time</p> <p>7.30 – 18.00 – childcare - holidays</p> <p>The following groups have exclusive use of the premises:-</p> <p>1 x session per week for an older persons group 12.00 – 14.30 each Monday</p> <p>1 x session per week for up to 2 hours during the evening for a youth group</p> <p>1 x session per month for approx. 2 hours for a Councillor's surgery / Community Assn. meeting.</p>
User Rights :

4. Budget		
	Actual	Estimate
	2005/06	2006/07
Total Expenditure	1,386	650
Total Income	0	3,000
Net Expenditure*	1,386	-2,350

*Includes employee costs, repairs, premises and rates. Excludes capital asset charges.

5. Maintenance and Condition	
Backlog maintenance figure*:	n/a
Condition Survey Rating:	n/a
Date of latest survey:	n/a
Key Points from Condition Survey:	n/a
* figure based on survey information.	
Recent capital investment:	A £10,000 Area Committee scheme was carried out over the winter to fit new heaters, roller shutters and replace fencing and fire doors.

6. Other

Sheet Updated
May 2006
Officers: SM

Report of the Director, Neighbourhoods and Housing Department

Outer South Area Committee

Date: Monday 3rd July 2006

Subject: Town & District Centre Regeneration Scheme – Morley Bottoms
 Regeneration Scheme.

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

EXECUTIVE SUMMARY

This report seeks Area Committee approval for funding to carry out works in the Morley Bottoms Regeneration Scheme as part of Leeds City Council's Town & District Centre Regeneration (T&DC) Scheme.

The outline business plan for this project has been given an 'amber light' by Asset Management Group (AMG). A figure of £450,000, plus £10,000 for feasibility funding has been provisionally allocated to the scheme.

A project team has been established and is in the process of developing a full business plan for the scheme. AMG have approved funding to begin this work, which will entail a traffic study, property valuation of dilapidated buildings and an option appraisal for each site and the drawing up a public realm improvement scheme.

While this longer term work is put in place the project team have identified a site on Chapel Hill which would benefit from some immediate capital works to deliver public realm and car parking improvements for the area.

Pending a detailed design with costs it is expected that funding in the region of £10,000 revenue for design and £30,000 capital will be required.

1.0 Background

- 1.1 The Leeds City Council Capital Programme 2004/08 made provision for £ 5m for the regeneration of town, village and district centres.
- 1.2 Executive Board delegated responsibility for the approval of bids to this fund to the Directors of Corporate Services and Development following assessment of the bids by Asset Management Group and in consultation with the Executive Member (Development).
- 1.3 Bids in the form of outline business cases were invited by the end of June 2005. The business cases were scored using the matrix approved by the Executive Board by staff in Corporate Services who score all capital injections.
- 1.4 In August 2005, Asset Management Group gave “amber light” approval to a number of schemes to proceed to the development and submission of a full business plan. The regeneration proposal for Morley Bottoms was one such scheme. The sum of £450,000 and £10,000 feasibility funding has been provisionally allocated to this scheme.
- 1.5 This project aims to bring about higher level of occupancy of all residential and commercial properties, improve overall appearance, quality and value of the properties and enhance the surrounding environment and public realm.
- 1.6 With this in mind, a project team consisting of officers from Asset Management, Area Management, Planning and Highways have been meeting on a regular basis to draw up the scope and details of an achievable scheme for the area.
- 1.7 The team has also briefed local Councillors and sought their views on various regeneration issues pertinent to the proposed Morley Bottoms scheme. Some of the issues were site specific and others were more public realm type. The Morley Members have confirmed their support and commitment to the scheme.
- 1.8 The key issues for the regeneration of Morley Bottoms area have been identified by the project team as:
 - 1.8.1 An absolute lack of car parking for the occupiers of both residential and commercial units in the area.
 - 1.8.2 Traffic congestion in the main roads i.e. Chapel Hill, Queen Street and Station Road, makes it impossible for increased footfall along the retail frontages.
 - 1.8.3 Chronic shortage of investment in the privately owned properties resulting in a poor quality run down built environment. In many cases, properties appear to have been purchased as low value investment opportunities, whereby the flats above the retail units have been let and the ground floor retail element has been left vacant and allowed to deteriorate.
 - 1.8.4 Inappropriate and poorly maintained hoardings contributing to signs of dereliction in the area.
- 1.9 The project team has determined that certain studies need to be commissioned in order to investigate the various options available both for the immediate and longer term sustainable regeneration of the area.

2.0 Proposal

- 2.1 The project team have agreed that in order to bring about the sustainable regeneration of this area, some actions will be long term e.g. the traffic study is looking at the possibility of changing traffic flow in the area to improve the environment, reduce traffic flow by introducing a one way system, provision of pedestrian crossings and alterations to the junction.
- 2.2 However, the project team believe that the implementation of short term measures is also required. This would enable the local community to experience more immediate improvements in the area.
- 2.3 It is understood that the removal of the unsightly advertising hoardings on Chapel Hill and delivery of some public realm works can be achieved in a relatively short period of time. It is expected that the advertising hoardings can be removed in an 8 month timescale and that the implementation of a Road Traffic Order within the same period would allow the development of a lay by with the provision of much needed additional car parking and public realm works.
- 2.4 This approach which is supported by AMG enables some actions to be delivered relatively quickly while protecting the £450k which is required for the longer term proposals, e.g. the project team is currently investigating the possibility of acquiring and demolishing semi derelict buildings to provide parking facilities and remove an eyesore.

3.0 Costs

- 3.1 It is estimated that the design fees for this work will be in the region of £10,000 revenue and £30,000 capital funding to develop the lay by and implement public realm work around the site.
- 3.2 The Area Committee has previously agreed to allocate its £373,573 capital funding by Ward which gave each Ward £93,393. The spend to date for Morley North is £56,060 (£37,333 balance) and the spend for Morley South is £66,400 (£26,993 balance). Please note that these figures each include half of the £27,000 agreed for projects for the whole of Morley.
- 3.3 If this project was to be agreed its £30,000 capital cost would be split between Morley North and Morley South Wards. This would leave the revised totals as £71,060 spend for Morley North (£22,333 balance) and £81,400 spend for Morley South (£11,993 balance).

4.0 Priority Themes

- 4.1 This proposal addresses the Area Committee Priorities of cleaner neighbourhoods which the Area Delivery Plan describes as focusing on developing a better quality street environment, green and open spaces

5.0 Recommendations

- 5.1 Members are asked to note the progress made on the Morley Bottoms Regeneration Scheme.

- 5.2 The Area Committee is asked to agree the allocation of £10,000 revenue to fund the design brief and £30,000 capital to fund the lay by development and associated public realm works.



Originator: Thomas O'Donovan
Robert Wood
Tel: 3951655

Report of the Director, Neighbourhoods and Housing Department

Outer South Area Committee

Date: 3rd July 2006

Subject: Outer South Area Committee Well-being Budget Report

Electoral Wards Affected:

Ardsley & Robin Hood
Morley North
Morley South
Rothwell

Specific Implications For:

Ethnic minorities

Women

Disabled people

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

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

EXECUTIVE SUMMARY

This report seeks to provide Members with:

- a) a current position statement on the Well-being Budget.
- b) a progress report on revenue projects agreed to date (Appendix 1).
- c) details of capital projects agreed to date (Appendix 2).

Members are asked to note the current position regarding the Well-being budget, the position of the Small Grants Budget, and agree any actions.

1.0 Background

1.1 Each Area Committee has been allocated a Well-being Budget which it is responsible for administering. The aim of this budget is to support the social, economic and environmental wellbeing of the area by using the funding to support projects that contribute towards the delivery of the Area Delivery Plan (ADP).

1.2 The Well-being Budget for the Outer South is comprised of a capital and revenue allocation. The capital allocation is **£373,573** over three financial years 2004/2007. The revenue allocation for 2006/07 financial year has now been confirmed as **£195,960**.

1.3 Members should note the following points: -

Revenue

- 1.3.1 The Well-being Revenue funding allocations and spend levels for 2004/05 and 2005/06 have now been confirmed and have been detailed in **Appendix 1**.
- 1.3.2 It is therefore possible to confirm that the amount of unspent revenue funds rolled forward to 2006/07 is **£174,238**. This figure includes any unspent funds from ringfenced amounts and any funding allocated to projects that have not claimed funding in 2005/06.
- 1.3.3 The total amount of revenue funding available for 2006/07 is therefore **£370,198**.
- 1.3.4 The Area Committee is asked to note that **£303,701** has already been allocated from the 2006/07 Well-being Revenue Budget as listed in **Appendix 1**. This includes ringfenced amounts for Small Grants, Skips and Communication, Neighbourhood Improvement Plans, Projects rolled forward from 2005/06 that have yet to claim allocated funding and projects allocated funding from 2006/07's budget. This leaves a balance of **£66,497** yet to be committed.
- 1.3.5 It should be noted that the "Site Based Gardeners" project is included in the list of revenue projects in **Appendix 1** but final costs have yet to be determined and so are not accounted for in the above figures. These projects should therefore be taken into consideration when commissioning future new works.
- 1.3.6 The Area Committee agreed at its last meeting to commission a 'Mini Breeze' programme. Out of Schools Activities have since confirmed that they have secured funding for that programme. The Area Committee is therefore asked to note that in addition to the Mini Breeze planned for Tingley Youth & Community Centre, two further Mini Breeze events are also planned at a cost of up to **£4,000**, leaving a balance of £2,000. The Breeze programme for Outer South will therefore be:
- Fri 11th August Mini Breeze, Lewisham Park 13.00 - 17.00
 - Sat 12th August Mini Breeze, Rose Lund Centre 13.00 - 17.00
 - Tue 15th August Mini Breeze, Tingley Youth & Community Centre 13.00 - 17.00
 - Wed 16th Thur 17th Aug Breeze on Tour @ John Charles Centre for Sport (South Leeds Stadium) 12.00 - 17.00
- 1.3.7 The Area Committee has earlier in the agenda considered a request to commission design works of **£10,000** revenue for a capital scheme in Morley Bottoms which will compliment the proposed Morley Bottoms Regeneration Scheme.
- 1.3.8 It should be noted that the "Morley Literature Festival" project is listed in **Appendix 1**. It is anticipated that the costs for this project will be met from the underspend from the "Town Centre Manager" project.
- 1.3.9 The budget for community skips for 2006/07 is **£5,000**. So far this year approximately **£595** has been spent out of this budget leaving a balance of approximately **£4,405**.
- 1.3.10 The Area Committee agreed to ringfence **£10,000** of 2006/07 funds as a communication budget. To date approximately **£191** has been spent to date leaving a balance of **£9,809**.

Capital

- 1.3.11 Of the **£373,573** capital funding a total of **£278,753** has been allocated to date leaving a balance of **£94,820**. The Area Committee has previously agreed to allocate its £373,573 capital funding allocation by Ward which meant that each Ward had £93,393 to spend.

- 1.3.12 To date the spend broken down by Ward is as follows: Ardsley & Robin Hood £76,193 (**£17,200 balance**); Morley North £56,060 including half of All Morley figure (**£37,333 balance**); Morley South £66,400 including half of All Morley figure (**£26,993 balance**); Rothwell £80,100 (**£13,293 balance**).
- 1.3.13 The Area Committee has earlier in the agenda considered a request to commission a **£30,000** capital scheme in Morley Bottoms which will compliment the proposed Morley Bottoms Regeneration Scheme.
- 1.3.14 The Area Committee in the Area Managers report, is asked to consider a **£9,000** increase in the John O'Gaunts Neighbourhood Improvement Plan Capital Budget to ensure sufficient funds are available for a youth shelter.
- 1.3.15 It should be noted that the costs for "Water Bowsers for In Bloom Groups" has yet to be determined and so this project is not taken into account in the above figures.

2.0 Well-being Projects

- 2.1 **Appendix 1** details projects that have been allocated funding by the Area Committee to date, including a current position statement and project outputs.
- 2.2 It is possible that some of the projects in **Appendix 1** may not claim their allocated spend. This could be for several reasons including the project no longer going ahead, the project not taking place within the dates specified in the funding agreement or failure to submit monitoring reports. Due to this the revenue balance may be greater than the amount specified in 1.3.
- 2.3 At the Area Committee meeting on 12th December 2005 £10,000 was approved for Winthorpe Community Centre for driveway improvements. This funding was allocated to Winthorpe Residents Association. This funding has now been paid direct to Leeds City Council's Parks & Countryside division as part of an overall scheme for environmental improvements in the area. This change is reflected in **Appendix 1**.
- 2.4 Details of projects agreed for the capital budget to date, including a current position statement and project outputs are listed in **Appendix 2**.
- 2.5 Members are asked to consider commissioning the following proposal:-
Project title: Summer and Winter Events Programme
Name of group or organisation: Morley Entertainment Committee
Total Project Cost: £7,400 (Balance to be met from existing funds)
Amount proposed from well-being budget: £4,779 revenue
Ward(s) covered: All Outer South
Summary of project: Morley Entertainment Committee, which is made up of local Councillors and representatives from local community and voluntary groups, meets 10 times per year. The groups aim is to facilitate and promote entertainment activities and opportunities for the people of Morley.

It is proposed that the Area Committee commission Morley Entertainment Committee to provide a programme of entertainment comprising of two elements. Firstly, during the summer months over a period of 8 weeks the committee organise entertainment in the town centre on a Saturday such as musicians, magicians and

jugglers. The committee is seeking a contribution of £1,000 towards the £2,000 cost of this programme.

Secondly, the group organise the Morley Christmas Lights and are seeking a contribution of £3,779 towards the £5,400 costs. This funding will be used to pay for additional lights in the Morley Bottoms area and providing entertainment at the switch on event in November 2006.

Last year the summer programme attracted an average of 350 people per week and the Christmas lights switch on attracted 800 people. This project aims to increase the number of people of all ages attending these events, promote the town centre and engage local children and young people

Area Committee/Area Delivery Plan Key Themes and Action Plan Priorities

This project meets the Area Committee/Area Delivery Plan Key Theme of 'thriving and harmonious communities', in particular the regeneration and promotion of town centres.

Recommend to: The Area Committee is recommended to approve the allocation of £4,779 revenue funds towards the project.

3.0 Small Grants

3.1 Since the last meeting three Small Grants have been approved.

Organisation	Project	Amount
Morley Community Partnership	Shancara Court Floral Initiative	£368.41
West Ardsley Methodist Church	New Reception Area	£900
Elmfield & Bridge St Residents Association	Operation Clean Up	£500

3.2 From the **£10,000** revenue allocated to the small grants fund a total of **£1,768.41** has been spent to date leaving a balance of **£8,231.59**.

3.3 The following application has been brought to the Area Committee for a decision as it had been deferred following initial consultation with members when a unanimous decision was not received. Members are asked to decide on whether to fund this project.

Project name: Outdoor Play Trail
Organisation: Westerton Primary School
Funding requested: £500
Total costs/other sources: £10,000 (application to Royal Bank of Scotland for £4,000. Balance from School and PTA funds)

Project Summary

Westerton Primary School caters for over 700 local children. The group wishes to develop its play facilities for the younger children through the creation of a new outdoor play trail. This will

provide constructive play opportunities and help to improve the health of the children by providing opportunities for them to be active and get exercise.

The school is seeking a contribution of £500 from the Outer South Area Committee towards the total costs. This money will be used to pay for the installation of a balance beam (£340) and installation of a chain walk (£340)

Area Committee Priorities

Children and Young People.

Area Manager recommendation

It is recommended that the Area Committee reject this application on the basis that it is committed to supporting extended schools clusters rather than applications from individual schools.

4.0 Recommendations

4.1 Members of the Outer South Area Committee are requested to:

- Note the budget position of the Well-being Budget as set out at 1.2 and 1.3.
- Note the Well-being revenue projects agreed as listed in Appendix 1 and any changes.
- Note the Well-being capital projects already agreed as listed in Appendix 2.
- To consider the proposal presented in 2.5.
- Consider the small grant budget position as set out in 3.2 and agree any actions.
- To consider the small grant application outlined in 3.3.

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Outer South Well Being Budget June 2006
Revenue Projects agreed to date

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
Budget	Allocation	£192,120	£192,120	£195,960			
	Carry forward		£162,448	£174,238			
	TOTAL	£192,120	£354,568	£370,198			
Outer South Skips Budget	South Area Management Team	£555,34	£1,568.12	£5,000	To establish a skips for community use fund	<ul style="list-style-type: none"> ▪ Provide skips for community groups to undertake clean-ups 	<ul style="list-style-type: none"> ▪ Improved streetscene in local neighbourhoods ▪ Increased community pride
Outer South Small Grants Fund	South Area Management Team	£5,189.13	£12,444	£10,000	To establish a small grants fund for projects meeting Area Delivery Plan priorities	<ul style="list-style-type: none"> ▪ Support voluntary and community groups through grant aid 	<ul style="list-style-type: none"> ▪ Increased range of community activity ▪ Increased community participation ▪ Increased community pride ▪ Delivery of Area Delivery Plan priorities
Outer South Communications Budget	South Area Management Team	£1,332.28	£5,163.61	£10,000	A budget to enable effective communication	<ul style="list-style-type: none"> • 5 newsletters • 7 questionnaires 	<ul style="list-style-type: none"> • Increased awareness of the Outer South Area

Appendix 1

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
					on and consultation on Area Committee issues in the Outer South	<ul style="list-style-type: none"> • Promotion al materials 	<ul style="list-style-type: none"> • Committee • Improved consultation that can be inform localised projects and plans
Neighbourhood Improvement Area - Eastleighs & Fairleighs	South Area Management Team			£9,000	A plan to aimed at making improvements in Priority Neighbourhoods	<ul style="list-style-type: none"> • Smithy Lane Recreation Facilities • Newsletter • Fun Day • Dog fouling poster campaign • Martial arts classes • Drop – In Advice sessions • Outreach classes • Lighting on Smithy Lane 	<ul style="list-style-type: none"> • Increased number of young people taking part in diversionary activities • Improved condition of environment , particularly reduction in dog fouling • Reduction in Anti Social Behaviour • Residents feeling safer in their community
Neighbourhood Improvement Area - Newlands & Denshaws	South Area Management Team		£635	£7,365	A plan to aimed at making improvements in Priority	<ul style="list-style-type: none"> • Drugs Outreach project • Albert Drive Shop 	<ul style="list-style-type: none"> • Increased number of young people taking part in

Appendix 1

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
Page 67					Neighbourhoods	Improvements <ul style="list-style-type: none"> • Kick around area in Newlands • Diversionary activities for young people • Lewisham Park Improvements • Environmental Improvements to unsightly grounds • Environmental enforcement awareness raising campaign • Inter – generational projects 	diversionary activities <ul style="list-style-type: none"> • Improved condition of environment , particularly reduction in dog fouling • Reduction in Anti Social Behaviour • Residents feeling safer in their community
	Neighbourhood Improvement Area - John O'Gaunts	South Area Management Team		£2,000	£11,000	A plan to aimed at making improvement	<ul style="list-style-type: none"> • Drugs Outreach project • Diversionary

Appendix 1

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
Page 68					s in Priority Neighbourhoods	<ul style="list-style-type: none"> • y activities for young people • Pathways Initiative • Community Fun Day • Gardening Initiative • Youth Shelter • Rose Lund Outdoor Play Area • Community Garden 	<ul style="list-style-type: none"> • taking part in diversionary activities • Improved condition of environment, particularly reduction in dog fouling • Reduction in Anti Social Behaviour • Residents feeling safer in their community • More people in the area seeking access to employment
Outer South Youth Dance	DAZL		£9,500		The development of dance initiatives across Outer South Leeds with the aim of involving young people who are at risk of anti social behaviour in	<ul style="list-style-type: none"> • Set up three new dance groups to involve young people in the priority neighbourhoods. • 100 young people in the Outer 	<ul style="list-style-type: none"> • Improve participants self esteem through raising aspirations and developing new skills • Increase in the number of young

Appendix 1

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
					the classes.	South involved in classes	<p>people involved in diversionary activities</p> <ul style="list-style-type: none"> Health benefits for the young people involved.
Morley Christmas Lights	City Services	£2,000			Enhancement of the basic lights switch on package from City Services	<ul style="list-style-type: none"> Funding to contribute towards lights switch on event. 	<ul style="list-style-type: none"> A greater number of local people attending lights switch on event
HELP Project	City Services		£700		Details being sought	Details being sought	Details being sought
Rothwell Gardening Project	Neighbourhoods & Housing, New Deal Team	£ 15,000			Gardening service for vulnerable people covering the Ardsley and Robin Hood area	<ul style="list-style-type: none"> Three Month project 83 gardens in Rothwell and Ardsley and Robin Hood benefiting from the scheme last year. 	<ul style="list-style-type: none"> Improved physical environment Increased safety of households with vulnerable people People feel better about their area

Appendix 1

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
Rothwell Christmas Lights Switch On	Learning & Leisure	£5,595			Enhancement of the basic lights switch on package from City Services	<ul style="list-style-type: none"> Funding to contribute towards the lights switch on event 	<ul style="list-style-type: none"> A greater number of local people attending lights switch on event
South Leeds Horticultural Scheme	Education Leeds		£40,000		A project involving Groundwork, Joseph Priestly College and Education Leeds to promote learning and employability within South Leeds	<ul style="list-style-type: none"> Groundwork to employ 20 local people to provide instruction and support for young people in developing horticultural skills. One scheme aimed at disaffected young people One scheme targeted at young people 	<ul style="list-style-type: none"> Increase in the number of skilled young people in the area A reduction in anti-social behaviour in certain areas People feel better about their area

Appendix 1

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
						<p>succeeding in school with an interest in horticulture</p> <ul style="list-style-type: none"> 150 Young People to be involved across South Leeds 	
Streetscene Area Delivery Page 71	City Services		£1,545	£2,728	Funding for a CAST team to enable the Area Committee to respond more effectively to local need.	<p>Funding towards the CAST team:</p> <ul style="list-style-type: none"> One dedicated team for the Outer South – team of 3 and a van One graffiti team to share with the Inner South More detailed outputs being discussed 	<ul style="list-style-type: none"> General improvement in the environment Members and other agencies able to respond to environmental concerns of the local community more quickly and effectively. Residents taking pride in the area

Appendix 1

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
Town Centre Manager	South Area Management Team		£5,504.39	£57,270 (£10,000 Income from Morley Town Council**)	A Town Centre Manager employed to help bring improvements to Morley and Rothwell Town Centre	<ul style="list-style-type: none"> One Town Centre Manager to be appointed for Morley and Rothwell. 	<ul style="list-style-type: none"> More people visiting the town centres More commercial businesses locating in the town centres
Children In Crisis	D: Side – voluntary organisation providing a drug education programme to Leeds for 10 years		£2,300		The funding of drugs education programmes in Outer South Primary Schools	Deliver drugs education programmes in 6 Outer South Primary Schools: <ul style="list-style-type: none"> Carlton Primary School Oulton Primary School Thorpe Primary School Fountain Primary 	<ul style="list-style-type: none"> Increased awareness of young people and their families about the potential dangers and effects of substance misuse.

Appendix 1

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
						<ul style="list-style-type: none"> School • Seven Hills Primary School • Churwell Primary School 	
Mobile CCTV	Community Safety			£4,860	Use of a mobile CCTV van in the Outer South	<ul style="list-style-type: none"> • Use of van for 8 hours per day for 10 days totalling 80 hours • Areas identified by elected members and the Morley and Rothwell Community Policing Teams 	<ul style="list-style-type: none"> • Decrease in anti social behaviour in hot spot areas • Reduction in the fear of crime
Timer Switches	Community Safety		£3,775.68		Timer switches to be given to people in burglary hot spot areas	<ul style="list-style-type: none"> • 2,000 timer switches to distribute across all wards in the Outer South 	<ul style="list-style-type: none"> • Reduction in the number of burglaries in hotspot areas.
Upgrade of Colour Photographer	South Area Management Team			£8,062	Upgrading of the Area Management team's	<ul style="list-style-type: none"> • One upgraded photocopier for the 	<ul style="list-style-type: none"> • The capacity to produce more questionnaires

Appendix 1

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
					photocopier	Outer South Area Management Team	es, publicity and newsletter to a higher standard.
Morley Office Rental Charges	Leeds Credit Union		£1,405	£4,215	A credit union facility to open in Morley Town Centre	<ul style="list-style-type: none"> A branch to be open in Morley Town Hall from December 2005 	<ul style="list-style-type: none"> More local people to saving and borrowing at a reasonable rate A reduction in vulnerable people seeking loans from unauthorised sources such as loan sharks
Morley Community Radio	Morley Community Radio		£1,100		A radio station to be established covering the Morley area	<ul style="list-style-type: none"> Broadcasted 12 days in December and 10 days in July 40 people were involved in the content Many 	<ul style="list-style-type: none"> More local people being aware and able to voice their opinion on local issues Making people feel more included in

Appendix 1

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
						voluntary and statutory organisations fed into this and gave interviews on air	decisions made in their community
Environmental Improvements	Morley In Bloom		£1,000		Environmental Improvements in Morley Town Centre	<ul style="list-style-type: none"> • Purchase of flowers, shrubs, planters and tubs and gardening equipment for use in Morley Town Centre 	<ul style="list-style-type: none"> • A more pleasant environment in Morley Town Centre encouraging more people to shop there.
Funding Support	Morley Elderly Action		£13,000		Waiting for details	<ul style="list-style-type: none"> • Funding volunteer co-ordinator and Neighbourhood Support Worker from November to April 2006. 	Waiting for details

Appendix 1

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
						<ul style="list-style-type: none"> • More detailed outputs being discussed. 	
Teen Challenge Bus	St Paul's Church		£2,000	£2,000	For the Teen Challenge Bus which is a project aimed at getting drug users into rehabilitation to come to Morley one night a week until the end of 2007	<ul style="list-style-type: none"> • Number of people who come onto the bus* • Number of people receiving rehabilitation as a result of the bus 	<ul style="list-style-type: none"> • An increased number of drug users or people at risk of drug use accessing support and going into rehabilitation ▪ A decrease in drug related crime committed in Morley Town Centre ▪ A reduction in anti social behaviour and fear of crime in Morley Town Centre
New Creation	Groundwork		£5,250	£3,750	To run environmental	<ul style="list-style-type: none"> ▪ Yellow Woods 	<ul style="list-style-type: none"> ▪ Increase Young

Appendix 1

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
Page 77					1 projects in Morley schools until the end of 2008.	Challenge Morley Primary Schools <ul style="list-style-type: none"> ▪ Newlands Primary School recycled Christmas Decorations ▪ Blackgates Primary School recycled Christmas decorations ▪ Development of bring bank sites in Morley schools ▪ Composting schemes in Morley schools ▪ Litter pick with Seven Hills primary School 	people and their family's knowledge of environmental issues such as recycling <ul style="list-style-type: none"> ▪ An increase in recycling rates in the Outer South ▪ Environmental Improvements in the Outer South
Lewisham Park Picnic Area	Parks & Countryside			£4,347	To create an enhanced	To provide: <ul style="list-style-type: none"> ▪ an 	<ul style="list-style-type: none"> ▪ An enhance

Appendix 1

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
					picnic area at Lewisham Park Youth Centre	<ul style="list-style-type: none"> extended picnic area ▪ 2 picnic tables ▪ an additional litter bin for Lewisham Park Youth Centre 	<ul style="list-style-type: none"> nt in the environment at Lewisham Park ▪ More local people taking advantage of the facilities available at Lewisham Park.
Community Hall Repair Work	St Pauls Church		£3,500		Essential repairs taking place at St Paul's Community Church	<ul style="list-style-type: none"> • Replacement of the halls back wall. • Replacement of the window frame 	<ul style="list-style-type: none"> ▪ More groups taking advantage of the facilities at the church.
Alternative Curriculum	Bruntcliffe High School		£1,920		Project for disaffected young people at Bruntcliffe High School to look into the use and maintenance of motorcycles	<ul style="list-style-type: none"> • 8 students to attend the Laser project one day a week for twelve weeks. 	<ul style="list-style-type: none"> ▪ Depending on evaluation project to expand on a Morley wide basis ▪ Increase in skills and knowledge

Appendix 1

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
							of young people in an out of school environment
Dispersal Order Feedback	The Project – Voluntary organisation linked to the West Yorkshire Youth Association		£2,430		6 week project to allow young people to evaluate the effects of the dispersal order.	<ul style="list-style-type: none"> • Report to Area Committee on findings and DVD 	<ul style="list-style-type: none"> ▪ Information used by the police and other related agencies to improve the way dispersal orders are implemented across the City
West Ardsley Youth Centre Bike Project	Youth Services		£4,610		A course aimed at tackling issues of anti social behaviour, low confidence and self esteem of young people	<ul style="list-style-type: none"> • 8 Young People from West Ardsley and Tingley to take part in the BUMPY bike project for 13 weeks. 	<ul style="list-style-type: none"> ▪ Young people acquiring skills that could form the basis of career opportunities in the future. ▪ Subject to evaluation this project is a pilot that could be rolled out to other areas in Rothwell,

Appendix 1

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
							<p>particularly the John O'Gaunts estate</p> <ul style="list-style-type: none"> ▪ Project to be delivered 06/07
Car Park Resurfacing	Lofthouse Methodist Church		£3,516		Car park re-surfaced at Lofthouse Methodist Church	<ul style="list-style-type: none"> • Car park re surfaced 	<ul style="list-style-type: none"> ▪ Car park used by groups who use the church as opposed parking on the road. Therefore increased safety for these people.
East Ardsley Community Centre Fence	City Services		£135		Security measures taken around the East Ardsley Community Centre which has been a hotspot for anti social behaviour	<ul style="list-style-type: none"> • A security fence to be installed around the Centre. • Security Lighting to be installed on the exterior of the centre. • Planning permission 	<ul style="list-style-type: none"> • A reduction in the amount of vandalism the centre was experiencing .

Appendix 1

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
						to be obtained from City Services.	
Winthorpe Community Centre	Learning & Leisure			£10,000	Resurfacing driveway at Winthorpe Community Centre	<ul style="list-style-type: none"> One driveway re-surfaced 	<ul style="list-style-type: none"> More young people taking advantage of the play area at the side of the centre. Improved appearance of the environment
St Gabriels Youth Club	Youth Services		£2,000		New furniture and equipment for St Gabriel's Youth Centre	For Youth Activities the purchase of: 19 Chairs <ul style="list-style-type: none"> 8 Tables Kettle Set of pans Baking set Utensils Toasted Sandwich Maker George Foreman Grill 	<ul style="list-style-type: none"> An increased number of young people taking part in youth activities.

Appendix 1

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
						<ul style="list-style-type: none"> Liquidiser 	
Gildersome Bring Bank Site	Streetscene		£1,450		The establishment of a bring bank site in Gildersome	<ul style="list-style-type: none"> Concrete pad for bring bank site Perimeter fence 	<ul style="list-style-type: none"> An increased rate of recycling in the area. An improved physical environment
Driveway resurfacing	Gildersome Taverners Cricket Club		£5,000		Resurfaced driveway and car park	<ul style="list-style-type: none"> Resurfaced driveway Resurfaced car park 	<ul style="list-style-type: none"> Facility being suitable for use for the provision of sporting activities for young people in the future. An improved environment for the area.
Improvements to and the sustainability of Churwell Community Centre	Churwell Community Association		£5,510		Funding aimed at improving the sustainability of Churwell Community Centre	<ul style="list-style-type: none"> Installation of heater General maintenance work to meeting room 	<ul style="list-style-type: none"> The assured sustainability of Churwell Community Centre to enable it to continue as a base for many local

Appendix 1

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
							activities in the future.
Newlands Get Together Club	Newlands Get Together Club		£2,836	£4,834	The expansion and sustainability of Newlands Get Together Club	<ul style="list-style-type: none"> • Half the salary for an additional member of staff • General maintenance work to meeting room • Purchase of freezer and desks 	<ul style="list-style-type: none"> • More young people involved in after school and holiday youth provision.
Rein Park, Morley South	Parks & Countryside			£2,000	An efficient hand over of the Public Open Space on the Rein Road Development in Morley South, from the developer to Parks and Countryside Department in an area with a high level of ASB	<ul style="list-style-type: none"> ▪ Land adopted ▪ Fencing ▪ Trees planting 	<ul style="list-style-type: none"> ▪ Reduction in the number of reported incidents of anti social behaviour in the area

Appendix 1

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
Rothwell Christmas Lights	Learning & Leisure		£3,000		Enhance the basic lights switch on package from City Services	<ul style="list-style-type: none"> • Grotto Installation • Santa gifts • Sherry and mince pies • Children's entertainer • Window competition • Publicity materials • Additional fireworks 	<ul style="list-style-type: none"> • A greater number of people attending light switch on event. • People feel better about their area
Oulton Juniors Football Club	New Kit & Equipment		£4,000		New equipment and kit for Oulton Football Club	<ul style="list-style-type: none"> • Kit for the club • Equipment for the club 	<ul style="list-style-type: none"> • Increase in the quality of coaching for young people at the club • Involve and retain more young people in sporting activities
Environmental Improvements to Rothwell Pastures	Parks & Countryside			£11,320	Environmental improvements project to Rothwell Pastures nature area	<ul style="list-style-type: none"> • Water vole survey to be completed • Archaeolog 	<ul style="list-style-type: none"> • Improved habitat for priority species such as Water Voles,

Appendix 1

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
Page 85						<ul style="list-style-type: none"> ical mapping of potential medieval structures in the area • Re-instate a weir/dam structure on the Haigh Beck on-line to locally raise the water-level upstream • Production of publicity information 	<ul style="list-style-type: none"> • Otters, Water Shrew and Great Crested Newts • More people visiting Rothwell to see the environmental works
	Marsh Street, Rothwell	Rothwell In Bloom		£2,233		Environmental improvements to Marsh Street car park <ul style="list-style-type: none"> • Planters for car park • Plants and compost to go in planters 	<ul style="list-style-type: none"> • An improved environment in Rothwell Town Centre • Increased pride in area
	Royds Court, Rothwell	Rothwell In Bloom		£4,502		Environmental improvements to the surroundings <ul style="list-style-type: none"> • Planters and ground work <ul style="list-style-type: none"> • Plants, trees 	<ul style="list-style-type: none"> • An improved environment in Rothwell Town Centre

Appendix 1

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
					of Royds Court on Marsh Street	and compost	<ul style="list-style-type: none"> Increased pride in the area
Rothwell Windmill Youth Centre Kitchen	Youth Services		£8,000		Improvements to the Windmill Youth Centres kitchen area	<ul style="list-style-type: none"> Upgrade work to kitchen New electrical equipment New catering equipment 	<ul style="list-style-type: none"> Encourage more young people to use the Windmill Youth Centre and encourage the sustainability of the centre.
Rothwell Neighbourhood Police Cycles	West Yorkshire Police		£1,600		Pedal cycles to enable PCSOs to be more visible in the community providing public reassurance.	<ul style="list-style-type: none"> Two pedal cycles for PCSOs 	<ul style="list-style-type: none"> A reduced fear of crime due to increase in visible patrols. PCSOs having the ability to cover a wider area than on foot.
Oulton Cricket Club	Sporting Equipment		£4,390.53		New equipment and kit to enable the expansion of the club.	<ul style="list-style-type: none"> Training Balls (50) Cricket Balls (50) Bats (15) 	<ul style="list-style-type: none"> More young people to benefiting from activities of the club

Appendix 1

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
						<ul style="list-style-type: none"> • Pads (15) • Batting Gloves (15) • Gloves (5) • Helmets (10) • Spring Wickets (10) • Score Board (1) 	therefore involved in positive diversionary activities.
Page 87 Gulston Rugby Club	Kit and Equipment		£8,000		New equipment and kit to enable the expansion of the club.	<ul style="list-style-type: none"> • Halbro Junior Kits (4x17) • Halbro Youth Kits (4x17) • Kooga Balls (40) • Tackle Shields, Junior (4) • Tackle Shields, Youth (4) • Tackle Bags (5) • Kicking Tees (8) 	<ul style="list-style-type: none"> • More young people to benefiting from activities of the club therefore involved in positive diversionary activities.
Rothwell Youth Theatre	Youth Services		£1,000		Purchase of	<ul style="list-style-type: none"> • Stage 	<ul style="list-style-type: none"> • More young

Appendix 1

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
					production materials for performances.	<ul style="list-style-type: none"> • make up Costumes and material for costumes • Stage props • Materials for making stage props 	<ul style="list-style-type: none"> • people involved in diversionary activities. • Reduction in ASB in the area • Reduction of fear of crime in the area
PCSO Bikes, Morley	West Yorkshire Police		£1,807.80		Pedal cycles to enable PCSOs to be more visible in the community providing public reassurance.	<ul style="list-style-type: none"> • 2 Mountain bikes • Lights for bikes 	<ul style="list-style-type: none"> • A reduced fear of crime due to increase in visible patrols. • PCSOs having the ability to cover a wider area than on foot
Neighbourhood Improvement Area – Oakwells & Fairfaxes	South Area Management			£11,000	A plan to aimed at making improvements in Priority Neighbourhoods	<ul style="list-style-type: none"> • Revision of street cleansing programme • Multi Agency day of action & community 	<ul style="list-style-type: none"> • Improvement in physical environment • Increased resident satisfaction in area

Appendix 1

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
Page 25						<ul style="list-style-type: none"> • event • Event to promote activities for young people in Morley • Outreach & detached work with young people • Community cabin/facility 	<ul style="list-style-type: none"> • More young people involved in more activities • A decrease in incidents of ASB in the area
	Neighbourhood Improvement Area – Harrops	South Area Management			£8,000	A plan to aimed at making improvements in Priority Neighbourhoods	<ul style="list-style-type: none"> • Multi Agency day of action • Youth Shelter for young people • Divisionary activities project for young people • Event to promote activities for young people in Morley

Appendix 1

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
						<ul style="list-style-type: none"> • Provision of DAZL dance sessions 	the area
Neighbourhood Improvement Area – Wood Lane	South Area Management			£10,000	A plan to aimed at making improvements in Priority Neighbourhoods	<ul style="list-style-type: none"> • Multi Agency day of action • Environmental Improvements to shops on Manor Road • Young person's environmental audit • ASB prevention work with young people • Provision of DAZL dance sessions 	<ul style="list-style-type: none"> • Improvement in physical environment • Increased resident satisfaction in area • More young people involved in more activities • A decrease in incidents of ASB in the area
Rothwell Gardening Scheme	Care & Repair			£15,850	The establishment of a gardening service for	<ul style="list-style-type: none"> • 50 gardens in the first year • 75 gardens in the second 	<ul style="list-style-type: none"> • Environmental improvements • People being helped

Appendix 1

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
					Rothwell that will be aimed at older people (people over 60) and people with disabilities who are currently unable to maintain their gardens	<ul style="list-style-type: none"> year 100 gardens in the third year 	<ul style="list-style-type: none"> to maintain their own homes Community safety benefits
Dance Classes	Dance Action Zone Leeds			£11,100	Dance classes young people at risk of being involved in anti-social behaviour	<ul style="list-style-type: none"> Four dance classes in the Outer South 	<ul style="list-style-type: none"> Health benefits to young people involved Increase in self esteem for young people involved Targeted young people at less risk of committing anti social behaviour
Mini Breeze	Youth Service			£4,000			
Community Safety				£20,000			

Appendix 1

Project	Delivery Organisation	Actual Revenue Cost 04/05	Actual Revenue cost 05/06	Projected Revenue cost 06/07	Description	Outputs	Outcomes
Recreate	Groundwork			£11,000			
Neighbourhood Workers	South Area Management			£35,000			
Community Centres	South Area Management			£10,000			
Site Based Gardeners				To be determined			
Morley Literature Festival				To be determined			
	SUB TOTAL 1 Projects agreed	£29,671.75	£180,330	£303,701			
	Balance	£162,448.25	£174,238	£66,497			

**Outer South Well Being Budget 2004/2007
Capital Projects agreed to date**

Project	Delivery Organisation	Capital cost	Description	Outputs	Outcomes
Budget		£373,573			
Ardsley & Robin Hood					
Neighbourhood Improvement Area – Eastleighs & Fairleighs	South Area Management	£30,000.00	A plan to aimed at making improvements in Priority Neighbourhoods	<ul style="list-style-type: none"> • Smithy Lane recreation facilities • Martial arts classes • Lighting on Smithy Lane 	<ul style="list-style-type: none"> • More diversionary activities for young people in the area • A safer neighbourhood with a reduction in the fear of crime amongst residents.
Ground Development	Tingley Athletic Football Club	£20,000.00	The development of a home ground site with training facilities and a club house for Tingley Athletic Junior Football Club	<ul style="list-style-type: none"> • Clearance of the existing site Levelling and drainage of the site • Provision of a new access point with car parking facilities • Build of a new clubhouse with changing facilities and multi purpose room 	<ul style="list-style-type: none"> • More people in the area benefiting from local sports facilities.
West Ardsley Community Centre Improvements	City Services/Neighbourhoods & Housing	£10,000.00	Repairs to bring community centre back into active use	<ul style="list-style-type: none"> • Restore outside lighting • Replace existing 	<ul style="list-style-type: none"> • After school and youth provision provided in the area

Appendix 2

Project	Delivery Organisation	Capital cost	Description	Outputs	Outcomes
				<ul style="list-style-type: none"> handrails • Additional fencing • Roller shutter door • Replace gutter and fall pipes • Connect gas supply to centre • Maintenance works to gents toilets 	<ul style="list-style-type: none"> • More young people engaged in diversionary activities • A base for community groups to hold activities in the area.
Litterbins Ardsley & Robin Hood Page 94	Streetscene, City Services	£3,000.00	Additional litterbins for areas identified as being problematic for litter	<ul style="list-style-type: none"> • 17 Dual compartment, free standing litter bins 	<ul style="list-style-type: none"> • A reduction in the amount of litter in the area. • Improvements to the environment
East Ardsley Community Centre Fence	City Services	£13,193.00	Security measures taken around the East Ardsley Community Centre which has been a hotspot for anti social behaviour	<ul style="list-style-type: none"> • A security fence to be installed around the Centre. Security • Lighting to be installed on the exterior of the centre. • Planning permission to be obtained from City Services. 	<ul style="list-style-type: none"> • A reduction in the amount of vandalism the centre was experiencing.
Ardsley & Robin Hood Sub Total		£76,193.00			

Appendix 2

Project	Delivery Organisation	Capital cost	Description	Outputs	Outcomes
All Morley					
Morley Community Radio	Morley Community Radio	£10,000.00	A radio station to be established covering the Morley area	<ul style="list-style-type: none"> • Broadcasted 12 days in December and 10 days in July • 40 people were involved in the content • Many voluntary and statutory organisations fed into this and gave interviews on air 	<ul style="list-style-type: none"> • More local people being aware and able to voice their opinion on local issues
Morley Leisure Centre Disability Access	Leisure Services	£15,000.00	Measures to make Morley Leisure Centre DDA compliant.	<ul style="list-style-type: none"> • New disabled changing facilities • Lowering of reception counter 	<ul style="list-style-type: none"> • More disabled people being able to access Morley Leisure Centre facilities and the health benefits that will come from that.
Town Centre Environmental Improvements	Morley In Bloom	£1,000.00	Environmental Improvements in Morley Town Centre	<ul style="list-style-type: none"> • Purchase of flowers, shrubs, planters and tubs and gardening equipment for use in Morley Town Centre 	<ul style="list-style-type: none"> • A more pleasant environment in Morley Town Centre encouraging more people to shop there
New Creation	Groundwork	£1,000.00	To run environmental projects in Morley schools until the end of 2008.	<ul style="list-style-type: none"> ▪ Yellow Woods Challenge Morley primary schools ▪ Newlands Primary School 	<ul style="list-style-type: none"> ▪ Increase Young people and their family's knowledge of environmental issues such as recycling

Appendix 2

Project	Delivery Organisation	Capital cost	Description	Outputs	Outcomes
				recycled Christmas Decorations <ul style="list-style-type: none"> ▪ Blackgates primary school recycled Christmas decorations ▪ Development of bring bank sites in Morley schools ▪ Composting schemes in Morley schools ▪ Litter pick with Seven Hills primary School 	<ul style="list-style-type: none"> ▪ An increase in recycling rates in the Outer South ▪ Environmental Improvements in the Outer South
SI Morley Sub Total		£27,000.00			

Page 3

Appendix 2

Project	Delivery Organisation	Capital cost	Description	Outputs	Outcomes
Morley North					
Gildersome Springbank Green Doorstep Project	Gildersome Action Group	£5,000.00	The transformation of an area of under used public green space that is subject to fly tipping and vandalism into a community resource.	<ul style="list-style-type: none"> • Clearance of area • Litter bins in area • Benches in the area • Soft landscaping 	<ul style="list-style-type: none"> • An improvement to the physical environment of the area.
Gildersome CCTV Scheme	Gildersome Action Group	£13,060.00	The installation of a CCTV system around Gildersome Meeting Hall to reduce incidences of ASB and vandalism	<ul style="list-style-type: none"> • 7 high resolution day / night cameras to be installed 	<ul style="list-style-type: none"> • A reduction in the incidents of crime and ASB in the area. • A reduction in the fear of crime amongst local residents
Drighlington Library Disability parking	Learning & Leisure	£4,500.00	Improvements to Drighlington Library and meeting hall to make the building more DDA compliant and improve access to disabled users.	<ul style="list-style-type: none"> • Two additional disabled parking bays 	<ul style="list-style-type: none"> • An increase number of people being able to take advantage of facilities at Drighlington Library and meeting hall
Minibus	Birchfield School	£5,000.00	A new mini bus for the school to help continue the pupils sporting success and achievements	<ul style="list-style-type: none"> • Contribution towards mini bus for the school 	<ul style="list-style-type: none"> • More young people involved in diversionary activities.
Neighbourhood Improvement Area – Oakwells & Fairfax's	South Area Management	£15,000.00	A plan to aimed at making improvements in Priority Neighbourhoods	<ul style="list-style-type: none"> • Community cabin/facility 	<ul style="list-style-type: none"> • More young people involved in more activities ▪ A decrease in

Appendix 2

Project	Delivery Organisation	Capital cost	Description	Outputs	Outcomes
					incidents of ASB in the area ▪ Increased resident satisfaction
Morley North Sub Total		£42,560.00			

Appendix 2

Project	Delivery Organisation	Capital cost	Description	Outputs	Outcomes
Morley South					
Neighbourhood Improvement Area – Newlands & Denshaws	South Area Management	£30,000.00	A plan to aimed at making improvements in Priority Neighbourhoods	<ul style="list-style-type: none"> • Albert Drive Shop Improvements • Kick around area in Newlands • Lewisham Park Improvements 	<ul style="list-style-type: none"> • More diversionary activities for young people in the area • A safer neighbourhood with a reduction in the fear of crime amongst residents.
Rein park – Morley South Page 99	Parks & Countryside	£3,000.00	An efficient hand over of the Public Open Space on the Rein Road Development in Morley South, from the developer to Parks and Countryside Department in an area with a high level of ASB	<ul style="list-style-type: none"> • Land adopted • Fencing • Trees planting 	<ul style="list-style-type: none"> • Reduction in the number of reported incidents of anti social behaviour in the area
Morley South litter Bins	City Services	£4,900.00	Additional litter bins for areas identified as being problematic for litter	<ul style="list-style-type: none"> • 14 additional dual compartment, free standing litter bins for Morley South. 	<ul style="list-style-type: none"> • A reduction in the amount of litter in the area. • Improvements to the environment
Magpie Lane – Morley South	Leeds South homes	£8,000.00	Environmental improvements to secure Magpie Lane and prevent travellers from re-entering the site.	<ul style="list-style-type: none"> • Measures taken to prevent travellers from re-entering the site on Magpie Lane 	<ul style="list-style-type: none"> • Improvements in the physical environment of the area. • Residents of the area feeling more secure.

Appendix 2

Project	Delivery Organisation	Capital cost	Description	Outputs	Outcomes
Neighbourhood Improvement Area – Harrops	South Area Management	£7,000.00	A plan to aimed at making improvements in Priority Neighbourhoods	<ul style="list-style-type: none"> • Youth Shelter for young people 	<ul style="list-style-type: none"> ▪ A decrease in incidents of ASB in the area ▪ An increase in resident satisfaction in the area
Morley South Sub Total		£52,900.00			

Appendix 2

Project	Delivery Organisation	Capital cost	Description	Outputs	Outcomes
Rothwell					
Neighbourhood Improvement Area – John O’Gaunts	South Area Management	£20,000.00	A plan to aimed at making improvements in Priority Neighbourhoods	<ul style="list-style-type: none"> • Diversionary activities for young people • Pathways Initiative • Gardening Initiative • Youth Shelter 	<ul style="list-style-type: none"> • More diversionary activities for young people in the area • A safer neighbourhood with a reduction in the fear of crime amongst residents. • An improvement in the physical environment of the area
Litter Bins Rothwell	Streetscene, City Services	£5,100.00	Additional litter bins for areas identified as being problematic for litter	<ul style="list-style-type: none"> • 17 Dual compartment, free standing litter bins 	<ul style="list-style-type: none"> • A reduction in the amount of litter in the area. • Improvements to the environment
Neighbourhood Improvement Area – Wood Lane	South Area Management	£15,000.00	A plan to aimed at making improvements in Priority Neighbourhoods	<ul style="list-style-type: none"> • Environmental Improvements to shops on Manor Road • Activity/equipment for young people 	<ul style="list-style-type: none"> • Improvement in physical environment. • Increased resident satisfaction in area • More young people involved in more activities ▪ A decrease in incidents of ASB in

Appendix 2

Project	Delivery Organisation	Capital cost	Description	Outputs	Outcomes
					the area
Oulton & Woodlesford Sports & Social Facilities	Parks & Countryside	£20,000.00	The refurbishment and extension of the existing changing facilities / club house at Oulton and Woodlesford Sports and Social Club.	<ul style="list-style-type: none"> • Two new changing rooms • Officials room with toilet and shower activities 	<ul style="list-style-type: none"> • More young people involved in more sporting activities • Facilities meeting Sports England Requirements for health and safety
Rose Lund Centre Improvements	Parks & Countryside	£20,000.00	The extension of the Rose Lund Centre	<ul style="list-style-type: none"> • 2 new changing rooms • Officials room with toilet and shower facilities 	<ul style="list-style-type: none"> • More young people involved in sporting activities • Facilities meeting Sports England Requirements for health and safety
Bothwell Sub Total		£80,100.00			
Water Bowsers	In Bloom Groups	To be determined			
	TOTAL Projects agreed	£278,753.00			
	Balance	£94,820.00			



Originator:
Dave Richmond
Tel: 224 3040

Report of the Director of Neighbourhoods & Housing

South Leeds Area Committee

Date: 3rd July 2006

Subject: Area Managers Report

Electoral Wards Affected:
Ardsley & Robin Hood
Morley North
Morley South
Rothwell

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 details a range of activities taking place within the Outer South Leeds area, providing information to the committee and requesting members' views on several important issues.

1.0 Purpose of Report

1.1 To bring to Members' attention in a succinct fashion, brief details of the range of activities with which the Area Management team are engaged, and that are not addressed in greater detail elsewhere on this agenda. It provides opportunities for further questioning or the opportunity to request a more detailed report on a particular issue.

2.0 Town and District Centre Regeneration Scheme

2.1 A report was taken to the Program Management Board on 14th June in respect of Marsh Street car park redevelopment. The report requested the authorisation to progress to detailed planning stage and for the commissioning of the work to take place. This is the first scheme in the programme to progress to this stage of development. Approval was given, and the anticipated timescale for completion of the work is now January 2007.

2.2 A separate report on the proposed Morley Bottoms scheme appears elsewhere on this agenda.

3.0 Activities for Young People- John O'Gaunts Neighbourhood Improvement Plan.

3.1 A consultation meeting took place at the Rose Lund centre on 12th June 2006 to explore the potential for additional resources for young people. Unfortunately there was a poor response from local residents, as there was to the previous consultation aimed at addressing this issue. The consultation dealt with the possibility of erecting a youth shelter in the vicinity of the Rose Lund Centre. Having considered the possible location of the shelter it is suggested that the vicinity of Rose Lund would give ample opportunity to erect a facility which could be used by young people without creating undue disturbance to local residents. It estimated that an amount of approximately £15,000 capital should be sufficient to provide for the acquisition and installation of a youth shelter. At present there is £11,000 remaining in the Well-being Capital Budget ring fenced for the John O'Gaunts Neighbourhood Improvement Plan, however it is anticipated that £5,000 will be required for the provision of a community garden at Templelawn. Consequently the Area Committee is being asked to ring-fence an additional £9000 to ensure that sufficient funds are available for the youth shelter. Subject to this Committees agreement to this proposal, it is intended to bring back to this Committee a full report for approval of this matter in the autumn cycle.

4.0 Summer Activities Programme

4.1 At the time of preparing this report it seemed that insufficient activity was being planned in Outer South Leeds to justify the production of a specific summer activities brochure.

5.0 Gardening Scheme

5.1 The new gardening service commissioned by the Area Committee for Rothwell, Ardsley Robin Hood and Lofthouse operated by Care & Repair Leeds started this week. The gardener, Emily Spencer, is now dealing with the 40 referrals received to date. In addition to the Area Committee funding the service also receives funding from Greenfingers Leeds. Clients are charged £10 an hour. The response so far has been very good, support and assistance has been provided Rothwell Live at Home Scheme and Rothwell in Bloom. The gardening equipment is being stored at Swithens Farm in Rothwell free of charge. Further referrals will be taken and placed on the waiting list. **Referrals should be made to Care and Repair on 0113 240 6009.**

6.0 Town Centre Manager

6.1 Following the failure to appoint to this position in the recent recruitment round, a further round of publicity for the vacancy has taken place. This has resulted in a small number of potentially suitable applicants coming forward. Shortlisting and Interview arrangements are being put in place. It is anticipated that interviews will have taken place by the end of July 2006.

7.0 West Ardsley Community Centre

7.1 Previous agreement has been given by the Area Committee to fund the refurbishment of this community centre to the sum of £10,000 (reference applies). At the time concerns were expressed regarding the lack of use being made of the centre, and the monies were provided to allow for internal redecoration and to install a central heating system. This work would enable increased activities to take place at the centre including childcare provision delivered by an external provider. It is worthy of note that this centre is expected to be the only one which will transfer to the Area Committees portfolio which shows a projected financial surplus. To facilitate the necessary work, Leeds City Council City Services Department has entered into protracted negotiations with Transco regarding the supply of mains gas to the centre. Despite these negotiations Transco has insisted on installing a new pipe from the mains rather than connecting the centre to the pipe which supplies the adjacent school. Initial estimates for the provision of a gas main and connection were in the region of £1000. However, this has risen to an actual cost of £6714, as a result of the need to connect to the mains. As this matter had become extremely protracted, and the quotation from Transco was only valid until 10th May (after which time there would have certainly been further considerable delay and possible expense), following consultation with Members, City Services requested Transco to undertake the work. This Area Committee is now asked to formally agree that £6564 from the Area Committees Well-being capital budget is allocated to finance this additional expenditure. This represents the amount that is required over and above the £150 still remaining within the budget from the initial £10,000 allocation.

8.0 South Leeds Vocational Training Scheme

8.1 Last year both Inner and Outer South Area Committees gave support to Education Leeds to enable them to work with schools to enhance and diversify their curriculum offering to include more opportunities for young people to undertake vocational rather than purely academic based courses. This followed on from some of the key themes of the Tomlinson report and was felt to be a real opportunity to capture the interest and potential of young people who were struggling with primarily academic based options. At the time of developing this proposal it had been hoped to match fund the Area committee's financial contribution with European regional development funds. The subsequent expression of interest was turned down by Government office and consequently both Committees agreed to a more modest scheme to go forward. A detailed report on this scheme has been received from Jackie Burton 14-19 Co-ordinator for Education Leeds. The report is attached in appendix 1

9.0 South Leeds District Partnership

9.1 The board of the District partnership met on 15th May and received presentations in respect of Making Leeds Better, Holbeck Urban Village and the relation with the wider regeneration of South Leeds and Children Leeds (south) Partnership. The Board also discussed the regeneration action plan, the review of the District Partnership and the Education, Employment and Training sub- group. This new subgroup will seek to develop detailed action plans aimed at narrowing the employment and training deficits in the most deprived super output areas. Within the Beeston Hill and Holbeck area much of this work will be progressed as part of the Learning Zone programme, but separate process will need to be established for Central Middleton and Belle Isle. The report is attached in appendix 1

of meetings are available on the Leeds Initiative website by following the links to the south Leeds Partnership section.

9.2 The bid to secure a learning zone scheme for Beeston Hill and Holbeck was submitted by Learning Partnerships with support from the South Leeds District Partnership. The bid has passed through the Learning and Skills Councils first stage of evaluation and is now subject to detailed negotiations regarding actual delivery and costs. It has transpired that the scheme will, if agreed, need to be completed by December 2007, not Easter 2009 as initially anticipated; however the same amount of finance is available for this shorter period.

10.0 Staffing Update

10.1 At the time of writing, staffing within the Outer Area Team remains problematical. Of the three posts only one is currently filled. However the SO1/2 position has been advertised and at the time of writing it was expected that the PO2 position would shortly be advertised. It may be possible to report on progress of this at this committee.

11.0 Leeds City Council Annual Survey Results

11.1 In late 2005 a survey of just over 2000 Leeds residents took place to determine their views in relation to the services provided by the City Council. This survey was weighted to provide a representative sample of all the residents of Leeds. Responses were also recorded in accordance with the residency of individuals in terms of the five wedges. It is intended to bring a more detailed report on this survey to a Committee in the autumn cycle when it will be of use in considerations relating to the priorities to be included in the following years Area Delivery Plan.

12.0 About Leeds

12.1 Following consultation with Area Committees in 2005 an evaluation has been undertaken regarding the effectiveness of the City councils civic newspaper. Key findings were:

- About Leeds ranked first in how respondents would prefer to receive council news.
- 85% of respondents said it was clear easy to understand and represented good value.
- 68% of people said they used local media as their main source of information about the Council compared to 58% who quoted About Leeds

12.2 In 2005/6 it was not necessary to utilise funding allocated by some of the Area Committees to finance the newspaper. Consequently it has also been decided that the newspaper will continue to still be published on the same quarterly schedule with similar levels of input from area committees, but that no funding will be required from the Area Committees.

13.0 Recommendations

13.1 To approve the allocation of £6564 from the well being capital budget to finance the installation of a gas supply to West Ardsley community centre.

Appendix 1

South Leeds Vocational Training Programme

During the academic year 2005/2006 priority has been given to develop the 14-19 curriculum based upon 2 main criteria:

1. Curriculum areas where there is a workforce deficit
2. Engaging challenging students (potential NEET adults) in recognised qualifications

As such, the following programmes have been developed this year to address those issues. This is a pilot year for the programmes and the aim is to develop them based on their strengths next academic year. The key to all of these programmes, however, is that they are built on collaborative partnership arrangements and all parties have an investment (be it time, financial or otherwise) in them.

Priority has not been given to any one school. Places have been allocated, in the first instance, to all schools on a pro rata basis (other than at Belle Isle Family Centre which is targeted due to charity funding criteria). Some schools, however, are keener to engage and take places than others, though the spread across the wedge is actually fairly equitable.

None of these courses would have been possible were it not for the support of the Inner and Outer South Area Committees. It is this investment in local students and the local area which has allowed us to develop the following innovative models.

Painting and Decorating Programme

Working in collaboration with Joseph Priestley College, Leeds South Homes, Kier Construction (and their contractors), students from South Leeds High, Morley High and Woodkirk are studying towards a BTEC Introductory Certificate in Construction (Painting and Decorating being the specialist unit). Between January and April 2006, students have spent one day per week working on community projects such as painting the communal areas of Dulverton Court, Cottingley. All students are provided with protective clothing and boots, which should also be of benefit to them when looking for employment. The college has the advantage of assessing the student whilst in a realistic environment. Kier Construction has generously offered to pay one contractor per group of 4 students per day's work spent with them. The students are experiencing a realistic placement. The obvious benefit to the sheltered housing is that they have newly painted rooms to a high standard and this has been done by local young people. To date (March 2006), 80% of the students have secured either a job or a further course in Construction for when they leave this year.

Garden Maintenance (GAP) Project

Working with Groundwork Trust, 8 'challenging' students from Royds, South Leeds High, Morley High, Bruntcliffe and Woodkirk schools have embarked on a 2 year courses. They are working towards an ASDAN qualification and have completed a wide variety of ground maintenance and recycling projects. This is a very 'hands on' course and projects have been referred to us by a number of local Councillors in order that we address areas according to a priority of local need. Once again, this is an effective project which engages students with

their local environment in a very positive way. Students attend Groundwork Trust every Friday.

The cost of this course is approx £25,000 per year. This is payable directly to Groundwork Trust and covers all staff costs, raw materials and clothing for students. There is a very high staff: pupil ratio. This project is only possible through support from both South Area Committees, due to the costs. Schools could not afford to sustain this provision on their own as there would be an annual shortfall of approx £21,000.

Construction

This is an exciting new development of partnership working to deliver the BTEC First Diploma in Construction in September 2006. This is the equivalent of 4 GCSEs (grades A*-C). In the first instance, this will be between Bruntcliffe High and Jobs and Skills Construction Centre (Clarence Road). Bruntcliffe were the only school in outer South Leeds not able to deliver Level 2 Construction qualifications on site, yet have a high need for such qualifications. Students are to be taught in an innovative way in so far as part of the qualification will be taught in school and then students will go to the excellent facility at the Construction and Skill Centre for their skills training. This collaboration aims to enable school staff to be inducted into delivering part of the qualification, whilst ensuring that students are given expert industry standard skills training. We also aim to make best use of their excellent network of industry contacts throughout the course.

The funding arrangement for this is to be shared between Bruntcliffe, the Construction Skills Centre and Education Leeds with additional support from the Area committees essentially paying for the students PPE kit. Some funding has already been paid to hold a parents' evening during March 2006 at the centre, which had 100% attendance and was extremely successful.

Project Kitchen – Belle Isle Family Centre

The project with BIFC 2005/2006 has been a collaboration with a voluntary sector organisation and an innovative use of funding to support and engage students from priority Super Output Areas.

Students undertook a full academic year of training in the kitchen on site provided by the Trainer Chef. This included customer care, handling money, ICT development, healthy living, child care (in the case of one student). BIFC received funding for a support worker to work alongside 4 young people on a full year programme. The criteria for the students were that they had to live in a SOA in the vicinity of BIFC and they had to be in the final year of school (aged 15/16). The students chosen for this year were from South Leeds High due to the proximity of the school. The students were very low achievers and were expected to be in the future NEET category. Funding from The Princes Trust was also used to kit out the students in their kitchen attire. All students achieved an Entry Level Qualification in Food Preparation. Three of the 4 students have gained places on courses at Thomas Danby college.

Next year (2006/2007), BIFC are hoping to expand the project to 8 students from 2 schools, with the aim of also offering places to Cockburn High School

Funding for this project came from both the Area Committee and this enabled the project to take place and for BIFC to gain City and Guilds centre accreditation. This means that BIFC can now accredit all learners that come to the centre with a City and Guilds qualification.

Collaboration Between Schools

Part of the role of 14-19 development with schools is to support them with the government White Paper and in particular with preparation for the new specialised diplomas (from 2008). It is widely acknowledged (and specified in the White Paper) that schools working in isolation cannot offer access to the full range of qualifications at a high quality. In preparation for this, it is imperative that schools start to collaborate as soon as possible. September 2006 will see the beginnings of such collaboration initially between Woodkirk, Bruntcliffe and Joseph Priestley College. The 2 schools are to share cohorts of learners for a range of vocational qualifications for which the schools have neither enough facilities nor suitably qualified staff. Since the inception of this collaboration, the schools have also progressed with sharing expertise in their own areas of specialism, which is invaluable in terms of partnership working.

South East Leeds has a very well established Learning Development Partnership (the SELP) which is supported by substantial amounts of Increased Flexibility funding, as it is recognised that such arrangements are costly. The Woodkirk, Bruntcliffe partnership has been supported by £15,000 pump priming, per school, in the first instance, though this was not all LAC funding. It is important to note that this funding has enabled these schools to have up to 30-40 learners on the Construction course and hence, working back in local community based projects.



Originator: Andy Hodson

Tel: 224 3208

Report of the Chief Democratic Services Officer

South (Outer) Area Committee

Date: 3rd July 2006

Subject: Local Authority Appointments to Outside Bodies

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 checked="" 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 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.

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

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

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

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.

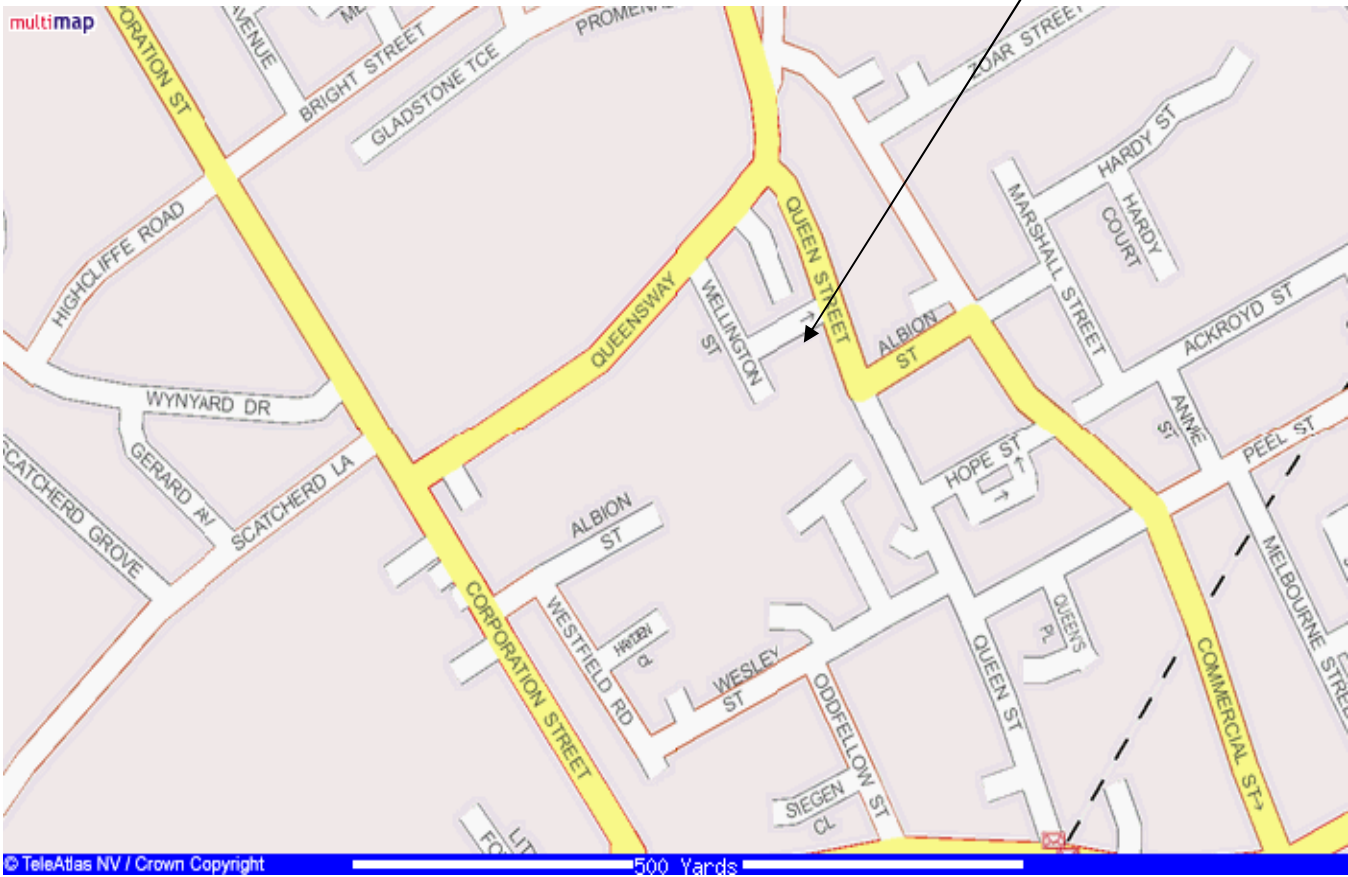
Briefings: For organisations in the Community and Local engagement category, a lead officer will not be allocated unless the Director and/or relevant Executive Member for the service area deem that this will be beneficial. However, the representative may still seek support and briefings from Council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

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Agenda Annex

**Morley Town Hall
Morley
LS27 9DY**



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