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NORTH WEST (INNER) AREA COMMITTEE

Meeting to be held at Hawksworth Wood Children's Centre, Broadway, Leeds 5
on Thursday, 28th June, 2007 at 7.00 pm

MEMBERSHIP

Councillors

M Hamilton	-	Headingley
J Monaghan	-	Headingley
D Morton	-	Headingley
P Ewens	-	Hyde Park and Woodhouse
K Hussain	-	Hyde Park and Woodhouse
L Rhodes-Clayton	-	Hyde Park and Woodhouse
B Atha	-	Kirkstall
J Illingworth	-	Kirkstall
E Minkin	-	Kirkstall
S Bentley	-	Weetwood
J Chapman	-	Weetwood
B Jennings	-	Weetwood

Agenda compiled by:
Governance Services Unit
Civic Hall
LEEDS LS1 1UR
Telephone: 247 4360

Stuart Robinson

N W Area Manager: Christine Addison
Tel: 305 7498

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			<p>ELECTION OF CHAIR 2007/08 (COUNCIL FUNCTION)</p> <p>To consider a report of the Chief Democratic Services Officer on the Election of Chair for 2007/08.</p>	1 - 2
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 agree that the public be excluded from the meeting during consideration of Appendix 2 in respect of Item 18 "Community Centre Lettings Policy Review" (copy of document to be circulated at the meeting)</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>DECLARATIONS OF INTEREST</p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 13 of the Members Code of Conduct</p>	
6			<p>APOLOGIES FOR ABSENCE</p>	

Item No	Ward	Item Not Open		Page No
7			<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>	
8			<p>MINUTES OF THE PREVIOUS MEETING</p> <p>To receive and approve the minutes of the previous meeting held on 19th April 2007.</p>	3 - 10
9			<p>LOCAL AUTHORITY APPOINTMENTS TO OUTSIDE BODIES (COUNCIL FUNCTION)</p> <p>To consider a report of the Chief Democratic Services Officer on Local Authority Appointments to Outside Bodies</p>	11 - 20
10			<p>POLITICAL NOMINATIONS TO ALMO AREA PANELS (COUNCIL FUNCTION)</p> <p>To consider a report of the Strategic Landlord to request the Area Committee to nominate two elected members who are not part of the West/North West ALMO Board to sit on the ALMO Area Panel for the area.</p>	21 - 26
11			<p>AREA FUNCTIONS SCHEDULES 2007/08 (EXECUTIVE FUNCTION)</p> <p>To consider a report of the Director of Environment and Neighbourhoods on the Area Functions Schedules 2007/8 relevant to this Area Committee.</p>	27 - 52

Item No	Ward	Item Not Open		Page No
12			<p>KEY MESSAGES FROM AREA FORUMS AND AREA COMMITTEE THEMED SUB GROUPS (EXECUTIVE FUNCTION)</p> <p>To consider a report of the Director of Environment and Neighbourhoods updating Members on key messages from ward forums and sub groups that have taken place since the last Area Committee.</p>	53 - 58
13			<p>AREA MANAGER'S REPORT (EXECUTIVE FUNCTION)</p> <p>To consider a report of the Director of Environment and Neighbourhoods on the Area Manager's Report.</p>	59 - 62
14			<p>WELL-BEING REPORT (EXECUTIVE FUNCTION)</p> <p>To consider a report of the Director of Environment and Neighbourhoods on the Well-being budget relevant to this Area Committee.</p>	63 - 84
15			<p>WELL-BEING QUARTER 4 (YEAR END) MONITORING REPORT (EXECUTIVE FUNCTION)</p> <p>To consider a report of the Director of Environment and Neighbourhoods providing Members with a year end summary of Well-being projects for 2006-07.</p>	85 - 98
16			<p>DESIGNATED PUBLIC PLACES ORDER (DPPO) UPDATE REPORT (EXECUTIVE FUNCTION)</p> <p>To consider a report of the Director of Environment and Neighbourhoods providing Members with an update in relation to the DPPO for Inner North West.</p>	99 - 104
17			<p>THE UNIVERSITY OF LEEDS INNER NORTH WEST COMMUNITY STRATEGY 2007-2012 (EXECUTIVE FUNCTION)</p> <p>To consider a report of the Director of Environment and Neighbourhoods on the University of Leeds Inner North West Community Strategy 2007-2012.</p>	105 - 108

Item No	Ward	Item Not Open		Page No
18		10.4 (3)	<p>COMMUNITY CENTRE LETTINGS POLICY REVIEW (EXECUTIVE FUNCTION)</p> <p>To consider a report of the Director of Environment and Neighbourhoods on the Community Centre Lettings Policy Review.</p> <p>Appendix 2 of this report is designated exempt under Access to Information Procedure Rule 10.4 (3).</p>	109 - 114
19			<p>DATE AND TIME OF NEXT MEETING</p> <p>Thursday 13th September 2007 at 7.00pm (Cardigan Centre – Main Hall)</p> <p>MAP OF TODAY'S MEETING</p> <p>Hawksworth Wood Children's Centre, Broadway, Leeds 5.</p>	



Originator: Stuart Robinson

Tel: (0113) 247 4360

Report of the Chief Democratic Services Officer

North West (Inner) Area Committee

Date: 28th June 2007

Subject: Election of Chair 2007/08

<p>Electoral Wards Affected:</p> <p><input type="checkbox"/> Ward Members consulted (referred to in report)</p>	<p>Specific Implications For:</p> <p>Equality and Diversity <input type="checkbox"/></p> <p>Community Cohesion <input type="checkbox"/></p> <p>Narrowing the Gap <input type="checkbox"/></p>	
<p>Council Function <input checked="" type="checkbox"/></p>	<p>Delegated Executive Function available for Call In <input 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 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 2007/08 municipal year.

1.0 Purpose Of This Report

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 Information

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

2.2 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.

3.0 Main Issues

3.1 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 below. 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.

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

4.0 Recommendations

Members are requested to elect from amongst themselves an Area Committee Chair for the 2007 /08 municipal year.

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.

NORTH WEST (INNER) AREA COMMITTEE

SPECIAL MEETING

THURSDAY, 19TH APRIL, 2007

PRESENT: Councillor J Monaghan in the Chair

Councillors S Bentley, J Chapman,
P Ewens, M Hamilton, K Hussain,
J Illingworth, B Jennings, E Minkin,
D Morton and L Rhodes-Clayton

OFFICERS: Christine Addison, North West Area Manager
Jason Singh, North West Area Management
Dayle Lynch, North West Area Management
Stuart Robinson, Chief Executive's Department

MEMBERS OF THE PUBLIC: Annie Faulder, North Hyde Park Neighbourhood Association
Pam Bone, North Hyde Park Neighbourhood Association
Bill McKinnon, Friends of Woodhouse Moor
Freda Matthews, Little Woodhouse Community Association

96 **Chair's Opening Remarks**

The Chair welcomed everyone to the Special Meeting of the North West (Inner) Area Committee held in the Civic Hall, Leeds. In view of the impending late arrival of some Elected Members due to Council business, he agreed to start the meeting at 7.10 pm and not 7.00 pm as stated on the agenda.

97 **Declarations of Interest**

(a) The following personal declaration was made:-

- Councillor D Morton in his capacity as a local resident – Harolds and Thornvilles Neighbourhood Improvement Plan – Well-Being Report (Agenda Item 9) (Minute 102 refers)

(b) The following personal/prejudicial interest was declared:-

- Councillor K Hussain in his capacity as a member of Woodsley Road Management Committee – Well-Being Report (Agenda Item 9) (Minute 102 refers)

98 **Apologies for Absence**

An apology for absence was received on behalf of Councillor B P Atha.

99 Minutes - 8th February 2007

RESOLVED – That the minutes of the meeting held on 8th February 2007 be approved as a correct record.

100 North West (Inner) Area Committee - 29th March 2007 - Summary Notes

The Director of Neighbourhoods and Housing submitted a report providing summary notes of the discussions that took place at the North West (Inner) Area Committee meeting held on 29th March 2007 which was inquorate.

Appended to the report was a copy of the summary notes for the information/comment of the meeting.

In summary reference was made to the following issues:-

- Transportation Report – Burley Road Bus Scheme

Councillor E Minkin referred to the above issue and reported on the outcome of a recent meeting held with Highways and Development officers where it was suggested that widening a narrow section of the Burley Road Bus Scheme by one metre would allow for some green verge to be retained, but that this would be at the expense of some car parking provision, reducing revenue income for the City Services department.

Following discussions, North West Area Management agreed to liaise with Councillor Minkin with a view to writing to the Directors of Development and City Services conveying the Committee's support to this revision.

(Councillor M Hamilton joined the meeting at 7.15 pm during discussions of the above item)

- The Closing Down of an Illegal Nightclub in Headingley

Councillor D Morton raised his concerns over the lack of police presence in relation to Woodhouse Moor, especially around the issue of damage being caused to the grassed area as a result of fires and barbeques.

Following discussions, North West Area Management agreed to convene an urgent Member meeting with senior police representatives, together with officers from Learning and Leisure Department with a view to discussing the current problems on Woodhouse Moor and identifying possible solutions.

- Area Delivery Plan 2007/07

Councillor P Ewens informed the meeting that the Blackman Grove MUGA open day would be held on 4th July 2007 and extended an invitation to all concerned.

- A Plan for Delivering Affordable Housing in Leeds
Councillor J Illingworth expressed his concerns that following a Plans Panel meeting held earlier in the day, it now seemed unlikely that there would be any provision made for affordable housing within the Kirkstall District Centre Redevelopment scheme.

Councillor E Minkin also referred to the Kirkstall District Centre Redevelopment scheme and requested the Committee to write to the Director of Development seeking assurances that they should not achieve maximum capital receipts from the sale of land in Kirkstall, but consider affordable housing as an alternative provision.

RESOLVED –

- (a) That the contents of the report be noted.
- (b) That the request from the Streetscene Sub Group to use the remaining 2006/07 skips budget to contribute towards the cost of a caged van and crew during the student change over period be approved.

101 Area Delivery Plan 2007/8

The Director of Neighbourhoods and Housing submitted a report on the Area Delivery Plan for 2007/08.

Detailed discussion ensued on the contents of the report and appendices and a number of minor revisions/comments were made by Members which were duly noted by North West Area Management.

RESOLVED –

- (a) That the contents of the report and appendices be noted.
- (b) That approval be given to the Area Delivery Plan for 2007/08 in accordance with the report now submitted.

102 Well - Being Report

Referring to minute 89 of the meeting held on 8th February 2007, the Director of Neighbourhoods and Housing submitted a report on the Well-being budget.

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

- Revenue spend by theme 2004/05 to 2006/07 (3 years) and 2007/08 to date (Table 1 refers)
- Revenue spend by ward 2004/05 to 2006/07 (3 years) and 2007/08 to date (Table 2 refers)
- Capital spend 2004/07 to date by theme (Table 3 refers)
- Capital spend 2004/07 to date by ward (Table 4 refers)

Dayle Lynch, North West Area Management presented the report and responded to Members' queries and comments.

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

RESOLVED –

- (a) That the contents of the report and appendices be noted.
- (b) That the following projects seeking revenue funding for 2007/08 be dealt with as follows:-

Project

Decision

Safer Stronger Communities

BARCA

- (a) Application for £15,000 revenue funding be rejected, with a request for officers to investigate further the possibility of seeking similar support from existing voluntary organisations providing services in the area
- (b) A sum of £5,000 instead be allocated to support the implementation of DPPOs in Woodhouse and Little London
- (c) That this Committee reaffirms the need for the continuation of the Street Drinkers Group to help co-ordinate efforts to tackle the effects of alcohol abuse

CALM at Leeds Met

- (a) Agreed £5,000 (2007/08) and, in-principle, £5,000 in 08/09 and 09/10
- (b) That officers be requested to discuss with Leeds Met the possibility of them extending their glass bottle collection and to ask City Services to provide glass bottle banks for the area and to refer this issue to the Streetscene Sub Group for further discussion

West Yorkshire Police / Headingley Policing (£7,500)/ Off Road Motorcycles (£4,770)
Anti Climb Paint (£3,000)

Agreed that a ring-fenced fund for policing activities be created totalling £15,500, and that for the requests listed to be considered from this fund with particular emphasis being given to the Area Committee's policing priorities. Final proposals to be submitted and appraised and agreed by the Community Safety Sub Group

Young People

Headingley Library (Learning and Leisure)

Agreed £1,000

Youth Services	Agreed £3,650 for Van 1 and £8,025 for Van 2 totalling £11,975 (funding towards Van 2 being conditional upon match funding being secured from another source)
<u>Planning and Development</u>	
Planning Sub Group – NDS Fund	Agreed £15,000
North Hyde Park Neighbourhood Association	Application referred to the above NDA fund
<u>Parks and Greenspace</u>	
Friends of Woodhouse Moor	Agreed £2,439
<u>Community Assets</u>	
Headingley Development Trust	Agreed £9,300
Woodsley Road Management Committee	Rejected application for £19,975 revenue funding towards a centre worker, but agreed £5,000 for consultancy support from Voluntary Action Leeds
World of Fitness	Deferred for more information
<u>Regeneration</u>	
NW Area Management – Neighbourhood Improvement Plans	Agreed £6,000

- (c) That the following projects seeking capital funding be dealt with as follows:-

<u>Project</u>	<u>Decision</u>
Headingley Enterprise and Arts Centre (HEART)	<p>Agreed that Headingley Ward Members would confirm the amount of capital funding from the Headingley Ward capital allocation and that this amount would be matched by the Committee wide allocation by a further 50%.</p> <p>Amounts to be agreed via Chair's Action and that the final amount to be reported to the next Area Committee meeting</p>

- (d) That this Committee notes the current position in respect of Small Grants as outlined in sections 6.00 – 6.2 of the report.

(Councillor B Jennings left the room at 7.55 pm prior to discussing the Headingley Library and Youth Services projects and returned at 8.05 pm during discussion of the Planning Sub Group-NDS fund project)

(Councillor K Hussain having previously declared a personal and prejudicial interest, left the room during discussion of the Woodsley Road Management Committee project)

(Councillor E Minkin left the meeting at 8.40 pm at the conclusion of the above item)

103 Local Authority Appointments to Outside Bodies - Ireland Wood Children's Centre Management Committee

The Chief Democratic Services Officer submitted a report on a request to appoint an Elected Member of the Area Committee to serve on the Ireland Wood Children's Centre Management Committee.

RESOLVED –

- (a) That the contents of the report be noted.
(b) That approval be given to appointing Councillor S Bentley to serve on the Ireland Wood Children's Centre Management Committee.

104 Dates and Times of Area Committee Meetings 2007/08

The Chief Democratic Services Officer submitted a report requesting Members to give consideration to agreeing the dates and times of their meetings for the 2007/08 municipal year which commences in May 2007.

RESOLVED –

- (a) That the contents of the report be noted.
(b) That approval be given to the following dates and times for the 2007/08 municipal year:-

Thursday 28th June 2007 at 7.00 pm
Thursday 13th September 2007 at 7.00 pm
Thursday 18th October 2007 at 7.00 pm
Thursday 13th December 2007 at 7.00 pm
Thursday 7th February 2008 at 7.00 pm
Thursday 3rd April 2008 at 7.00 pm

NB: Venues to be confirmed.

(The meeting concluded at 8.45 pm)

Matters Arising from previous meetings

The below provides an update on issues from the last Area Committee, which do not appear on the agenda of 28th June.

88 CCTV - cameras went live from 1st April.

88 Litter Bins - due to changes in contract procurement procedures there has been a delay in the delivery of new bins and therefore installation of the Area Committee funded bins has not yet taken place.

100 Transportation Report – Burley Road Bus Scheme – correspondence sent to the Directors of Development and City Services, requesting a strip of greenspace be restored along a portion of Burley Road.

100 The Closing Down of an Illegal Nightclub in Headingley – a meeting has been held with representatives from the Police, Parks & Countryside, Area Management, Friends of Woodhouse Moor and ward Members. An enforcement operation to run over weekend evenings is currently being planned.

100 A Plan for Delivering Affordable Housing in Leeds – a letter has been sent to the Director of Development conveying the Area Committee's support for affordable housing to be included in the redevelopment of Kirkstall District Centre.

102(b) Youth Services (Mobile Youth Bus) – Outer North West Committee is still to decide on whether to continue funding the project in 2007/08.

102(c) Headingley Enterprise and Arts Centre – Headingley Councillors confirmed they wished to contribute £35,000 from their ward allocation to the project. On this basis, as previously agreed, a further £15,000 will be allocated from the Committee's central capital pot.

Future Area Committee Agenda Items

1. Making Leeds Better, Inner North West – September 2007
2. Leeds Extended Schools – September 2007
3. Kirkstall District Centre – September 2007
4. Climate Change – September 2007

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Originator: Stuart Robinson

Tel: (0113) 247 4360

Report of the Chief Democratic Services Officer

North West (Inner) Area Committee

Date: 28th June 2007

Subject: Local Authority Appointments to Outside Bodies

Electoral Wards Affected:		Specific Implications For:	
 <input type="checkbox"/> Ward Members consulted (referred to in report)		Equality and Diversity	<input type="checkbox"/>
		Community Cohesion	<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 Procedure Rules¹ that have been adopted by Full Council. The procedure addresses previous concerns raised by Elected Members relating to proportionality; introduces appointment categories; and

¹ This Procedure is now incorporated into the Council's Constitution
Page 11

places responsibility for appointment clearly with Elected Members 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 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 Area Committee.

2.6 One of the delegated Member appointment functions which Area Committees have **previously** been asked to exercise is making Elected Member appointments to the Boards of Housing Management Arms Length Management Organisations. **However**, on the recommendation of the Executive Board, the Member Management Committee at its meeting on 22nd December 2006 resolved that in future appointments to the re-structured ALMO Boards (down from 6 to 3, with smaller numbers of Directors) would be made by the Member Management Committee itself, hence these appointments no longer appear in the schedule of appointments at Appendix 2.

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.

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.

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

- 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 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 Rules outlined in this report and detailed at Appendix 1.

³ 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

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APPOINTMENTS TO OUTSIDE BODIES PROCEDURE RULES

1.0 Scope

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

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

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

3.0 Determination of how an Appointment should be made

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

Appointments to Outside Bodies Procedure Rules

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

4.0 The Appointment Procedure

Strategic and Key Partnerships

- 4.1 The Member Management Committee will first consider whether it is appropriate for an appointment to be of a specific office holder¹ either by reference to the constitution of the outside body concerned or in the light of any other circumstances as determined by the Member Management Committee. Such appointments will then be offered on this basis.
- 4.2 Nominations will then be sought for the remaining places. The Member Management Committee should have regard to a Member's current interests prior to making any appointment. 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 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.
- 4.11 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.
- 4.12 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.

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

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

Appointments to Outside Bodies Procedure Rules

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

Support for Elected Member Appointees To External Organisations

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

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

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

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

Area Committee Appointments to Outside Bodies (North West Inner)

Outside Body	Charity /Trust	No of Places	Review Date	No of places to review	Current appointees	Cllr Y/N	Review Period
Bethel Elderly Day Centre Management Committee	Yes	1	Jun-07	1	Doreen Illingworth	N	Annual
Burley Lodge Centre - Committee Of Management		3	Jun-07	1	Kabeer Hussain	Y	Annual
			Jun-07	1	Martin Hamilton	Y	Annual
			Jun-07	1	Vacancy	Y	Annual
Caring Together In Woodhouse And Little London		1	Jun-07	1	Penny Ewens	Y	3 Years
Mary Jane Butler Trust	Yes	2	Oct-09		Elizabeth Minkin	Y	4 Years
			Oct-08		Bernard Atha	Y	4 Years
Ireland Wood Children's Centre Management Committee	Yes	1	Jun-07	1	Susan Bentley	Y	Annual

	8	6		
Number of places	8			
Places held pending review	2			
Places currently filled beyond June 06	6			
Number of places to fill	6			
Number of Members in the Committee Area	12		Percentage of Members on the Committee	Notional Places Allocated
Labour	3		25	2
Liberal Democrat	8		67	5
Conservative	0		0	0
Independent	1		8	0
Total	12			7

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Leeds
CITY COUNCIL

Originator: John Statham

Tel: (0113) 24743233

Report of the Strategic Landlord

Inner North West Area Committee

Date: 28th June 2007

Subject: Political Nominations to ALMO Area Panels

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

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

As part of the ALMO review which reduced the number of ALMOs from six to three, 11 Area Panels were created across the city of which one will serve the Inner North West area. The Area Panel will cover the Weetwood, Headingley, Kirkstall, Hyde Park and Woodhouse wards. Two elected members who are not part of the main West/North West ALMO Board are required to be nominated to the Area Panel

1.0 Purpose Of This Report

- 1.1 The purpose of this report is to request the Area Committee to nominate two elected members, who are not part of the West/North West ALMO Board, to sit on the ALMO Area Panel for the area.

2.0 Background Information

- 2.1 The ALMO review that was conducted in 2006 and came into being from April 2007 reduced the number of ALMOs from six to three.
- 2.2 The reduction in the number of ALMOs meant that the ALMOs were better placed financially but less tenants and elected members would be involved in the running of the ALMOs.
- 2.3 At the July 2006 meeting of the Executive Board the principle of Area Panels was agreed. It was proposed that these Panels were set up to continue to develop tenant participation in the ALMOs as this had been seen as one of the major successes of the ALMOs in Leeds.

3.0 Main Issues

- 3.1 Each Area Panel will be made up of six tenants, two local ward members who are not on the main ALMO Board and either a tenant or independent ALMO Board member.
- 3.2 A report was submitted to the Council's Member Management Committee recommending that Area Panels determined the local ward members to go forward onto the Area Panels.
- 3.3 Once nominated the duty of ward members on the ALMO Area Panels is to work with tenants to fulfill the terms of reference of the Area Panels. These are attached at Appendix 1. At all times the Area Panels will be responsible to the main ALMO Boards. There is no guidance from the CLG on political nominations to ALMO Area Panels and therefore there are no particular methods that have to be adopted.

4.0 Implications For Council Policy and Governance

- 4.1 None

5.0 Legal and Resource Implications

- 5.1 None

6.0 Conclusions

- 6.1 Area Panels are a key component in the new ALMO arrangements in Leeds for building on the development of tenant involvement in the running and management of housing services in their areas.
- 6.2 The nomination of ward members will complete the set up arrangements of the area Panels.

7.0 Recommendations

- 7.1 The Area Committee is requested to nominate two ward members, who are not part of the main ALMO Board, to be members of the ALMO Inner North West Area Panel

Appendix 1

Area Panel Terms of Reference

Budget responsibility

- Manage Area Panel budget, approving expenditure relating to:
 - Environmental schemes
 - Community safety schemes
 - Tenant Participation support
 - Tenant consultation
- Be consulted on specifications for contracts such as grounds maintenance and repairs
- Provide nominees for inclusion in tender evaluation exercises

Business Plan and Delivery Plan

- Identify and recommend priorities for inclusion in Company Business Plan and Service Improvement Plan
- Agree local priorities for inclusion in annual local action plan, including actions for continuous improvement on BVKPIs
- Monitor performance on activities
- Monitor expenditure on activities

Tenant Inspection

- Lead an annual Tenant Inspection of local service
- Lead regular tenant input into service monitoring e.g. estate walkabouts

Performance

- Monitor performance of local service by receiving regular reports on:
 - Lettings
 - Empty property turnaround
 - Repairs
 - Rent Collection
 - Complaints and feedback

Tenant Participation

- Support the development of Tenant and Resident Groups
- Manage the registration and audit process for registered tenant groups on behalf of the ALMO and in liaison with the Leeds Tenants Federation who will retain overall responsibility for the registration process.
- Consult with local T&R Groups and other representative groups on local service development
- Develop strategies to ensure inclusion of minority and hard to reach groups
- Negotiate local Compacts
- Operate small grants scheme from Area Panel budget

Tenancy Management

- Be involved in deciding how to enforce tenancy conditions in local area
- Receive regular reports on tenancy enforcement issues e.g. number of NISPs, ASBOs, details of targeted action
- Participate in relevant local partnerships e.g. community safety

Repairs and Improvements

- Agree tenant choice items on improvement programmes
- Participate in Board development of overall capital programme priorities and monitor implementation within local area
- Monitor responsive repairs performance and cost
- Monitor tenant satisfaction with repairs and capital improvements and make recommendations for improvements
- Participate in contract evaluation

Lettings

- Produce and administer Tenant Welcome information and induction/welcome for new tenants
- Analyse lettings information, including reasons for refusal and take action or make recommendations arising from this
- Make recommendations for Local lettings Policies

Tenant Satisfaction

- Monitor tenant satisfaction levels by use of surveys, analysis of complaints and feedback sessions with representative groups
- Recommend changes in service delivery identified through tenant satisfaction analysis

Staffing issues

- Be involved in induction of new staff based in local area
- Recommend changes in staffing levels or staffing designation in support of local service needs
- Nominate representatives for inclusion on recruitment panels where requested
- Agree work plans for local staff where relevant e.g. caretaking teams

Service development

- Be consulted on all policy issues under consideration by the Board
- Make recommendations to the Board for any changes to service policies

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Originator: Dayle Lynch

Tel: 0113 3952835

Report of the Director of Environment and Neighbourhoods

Inner North West Area Committee

Date: 28th June 2007

Subject: Area Functions Schedules 2007/08

<p>Electoral Wards Affected:</p> <p>ALL</p> <p><input type="checkbox"/> Ward Members consulted (referred to in report)</p>	<p>Specific Implications For:</p> <p>Equality and Diversity <input checked="" type="checkbox"/></p> <p>Community Cohesion <input checked="" type="checkbox"/></p> <p>Narrowing the Gap <input checked="" 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

The report sets out the function schedule for services delegated to the Inner North West Area Committee. A recommendation is made that a workshop be arranged for Members before the September meeting to discuss how the Committee can make better use of existing delegated powers.

1.0 Background

1.1 In September 2004, Executive Board agreed the first executive functions to be delegated to Area Committees. Following on going discussion additional functions have been delegated, below are those functions to be exercised at area an level for 2007/08:

- Community Safety - Neighbourhood Wardens
 - CCTV
- Streetscene - Waste Management, Recycling Banks
 - Public Conveniences
- Children & Young People - Youth Service
- Community Facilities - Community Centres
- Wellbeing Funding - Revenue & Capital Budgets

1.2 The extent of the delegation for these functions as determined by the Executive is detailed in the Authority's Constitution. This requires that Area Committee Function Schedules are prepared for each executive function that is exercised at an area level. As such, Area Committee Function Schedules for the functions at 1.1 above for 2007/08 were considered and approved by Executive Board on 16th May 2007, these are attached at Appendix 1.

2.0 Main Issues for Consideration

2.1 The Area Committee Function Schedules were developed on the following basis:

- That the authority to exercise those functions will be held concurrently by the Executive Board, Area Committees and relevant Directors (within their scheme of delegated authority).
- That accountability for Area Committee Functions will, as now, rest ultimately with the Executive Board.
- That Area Committees will be required to exercise Area Committee Functions so as to achieve at least specified minimum service standards and performance targets and to contain spending within the available resources.

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

- Description of the function
- Relevant Executive Member(s) Portfolio
- Responsible Director(s)
- Minimum Service Expectations
- Current and Target Performance
- Resources available on an area basis

2.3 Revenue and capital allocations for Well-being budgets in 2007/08 are shown in the appropriate section of Appendix 1.

3.0 Recommendation

3.1 The Area Committee are asked to:

- a) note the contents of the report and appendix 1; and
- b) agree to a workshop being arranged in order to discuss the existing powers that the Committee has over delegated functions.

Area Function Schedules 2007/08



Area Function Schedules Index

<i>Children's Services</i>	Youth Service	Pages 3 - 5
<i>Community Facilities</i>	Community Centres	Pages 6 - 8
<i>Community Safety</i>	CCTV	Pages 9 - 11
	Neighbourhood Wardens	Pages 12 - 14
	Police Community Safety Officers	Pages 15 - 16
<i>Streetscene</i>	Waste Management – Recycling Banks	Pages 17 – 19
	Public Conveniences	Pages 20 - 22
<i>Well Being</i>	Revenue & Capital	Pages 23 - 24

AREA FUNCTION SCHEDULE

DESCRIPTION OF FUNCTION: Youth Service			
The delivery of Youth Service area based programmes in respect of: - <ul style="list-style-type: none"> - centre based youth work - detached youth work - Connexions project work with individuals and small groups 			
EXECUTIVE MEMBER(S) PORTFOLIO:			
Executive Member – Children’s Services			
RESPONSIBLE DIRECTOR(S):			
Director of Children’s Services			
MINIMUM SERVICE EXPECTATIONS <i>(to be applicable to all Area Committee areas)</i>			
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.			
<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. 			
The above minimum standards also relate to services provided through ‘contracting’ arrangements with voluntary organisations in operation in some parts of the city.			
CURRENT AND TARGET PERFORMANCE			
Issue/Performance Indicator(s)	2006/07	2007/08	
Youth Service – Number of Clients			
The level of “reach” into the resident 13 – 19 population	Result 15,321	Target	16,863
TOTAL RESOURCES AVAILABLE ON AN AREA BASIS			
Revenue: 2007/08 £3,796k net expenditure (2006/07 £3,435k net expenditure)			
AGREED BY THE EXECUTIVE BOARD:			
Date: May 2007			

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 and area senior management and administration. <p>None of these functions can be monitored in terms of direct delivery of service at area level.</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 Narrowing the Gap policy, and previous Executive Board approvals of Area Function Schedules. 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	
	£000s
Expenditure Type	
Employee Costs	3,332
Premises Costs	
Supplies & Services Costs (grants to voluntary organisations)	464
Transportation Costs	
Capital Costs	
Gross Expenditure	<u>3,796</u>
Income	<u>0</u>
Net Budget	<u>3,796</u>

AREA FUNCTION SCHEDULE: YOUTH SERVICE

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

	East		North East		North West		South		West	
	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer
2007/8 Target Performance										
The level of "reach" into the resident 13 – 19 population										
	3003	1639	1523	867	2094	1209	2389	1438	1391	1310
2007/8 Area Based Resources										
Financial										
Revenue	675550	368900	342640	195170	471540	272450	537820	323930	313470	295330

Page 33

Note: Resources are distributed across the City with 50% allocated on the basis of 13-19 years population figures and the remaining 50% on the basis of social deprivation data.

AREA FUNCTION SCHEDULE

DESCRIPTION OF FUNCTION: Community Centres
Responsibility for a portfolio of community centres vested with the Regeneration Service. 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 Environment and Neighbourhoods
MINIMUM SERVICE EXPECTATIONS <i>(to be applicable to all Area Committee areas)</i>
Operation of a portfolio of community centres.
TOTAL RESOURCES AVAILABLE ON AN AREA BASIS
Revenue 2007/08: £668,000 (Revenue 2006/07 £532,000)
AGREED BY THE EXECUTIVE BOARD:
Date: May 2007

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	62
Rental Support	111
Supplies and Services	20
Caretaking	368
Premises	249
Management and Supervision charges	74
Gross Expenditure	884
Income from Centre Rentals	-111
Income	-105
Net Budget	668

AREA FUNCTION SCHEDULE: COMMUNITY CENTRES

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

	East		North East		North West		South		West	
	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer
2007/08 Target Performance										
Directly Managed	4	0	0	0	2	2	2	2	0	1
Leased	0	4	1	2	2	3	2	3	3	3
Total Number of Community Centres	4	4	1	3	4	5	4	5	3	4
2007/08 Area Based Resources										
Financial										
Revenue										
Rates	20,460	0	0	2,870	7,010	8,070	8,180	11,950	0	3,500
Rental Support	0	26,339	0	5,490	0	18,632	24,534	4,860	26,008	5,300
Supplies & Services	570	1,950	0	0	1,770	1,380	2,510	9,960	650	1,400
Caretaking	124,470	0	0	2,200	91,590	74,050	29,520	40,950	0	5,200
Premises	81,000	1,800		8,000	30,000	55,220	35,000	24,870	0	13,000
Management & Supervision Charges	24,720	220	0	1,220	14,650	15,600	7,810	7,920	0	2,190
Income for Centre Rentals	0	-26,339	0	-5,490	0	-18,632	-25,534	-4,860	-26,008	-5,300
Income	-2,250	0	0	-6,310	-11,100	-44,400	-7,810	-28,700	0	-5,000
Net Revenue	248,970	3,970	0	7,980	133,920	109,920	1,950	59,180	650	20,290

Note: This schedule covers the previously delegated portfolio of centres. Work is being completed on the centres which are transferring from the former Learning and Leisure Department. It is anticipated that this work will be completed prior to the first meetings of the Area Committees in the new municipal year.

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 Environment and Neighbourhoods	
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. 	
TOTAL RESOURCES AVAILABLE ON AN AREA BASIS	
Revenue 2007/08: Net Expenditure £652,000 (2006/07 Net Expenditure £605,500)	
AGREED BY THE EXECUTIVE BOARD:	
Date: May 2007	

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	705
Premises Costs	73
Supplies & Services Costs	161
Transportation Costs	3
Internal Reallocation of Departmental costs	142
Capital Costs	9
Gross Expenditure	1093
Income	441
Net Budget	652

AREA FUNCTION SCHEDULE: CCTV

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

	East		North East		North West		South		West	
	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer
2007/08 Target Performance										
Operational CCTV Schemes	66	6	7	6	11	7	78	14	6	11
2007/08 Area Based Resources Community Safety Checking and Amending Area Breakdown										
Financial										
Revenue	340,460	30,950	36,110	30,950	56,740	36,110	402,370	72,220	30,950	56,740
Income	-159,310	-22,370	-7,120	-6,100	-19,320	-12,540	-171,530	-16,950	-6,100	-19,320
Net Revenue	181,150	8,580	28,990	24,850	37,420	23,570	230,840	55,270	24,850	37,420

Page 39

- * Expenditure is apportioned on the basis of where the cameras are located within the areas. (CCTV Mobiles and Repairs are not devolved to Area Management).
- * External Income is apportioned on number of rechargeable cameras located within each area.
- * Costs include those associated with provision of private sector CCTV cameras within each area.
- * Urban Traffic Control cameras, 56 across the city, are not included in the delegated function schedule.

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 Environment and Neighbourhoods
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.
TOTAL RESOURCES AVAILABLE ON AN AREA BASIS
Financial Resources Available (2007/08)
Revenue: £911,947, 2007/08 Gross Budget, £317,991 Net Budget (£908,500 2006/07 gross budget, £336,189 Net Budget)
AGREED BY THE EXECUTIVE BOARD:
Date: May 2007

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	868
Premises Costs	
Supplies & Services Costs	28
Transportation Costs	16
Capital Costs	
Gross Expenditure	912
Income	-594
Net Budget	318

AREA FUNCTION SCHEDULE: NEIGHBOURHOOD WARDENS

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

	East		North East		North West		South		West	
	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer
2007/08 Target Performance										
Wardens Deployed	9.5 (includes 2 senior wardens)	2.75	4.5	0.75	2.5	0	7	0	1	2
2007/08 Area Based Resources										
Financial										
Revenue										
Employee Costs	274,745	79,531	130,142	21,690	72,301	0	202,444	0	28,921	57,841
Supplies & Services	8,835	2,558	4,185	698	2,325	0	6,510	0	930	1,860
Transportation Costs	4,655	3,078	2,205	368	1,225	0	3,430	0	490	980
**Income	-243,526	-41,578	-71,868	-11,879	-28,697	0	-148,491	0	-24,159	-23,758
Net Revenue	44,709	43,589	64,664	10,877	47,154	0	63,893	0	6,182	36,923

Note:

* NRF budget allocations have been based on % of Super Output Areas in 10% most deprived in each area as was the case in 06/07

AREA FUNCTION SCHEDULE

DESCRIPTION OF FUNCTION: Leeds Community Safety – Police Community Support Officers (PCSOs)
The provision of a range of services, via uniformed patrols of PCSOs to reassure, reduce anti-social behaviour and the fear of crime.
EXECUTIVE MEMBER(S) PORTFOLIO:
Executive Member – Neighbourhoods and Housing
RESPONSIBLE DIRECTOR(S):
Director of Environment and Neighbourhoods
MINIMUM SERVICE EXPECTATIONS <i>(to be applicable to all Area Committee areas)</i>
<p>PCSOs 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.</p> <p>West Yorkshire Police will provide a monthly schedule outlining deployment of PCSOs (a minimum of 5 PCSOs per ward) within Council areas.</p> <p>Deployment of PCSOs will be targeted in hotspot areas wherever possible on an intelligence led basis (including soft intelligence from the community, Elected Members and data from the Council), and or Divisional Community Safety Partnership Strategic Intelligent Assessment.</p> <p>Performance meetings will be held at Area Management level on a quarterly basis between the Area Management Team and the relevant Neighbourhood Policing Team Inspector.</p> <p>The main point of contact with the Police Authority at a Divisional level with the Council in relation to PCSO deployment will be the Area Community Safety Coordinator.</p>
TOTAL RESOURCES AVAILABLE ON AN AREA BASIS
Resources Available (2007/08)
Leeds City Council funding has ensured that there are sufficient resources for the Police to deploy 5 PCSOs per ward across the City in 2007/08.
AGREED BY THE EXECUTIVE BOARD:
Date: May 2007

AREA FUNCTION SCHEDULE: POLICE COMMUNITY SUPPORT OFFICERS

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

	East		North East		North West		South		West	
	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer
2007/08 Target Performance										
PCSOs Deployed by West Yorkshire Police (based on 5 per ward)	20*	20	15	15	20	20	15	20	10	15
	* 5 extra PCSOs deployed in this area									

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.	
TOTAL RESOURCES AVAILABLE ON AN AREA BASIS	
Revenue 2007/08: Gross Expenditure £24,560 Net Expenditure £24,560 (2006/07 Gross £24,000, Net £24,000)	
AGREED BY THE EXECUTIVE BOARD:	
Date: May 2007	

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		25
Transportation Costs		0
Capital Costs		0
Gross Expenditure		25
Income		0
Net Budget		25

AREA FUNCTION SCHEDULE: RECYCLING BANKS

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

	East		North East		North West		South		West	
	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer
2007/08 Target Performance										
No. of Recycling Banks	69	56	39	54	52	60	72	62	52	32
2007/08 Area Based Resources										
Financial										
Revenue	3,090	2,510	1,750	2,420	2,330	2,690	3,230	2,780	2,330	1,430
Income										
Net Revenue	3,090	2,510	1,750	2,420	2,330	2,690	3,230	2,780	2,330	1,430

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>	
TOTAL RESOURCES AVAILABLE ON AN AREA BASIS	
2007/08 Gross Expenditure - £242,050, Net Expenditure £242,050 (2006/07 Gross £186,630, Net £186,630)	
AGREED BY THE EXECUTIVE BOARD:	
Date: May 2007	

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		139
Premises Costs		93
Supplies & Services Costs		2
Transportation Costs		8
Capital Costs		0
Gross Expenditure		242
Income		0
Net Budget		242

AREA FUNCTION SCHEDULE: PUBLIC CONVENIENCES

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

	East		North East		North West		South		West	
	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer
2007/08 Target Performance										
No. of Public Conveniences	0	1	1	1	3	2	0	3	3	2
2007/08 Area Based Resources										
Financial										
Revenue	0	15,128	15,128	15,128	45,385	30,256	0	45,385	45,385	30,256
Income										
Net Revenue	0	15,128	15,128	15,128	45,385	30,256	0	45,385	45,385	30,256

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 Environment and Neighbourhoods
MINIMUM SERVICE EXPECTATIONS <i>(to be applicable to all Area Committee areas)</i>
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: <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)
TOTAL RESOURCES AVAILABLE ON AN AREA BASIS
Revenue 2007/08 : Net Budget £1,967,100 (2006/07 Net Budget £1,890,711)
Capital 2007/08 : £1,000,000 (First year of a 3 year allocation) (£3,500,000 – 3 year programme 2004/05 to 2006/07)
General Fund Reserves 2007/08 : Additional one-off allocation £500,000 (£50,000 per Area Committee)
AGREED BY THE EXECUTIVE BOARD:
Date: May 2007

AREA FUNCTION SCHEDULE: WELL BEING

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

	East		North East		North West		South		West	
	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer
Area Based Resources:										
Financial	(£)									
Revenue	285,080	212,120	170,110	137,660	210,920	195,880	238,240	199,880	147,490	169,720
	(£)									
Capital	125,930	113,270	90,836	73,504	112,627	104,601	109,359	106,735	72,512	90,626
	(£)									
General Fund Reserves	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000

- The revenue well being allocation reflects a 2% inflationary uplift on last year's figures.
- The total capital allocation is £1mn per year for the next three years. The figures represent the allocation for 2007/08.
- An additional one-off budget of £500k has been made available to Area Committees (£50,000 per area) from General Fund Reserves for 2007/08.
- As with previous years, it is anticipated that any unspent revenue and capital balances at the end of March 2007 will be carried forward into the current financial year.



Originator: Sarah Charlton

Tel: 0113 3952831

Report of the Director of Environment & Neighbourhoods

Inner North West Area Committee

Date: 28th June 2007

Subject: Key Messages from Area Forums and Area Committee Sub Groups

Electoral Wards Affected:
 Headingley
 Hyde Park & Woodhouse
 Kirkstall
 Weetwood

Ward Members consulted
 (referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

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 updates Members on key messages from ward forums and sub groups that have taken place since the last Area Committee, as well as updates on previous key messages.

1.0 Background Information

1.1 The following forums are covered by this report, if meetings have taken place since the last Area Committee.

- Headingley Forum
- Kirkstall Burley Forum
- Hyde Park & Woodhouse Forum
- Streetscene Sub Group
- Community Safety Sub Group
- Children and Young People's Sub Group
- Planning Group
- Street Drinkers Group
- Housing Strategy Group

2.0 Key Messages

2.1 Details of issues for action and for information are identified below.

2.2 **Headingley Forum**

Update on previous issues:

7th March

- The Police carried out patrols on St Patrick's Day (17th March), no issues were reported.
- A meeting has been set up between the Police and the Co-op at the end of June, the outcome of which will be fed back to the Headingley Forum.

New Messages:

12th June

- The forum is supportive of moving forward with a Cumulative Impact Policy (CIP) for takeaway food outlets in Headingley, however response from residents to the recent consultation was low.

2.3 **Hyde Park & Woodhouse Forum**

Update on previous issues:

31st January

- Further consultation has taken place on plans for the Leeds Girls' High School site, as well as two public meetings having been held.

New Messages:

23rd May

- The forum requested that a noise nuisance action group of senior officers and councillors be set up before the next meeting with terms of reference established. There needs to be more co-ordination between the Council's noise unit, the police and the universities' helplines in order to find a way forward.
- The forum were concerned about the lack of progress regarding Highways' consultancy report which was due in March 2007. The group requested that the findings of the report be circulated to the group immediately, by letter or email.
- The forum felt concern around the issues of parking and wanted to advise students about bringing cars to the city. This message will be put in writing to the universities.

- The forum expressed its view on the Designated Public Places Order for the ward. They would like to see Woodhouse Lane and Hyde Park Road included in the area. Forum members would also like to see the boundary meet the border of the Headingley DPPO so drinkers are not displaced to between the two areas.

2.4 **Kirkstall Burley Forum**

New Messages:

21st May

- The forum urged the Council to make improvements to the unsightly waste transfer facility in Kirkstall that suffered fire damage a number of years ago.
- The forum recognised the importance of local sports pitches and support Kirkstall Crusaders request for more dedicated pitches in the area.

2.5 **Streetscene Sub Group**

Update on previous issues:

26th February

- Remaining 2006/07 skips budget (£500) used to contribute towards the cost of extra streetscene services during the student changeover period.
- Request made that monthly Environmental Pride Team (ex CAST) be re-established, this should be shortly available to send out to Members.
- Streetscene to carry out an audit of green bin stickers throughout the area over the coming months.

New Messages:

17th April

- The sub group stressed the importance of receiving CAST/Environmental Pride Team monthly reports from Streetscene.
- The sub group supports the continuation of a funding pot for improvements to grass verges, as detailed in the Well-being report.

12th June

- The sub group proposes that the Area Committee commits the remaining £9,169 Kirkstall Road, Otley Road and Cardigan Road funding to the replacement of York Stone along their footpaths.

- The sub group would like to see more litter picking teams operating on the key arterial routes that pass through the inner north west area.

2.6 **Community Safety Sub Group**

Update on previous issues:

- Youth nuisance and anti-social behaviour in and around the Ivesons has decreased. If issues arise again the Community Safety Co-ordinator will arrange a multi agency response.

New Messages:

21st May

- The police are carrying out a pilot project with licensing to look at how takeaway licenses are enforced in the inner north west. Police data shows that premises that breach their license by opening late are attracting people on the way home, increasing incidents of violent and criminal damage in the area.

2.7 **Children and Young People Sub Group**

New Messages:

17th May

- The sub group supports the need for community access to any sports hall that is developed on the Leeds Grammar School site.
- Leeds Play Network have funding available for a 6 week programme of street play activities in the inner north west. Both Councillors and community members are asked to pass intelligence to Leeds Play Network on where young people cause, or are viewed to cause, a problem so that activities can be targeted in these areas.

2.8 **Planning Group**

New Messages:

14th May

- The Planning Group requests the support of the Area Committee in supporting Preferred Option PO-08 of the City Centre Area Action Plan, which seeks to encourage the development of purpose built student accommodation in the city centre. However, the Planning Group suggests a rider that this only refers to areas of the city centre, outside the Area of Housing Mix.
- The Planning Group requests the support of the Area Committee in expressing concern about the inclusion of purpose built student accommodation in the

proposals for Kirkstall District Centre. Concern is also expressed about the potential reduction in the levels of affordable housing proposed.

- The Planning Group requests the support of the Area Committee in defending the Council's case in the appeal against the refusal of planning permission for the re-development of the BHS site, Bridge Road, Kirkstall.
- The Planning Group requests the support of the Area Committee regarding the renewal application for a purpose built student accommodation scheme on a site at the junction of Park Lane / Hanover Square. The group considers that whilst this scheme has been approved before, the proposals are now contrary to the spirit of Policy H15 and the Area of Housing Mix. In addition, the requirements of quality in design have increased since the first application.
- The Planning Group notes that St Michael's School, St John's Road, is to close next year. The group is unsure of any future plans for the site, but wishes to be involved early on in any discussions.

13th June

- A number of Councils have pointed out that the Town and Country Planning (Use Classes) Order 1987, as amended, is inadequate. Bath and North East Somerset Council, Southampton City Council and Newcastle City Council have lobbied central government to revise the Use Classes Order to deal with Houses in Multiple Occupation. It is requested that Leeds City Council also drafts a motion to the same effect.
- The Planning Group considers that progress needs to be made on initiating work on an Area Action Plan for Inner North West. It is anticipated that a paper setting out key issues will be brought to Area Committee in September.
- Progress is being made on a Neighbourhood Design Statement for the Headingley and Hyde Park areas. It is anticipated that all members of the group will meet shortly to take things forward.

2.9 **Street Drinkers Group**

New Messages:

6th June

- Consultation on the inner DPPO has started. Various groups and organisations will be contacted over the coming weeks. Boundaries have been drafted, but may change over the coming weeks to accommodate the views of those consulted. Work is also underway to collect the evidence required to show that a DPPO is needed. This includes data / statistics from Police and the ASB Unit along with letters / comments from residents, groups and organisations. The project will take approximately 5 months to conclude (2 months consultation and 3 months for the legal aspect).

- An increased drinking culture amongst younger people congregating on Woodhouse and Hanover Square has resulted in serious assaults on older street drinkers.
- The group suggested the need to commission specialist workers in the alcohol and drugs field to provide outreach work in the area.
- The group supported an immediate short-term response in an attempt to address the problems:
 - The Police would apply maximum effort during the summer months when the street drinking problems usually increase. They will target patrols to key times, make their presence felt and make arrests where appropriate.
 - The ASB Unit will issue ASBO Warnings and apply for ASBOs for persistent offenders
 - Youth Services, where possible, would look to divert the young people away from street drinking and encourage alternative activities in the area.

2.10 Housing Strategy Group

New Messages:

20th March and 8th May

- The group met for the first time to discuss the possibility of developing a Housing Strategy for the Area of Housing Mix. The group agreed that the next stages would be a review of existing research and the development of a research plan.
- A seminar was held on 18th June with research on housing issues presented and workshops on tackling these issues, specifically in the inner north west area.

3.0 Recommendations

- 3.1 The Area Committee is asked to:
- a) note the contents of the report; and
 - b) decide whether to agree to the Hyde Park & Woodhouse Forum request for a noise nuisance action group to be set up; and
 - c) agree to the remaining £9,169 road improvement fund being spent on replacing missing York Stone along Kirkstall, Otley and Cardigan Roads; and
 - d) decide whether to support the Planning Group requests that;
 - i. the Area Committee supports Preferred Option PO-08 of the City Centre Area Action Plan; and
 - ii. the Area Committee expresses concern about the inclusion of purpose built student accommodation in the proposals for Kirkstall District Centre; and
 - iii. the Area Committee defends the Council's case in the appeal against the refusal of planning permission for the re-development of the BHS site in Kirkstall; and
 - iv. the Area Committee objects to the renewal application for a purpose built student accommodation scheme on a site at the junction of Park Lane/Hanover Square.



Originator:
Christine Addison
Tel: 0113 3952825

Report of the Director of Environment and Neighborhoods

Inner North West Area Committee

Date: 28th June 2007

Subject: Area Manager's Report

Electoral Wards Affected:

ALL

Ward Members consulted
(referred to in report)

Specific Implications For:

Ethnic minorities

Women

Disabled people

Narrowing the Gap

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

EXECUTIVE SUMMARY

This report provides an update on the Headingley Town and District Centre Scheme, Headingley Primary School, Royal Park Primary School, Little London Regeneration Scheme, Kirkstall District Centre and the District Partnership.

1.0 Purpose of the Report

1.1 This report provides Members with information on issues in the area which are not addressed elsewhere on the agenda.

2.0 Little London Regeneration Proposals

2.1 The Little London PFI scheme is about to enter into the contract procurement stage. The scheme is on a target to close procurement in March 2009, with works beginning in May 2009.

2.2 Between 18th May and 18th June, Leeds City Council have been consulting tenants and residents living in Little London on a Draft Development Framework for the area. The framework sets out the context for environmental improvements and new developments.

The key principles that are set out in the document include:

- retaining a large percentage of Council owned properties, with new build Council and affordable homes;
- improving the quality of housing, communal areas and the general environment;
- improving community facilities within the central area to make it a focal point for services and to provide Little London with a sense of identity;
- making green areas more accessible and attractive to use and ensuring that they are located in the right places for maximum community benefit;
- improving pedestrian and cycle routes linking neighbourhoods;
- providing a range of development sites to promote regeneration and employment opportunities;
- improving community safety.

Responses to the consultation will be collated and the Draft Planning Framework will be presented to Planning Board in July for approval as informal planning guidance.

2.3 **Little London & Woodhouse Neighbourhood Management** - the programme has now reached the end of its first operational year. A Neighbourhood Improvement Plan has been produced and has been adopted by the North West District Partnership. The aim of the plan is to improve and coordinate service delivery, with the aim of making services more responsive to local needs and improving service standards.

2.4 Work will continue over the next year to maintain the momentum of existing projects and identify ways of mainstreaming and prioritising project delivery for the 2008/09 financial year.

3.0 **Kirkstall District Centre**

3.1 Plans Panels West confirmed their support for the outline planning application, on 19th April, but deferred a decision pending further information on the level of affordable housing and the housing mix to be provided, as well as the proposed highway works and their impact on transport issues around the site. The scheme includes a large mixed use complex offering living accommodation, retail and leisure units, as well as landscaped communal areas. Along side this, a Joint Service Centre (JSC) is proposed, providing a new building for health, Council and other services.

3.2 Officers are due to meet with Kirkstall ward Members in June to provide an update on the JSC and district centre redevelopment scheme and to progress a co-ordinated approach to development and regeneration along the Kirkstall/A65 corridor.

4.0 Headingley Town & District Centre Scheme

- 4.1 A revised business plan for Headingley will be considered by Asset Management Group on 6th July. The Strategic Design Alliance has been engaged to undertake the work and consultants from Jacobs have worked with officers from Area Management on drawing up new proposals for the regeneration of Headingley town centre.
- 4.2 Five key areas were considered as potential sites for improvement. These were:
- North Lane junction
 - Street improvements
 - St Michael's Lane/War Memorial
 - The Rose Garden
 - The Arndale Centre
- 4.3 Proposals have been presented to elected Members, Headingley Renaissance and Headingley Development Trust. Sketch proposals illustrating the possible options available were displayed in Headingley Community Centre on 5th June, with 1700 invite letters sent to local residents and businesses in the town centre. The display was then moved to Headingley Library for the remainder of the week, comments forms were also completed by residents. Officers from Area Management are presently working on a revised business plan following guidance from elected Members on the prioritisation of the schemes.

5.0 Royal Park School

- 5.1 Following Executive Board decision in August 2006, the school has been marketed for sale with the conditions that both a library and community space are provided, that the scheme includes the retention of the historic building and that there is no provision of student accommodation. Two proposals have been short-listed. These are currently being appraised by Asset Management officers. Consultation has also taken place with Headingley and Hyde Park & Woodhouse ward Members. The Royal Park Community Consortium has also been briefed.
- 5.2 The developers have been invited to present their proposals on 21st June to officers and ward Members. A report will go to August Executive Board recommending the preferred option.

6.0 Headingley Primary School

- 6.1 In December 2006 Executive Board agreed to a six month period during which the school would not be marketed for sale, and HDT could work up proposals, including raising the necessary finance for the scheme.
- 6.2 Officers met with HDT on 16th May to receive an update on the proposals. Final proposals will be presented formally on 5th July, with a view to the matter going to the August meeting of Executive Board. The following progress has been reported by HDT:
- £100k capital funding committed by the Area Committee;
 - The first-round decision on the Lottery bid is expected in June;

- The Adventure Capital Fund has awarded a development grant;
- A share issue has been launched (at the time of writing over £22.5k investment has been raised);
- Donations towards HEART now total nearly £10k in addition;
- An expression of interest for LEGI funding for the Catalyst element has been submitted and the University of Leeds has confirmed the wish to invest in this element;
- Discussions have commenced with the Arts Council which is interested in the possibility of supporting the arts element;
- Re'new has committed to making an investment and supporting the project.

6.3 Leeds City Council has agreed to submit an application to become a pilot authority for the implementation of the Quirk review (on the transfer of assets to community ownership). If approved this could offer a potential source of funding for initiatives such as HEART. The gap between the capital receipt that Education Leeds is seeking and the figure that HDT expects to be in a position to offer remains a key issue.

7.0 District Partnership

7.1 The District Partnership Board met on 27th March. Issues discussed included:

7.2 **Boundary changes** - currently being implemented by the ALMO, West Yorkshire Police, the PCT and Area Management. The Board discussed the likelihood and benefits of a potential merger with the West Leeds District Partnership in the near future. Concern was expressed that any such merger should not undermine partnership activities at a neighbourhood and locality level and that working structures and arrangements to ensure accountability to localities will need to be established. A final decision on the merger will be made following a review of city-wide partnership arrangement being undertaken by Leeds Initiative, due to be completed in September.

7.3 **Review of the District Plan** - the Board agreed to a review of the last District Plan for which the majority of actions were completed in April 2007. A paper providing interim priorities for partners for the next 6 - 9 months and key actions for the partnership to focus on will be presented at the next meeting on 28th June.

8.0 Recommendations

8.1 The Area Committee is asked to note the contents of the report.

Originator: Sarah Charlton

Tel: 0113 3952831

Report of the Director of Environment and Neighbourhoods

Inner North West Area Committee

Date: 28th June 2007

Subject: Well-being Report

<p>Electoral Wards Affected:</p> <p>ALL</p> <p><input type="checkbox"/> Ward Members consulted (referred to in report)</p>	<p>Specific Implications For:</p> <p>Equality and Diversity <input type="checkbox"/></p> <p>Community Cohesion <input type="checkbox"/></p> <p>Narrowing the Gap <input checked="" 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

The Inner North West Area Committee has approved a total of £228,606 revenue funding from the 2007/08 budget. The remaining revenue budget available for new projects is £46,407. Details of these projects are included in the report and Members are asked to consider the applications and agree any funding.

1.0 Purpose of the Report

- 1.1 The purpose of this report is to provide Members with:-
- An update on Well-being revenue budget available for 2007/08
 - An update on capital budget available
 - Information on projects requesting funding for 2007/08
 - An update on small grants approved in 2007/08.

2.0 Previous Well-being spend

- 2.1 Background information on how the Well-being revenue budget has been spent by theme in 2007/08, is detailed in Appendix 1.

2.2 Details of how the Well-being capital budget has been spent by theme in 2007/08 is detailed in Appendix 2.

3.0 Well-being Revenue Budget 2007/08

3.1 The revenue budget available for projects in 2007/08 has been calculated as follows:-

£206,785	(based on allocation from 2006/07)
£14,093	of unallocated roll forward from 2006/07
£ 4,135	(inflation rise of 2%)
£ 50,000	(a one off additional payment for each Area Committee, see 3.2)
Total	£275,013 for 2007/08.

3.2 April Executive Board agreed a one off payment of £50,000 to each Area Committee, with the area of spend to be determined by each committee.

3.3 The agreed spend from the 2007/08 revenue budget is £228,606. There now remains an amount of **£46,407** to allocate to new revenue projects up to the end of March 2008.

4.0 Projects seeking revenue funding 2007/08

4.1 Below is a summary of projects seeking funding, categorised by theme:

Children & Young People			
St Chad's Environment Development Project			£2,500
Airebrough SILC summer activities			£3,000
Parks & Greenspace			
Woodhouse Moor Resources		Additional	£11,166
Community Development			
Hyde Park Unity Day			£2,500 x 3 years
World of Fitness			£5,000
Streetscene			
Kirkstall Festive Lights			£1,420
Total			£30,586

4.2 At the last Area Committee a decision was deferred on an application from World of Fitness for £5,000. In line with a request from the Committee further information was sought from the organisation which is attached at Appendix 3. A summary is provided below:

Organisation: World of Fitness

Project name: Making healthy lifestyle changes in the community

Amount requested: £5,000

Description: Funding is requested to part fund an outreach worker to deliver activities for clients across the Inner area. Activities that will be delivered include;

aerobic classes, step and boxercise and tailor made programmes for the elderly, women only, young people and those with disabilities. The project will be delivered from World of Fitness on Burley Road, a not for profit organisation with experience of delivering healthy lifestyle programmes and activities. The centre is currently being refurbished using Community Investment Fund monies which is due to be completed in July.

4.3 The following applications for revenue have been received since the last meeting:

4.3.1 **Organisation:** St Chad's Primary

Project name: Environment Project

Amount requested: £2,500

Description: This project is to develop and improve the school grounds creating a multi-sensory outdoor learning environment with an emphasis on conservation. The revenue element of this is to purchase gardening equipment such as wheel barrows, along with bird tables, bird baths, nesting boxes, wildlife habitats e.g. bat and bumblebee boxes. It will also fund new planting schemes. The project has also made an application to the capital fund at 5.3.5.

4.3.2 **Organisation:** Airebrough Summer Activities Scheme

Project name: Summer Activities

Amount requested: £3,000

Description: Aireborough Summer Activities Scheme is a registered charity and community play scheme for children with learning and/or physical disabilities, which takes place at Green Meadows school, Guiseley, for three weeks every summer holiday and costs about £34,000 per year to organise and run. The scheme caters for up to 40 children per day and altogether between 60 - 70 during each summer, who are between 4 - 19 years old. Ten children from Weetwood ward and two children from Kirkstall ward attend. The scheme costs £34,000 to run. A grant of £8,000 is regularly secured from the Council's Early Years section. Thus far other donations received are in the region of £10,000. An application has been made to the Outer North West Area Committee for £13,000.

4.3.3 **Organisation:** Parks & Countryside

Project name: Additional staff resources for Woodhouse Moor

Amount requested: £11,166

Description: During the Spring and Summer months there are ongoing complaints at weekends regarding the large amount of litter being left in the park. Currently staff resources from within the area are being used from Monday through to Wednesday (taking them away from their normal horticultural duties) to help clean up the park after the weekend. This will eventually have an overall effect on the upkeep of parks and greenspaces across the inner north west area. Parks and Countryside would like to employ two members of staff to work weekends and bank holidays for seven hours each day from the start of April through to the end of September. Their duties would include emptying of the litter bins, litter-picking across the site and the general upkeep of the park as required. For two staff working a total of 27 weekends plus bank holidays for 7 hours each day would cost £11,166. An application has also been made to the capital fund at 5.3.3.

4.3.4 **Organisation:** Hyde Park Unity Day

Project name: Hyde Park Unity Day

Amount requested: £2,500 x 3 years (07/08, 08/09, 09/10)

Description: Hyde Park Unity Day was instigated by local residents of Hyde Park to satisfy the need to promote local people. All artists and volunteers are recruited through open public meetings, there are no paid members or consultants and all acts perform free of charge. The event comprises of music, sporting activities, a local dog show, children's games, as well as stalls from community groups, residents associations and private enterprises. Well-being funding would support the planning and infrastructure of the event on 4th August as well as cover the costs of public liability insurance and security at the site. There were over 6,000 visitors attended last years event and over 100 businesses, groups and organisations represented.

4.3.5 **Organisation:** Gilbert & Sandfords Residents Association and Kirkstall Valley Community Association (KVCA)

Project name: Festive Lights

Amount requested: £1,420

Description: Kirkstall is a significant local district centre that does not have festive lights. Gilbert and Sandfords Residents Association and Kirkstall Valley Community Association are applying for capital funding for the upgrade of lighting columns to be able to hold festive lights (see 5.3.7) and revenue funding to hire the motifs from Leeds Lights. The lights will cover the two central traffic light junctions on the A65 in the centre of Kirkstall. This location would have a high visual impact for pedestrians and motorists. It is hoped that the lights will have a very positive impact and contribute towards a sense of community pride at this significant location.

5.0 **Projects seeking Capital funding**

5.1 This year capital Well-being has been agreed by Executive Board based on a one year allocation, this amount has been confirmed as **£112,627** for 2007/08. In planning capital investment for subsequent years it is reasonable for the Committee to assume that a similar allocation will be confirmed for 2008/09 and 2009/10. On this basis ward allocations for 2007/08 are **£20,000**, with the remaining **£32,627** in a central budget for area wide projects.

5.2 Further to the last Area Committee Headingley ward Members have now confirmed a capital allocation of £35,000 to Headingley Enterprise and Arts Centre (HEART) from their ward budget. Given the new annual capital funding arrangements, this figure will need to be paid over two financial years from the Headingley ward budget. As agreed at the Committee meeting this will be 50% match funded from the central capital budget (totaling £15,000), again this can be paid over two financial years. Therefore assuming an allocation of £7,500 for this financial year from the central capital budget, there now remains **£25,127** for allocation in 2007/08.

5.3 The following applications for capital have been received since the last meeting:

5.3.1 Members should note that Hyde Park & Woodhouse ward has £20,000 capital budget, the three applications received total £22,108.

5.3.2 **Ward:** Hyde Park & Woodhouse
Organisation: Cloth Cat Studios Ltd
Project: IT Equipment
Amount: £9,608

Remaining budget for Ward if agreed: See 5.3.1

Description: Cloth Cat has been successfully running free music courses and associated services for the past 6 years with the aims of providing personal development opportunities and finding alternative ways in to employment for local people. The organisation is currently setting up to provide music technology as an alternative curriculum activity. Well-being funding would pay to provide funding for 9 laptops and music software. With this equipment 6 music technology courses per term will be run, each of which will last for 10 weeks. This equates to over 54 people per term benefiting from the music courses. In addition, the computers can be used for some of the other courses which require computers such as music journalism.

5.3.3 **Ward:** Hyde Park & Woodhouse
Organisation: Parks & Countryside
Project: Woodhouse Moor – All-terrain vehicle
Amount: £7,500

Remaining budget for Ward if agreed: See 5.3.1

Description: In addition to the staffing costs for the project listed at 4.3.3 Parks & Countryside would like to purchase a small all-terrain vehicle that would be used to transport the rubbish collected across the site.

5.3.4 **Ward:** Hyde Park & Woodhouse
Organisation: Groundwork Leeds
Project name: Blenheim Backstreet Project
Amount requested: £5,000

Remaining budget for Ward if agreed: See 5.3.1

Description: The Blenheim Avenue Community Space project aims to enhance the open space between the rear of the houses at Blenheim Avenue in order to improve the environmental quality and standard of the area. The backstreet at the rear of Blenheim Avenue was gated in 2006 as part of the Leeds City Council's Community Safety Alleygating Scheme, and currently functions as an area of communal space segregated off from vehicular traffic. The proposed improvements seek to enhance a neglected and unattractive communal space, this will include new planting, community art, and informal play features. The Well-being funding would fund the purchase and installation of all of the soft works associated with the project - plants, trees, soil, mulch etc, as well as the purchase and installation of three large raised brick planters with conservation kerb coping.

5.3.5 **Ward:** Weetwood
Organisation: St Chad's Primary School
Project: Environment Project
Amount: £10,000

Remaining budget for Ward if agreed: Weetwood ward Members have already allocated £19,057 to the Silk Mills Play Area scheme which leaves £943 capital to

allocate. Members may wish to make a greater contribution from the revenue budget to this scheme, if desired.

Description: This project is to develop and improve the school grounds creating a multi sensory outdoor learning environment with an emphasis on conservation. The work will include extending the hard surface area in the play ground which can be used year round and will create an additional outside teaching space will allow more organised activities. The funding would also pay for new play equipment, benches and picnic tables and composting bins. Planting of a willow tunnel and large shrubs will provide much needed shade for the children at break times. Pupils will be consulted and members of the children's School Council will again participate in the decision making processes.

5.3.6 **Ward:** All wards

Organisation: Highways and Parks & Countryside

Project: Grass Verges

Amount: £10,000

Remaining central budget if agreed: £15,127

Description: Following on from the successful allocation of £20,000 towards improvements to nuisance grass verge in 2007/08, the Streetscene sub-group supports the provision of additional funds for further improvement schemes.

5.3.7 **Ward:** Kirkstall

Organisation: Gilbert & Sandfords Residents Association and Kirkstall Valley Community Association (KVCA)

Project: Festive Lights

Amount requested: £3,800

Remaining budget for Ward if agreed: £16,200

Description: Kirkstall is a significant local district centre that does not have festive lights. Gilbert & Sandfords Residents Association and Kirkstall Valley Community Association are applying for capital funding for the upgrade of lighting columns to be able to hold festive lights (see 4.3.5) and revenue funding to hire the motifs. The lights will cover the two central traffic light junctions on the A65 in the centre of Kirkstall. This location would have a high visual impact for pedestrians and motorists. It is hoped that the lights will have a very positive impact and contribute towards a sense of community pride at this significant location.

6.0 **Small grants**

6.1 A budget of £5,368 was available for small grants in 2007/08.

6.2 Seven applications have been received since the last Area Committee totalling £3,883. This leaves a remaining budget of **£1,485**.

In addition, three applications have been received that were not supported by all Members and so have been brought to Area Committee for a decision, see Appendix 4 for full details. In summary these are:

- Little London Community Day (Community Action Little London) – £500. This application is for a total of £1000, £500 of this has been agreed and a decision is needed on whether to approve an additional £500.

- Leeds Girls' High School Action Group (NHPNA) - £1,000
- Grove Housing Team – 'Read Me Use Me' guide - £500

6.3 Members should note that there is £1,485 remaining in the small grants budget therefore the three applications above totaling £2,000 could not all be agreed in full unless further funds are allocated to the small grants pot.

7.0 Recommendations

7.1 The Inner North West Area Committee is requested to:-

- a) Note the contents of the report; and
- b) Consider and agree funding for revenue projects they wish to support, within the budget available; and
- c) Consider and agree funding for capital projects they wish to support; and
- d) Consider the small grant applications as listed at 6.2 and decide whether further funds are allocated to the small grants budget.

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Breakdown of Revenue Spend

Table 1: Revenue spend by theme 2007/08

Project Name	Project Details	Amount Approved (£)	% spend to date	Delivery Organisation
Community Safety				
CCTV	Revenue costs of 2 additional CCTV cameras in the area	9,152	3%	Leeds Watch
Anti Climb Paint	Anti Climb Paint, Police Mountain Bikes and increased Policing	15,500	6%	West Yorkshire Police
Little London & Woodhouse DPPOs	To support the implementation of a DPPO in Little London & Woodhouse	5,000	2%	Area Management
	TOTAL COMMUNITY SAFETY	29,652	11%	
Children and Young People				
Mobile Youth Project	Detached work across the inner area in a leased youth mobile	11,975	4 %	Youth Service
Headingley Library	To support a Children's Festival in September	1,000	0.5%	Learning & Leisure
	TOTAL CHILDREN & YOUNG PEOPLE	12,975	4.5%	
Parks and Greenspace				
Friends of Woodhouse Moor	To fund costs of consultation about use of the moor	2,439	1%	Parks & Countryside
Royal Park Greenspace	General Maintenance	8,000	3%	Parks & Countryside
Site Based Gardeners	Gardeners for Beckett Park, Headingley and Woodhouse Ridge	17,800	6%	Parks & Countryside
	TOTAL PARKS & GREENSPACE	28,239	10%	
Streetscene				
Up Your Street	Provision of an environmental project using student volunteers	5,000	2%	CALM at Leeds Met
Community Skips	Provision of skips for use by community groups	6,000	2%	Area Management
Leeds Organic Growers	Community Composting Scheme	15,000	6%	Leeds Organic Growers
	TOTAL STREETSCENE	26,000	10%	
Community Assets				
Headingley Development Trust	To support the work of a development worker in Headingley	9,300	3%	Headingley Development Trust
Hyde Park Picture House	International Film Project	2,000	1%	Hyde Park Picture House
Woodsley Road Management Committee	To fund consultancy work with Voluntary Action Leeds	5,000	2%	Woodsley Road Management Committee
	TOTAL COMMUNITY ASSETS	16,300	6%	
Regeneration				
Neighbourhood Improvements Plans	Contribution to the overall cost delivering local improvement plans	6,000	2%	Area Management
	TOTAL REGENERATION	6,000	2%	

Appendix 1

Planning & Development				
Community Planning Officer	Planning officer to assist community groups and residents to access information and make comments on planning issues in the area	42,440	15%	Development Department
Design Statement	Development of neighbourhood design statements	15,000	6%	Planning Sub Group
	TOTAL PLANNING & DEVELOPMENT	57,440	21%	
Community Development				
Funding Officer	Worker to support/ advise voluntary and community sector with funding advice	41,000	15%	Voluntary Action Leeds
Older Active People (2 years)	Extension of the Older Active People project	4,000	2%	Cardigan Centre
Community Inclusion Initiative	Contribution towards the employment costs of a community inclusion worker.	2,000	1%	Older People's Action in the Locality
Small Grants Fund	Small funding for community groups of up to £500	5,000	2%	Area Management
	TOTAL PARTNERSHIP WORKING	52,000	20%	
TOTAL APPROVED:				
		£228,606	84.5%	

Breakdown of Capital Spend

Table 1: Capital spend 2007/08 by theme:

Project Name	Project Details	Amount Approved (£)	% spend to date	Delivery Organisation
Children and Young People				
Silk Mills Play Area	Installation of a children's play area in the Silk Mills area of Weetwood	19,057		Learning & Leisure
	TOTAL CHILDREN AND YOUNG PEOPLE	19,057	17%	
Community Assets				
Headingley Enterprise and Arts Centre (HEART)	To support the development of a business plan to develop the old Headingley Primary School into an arts centre	50,000		
	TOTAL COMMUNITY ASSETS	50,000	44%	
		TOTAL APPROVED:	£69,057	61%

Table 2: Capital spend 2007/08 to date by ward

Ward	Number of projects	Cost
Headingley	1	£20,000
Hyde Park & Woodhouse	0	£0
Kirkstall	0	£0
Weetwood	1	£19,057
Central Pot	1	£15,000
Total	2	£54,057

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WORLD OF FITNESS

Business Plan

May 2007

Aims

To reach the wider community in every sense of the word from 4 years through to 84 years working on an individual basis or on a group basis providing support with regard to dietary advice, specific exercise programmes according to need including the provision of monitoring and feedback processes in order to fulfil goals whilst also working in partnership with various local community groups and agencies in order to achieve mutual targets and outcomes especially focusing on increasing participation.

By way of individual programmes in a fully equipped gym or on a one-to-one or group basis in the multi purpose activity studio – offering tailor made programmes – with equipment designed specifically for disabled/wheelchair users, colour coded for ease of use for individuals with learning disabilities. The studio can be hired at times to suit the individual/group on a short or long-term basis.

All participants will have the support of a dedicated Team Fitness Leader to maintain consistency and in order to develop a professional relationship thereby building trust in order for the participant to maximise the benefit of participation.

A selection of classes that will be offered, (as well as the tailor made option):

Full range of aerobic classes – mixed, ladies only, kids, teens, 50s, 60s, 70s+

Low impact circuit classes – mixed, ladies only, teens, kids, 50s, 60s, 70s+

Medium/High impact circuit classes – mixed, ladies only, teens, kids

Kickboxing for fun and fitness – mixed, ladies only, teens, kids

Boxercise for fun and fitness – mixed, ladies only, teens, kids

Boxing training non combative – mixed, ladies only, teens, kids

Anti obesity/weight loss – mixed, ladies only, teens, kids

70s+ exercise for fun – 70+ (armchair based)

The above will be offered “on-site” in Burley as well as extending the service to the community by way of “mobile” instructors who are experienced at working in the community from “satellite” premises. If the participants (groups) are unable, for any reason, to visit the site on a regular basis the services will be extended to satellite sites (where possible) thereby allowing all areas of the community to benefit. The Burley site is situated on many bus routes has on road parking immediately outside the premises and has a security monitored well-lit, sizeable car park. By mid year 2007 a new disabled access lift will be operational – now installed.

All coaches are fully qualified (to at least the minimum requirement of the National Governing Body) and affiliated to the Amateur Boxing Association and the National Association of Clubs for Young People. Are fully criminally checked to the NGB requirement for amateur boxing and have many years experience working with young people.

The club is currently working towards the Club Mark accreditation and hopes to be one of the first boxing clubs in the country to receive this award. Accreditation is not yet available to Fitness Centres but will be applied for at the appropriate time.

Objectives

- To offer a healthy lifestyle opportunity through exercise and dietary support to the local and wider community regardless of age, gender, race, social standing or ability to pay.
- To increase significantly, the participation levels of the sedentary population, in particular from the local and wider community in some form of exercise programme specific to their requirements and preferences.
- To offer this specific service in a safe, friendly and caring environment that will encourage such participation in order for participants to maximise the benefits of the facilities and expertise on offer.
- To offer this specific service in the local community (where practicable) where the participants would be excluded from such opportunity otherwise.
- To create the impetus for long-term lifestyle changes of all participants in order that participants will benefit forever more, thereby ensuring the potential for a healthier life.

Mission Statement

“Making Healthy Lifestyle Changes in the Community”

Recognising the Need

- ❖ The organisation is currently undertaking a major refurbishment of the premises in order to facilitate disabled access (wheelchair), particularly the gym whereby all pieces of equipment will accommodate wheelchair users. Additionally the equipment is designed with a colour-coded system to enable ease of use for people with learning disabilities. The benefit of this equipment will allow our organisation to reach our targets and outcomes in this particular area of our “inclusion” policy.
- ❖ There is a high proportion of female users of the facility from the Muslim population as they have specific requirements pertaining to their culture. Within the refurbishment plan is an area designed for “ladies only” thereby offering facilities totally apart from other users. There are also plans to increase class schedules in order to further accommodate their needs.
- ❖ The local community is relatively deprived and lacking in sporting activity outside of the major established sports such as football, rugby and cricket. Increasingly, and particularly over the last 12 months there have been requests to deliver programmes to a diverse sector of the community.

Increasingly requests are being made to formulate a programme that will offer non-contact boxing programmes with emphasis also placed on the required “discipline” element of the sport and thereby emphasising and reiterating the good practice of punctuality, effort, reward for effort, self-control, healthy eating, regular exercise etc. This highlighted “need” is totally across the board – Schools, local youth organisations, primary care trusts. On most occasions, participants have input into what activity they will participate in and on every occasion preference is shown for “boxing” training (non contact).

- ❖ Local schools have approached the organisation with a view to working together to meet government targets for exercise, thereby delivering exercise classes at their premises but also additional curriculum activities (anti-obesity) programmes during school hours at our permanent site. There is an innovative programme specifically aimed at “teens” and young people which has been developed which is innovative and with motivational and reward tools in order to maximise the benefit from participation and increase the participation levels.

Background and History

- ✓ Over the past 10 years providing numerous activities and programmes for the local community statistics show that 90% of the population lead sedentary lifestyles. There has not been however, any significant increase in the take up of a healthier lifestyle by this population sector, until now. Community efforts are now supported by Government initiatives, which is totally synergetic with the activities of World of Fitness both past, present and future.
- ✓ For too long, those members of the community who “most” need the assistance are least likely to receive this assistance, mainly for socio/economic reasons. In reality, these people unintentionally are excluded from enjoying the facilities currently on offer. Commercial organisations abound on the high street but by their very nature exclude this 90%.
- ✓ Over the past 10 years and increasingly over the last 12 months - World of Fitness has been approached on many occasions by outside agencies and community driven organisations to request the use of their services in assisting in their dual endeavours to achieve targets and outcomes relating to healthy lifestyle changes.

The team of highly qualified staff have vast experience in “health” spanning many years in amateur sports from childhood through to adulthood, leading to formal coaching and fitness industry qualifications, with years of experience devising literally thousands of fitness programmes, weight loss techniques and dietary advice, rehabilitation programmes, working with every level of fitness from the heart attack victim through to the professionally competing athlete. Coaches are criminally checked and are affiliated to various high profile national youth organisations. Experience includes working with young and old from 4 years through to 84 years and has involved the “social aspect” of encouraging participation in outside activity in order to assist young people in developing positive lifestyle habits.

The organisation has and will continue to provide work placement opportunities as well as implementing a volunteer programme for young people in the community and will work with any individual or group in order to keep them focused on “staying on the right track” through our “life skills” programme and have been approached by local educational establishments (primary/high/university) in order to develop training, mentoring and leadership vocational training in line with their learning criteria on a permanent basis.

The team have invaluable employment experience outside the fitness industry in marketing, sales, training and youth welfare services, which enhances the opportunity to maximise the service and support offered by World of Fitness.

Restructuring and Refurbishment

An opportunity arose owing to the legal requirement for disabled access to all business premises whereby World of Fitness Limited negotiated with the owners of the premises to completely refurbish the interior of their existing premises at the same time as upgrading entrance areas to accommodate wheelchair users.

The upgrade of the facilities is enhanced by the upgrade of equipment providing a contemporary, innovative environment for the local community. The new equipment and the design of the gym floor allows use of all equipment from a wheelchair, is colour coded for ease of use for users with learning disabilities and is programmable in more than one language thereby accommodating our ethnic users. Additionally, the equipment in the ladies only area is innovative and not readily available elsewhere and is equipment that is used normally in spinal injury/brain injury units in hospital as it allows use by rehabilitation patients and therefore sedentary and elderly population increasing participation to this sector of the community.

Additionally, the multi-purpose studio will allow exclusive use for community groups during daytime hours Monday to Friday delivering any type of “healthy lifestyle” programme as needed, programmes which are tailored to the group. As the programme is “tailored” this fact maximises the potential outcome and participation levels.

Targets

Fully occupy the **Studio** (from 10am through to 5pm) with group bookings – maximising class participation at 15-30 participants per class.

YR 1 Target – 500-800 participants total – throughput – 7,500

YR2 Target – 800-1200 participants total – throughput – 10,000

YR3 Target - 1200 plus participants total – throughput – 12,000

Fill the gym to medium/full capacity on a daily basis thereby maximising participation during opening hours to a maximum of **1500** participants per week (YR1, 800, YR2 1200 and YR3 up to 1500) from all sectors of the population (excluding children up to 10 yrs of age) additional to those figures for the studio - above.

Additionally continue and extend the service into the wider community via the satellite sites, covering all sectors of the population from 4yrs upwards enrolling them into the non-combative boxing/martial arts for fitness programmes via schools and community centres.

Thereby ultimately reaching a total of over 400 participants from all sectors of the population per week.

This World of Fitness believes to be a very cost effective way of reaching and fulfilling health and fitness needs within the community with a professional, pleasurable and beneficial experience for all concerned – with monitored results.

World of Fitness look to offer a combination of “free” places to those most in need to criteria predefined to those participants who may contribute a nominal amount after a certain period of time in order to further bring in additional participants as existing participants move to a fee based service.

The facility will offer membership participation thereby supporting the funded aspect of the business so that this income stream can be maximised.

Partnerships

Groups worked with include:

- **Active4Life**
- **Right Choices** - supports and signposts people with learning disabilities and mental health issues.
- **Schools Partnerships – Enerjetix programme**
- **Leeds PCT**
- **Leeds City Council – Youth Services**
- **Caring Together**
- **GMBU – Conversion to Learning**
- **The Scarman Trust**

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Project Name: Little London Community Day 2007

Lead Organisation: Community Action Little London and Servias

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

Little London Community Day has been an annual event for the last five years. The event promotes the positive aspects and talent of those living in the area to promote current artistic projects and encourage greater participation.

The day will consist of live performances from local people including schools and local community organisations and stalls and activities in two large outdoor marquees. The marquee will house all the local organisations in the area who will be promoting their work and carrying out workshops and demos to encourage greater participation from local residents. The Little London Community Centre will also be used for the more elderly. Volunteers will help out in the run up to the day and at least 25 community members will be helping on the day.

The event is organised using a multi-agency approach and will work particularly closely with organisations such as Little London Arts, the schools, Surestart, Breakers Unify and Leeds Libraries in making this happen.

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

The project will contribute to the Area Management priority of community involvement and engaging Young People. It will also help encourage greater community cohesion.

Project Cost (please indicate how much the project will cost, how much Well Being Funding is sought and breakdown between capital and revenue): Well-being funding requested = £1,000

Breakdown

Churchill marquees = £1,000

The group were advised to apply for £1,000 given that the event is benefiting all those living in Little London and surrounding area.

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

Hyde Park and Woodhouse (Inner)

Project Name: Leeds Girls' High Action Group: information and publicity

Lead Organisation: North Hyde Park Association

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

The Leeds Girls' High Action Group (LGHAG) with membership drawn from the residents' associations of the area that will experience the greatest impact from development of the site are co-ordinating community involvement in the planning decision.

LGHAG will keep residents (200 households, individuals & businesses) informed about progress on site development via an occasional newsletter and other publicity materials such as posters and minutes of public meetings. The grant will cover the costs of the production and distribution of the informational and publicity materials. The application is for £1000 rather than the maximum £500 as the issue straddles two wards and a range of community organisations.

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

The project will contribute to the Area Management priority of community involvement.

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

Well-being funding requested = £1,000

Breakdown

Minutes of public meetings X4 (printing and envelopes) = £160

Postage for above = £240

4 issues of newsletter printing costs and envelopes = £160

Postage for above = £240

Posters and leaflets = £100

General admin + contingencies = £100

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

Headingley and Hyde Park and Woodhouse (Inner)

Project Name: “Read Me Use Me” Guide

Lead Organisation: Grove Housing Team

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

Grove Housing Team is based in Tennant Hall, Blenheim Grove in Hyde Park & Woodhouse. The team provide support to 135 homeless and insecurely housed young people (aged 16-25) in Leeds at any one time. 45% of their customers live within the NW inner ward areas. 13 Housing Support Workers (11.5 full-time equivalents) assist young people to develop independent living skills and to become integrated into their local communities.

The project aims to increase young people’s knowledge and take-up of services in Leeds in order to assist them to live healthy, fulfilling and responsible lives. The guide produced by staff at Grove Housing Team will plug a gap in the knowledge of young people about services in Leeds. The guide includes information on leisure, health, sexual health, benefits information, housing, disability, sexuality, cultural and religious need.

The grant will be used to meet some of the colouring printing costs of the guide and the cost of A5 binders to “house” the information. The group will produce 200 copies of the guide to supply each current customer of Grove Housing Team and to provide a copy to each new customer over the next twelve months.

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

The project contributes to the Community Involvement Area Management priority and also works with young people.

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

Well-being funding requested = £500

Breakdown:

200 x A5 25mm 2D ring binders = £245.10

200 x packs of printed information (165 pages in colour) = £2185.50

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

All North West inner wards – Weetwood, Headingley, Hyde Park & Woodhouse and Kirkstall

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Report of the Director of Environment & Neighbourhoods

Inner North West Area Committee

Date: 28th June 2007

Subject: Well-being 2006/07 Year End Monitoring Report

<p>Electoral Wards Affected:</p> <p>Headingley Hyde Park & Woodhouse Kirkstall Weetwood</p> <p><input type="checkbox"/> Ward Members consulted (referred to in report)</p>	<p>Specific Implications For:</p> <p>Equality and Diversity <input type="checkbox"/></p> <p>Community Cohesion <input type="checkbox"/></p> <p>Narrowing the Gap <input checked="" type="checkbox"/></p>	
<p>Council Function <input type="checkbox"/></p>	<p>Delegated Executive Function available for Call In <input checked="" type="checkbox"/></p>	<p>Delegated Executive Function not available for Call In Details set out in the report <input type="checkbox"/></p>

EXECUTIVE SUMMARY:

This report provides Members with a year end summary of Well-being projects for 2006/07.

1.0 Purpose

1.1 The purpose of this report is to provide Members with monitoring information on Well-being projects for 2006/07. The report includes updates on all revenue and capital projects funded during this period.

2.0 Project Overview

2.1 The following table provides an overview on projects allocated funding in 2006/07 through the Area Committee's Well-being budget. More detailed information on each of the projects can be found in Appendix 1.

No.	Project	Lead Organisation	Amount Allocated 2006/07	Amount Claimed
REVENUE				
1a)	Headingley DPPO	West Yorkshire Police	£7,500	£7,500
b)	Hyde Park CCTV	Leeds Watch	£9,152	£9,152
c)	High Visibility Policing - Little London & Woodhouse Neighbourhood Management	Area Management	£24,000	£24,000
d)	Little London & Woodhouse Neighbourhood Management	Area Management		
e)	Police Mountain Bikes	West Yorkshire Police	£3,600	£3,600
f)	Anti-climb Paint	West Yorkshire Police/CASAC	£3,000	£3,000
g)	Mobile Youth Bus	Youth Services	£6,500	£6,500
h)	Royal Park Greenspace	Parks & Countryside	£8,000	£8,000
i)	Site Based Gardeners	Parks & Countryside	£35,600	£35,600
j)	Cardigan/Otley/Kirkstall Road Streetscape Fund	Area Management	£9,169	£0
k)	Community Compost	Leeds Organic Growers	£20,000	£20,000
l)	Up Your Street	University of Leeds & CALM	£3,500	£3,500
m)	Hawksworth Wood Older People	Hawksworth Wood Older People's Project	£2,000	£0
n)	Sunday Sit Down	Hyde Park Picture House	£5,000	£2,000
o)	Woodsley Road Community Centre Manager	Voluntary Action Leeds	£21,851	£21,851
p)	Community Planning Officer	Development Department	£40,000	£40,000
q)	Neighbourhood Design Statement Fund	Headingley Development Trust	£5,000	£5,000
r)	Funding Officer	Voluntary Action Leeds	£30,900	£30,900
s)	Older Active People	Cardigan Centre	£4,000	£0
t)	Kirkstall Valley Park Feasibility Fund	Kirkstall Valley Park Board	£5,000	£5,000
u)	Community Inclusion Initiative	Older People's Action in the Locality	£2,000	£0
CAPITAL				
2a)	Woodhouse Moor Bowls Pavilion	Parks & Countryside	£24,200	£0
b)	A Burley Lodge Enterprise	Burley Lodge Centre	£100,000	£100,000
c)	Older People's Project	STEP	£5,340	£5,340
d)	Additional Litter Bins	Streetscene	£7,000	£0
e)	Hyde Park CCTV	Leeds Watch	£50,000	£50,000
f)	Ashvilles Alleygating Scheme	Safer Leeds	£6,392	£0
g)	Grass verge improvements	Area Management	£20,000	£0

h)	HEART (Headingley Enterprise & Arts Project)	Headingley Development Trust	£50,000	£0
i)	Little London Multi Use Games Area	Community Sports	£10,000	£10,000
j)	Silk Mills Play Area	Parks & Countryside	£59,847	£0

3.0 Unspent Projects

3.1 The table shows that a number of projects have yet to claim funds allocated to them, these are highlighted below.

3.2 Revenue

3.2.1 Cardigan/Otley/Kirkstall Road (£9,169) – this is the remaining funding from a £20,000 allocation made in 2004/05 to streetscape improvements. The Streetscene sub group has been considering what the funds could be spent on and are currently seeking approval to purchase York Stone to replace missing paving on these roads.

3.2.2 Hawksworth Wood Older People Project (£2,000) – it is still intended to deliver this project, however significant delays have been encountered finalising a lease for the new accommodation. This is presently being looking into by the Council's legal section.

3.2.3 Older Active People (£4,000) – the project has progressed as planned although funds have yet to be claimed.

3.2.4 Kirkstall Valley Park (£5,000) – work continues on the feasibility study for the park, funding will be claimed when required.

3.2.5 Community Inclusion Initiative (£2,000) – funding has just been secured from the Outer North West Area Committee. The project will therefore be progressed during 2007/08.

3.3 Capital

3.3.1 Woodhouse Moor Bowls Pavilion (£24,200) – work on the Pavilion has recently commenced, funding will be claimed by Parks & Countryside on completion of the project.

3.3.2 Additional Litter Bins (£7,000) – delays have been encountered in the procurement of a new supplier of bins for the city. Funds will be forwarded to Streetscene after installation of the 20 bins.

3.3.3 Ashvilles Alleygating (£6,392) – the project is progressing with installation expected in early August. Funds will be claimed on completion.

3.3.4 Grass verge improvements (£20,000) – projects in Weetwood, Kirkstall and Headingley are all being progressed. Funds will be forwarded to Highways on completion of each scheme.

3.3.5 HEART (£50,000) – funding has been allocated to the project subject to all other necessary funding being secured and the Council's Executive Board approving the

sale of the former Headingley Primary School building at a less than best value. Funds will be passed to HDT on meeting these criteria.

3.3.6 Little London MUGA (£10,000) – the project is due for completion by the end of June. Funds will be claimed in the near future.

3.3.7 Silk Mills Play Area (£59,847) – having recently secured an additional amount of funding to create an area for older young people, the project will now be progressed with funds being spent in 2007/08.

4.0 Recommendations

4.1 The Inner North West Area Committee is requested to note the contents of the report.

Well-being Project Monitoring Information

1.0 Monitoring of Revenue Projects

- a) **Project Name:** Headingley DPPO
Lead Organisation: West Yorkshire Police
Amount allocated: £7,500
Amount claimed: £7,500
Project description: Funding for additional police hours
Project Update: Criminal damage and violent crime in the area have both reduced since the DPPO and additional Policing were introduced, with reductions of 28% and 21% respectively when comparing 2006 figures with like for like figures from 2005.
- b) **Project Name:** CCTV in Hyde Park
Lead Organisation: Leeds Watch
Amount allocated: £9,152
Amount claimed: £9,152
Project description: Revenue costs for 3 additional CCTV cameras in Hyde Park. This project has also received Well-being capital funding for the purchase and installation of the cameras.
Project Update: The CCTV cameras went live on 1st April 2007 and the revenue committed in 2006/07 will be rolled forward resulting in Well-being revenue funding being available for the cameras until 2009/10.
- c) **Project Name:** Little London and Woodhouse Neighbourhood Management – High Visibility Policing for Inner North West
Lead Organisation: Area Management
Amount allocated: £24,000
Amount claimed: £24,000
Project description: Contribution to overall cost of tackling crime and other issues in the area.
Project Update: Over the last 12 months the Neighbourhood Policing Team have been putting in overtime hours in the Hyde Park, Woodhouse and Burley areas (Little London and the bottom of Woodhouse being funded by SSCF). This overtime has been used on a number of initiatives including Belle Vue Back to Basics burglary reduction, drugs initiatives, untaxed vehicles (with DVLA), autumn crime initiative, operation walksafe and bonfire night patrols. In excess of 32 overtime patrols have been funded through the Area Committee over the year in these various initiatives. Further details of the outcomes of each of these operations are available on request.
- d) **Project Name:** Little London and Woodhouse Neighbourhood Management
Lead Organisation: Area Management
Amount allocated: £15,000
Amount claimed: £15,000
Project description: Contribution to neighbourhood management projects.

- Project Update:** In 2006/07 the Area Committee made a £15,000 contribution to the establishment and delivery of Neighbourhood Management in Little London & Woodhouse (overall scheme £354,000). The projects within this programme have been developed and delivered in line with target spend and outputs. A Neighbourhood Improvement Plan has been developed and adopted in quarter 4 of 2006/07. The aim of the plan is to improve and co-ordinate service delivery, with the aim of making services more responsive to local needs and improving service standards. This document will be available on the Leeds Initiative website in the near future.
- e) **Project Name:** Police Mountain Bikes
Lead Organisation: West Yorkshire Police
Amount allocated: £3,600
Amount claimed: £3,600
Project description: Funding for 4 Police mountain bikes to enable high visibility policing and a wider patrol area.
Project Update: Feedback from the police indicates that the cycles have proved to be a valuable resource used by PCSOs and police officers. They are suitable for the intended purpose and allow officers to cover large distances which they couldn't on foot. They have been used for patrolling areas like Woodhouse Ridge, Woodhouse Moor and allowing access to footpaths and ginnels.
- f) **Project Name:** Anti-climb Paint
Lead Organisation: West Yorkshire Police/CASAC
Amount allocated: £3,000
Amount claimed: £3,000
Project description: Burglary reduction scheme aimed at properties at risk of drainpipe burglary.
Project Update: In quarter 4 of 2006/07 130 houses were treated with anti climb paint. This brought the total of properties treated for the year to 270, leaving 30 premises to be treated in the new financial year. The work undertaken was accompanied with a media campaign which obtained coverage on BBC's Look North, in the Yorkshire Evening Post and a number of local papers. One of the main issues with the project was gaining permission from landlords or house owners, which took a great deal of time and delayed implementation of the project considerably.
- g) **Project Name:** Mobile Youth Bus
Lead Organisation: Youth Services
Amount allocated: £6,500
Amount claimed: £6,500
Project description: Provision of a mobile youth facility for Inner and Outer North West Leeds.
Project Update: Information awaited
- h) **Project Name:** Royal Park Greenspace
Lead Organisation: Parks & Countryside
Amount allocated: £8,000
Amount claimed: £8,000

Project description: Revenue costs for the maintenance of the newly created park and recreational facilities.

Project Update: A member of casual staff has been employed since January 2007. They have been undertaking general horticultural maintenance duties such as litter-picking, emptying of bins, inspection of the multi-use games area etc for the final quarter.

- i) **Project Name:** Site Based Gardeners
Lead Organisation: Parks & Countryside
Amount allocated: £35,600
Amount claimed: £35,600
Project description: Funding for 2 site based gardeners for Beckett's Park and Woodhouse Ridge
Project Update: Site based gardeners have been in post for Beckett's Park and Woodhouse Ridge, starting from October and December 2006 respectively. At Beckett's Park the presence of a gardener on site has meant that the following tasks have been undertaken; daily sweeping and maintenance of the tennis courts, daily sweeping and maintenance of the skateboard park, removal of constant graffiti on the cricket pavilion, general maintenance and upkeep of parks furniture within the park, litter and fly tipping regularly removed. The presence of a gardener on site during the day, five days a week, has also helped to deter the use of motorbikes on site and has prevented the use of metal detectors on site, which had resulted in people digging up the grounds. At Woodhouse Ridge the presence of a gardener on site has meant that the following tasks have been undertaken; regular daily de-littering of the site, fly-tipping removed from various areas of the woods, general upkeep and maintenance of the site including regular cutting of the grassed areas, cutting back hedges etc. The presence of a gardener on site has helped to add to the sense of security including helping to deter acts of vandalism.
- j) **Project Name:** Cardigan/Otley/Kirkstall Road Streetscape Fund
Lead Organisation: Area Management
Amount allocated: £9,169
Amount claimed: £0
Project description: Development of small scale improvements along these main routes
Project Update: This grant has been rolled forward to 2007/08. The Streetscene sub group are currently considering how this fund could be spent.
- k) **Project Name:** Community Compost
Lead Organisation: Leeds Organic Growers
Amount allocated: £20,000
Amount claimed: £20,000
Project description: Garden waste kerbside collection and composting
Project Update: The project was not in operation during quarter 4, due to ongoing issues of funding and also the need to apply for a revision to planning permission. Planning permission has now been gained, however issues of funding are still ongoing.

- l) **Project Name:** Up Your Street
Lead Organisation: University of Leeds and CALM
Amount allocated: £3,500
Amount claimed: £3,500
Project description: Streetscene and environmental projects, working with student volunteers.
Project Update: Up Your Street organised the annual Bargain Hunt bring and buy sale on Woodhouse Moor in quarter four. This event had the largest number of stall holders ever. The REFLOAT glass collection project has been maintained and all fortnightly collections have gone ahead. A new project leader has been recruited to develop the project further. The Greenfingers project ran weekly in Blenheim Primary School. The profile of the project has been raised significantly by work conducted with the local community such as the community cohesion clean-up at Royal Park Primary School, by continued attendance at local community meetings, by the reforming of the partnership with Leeds University and students' union and by additional publicity on Radio Aire.
- m) **Project Name:** Hawksworth Wood Older People
Lead Organisation: Hawksworth Wood Older People's Project
Amount allocated: £2,000
Amount claimed: £0
Project description: Running costs of new accommodation
Project Update: There continues to be a delay in arranging the lease for the new accommodation due to the land being in multiple ownership. Leeds City Council's legal services are still looking to resolve the issue.
- n) **Project Name:** Sunday Sit Down
Lead Organisation: Hyde Park Picture House
Amount allocated: £5,000
Amount claimed: £2,000
Project description: Showing of art house and Bollywood films
Project Update: The project began at the start of quarter 4 (January 2007) and will run until March 2008. The funding will contribute towards the running costs of the Sunday Sit Downs, showing art house and Bollywood films although the picture house has also decided to use the funding to enable screenings on Saturdays. The picture house has continued to show a number of films not screened anywhere else in Leeds, including the film Love Story, which was partly filmed in the city. Working has also taken place with Older Active People to devise a programme of screenings aimed at an older audience.
- o) **Project Name:** Woodsley Road Community Centre Manager
Lead Organisation: Voluntary Action Leeds
Amount allocated: £21,851
Amount claimed: £21,851
Project description: Funding for a part time centre manager to help run and promote the use of the centre.
Project Update: The Centre Manager post ceased at the end of quarter 4, 2006/07.

- p) **Project Name:** Community Planning Officer
Lead Organisation: Development Department
Amount allocated: £40,000
Amount claimed: £40,000
Project description: Dedicated Planning Officer for the area to assist community groups and residents to access information and make comments on planning issues in the area.
Project Update: The post has continued to provide assistance on planning matters to local residents, Members and community groups, on a number of day-to-day issues. Of particular significance is involvement in some of the larger schemes, including Leeds Girls' High School, Little London PFI, Becketts Park Campus, Shay Street, Perseverance Mills and the BBC Site. Advice has been given in relation to the development of Neighbourhood Design Statements for parts of the inner north west area. Increasing involvement is taking place in relation to the Headingley and Hyde Park Neighbourhood Design Statement. The Community Planning Officer continues to attend Area Committee, the Planning sub group, ward forums and other local community meetings.
- q) **Project Name:** Neighbourhood Design Statement Fund
Lead Organisation: Headingley Development Trust
Amount: £5,000
Amount claimed: £5,000
Project description: Development of neighbourhood design statements for identified areas.
Project Update: Progress on Headingley Neighbourhood Design Statement (NDS) was delayed due to a decision to consider the remit of this and other proposed NDS projects. Following agreement of a remit, a steering group has now been convened. A project brief has been developed, comprising the planning status of the NDS, its geographical scope, the sequence of the programme, a management structure and a resource plan. The steering group will shortly initiate the NDS programme.
- r) **Project Name:** Funding Officer
Lead Organisation: Voluntary Action Leeds
Amount allocated: £30,900
Amount claimed: £30,900
Project description: To provide funding advice to community and voluntary groups across the Inner North West.
Project Update: The project continues to be in high demand from groups in the area. This includes groups that have accessed the service in previous years and a significant increase in groups from Weetwood and Kirkstall since dedicated worker time was allocated to this area. There was a high demand for training in the year and the project arranged 8 sessions (above the target of 4). All workshops were well attended and had at least one group from each of the four wards. The project continues to provide support to a number of Black and Minority Ethnic (BME) groups in the area. This represents 21% of the direct support provided. The number of BME groups in the area as a percentage of all groups is 4%.

- s) **Project Name:** Older Active People
Lead Organisation: Cardigan Centre – Older Active People Project
Amount allocated: £4,000
Amount claimed: £0 (order raised, but not yet paid)
Project description: Extension of the Older Active People Project.
Project Update: Older Active People (OAP) has continued to provide services and has recently started a new Thursday morning drop-in at the Headingley Community Centre. The project has been chosen as one of the six Gateway sites for Linkage Plus, a network of one-stop-shops to provide services for people over 50. This is helping OAP to further develop the information and support service that it provides (e.g. staff training), which in turn is complementing the Area Management funded extension of OAP's work into North Headingley. OAP is still currently expressing an interest in new office accommodation within the proposed HEART initiative.
- t) **Project Name:** Kirkstall Valley Park Feasibility Fund
Lead Organisation: Kirkstall Valley Park Board
Amount allocated: £5,000
Amount claimed: £0
Project description: To conduct a feasibility study to enable the further development of the Kirkstall Valley Park project.
Project Update: The Kirkstall Valley Park Board continue to work with Sustrans and Highways on a feasibility study for off-road cycle tracks through Kirkstall Valley Park into the city centre. Leeds Metropolitan University's Landscape Architecture School have progressed work on the feasibility of the scheme and an exhibition was held in the Council Chamber on 20th June 2007.
- u) **Project Name:** Community Inclusion Initiative
Lead Organisation: Older People's Action in the Locality
Amount allocated: £2,000
Amount claimed: £0
Project Description: To employ a Community Inclusion Worker who will recruit, train and support new volunteers to work with older people in the LS16 area.
Project Update: The majority of the funding is being sought from the Outer North West Area Committee which has now agreed a grant of £4,584. The project will commence in 2007/08.

Monitoring of Capital Projects

- 2.1 This section provides an update on live/ongoing capital projects from the Capital Well-being programme 2004-07. Completed projects which have already been monitored and reported to the Area Committee are not included.

- a) **Project Name:** Woodhouse Moor Bowls Pavilion
Lead Organisation: Parks & Countryside
Amount allocated: £24,200
Amount claimed: £0
Project description: Provision of new bowling club pavilion
Project Update: The roof of the building has been completed and the building has been made secure, with the exception of the installation of window grills, which will be installed shortly. Internal plumbing and plastering has also been completed, final decorating and door fitting are scheduled to be finished in July 2007.
- b) **Project Name:** ABLE (A Burley Lodge Enterprise)
Lead Organisation: Burley Lodge Centre
Amount allocated: £100,000
Amount claimed: £100,000
Project description: Creation of new space in the Burley Lodge Centre.
Project Update: Area Committee funding has now been spent and the project has been fully implemented. The usable space at the facility has doubled as a result of the project. The centre started running at full capacity from the beginning of February, with a launch event held in March.
- c) **Project Name:** STEP Older People's Project
Lead Organisation: STEP
Amount allocated: £5,340
Amount claimed: £5,340
Project description: Funding for the establishment of an office base
Project Update: An office base has been established at St. Andrew's Church and a full time worker employed. Over 260 older people have registered as members. There is a weekly drop in session for older people, as well as a weekly gentle exercise class. A quarterly newsletter is circulated to members.
- d) **Project Name:** Additional Litter Bins
Lead Organisation: City Services
Amount allocated: £7,000
Amount claimed: £0
Project description: Funding for additional litter bins across the area
Project Update: City Services has undertaken a tendering exercise for the supply and installation of bins. Whilst a decision to award the contract was taken, there has been a subsequent challenge to this decision which has delayed the implementation of the project.
- e) **Project Name:** CCTV for Hyde Park
Lead Organisation: Leeds Watch
Amount allocated: £50,000
Amount claimed: £50,000
Project description: Installation of 3 new CCTV cameras (2 fixed and one radio linked) in Hyde Park.
Project Update: See update above at 1.0 (b).

- f) **Project Name:** Ashvilles Alleygating scheme
Lead Organisation: Safer Leeds
Amount allocated: £6,392
Amount claimed: £0
Project description Alleygating scheme in the Ashvilles, Burley
Project Update: The scheme has received planning consent. The next step will be for the Joint Technical Board to consider the project on 2nd July. If the Board is supportive a notice of intent to pursue a Gating Order will be published on 6th July, with a period of 28 days for objections being applied.
- g) **Project Name:** Grass verges improvements
Lead Organisation: Highways
Amount allocated: £20,000
Amount claimed: £0
Project description: Fund for grass verge improvements in areas where there are issues with people parking on grass verges.
Project Update: Schemes at Silk Mill Drive (£8,000) and one on Estcourt Terrace (£5,000) have been agreed. Discussions continue on the Old Oak Drive scheme, which has been assessed by Highways. The projected cost of the schemes comes to more than the funding available.
- h) **Project Name:** HEART (Headingley Enterprise & Arts Project)
Lead Organisation: Headingley Development Trust
Amount allocated: £50,000
Amount claimed: £0
Project Description: This funding was originally intending as match funding for improvements to Headingley through the Town & District Centres Scheme. Ward Members have since decided to contribute the funds towards the HEART project to take over the former Headingley Primary School building.
Project Update: Headingley Development Trust are working up their business plan for HEART, conducting public consultation and applying for the required funding.
- i) **Project Name:** Little London MUGA
Lead Organisation: Community Sports
Amount allocated: £10,000
Amount claimed: £0
Project Description: Contribution towards a scheme to provide a new sport facility in Little London.
Project Update: The Blackman Lane Multi-Use Games Area (MUGA) will be launched on Wednesday 4th July by Micah Richards, Leeds born Manchester City football player. The MUGA will provide a range of sports

facilities including football, basketball, netball and mini tennis. The total cost of the project was £160,000, with funding coming from the Big Lottery, Green Leeds, the Football Foundation and the Football Association, as well as the Area Committee. The MUGA will be maintained by Parks & Countryside.

- j) **Project Name:** Silk Mills Play Area
Lead Organisation: Parks & Countryside
Amount allocated: £59,847
Amount claimed: £0
Project Description: New play area in the Silk Mills.
Project Update: An additional £19,057 of Well-being capital funding was allocated on 19th April for teenage play equipment. The development of the scheme will be progressed in 2007/08.

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Originator: Zahid Butt

Tel: 395 2825

Report of the Director of Environment and Neighbourhoods

Inner North West Area Committee

Date: Thursday 28th June 2007

Subject: DPPO Update Report

<p>Electoral Wards Affected:</p> <p>Hyde Park and Woodhouse Headingley</p> <p><input type="checkbox"/> Ward Members consulted (referred to in report)</p>	<p>Specific Implications For:</p> <p>Equality and Diversity <input type="checkbox"/></p> <p>Community Cohesion <input type="checkbox"/></p> <p>Narrowing the Gap <input type="checkbox"/></p>	
<p>Council Function <input type="checkbox"/></p>	<p>Delegated Executive Function available for Call In <input checked="" type="checkbox"/></p>	<p>Delegated Executive Function not available for Call In Details set out in the report <input type="checkbox"/></p>

Executive Summary

This report provides an update on the existing DPPO in Headingley and the development of a DPPO for Little London and Woodhouse. The report highlights that since the introduction of the DPPO in Headingley in March 2006 there has been a reduction in criminal damage and violent crime in the Headingley DPPO area.

1.0 Purpose

1.1 The purpose of this report is to provide Members with an update relating to the DPPO introduced in Headingley on 30th March 2006 and the process for introducing a DPPO in Little Woodhouse and Little London.

2.0 Background Information

2.1 Designated Public Places Orders make it an offence to consume alcohol after being requested by a Police Constable or Police Community Support Officer (PCSO) not to do so. An officer can also ask any person to surrender alcohol or open alcohol containers if the officer reasonably believes the person is, has been or intends to consume alcohol in that place. There is a fixed penalty for the offence of £40. If an arrest is necessary, the penalty on conviction is a fine of up to £500.

2.2 The Order does not ban the drinking of alcohol in designated public places, and therefore it does not prohibit drinking alcohol in authorised street cafes and at

authorised public entertainment in public areas. Nor does it apply to any premises or areas covered by a licence allowing the consumption of alcohol. The legislation is designed to reduce anti-social street drinking either during the day time (typically street users of alcohol and other substances), or in respect of night time issues such as people drinking in the street on their way to and from licensed areas and premises e.g. in the queue for a club or fast food outlet.

3.0 Headingley Update

3.1 The Headingley DPPO was introduced on 30th March 2006 to tackle problems related to street drinking and people taking bottles / glasses onto the streets in the Headingley town centre. There was considerable support for the Order from various groups, organisations, Councillors and members of the public.

3.2 In addition, West Yorkshire Police were allocated £7,500 from the Inner North West Area Committee for extra policing for the Headingley and to assist in the implementation of the Order.

4.0 Police Crime Statistics

4.1 The section below relates to Beat 20 of the Headingley area which takes in the DPPO boundary. Appendix 1 provides a map of the boundary of Beat 20. The tables show that Criminal Damage and Violent Crime have both reduced since the DPPO and the additional Policing were introduced, reductions of 28% and 21% respectively when comparing 2006 figures with like-for-like figures from 2005.

Criminal Damage

4.2 The table below shows the number of criminal damage offences committed on Beat 20 – Headingley district in 2005 and 2006. Overall, offences have seen a 28% reduction. The only crime category that has seen an increase was damage property non-specific.

Criminal Damage Offences Committed on Beat 20 - Headingley			
Offence Description	2005	2006	Difference
Damage Property - Non Specific	31	36	+5
Damage to Building other than a Dwelling	39	20	-19
Damage to Dwelling	73	47	-26
Total	143	103	-40

Violent Crime

4.3 The table below shows the number of violent crimes committed on Beat 20 – Headingley district in 2005 and 2006. The offence type which has seen the largest increase was common assault and battery (increase of 13 offences in 2006). Both section 47 assault and harassment, alarm or distress, have seen the largest reductions. Overall, violent crime has seen a 21% reduction in 2006.

Offences of Assault Committed on Beat 20 - Headingley			
Offence Description	2005	2006	Difference
Affray	6	6	0
Assault Occasioning ABH - S.47	91	65	-26
Assault on a Constable S.89 Police Act 1996	2	1	-1
Cause Harassment/alarm/distress (S.4a POA)	1	2	+1
Common Assault and Battery	11	24	+13
Fear or Provocation of Violence (S.4 POA)	10	3	-7
GBH with intent to cause GBH - S.18	0	1	+1
Harassment - Put in fear of violence (S.4 PHA)	1	0	-1
Harassment (S.2 PHA.1997)	4	0	-4
Harassment, Alarm or Distress (S.5 POA)	41	23	-18
Racially Religiously Aggravated Common Assault	0	1	+1
Racially Religiously Aggravated S.4 POA 1986	1	2	+1
Racially Religiously Aggravated S.47 ABH	0	2	+2
Racially Religiously Aggravated S.4a POA 1986	4	3	-1
Racially Religiously Aggravated S20 OAP Act 1861	0	2	+2
Racially Religiously Aggravated S.4 Harassment PHA98	0	1	+1
Threat to Kill	2	0	-2
Unlawfully Wound without Intent - S.20	2	2	0
Wound with Intent to Cause GBH - S.18	1	2	+1
Total	177	140	-37

Visits to Licensed Premises in 2005 & 2006

- 4.4 Over the two year period there were over 200 visits made to licensed premises in Headingley. There were more visits made in 2005 than in 2006. The Skyrack PH received the most visits during this period (45).

	Visits in 2005	Visits in 2006	Total (2005 & 2006)
The Arc	23	11	34
Headingley Taps	19	15	34
The Box	23	7	30
Original Oak	26	12	38
Skyrack	25	20	45
Woodies	9	6	15
Three Horseshoes	7	4	11
Arcadia	0	2	2
New Inn	0	5	5
Total	132	82	209

5.0 Little London and Little Woodhouse

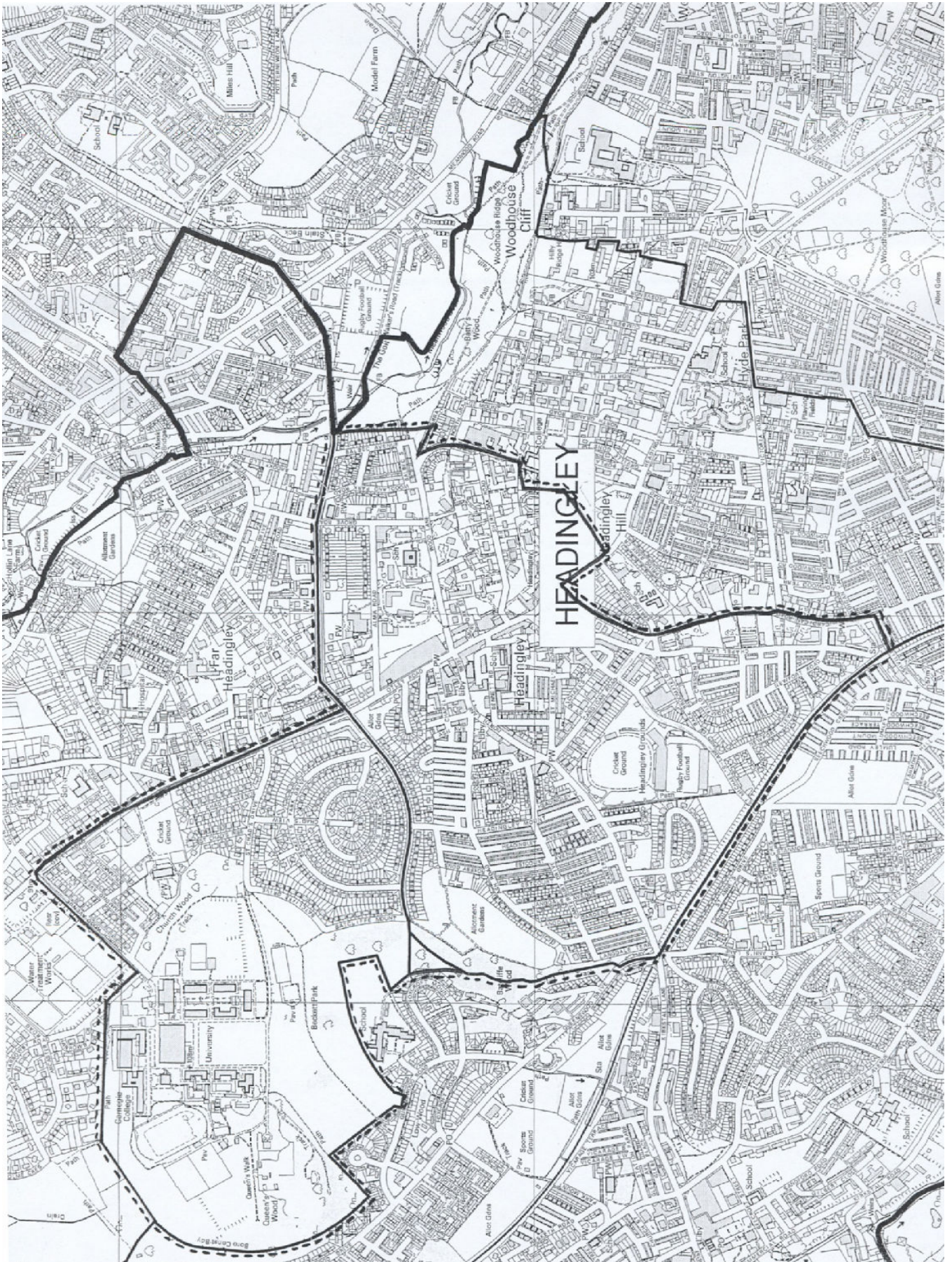
- 5.1 Little London and Little Woodhouse are experiencing considerable problems with street drinking. The Neighbourhood Policing Team at Belle Vue are policing the hotspot areas and providing extra patrols to tackle problems. At the special meeting held on 19th April 2007, Members asked officers to progress a DPPO to tackle these issues.

5.2 Attached is the DPPO action plan, which outlines the tasks involved in progressing the Order and a broad timetable. Work has commenced in collecting the evidence required to show that an Order is needed. Consultation with stakeholders has commenced, including Members, forums, relevant groups, agencies/organisations and the local Pubwatch. Letters will also go out inviting comments from local businesses and members of the public.

5.3 The attached action plan (Appendix 2) broadly outlines the process for the DPPO and the agencies who will be contacted. It should be noted that the consultation element of the project will take 2 months and the legal aspect will take approximately 3 months.

6.0 Recommendation

6.1 Members are asked to note the progress made to date and receive a further update at the next meeting.



DPPO ACTION PLAN

Appendix 2

ACTION	COMMENTS	when	Progress
Request made to Police for figures of alcohol related crime in Inner North West	Considerable data cleansing required to pull only the alcohol related incidents	May 07	Expected mid June 07
Requests for info sent to attendance list of local Forums and Groups: Little London TRA Little London Crime and Grime Little Woodhouse TRA Hyde Park and Woodhouse forum Headingley Forum	Anecdotal information requested from Forums / Groups in writing / photographs and minutes to show nuisance caused by drinking on the streets and alcohol containers (litter) + will be on the agenda for next meeting with Area Community Safety Co-ord attending	May 07	Attended Hyde Park and Woodhouse Forum on 23 rd May. Other planned attendance throughout June into early July 07.
Requests sent to interested local organisations to provide any information they may have on alcohol related nuisance in Inner. Write / letter drop: Little London Primary Little London Childrens Centre Swathmore Park Lane College Bail Hostel Local Off licenses and other businesses	Anecdotal evidence requested in writing / photographs to show nuisance caused by drinking on streets and alcohol containers Speak to local contacts for any additions to the consultation list	June 07	Contact made with a number of organizations sending their comments
To raise the profile of seeking views by encouraging a press article in local media	Press release drafted by Press Office and sent to Media.	May 07	
Requests for information sent to Street Scene in relation to street cleaners and nuisance caused by alcohol containers on streets	Street Scene to produce letter for Licensing Committee.	May 07	Letter of support expected mid June
Requests for info sent to ASB Unit on alcohol related ASB complaints	Request for asb complaints or letter of support	May 07	Expected mid June 07
To raise at ASB Panel for members of the panel to contribute any information they have	To be discussed at Panel on 20 th June. Agree boundary for area.	June 07	
to meet with the licensees / pub watch to seek their views on a DPPO in Headingley	To attend next Pub Watch meeting	July 07	Awaiting details of next meeting
To raise and discuss at next Divisional community Safety Partnership	Next DCSP meeting on 11 th July 07	July 07	
Formal 28 day Notice 1	1 st statutory notice inviting comments	July 07	Expires mid Aug
Report to Licensing Panel		Sept 07	
Formal 28 day Notice 2	2 nd statutory notice	Sept 07	Expires mid Oct
Signage	Signs prepared and fixed	Oct 07	



Originator: Dayle Lynch

Tel: 0113 3952835

Report of the Director of Environment and Neighborhoods

Inner North West Area Committee

Date: 28th June 2007

Subject: The University of Leeds Inner North West Community Strategy 2007-2012

<p>Electoral Wards Affected:</p> <p>ALL</p> <p><input type="checkbox"/> Ward Members consulted (referred to in report)</p>	<p>Specific Implications For:</p> <p>Equality and Diversity <input type="checkbox"/></p> <p>Community Cohesion <input checked="" 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:

The University of Leeds has produced a Community Strategy 2007-2012. The strategy details the University's ambition to make a valued contribution to local communities.

1.0 Background

- 1.1 In 2000 the University of Leeds published its first Community Strategy, the first of its kind produced by a Higher Education institution.
- 1.2 The Strategy made three key recommendations in response to the growing number of students living in the vicinity of the university. These were:-
 - a) Appointing a Community Relations Officer
 - between 2000 and 2002 a post was jointly funded by the University of Leeds and Leeds Metropolitan University. Since 2002 the role has been solely funded by the University of Leeds.
 - b) Establishing a Neighbourhood Helpline
 - introduced in 2000 as a joint initiative between Leeds City Council and both universities. Between 2002 and 2006 the helpline was funded solely by the University of Leeds. In 2007 the initiative has been re-launched with resumed funding and input from Leeds Metropolitan University.

c) Strengthening the Complaints Procedure

- There is no guidance on best practice for Higher Education institutions relating to this matter. In line with the Neighbourhood Helpline re-launch and the revision of the Community Strategy, the complaints procedure has been reviewed with a code of conduct produced to which all students are obliged, through registration at the University, to adhere to.

1.3 The University is currently involved in a wide range of community focused activity including volunteer schemes in local schools, student changeover and Freshers' Week multi-agency working groups, community safety initiatives, work on shared housing and representation at the North West District Partnership.

2.0 Inner North West Community Strategy 2007-2012

2.1 The Community Strategy sets out the University's commitment to work effectively and to the mutual benefit of neighbouring communities. It also sets out ambitions to make a sustained and valued contribution to local communities, steering the engagement for the next 5 years.

2.2 The Strategy was developed following consultation undertaken by the University with some local residents. The aim of this was to identify priority issues and aspirations of communities within the inner north west of Leeds. The consultation included a community questionnaire, eight consultation workshops and a photo competition to capture perceptions of the area.

2.3 The strategy is set out using three key themes:-

2.3.1 *Communication* - closing communication gaps, improving effectiveness and avoiding duplication.

One of the key actions under this theme is establishment of an annual Community and Housing Forum, which will be open to community groups, or individuals and will assist in the identification of new priorities and activities. Alongside this it is intended to set up a Community and Housing Steering Group, internally within the University, to ensure implementation of both the Community and Housing Strategies.

A quarterly e-magazine is also planned (first edition already prepared), as well as development of the University's community web pages to provide information regarding opportunities for staff and students to engage and integrate with local communities, as well as promoting events, resources and facilities available to the public.

2.3.2 *Cohesive Communities*

Developing programmes, policies and activities to support the integration of students as active citizens in the community.

The University will work in partnership with other organisations, including the police, PCT, District Partnership and Leeds City Council to tackle issues affecting both students and the wider communities of inner north west Leeds. This will be undertaken through a range of initiatives, some of which are noted in section 1.3.

2.3.3 Matching Resources to Needs

Opening up access to campuses and enabling local people to benefit from the University's resources.

In addition to having access to existing facilities, such as sports pitches and courts, music concerts and lecture theatres, the University intends to make two of its major new developments accessible to local community members. These are a state of the art theatre with 180 seat main auditorium and an 80 seat studio, and a new health and fitness complex including a swimming pool, due for completion in 2009. In order to maximise use of these facilities by members of local communities, the University intends to publish an availability guide, providing full details of what can be accessed and how.

3.0 Recommendation

- 3.1 The Area Committee is asked to note and comment on the report.

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Originator: Dayle Lynch

Tel: 0113 3952825

Report of the Director Environments & Neighbourhoods

Inner North West Area Committee

Date: 28th June 2007

Subject: Community Centre Lettings Policy Review

Electoral Wards Affected:

**Headingley
Hyde Park & Woodhouse
Kirkstall
Weetwood**

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Disabled People

Narrowing the Gap

Council
Function

Delegated Executive
Function available
for Call In

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

Executive Summary

In April 2007, the Area Committee was delegated authority over community centres currently managed by Learning & Leisure, to add to its current portfolio of centres in the area. The purpose of this report is to gain approval to begin a review of the pricing policy across all community centres managed by the Area Committee, including consultation with user groups, to ensure that all organisations are charged a standard rate for the use of the centres.

1.0 Background

- 1.1 Community centres play a vital role within the local community, hosting a variety of activities aimed at meeting the needs of local residents. These range from luncheon clubs for older people to community nurseries for under 5s. Centres are used for both recreational and educational activities, and can be hired by individuals for private functions.
- 1.2 Since July 2006, following Executive Board approval, community centres vested with the Neighbourhoods & Housing were devolved to Area Committees.
- 1.3 In April 2007, community centres vested with the Learning & Leisure will be devolved to Area Committees, following Executive Board Approval at its May 2007 meeting. All community centres owned by Leeds City Council will then come under the operational responsibility of Area Committees, with the Area Management officers overseeing day-to-day management.

- 1.4 Below is a list of Leeds City Council managed centres that will be affected by the pricing review:

Centre	Ward	Department
Headingley	Headingley	Environment & Neighbourhoods
Woodsley Road	Hyde Park & Woodhouse	Environment & Neighbourhoods
Meanwood	Weetwood	Ex Learning & Leisure
Little London	Hyde Park & Woodhouse	Ex Learning & Leisure
Woodhouse	Hyde Park & Woodhouse	Ex Learning & Leisure

- 1.5 A number of community centres in the area are owned and by Leeds City Council but have been leased to community organisations which are responsible for internal maintenance and management of the centres. These will not form part of the pricing review.

Centre	Ward	Department
Beckett Park	Kirkstall	Environment & Neighbourhoods
Burley Lodge	Hyde Park & Woodhouse	Environment & Neighbourhoods

- 1.6 City Services are contracted to undertake caretaking, cleaning and maintenance duties at the directly managed community centres. All booking requests are taken by the Lettings Unit within Learning & Leisure.
- 1.7 All directly managed community centres in the area run at a deficit, with levels of income varying dramatically between centres.
- 1.8 In the past, Neighbourhoods & Housing centres and Learning & Leisure centres were subject to different lettings policies, and pricing structures can vary from centre to centre. New users of community centres are subject to a uniform pricing policy, whilst existing users continue to pay what has been historically charged. There has been no increase in room booking or office space charges for some time.

2.0 Consultation on a new lettings policy

- 2.1 The Area Committee is requested to consider adopting a standard lettings policy across all community centres it has responsibility for. A new policy will ensure that all users in the area are treated fairly, and that a realistic budget can be set for each centre.
- 2.2 It is proposed that consultation be centred around the draft pricing structure as outlined at Appendix 1. The proposed structure was the result of a wide ranging consultation with centre users across the city in October 2005. The consultation showed that lettings were often on an ad hoc basis with some groups paying and others not. Appendix 2 outlines how current users may be affected by the pricing review. Prices charged for non Council run facilities were also taken into consideration (such as St Chad's Parish Hall, the Cardigan Centre etc). Whilst it will negatively affect some groups who are currently not charged for the use of a community centre, it is felt to be fair and transparent, maximising the benefit to non-

charging activities run by community organisations particularly aimed at older people, young people and children.

- 2.3 The Area Committee is asked to note issues in relation to how current users may be affected by the pricing review as detailed in Appendix 2. As this item relates to financial and business affairs of the organisations, the appendix is exempt under the Access to Information Procedure Rule 10.4(3). The public interest in maintaining the exemption in relation to this appendix outweighs the public interest in disclosing the information by reason of the fact that by disclosing these details, information relating to the financial affairs of the named groups would become public knowledge, which could have a detrimental impact on the organisations.
- 2.4 Any extra revenue income generated in the first year of a revised lettings policy would be available to the Area Committee to spend at its discretion either on the community centre portfolio, or on other Area Delivery Plan priorities. In subsequent years the amount available to the Area Committee would decrease as annual overhead costs such as wage rises, utility costs etc, would be derived from the additional revenue generated from lettings.
- 2.5 A three month consultation process is proposed, which will be mirrored in other Areas, subject to individual Area Committee approval. If agreed, the consultation process will begin July 2007 with a view to a draft policy being presented for approval at the December 2007 Area Committee meeting.

3.0 Proposed consultation process

- 3.1 It is proposed that the consultation process begins with a detailed discussion with ward Members on the draft pricing policy on a ward by ward basis.
- 3.2 Other Area Management Teams will be consulted throughout the process to establish whether a citywide policy is preferred or not.
- 3.3 If supported by Members, the draft pricing policy will be sent to centre Management Committees and all organisations with regular bookings at community centres. Drop in sessions will be held at all centres to give organisations the opportunity to discuss the proposal with Area Management officers.
- 3.4 The results of the consultation will be presented to the December 2007 meeting of the Area Committee for a decision about adopting a standard pricing policy for community centres in the area.

4.0 Recommendations

- 4.1 Members are requested to:
- a) Note the contents of this report; and
 - b) Agree to the undertaking of a review of the pricing policy across the Committee's community centre portfolio, including consultation with user groups.

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Proposed new pricing structure

Rooms in all centres have been measured and divided into three groups to provide three basic charging bands:

Room Band	Size
Band A	Large, typically up to 40ft X 40ft (1600 sq ft)
Band B	Medium, typically up to 30ft x 30 ft (900 sq ft)
Band C	Small, typically up to 20ft x 20ft (400sq ft)

The current and proposed charges for these rooms per hour are as follows:

Room Band	Current Standard Charge	Proposed Standard Charge
Band A	£17.00 - £30.00	£25.00
Band B	£10.00 - £17.00	£17.50
Band C	£5.00 - £10.00	£10.00

Minimal use of a kitchen (e.g. to make refreshments for a meeting) will be included in the standard charge. More extensive use will be covered by booking a kitchen under the Band C charge rate.

Category of letting	Current charges	New charges	Impact of new charges
Adult learning (colleges)	Wide variations	£2.50 per hour for bands A&B weekdays £10 per hour weekends	Proposals for charging colleges introduced in Sept 05.
Centre management committees	No charge	No charge weekdays £10 per hour weekends	Most meet Mon – Fri
Community meetings - interest groups, Cllr & MP surgeries	Varies from no charge to standard charge	£5 per hour weekdays for bands A & B £10 per hour weekends	Some groups will now be charged
Commercial use	Standard Charge	Standard charge	No change
Council departments & other agencies - polling stations, out of school programmes	Some uses are charged e.g. polling station	Standard charge	Council depts and agencies should have no problem paying
Lifestyle and leisure groups charging a fee - dance clubs, diet & fitness	Varies from no charge to standard charge	Standard charge (0-18 or older people's groups have separate category)	Some groups will have concern about paying.
Older people's groups	No charge Mon –Fri, std weekend	No charge weekdays Standard charge weekends	No change
Performances and rehearsals	Performances charged at hourly rate, rehearsals at 50%	Standard charge	No change
Private functions Weddings, funerals, parties	Weddings £450 + cleaning fee. Others at std rate	Fixed rate for weddings of £650 Standard charges plus extra for cleaning	As one off events, the impact on individuals or groups will be minimal
Registered charities Meetings, fundraising events	No charge to standard charge	50% discount Mon – Fri Std charge weekends & council hols	Some groups will now be charged
Young people – under 19 charged activities e.g. playgroups, sports clubs	Varies from no charge to standard charge	£2.50 per hour bands A&B Mon – Fri £10 per hour band C + weekend	Some groups will now be charged
Young people non charged activities e.g. pre school , youth service, voluntary orgs	No charge	No charge Mon – Fri £10 per hour per room weekends	Most groups will not be charged
Minimum charge	Applies to a few types of use at present	Where applies, will be £5 per session / £25 for commercial bookings	May have to pay more
Regular usage e.g. office space	Varies from no charge to rental per sq m	Licence or lease to be agreed charged at market rate	Some organisations will pay substantially more