



WEST (INNER) AREA COMMITTEE

**Meeting to be held in Armley One Stop Centre, Armley Town Street, Leeds 12 on
Thursday, 6th December, 2007 at 9.00 am**

MEMBERSHIP

Councillors

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

Co-opted Members

Jean Bedford	-	Bramley Forum
Hazel Boutle	-	Armley Forum
Peter Green	-	Bramley Forum
Morgan Pugh	-	Armley Forum

**Agenda compiled by:
Governance Services Unit
Civic Hall
LEEDS LS1 1UR
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Maria Lipzith

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

A BRIEF EXPLANATION OF COUNCIL FUNCTIONS AND EXECUTIVE FUNCTIONS

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

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

A G E N D A

Item No	Ward	Item Not Open		Page No
1			<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>	
2			<p>APOLOGIES FOR ABSENCE</p>	
3			<p>EXCLUSION OF PUBLIC</p> <p>To identify items where resolutions may be moved to exclude the public</p>	
4			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration</p> <p>(The special circumstances shall be specified in the minutes)</p>	
5			<p>DECLARATION OF INTERESTS</p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct</p>	

Item No	Ward	Item Not Open		Page No
6			<p>OPEN FORUM / COMMUNITY FORUMS</p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p> <p>It is also intended to submit under the item for information/discussion purposes the minutes of the local community forum meetings. The following sets of minutes are enclosed:</p> <ul style="list-style-type: none"> • Armley Community Forum – 16th October and 20th November 2007 	1 - 10
7			<p>MINUTES OF PREVIOUS MEETING - 25TH OCTOBER 2007</p> <p>To confirm as a correct record the minutes of the previous meeting held on 25th October 2007.</p>	11 - 20
8	Armley; Bramley and Stanningley;		<p>COMMUNITY SAFETY ISSUES - INNER WEST LEEDS</p> <p>To consider a report of the West Leeds Area Manager on the community safety issues in Inner West Leeds for the past six weeks.</p> <p>(Executive Function)</p>	21 - 22

Item No	Ward	Item Not Open		Page No
9	Armley; Bramley and Stanningley;		<p>PROMOTING FINANCIAL INCLUSION IN LEEDS</p> <p>To note and make comment on a report and presentation by the Director of City Development detailing the work and progress so far on the set of initiatives aimed at bringing about financial inclusion to some of the more deprived neighbourhoods in the city.</p> <p>(Council Function)</p>	23 - 26
10	Armley; Bramley and Stanningley;		<p>INNER WEST WELL-BEING BUDGET</p> <p>To consider a report by the Director of Environment and Neighbourhoods to update Members of the current amount of capital and revenue funding committed and available via the Area Committee Well-being budget for Wards in the Inner West area and to seek approval for new and continuing projects commissioned by the Area Management Team.</p> <p>(Executive Function)</p>	27 - 46
11	Armley; Bramley and Stanningley;		<p>UPDATE ON PROJECTS FUNDED FROM WELL-BEING BUDGET - APRIL TO NOVEMBER 2007</p> <p>To note and make comment on a report by the Director of Environment and Neighbourhoods on the progress of the revenue and capital projects approved by the Area Committee from April to November 2007.</p> <p>(Executive Function)</p>	47 - 54
12	Armley; Bramley and Stanningley;		<p>PARTICIPATORY BUDGET PILOT IN WEST LEEDS</p> <p>To consider a report by the Director of Environment and Neighbourhoods informing Members of potential Participatory Budget Pilot Projects that might take place in the City.</p> <p>(Executive Function)</p>	55 - 60

Item No	Ward	Item Not Open		Page No
13	Armley; Bramley and Stanningley;		<p>BUILDING SCHOOLS FOR THE FUTURE - PHASE 2: RESERVED MATTERS PLANNING APPLICATION FOR NEW SCHOOL AT WEST LEEDS</p> <p>To note and comment on a report by the Chief Planning Officer on the latest update on the Building Schools for the Future (BSF) Programme which relates to the creation of a new school on the current site of West Leeds High School.</p> <p>(Council Function)</p>	61 - 64
14	Armley; Bramley and Stanningley;		<p>AREA MANAGER'S REPORT</p> <p>To consider a report by the Director of Environment and Neighbourhoods Informing Members about actions on a number of Inner West Area Committee priorities.</p> <p>(Executive Function)</p>	65 - 70
15	All Wards		<p>AREA MANAGEMENT REVIEW</p> <p>To consider a report by the Director of Environment and Neighbourhoods on the issues covered in the Executive Board report and to make comment on the proposed changes in the Area Management Review.</p> <p>(Council Function)</p>	71 - 100
16			<p>DATE TIME AND VENUE OF NEXT MEETING</p> <p>Thursday, 7th February 2008 at 5.00 p.m. (Venue to be considered)</p>	



Armley Community Forum

Date: 16th October 2007

Present: Cllr Harper(Chair), Cllr A Lowe, R Boon, A Friebe, Ann Briggs, D & H Boutle, E Bowes, B Gregg, E & B Rayworth, D Collins, PCSO Seddon, Sgt N Boyes, B Holmes, Marva Pryce, J Broughton, J Grainger, B & M Guthrie, P Kempster, A Covey, J Parsons, J Ford, R & M Bruce, T Westwood, JK & JP Newsome, H Gardiner, W Anderson, J Kerry, S Nightingale.

ACTION

1.00 WELCOME

1.01 Cllr Harper welcomed everyone to the meeting and said she felt very well and glad to be back. Cllr Harper asked that our congratulations should be sent to Cllr Mckenna and Cllr Andrea Harrison for their forthcoming wedding on the 19th October 07.

2.00 APOLOGIES

2.01 D Maynard, S Hellewell, Sharon Guy, Cllr J Mckenna, K Donnelly, B Nelson, D Smith, J Bramall, K Draper, K Anderson, M Litherland.

3.00 MINUTES OF THE LAST MEETING

3.01 The Minutes of the last meeting were agreed as a true record with following amendment.

3.02 (5.08) 22 Cedar Place not 23.

4.00 MATTERS ARISING

4.01 (5.06) Cllr JH - Christ Church area should be flagged as a hotspot for underage and young people drinking etc.

4.02 (9.01) Cllr JH – Planning Committee have agreed to the Tower Works scheme. The development company will provide £100k for improvements to the playing fields and the roads.

4.03 (9.06) Armley Squash Club is now called Steam – all local Cllrs are objecting to the 24hr license application because of lack of parking, noise pollution in a residential area and they feel it is inappropriate for an all day drinking venue to exist so near to a Primary school. **Forum agreed and Cllr JH to write a letter on forum's behalf.**

Cllr JH

Please see appended letter sent on behalf of the forum.

4.04 (4.02) Cedars binyards – ALMO and Groundwork have been doing work on these and are now planning Phase 3 so further work still to be done.

5.00 Community Safety Update and Tension Monitoring – Local Policing Team

5.01 Police are aware of recent park problems and are still asking for all information possible please.

5.02 Recent meeting regarding the Cedars has highlighted many issues including the binyards. Follow-up actions will be taken as a result of this meeting.

5.03 Clydes/Wortleys has been reasonably quiet recently.

5.04 Total Garage (facing the Cedars) is selling alcohol. Police are aware and are passing this information on to Licensing.

5.05 The local club – Upstairs/Downstairs is under new ownership – Police are to keep an eye on this.

5.06 Colton Rd – speeding problems reported.

5.07 Hall Lane – there is a 20mph zone here but no signs. AR – is this the boundary for the zone? AR to follow up with Development Dept as they are responsible for this.

AR

5.08 Tonight – gangs of hoodies hanging around the Aviaries – PCSOs to go over and check.

PCSO

5.09 DPPO (last forum) – Result of survey/consultation:-

138 responses were received – only one of these being negative. The main comments wanted the DPPO area to be extended. The Police have asked if this can therefore include Mistress and Ley Lanes. Must be careful however as the larger the area – the harder this is to police. **The forum supported this.**

5.10 Westerley Croft: - people are feeding pigeons from windows and rats are eating this food. Housing are aware. Rats may be coming from the Winker Mill redevelopment. Cllr JH to ask Sharon Guy to send a residents letter out.

Cllr JH

Cllr Harper emailed Sharon Guy as follows:-

Sharon, This issue was raised at the Armley Forum and I agreed to ask you if you would write to all residents asking them not to feed the pigeons because it is attracting rats and other vermin. I would be grateful if you could assist. Best wishes - Janet Harper

5.11 **Tension Monitoring:** to be reported centrally

Cllr AL discussed the recent Gypsy/Traveller problems in the area recently. This may be due to the lack of support such groups receive causing tension in the surrounding area.

6.00 Mistress Lane Hoardings yearly update - Ann Briggs(LCC City Development)

6.01 CllrJH – after a meeting with planning – it has been agreed that the hoardings remain up for a further year.

6.02 AB – The boards have served as a test – they will be there whilst the land is sold. There are 3 boards – 2 of which provide income for LCC and finance the 3rd which is for use by LCC. This has been a good opportunity to promote the regeneration schemes in the area and also Armley. AB showed the meeting the boards that have been up so far – and discussed the possibility of having a Xmas board. This could promote for eg the Cake calendar and the forum. Comments/queries included:

- The colour scheme (dark green on pale green) is not visible to all those with visual impairment. AB – will feed this back. The important message is the larger writing on the board – the rest isn't readable to the average passer-by.
- The rear of the hoardings is still an eyesore. AB – they have painted the back of the boards however if they block access off this will create an area lending itself to ASB and rubbish collection.
- An offer for the land has been received and plans are being examined.
- There are several new boards up on Tong Rd – have they permission? AB – can take photos and pass them to planning to check for consent. AB will liaise with RB.

AB/RB

7.00 Traffic surveys/Highways update – Alan Robinson(LCC Traffic Management)

7.01 AR talked through a Summary of the origin & destination survey carried out to measure through traffic using Armley Grange Dv as a rat run. Theses results show a significant level of traffic are using this as a rat run and AR has therefore suggested a traffic prohibition order - Access Only will be introduced.

Police

AR

AR

However this will mostly work through self-policing as the Police have resource issues in enforcing these. **Sgt Boyes committed to initial policing this order.** This will be added to the list for this year. The scheme will be drawn up and brought back to the forum for approval.

7.02 Armley Town St – Regeneration: A lot of defunct signage will be removed as part of this.

7.03 Modder Ave TRO : 5 formal objections have been received but if these are overturned then will go ahead. AR will add that this forum have been consulted and support this - to the report to be submitted to Highways Board.

7.04 Green Hill Rd/Hill Top Rd TPP1: This is to increase existing traffic calming measures. TPP1 application was submitted last week for implementation next year.

7.05 Eyres Ave/Theaker Lane traffic measure: TPP4 application will be made – plans will be brought to forum. This comes under the Safer Routes to Schools scheme.

7.05 Further comments/queries included:

- Are there parking restrictions on Carr Crofts? – No - the signs on the lampposts are about the new proposals for Modder Ave. There are only bus stop bays on Carr Crofts.
- Cllr JH – a resident (user of a mobility scooter) has complained that she is unable to access the Leisure Centre from Carr Crofts as the kerbs are not dropped.
- Leisure Centre: there are likely to be new TROs associated with the new build but these have not been finalised.
- Tong Rd traffic very slow – bus lane empty! AR – the bus lane is there to assist the new FTR bus service - supposedly every 10mins (or will be when the scheme is fully implemented).
- Armley Ridge Rd resurfacing? – this is in this years work programme so is imminent. Hopefully work will be done at off-peak times and weekends.

8.00 WhizzGo Car Parking in Armley – Ray Hill

8.01 This was originally an American idea and is now in Leeds as the Leeds City Car Club. WhizzGo have a 10yr contact with LCC as the provider of this service. WhizzGo cars can be hired by the hour and picked up from a number of dedicated parking bays strategically placed around the Leeds area. The rental starts from as little as £4.95 an hour – overnight and longer rentals are also possible. The cars are very ‘green’ and everything eg insurance and fuel is included in the hire cost. The idea is to reduce traffic/car use – statistics show that each WhizzGo car in use can reduce total cars by 6. However there is a £25 one-off membership fee and a refundable deposit of £125. There is also a small mileage charge.

8.02 There will be 2 such cars outside the new Greenock Mills development in Armley. This is to support the development as there is little parking available – but obviously these cars are usable by all WhizzGo members.

8.03 For more details please contact: WhizzGo on 0870 44 66 000 or whizzgo.co.uk

9.00 AOB

9.01 DN – the Charming Armley Cake Competition was successful with 83 entries, the winning 12 will represent the months on the new calendar. The official calendar launch will be at 6pm on the 6th November at the Tiled Hall café – Leeds City Art gallery. Proceeds from the calendar will go to the local community.

Cllr JH proposed the forum sponsor a calendar page for £500. There was some discussion around the worth of advertising the forum in this way as opposed to eg a mailshot. The forum did feel that at least the revenue was going to a worthy cause however and not to an advertising company. **The forum agreed therefore to sponsor a page.**

- 9.02 RB – the West Leeds District Partnership and the Youth Service are holding a joint award ceremony this year. If you would like to nominate a young person (or group) – the deadline is 2nd November – Please contact Alison Friebe (0113 395 0978).Forms were also available at the meeting.
- 9.03 Is Armley Post Office closing? There have been problems as the franchise fee is extremely high. However they have pledged to John Battle MP that they will not close until another site and a new franchise-holder is found.
- 9.04 Police – Inspector Steve Thomas has left and will be replaced by Inspector Anwar Mohammed. Inspector Mohammed will attend a future meeting to introduce himself.
- 9.05 Mistress Lane field is still covered with dog mess. Can a notice be erected? Cllr JH to pass to the local dog wardens.

Cllr
JH

Cllr Harper contacted West Leeds Dog Warden – Anthony Richardson and received the following response:-

Dear Cllr,

Thank you for your complaint regarding dog fouling on Mistress Lane field. I am well aware of the problem on this field and I continue to patrol the field on a regular basis. I have fined several individuals for dog fouling offences, probably more here than on any other field in Leeds during 3 and a half years of doing the job. I have advised many people who walk their dogs on this field and given out bags for free. I will continue to patrol and issue fines on this field. Unfortunately we do not do letter drops or post leaflets.

I hope this is of help to you.

Regards,

Anthony Richardson, Dog Warden, West Leeds

10:00 DATE & TIME of NEXT MEETING – Tuesday 20th November 7pm AOSC



Environments & Neighbourhoods
West Leeds Area Management
3rd Floor, Pudsey Town Hall,
Lowtown,
Leeds
LS28 7BL

Mrs. Hazel Boutle on behalf of Armley
Community Forum,
2, Highthorne View,
Leeds.
LS12 3JR

Contact Details:

Tel No 263 4561

Date: 27 November 2007

Dear Sir/Madam,

Objection to Licensing application for 'Steam Sauna' at the former Armley Squash Club Armley

At the Armley Community Forum last night local people expressed their concerns at an application submitted by the former Armley Squash Club. The application is for a 24hr alcohol licence for the new business, a sauna to be called 'Steam'. The grounds for the objection are :

- Undue pressure on parking facilities in a residential area.
- Increased noise from clients coming to and from the premises throughout the day and night
- Inappropriateness of clients drinking throughout the day, visiting and leaving the premises close to Armley Primary School.
- General increased traffic movements in a residential area close to a primary school.

This letter is to formally register an objection to the issuing of this licence. I believe a separate objection will be made by local ward members.

Yours faithfully

Hazel Boutle

Vice Chair of Armley Community Forum on behalf of Armley Community Forum

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Armley Community Forum

Date: 20th November 2007

Present: Cllr Harper(Chair), R Boon, A Friebe, W&K Anderson, E Bowes, E & B Rayworth, Cllr J Mckenna, Z Stead, M Pugh, D Newsome, D Peck, K Lemm, D Day, K&W Huffuiley, T Maynard, H Shields, T Westwood, J Ramell, B Draper, M&D Stead, M Bruce, A Willis, E Bearman, J Kerry, S&B Richmond, F Smyth, K Donnelly, D Smith, J Doyle, G Arundale, JK & JP Newsome, S Eyre, S Brown, D Mason, M Pryce, E Meadowcroft, J Gill, L Shaw, G Eastwood, C Clark, B Holmes, H&D Boutle.

ACTION

1.00 WELCOME

1.01 Cllr Harper welcomed everyone to the meeting.

2.00 APOLOGIES

2.01 J Grainger, I Broughton, M Litherland, D Laxton, D Maynard, Ald.B Nelson, Fr I Wright, K Draper, K Bruce.

3.00 MINUTES OF THE LAST MEETING

3.01 The Minutes of the last meeting were agreed as a true record.

4.00 MATTERS ARISING

4.01 (4.03) Steam License for alcohol 9am-12pm approved. The letter of objection (sent from the forum) was sadly not accepted by the Licensing panel. There has been no material change of use – it will still be classed as a sport/leisure facility. Therefore there has been no necessity to inform or consult the residents. Planning, Licensing and the Police will be making regular visits however after it opens. Cllr JH will accept any concerns/objections in writing/email and nuisance diaries can be kept to be used as future evidence if necessary.

Many residents were very concerned – the website is quite explicit - and one did lodge a complaint with the Panel. Although this was overturned – they now have the right to appeal within 21 days at a cost of £75. The forum voted to pay this so the appeal can be made.

Cllr JM added that a 25 seat cinema is also being advertised – this may be classed as change of use.

4.02 (5.09) DPPO is being extended to also encompass Ley Lane/Mistress Lane.

4.03 (6.02) The tyre company extra advert boards at Tong Rd are illegal and the matter has been passed to enforcement. This will take time to enforce however.

4.04 (9.05) Cllr JH confirmed response from the Dog warden. Residents reported very messy in some areas. Cllr JH advised letting her know if possible whose animals are responsible so the wardens can visit.

4.05 (5.04) The Total garage has had it's license to sell alcohol reduced to 10:30pm. Police would like this to be reduced further,

5.00 Introduction of Inspector Anwar Mohammed – Northwest Police Division

5.01 Insp Mohammed has replaced Insp Steve Thomas as the Head of the Inner West Neighbourhood Policing Team.

5.02 Insp AM introduced himself and commented that he sees the Inner West as a challenging area with a very good community spirit. He has a previous 15 yrs policing experience and has recently been working in the Little London/Woodhouse and Hyde Park areas of the city.

5.03 Re Steam (see 4.01): The club has agreed to all the Police have asked of them. There are no laws being broken at present. There is no historic evidence that the Police could use to object to the license. Residents did comment at this point that there was trouble in the past over the club being open until early morning. Cllr JH/Insp.AM – please pass your complaints on. Also if they are drinking outside they can be possibly prosecuted under the DPPO.

Cllr JM commented that the Police have shown a laissez-faire attitude to 'massage parlours'. Insp.AM assured the forum that this is not the case and from the start the Police have objected to this new club. A further concern to the Police is the possible hate crime/criminal element it may attract.

6.00 Community Safety Update and Tension Monitoring – Local Policing Team

6.01 Armley DPPO (to prevent public drinking) will commence on the 1st December. This has been extended and also covers the Christchurch area. There will be notices going up 26/27th November. Also covers Armley Park and common land areas. Park Rangers do not have the power to enforce the DPPO however there is a move towards all wardens ie neighbourhood/traffic etc having increased powers in the future.

Cllr JM – this is only effective if policed. There is initial funding from the Inner Area Committee and the Police will apply again if necessary in the new year.

6.02 Parking issues raised around the new development at Winker Green Mills – Insp AM asked for details and will look into this.

6.03 Cedars – windows/car windows being smashed. Sgt Boyes – there is some work being done in this area. Also reports of a bin being burnt – Cllr JH will check as this should have been prevented by the new work.

6.04 Upturn in crime recently – specific to this time of the year. The Aviarys is the hotspot for burglaries, the Raynvilles for vehicle crime. Sgt Boyes urged people to take more care – many of these crimes are sneak-ins. Please lock all doors and windows even upstairs and do not leave items on display in cars.

6.05 Cllr JM asked about firework time limits. PCSO – allowed until 11pm except for Bonfire Night, festivals and New Years Eve when can set them off until 12pm.

6.06 **Tension Monitoring:** to be reported centrally – nothing reported.

7.00 Armley Town Centre Update and Historic Time Line - Carole Clarke

7.01 Quick Update:

- Last year the forum was consulted on various options for the West Leeds Gateway regeneration area and the Area Action Plan. The preferred option chosen through this and other public consultation was the 'moderate change' option. The resulting plans will be brought to the forum in the new year. This is a very slow process!
- Armley Town St – the improvements work planned soon.
- New Leisure Centre – planned to start Aug/Sept 2008 – the plans will be brought to the forum.
- ACRT plans for Armley Moor, Littlemoor and Hill Top – plans are available and will be shown to the forum. There is a consultation event at the Armley OSC 27th November at 7pm. All are welcome.
- Several new developments in the area including Winker Green Mills, Tower works, Stocks Hill and Mistress Lane.

7.02 The Town St improvements also include public artwork. One idea is to clear

Cllr JH

- and improve the area at junction of Hall Rd and Town St – also moving the phone boxes to create a seating area. This could include a ‘compass’ type structure pointing (and giving distances) to places around the globe that have links to Armley eg Armley in Canada. The forum agreed this was a good idea.
- 7.03 CC showed a logo for Armley provided free of charge by a local PR company. The forum were unimpressed.
- 7.04 A further piece of artwork will be the Timeline – 14 keystones dotted along Town St each representing a famous event or person having local links. There are 18 finalists – CC asked the forum to help choose the final 14 from these by voting using post-its provided. These will be counted and reported back to the forum.

8.00 Big Lottery People’s Millions – St Barts. Zoe Stead

- 8.01 St Barts Primary school have applied to the People’s Millions for funding for the field at the back of the school (leading to Hall Lane) to be developed into a community sports/leisure green area. A short film will be aired on Monday 26th November on Calendar ITV 6pm. They will be competing against another community project in the area – the public will telephone vote – the winner receiving the funding. Please vote for St Barts!
- 8.02 If the school is successful and they receive the funding they will consult with the public as to what kind of sports/leisure facilities they would like.

9.00 AOB

- 9.01 Mikes’ Carpets is going to auction on 06.12.07. He wants £550k for the site.
- 9.02 Tong Rd – there is a green area that residents have asked to be cleared and a footpath added for a safer route for school children to use. Cllr JM will visit the site.
- 9.03 Charming Armley Cake calendar – Emma Bearman & Dawn Newsome
EB/DN thanked the forum for sponsoring a page. The calendar has been very successful so far – the official launch was at the Leeds City Arts Gallery and the accompanying photo exhibition is still there at present. In the first week the calendar made £1200 which all goes to Armley Helping Hands. The calendar and surrounding publicity have really raised the profile of AHH and Armley in general. The calendar is for sale at Lynn’s Cake shop, the LC Gallery, Here estate agents and in future Asda Pudsey and AOSC. Cost is £6.
- 9.04 DN thanked EB for the amount of work she has voluntarily done towards the production of the calendar. Well done Emma!
- 9.05 DN explained the monies raised will go towards AHH having their new minibus converted. Many elderly people in the Armley area suffer from respiratory problems and AHH will be able to increase the mobility of such folk as the minibus will incorporate a nebuliser unit.
- 9.06 Armley Common Rights Trust – have raised awareness of the Armley Parks etc through events such as the Urban Picnic. There will also be Carols in the park nearer Xmas. The Urban Forum are visiting Leeds in December and will be touring around Armley. ACRT are therefore having cleanups over the next few weekends – Saturday 1st December at Charliecake.
- 9.07 Shop opposite AOSC is now selling alcohol. Cllr JH has visited and owner informed her that they had applied for a license to sell alcohol 7am – 11pm.
- 9.08 Skateboard park – lot of graffiti reported here – Cllr JH will pass report on.

Cllr
JM

Cllr JH

10:00 DATE & TIME of NEXT MEETING – The forum were asked to vote on holding the next meeting. This was decided to be **Tuesday 18th December 7pm AOSC**

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WEST (INNER) AREA COMMITTEE

THURSDAY, 25TH OCTOBER, 2007

PRESENT: Councillor D Atkinson in the Chair

Councillors T Hanley, J Harper, A Lowe
and N Taggart

Co-optees J Bedford - Bramley & Stanningley Forum
 H Boutle - Armley Forum
 P Green - Bramley & Stanningley Forum
 M Pugh - Armley Forum

34 **Late Item**

The Chair reported one late item of urgent business regarding the initial proposals on the **Review of Polling Districts and Polling Places for the Parliamentary Constituencies** within the local authority's area under Section 16 of the Electoral Administration Act 2006.

In accordance with Section 100B(4)(b) of the Local Government Act 1972, the Chair indicated that she agreed to accept this report as a late item of urgent business due to the fact that this was the only West Inner Area Committee meeting to be held before the closing date for submissions on 7th November 2007. (Minute 39 refers).

35 **Declaration of Interests**

The following personal interests were declared at the meeting:

- Councillor A Lowe in her capacity as a Director of West/North West Homes and a Member of Children Leeds Partnership (Agenda Items 9 & 13 - Minutes refer 42 & 46 refers).
- Councillor N Taggart in his capacity as a Panel Member of West/North West Homes (Agenda Item 9 – Minute 42 refers).
- Councillor T Hanley in his capacity as a Director of Aagaard Hanley Limited and Plasterworkshop Limited (Agenda Item 17 – Minute 50 refers).

During consideration of the items indicated below, the following Members declared a personal & prejudicial interest and left the room and took no part in the discussion or voting thereon:

- Councillor A Lowe in her capacity as a Director of Leeds MIND (Agenda Item 11 – Minute 44 Resolution (iii) refers)).
- Councillor N Taggart in his capacity as a Director of Theatre in Education

Draft minutes to be approved at the meeting
to be held on Thursday, 6th December, 2007

- (Agenda Item 11 – Minute 44 Resolution (iii) refers)).
- Mr M Pugh – Co-optee for Armley Forum in his capacity as Chair of Armley Helping Hands (Agenda Item - 11 Minute 44, Resolution (ii) refers)).
 - Mrs J Bedford and Mr P Green – Co-optees for Bramley & Stanningley Forum in their capacity as Members of Fairfield Community Partnership (Agenda Item 11 – Minute 44, Resolution Capital (i) refers)).

36 Apologies for Absence

An apology for absence was received on behalf of Councillor McKenna who was away on honeymoon.

37 Chair's Opening Remarks

The Chair welcomed Councillor Harper back to the meeting after her recent illness. Councillor Harper thanked the Area Committee for their best wishes and for the beautiful flowers that she had received.

The Chair also welcomed Anwar Mohammed the new North West Leeds Area Inspector for West Yorkshire Police to the meeting.

38 Open Forum / Community Forums

The agenda made reference to the provision contained in the Area Committee Procedure Rules for an Open Forum Session at each ordinary meeting of an Area Committee, for members of the public to ask questions or to make representations on matters within the terms of reference of the Area Committee. On this occasion, no matters were raised under this item by those members of the public who were in attendance.

The minutes of the **Armley Community Forum** meeting held on 18th September 2007 were submitted for information and noted.

The minutes of the **Bramley & Stanningley Community Forum** meetings held on 26th July and 27th September 2007 were also submitted for information and noted.

39 Late Item - Review of Polling Districts and Polling Places

Members considered the Initial Proposals for the review of Polling Districts and Polling Places as outlined in the submitted report by the Returning Officer.

RESOLVED –

- (a) That approval be given the existing arrangements for the Polling Districts and Polling Stations for the Armley and Bramley & Stanningley Wards as detailed in Appendix 1 of the submitted report.

(b) That the submissions for those Polling Districts proposed for merger as detailed in Appendix 2 for the Armley and Bramley & Stanningley Wards be submitted as follows:

- **Not to support the merger of (Appendix 2 refers) –**
40 AMI with 41 AMJ – Portable Building on land adjacent to Poplar Mount/Way to poll at Venerable Bede Parish Centre, Stanningley Road.
43 AML with 42 AMK – Portable Building car park near junction of Spring Valley Crescent/Walk to poll at Bramley WMC, 68 Elder Road.
44 AMM with 45 AMO - Bramley Christian Church, 29 Snowdon Crescent to poll at Raynville Primary School, Cross Aston Grove.
62 BSD with 68 BSJ – Portable Building parking area at junction of Rossefield Approach/Grove to poll at Bramley Branch Library.

(c) That approval be given for the transfer of the following new Polling Station location in the Bramley and Stanningley Ward (Appendix 3 refers):

63 BSE – Portable Building at Junction of Fairfield Street/Grove to transfer to the Community Centre, Fairfield Street.

40 Minutes - 20th September 2007

RESOLVED - That the minutes of the meeting held on 20th September 2007 be confirmed as a correct record.

41 Community Safety Issues - Inner West Leeds

The West Leeds Area Manager submitted a report and Inspector Anwar Mohammed, together with Gill Hunter, Community Safety Officer gave a **brief update on community safety issues** in the West Leeds area.

The Chair congratulated Gill Hunter, Area Community Safety Officer (West/City Centre) on her recent award from the West Yorkshire Police Authority in recognition for the partnership work on various Police Operations that she had co-ordinated .

Inspector Mohammed reported on the following areas over the last three months:

- A decrease in the amount of **Criminal damage**.
- A reduction in reported **anti social behaviour** over the summer months.
- Reduction in **burglaries** during the same period which could be due to the increase in the number of PCSO patrols.
- Due to the forthcoming dark nights the Inspector announced that he is making application for **extra funding** from the Police Authority for more Police Constables and staff **to combat burglaries** etc.
- Low energy light bulbs – Light Up Campaign.

Draft minutes to be approved at the meeting
to be held on Thursday, 6th December, 2007

In summary the main issues raised were:-

- The recent **arson and burglary incidents** at two local schools in the Armley and Bramley & Stanningley Wards.
- The Area Committee's objections to the application for a Massage Parlour/Steam Sauna and **24 hour drinking Licence** at premises on Eyres Avenue, Armley, Leeds 12.
- The application for a Designated Public Places Order (DPPO) for Armley.
- There were some issues still outstanding on the **Broadlea estate** and Members were asked to feed back any information they had received in order that it could be investigated during the next Operation.
- An incident of racism occurring on **Fairfield Hill** where two people had been arrested.
- Concern was expressed to the Inspector that no sooner do PCSOs familiarise themselves with the people and the area they then seem to move to another area. In response the Inspector informed the meeting that it was his intention to get Officers to stay in the area they know but in January 2008 there would be massive changes in the organisation of Police services across West Yorkshire.

The Chair thanked Inspector Mohammed for his attendance at the meeting.

RESOLVED –

- (a) That the contents of the report and Inspector Anwar Mohammed's comments be received and noted.
- (b) That the Chief Inspector be requested to keep Ward Members informed following Police investigations into the recent arson and burglary incidents at two local schools in the Armley and Bramley & Stanningley Wards.
- (c) That the West Leeds Area Manager convey this Area Committee's objections to the Licensing Committee when consideration be given to the application for a Massage Parlour/Steam Sauna and 24 hour drinking Licence at premises on Eyres Avenue, Armley, Leeds 12.

42 Area Delivery Plan 2007/08 Update and Future of ADP 2008/09

The West Leeds Area Manager submitted a detailed report providing Members with an update on progress on the Inner West Area Committee Area Delivery Plan (ADP) for 2007/08.

Rebecca Boon, West Leeds Area Management presented the report and responded to Members' questions and comments.

In brief, the main issues raised were:

- Members **paid tribute to the voluntary sector**, such as the Interplay Group, the "Armley Tea Dance" etc., who with their help and support had driven these plans forward.

Draft minutes to be approved at the meeting
to be held on Thursday, 6th December, 2007

- Concern was expressed that the Sheltered Housing Complex at **Ashlea Court** still, after a year of campaigning, had not had any **CCTV cameras** installed.
- Members also expressed their concern that alcohol was still being sold to the under aged young people in the Armley area and yet there had been an **application for another Off Licence** on Armley Town Street.

RESOLVED -

- (a) That the progress and actions contained in the Area Delivery Plan be noted.
- (b) That the Chair and the West Leeds Area Manager be instructed to Investigate with West North West Homes the delay in the installation of CCTV cameras at Ashlea Court.

43 Consultation on the Leeds Strategic Plan 2008/2011

The Committee received a report and a tabled printout of the presentation regarding recent changes to the Council's corporate planning framework, involving the merger of the **Council's Corporate Plan** and the **Local Area Agreement** to form a Leeds Strategic Plan, also bringing together the themes contained in the existing **Vision for Leeds and Regeneration Plan**.

The document set out the draft strategic outcomes and proposed improvement priorities for the period 2008/2011, and what the Council itself intended to do, in partnership with others, to deliver the priorities. All Area Committees were being asked to contribute to the process in terms of commenting in broad terms on whether the outcomes and priorities reflected the experience and needs of their local areas. There would be further opportunity to comment later in the process on targets and performance indicators, and to also consider how local priorities, delivered via the **Area Delivery Plans**, could contribute to achieving the overall strategic aims of the Council, but at this stage officers were seeking confirmation that the aspirations outlined in the Plan were the right ones.

Sandie Keene, Director of Adult Social Services, Jane Stageman, and Dylan Griffiths, Chief Executive's Department, attended the meeting and responded to Members' queries and comments.

In addition, a questionnaire was tabled at the meeting on developing the improvement priorities for the Leeds Strategic Plan and the Area Committee were urged to submit their **comments/completed questionnaire** within the **next two weeks**.

In brief, the main issues discussed were:-

- The view was expressed that the Strategic Plan should address the philosophy that people living in the inner city wards had a **life expectancy of 15 years less** than those living in the outer areas.
- Members also expressed their view that there is a need for more emphasis to be put on those children who come from a **working class background**

who often leave school with no educational qualifications or training who turn to crime as they often **felt excluded from society**.

- The need for more social housing and capital to build houses. The Council needs to look at how much spare land there is to build those houses desperately needed by single parent families who are having to live with parents due to **shortage of housing**.

RESOLVED –

- (a) That the report be noted.
- (b) That Members be encouraged to complete and return the questionnaire setting out their individual comments on the Strategic Plan 2008/2011.

44 West Inner Well-Being Budget

The West Leeds Area Manager submitted a detailed report providing details of the amount of **Well-Being capital and revenue funding available** for the 2007/08 financial year and the commitments already approved.

Rebecca Boon, West Leeds Area Management presented the report and, together with Steve Crocker, West Leeds Area Manager responded to Members' questions and comments.

Detailed discussions on the report and appendices followed.

RESOLVED -

- (a) That the report and information appended to the report, which includes the available balance of the Area Committee's revenue and capital Well-being Budgets, be noted.
- (b) That the following decisions be made in relation to revenue and capital Projects as detailed in the appendices attached to the submitted report:

Revenue

- (i) New Wortley Community Development Worker/Centre Manager – **£26,187 – Approved.**
- (ii) Armley Helping Hands - £18,598.87 – Members expressed concern about whether this was funding the core business of this organisation and whether this scheme fits into the Area Delivery Plan. The application was therefore **deferred for further information.**
- (iii) West Leeds Domestic Violence - **£5,000 – Approved.**
- (iv) I Love West Leeds - **£25,000 – Approved.**

Capital

- (i) Fairfield/Groundwork Environmental Project - **£15,000 - Approved.**
- (c) That the Small Grants and Skips proposals outlined in paragraph 4.1 which have been approved since the last meeting be noted.

Note:

Draft minutes to be approved at the meeting
to be held on Thursday, 6th December, 2007

(a) Mr M Pugh declared a personal and prejudicial interest as Chair of Armley Helping Hands left the room during consideration of the above item.

(b) Councillors Lowe and Taggart declared a personal and prejudicial interest in the application West Leeds Domestic Violence as a Member of Leeds MIND and as a Director of Theatre in Education, they left the room during consideration of the above item.

(c) Mrs J Bedford and Mr P Green declared a personal and prejudicial interest in the application for the Fairfields Estate Environmental Improvements Scheme and left the room during consideration of the above item as both are Members of Fairfield Community Partnership.

45 West Leeds Country Park and Green Gateways

The Chief Recreation Officer submitted a report on the progress made with the West Leeds Country Park and Green Gateways project since the last WLCP Forum meeting held on 11th June 2007.

Elaine Hill, West Leeds Country Park and Green Gateways Officer presented the report and responded to Members' questions and comments.

Members expressed their concern that no signs had still been erected in **Bramley Park** prohibiting the use of motorcycles.

The Chair thanked Elaine Hill for all the good work done in the West Leeds area and for her attendance at the meeting.

RESOLVED – To note that developments are currently being made with the West Leeds Country Park and Green Gateways project, in terms of progress of the management plan and its broad objectives; ongoing provision of interpretive material; development of Community Green Gateways and the general liaison with and support of community and user groups

46 Leeds Joint Area Review

The Director of Children's Services submitted a report and presentation describing the Joint Area Review (JAR) process and outlined the timetable of activities in Leeds so that Members are informed of developments and offers an opportunity to engage with the JAR at Area Committee.

Amanda Jackson, Children's Services presented the report and responded to Members' questions and comments.

Councillor Lowe informed the meeting that as Chair of Scrutiny Board (Health) that there had been a lengthy inquiry on CAMS (Child and Mental Health Services) in 2004 and advised Amanda Jackson to revisit the documents which had evidence for the partnership and it is hoped that the Council acted on the recommendations the Scrutiny Board had arrived at.

The Chair thanked Amanda Jackson for her informative presentation

RESOLVED - That the contents of the report and presentation be noted.

(Councillor A Lowe declared a personal interest in the above item as a Member of Children Leeds Partnership).

47 Leeds Bradford Corridor Regeneration Update

The Director of Environment and Neighbourhoods submitted a report updating Members on the **joint work** taking place between partners of Leeds City Council and Bradford Metropolitan District Council on the **Leeds Bradford Corridor**.

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

In brief, the main issues raised were:

- The view was expressed that there were only two Councillor representatives on the Leeds Bradford Corridor Forum.
- Members also expressed concern that the affordable housing to be built in West Leeds will be for sale rather than for rent and as the majority of people in West Leeds are in the **lower income bracket** these properties would be out of their price range.

In response, Councillor Lowe reported that affordable housing had been discussed at a Board meeting of **West North West Homes** and assured the Area Committee that the biggest majority of properties to be **built for rental** rather than for sale.

The Chair thanked Stuart Byrne for his attendance.

RESOLVED –

- (a) That the contents of the report be noted.
- (b) That this Area Committee supports the continued joint working with Bradford MDC.

48 Armley Town Centre Improvements

The West Leeds Area Manager presented his report which provided Members with an update on **regeneration projects** for Armley Town Centre including the Townscape Heritage Initiative, Town and District Centre Improvements, and Armley Moor.

RESOLVED – That the West Inner Area Committee continues to support the regeneration of Armley District Centre and notes the progress of the projects.

49 **Funding opportunities to support jobs skills and enterprise in West Leeds**

The West Leeds Area Manager submitted a detailed report on the current opportunities that exist to bid for **European Funding** to assist jobs, enterprise and skill levels in West Leeds.

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

A lengthy discussion ensued on the overall approach to tackle the needs of local people and businesses. Members felt encouraged that funding was to be sought from a significant number of new funding opportunities that are to become available in West Leeds.

The Chair thanked Steve Crocker for his very informative presentation.

RESOLVED –

- (a) To note the proposed bids to go forward to the relevant funding organisations for economic development and worklessness in West Leeds.
- (b) That the results of any successful bidding be reported back to a future Area Committee meeting.

50 **Leeds Local Enterprise Growth Initiative Programme Update**

The Local Enterprise Growth Initiative Manager submitted an update report on the progress of the Leeds LEGI programme which aims to **tackle worklessness** in the most deprived areas by encouraging residents to consider starting their own business.

Simon Brereton, LEGI Manager presented the report and responded to Members' questions and comments on the following specific projects for West Leeds:

- **Development Trust** – BARCA Leeds have been offered development funding of £15,000 to investigate the feasibility of establishing an enterprise focused development trust in West Leeds.
- **Catalyst Centres** – Give organisations have been invited to submit proposals to operate a **West Leeds Catalyst Centre**.

In summary, the main issues raised were:

- The need to encourage businesses to offer more **apprenticeship schemes**.
- The need to establish a development trust involving a wide range of local businesses such as BARCA, Farnells etc
- The need to encourage businesses to employ people with mental health and disabilities problems.

The West Leeds Area Manager informed the meeting that there were proposals going forward to build the West Leeds Catalyst Centre on Stanningley Road near the Fairfields. Local businesses are to be encouraged to work together in partnership and hopefully once the Centre is built these people will come along and mentor the unemployed.

The Chair thanked Simon Brereton for his attendance.

RESOLVED - That the contents of the report be noted.

(Councillor Hanley declared a personal interest in his capacity as a Director of Aagaard Hanley Limited and the Plasterworkshop Limited both local businessmen in the West Leeds area).

51 Date Time and Venue of the Next Meeting

Thursday, 6th December 2007 at 9.00 a.m. at the Armley One Stop Centre, Armley Town Street, Leeds 12.



Originator: Gill Hunter

Tel: 224 3200

Report of the West Leeds Area Manager

Inner West Leeds Area Committee

Date: 6th December 2007

Subject: Community Safety Issues, Inner West Leeds

Electoral Wards Affected:
Armley
Bramley and Stanningley

Ward Members consulted

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

1.0 Purpose Of This Report

1.0 This report enables a West Yorkshire Police representative and Gill Hunter to give an update on Community Safety Issues in Leeds for the past 6 weeks including a brief update on Operation Champion which took place in the Wythers and Raynviles neighbourhoods.

2.0 Background Information

2.1 The North West Divisional Community Safety Partnership is responsible for delivering actions to reduce crime and disorder in the West Wedge. It is made up of representatives from key statutory agencies who also have representation on Inner and Outer West Tasking teams.

3.0 Main Issues

3.1 Community Safety is one of the priority areas for the Area Committee. Regular reports are received from West Yorkshire Police on key issues and activity in the Inner West Area.

4.0 Implications For Council Policy And Governance

4.1 Tackling crime and disorder and addressing the fear of crime is a top priority for the citizens of Leeds as evidenced by previous consultation undertaken on a citywide and local level.

4.2 The citywide community safety partnership, Safer Leeds, has identified a number of key priority themes for 2005 – 2008. These are:

- Acquisitive Crime;
- Anti-social behaviour;
- Drugs;
- Reassurance;
- Violent Crime;

Locally delivered actions will contribute to these priorities. In addition Operation Champion has been rolled out throughout the city and will be targeting hot spot areas by police division.

5.0 Legal And Resource Implications

5.1 The West Area Management Team includes an officer with specific responsibilities for Community Safety who co-ordinates activity and acts as the link officer with West Yorkshire Police.

6.0 Conclusions

6.1 Crime and Community Safety is a priority for the Area Committee, and a representative from West Yorkshire Police, North West Division, attends the Inner West Area Committee meetings to provide a regular update on key issues.

7.0 Recommendations

7.1 Members are asked to note the update from West Yorkshire Police.



Originator: Dave Roberts

Tel: 0113 247 4724

Report of the Director of City Development

Inner West Area Committee

Date: 6th December 2007

Subject: Promoting Financial Inclusion in Leeds

Electoral Wards Affected:

**Armley
Bramley and Stanningley**

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

Leeds City Council has been working with partners in the city to develop a comprehensive set of initiatives aimed at bringing about financial inclusion, particularly in some of the more deprived neighbourhoods in the city. The Council has been awarded Beacon Status for this work. A video presentation will be made to the Area Committee detailing the work and progress so far

1.0 Background Information

- 1.1 Leeds City Council has been developing a strategy to combat financial exclusion since early 2003 when the then Development Department commissioned consultants from Salford University to undertake research on the subject.
- 1.2 The research resulted in comprehensive data being obtained which was reported fully in December 2004 and disseminated at a half day conference in February 2005, officially opened by Councillor Andrew Carter. Since that time the Council and partners have been implementing a strategy to attempt to overcome the affects of financial exclusion. A brief summary of the background and of the initiatives undertaken is attached as an appendix to this report.
- 1.3 The Council submitted an application in 2004 to become a Beacon Council in the theme "Promoting Financial Inclusion and Tackling Over-indebtedness". The Governments Improvement and Development Agency (IDeA) announced in March 2007 that the City Council had been successful and received Beacon Status for this work.

2.0 Recommendations

- 2.1 Members of the Outer West Area Committee are asked to note and support the initiatives described in the presentation.

APPENDIX

Leeds Financial Inclusion Project – A Summary, August 2007

The Financial Inclusion Project has its origins in early 2003 when discussions with Leeds City Credit Union identified problems of high interest loans from doorstep lenders. Research was undertaken during 2004 which was finally published in December of that year.

The research included a residents survey of 410 households. The more deprived areas of the City were selected for the survey sample and neighbourhoods with high levels of benefit claimants were targeted. Interviewers were given quotas to ensure that the sample interviewed was reflective of the population in these areas in terms of gender and ethnic origin. Key stakeholders in the city were also interviewed

The survey found a low utilisation of bank accounts by residents. 40% of the sample said that they kept their savings in cash in a jar or relatives looked after it for them. Of those who borrowed, 15 % used doorstep lenders. However, 38% of single parents who borrowed, used this source. A fifth of those who borrowed used the money to pay off other debts or for day to day living.

The research identified needs which came under three broad headings

Affordable credit

More debt advice

Better financial literacy

The underlying need was for services to be locally provided and integrated.

In order to ensure a long-term and sustainable commitment, political support was secured from across all the Council's main political parties.

A half day conference was held early in 2005 to disseminate the research findings. The conference was attended by a broad cross section of partners and this raised the profile of the work and helped to consolidate and further develop the recommendations emanating from the research.

One of the key factors in developing the successful project was the establishment of a broad Steering Group from the conference. This Steering Group covers all City Council Departments and many partners from the public, private and voluntary sector. The group now comprises over 90 representatives from 50 partner organisations.

A number of initiatives have been developed since that time.

Affordable Credit

- The roll out of Credit Union branches in the Council's One Stop Centre and ALMO cash offices – Expansion from 2 branches in 2005 to 8 by summer 2007
- Expansion of the development of credit union schools saving clubs utilising funding through the Local Enterprise Growth Initiative (LEGI).
- Launch of an enterprise loan scheme run by the credit union to provide finance to small businesses who would not normally be able to raise funds for expansion (funded through LEGI)
- The launch of the Leeds Loan Shark project in conjunction with Birmingham City Council and West Yorkshire Trading Standards
- Working with LCC Refugee team to assist with availability of bank accounts and affordable credit.
- Launch of the credit union “Handiloon” affordable loan scheme
- Discussions with the Post Office about greater collaboration in dealing with credit union accounts

Debt/Money Advice

- Development of the Leeds Money Advice Project (MAP) partnership which unified all the city's 5 debt advice providers and resulted in a successful joint bid to the DTI for additional face to face debt advice funding.
- Developing a project to provide basic financial management and debt counselling training to front line staff working in the Council's customer service points – roll out subject to further funding.
- Offering families basic financial advice and debt counselling via the Council's Children's Centres which provide integrated childcare and education for early years children.
- Development of a pilot debt and financial advice package, 'money talks', by Leeds South East ALMO with a view to a possible extension in the future. Collaboration to develop unified money advice "product" across all 3 ALMO's
- Collaboration between Yorkshire Water Services and the Credit Union regarding water payment systems and discussions with other utilities regarding their utilisation of pre payment meters.
- Provided an "ex-directory" information leaflet to enable partners to more easily access debt counselling appointments for clients

Financial Literacy

- Co-development of financial literacy packages for young children by the Council's Library service and Yorkshire Bank.
- Development by Education Leeds (Cities education administration provider) of financial literacy packages for school age children.
- Working with the FSA to deliver financial capability training for all Council staff. Possible roll out to other employers in the city

Cross Initiative/Strategic

- Embedding financial inclusion into all the main Council and strategic partnership strategies and policies including the Local Area Agreement (LAA)
- New approach to developing a Council Corporate Debt Policy involving key partners who have direct experience in dealing with debt problems.
- A proposal for the establishment of a financial inclusion charity to draw in funding for the various financial inclusion projects.
- Co-ordinating the placement and identifying suitable sites for fee-free ATM's
- Develop, in conjunction with partners, a brief for further research to determine the economic and regeneration impacts of financial inclusion initiatives
- Work with the 3 Leeds prisons to assist with provision of financial services and debt and money advice to inmates, particularly those about to leave prison
- Produced materials for disseminating information about the project to partner staff and the public including a video DVD and an information leaflet. Undertaken a series of presentations in a significant number of workplaces
- Bid to EU Progress Fund for learning exchange partnership with various European partner cities on social exclusion issues. Leeds to showcase financial inclusion.



Report of the Director of Environment and Neighbourhoods

Inner West Area Committee

Date: 6th December 2007

Subject: Inner West Area Committee Well-Being Fund Update

<p>Electoral Wards Affected: Armley Bramley & Stanningley</p> <p><input checked="" 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

This report provides details of the amount of well-being capital and revenue funding available for the remainder of the financial year 2007-2008. Members are asked to note this information, comment on any new applications and consider them for approval.

1.0 Purpose of This Report

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

2.0 Background Information

2.1 The capital and revenue allocation for 2007-08 Inner West is:

Capital Allocation 2007-2008 £ 72, 512
Revenue Allocation 2007- 2008 £197, 490 (this includes an extra £50,000 for environmental projects including conservation area reviews and residential parking projects)

2.2 Following approval of applications at the committee meeting on 25th October 2007 and rationalization of all expenditure since financial year 2004/05 the amount of well being funding remaining for 2007/8 is £35,454.38 revenue and £21,800 capital.

3.0 New applications for Well being funding.

3.1 The applications below have been received for this Area Committee.

Project Title	2007-08	2008-09	2009-10	Total Amount	Capital or Revenue	Ward	Appendix
Summer Bands In the Park		1,200		1,200	Revenue	Armley, Bramley and Stanningley	1
Summer Sports Programme		5,000		5,000	Revenue	Armley, Bramley and Stanningley	2
Community Development Worker/Centre manager New Wortley		2,597.00		2,597.00	Revenue	Armley, Bramley and Stanningley	3
Local Futures Access 2 Employment		15,000	15,000	30,000	Revenue	Armley, Bramley and Stanningley	4
Gates at Wellington Terrace	2,000			2,000	Capital	Bramley and Stanningley	5
Conservation Area for Bramely and Stanningley		12,000		12,000	Revenue	Bramley and Stanningley	6

4.0 Small Grants and Skips.

4.1 The following applications for small grants have been received since the last area committee meeting.

Small Grants -		
Project	Date approved	Amount
Light Up campaign	Nov 07	500.00
	TOTAL	£500.00

SKIPS		
Project	Date approved	Amount
Hayleys Field allotment	Clean Up	95.00
Armley Towers	Clean Up	95.00
	TOTAL	£190.00

5.0 Implications for Council Policy and Governance

- 5.1** Well Being projects support the actions contained in the Inner West Area Delivery Plan. Ward members have been consulted on this plan and on the projects commissioned to deliver improvements to the area. This Plan contributes to the priorities of the Departmental, Council and Corporate Plans by aiming to create better neighbourhoods and confident communities.

6.0 Legal and Resource Implications.

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

7.0 Conclusions

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

8.0 Recommendations

- 8.1** The Area Committee is asked to:

- a) note the financial status of the Well-Being Budget, capital and revenue.
- b) comment upon and approve where appropriate requests for funding for large, small grants and skips.

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Area Committee Well Being Fund – Project Proposal
Inner West Area Committee

Appendix 1

Project Name: Summer Bands in the Park.

Lead Organisation: Leeds International Concert Season. City Development Dept

Project Delivery – How will the projects be delivered (list any partners involved in the project)

4 concerts will be on Sunday afternoons at 2.30pm between June- August 2008

Project Summary (include a brief description of the main activities, why the project is needed and links to key priorities).

4 Brass bands concerts as part of the 'Summer Bands in the Park' series. These concerts will benefit the neighbourhoods in the Armley, Bramley and Stanningley.

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

These concerts will benefit the community as people will be able to experience free music in their local parks.

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

£300 per concert as £200 pays the band and £100 is for the parks costs. The costs are Revenue costs

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

Armley, Bramley and Stanningley

State who will receive the funding for this project:

Alison Huckerby
Leeds International Concert Season, The Toen Hall,
The Headrow,
Leeds.
LS1 3AD
Tel 247 8336

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Area Committee Well-being Fund – Project Proposal
Inner West Area Committee

Appendix 2

Project Name: West Leeds (Inner) Summer Sports Programme

Lead Organisation: Community Sport, Sport & Active Recreation – Leeds City Council

Project Delivery - How will the project be delivered? (list any partners involved in the project):

The Leeds City Council Community Sports Officers for West Leeds, part of the City's Sports Development Unit, will organise a variety of sports activities during the school holidays (Easter, Summer and May & October half terms) using community sports coaches and casual sports coaches from the Leeds City Council coaches database. The activities will use current facilities such as local sports clubs, schools, the LAZER centre and leisure centres. The project will work in partnership with sports clubs, Priesthorpe Schools Sports Partnership, Extended Services Clusters, Leisure Centres, Youth Services, YIP, Police, the Area Management team and other relevant agencies.

Partners in the Project are: Youth Service, Local Sports Clubs, Extended Services, Leisure Centres, I Love West Leeds Festival

Project Summary (include a brief description of the main activities, why the project is needed and links to key priorities):

Whilst the detail of the programme remains flexible to fit in with the particular needs of the community, we are broadly looking at working in three areas. Firstly, working closely with Extended Schools/Services clusters to build sport and activity into the holiday programmes and other activities which they will be leading on during the year. We will also look to provide holiday programmes and activities in partnership with Leisure Centres and the Youth Service particularly targeted at 11+ age group. Finally, following on from the success of last years holiday camp programme, we will look to organise and run numerous holiday sports camps around the area based at schools and local sports clubs. This programme will consist of multi-sport camps, where coaches would come in to deliver a wide range of sports (eg football, cricket, rugby, athletics, dance etc) to groups of 8-13 year olds. We will be looking to organise football tournaments to be held at the LAZER Centre for teams to take part in from all over West Leeds. We will also, in conjunction with the Youth Service, be organising sports sessions for 13-19 year olds at locations within local communities, particularly targeting hot spot areas. The programme will also be built around the Breeze on Tour festivals and encourage attendance there too. We will also be working closely with the I Love West Leeds Festival organisers to ensure that our programmes are complimentary and cross promotional.

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

We will provide a complimentary programme of activities which are accessible within local communities and showcase the kind of activities which are available to them. All these activities will be at nominal cost to the young people, up to a maximum of say £5 per day.

We hope to engage 100s of young people from the West Leeds area in positive activities during the school holidays.

To get more young people active to improve their health and well-being.

To provide diversionary activities to reduce the amount of anti-social behaviour which occurs during the holiday period.

To showcase the various activities which are on offer to young people from the West.

To get young people to access local sports clubs and facilities and then for them to continue to participate in these activities on an ongoing basis.

To target the areas of most need and provide opportunities for those young people who cannot access the more expensive, commercially run programmes which run during holiday programmes.

Project Cost. Please indicate

How much the project will cost? (List all partners and their contributions)

£5,000 revenue for a 7 month project which will operate from April 2008.

£5,000 is also being sought from Outer West Area Committee

Identify which geographic areas will benefit:

Armley, Bramley and Stanningley especially focusing on deprived neighbourhoods.

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

£5,000 Revenue

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

Paul Cox Te No: 247 8314

Inter Departmental transfer _ Financial Code (10 digit): 02 008 WST SSP 890 00

Approved

Date

Not Approved

Date

Please return this form to Rebecca Boon, West Area Management Team, Pudsey Town Hall, Lowtown, Pudsey, Leeds, LS28 7BL or via email to rebecca.boon@leeds.gov.uk

Area Committee Well Being Fund Project Proposal
Inner West Area Committee

Appendix 3

Project Name: Community Development Worker/Centre Manager for New Wortley Community Centre

Lead Organisation: New Wortley Community Association, 40 Tong Road, Leeds, LS12 1LZ

Project Summary:

To employ a Community Development Worker/Centre Manager for New Wortley Community Centre to ensure the development of services and programmes of activities and to manage the daily operation of the centre for agencies and service users.

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

Community Development Worker/ Centre Manager

To secure the continuation of a community facility providing a Community Café and After School Club and other services to a community in the bottom 10% of neighbourhoods in the country.

The creation of this post will secure the continued use and availability of the centre and current services (particularly the After School Club (ASC) and the Community Café) for use by local people and agencies, together with the development of additional programmes of activity and services to meet the needs of the local community.

The centre has been in receipt of European funding since October 2005 and has thrived since this time with a successful After School Club and Community Café serving the community and which are now self-financing. In fact proceeds from the ASC now help to support the popular Mums and Tots group.

Through the project over 10 local people have secured employment and over 5 organisations have been assisted to deliver their own activities. The centre also has a successful Job shop which is due to expand in the next few months.

Current activities delivered include:

A cyber café, baby clinic run by the Primary Care Trust, Luncheon Club, Baby Reality Class, HipHopes Edutainment youth project, residents meetings, ward member surgeries, West Leeds Gateway Regeneration consultation meetings, Job shop, Cookery Classes (Envt Health) Mums and Tots Group, Boys Club, Volunteer Project, Gardening project.

Future Activities

To work with key partners and local people to plan, develop and deliver high quality neighbourhood management and services for the local community and enable local people community groups and organisations to build their capacity, confidence and skills training.

To ensure the smooth running of the centre and development of projects with the New Wortley Community Association, key partners and local organisations.

To recruit, support and develop training for volunteers.

To support the further development of the Community Café and After School Club which are already moving towards social enterprise status.

To provide complimentary activities to those provided by the new Children's Centre at Castleton Primary School.

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

Total Cost of project is £ 28,784

At the previous area committee of 25th October members approved the sum of £ 26,187.00. Unfortunately this was at an incorrect payscale and also does not take into account the recent pay rise agreement of November 2007. Consequently a further amount of £2, 597.00 is required to pay the appointed worker at a scale comparable with a similar post funded at Fairfield Community Centre.

Request from Inner West Area Committee £ 2,597.00.

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

Inner Area Committee - Armley

State who will receive the funding for this project:

Mr Bryan Bloom

Chair of New Wortley Community Association, 40 Tong Road, Leeds LS12 1LZ

Te 0113 2793466

Area Committee Well-being Fund – Project Proposal
Inner West Area Committee

Appendix 4

Project Name: Local Futures – West/North West application for Access to Employment funding

Lead Organisation: BARCA – LEEDS Development Trust

Project Delivery - How will the project be delivered? (list any partners involved in the project):

Local Futures is a 2 year project focusing on local delivery in partnership with locally based organisations; it aims to work with lone parents and young people **Not in Education Employment or Training (NEET)** to assist them to access employment. BARCA- Leeds will be the lead organisation for the bid and will recruit and employ three workers and an administration officer, while the partners will work alongside these workers to ensure the delivery of a wide range of tailor made interventions with the key client groups. The four workers will be based together at one of the local venues (community centres) and work across the whole of the West North West area.

National and local evidence suggests that in order to engage with these client groups we need to base our services at a local level, the model we are proposing is based on community development approaches and builds on the trust and relationships that have developed over time with each of the partners. Our model seeks to be flexible and open a dialogue between the individual, worker and partners in order to move people towards job and career opportunities.

This project will have 4 main centres that will co-ordinate activity at a neighbourhood level, it will have a further 4 satellite centres that will support further activity. The 4 main centres are: New Wortley, Fairfield, Burley Lodge, and Cardigan Centre. Both main and satellite centres will work with the key workers to identify a range of activities suited to the client group. All these centres have a history of community engagement and deliver a wide range of services. They are based within the neighbourhoods they serve. The satellite centres have strong links with each of the 4 main centres and a number of existing programmes are already delivered through this system e.g. Cardigan Centre Connexion Service work at Hawksworth Wood, Barca Leeds deliver the first round of A2E at Little London Space@. Each of the main and satellite centres will have access to an activity budget that they can use to develop work with the client groups.

Barca Leeds will employ 4 workers, one to focus on the NEET group, one on the Lone Parents and one on employment and training brokerage and a part time administrator. The NEET and Lone Parent workers will work alongside the 4 main centres to develop a referral system under the Information, Advice and Guidance / Common Assessment Framework, they will also develop a menu of activities that will engage, enhance and enable local people to build their confidence, skill and job readiness. The Employment and Training Broker will develop a portfolio of opportunities which could be based at a local satellite or main centre, they will work with our key employers to develop work placements, mentoring and job opportunities as well as add value to existing programmes running in the city. Key to our concept is the need to look at the needs of both the client group and the employer, to encourage a supportive environment which inspires individuals and helps employers to retain staff and offer wider career opportunities.

Partners in the Project are:

BARCA-LEEDS, Burley Lodge Centre, Cardigan Centre, Little London Space@, Fairfield Community Partnership, New Wortley Community Association, HollyBush, Youth Service, Jobs and Skills, Prince's Trust, BEST, Job Centre Plus, Re'new, Leeds ahead, Farnells, Elite Forwarders, Park Lane.

Project Summary (include a brief description of the main activities, why the project is needed and links to key priorities):

Local Futures aim is to deliver a wide range of comprehensive, tailor made and integrated activities that will seek to address the needs of young people Not in Education Employment or Training (**NEET**) and Lone Parents in West and North West Leeds. Our model is focused on delivering activities and support at neighbourhood level; it seeks to address the needs of those from the top 10% SOAs in West North/West Leeds. The strength of this model lies in the fact that each of the partners work at a neighbourhood level, have a good understanding of local factors, have a history of engagement with local people and in particular with the client groups.

Local Futures will focus on working alongside the clients to identify their needs and use the resources of the partnership to address those needs e.g. housing, benefits advice, basic maths and English. However, it will also work with local employers to bridge the gap between the needs of the client and the employer and to manage the expectations and relationships of these groups.

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

Over the 2 year period 2008-2010 for West and North West:

No of people supported towards employment	300
No of people into employment	140
No of gross new jobs created	4
No of employers supported	60
No of people supported in their skills development	960
No of people gaining an accredited qualification	200
No of people completing a back to work plan	800
No of referrals to Job Centre Plus funded provision	100
No of referrals to LSC funded provision	200
No of people assisted to access complimentary support	400
No of people receiving post employment support	200

Project Cost. Please indicate**How much the project will cost? (List all partners and their contributions)**

£30,000 revenue for a 2 year project which will operate from April 2008 to April 2010.

£30,000 is also being sought from Inner North West Area Committee

Identify which geographic areas will benefit:

The Project will work across West and North West Leeds; this includes two 3% areas Fairfield and Little London, it also includes a number of neighbourhoods within the top 10% this includes; New Wortley, Broadleas, Wythers, Burley and Woodhouse, Hawksworth Wood.

West Leeds has some of the highest levels of deprivation across its patch, statistical analysis show that levels of poverty are among the highest in Leeds as well as low educational attainment, crime and poor health. West Leeds has had access to limited resources in the past and this has had a knock on effect in development of new services. West Leeds has poor transport links and is geographically isolated due to rail, road and water structures, considering it is proximity to the city centre. It also has a large and high turnover from HMP Armley which impacts on the local community and local services. West Leeds is historically white working class/unskilled population, lack of resources has resulted in groups of deskilled people with low educational attainment who do not access the wealth or opportunities within Leeds. The Government statistic for SOAs shows that Armley, Bramley and Stanningley, Farnley and Wortley are ranked the worst 10% in the Education, Skills and Training Deprivation Domain in the West Wedge.

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

£30,000 Revenue

£30,000 Revenue is also being sought from Inner North West Area Committee

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

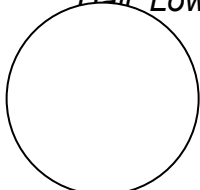
BARCA-LEEDS
259 Upper Town Street,
Bramley.
Leeds.
LS13 3JT

Tel No 0113 255 9582
Bernadette@barca-leeds.org

Approved
Date

Not Approved
Date

Please return this form to Rebecca Boon, West Area Management Team, Pudsey Town Hall, Lowtown, Pudsey, Leeds, LS28 7BL or via email to rebecca.boon@leeds.gov.uk



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Area Committee Well Being Fund – Project Proposal
Inner West Area Committee

Appendix 5

Project Name: Wellington Mount and Terrace Alleygating project.

Lead Organisation: Community Safety

Project Summary:

The local residents of Wellington Mount and Wellington Terrace contacted Community Safety, the police, ward members and their local MP because of long-standing issues of Crime and Anti-social behaviour associated with a ginnel which leads between the end of Wellington Terrace and Wellington Mount in Bramley. The residents have asked for the back ginnel to be gated to prevent the ginnel being used for ASB and as an escape route from incidents of crime. The local residents have reported incidents to the police and have suffered from vandalism to their property, burglary, damage to their vehicles and nuisance /ASB. Evidence of substance misused with drug related paraphernalia has also being found in the ginnel.

Below are the crime figures for the 2 streets, which are relatively high for a small number of houses.

Wellington Terrace

There have been 26 offences reported on Wellington Terrace, Bramley over the last 3 years:

Offence Description	Number of Offences
Damage to Motor Vehicle	7
Theft from Motor Vehicle	4
Interference With Motor Vehicle	3
Theft – Non Specific	2
Burglary Dwelling	2
Damage to Dwelling	2
S47 Assault	2
Robbery of Personal Property	1
Theft of Motor Vehicle	1
Damage Property – Non Specific	1
Arson	1

Incidents

There is just one Anti Social Behaviour incident relating to Wellington Terrace reported during the period 01/09/06 – 13/02/07. The incident recorded as Loutish Behaviour was reported on 10/10/06 involving a group of youths throwing stones at a window.

Wellington Mount

There have been 16 offences reported on Wellington Mount, Bramley over the last 3 years:

Offence Description	Number of Offences
Theft from Motor Vehicle	6
Theft – Non Specific	2
Burglary Dwelling	2
Damage to Motor Vehicle	1
Interference With Motor Vehicle	1
Damage to Dwelling	1
Racially/Religiously Aggravated S4A	1
Damage Property – Non Specific	1
TWOC	1

An investigation has taken place to establish the status of this ginnel and I have been informed by Leeds City Council Rights Of Way Officer that this ginnel is not a public Right of Way. I have also spoken to the Highway Section who have informed me that the ginnel has been adopted, therefore the general public do have right of access to the ginnel. The ginnel only provides a minor short cut for people living on Wellington Mount and Wellington Terrace as this ginnel was in place to service the coal chutes which are now obsolete. There is an alternative route which the public can take without adding on any extra time.

The local residents have been consulted and all but 1 respondent supported the gating of this area. The police, local ward members and community safety also support the gating of the ginnel.

Currently a report is being prepared to take to the open access forum for approval which meets in February 2008. If approval is given their, then the report goes to the Highways Joint Technical Board for approval.

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

The proposals are to install 4 Pedestrian gates and 12 metres of railings. The railings will be from the end of each gate and cut across through the shrubbery up to the palisade fence which exists. All residents will be provided with access keys. The keys system is used throughout schemes in Leeds as this provides the best security. One key can be used to lock all of the 4 gates. This will mean that the only people who will have access to the ginnel are the local residents who live there. This will greatly reduce the opportunity for crime and anti-social behaviour to occur at this location. Keys will be provided for the utilities companies and City Services so access can be gained by these services as and when required.

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

The cost for purchasing and the erecting of railings and 4 gates to the access points, is **£ 4,780.00 + vat**

Community Safety have agreed to fund over 50% of the costs

Total amount requested from Inner West Area Committee - **£2,000.00** Capital

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

State who will receive the funding for this project:

Brent Brady Leeds City Council
Alleygating co-ordinator
Community Safety
Leeming House.

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Area Committee Well-being Fund –Project Proposal
Inner West Area Committee

Appendix 6

Project Name: Review of Conservation Area in Bramley and Stanningley Ward

Lead Organisation: City Development (Sustainable Development Unit)

Project Delivery - How will the project be delivered? (list any partners involved in the project):

The Conservation Area Review will be done in house by the Sustainable Development Unit with the support of Area Management Team who will provide office accommodation, IT and support in consulting with local communities. Bramley History Group will also be involved.

Project Summary (include a brief description of the main activities, why the project is needed and links to key priorities):

Each Area Committee has been allocated an additional £50,000 this year from General Fund Reserves for 2007/08. One of the areas identified by the Executive Board that they would like Area Committees to consider when deciding how to spend this extra money was on carrying out Conservation Area Reviews. This is a Best Value/Comprehensive Performance Assessment indicator for the Council. Executive Board would like to make progress in this area and feel there is an opportunity for the Area Committees to influence how this work goes forward.

A Conservation Area for this purpose is one designated by a local authority under the Planning (Listed Buildings & Conservation Areas) Act 1990. The Act defines it as “an area of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance”.

Central government policy is set out in Planning Policy Guidance Note 15 (PPG 15). The government expects local authorities to review “from time to time” which areas it has chosen to be Conservation Areas and to bring forward ideas for their conservation through appraisals/management plans. Designating and reviewing Conservation Areas is a planning function carried out by the Sustainable Development Unit (SDU) in City Development.

In Bramley and Stanningely ward there are two conservation areas close to each other at Bramley Town Street and Bramley Hough Lane. These will be reviewed together as a single project. Interest shown by Bramley History Society will be used to support this review. Because 2 areas are being undertaken siltmultaneously it will be done at a reduced cost.

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

Leeds now has 64 Conservation Areas but so far only 5 of these have up-to-date appraisals. The requirement for current appraisals has become a Key Performance Indicator under the Best Value/Comprehensive Performance Assessment. Although national targets are yet to be set, a poor performance in this area of work could clearly lead to loss of future government funding support. It may also lead to a number of out dated Conservation Area appraisal documents over time if action is not taken to do further reviews.

Project Cost. Please indicate

How much the project will cost? (List all partners and their contributions)

£12,000 revenue funding from West Leeds Inner Well Being Budget

Identify which geographic areas will benefit:

Bramley and Stanningley.

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

£12,000 (Revenue)

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

Richard Taylor,
Conservation Team Leader,
Sustainable Development Unit
Leeds City Council,
The Leonardo Building
2, Rossington AStreet,
Leeds.
Ls2 8HD

Tel 0113 247 8145

Approved
Date

Not Approved
Date

Please return this form to Rebecca Boon, West Area Management Team, Pudsey Town Hall, Lowtown, Pudsey, Leeds, LS28 7BL or via email to rebecca.boon@leeds.gov.uk



Originator: Rebecca M Boon

Tel: 0113 395 1970

Report of the Director of Environment and Neighbourhoods

Inner West Area Committee

Date: 6th December 2007

Subject: Update on projects funded from Well-Being budget April – November 2007

Electoral Wards Affected:

**Armley
Bramley and Stanningley**

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 seeks to update members on progress with projects commissioned from April to November 2007 and approved to receive Well Being Funding from the Inner West Area Committee. The report also describes how funding has been allocated across key priorities of Community Safety, Street Scene, Young People and Community Engagement and Consultation and across the wards of Armley, Bramley and Stanningley.

1.0 Purpose Of This Report

1.1 To update members on progress of the revenue and capital projects approved by the Area Committee from April to November 2007.

2.0 Background Information

2.1 The capital and revenue allocation for 2007-08 Inner West is:

Capital Allocation 2007-2008 £ 72, 512

Revenue Allocation 2007- 2008 £197, 490 (this includes an extra £50,000 for environmental projects including conservation area reviews and residential parking projects)

3.0 Main Issues

- 3.1 24 projects have been commissioned by the inner west area management team in response to key priorities outlined by ward members and stated in the Area Delivery Plan 2007. **Appendix 1** details these projects and describes progress.
- 3.2 The 24 projects focused on delivering improvements around the key priorities of Community Safety, Consultation and Engagement, Young People and StreetScene and the Environment and of these 9 have been specifically delivered in Armley, 7 in Bramley and Stanningley Ward and 7 serving both wards.
- 3.3 In terms of expenditure £73,908.13 has been allocated to Community Safety projects, £28,890 to Young People, £16,500 to Street Scene and Environment, and £64,195.75 to Community Engagement and Consultation. However some projects have a cross cutting theme as in funding for neighbourhood wardens which has both a community safety aspect and a community consultation and engagement focus.
- 3.4 The majority of projects are revenue projects with 9 being capital projects and 15 revenue.

5.0 Implications for Council Policy and Governance

- 5.1 Well Being projects support the actions contained in the Inner West Area Delivery Plan. Ward members have been consulted on this plan and on the projects commissioned to deliver improvements to the area. This Plan contributes to the priorities of the Departmental, Council and Corporate Plans by aiming to create better neighbourhoods and confident communities.

6.0 Legal and Resource Implications

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

7.0 Conclusions

- 7.1 Significant progress has been made in delivering the priorities of the Inner West Area Delivery Plan with the majority of funding allocated to deliver projects in key neighbourhoods within inner west.

8.0 Recommendations

- 8.1 Members are requested to note the contents of this report and to make observations as necessary.

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Well-being Projects Progress report

Appendix 1

REV or CAP	Wait	Project Name	Lead Organisation	Date approved	Ref	Amount Approved 2007/08	Amount Approved 2008/09	Amount spent	Date paid
Cap	Arm	Christchurch building	Christchurch Armley	08/02/07	IW/07/05/L	£10,000.00		£0.00	
Cap	Arm	Sikh Sports etc centre	Sri Guru Nanak Sri Terr	08/02/07	IW/07/04/L	£10,000.00		£0.00	Cancelled
Cap	Arm	Cedar Bin yards	EHS (WEST)	29/03/07	IW/07/07/L	£9,500.00		£2,000.00	
Cap	Arm	Stanningly Rd Barrier	City Service Highways	29/03/07	IW/07/09/L	£2,000.00		£2,080.00	14/09/07
Cap	B/S	Motorbike signs Bramley	WYP/CS	29/03/07	IW/07/10/L	£2,080.00		£0.00	19/11/07
Cap	Arm	Nancroft Mt gates	Community safety	29/03/07	IW/07/13/L	£3,775.00		£0.00	
Cap	B/S	Bellmount view railings	W L Area Management	20/09/07	IW/07/19/L	£1,263.13		£0.00	
Cap	B/S	Surestart Bramley	Surestart	20/09/07	IW/07/20/L	£1,500.00		£0.00	
Cap	B/S	Fairfield Groundwork Project	Groundwork	25/10/07	IW/07/23/L	£15,000.00		£4,080.00	
		TOTAL				£55,118.13	£0.00	£12,781.38	
Rev	Arm	NW Neighbourhood Warder	LCC - WLAM/CS	08/02/07	IW/07/03/L	£29,000.00			07/07/07, 31/10/07
Rev	All	Consultation & Engagemen	Neighbourhood Warder	29/03/07	IW/07/14/L	£2,000.00		£721.40	Various
Rev	B/S	Roundabout Sponsorship	LCC - Parks & Country	29/03/07	IW/07/01/L	£1,500.00		£1,500.00	29/08/07
Rev	All	WL Holiday Sports program	LCC- LLD et al	29/03/07	IW/07/02/L	£5,000.00		£5,000.00	27/06/07
Rev	Arm	Town Street Tales	LCC - Youth Service	29/03/07	IW/07/06/L	£9,490.00		£9,490.00	18/10/07
Rev	B/S	Community Engagement pr	Bramley Elderly Action	29/03/07	IW/07/08/L	£10,583.00		£7,054.00	18/05/07, 07/09/07

Well-being Projects Progress report

Appendix 1

Rev	B/S	Back on Track	Barca YIP	28/06/07	IW/07/16/L	£1,600.00		£0.00
Rev	Arm	DPPO Armley	WYP/LCC-CS	28/06/07	IW/07/15/L	£12,090.00	Various	£12,157.80
Rev	All	Community Skips	BWS Skip Hire	28/06/07	IW/07/11/L	£3,000.00	Various	£2,073.00
Rev	All	Consultation & Engagemen	WLAM?Various	28/06/07	IW/07/12/L	£5,000.00	Various	£312.00
Rev	All	Headcams	WYP	20/09/07	IW/07/17/L	£7,200.00	30/1/07	£7,200.00
Rev	Arm	HipHopes Edutainment	Invisible Circle Educativ	20/09/07	IW/07/18/L	£2,800.00		£0.00
Rev	All	WL Domestic Violence Car	LIAP/Community Safety	25/10/07	IW/07/22/L	£5,000.00		£0.00
Rev	Arm	NWCC Community Devt W	New Wortley Communit	25/10/07	IW/07/21/L	£6,704.25		£20,112.75
Rev	All	I love West Leeds 2008	Interplay	25/10/07	IW/07/24/L	£1,000.00		£24,000.00
					TOTAL	£101,967.25		£58,289.58
					Combined Total	£157,085.38		£44,112.75
								£62,369.58

Progress to date

Drafted plans out for consultation. Fundraiser appointed. Strategy Group formed. Furniture donated.

Match funding application was unsuccessful. Monies returned to Well Being Budget

Bin Yards completed and area improved

Barrier in place. Safety for local residents and pedestrians improved.

Signs installed

Objection from local landlord. Pursuing installation once resolved. To be done Christmas 2007

Target date Christmas 2007

Building work on new meeting room to start in New Year 2008

Work is currently out to tender. Works to start spring 2008

Wardens employed and active in local neighbourhoods. Feedback from local communities is very positive.

Small budget allocated to wardens to assist them in their work with communities. Personal alarms issued to vulnerable residents and reflective armbands to local children.etc.,

Roundabout planted up and improved a key area in inner west Leeds.

Extensive programme delivered from leisure centres and community venues with children from deprived communities encouraged to play sport

Project complete, local schoolchildren have created figures to be installed on Town Street Armley as part of the Town and District Centre improvements.

Community Development work on-going. Evaluation received each quarter and on file

Well-being Projects Progress report

Appendix 1

1 session delivered. 5 out of 8 youths identified completed the course successfully. Further session to be delivered within next few weeks.

To be operative from 1st December 2007. Neighbourhood Policing Team to assign extra officers to police the order prior to Christmas

In excess of 15 skips have been supplied to local community groups to aid clean up projects.

PA system for New Wortley MUGA. Flowers for Cllr Harper. Skip for Community Clean Up

Awaiting delivery of headcams.

Project has started to be delivered. Early days of the project feedback to be sought at halfway stage

Consultation with Theatre in Education and LIAP to agree schools in priority areas.

Centre Manager to be operative from Jan 08

Successful festival delivered focusing on activities around inner and outer west Leeds

APPENDIX 1



Report of the Director of Environment and Neighbourhoods

Inner West Area Committee

Date: 6th December 2007

Subject: Participatory Budget Pilot in West Leeds

<p>Electoral Wards Affected: Armley Bramley & Stanningley</p> <p><input checked="" 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 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 purpose of this report is to outline the aims and purpose of the Participatory Budget process and seek approval for a pilot to be carried out on the Broadleas estate working with partners under the leadership of local councilors.

1.0 Purpose of This Report

1.1 To inform the Inner West Area Committee of potential Participatory Budget pilot projects that might take place in the city and seek approval / support for selection of Broadleas estate as a pilot operating within the overall guidelines.

2.0 Background Information

2.1 This proposal is based on the outline approach attached as appendix 1 developed for the Members Narrowing the Gap Group. Comments made by members at that meeting have been incorporated into this revised version of that report. A subsequent, earlier draft of this report was considered and supported by CLT at its meeting on 30th October. A key objective of the pilot is to test this approach before considering the wider use of participatory budgeting (PB) in the city. PB aims to involve the public in decisions about prioritizing and allocating funding managed by public or third sector organizations. It can take a number of forms varying between direct public consultation about mainstream spending by public authorities to a form of co-operative evaluation by voluntary and community groups of proposals for grant aid. The objectives for this pilot will be:

- To develop the community leadership role of ward members

- To build the capacity and confidence of local residents in the most disadvantaged neighbourhoods in the city to take action to improve their neighbourhood
- To contribute to mixed communities objectives
- To test the PB approach in different contexts
- To build on existing neighbourhood working
- To raise awareness about public service budgeting

3.0 Selection of Target Neighbourhoods

- 3.1 Following the outline approach, it has been recommended to ask the Area Managers for West and South to select, in consultation with relevant elected members, one neighbourhood in each area in which to carry out the PB pilot. The neighbourhood must include super output areas within the 10% most deprived category. Members have suggested also that there would be benefit in having 2 contrasting pilots with one focusing more on capacity building in an area with little existing community infrastructure and another including residents from disadvantaged and non-disadvantaged backgrounds to test the possibility of achieving a 'mixed community' approach to PB.2
- 3.2 In considering potential areas for West it was felt that there were two viable neighbourhoods that might benefit from this approach, the Wythers and the Broadleas. Initial discussions with partner agencies re: priority areas have indicated that the Broadleas area might best serve as the target on this occasion given crime figures and the existence of a partnership group, Broadleas Improvement Group (BIG), which has an additional £10,000 at its disposal which might be combined with the PB monies available to enable a more responsive approach to local identification of need.

4.0 Funding the Pilot

- 4.1 The response to the pilot will clearly be influenced by the amount of funding to be made available for each Neighbourhood Budget, at the same time the process of community engagement needs to be about the benefit to be achieved and not simply about the amount of cash. It is proposed that each neighbourhood be given a core budget of £10,000 to allocate and that a further amount of up to a maximum of £1000 be made available to each to support the process itself (venue hire, publicity, etc). Matching resources from other sources will be explicitly sought and Area Committees benefiting from the pilots will be strongly encouraged to match the contribution from the Narrowing the Gap group budget. This level of funding should allow for meaningful initiatives to be supported at the neighbourhood level. In the case of the Broadleas estate BIG has an unspent allocation of £5,000 Inner Area Committee monies and a similar amount allowed by Highways for local improvements which has not been committed. At the last meeting of BIG partner agencies were in full agreement with utilizing these funds to maximize the potential success of the scheme if members are in agreement with the target area selected.

5.0 Objectives, Criteria and Process For the Pilot

- 5.1 In order to allocate the Neighbourhood Budget a set of objectives for proposals to meet will need to be agreed for each neighbourhood. These should be developed by ward members on the basis of existing priorities agreed through consultation with residents and local stakeholders; for example in any neighbourhood plan. BIG has a Local Area Management Plan (LAMP) that highlights key priorities to be addressed. Other criteria including matched funding or 'sweat equity'; feasibility and value for money should also be agreed to score proposals. Area Management Teams already have existing models for the allocation of small grants to community schemes which can be adapted for this purpose. Supported by an effective publicity campaign for which local media backing will be sought, local groups and individuals will be invited to put forward ideas to achieve the objectives of the Neighbourhood Budget.
- 5.2 The Members' Narrowing the Gap Group have also suggested that the PB pilot should be presented as a 'Community Budget' mirroring the Council Budget setting process, in order to raise public awareness of the way decisions have to be made by the Council about competing priorities.

- 5.3 Together the objectives and criteria will be used to determine which proposals should go forward for the PB event. This stage will be undertaken by Ward Members with support from Area Management. The members will also agree the process for publicising and managing the PB event, following the guidelines set out in the outline approach. Proposals selected for the PB event should be capable of meeting objectives within 6 months of funding being agreed. Terms and Conditions governing the use of the money and a simple funding agreement setting out the objectives to be achieved and a requirement for evidence to be provided for achievement and expenditure, will also be required.
- 5.4 Within this proposal it is vital that an estate wide approach is taken and the opportunity used to work with a broad range of residents, agencies and groups coming forward. It can not depend upon the “usual suspects” and should include an advertising strategy that seeks to involve as wide a cross section of people / ages as possible over and above the existing tenants / service delivery groups already in existence.

6.0 **Timetable**

- 6.1 The following indicative implementation timetable is proposed for the pilot project:

PB Proposal considered and agreed by LMT	late November
Member consultation and selection of target neighbourhoods	Early December
Agreement of criteria and process by ward members	December
Consultation with neighbourhood stakeholders	December
Launch and publicizing of PB pilot	Early January `08
Closing date for proposals for funding	Early February
Selection of proposals to go forward for PB event	Late February
PB Event and Budget Allocation	Early March
Funding Agreements finalized	End March
Evaluation of Process	April
Projects Underway	April-September
Evaluation of Projects	October

7.0 **Evaluation and Next Steps**

- 7.1 Each Area Management team will be asked to evaluate the PB process with a simple report covering each stage of the process recording effectiveness of communication, levels of participation, quality of proposals and discussion, issues raised, perceptions of the relative priority of local needs and aspirations and experience of the PB event. All projects awarded funds should be asked to complete a simple evaluation form describing their experience and the objectives which their project achieved, including building their capacity, which the Area team can collate and include in an overview report at the end of the pilot. The process and projects evaluation reports should be referred to the Narrowing the Gap Group in the first instance and then shared with other stakeholders including relevant Area Committees. Following comment from Area Committees and the Narrowing the Gap Group, a full report on the feasibility of wider application of PB will be prepared for consideration by LMT and CLT.

5.0 **Implications for Council Policy and Governance**

- 5.1 This proposal is clearly in support of the narrowing the gap initiative and seeking to bring about increased community involvement and further develop the member's community leadership role

6.0 **Legal and Resource Implications.**

- 6.1 The scheme will be monitored closely and reported back to Area committee and the Narrowing the Gap member group within a full evaluation of project delivery. Proposals will be measured against an agreed criteria as outlined in this proposal.

7.0 Conclusions

- 7.1** This proposal offers an opportunity to test out the principles of a participatory budget exercise at a local level within limited resources as a pilot project. It will also serve to further develop community involvement levels on a priority estate within the west wedge with added chance of success offered by the matched funding of £10,000 available through BIG

8.0 Recommendations

- 8.1** That the Inner West Area Committee support the proposal to carry out this pilot on the Broadleas estate
- 8.2** That members agree that the Broadleas Improvement Group be the partnership body through which to develop this scheme
- 8.3** That elected members in the Bramley area be nominated to play a key role in leading this pilot working in conjunction with Area management staff and other partner agencies

Appendix 1

Outline Approach for Participatory Budgeting Pilot

1. Selection of an area for the pilot

It seems most appropriate given the focus of the NtG group for the pilot to be in an area of the city which contains disadvantaged households. In order to avoid to narrow a focus on areas already likely to be benefiting from intervention the suggestion is to include those that are ranked in the 10% nationally in the index of multiple deprivation. It may also be sensible to identify a neighbourhood with a neighbourhood improvement plan (NIP) and where there is some capacity to support implementation. This would suggest south and west areas of the city.

2. Funding

Funding needs to be of a level both to attract sufficient local interest and to ensure the implementation of ideas submitted can create some worthwhile projects/ schemes. It is suggested therefore that the amount for the pilot is between £10 - 30,000.

3. Criteria for ideas

It is proposed that Elected Members in the selected area play a lead role in developing the criteria against which ideas for projects/schemes will be invited. These could pick up themes in the Neighbourhood Improvement Plan for the area e.g. clean and green or safer streets.

4. Participatory Budgeting Process

Ideas for projects/schemes could be sought from local residents, community/ voluntary sector groups. Everyone who makes a successful application will attend an all day participatory budgeting event where each application will be presented and voted on. All invited to attend will vote on the ideas submitted together.

5. Evaluation

This pilot would be evaluated in terms of its impact both in terms of community cohesion and improvements to the local neighbourhood. If the pilot is successful, the offer could be extended to all areas experiencing the most deprivation in the city where there is the capacity to support the process.

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Originator: Peter Barnett

Tel: 0113 247 8860

Report of the Chief Planning Officer

Inner West Area Committee

Date: 6 December 2007

Subject: Building Schools for the Future – Phase 2: Reserved Matters Planning Application for New School at West Leeds

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

The report briefly sets out the present position regarding progress towards the replacement of the existing Wortley and West Leeds High Schools with a new school on the West Leeds site and the refurbishment and extension of three further schools in the West Leeds area under Phase 2 of Building Schools for the Future. It is anticipated that a Reserved Matters Planning Application for the West Leeds High School site will have been submitted by the time that this meeting takes place.

It sets out the likely programme for dealing with the application in anticipation of starting on site in late February 2007 and the likely issues that will arise from the planning application.

1.0 Purpose Of This Report

1.1 The purpose of the report is to notify and inform the Inner West Area Committee of the latest update on the Building Schools for the Future (BSF) Programme and, in particular, how this relates to the creation of a new school on the current site of West Leeds High School, specifically:

* Highlighting the Reserved Matters Planning Application that should have been submitted by the time that this meeting takes place; and

* Inviting questions and comments on the proposals from members of the Area Committee.

2.0 Background Information

- 2.1 Wave One of the Leeds BSF Programme involves the re-building and refurbishment of 14 Secondary Schools, to be procured in three phases. The procurement includes the formation of a Local Education Partnership (LEP) which, under the terms of the Partnership Agreement, has been granted certain exclusivity rights for future investment in the City Council's Secondary School estate that may be approved under the Government's Building Schools for the Future Programme.
- 2.2 Phase 1 of the programme is now on site, with new schools under construction at Allerton, Pudsey Grangefield and Rodillian High Schools (scheduled to open in September 2008) and partial rebuild/refurbishment schemes at Cockburn and Temple Moor High Schools (to open early 2009). Work has also now commenced at Allerton Grange High School (where the new building is due to open in September 2009). The new schools are being procured under the Private Finance Initiative (PFI) with the others being procured from the LEP partners under a Design and Build contract.
- 2.3 The Phase 2 schools are at West Leeds (new-build to be procured under PFI) arising from the merger of the existing Wortley and West Leeds High Schools), and partial rebuild/refurbishment schemes at Pudsey Crawshaw, Priesthorpe and Farnley Park (Design and Build). Outline planning permission was granted for the schools in Phase 2 in February 2007 (with the exception of Crawshaw, where the extent of new build was insufficient to justify an outline application).
- 2.4 It is anticipated that Reserved Matters Planning applications will have been submitted for the new school at West Leeds and for Priesthorpe before the end of November 2007, with the aim of obtaining planning permission during February 2008 and, subject to permission being granted, work commencing on this site shortly afterwards and Priesthorpe in June 2008. The detailed schemes for Farnley Park and Crawshaw are currently in preparation.
- 2.5 As part of the consultation process on the planning applications, reports are being submitted to the relevant Area Committees, explaining the proposals, setting out what the key issues are likely to be and inviting and comments on the proposals from members of the committees. In addition, a pre-application consultation meeting was held at West Leeds High School on Wednesday 7 November, in relation to the specific proposals for the new West Leeds School. Ward councilors for the Armley and Farnley and Wortley Wards were invited, together with John Battle MP. Any comments from these consultations will be taken into account when the applications are reported to the West Plans Panel early in the New Year.

3.0 Main Issues

- 3.1 The proposed development is a replacement high school, to replace the existing buildings at West Leeds High School and Wortley High School. The new building, which will be based around a large central courtyard, is proposed to be predominantly 2-3 storeys in height and sited immediately to the west of the main buildings that comprise the existing West Leeds High School. This will enable the development to take place with the least possible disruption to the school, which will remain open

while building takes place. The three-storey block forms the east side of the building – away from residential property. All existing buildings, including the CLC but not the Caretaker’s House, will be demolished when the new building is complete.

- 3.2 The principal vehicular and pedestrian accesses to the new school will be from Heights Drive. A service access will be taken from Congress Mount, adjacent to the turn into Conference Road and pedestrian accesses will also be provided from Congress Mount and Heights Way. In addition there will be a pedestrian gate onto Heights Lane, giving access over the railway bridge to the existing Heights Lane playing fields and new provision on the currently-disused and overgrown triangle of land on the opposite side of the road. The existing footpath along the top of the railway embankment is proposed to be widened, surfaced and straightened and provided with lighting.
- 3.3 When the school is complete, in addition to the existing playing fields at Heights Lane, there will be two multi-use games areas and training grids within the main school site as well as new facilities on the triangle to the north of the railway.
- 3.4 The issues which were raised at the outline planning stage have featured strongly during a lengthy period of negotiation on the designs and layouts of the schools that have taken place since the granting of outline planning permission, involving planning, urban design, highways and other officers, together with input from CAGE, LADI and the Civic Architect. In the case of this site, the key issues have been:
 - The quality of the design and appearance of the development, in particular, fitting it onto a restricted site area and making it a focal point for the local community;
 - Its relationship with and impact on the adjacent area of the proposed development especially houses backing onto the site in Heights Walk and Heights Way, which are at a lower level than most of the school site;
 - Vehicular and pedestrian access – including catering for increased numbers of students from the Wortley direction and reducing the amount of traffic using Congress Mount;
 - Provision of a sufficient area and quality of playing fields and other sports facilities to meet the needs of the school itself and community users;
 - Providing a safer pedestrian link over the railway bridge between the main school site and the sports facilities on Heights Lane;
 - Improving the attractiveness and safety of the footpath, adjacent to the railway between Congress Mount and Heights Lane.
- 3.5 The submitted scheme seeks to address most of the above issues – although the details of off-site highway works (including pedestrian crossing facilities, improvements to the pedestrian route over the railway bridge and other traffic management together with detailed matters – for example, details of planting as part of the landscaping scheme will follow, pursuant to outline planning permission conditions.
- 3.6 Copies of plans, elevations and other drawings showing the siting, appearance and layout of the proposed new school will be presented at the meeting.

4.0 Implications For Council Policy and Governance

- 4.1 The scheme forms part of the Council's programme for refurbishing and renewing secondary schools throughout the city as part of BSF Wave 1. Consultation is being carried out in accordance with the Council's Statement of Community Involvement and the planning applications will be determined by the appropriate Plans Panel.

5.0 Legal and Resource Implications

- 5.1 These schemes are all part of the BSF funding allocation.

6.0 Conclusions

- 6.1 The reserved matters planning application for the new school at West Leeds referred to above has been subject to an extensive and collaborative design process. However, any comments, ideas or suggestions that the members of the Area Committee may wish to put forward prior to consideration by the Plans Panel will be most welcome.

7.0 Recommendations

- 7.1 The Inner West Area Committee is requested to note the content of the report, and provide comment on the proposals.



Originator: Steve Crocker

Tel: 50966

Report of the Director of Environment and Neighbourhoods

To: Inner West Area Committee

Date: 6th December 2007

Subject: Area Managers Report

Electoral Wards Affected:

Armley
Bramley and Stanningley

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

The purpose of this report is to inform members of progress on a number of projects in Inner West Leeds as follows

- Area Delivery Plan 2008-11 consultation events
- The future of West Leeds District Partnership
- Community Centres update
- West Leeds Gateway update
- Funding proposals for LEGL and Access to Employment
- Leeds Bradford corridor

Inner West Area Committee members are invited to note the contents of the report and to comment on any aspect of the matter raised.

1.0 Purpose of This Report

1.1 This report informs members about actions on a number of Inner West Area Committee priorities.

2.0 Background Information

2.1 The priorities of the Inner Area Committee are set out in the Area Delivery Plan agreed by members in February 2007. This report updates members on a number of specific actions under this plan.

2.2 The Area Delivery plan for the Inner West Area Committee 2008-11 will include new priority areas for Area Committees. This report also identifies how local community views will be sought and identifies future partnership arrangements.

3.0 Main Issues

Community Consultation Events

3.1. West Leeds Area Management is proposing to run a number of community consultation events in the New Year to assist the Inner West Area Committee in preparing the new Area Committee delivery plans. Unlike the previous plans this will be a three year plan, running from 2008-11 and will have a number of new priority areas to reflect the new responsibilities of the Committee.

3.2. The intention is to hold two sessions on two Mondays in January and February 2008 between 3-7pm. There will be one event per ward, one in Armley, and one in Bramley. These will be run in conjunction with staff from the North West police division community policing team, West North West Homes, Leeds PCT, West and North West Environmental Health, Children Leeds West and other local partners.

3.3. The technique to gather information will be the "Planning for Real" approach involving large scale maps of each ward so that residents can highlight areas of concern and opportunity. The event will enable residents to meet ward members, the Community Police and Council officers and to

- put views forward
- find out more about council services
- learn more about efforts to improve local neighbourhoods
- help make services work better

3.4 The approach will be to a number of tables, each with a map and information about the key responsibilities of area committees. Children's Services will be involved to ensure we give the event maximum publicity amongst young people. People from BME and other disadvantaged groups will be specifically encouraged to attend. The sessions will provide information that will be of value to all services in their service planning and will offer useful spin offs in terms of joint working.

West Leeds District Partnership

3.5 The West Leeds District Partnership is to be abolished following from the proposals in the Area Management Review reported elsewhere to this Committee. The West Leeds District Partnership has been one of the most successful in the City. Since its formation in 2004 it has led the partnership input into the West Leeds Gateway regeneration area, the multi agency crime and grime sweeps under "Project Apollo/Champion", the support for Culture and Sporting developments, the joint work between Leeds and Bradford, and an annual award event to recognise achievement in local people. It has been especially successful in engaging with business, such as Elite Forwarding and Farnell in One and has featured in a DVD made for the Department of Communities and Local Government about this. The "Strategy for Success" document published in 2005 has largely been implemented. The success of the partnership has been recognised by the City Council through a bid for

“Beacon Status” by the City Council – the visit for this was made by the adjudicators to the Lazer Centre earlier this November, an event in which all District partners, public, private and voluntary sector put in their support.

3.6 The Partnership is due to be stood down after its final meeting on the 14th December 2007.

New partnership arrangements

3.7 The Area Committees will take on the District Partnership role of oversight into the work of the local agencies.

3.8 Administrative co ordination of partnership work will in future be undertaken by a West and North West senior officer group drawn from senior representatives of interested organisations and stakeholders including

- Primary Care Trust
- Police
- ALMO
- Leeds City Council
- Children Leeds
- Leeds Initiative
- Other local partners as appropriate

3.9 West and North West wedge will however continue to have a number of partnership organisations as follows

- Children and Young People partnerships (2 existing partnerships– one for west and one for north west) - led by the locality enablers
- Community Safety – an existing partnership led by North West Police
- Housing- an existing partnership led by West North West ALMO

3.10 The Voluntary Sector (through VOICE) will feed in to all of these partnership organisations. Each partnership would have the opportunity to feedback on its work to Area Committee on an annual cycle

Children and Young People’s awards

3.11 The final West Leeds District Partnership awards event will be held on 12th December – the 2007 West Leeds Children and Young People’s awards, organised jointly with Children Leeds. These awards will celebrate the success of children and young people in our area. A special award ceremony will be held at Stanningley Rugby Club. Prizes worth up to £50 each have been offered by member organisations of the West Leeds District Partnership to which members are invited.

Community Centres update

Wyther

3.12 The Inner West Area Committee approved the closure of Wyther Park Community Centre in December 2006. Learning and Leisure with whom the building is vested have also declared it surplus to requirements

3.13 Consultation took place with the remaining user group over a long period of time and this involved Elected Members and Officers from Asset Management, Learning and Leisure and Regeneration. Following discussions, a proposal for the group to lease the centre was developed and this was progressed with the understanding that the group would be in a position to manage the facility and pay all running costs estimated at approx £10,000 pa. The group indicated they had a sponsorship arrangement that would support these costs but this did not materialise.

3.14 After this a more straightforward letting was put in place with the group with effect from April 2007 for 12 months and a sum of £1,500 pa was agreed as a contribution from the group towards running costs.

3.15 A visit to the centre in June 2007 by City Services staff revealed specific issues with the building, and concerns about alleged inappropriate use by the key holders. Several items of essential repairs and maintenance issues were identified. Due to the nature of the issues identified and repairs required the centre was closed and the centre keys were returned by the Twilight Twirlers.

3.16 Alternative accommodation has been offered to the group at Bramley CC (which is located just under a mile away). These facilities were offered as a formal letting on a temporary basis rent free whilst issues with the Wyther centre were considered. The booking is scheduled for Monday and Thursday between 5 – 8pm, the centre caretaker is present during the booking and opens and closes the centre. Youth Service, who look after Bramley CC, have advised that the group could be offered space on an official letting/booking basis for a long term period.

3.17 A report was presented to Asset Management group on 30th November 2007 recommending demolition of the building and then to progress to disposal of the site.

Moorside

3.18 Discussions have taken place between the Strategic Landlord, with whom the Moorside Community Centre is vested, West Area Management and the two groups involved in the dispute around the management of the Centre. Advice is being followed that has been offered by Legal Services. The prime intention is to have a sustainable management committee that can offer a community facility to the local residents. Meetings with both parties are due to take place by mid December.

West Leeds Gateway Regeneration Area Action Plan

3.19 The mechanism for taking the West Leeds Gateway Area work forward has been through the preparation of an Area Action Plan under the Local Development Framework. This is a lengthy process but will test the Area Regeneration Framework for soundness and

will provide a robust framework for long term regeneration. The consultation period will start on the preferred option on 15th January 2008 for 6 weeks until February 2008. A programme of events, exhibitions and publicity is being planned.

3.20 A report will go to Executive Board on 19th December 2007 seeking authority for the public consultation on the proposed options, following consideration by Development Directorate and the Development Plan Panel. The following document is being prepared:

1. Final Preferred Option
2. The Sustainability Appraisal
3. Baseline Study
4. Consultation Report
5. Questionnaire
6. Maps
7. Context Map showing the Regeneration area
8. Key Proposals Map showing intervention areas and sites
9. Proposals maps for the 7 areas of intervention
 - Central Armley including Town Street, Mistress Lane, Theaker Lane and Far Fold
 - Armley Mills
 - Canal Road and Ledgard Way
 - Canalside
 - New Wortley and the Gyratory
 - Oldfield Lane
 - Tong Road/Wellington Road
10. Conservation Areas Map
11. Aerial Photograph with AAP boundary
12. Greenspace and Greenlinks

3.21 This final plan will be presented to Area Committee in February 2008

Business Forum

3.22 A Business Forum will be held at Armley One Stop on the 22nd January, 6pm. This will be part of the consultation process on the West Leeds Gateway plan and a briefing on the proposals for Armley Town Street

Funding bids: Local Enterprise Growth Initiative (LEGI)

3.23 Following the report to the last Inner West Area Committee in October 2007 a funding application was submitted under the LEGI programme. This asks for funding to establish a Development Trust as part of Bramley and Rodley Community Action (BARCA) – Leeds. The Development Trust will have the task of supporting the growth of local enterprise work throughout West Leeds.

3.24 BARCA has submitted a full funding application of £210,000 for two years to go before the LEGI Programme Board in February 2008. This application will also secure finance for Phase 1 - a Catalyst Centre based on Stanningley Road at the CUBIC centre. This will be a managed workspace for start up businesses. Phase 2 will be the “move on” accommodation working with Park Lane College. Phase 3 will be the building of a new facility for start up

businesses and developing existing businesses. Pending the agreement to funding phase 1 then a Business Development Worker will be in post by Easter 2008.

Funding bids: Access to Employment (A2E)

3.25 A funding application for £400,000 has been submitted for 2008-10 funding for Worklessness. Under the title "Local Futures" this bid focuses on the needs of lone parents and those young people not in education employment and training. It has been prepared jointly by West and North West District Partnerships so covers the most deprived neighbourhoods in both these areas. The project will have four main centres: New Wortley, Fairfield in West and Burley Lodge and Cardigan Centre in North West; the overall project manager will be BARCA . The proposal for funding from the Area Committee to support this bid is covered in the wellbeing report elsewhere on the agenda.

Leeds Bradford Corridor.

3.26 Following the presentation of the Leeds Bradford work to the last Area Committee, a report has been drafted to go to the Executive Boards of Leeds and Bradford Councils in December 2007 that agrees to the principle of joint working between Leeds and Bradford councils and seeks the necessary joint resources (£100,000 from each authority) to support the work programme over the next two years.

4.0 Council Policy and Governance, Legal and Resource Implications

4.1 The Area Delivery Plan for Inner West is administered through West Leeds Area Management team. This report had indicated progress on tackling a number of projects crucial to delivering the next plan 2008-11

5.0 Recommendations

5.1 Inner West Area Committee members are invited to note the contents of the report and to comment on any aspect of the matter raised



Originator: Martyn Stenton

Tel: 50647

Report of the Director of Environment and Neighbourhoods

To: All Area Committees

Date: 6th December 2007

Subject: Area Management Review

Electoral Wards Affected:

All

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

The report outlines changes to Area Committee responsibilities and working arrangements agreed at the Council's Executive Board in November.

These will require amendments to the Council's Constitution which will be proposed in May 2008.

Area Committees are asked to consider the issues covered in the Executive Board report and comment on the proposed changes.

1.0 Purpose of This Report

- 1.1 The report introduces a report to the Council's Executive Board in November. The Board agreed a number of recommended changes to Area Committee responsibilities and working arrangements. Area Committees are asked to comment on them before changes are proposed to the Council's Constitution in the Spring.

2.0 Background Information

- 2.1 Attached to this report is the report presented to the Council's Executive Board in November. This refers to work undertaken by Cllr Chapman. Cllr Chapman's report and the Officer report to Executive Board were discussed with Area Committee Chairs in mid November. Copies of Cllr Chapman's report are available from Area Management staff or the author of this report.

3.0 Main Issues

- 3.1 The attached report brings various strands of work together under four headings:

- Area Committee Responsibilities
- Elected Members and Area Committees
- Area Management Teams
- Local Partnership Working Arrangements

- 3.2 Key points are:

3.3 Area Committee Responsibilities

- New Area Delivery Plans for the period 2008-11 will be produced, linked to the improvement priorities in the Leeds Strategic Plan. A report on a proposed framework for the plans will be produced for the next cycle of Area Committees. Committees will be asked to agree their local plan by June/July 2008. More time than usual is being allowed so that Committees can consider local priorities in the context of the new Leeds Strategic Plan and the greater range of service and function responsibilities they will have from the start of the next municipal year.
- Council Directorates will be asked to consult with Area Committees each year on local priorities to feed into annual budget setting arrangements.
- There will be an increase in the range and number of service and function responsibilities, grouped under six themes:
 - Community engagement and facilities
 - Community safety
 - Environment
 - Children and young people
 - Adult social care and healthier communities
 - Regeneration and development
- To link the new Children and Young People Plans function with the process for producing new Area Delivery Plans, Locality Enablers from Children's Services will prepare a report to the next cycle of Area Committees on this.

3.4 Elected Members and Area Committees

- A programme of briefings for Elected Members will be arranged for 2008 (and then annually) to help prepare Members for the new responsibilities that will come under the remit of the Area Committees.

3.5 Area Management Teams

- A structure review in the Regeneration Service will result in three area based teams to support the work of the 10 Area Committees as follows (working titles for three new areas):

North East	North West	South East
Inner East Inner North East Outer North East	Inner North West Outer North West Inner West Outer West	Outer East Inner South Outer South

3.6 Local Partnership Working Arrangements

- Due to changes in partner boundaries, concerns expressed about member involvement and the development of a new corporate planning framework the 5 District Partnership model will be changed.
- It is proposed that in the future:
 - The Area Committees will provide a local governance and accountability framework for agreed partnership collaboration through their new Area Delivery Plans which will be part of the Leeds Strategic Plan framework.
 - Officers from different agencies e.g. Council, PCT, Police, ALMOs will continue to co-operate and meet together based on the three areas with periodic meetings involving other local stakeholders such as business and voluntary sector representatives.

4.0 Council Policy and Governance, Legal and Resource Implications

4.1 Amendments to the Council's Constitution will be proposed in May 2008. Changes in relation to Area Committee responsibilities and working arrangements would then formally take effect after this.

4.2 Resource implications are covered by the council's annual budget setting process.

5.0 Recommendations

5.1 Area Committees are asked to consider the issues covered in the Executive Board report and comment on the proposed changes.

5.2 Area Committees are asked to receive reports in their next and subsequent cycle of meetings on Area Delivery Plan preparations, Local Children and Young People Plans and local partnership working arrangements.

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Report of the Director of Environment and Neighbourhoods

Executive Board

Date: November 2007

Subject: Area Management Review

Electoral Wards Affected:

All

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Eligible for Call In

Not Eligible for Call In

(Details contained in the report)

EXECUTIVE SUMMARY

The report brings together a number of strands of work undertaken by Officers as part of a review of area management. It complements the report produced by Cllr Chapman following the work she has done from an Elected Member's perspective.

The report covers Area Committee Responsibilities, Elected Members and Area Committees, Area Management Teams and Local Partnership Working Arrangements. The recommendations in the report take account of the proposals from Cllr Chapman's work and opportunities to bring about greater levels of democratic accountability, involvement, oversight and comment at a local level within the City.

Executive Board is asked to agree the recommended changes to Area Committee responsibilities and working arrangements and the proposed timetable put forward for them. This would require some amendments to the Council's Constitution and these would be proposed at the Council AGM in May 2008.

The report highlights changes in partnership working and recommends that the Area Committees provide a governance and accountability framework for local partnership working through their new Area Delivery Plans, linked to the Leeds Strategic Plan.

1.0 PURPOSE OF THIS REPORT

- 1.1 The report brings together a number of strands of work undertaken by officers as part of a review of area management. It complements the report produced by Cllr Chapman following the work she has done from an Elected Member's perspective. The report takes account of the proposals from Cllr Chapman's work and suggests a number of key recommendations with indicative timescales aimed at strengthening the roles and responsibilities of Area Committees.

2.0 BACKGROUND INFORMATION

- 2.1 At the meeting of the Board in May, Members endorsed the Area Committees' Area Delivery Plans for 2007/08 and the updated Area Function Schedules for the functions delegated to the Area Committees at the present time. The report noted that area management arrangements were being reviewed by Officers and that Cllr Chapman, Lead Member for Neighbourhoods and Housing, was looking at the issue from an Elected Member's perspective.
- 2.2 At the Full Council meeting in June Members had a discussion about area management. It was evident from this that there was cross party support from Members to extend the responsibilities of the Area Committees and it was indicated that proposals would come to the Executive Board in the Autumn.
- 2.3 At the same Full Council meeting there was a White Paper Motion about Governance Arrangements. The Deputy Chief Executive and Assistant Chief Executive (Corporate Governance) have held discussions with a range of Elected Members and a report on this will be brought forward to Executive Board as soon as possible. These discussions with Members highlighted opportunities through the Area Committees to improve Elected Members' involvement in the City's decision making processes and this links to proposals in Cllr Chapman's report about extending the responsibilities of Area Committees.
- 2.4 Cllr Chapman's report on 'Making a Bigger Difference in Localities' is appended to this report. It gives the background to Area Management in Leeds and highlights the responsibilities delegated and progress made by Area Committees and area working to date. It provides a summary of comments from Members of the Council following a questionnaire which went to all Elected Members in the Spring. It then details a number of proposals to develop the role of the Area Committees.
- 2.5 Alongside this work, officers have reviewed a number of aspects of area management linked to:
- Recent changes in the Authority and the development of a new corporate planning framework
 - Structural change in a number of key partner organisations – the Police, PCTs and ALMOs
 - Policy developments such as the Local Government White Paper
- 2.6 This report brings together various strands of work under the following headings:
- Area Committee Responsibilities
 - Elected Members and Area Committees
 - Area Management Teams
 - Local Partnership Working Arrangements

These take account of the proposals from Cllr Chapman's work and opportunities to bring about greater levels of democratic accountability, involvement, oversight and comment at a local level within the City.

3.0 AREA COMMITTEE RESPONSIBILITIES

3.1 Cllr Chapman's report makes a number of proposals relating to extending Area Committee responsibilities and having more clarity about responsibilities delegated to the Committees. It also covers proposals about community engagement and locality working and related issues which impact on the content and implementation of the Area Delivery Plans. This section outlines the proposed range of responsibilities for the Area Committees from the start of the municipal year in 2008/09.

3.2 Area Delivery Plans

3.3 It is proposed that new Area Delivery Plans are developed for the period 2008-11, informed by the Leeds Strategic Plan and covering the same planning period. The draft Leeds Strategic Plan improvement priorities are currently subject to consultation with the Area Committees and this provides a starting point for the development of new Area Delivery Plans. This will enable each Area Committee to focus on the improvement priorities in the Leeds Strategic Plan which are most relevant to the circumstances in the Committee's area. The plans and annual updates would be subject to endorsement by the Executive Board as is currently the case and be used to steer priorities for the allocation of revenue and capital Well Being budgets.

3.4 Well Being Budgets

3.5 Area Committees have had capital and revenue Well Being allocations since the Committees were established in 2004 and it is proposed that these continue. Guided by the priorities in the Area Delivery Plans, Well Being budgets are used to support a range of locally important revenue and capital projects and provide additional investment for local services. Examples include: activities for young people, environmental projects, CCTV cameras, additional neighbourhood wardens and other community safety initiatives, local festivals and events.

3.6 Consultation

3.7 Linked to the new corporate planning framework is a proposal for Council Directorates to consult with the Area Committees each year on local priorities to feed into the Council's annual budget setting arrangements. This would commence for the 2009/10 budget planning cycle in the Autumn of 2008, shortly after the completion of the new Area Delivery Plans. This would allow Area Committees to bring forward new ideas for service developments and changes at a time when Directorates are considering resources and priorities.

3.8 In relation to consultation undertaken by services regarding service changes and improvements, it is proposed that the Area Committee is the principal means by which Elected Members are consulted on service issues which affect their area. This will build on practice which has developed since the Area Committees were formed. Services would be expected to highlight specific issues and implications for each area rather than a general overview from a city wide perspective. An example

of this could be proposed changes to recycling arrangements which would affect particular localities.

3.9 **Service and Function Responsibilities**

3.10 Below is a proposed set of Area Committee responsibilities following a recent exercise undertaken by officers and drawing on Cllr Chapman's report. This involved looking again at the existing list of Area Functions and considering which other functions were most suited to coming under the remit of the Area Committees. This has involved initial considerations of what the responsibilities mean in practice for the Area Committees and service providers and how Area Committees/Ward Members can work with services to bring about better services and improvements in neighbourhoods.

3.11 Existing Area Committee Functions would be amended and 'local service plans' produced to provide greater clarity about the services to be provided and the responsibilities of Area Committees in relation to them.

3.12 A range of new services and functions are recommended to be part of the list of Area Committee Responsibilities. Along with amendments to some existing functions these would considerably increase the number and range of responsibilities coming under the remit of the Area Committees.

3.13 Proposals for enhanced responsibilities for the Area Committees are grouped under six themes. These link to key themes in the draft Leeds Strategic Plan.

- Community Engagement and Facilities
- Community Safety
- Environment
- Children and Young People
- Adult Social Care and Healthier Communities
- Regeneration and Development

3.14 Key points for each of the services and functions under each of these proposed groupings are summarised below. (There is a list of the proposed themes and functions in an appendix to this report.)

3.15 **Community Engagement and Facilities**

3.15.1 **Community Engagement** - Whilst Area Committees currently have a role in relation to community engagement and there is much good practice being developed across the City, this is not a clear function and requirement for the Committees at present. It is recommended that in the future a primary role of the Area Committees is to drive engagement in each area. It is proposed that community engagement activity is linked more clearly to service improvement and area delivery plan priorities and that each Area Committee receives an annual report on local engagement activities and proposals for the year ahead. In turn it is recommended that each Area Committee is required to report annually to Executive Board on how it is supporting effective community engagement in its area.

3.15.2 **Community Centres** – Area Committees are currently responsible for a number of community centres in the Environment and Neighbourhoods portfolio and this will be extended on the completion of transfer of former Learning and Leisure centres into this portfolio. Area Committee responsibilities in relation to this function include:

consultation prior to changes to operational arrangements, agreeing and implementing a schedule of charges and discounts for directly managed centres, agreeing asset management and investment proposals for centres.

3.15.3 **Community Space in Libraries** – Area Management Teams and the Library Service are currently putting together a pilot project to look at library buildings and opportunities to make space available for local groups. This would complement the portfolio of community centres and make greater use of libraries as local facilities. Ward Members will be involved in the pilot project regarding possible changes to local library and community centre spaces in their area.

3.15.4 **Community Greenspace** – this covers a total of 73 facilities which include recreation facilities, sports pitches, play areas, formal and informal horticultural features. The proposal here is to build on examples of good practice developed between Parks and Countryside and the Area Committees such as the deployment of additional site based gardeners, support for 'In Bloom' groups and Friends of Parks groups. Area Committees would be involved in discussions about the development and usage of community parks and opportunities to get more local people actively involved in their local parks such as through the development of Friends of Parks groups.

3.16 **Community Safety**

3.16.1 **Neighbourhood Wardens, Neighbourhood Policing, PCSOs and CCTV** – Wardens, PCSOs and CCTV schemes are currently under the responsibility of the Area Committees and it is proposed that similar arrangements continue. Discussions with local Police Divisions are taking place to improve reporting arrangements into Area Committees so that the Committees are better placed to monitor the service provided by PCSOs in their areas. Later in the year the Police will confirm their new Neighbourhood Policing arrangements, reflecting the priority of the new Chief Constable for stronger partnerships at local level. As part of this new approach, it is expected that the new Neighbourhood Policing Teams will work closely with and consult regularly with Area Committees on policing and community safety priorities.

3.16.2 **Multi Agency Crime and Grime Operations** – these operations are currently co-ordinated by staff in area management teams and there are opportunities to give Area Committees a greater level of involvement in setting priorities for these operations, linked to area delivery plan priorities. Area Committees would be presented with more information about the operations taking place in their area including outcomes, impact on crime and grime and local resident perceptions. This would enable the Area Committees to track progress and set future priorities for operations in their area.

3.17 **Environment**

3.17.1 **Enforcement Services (Area Action Teams)** – proposals are currently being developed to put these new teams in place as part of the Environmental Services structure. They would be responsible for a range of enforcement activities including noise nuisance, waste in gardens, overgrown vegetation, littering and dog fouling. Area Committees would receive regular reports about this new combined service and be given opportunities to influence service planning and local priorities for action based on local knowledge about issues and hotspots. There is potential for close working arrangements to be put in place with neighbourhood wardens and

these new teams. Linked to this area of work, members would be briefed on related service areas such as graffiti removal and needle picking and then be consulted on any significant changes proposed to service delivery.

3.17.2 **Street Cleansing** – this covers mechanical road and pavement sweeping, manual de-littering and litter bin emptying. These services are being realigned with a model of delivery based on three area teams. Area Committees would be regularly presented with information about the services in their area and given opportunities to influence service planning and local priorities and hotspots.

3.17.3 **Highways Maintenance** – this covers the annual and forward programme of planned maintenance on local roads, traffic management schemes and minor maintenance schemes to keep highways safe. It is proposed to continue with current arrangements whereby ward members are consulted on and informed about the progress of schemes in their ward so that this more local level of member involvement is retained for this function.

3.17.4 **Grounds Maintenance** – this covers grass cutting, shrub, rose bed and hedge maintenance. The service is currently provided by an external provider through a citywide contract. This is now under review. It is therefore proposed that Members are briefed on service standards for grounds maintenance work and are then consulted on any significant changes to these services including the opportunity to comment on and influence the content of briefs for new contractual arrangements.

3.18 **Children and Young People**

3.18.1 **Local Children and Young People Plans (including Youth Service)** – locality arrangements are one of the six elements of the children's trust arrangements and will ensure there are local children and young people's plans to support the achievement of every child matters strategic outcomes in each area. These will be set in the context of the city-wide Children and Young People's Plan, but will address specific local circumstances and priorities.

3.18.2 Area Committees have a crucial role to play in this work. They will help to identify local needs, influence service planning and, by being presented with information about service development and progress in their area, support a more local performance management approach. This will include Youth Services which has been a specific area of interest for the Area Committees to date.

3.18.3 Locality Enablers will support this process, co-ordinating the implementation of the plans and strengthening relations between local children's services providers and the Area Committees.

3.18.4 Area Committees currently nominate a Councillor to take special interest in corporate parenting and children's services. There will be opportunities to further develop this role, working with both Locality Enablers and the Executive Lead Member for Children's Services.

3.19 **Adult Social Care and Healthier Communities**

3.19.1 **Adult Social Care** - this function is primarily focused on the support that services and communities provide to enable vulnerable people to live safely and securely

within their own homes. Services commissioned or provided directly by social care play a key part in providing support but to be effective they must work closely with local voluntary and community groups and other agencies. There is an opportunity to develop the role of Area Committees and local members in identifying local community need, planning and developing services which can help people to remain independent and improving the coordination of services at the local level. As part of this proposal, Adult Social Care will put in place management support to both the Area Committee and to ensuring that services are sensitive to local needs.

3.19.2 **Healthier Communities** - the Council is required to play a key role in improving health and tackling health inequalities for the people of Leeds. The Director of Adult Social Services holds accountability for these actions, by ensuring coordinated and focused activity across Council services and with key partners such as the Leeds PCT. To be effective action needs to be coordinated at the local level and the Leeds PCT is organising its resources to achieve this. Area Committees will play a key role in influencing local priorities and action, and monitoring the health related targets linked to the Leeds Strategic Plan. Adult Social Care will support Area Committees in this work by liaising with key partners and services to present regular reports on the outcomes being achieved at the local level and seeking members views on priorities and action plans.

3.20 **Regeneration and Development**

3.20.1 **Area Based Regeneration Schemes and Town and District Centre Projects** – these functions will involve the delegation of agreed Town and District Centre projects to Area Committees and the responsibility for formal consultation and monitoring of area based regeneration schemes. Any future new capital funding availability would be subject to a process to be agreed by Executive Board.

3.20.2 **Neighbourhood Management Co-ordination** – Area Committees would be regularly presented with information about neighbourhood management activity in their area and given opportunities to influence service planning and priorities for action based on local evidence of needs and resources available. The initial focus will be on identified neighbourhood management areas which are currently in receipt of Safer and Stronger Communities Funding. Subject to confirmation of the continued availability of funding, allocations would be delegated to the relevant Area Committees for local schemes which meet local neighbourhood improvement plan priorities, linked to grant criteria.

3.20.3 **Conservation Area Reviews** – In recent meetings, Area Committees have been presented with information about conservation areas and asked to agree priorities for review and an allocation of funding. This will then allow a programme of reviews to be developed over the next 12 – 18 months. If the programme approach proves successful this could be repeated in future years. This would ensure that Area Committees maintained an overview of local conservation areas and that across the City a structured programme of reviews takes place.

3.21 It is proposed that the range of revised functions are put in place from the start of the new municipal year in 2008. This will require detailed work to be undertaken by Services along with a programme of comprehensive briefings to be given to Elected Members on these functions. The Council's Corporate Leadership Team has considered this range of responsibilities and is fully supportive of introducing them and encouraging different ways of working to make a bigger difference in localities.

3.22 Given the range of functions suggested to come under Area Committee influence it is considered that 2008/09 would be a development/transition year. This would allow time to build the relationship between services and Area Committees and ensure the level of detail and working arrangements are right to enable services to be more locally responsive and Area Committees to have a manageable level of democratic involvement and oversight across a wider range of functions than at present.

4.0 ELECTED MEMBERS AND AREA COMMITTEES

4.1 Cllr Chapman's report makes a number of proposals about Elected Members and Area Committees. As indicated above, the revision of existing responsibilities and the addition of a range of new responsibilities will mean that a number of detailed briefings will be required for Elected Members. If Executive Board is supportive of the recommendations in this report it is suggested that a programme of briefings is arranged for Elected Members for early in 2008. This would prepare all Members for the new responsibilities that will come under the remit of the Area Committees from next Spring. Beyond this and in line with proposals in Cllr Chapman's report, it is suggested that Area Management Teams then prepare an annual programme of briefings on Area Management and Area Committee responsibilities.

4.2 To develop the skills and competencies of Elected Members to undertake roles such as Chairs of the Area Committees, chairs of sub groups and representatives for the Area Committees on other bodies, it is proposed to develop core competencies for these roles and opportunities for Members to develop their skills in these areas. An example of this could be a workshop on chairing skills for Members who are required to do this as part of their role or have an aspiration to do a role requiring those skills in the future. This could therefore be linked to the personal development programmes for Elected Members. If the Board is supportive of this approach this would then be developed over the next 12 – 18 months.

5.0 AREA MANAGEMENT TEAMS

5.1 Area Management Teams form part of the staffing structure of the Regeneration Service. The structure is currently undergoing review, linked to the budget requirement to make operational savings in this service area agreed earlier in the year and the opportunity to amend area management team structures in the light of changes with operational boundaries of other key partners.

5.2 In relation to Area Management Teams it is considered that the 5 district model for them is no longer sustainable in light of partner organisational change. Alongside this a more flexible regeneration staff resource is required that can effectively deploy a range of skills linked to project lifecycles across a growing number of large regeneration programmes and projects.

5.3 Key priorities for the Area Management Teams cover:

- Lead responsibility for supporting the Council's 10 Area Committees, co-ordination of the functions and services delegated to them and responsibility for developing and implementing Area Delivery Plans as part of the Council's new strategic planning framework
- Lead Council and partnership responsibility for the coordination and implementation of area based partnership activity including Neighbourhood Management and the delivery of local regeneration priorities

5.4 Within the current Regeneration staff restructure proposals the main change proposed for Area Management Teams is to organise staff resources through three management areas rather than five. This follows similar re-organisations which have taken place in the ALMOs and the Police.

5.5 The table below indicates which Area Committee falls into each of the proposed three new areas (working titles for three new areas):

North East	North West	South East
Inner East Inner North East Outer North East	Inner North West Outer North West Inner West Outer West	Outer East Inner South Outer South

5.6 At strategic manager level, this will involve reducing the number of Area Managers from 5 to 3 and changing the 5 Area Co-ordinator posts to 3 Deputy Area Manager posts. The 3 Deputy Area Manager posts will be at a slightly higher grade than the current Area Co-ordinator posts and this will enhance capacity to support Elected Members and co-ordinate the Area Committee's proposed wider range of responsibilities.

5.7 At officer level, each Area Committee will continue to have a designated Area Management Officer post to support its work and there will be no reduction in the range of project/support officers assisting the work of Area Committees.

5.8 Changes are proposed to the administrative support and in the new structure each of the 3 area teams will have a senior administrative officer, two administrative officers and one administrative assistant.

5.9 This restructuring does not cover:

- Neighbourhood management posts and Signpost staff funded through NRF/SSCF and other funding sources
- Specific fixed term posts funded by the Area Committees
- The Neighbourhood Wardens Service which is an existing delegated function for the Area Committees

5.10 The development of this revised structure based on three area management teams has allowed other services to start looking at how better to support area working arrangements with the resources available. An early development here is the proposal for Area Action Teams for Enforcement Services. This will bring together three teams of area based staff to deal with a range of enforcement issues such as noise nuisance, waste in gardens, overgrown vegetation, littering and dog fouling.

6 LOCAL PARTNERSHIP WORKING ARRANGEMENTS

6.1 The 5 District Partnerships were established in 2004 alongside the introduction of area management teams and the 10 Area Committees. Their role was to enable effective partnership working at a local level across the city to deliver the objectives of the Vision for Leeds. Their boundaries reflected the greatest degree of coterminosity of partner boundaries at the time with almost exact mapping of Council (Area Management), PCT, ALMO and Police boundaries.

- 6.2 As a result of changes in partner boundaries and the development of a new corporate planning framework it is considered that changes are required to local partnership working arrangements to ensure they are effective in the future. Over recent months, the Leeds Initiative Narrowing the Gap Executive has co-ordinated a number of discussions on the implications of these changes and discussed a report at its September 2007 meeting.
- 6.3 The 5 District Partnerships brought about new ways of working with local partners, including businesses and the third sector, and they have overseen the implementation of a range of actions in localities as part of their three year action plans linked to the Leeds Regeneration Plan 2005-2008.
- 6.4 A number of elected members of the council have expressed concerns though about governance and accountability issues related to the Partnerships. A key issue raised was that decisions were being made which could have important impacts on local interests without a sufficient input from members themselves. Whilst Area Committee Chairs were District Partnership members and in some cases Chairs or Deputy Chairs, the view of many ward members was that not enough members were engaged. In addition each area has had two planning frameworks – one through the District Partnership Action Plan and one through the Area Committee’s Delivery Plan.
- 6.5 The council’s new corporate planning framework aims to link the Vision for Leeds themes and the Local Area Agreement to strategic outcomes in a single Leeds Strategic Plan. As part of this framework the Area Delivery Plans would become the key focus for the achievement of strategic outcomes at a locality level. The Area Committee would be responsible for securing the agreement of a local plan for its area which would contribute to city wide strategic outcomes. To be effective, that would involve the need to engage autonomous partners such as the Police or the PCT as well as ensuring that the views and priorities of local people and stakeholders such as businesses and interest groups were taken into account. This would enable the focus of the partners themselves to be the delivery of outcomes they agreed to support.
- 6.6 Officers have considered the issues around local partnership working, possible options for future arrangements and initial views from partners. On balance, the preferred option is to move to a position where Area Committees provide a local governance and accountability framework for agreed partnership collaboration through their new Area Delivery Plans which will be part of the Leeds Strategic Plan framework. The expectation would be that the Council and local agencies would give accountability for their actions to local people through the Area Committees.
- 6.7 Alongside this new role for the Area Committees, officers from different agencies e.g. Council, PCT, Police, ALMOs would continue to co-operate and meet together based on the three areas with periodic meetings involving other local stakeholders such as business and voluntary sector representatives.
- 6.8 These proposals are supported by the Council’s Corporate Leadership Team and it is recommended that Members of the Executive Board agree them as the proposed way forward for local partnership working in the City.
- 6.9 This will require work to be done to establish an effective local planning framework and the development of working relationships between the Area Committees and

key partners. This new arrangement would reduce any duplication and tension between Area Delivery Plans and District Partnership Action Plans and acknowledge that in the new corporate planning and LAA environment the Council will have the lead responsibility for ensuring the delivery of agreed LAA outcomes.

- 6.10 Subject to Executive Board's approval for this recommendation, further work will be done with Leeds Initiative partners so that clear proposals and operational arrangements can be reported to the Narrowing the Gap Executive in the New Year. As part of this, Officers will start to arrange meetings based on the three new areas. Agreed changes to Area Committee roles would formally take effect from next Spring, alongside the other changes to Area Committee responsibilities and working arrangements outlined above.

7.0 IMPLICATIONS FOR COUNCIL POLICY AND GOVERNANCE

- 7.1 The contents and recommendations of this report represent a development of the council's policy in relation to area management, local partnership working arrangements and local governance.
- 7.2 Amendments to the Council's Constitution would be required and these would be proposed at the Council AGM in May 2008. Changes in relation to Area Committee responsibilities and working arrangements would then formally take effect after this.

8.0 LEGAL AND RESOURCE IMPLICATIONS

- 8.1 The proposals within this report are covered by existing legislation.
- 8.2 Resourcing of the services and functions covered in this report is covered by the council's annual budget setting process.

9.0 PROPOSED NEXT STEPS

- 9.1 Subject to Executive Board's approval for the range of recommendations in this report key next steps and indicative timescales are proposed as follows:

(Approximate) Date	Activity
December	Regeneration Restructure implementation to commence
December	Area Management Review - Report to all Area Committees
Winter/Spring	Programme of more detailed member briefings on proposed new responsibilities
January/February	Report to Narrowing the Gap on local partnership working arrangements
Spring	Leeds Strategic Plan Finalised
May	Council AGM – changes to constitution
June	Executive Board – agree revised Area Committee Functions
June/July	Area Committees to agree new Area Delivery Plans
September	Executive Board – endorse Area Delivery Plans
Autumn	Directorates consult with Area Committees on 2009/10 budgets

10.0 RECOMMENDATIONS

10.1 Executive Board is asked to:

10.1.1 Agree the recommended changes to Area Committee responsibilities and working arrangements and the proposed timetable put forward for them

10.1.2 Agree the recommended way forward for local partnership working arrangements

Appendix Table of Proposed New Area Committee Responsibilities

Community Engagement and Facilities

- Community Engagement
- Community Centres
- Community Space in Libraries
- Community Greenspace

Community Safety

- Neighbourhood Wardens
- PCSOs
- CCTV
- Neighbourhood Policing Teams
- Multi Agency Crime and Grime Operations

Environment

- Enforcement Services (Area Action Teams)
- Street Cleansing
- Highways Maintenance (continuation of ward member responsibility)
- Grounds Maintenance (consultation and monitoring role initially)

Children and Young People

- Local Children and Young People Plans
- Youth Service

Adult Social Care and Healthier Communities

- Adult Social Care
- Healthier Communities

Regeneration and Development

- Town and District Centre Projects
- Area Based Regeneration Schemes
- Neighbourhood Management Co-ordination
- Conservation Area Reviews

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Making a Bigger Difference in Localities

Proposals to Develop Area Management and Area Committees in Leeds

By

Cllr Judith Chapman

Lead Member

September 2007

Executive Summary

This report gives the background to Area Management in Leeds and highlights the responsibilities delegated and progress made by Area Committees and area working to date.

It details the functions delegated by the Council's Executive Board to the Area Committees in 2006/07 which cover services relating to streetscene, the youth service, community safety and public conveniences.

It provides a summary of comments from Members of the Council following a questionnaire which went to all Elected Members earlier this year.

There is cross party support for the enhancement of Area Committees and it is thought that they can make a bigger difference to localities and should be given more delegated responsibilities.

The report details a number of proposals for the Council to consider relating to three broad areas:

- The roles of Elected Members and Area Committees
- Developing locality working
- Further delegated responsibilities for the Area Committees

It recommends that the findings are discussed with Area Committee Chairs and the proposals are presented to the Council's Executive Board along with an action plan to extend area working and the responsibilities of the Area Committees.

1. Introduction

In my role as lead member working with Cllr Les Carter, Executive Member for the Neighbourhoods and Housing Portfolio, I was asked to look at the Area Management Functions from an Elected Member's perspective.

From the work I have done and the consultation I have undertaken it is evident that Area Committees can and do make a big difference to Leeds. The proposals in this report will look to give them an increased role and further responsibilities to enable them to make an even bigger positive impact in the future. This will involve building on current successes with Area Management since it came into being in 2004, addressing some current weaknesses and looking to devolve more power to the Area Committees to enhance and increase their role in our communities across the City.

I have had detailed discussions with staff supporting Area Management, officers in a range of services and with all Area Committee Chairs or their deputies. I sought the views of Elected Members and arranged for a questionnaire to go out to all Elected Members to give them an opportunity to express their views. Over a third of Elected Members responded to this and I have sought to cover a truly representative set of proposals in this report.

I am optimistic that the Council's Executive Board will soon be in a position to consider the report alongside proposals from Officers and agree a way forward for enhanced area working in Leeds.

2. Background

Area management and Area Committees were set up in June 2004 following a detailed report presented to the Executive Board in October 2003.

The objectives of Area Management were to:

- A) integrate and improve the co-ordination of services at local level
- B) ensure continual improvement of council services
- C) allow locally based decision making and accountability to ensure that council services better address local issues and locally determined priorities

The aim was to expand the role and powers of local members.

Five operational areas were set up allowing for the subdivision of inner and outer Area Committees, which were based on wards with similar character to each other.

5 wedge partnerships were established with Leeds Initiative partners which related to the operational boundaries of major partners at that time.

A new officer structure was put into place to support Area Management in the following way:

- A Senior officer presence in each area to co-ordinate services and develop positive relationships with other related organisations.
- Officer Support for service planning, management, monitoring, partnership and project work
- Officer Support for the workloads of the Area Committees and area based partnerships and neighbourhood based community activity
- Provision of support for neighbourhood renewal and regeneration projects

The Role of the Area committees

Area Committees were set up to:

- Have discretion over certain services within an overall framework
- Perform a performance management role to include monitoring the standard of services provided in their area
- Be consulted on major policies and strategies that may affect their area
- Be a forum for hearing deputations on local issues and responsibilities for community consultation and involvement
- Work in partnership with District Partnerships, Regeneration and ALMO Boards

Area Committee Responsibilities

It was initially envisaged that the Committees would have responsibilities for:

- **Streetscape** - to include street cleansing, waste management, street lighting and highways maintenance.
- **Youth Services** - discretion over youth work provision and ensuring the Youth Council Model was rolled out to areas
- **Community Safety** -to include anti-social behaviour programmes, neighbourhood wardens and local CCTV schemes
- **Public Conveniences**

The first Executive Functions were delegated to the Area Committees in September 2004. The Area Function Schedules set out the executive functions delegated to each Area Committee. They set out the extent of the delegation to specific functions and the total resources available for each function on an area basis.

Below is a description of the functions delegated to the Area Committees in 2006/07.

Functions Delegated to Area Committees 2006/07

Description of Function: Leeds Community Safety-CCTV
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.
Minimum Service Expectations
-provide 24 hour365 days a year monitoring of CCTV in areas of operation. -Contribute to the fear of crime by facilitating the apprehension and prosecution of offenders and assisting in prevention and aiding detection of crime committed in public areas where CCTV in areas of operation.

Description of function: Community Centres

This covers overseeing of budget, 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.

Minimum Service Expectations

Operation of a portfolio of community centres

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 fear of crime. Neighbourhood Wardens provide a local patrolling function, assistance in dealing with antisocial 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.

Minimum Service Expectations

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 the grant funding to the Council is maximised for neighbourhood watch deployment. This includes the achievement of specified outputs, outcomes and milestones in accordance with appropriate grant conditions.

Description of Function: Waste Management-Recycling Banks

The provision of providing banks and the management of contracts to ensure products are collected and recycled.

Minimum Service Expectations

To provide recycling banks at suitable locations throughout the city to enable the public to dispose of items such as lass plastic etc.
All in accordance with the Integrated Waste Management Strategy and Action Plan.

Description of Function: Public Conveniences
The scheduled cleansing and maintenance of public conveniences
Minimum Service Expectations
Daily opening and closing of facilities. Daily cleaning of facilities. Maintenance of Facilities as required. All in accordance with the Public Convenience Policy and Strategy

Description of Function: Youth services
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
Minimum Service Expectations
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 Services are based. <p>The above minimum standards also relate services provide through 'contracting' arrangements with voluntary organisations in operation in some parts of the city.</p>

Description of Function: Area Committee Revenue and Capital Well - Being Budgets
Minimum Service Expectations
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 Committee 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)

3. Summary of Elected Members Views About Area Management

This section highlights Member views about area management. Views have been summarised into two sections – positive comments and negative comments.

Positive Comments

1. A range of local projects have been initiated at local level.
2. Town and District regeneration schemes have been developed and are progressing.
3. Well Being schemes are making a difference.
4. Local partners are involved e.g. Police, Parish Councils.
5. Local environmental problems are being tackled.
6. Significant local regeneration projects have been initiated.
7. Some very good events are arranged.
8. Area focused contacts are in place.

Negative Comments

1. A greater understanding between council departments and Area Committees required.
2. There are tensions between Area Committees and District Partnerships. In some areas Elected Members are unclear whom their District partners are and what they are doing. There needs to be improved feedback from the District Partnerships to Area Committees.
3. Many Area Committee meetings have few members of the public in attendance.
4. There is limited attendance at some meetings by outside bodies.
5. There is minimal contact in some areas between senior Area Management staff and Area Committees.
6. Area management is an expensive overhead with too many managers.

7. Neighbourhood Management needs to develop plans and have the resources to ensure these plans are co-ordinated.
8. Concerns were expressed about staffing and vacancy issues.
9. There is a perception that service departments are reluctant to give control to Area Committees.
10. There has been a failure to give sufficient consideration to public conveniences and waste management.

4. Conclusions and Proposals

The ten Area Committees in Leeds and the area working arrangements which support them are making an impact on the services delivered at a local level and this is leading to welcomed improvements in communities and neighbourhoods across the City.

There appears to be strong cross party Elected Member support to enhance the roles and responsibilities of the Area Committees after three years under the current arrangements.

The proposals outlined below seek to build on existing strengths, address some current weaknesses and devolve more power to the Area Committees to enhance and increase their role.

It is believed that the implementation of these proposals will lead to better area working arrangements with extra responsibilities for the Area Committees which will enable them to make a bigger difference to the localities which they serve.

The proposals will support both prevailing Government and Council thinking and put an extra emphasis on improving service delivery and co-ordination at a local level. They will also support the requirement we have to consult and engage more effectively with the communities we serve. There is also an opportunity to work better with our partners at a more local level to really make a difference to neighbourhoods.

Whilst undertaking this review it was evident that considerable change was taking place both within the Council and within key partner agencies such as the PCT and the Police. This presents an opportunity to change the existing area based partnership arrangements through the District Partnerships and increase the emphasis on the Area Committees as the focal point for local partnership working in the City.

Clarity is required on what the existing and proposed delegated responsibilities mean in practice for the Area Committees. From discussions held it appears that three tiers may be appropriate as follows:

- budget responsibility – where the Area Committee has direct control over particular budgets e.g. the well being budgets
- influence responsibility – where the Area Committee influences a programme of work for a service or function e.g. the Youth Service
- monitoring responsibility – where the Area Committee monitors a service and holds it to account for delivery in its area e.g. the PCSO service provided by the Police

It should be noted that the requirements of each Area Committee may differ and it is therefore important that due consideration is given to these differences.

Proposals

Specific proposals from the review are grouped below into the following three broad areas:

- The roles of Elected Members and Area Committees
- Developing locality working
- Further delegated responsibilities for the Area Committees

Elected Members and Area Committees

Proposal 1: Newly elected members should be given a detailed briefing on the role of Area Committees and should acknowledge that they have seen and understand the delegated functions. Existing ward members should have an opportunity to receive an annual update on the role of the Committees and the delegated functions.

Proposal 2: Area Committee Chairs should be given an annual briefing, shortly after the commencement of the municipal year, to ensure they are clear on the role of the Area Committees and the latest information agreed by the Executive Board on the delegated functions.

Proposal 3: The role of ward members as ‘neighbourhood champions’ should be clarified in the Council’s constitution and expanded in line with thinking in the recent Local Government White Paper.

Proposal 4: Area Committees need to ensure they are undertaking effective consultation with the communities they serve. Arrangements for this, including evaluation of activity, should be clearly built into Area Delivery Plans and reviewed at least annually. The public should be made aware of Area Committee meetings and consultation activities taking place in their area.

Proposal 5: Whilst plans are important, the Area Committees need to ensure that services place more emphasis on achievements and progress in the localities served by the Committees.

Developing Locality Working

Proposal 6: Area Committees should play a bigger part in the City's Narrowing the Gap agenda with a focus on actions at the neighbourhood level.

Proposal 7: Area Committees should ensure that services are operating effectively in their areas to meet the needs of the localities being served. This should include ensuring that good working relationships are in place between Area Committees and local services and that local residents have a good awareness about services in their area.

Proposal 8: Intensive Neighbourhood Management work is beginning to have an impact in certain areas and opportunities to further extend neighbourhood based work should be examined.

Proposal 9: 'Tasking' arrangements with local partners such as the Police are proving effective and other opportunities to develop this tested methodology for local multi disciplinary work should be considered.

Proposal 10: Changes should be made to existing District Partnership arrangements in view of changes within the Council and within other agencies. By reducing District Partnerships to three there would be an increased role for Area Committees. Future arrangements should therefore increase the emphasis on Area Committees as the focal point for local partnership working in the City. This should include other public sector service delivery partners as well as local businesses and the local voluntary, community and faith sector.

Proposal 11: Area Committees should prioritise tackling micro or neighbourhood level problems utilising a range of data, intelligence and resources available to them. This would lead to results that are quicker and easier to measure. The outcomes from these should then be used to support the delivery of the outcomes in the Area Delivery Plans.

Delegated Responsibilities

Proposal 12: The delegated responsibilities of Area Committees should be extended. The following list of services represents the ones highlighted most by local Elected Members and Area Committee Chairs as being most suited to being delegated to a more local level:

- Management of local green spaces
- Grass cutting
- Delivery of joined up Children's Services

- Street cleansing
- Highway repairs
- Local facilities such as library buildings
- Environmental enforcement work such as appointed enforcement officers and graffiti removal teams.

Proposal 13: Clarity is required on what the existing and proposed delegated responsibilities mean in practice for the Area Committees. This may require new ways of working for Officers and Elected Members. In particular the Youth Services responsibility should be re-examined and opportunities taken to improve the profile of Youth Services across the City.

Proposal 14: Opportunities to better integrate the work of the recently appointed Locality Enablers in Children's Services with the work of the Area Committees should be explored.

Recommendations:

1. That this report is discussed with the Area Committee Chairs
2. That the proposals are considered by the Council's Executive Board in the Autumn along with an action plan to extend area working and the responsibilities of the Area Committees.
3. A report be presented to Area Committees to disseminate good practice established by other Area Committees.

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