



NORTH EAST (OUTER) AREA COMMITTEE

**Meeting to be held in Wetherby Town Hall* on
Monday, 10th December, 2007 at 7.00 pm
(* see attached map)**

MEMBERSHIP

Councillors

A Lamb	-	Wetherby
J Procter	-	Wetherby
G Wilkinson (Chair)	-	Wetherby
R D Feldman	-	Alwoodley
Mrs R Feldman	-	Alwoodley
P Harrand	-	Alwoodley
A Castle	-	Harewood
R Procter	-	Harewood
A Shelbrooke	-	Harewood

**Agenda compiled by:
Governance Services Unit
Civic Hall
LEEDS LS1 1UR
Telephone: 224 3209**

Mike Earle

**N E Area Manager: Rory Barke
Tel: 214 5865**

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>EXCLUSION OF PUBLIC</p> <p>To identify items where resolutions may be moved to exclude the public</p>	
3			<p>LATE ITEM</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>	
4			<p>APOLOGIES</p> <p>To receive any apologies for absence from the meeting</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</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>	
7			<p>MINUTES - 22ND OCTOBER 2007</p> <p>To confirm as a correct record the attached minutes of the meeting held on 22nd October 2007</p>	1 - 6
8			<p>MATTERS ARISING FROM THE MINUTES</p>	
9			<p>INTRODUCTION TO THE NORTH EAST LEEDS POLICE DIVISION AND NEIGHBOURHOOD POLICING TEAM ARRANGEMENTS, AND PROPOSED STRUCTURE OF THE NORTH EAST LEEDS DIVISIONAL COMMUNITY SAFETY PARTNERSHIP (EXECUTIVE FUNCTION) (25 MINS)</p> <p>To receive and consider the attached report of the North East Area Manager and West Yorkshire Police</p>	7 - 20
10			<p>AREA MANAGEMENT REVIEW (COUNCIL FUNCTION) (25 MINS)</p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods</p>	21 - 38

Item No	Ward	Item Not Open		Page No
11			<p>MOOR ALLERTON PRIORITY NEIGHBOURHOOD UPDATE REPORT (EXECUTIVE FUNCTION) (10 MINS)</p> <p>To receive and consider the attached report of the North East Area Manager</p>	39 - 50
12			<p>WELLBEING FUND 2007/08 (EXECUTIVE FUNCTION) (15 MINS)</p> <p>To receive and consider the attached report of the North East Area Manager</p>	51 - 64
13			<p>AREA COMMITTEE FORUMS - FEEDBACK REPORT (EXECUTIVE FUNCTION) (5 MINS)</p> <p>To receive and consider the attached report of the North East Area Manager</p>	65 - 68
14			<p>DATES, TIMES AND VENUES OF FUTURE MEETINGS</p> <p>Monday, 11th February 2008, Treetops Community Centre Monday, 31st March 2008, Harewood Ward (venue to be advised)</p> <p>All at 7.00 p.m.</p> <p>MAP OF TONIGHT'S VENUE</p> <p>Please see map attached to the agenda</p>	

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NORTH EAST (OUTER) AREA COMMITTEE

MONDAY, 22ND OCTOBER, 2007

PRESENT: Councillor G Wilkinson in the Chair
Councillors A Castle and R D Feldman and
A Castle

Apologies Councillor Mrs R Feldman, P Harrand,
J Procter, P Harrand,
R Procter and A Shelbrooke

29 **Declarations of Interest**

No declarations of Members' interests were made.

30 **Open Forum**

The agenda referred to the provision contained in the Area Committee Procedure Rules for an Open Forum session of up to 10 minutes at each ordinary meeting of an Area Committee, to allow members of the public to make representations or to ask questions on matters within the remit of the Area Committee. On this occasion, no members of the public were present.

31 **Minutes - 17th September 2007**

RESOLVED – That the minutes of the meeting held on 17th September 2007 be confirmed as a correct record.

32 **Matters Arising from the Minutes**

Conservation Area Reviews (Minute No 25 refers)

It was noted that an update report was scheduled to come back to the December meeting.

33 **Leeds Strategic Plan 2008-2011**

The Committee received a report and a 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, and 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

Draft minutes to be approved at the meeting
to be held on Monday, 10th December, 2007

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.

Nicole Jackson, Assistant Chief Executive (Corporate Governance) and Dylan Griffiths and Martyn Long, Chief Executive's Department, attended the meeting and responded to Members' queries and comments. In brief summary, the main issues discussed were:-

- Proposals for the increase in **affordable and social housing** in the City, and the Government's targets as contained in its recent Green Paper;
- The view was expressed that there was too much concentration on services for the young, and not enough mention of **services for the elderly**, such as hospital services, home support and recreational facilities;
- The aspirational nature of the Strategic Plan made it difficult to comment meaningfully on the proposals - perhaps when targets and performance indicators were discussed, Members would be able to contribute more fully;
- The greater role and prominence of Area Committees and Area Delivery Plans, as a result of likely changes to **District Partnership working arrangements**, in terms of delivering real local change and regeneration, and how this would link into the Strategic Plan process and outcomes

RESOLVED –

- (a) That the report be noted;
- (b) That Members be encouraged to complete and return the electronic questionnaire circulated by the Chief Executive, setting out their individual comments on the Strategic Plan 2008-2011.

34 Leeds Joint Area Review - Services for Children and Young People

The Director of Children's Services submitted a report informing Members of the arrangements and timetable for the Joint Area Review (JAR) of services for children and young people in Leeds. Shaid Mahmood and Jackie Wilson, Children's Services Unit, presented the report and responded to Members' queries and comments.

RESOLVED –

- (a) That the report be noted;
- (b) That an update report be submitted to the Committee once the final JAR report has been received and published.

35 North East District Partnership - Update

The North East Area Manager submitted a report updating Members on recent actions and achievements of the NE District Partnership. Further to Minute No 26 of the last meeting of the Area Committee on 17th September 2007, the report outlined the discussions which had taken place at the 28th September meeting of the District Partnership, when Stephen Boyle, Chief Regeneration Officer, and Steve Williamson, Chair of the 'Narrowing the Gap' Executive of the Leeds Initiative, had attended. They had outlined the current thinking on the strategic and fundamental review taking place regarding roles and the relationship between District Partnerships and Area Committees. It was clear that the future emphasis would be on a greater role for Area Committees and Area Delivery Plans, in terms of planning and co-ordinating resources and service delivery, monitoring performance and strengthening the existing partnership arrangements.

The Chair stated that he had reported Members views, expressed on 17th September, at the 28th September District Partnership meeting, and would do so again at the scheduled Area Committee Chairs' meeting with the Executive Member (Neighbourhoods and Housing) on 13th November.

RESOLVED – That the report be noted.

36 Community Safety - Update

The North East Area Manager submitted a report prepared jointly with the Police, updating the Committee on community safety matters in the area.

Sandra Fowler, NE Community Safety Officer and Inspector Marcus Griffiths, West Yorkshire Police, were present at the meeting and responded to Members' queries and comments. In brief summary, the main issues discussed were:-

- The incidence of **anti-social behaviour** in Boston Spa and the work of the local PCSO's in tackling the issue, which was hampered by staffing problems within the Youth Service locally. The Chair reported that Wetherby Town Council was very happy with the recent high profile, proactive manner in which this issue was being dealt with by the police in Wetherby;
- The problem of **under-age drinking**, and where were youths illegally obtaining their alcohol from? Reference was made to recent successful joint initiatives between the Police and Trading Standards to clamp down on the likelihood of supermarkets or off-licences selling alcohol to under-age youngsters, but unfortunately it was more difficult to deal with parents or older youngsters supplying alcohol to under-age drinkers. Where appropriate, evidence was forwarded to the Child Protection Unit;
- Smokers using the areas immediately outside the front of pubs in the centre of Wetherby and leaving a mess – landlords ought to be responsible for sweeping up the debris and disposing of it in their own bins. If smokers also took their drinks outside with them, then this was in breach of the Designated Public Places Order. Inspector Griffiths undertook to raise this at the next Wetherby Pubwatch meeting.

RESOLVED – That the report be noted.

37 Deepdale Community Facilities, Boston Spa

The North East Area Manager submitted a report regarding the future of the current community facilities situated at Deepdale in Boston Spa, including the existing Youth Club building. The report set out various options for the Committee to consider, ranging from do nothing, to improving the existing buildings or demolition and new build, and the estimated costs associated with each option.

RESOLVED –

- (a) That Option 1 be supported as the Committee's favoured option for the future of the site, renovation of the Youth Club building and improvements to the Deepdale Community Association buildings;
- (b) That the proposed contribution of £50,000 from the Area Committee's capital Well-Being Budget towards the costs of Option 1 be considered under Agenda Item 16, the Well-Being Budget report, and subject to approval of this sum, a full breakdown of costs be presented at a future Wetherby Ward Members meeting.

38 Community Engagement

The Committee considered a report submitted by the North East Area Manager regarding ideas for trying to improve public participation in the work of the Area Committee and attendance at Area Committee meetings.

RESOLVED –

- (a) That the proposed community engagement events outlined at Paragraphs 4 – 12 of the report, one per Ward, be approved, the Alwoodley Ward event to be deferred until 2008/09 in view of similar events held in the recent past;
- (b) That discussions take place with Wetherby Town Council regarding arranging another joint community engagement event in Wetherby, also involving local organisations and groups.

39 Area Delivery Plan 2007/08 - Quarter 2 Progress Report

The North East Area Manager submitted a report informing members of progress in implementing actions contained in 2007/08 Area Delivery Plan.

- **Wetherby Horsefair Town and District Centre Scheme** – This was due to go before the Executive Board for a decision on 14th November 2007;
- **Wetherby Market Square Town and District Centre Scheme** – The Chair reported that the Leader of the Council, Councillor Andrew Carter, would be performing an official opening ceremony on 15th November 2007, at 10.00 am.

RESOLVED – That the report be noted.

40 Well-Being Fund 2007/08 - Update

The North East Area Manager submitted a report updating Members on the current revenue and capital balances in each Ward's Well-Being allocation, Small Grants made since the last meeting and projects in development, and setting out details of applications before the Committee for a decision at this evening's meeting.

Reference was made to a discrepancy in the table on Page 69 showing the capital balances (Carr Lane footpath should read £7,500, not £5,000) and similarly to the table on Page 70 showing Small Grants (Alwoodley Ward total £1,998, not £1,498).

RESOLVED –

- (a) That the report be noted, including the Small Grants made since the last meeting and the projects in development;
- (b) That £4,335 be transferred from the balance of the Harewood Ward Large Grant Revenue Account to the Small Grant Account, to replace the £4,335 utilised earlier in the year for skips associated with the flooding problems;
- (c) That the following decisions be made in respect of the applications for funding before the Committee tonight for determination:

Revenue

Consultation Fund - £900 – Approved (deferred Alwoodley Ward event to be funded from the 2008/09 budget);

Capital

- (i) Boston Spa Youth Club, Deepdale - £50,000 – Approved.
- (ii) Cranmer Bank CCTV - £3,500 – Approved, but subject to all seven local shopkeepers agreeing to contribute £250 each towards the project costs.

41 Area Committee Forums - Feedback

The Committee considered a report submitted by the North East Area Manager regarding the proceedings of the Harewood and Wetherby Town and Parish Council Forum meeting held on 13th September 2007.

With regard to the traffic chaos and other issues on the A58 Leeds/Wetherby road caused by traffic associated with the August **Leeds Carling Festival**, the Chair stated that he was arranging for these issues to be raised at the December meeting of the Licensing Committee, which would be reviewing this year's event.

RESOLVED – That the report be noted.

The meeting concluded at 9.20 pm.

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Originator: Supt Simon Atkin
B Yearwood & S Fowler

Report to the: North East Outer Area Committee

Date: 10th December 2007

Subject: Introduction to the NE Leeds Police Division and NPT Arrangements, and Proposed Structure of the NE North East Leeds Divisional Community Safety Partnership

Electoral Wards Affected:
 Alwoodley
 Burmantofts & Richmond Hill
 Chapel Allerton
 Crossgates & Whinmoor
 Garforth & Swillington
 Gipton & Harehills
 Harewood
 Killingbeck & Seacroft
 Kippax & Methley
 Moortown

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function	<input type="checkbox"/>	Delegated Executive Function available for Call In	<input checked="" type="checkbox"/>	Delegated Executive Function not available for Call In Details set out in the report	<input type="checkbox"/>
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1.0 Purpose of This Report

The purpose of this report is to update Members on how the new North East Leeds Police Division is operating and to consult on plans to invest further in Neighbourhood Policing Teams (NPTs) to better meet the needs of local people. The report also outlines the new amalgamation of the 2 (Stainbeck and Killingbeck) Divisional Community Safety Partnerships (DCSP) and their sub structures. The report is to be used to consult with the Area Committees on the proposed new arrangements.

2.0 Background Information

- 2.1 The North East Leeds Police Division was formed through the merger of Killingbeck and Chapeltown Divisions in 2006. This followed a force-wide review, which has seen a number of Police Divisions merge across the region.
- 2.2 The rationale for merger was based on achieving a more efficient and effective use of strategic resources, coupled with the introduction of Neighbourhood Policing Teams across Divisions with devolved powers, responsibilities, and accountabilities to Inspectors of those teams.
- 2.3 North East Leeds was covered by the old Chapeltown Division (later renamed Stainbeck) and East Leeds was covered by the old Killingbeck Division. Through the District Partnership a Neighbourhood Management model was developed which saw the introduction of "Tasking Teams" in both North East and East areas.

- 2.4 With the support of the Area Committees, these inter-agency tasking teams brought together those professionals at a local level who have day to day responsibility to reduce crime and anti-social behaviour, and to tackle environmental issues causing problems in neighbourhoods.
- 2.5 This report introduces the new arrangements for the Division and partnership working on community safety, seeking to build on the best practices from both the former Chapeltown and Killingbeck divisions.
- 3.0 **Main Issues**
- 3.1 **Update on how North East Leeds Police Division is Structured and Operating**

The history of strong performance at both Killingbeck and Chapeltown Divisions has continued at the new North East Division. The merger produced the opportunity to use identified best practice and to improve efficiency by removing historic cross border functional duplication. The following table summarises current performance across key areas and compares this against performance at the same point last year.

Fig 1

	Total Crime	PSA 1 Crime	Violent Crime	Criminal Damage	Theft of Vehicle	Theft from Vehicle	Burglary Dwelling	Burglary Other	Robbery
Cumulative total for year to date	15010	9680	2998	3508	533	1140	1545	1026	377
Cumulative total to this time last year	16180	10186	3330	3860	611	1448	1422	1016	387
% Difference	7.20%	-5%	1.10%	-9.10%	12.80%	21.30%	8.60%	1%	-2.60%

Whilst performance across the Division has improved, the creation of 5 new Neighbourhood Policing Teams (NPTs) in 2006 removed historic boundaries that previously split communities, providing an opportunity to further enhance partnership working through greater co-terminosity.

3.2 Proposed changes

West Yorkshire Police has now engaged a programme of change to the structure of Neighbourhood Policing and working shift patterns for officers across the Force. The key drivers for this are further enhancing partnership working, increasing public confidence, and delivering customer satisfaction in all areas of business. North East Leeds Division will build on the foundations for success laid down through the merger and is using the Force programme as an opportunity to make further changes to other local structures, linking these to the post merger implementation review.

As an overview, Appendix 1 shows the proposed North East Leeds Divisional structure that will be implemented alongside the Force wide shift patterns and NPT changes. The following sections of this report will describe the new structure, its benefits and the changes to Neighbourhood Policing locally.

3.2.1 North East Leeds Division Senior Management Team

Chief Superintendent Gerry Broadbent is the current Divisional Commander at North East Leeds and took over from Chief Superintendent Marc Callaghan who moved to Wakefield in September 2007.

Gerry Broadbent joined West Yorkshire Police in 1980 and was posted to Leeds City Centre where he spent time on uniform patrol, Vice Squad and CID. Promoted to Sergeant in Leeds, he was later promoted to the rank of Inspector at Chapeltown Division. In 2000 he was promoted to Chief Inspector at Criminal Justice Support before returning once again to Chapeltown as Chief Inspector Operations and then Detective Chief Inspector. Gerry Broadbent remained at Chapeltown once promoted to Superintendent. In June 2005 he moved to Corporate Review at Headquarters until he was promoted to the rank of Chief Superintendent 18 months later and fulfilled his long term ambition of returning to North East Leeds Division as Divisional Commander.

Superintendent Simon Atkin is the current Superintendent Operations. Simon joined West Yorkshire Police in 1990 and has worked throughout the Aire Valley and also the Operational Support Unit. As Sergeant he has worked on Patrol and CID and transferred to Bradford to become a Detective Sergeant. Following the Bradford Riots in 2001 he was temporarily promoted to the rank of Detective Inspector and was fully promoted a short time later. In 2003 he was promoted to the rank of Chief Inspector and has also worked as Detective Chief Inspector. Promotion in 2007 has led to his current position of Superintendent Operations at North East Leeds.

They are supported by a new dedicated head of Neighbourhood Policing, Chief Inspector Rod Wark, who is responsible for the co-ordination of the Inspector led NPT's. Most of Rod's 27 years service has been spent in Leeds Divisions and HQ Departments. The last year has been spent as C/I Ops at Kirklees, and the return to Leeds at North East Leeds Division represents a home coming of sorts.

There will be senior police representation available to attend the Area Committees in the future and are keen to engage on a regular basis with elected members.

3.3 Neighbourhood Policing Teams

3.3.1 Proposals to increase Neighbourhood Policing Teams and change working practices.

Neighbourhood Policing Teams across the Force are expanding their role and will move to take responsibility for all non-urgent calls including those dealt with through appointments. To support this, and to further facilitate partnership working arrangements, North East Leeds is proposing to restructure the current five NPTs into eight Inspector led NPT areas aligned to Wards or Ward clusters.

A total of 98 Constables will work within NPTs and this is almost a one hundred percent increase on the current strength. The current establishment of ninety eight PCSOs will remain unchanged.

The proposed clustering of Wards in some areas and the allocation of officers to NPTs is based on an analysis of Ward information relating to crime, ASB, calls for service to the police, geographic size, population, community diversity, unemployment, educational attainment and housing quality. Final numbers are yet to be agreed but

the allocation of resources will match the needs of each community.

Changes to the structure of Neighbourhood Policing are being further enhanced by a Force generic shift pattern designed to ensure that cover is provided within each NPT area each day during both the day and evening. Final decisions about the evening working times have not yet been made but cover is envisaged between 0800 hours and 0100 hours daily. All these changes form part of a wider Force programme and we are currently working to a Force implementation date of the 7th January 2008. A copy of the new NPT structure can be found at Appendix 4.

3.3.2 New Contact Management Unit

In line with a further Force programme, the Division will also establish a Contact Management Unit (CMU) from 30th October 2007. The unit will review calls for service other than Emergency and Priority calls, and structure an appropriate plan to deal with each call.

For a member of the public contacting West Yorkshire Police, this will mean either the call being dealt with over the telephone by a member of the CMU straight away, or arrangements being made by the CMU with the caller to agree a time for an officer to attend. One significant benefit of the new rota, in providing 7 day cover across each NPT area, is that calls will be allocated to local officers, with local knowledge and local ownership. Clearly this will be of benefit to a significant number of calls and incidents where problems are long standing.

3.3.3 Further benefits of the Proposals

The changes to call handling will not only improve the service to the public who call with non emergency problems, but it will enhance the ability of Response Teams to attend Emergency (15 minute) and Priority (1 hour) calls within target. This is already a strong area of performance and the Division attends 93.7% of Emergency and 88.7% of Priority calls within the target times. These results are comparable with other Divisions and further put into context when considered against the volume of calls attended. North East Leeds has the 2nd highest call volume across the Force and attends 13% of the total Emergency and Priority calls in West Yorkshire. Further improvement in call attendance will however increase the number of arrests of offenders present at the scene of incidents, resulting in more offenders being brought to justice and a direct increase in public confidence in the police.

The changes will also reinforce working relationships between departments and teams, and clarify roles and responsibilities. This will reduce gaps in cover and duplication of effort, maximising the effective use of our resources.

For the NPTs, a consistent local presence will lead to greater continuity in the response to solving longer term problems, and ownership of these manageable areas at Inspector level will give the control and direction needed to ensure officers are focussed with clear priorities that reflect the needs of the community and work of partners.

4.0 **Divisional Community Safety Partnership (DCSP)**

- 4.1 The DCSP will undertake a strategic role of priority setting, strategic action planning, monitoring performance and overcoming challenges faced by its sub groups and tasking teams.
- 4.2 It is proposed that the DCSP continues to meet quarterly. The DCSP is to be chaired by Simon Atkin, the Superintendent of Operations and the administration provided by the Area Community Safety Co-ordinator(s) (the proposed Terms of Reference are attached at Appendix 3).
- 4.3 Members of the DCSP will be key stakeholders and must have strategic responsibility/leadership within their respective organisations and have the power to influence and make decisions. It has also been identified that local Ward Councillors sometimes feel a little detached from community safety and it is therefore proposed that each Area Committee nominate a Community Safety Champion as the key link between community safety and area committees thereby improving the links between partnership bodies and area committees.

5.0 **Thematic Sub Groups of the DCSP**

- 5.1 Consultation with key stakeholders/partners has taken place and agreement was reached to retain and strengthen the sub groups by reviewing and expanding the membership to the whole of the North East Police Division.
- 5.2 The themed sub group structure has been developed to incorporate the Safer Leeds Priorities and links to the Leeds Local Area Agreement (and in the future the Leeds Strategic Plan).
- 5.3 The structure consists of the following thematic groups:
- Burglary Sub Group
 - Vehicle crime and arson sub group
 - ASB Panel
 - Hate Crime sub group
 - Domestic violence sub group
 - Drugs and robbery sub group (new)
- 5.4 The thematic groups will be chaired by a representative of multi-agency partners; however each group will have an identified Police officer lead at Inspector level.
- 5.5 The sub groups will continue to work in hot spot areas identified via the Strategic Intelligence Assessment, referrals from the DCSP, Tasking Managers and local agencies knowledge. The groups will undertake an in depth examination of issues and use problem solving techniques such as the SARA model and PAT triangle, victim/locality/offender to develop appropriate actions in order to problem solve around the more intractable issues.
- 5.6 The thematic sub group chair alongside the Area Community Safety Co-ordinator will be responsible for the co-ordination of projects and delivery of local actions in the communities. The chair has overall responsibility of monitoring performance against targets and producing progress reports to the DCSP.

5.7 Intelligence

The Divisional Intelligence Unit will produce monthly summary reports on hot spot areas. The content of these reports are currently being reviewed by the chair of each sub group. The Police lead will be responsible for presenting the data at the meeting.

5.8 Funding

The thematic sub groups currently have £1,000 Basic Command Unit funding (Police) and have previously utilised Tasking funding (where available). It is important to stress that projects can be delivered in local areas with no additional funding, by maximizing better use of partnership resources and where appropriate re-aligning resources. Section 17 of the Crime and Disorder Act requires statutory authorities to consider reducing crime and the fear of crime in their daily activities.

6.0 Neighbourhood Management Tasking Teams

6.1 The purpose of the Neighbourhood Management Tasking teams is to build on the Police's successful tasking-led approach in identifying priority actions and to combine it with a tasking approach to tackling environmental issues across NE Leeds. The meetings are very operationally focused at which intelligence on crime and anti social behaviour and environmental/grime hotspots is shared. The relevant agencies meet together on a regular basis to agree a set of tasks for the weeks ahead. Any issues not able to be addressed by the tasking groups are referred to the more strategic themed or geographical groups.

6.2 Changes to Neighbourhood Management Tasking Teams

Under the merger and restructure of the North East Police Division it is proposed to realign the NPT with ward boundaries.

	Ward(s)	Inspector
NPT 1	Harewood & Wetherby	Marcus Griffiths
NPT 2	Moortown, Alwoodley, & Roundhay	Andrew Briggs
NPT 3	Chapel Allerton & IMPaCT area	Tony Reed
NPT 4	Gipton & Harehills	Nik Adams
NPT 5	Killingbeck & Seacroft	Nick Smart
NPT 6	Temple Newsam, Crossgates & Whimnoor	Craig Robinson
NPT 7	Garforth & Swillington Kippax & Methley	Elizabeth Belton
NPT 8	Burmantofts & Richmond Hill	Matt Davison

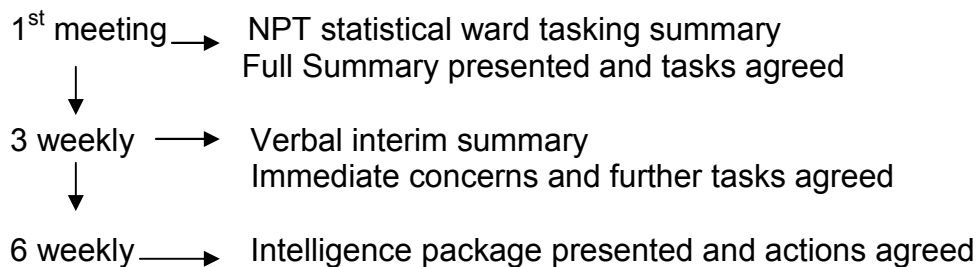
In order to strengthen neighbourhood management there is the need for a consistent approach across the whole Division which will enable stronger accountability and promote better leadership. It is proposed to align the existing tasking teams (8 in total) across the whole Division to the new Neighbourhood Policing Teams. Some of these meetings will be in two parts to reflect the distinctive parts of the NPT areas.

6.4 Chairing of the Meetings

Tasking meetings should be co-chaired by the NPT Inspector, and the relevant organisation taking responsibility for the environment. It is proposed that the Inspectors will chair the crime/asb aspects of the meeting and the co-chair grime and the environment. Where Neighbourhood Managers are in post they would be the natural co-chair.

6.5 Intelligence

The North East Divisional Intelligence Unit are reconfiguring the way they work so that 6 weekly intelligence analysis packs are produced for each NPT which will help support problem solving and targeting of resources at tasking meetings. Tasking meetings will be scheduled on a 3 weekly basis and sequenced by the NPT Inspector to coincide with the production of the report.



6.6 Budgets

The Area Committees in both Inner and Outer North East and East have committed well being funds for community safety initiatives and environmental issues. However tasking chairs should look to maximise existing resources to deliver actions and take opportunities to increase capacity.

6.7 Membership

Membership should form a family of front line staff such as:

- Tenancy Support Officers
- Youth Workers
- Police/PCSOs
- Neighbourhood Wardens
- INM/AMT staff
- Local Ward Councillors
- ASBU Enforcement Officer
- Signpost
- Environmental Enforcement

Other agencies can be invited as and when issues arise. Local Ward Members have proven invaluable with their contribution to the meetings by bringing forward residents concerns and local community intelligence.

6.8 Community Intelligence

At present residents' concerns are brought to tasking teams via local Ward Members, from community groups and forums. Research shows that the key to neighbourhood management and neighbourhood policy is that residents' concerns should be more important in defining what is done than agencies' assumptions. This outlines the need for strengthening the role of communities by including their intelligence into tasking to improve services at neighbourhood level which should then be fed back to residents. The outcomes of recently held community engagement events by Area Management and Area Committees will also form part of this intelligence and define what residents feel about their neighbourhoods.

7.0 Recommendations

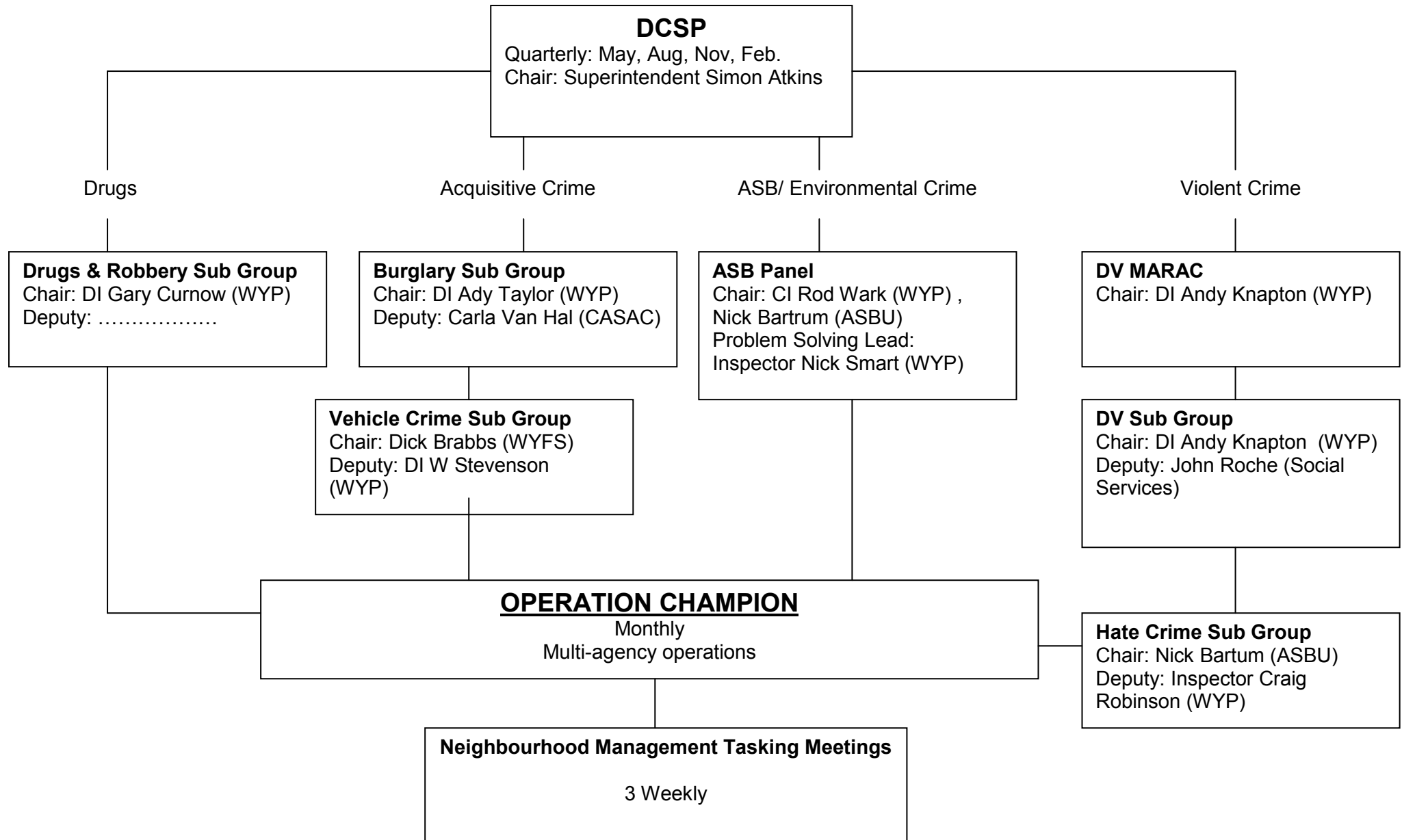
7.1 Members are asked to:

- comment on and note the new Divisional Police structure and NPTs,
- comment on and note the new arrangements proposed for the DCSP, its sub groups and tasking.

Area Committees are asked to:

- nominate champions for community safety to be part of the DCSP.

North East Division
Divisional Community Safety Partnership



13 Wards and 8 NPT Teams

Inspector Marcus Griffiths

Harewood & Wetherby Wards
Co-chair: ***to be identified***

1 x Joint Tasking Meeting

Inspector Matt Davison

Burmantofts Tasking:
Co-chair: Geoff Holloran

Richmond Hill Tasking:
Co-chair: Jack Benson

Inspector Nik Adams

Gipton Tasking:
Co-chair: Hayley Clifton

Harehills Tasking:
Co-chair: Anna Turner

Inspector Nick Smart

Killingbeck & Seacroft
Co-chair: Steve Vowles

1 Joint Tasking Meeting

Inspector Andrew Briggs

Moortown/Alwoodley/Roundhay
Co-chair: ***To be identified***

Roundhay
Co-chair: ***To be identified***

Inspector Tony Reed

Chapel Allerton
Co-chair: ***To be identified-
Rebecca Allchin?***

Inspector Elizabeth Belton

Garforth & Swillington
Kippax & Methley
Co-chair: Councillor Wakefield

Inspector Craig Robinson

Templenewsam:
Co-chair: Steve Lake

Cross Gates/Whinmoor:
Co-chair: Martin Hackett

TERMS OF REFERENCE FOR NORTH EAST LEEDS DIVISIONAL COMMUNITY SAFETY PARTNERSHIP

Background

The overall aim of the North East Leeds Divisional Community Safety Partnership (DCSP) is to secure sustainable reductions in crime and disorder, and address fear of crime in North East Leeds. The DCSP will achieve this aim through the development of appropriate sub structures, strategic problems solving, joint planning and implementing good practise.

Core Purpose of the partnership

The NE DCSP is responsible for delivering and supporting The Safer Leeds Crime and Disorder and the National Drugs strategies in local communities. The context in which the partnership operates should reflect the strategic objectives of the Corporate Plan and the Vision for Leeds. Priorities should reflect the Local Area Agreement and local Policing Plan.

Role of the partnership

- Directing and supporting the Neighbourhood Management tasking teams and sub groups to deliver key objectives and priorities
- Driving forward and continually developing the thematic sub groups and neighbourhood management tasking teams
- Carry out regular performance monitoring and renew action against targets
- Maximise provision of intelligence from the Police and other organisations to enhance the SIA
- Promote the delivery of Section 17 of the Crime and Disorder Act 1998
- Promote best partnership practices
- Ensure community consultation is co-ordinated and the communities have the opportunities to suggest solutions
- Examine what barriers to progress exist and how they can be overcome
- Maximise best use of resources
- Report to the Safer Leeds Executive and District Partnership

Chairing of the Partnership

The Superintendent of Operations will chair the meeting; administration will be carried out by the Area Community Safety Co-ordinator(s)

Membership

Members of the DCSP will be key stakeholders and must have strategic responsibility/leadership within their respective organisations

Name	e-mail address	Organisation
Supt Simon Atkin	sa8@westyorkshire.pnn.police.uk	WY Police

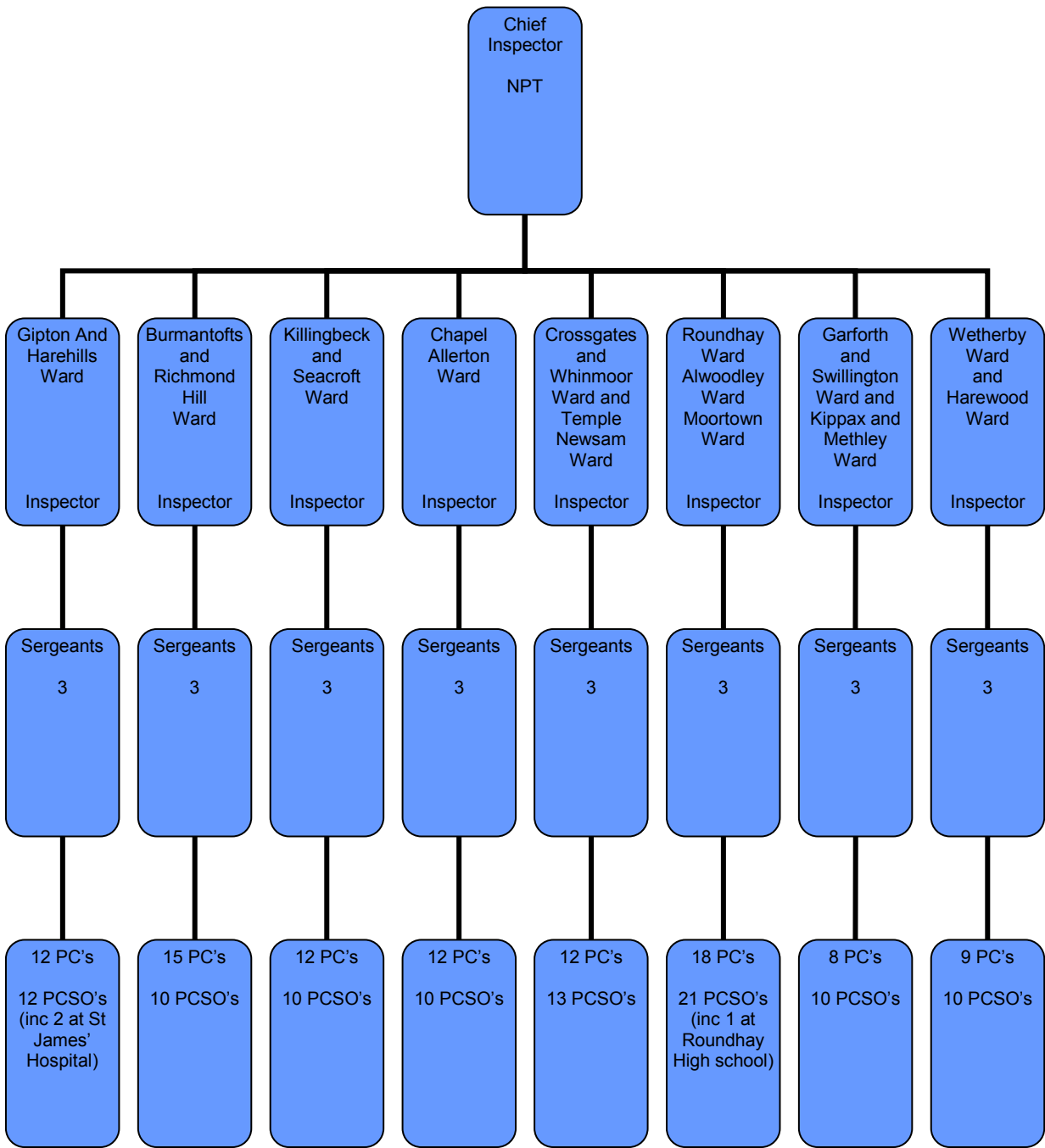
Rory Barke	rory.barke@leeds.gov.uk	NE Area Manager
John Woolmer	john.woolmer@leeds.gov.uk	Acting E Area Manager
Beverley Yearwood	beverley.yearwood@leeds.gov.uk	ACSC East
Sandra Fowler	sandra.fowler@leeds.gov.uk	ACSC North East
Dick Brabbs	dick.brabbs@westyorkshire.gov.uk	WY Fire Service
Nick Bartrum	nick.bartrum@leeds.gov.uk	ASBU
Steve Vowles	steve.vowles@leeds.gov.uk	ENEHL Homes
Simon Costigan	Simon.costigan@leeds.gov.uk	Aire Valley Homes
Amanda Bradley	amanda.bradley@leeds.gov.uk	Education Leeds
Catherine O'Melia	Catherine.O'Melia@leeds.gov.uk	Youth Offending Service
Margaret Ambler	margaret.ambler@west-yorkshire.probation.qsi.gov.uk	Probation Service
		WYP Drugs & Offender Management
Social Care	shaid.mahmood@leeds.gov.uk ken.morton@leeds.gov.uk	Locality Enablers
PCT		
Insp Jim Croft	jc255@westyorkshire.pnn.police.uk	WYP – WNF
Principal Youth Officer		Youth Service
Community Safety Champions x 3		Area Committees

Meetings

The partnership meetings will be held quarterly. Set below are dates for the future meetings:

▪ Unit 1 Acorn Business Unit Killingbeck Drive Seacroft LS14
22 nd November 2007 at 2.00 pm
February 2008
May 2008
August 2008
November 2008
February 2009

North East Leeds Proposed Neighbourhood Policing Structure



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Report of the Director of Environment and Neighbourhoods

To: North East (Outer) Area Committee

Date: 10th December 2007

Subject: Area Management Review

Electoral Wards Affected:

Alwoodley
Harewood
Wetherby

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 (Appendix 1). 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.



Leeds

CITY COUNCIL

Originator:	Martyn Stenton
Tel:	50647

Report of the Director of Environment and Neighbourhoods

Executive Board

Date: November 2007

Subject: Area Management Review

<p>Electoral Wards Affected:</p> <p>All</p> <p><input type="checkbox"/> Ward Members consulted (referred to in report)</p>	<p>Specific Implications For:</p> <p>Equality and Diversity <input type="checkbox"/></p> <p>Community Cohesion <input type="checkbox"/></p> <p>Narrowing the Gap <input type="checkbox"/></p>
<p>Eligible for Call In <input checked="" type="checkbox"/></p>	<p>Not Eligible for Call In (Details contained in the report) <input type="checkbox"/></p>

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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Originator: Alison Pickering

Tel: 2145873

Report of the North East Area Manager

North East (Outer) Area Committee

Date: 10th December 2007

Subject: Moor Allerton Priority Neighbourhood Update Report

Electoral Wards Affected:
Alwoodley
Harewood
Wetherby

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 provides Members with a summary of recent developments and actions of the Moor Allerton Partnership.

Purpose of this Report

1. An action in the 2005/08 District Partnership Action Plan identifies the Moor Allerton area as a priority neighbourhood where there is a need for intensive, multi-agency partnership working to overcome issues faced by residents, these include health, education, employment, crime, housing and the environment. Resident involvement in this intensive approach is highlighted as crucial.
2. This report will enable the Area Committee to track progress on the actions and achievements of the priority neighbourhood in Moor Allerton.

Background Information

3. Moor Allerton was identified as a priority neighbourhood in order to 'narrow the gap' and improve the quality of life for people living in the most deprived neighbourhoods.
4. The Moor Allerton Partnership (MAP) was established in May 2006 and meets every six weeks. Membership of the group is currently made up of senior officers and community representatives from the Area Management Team, East North East Homes Leeds (ENEHL), Youth Service, Primary Care Trust, West Yorkshire Police, City Services, Community Safety, Education Leeds, Job Centre Plus, Environmental Health, Leeds Voice, Maecare, Openhouse, Groundwork Leeds and the Alwoodley Extended Services Cluster Leader. In conjunction with this, Alwoodley and Moortown Ward Members are being kept involved and up to date through briefing meetings. The meetings are jointly chaired by the Area Management Team and ENEHL representatives.

Progress Update

Year One Review of MAP

5. Meetings have been held with each partner to discuss progress against the MAP action plan and opportunities to harness resources for the priority neighbourhood. These discussions also included a review of actions to ensure that they extended beyond partners' core service areas. Appendix 1 provides highlights of the partnerships' key actions over the last year. Partners are being asked to provide statistical information to update the MAP profile and baseline data collated last year. The action plan will be updated to take account of these discussions and information.

MAP Structure

6. At the September MAP meeting, partners discussed the outcome of the review and confirmed their support of a number of sub-groups to progress actions outside of MAP meetings. The following partners agreed to chair these sub-groups:
 - Moor Allerton Children & Young People (MACY) – (Chair tbc at the January meeting following the recent departure of Northcall's manager)
 - Environmental sub-group – Groundwork Leeds

- Community Safety sub-group – West Yorkshire Police
 - Communication and Community Engagement sub-group – Leeds Voice
 - Worklessness sub-group – Job Centre Plus
7. A further sub-group is planned, which will focus on health and older people's actions.

Highlights of Current Actions

Employment and Education

8. The Worklessness sub-group are organising the first of four planned career days to be rolled out across all the estates in Moor Allerton. The first event is being held on the 28th November at Openhouse in the Lingfields and Fir Tree estate. Benefits and Tax Credit Advisors from Job Centre Plus, Job Seeker Advisors from Moor Allerton Library and Openhouse workers, amongst others will be present on the day. The focus of the day will be to attract those persons on Incapacity Benefits and lone parents to attend the event to offer them support into work and/ or training.
9. MAP partners are currently working on the implementation of the Share and STEPS schemes within Moor Allerton. Tutors are currently being recruited to deliver the schemes and funding has been secured to run two STEPS courses which will mean 25-30 parents can access the STEPS programme.
10. Work is progressing to develop a strategy to draw in mentors from aspirational jobs/ role models to raise the expectations and aspirations of young people in transition from primary schools to secondary schools. This forms part of a two year work programme. Work is also progressing on a mentoring scheme in high schools to target young people who may benefit from a professional mentor.

Crime and Community Safety

11. An estate action plan was developed in response to anti-social behaviour, gangs of youths and a serious incident of arson in and around the Cranmer Bank shop parade earlier this year. A key action identified was to purchase and implement a CCTV system on the shop parade. Multi-agency partnership working has resulted in the identification of funding to purchase and implement the equipment. Funding has been sourced by the North East Outer Area Committee, ENEHL, West Yorkshire Police and the shop parade shop owners.

Thriving Places

12. A Communication and Community Engagement sub-group has been developed to work with the voluntary, community and faith sector (VCFS) in Moor Allerton to inform the work of MAP and ensure effective participation

and engagement. A communication and community engagement strategy is being developed.

13. A set of project proposals have been developed following the production of three environmental improvement masterplans, produced by Groundwork Leeds for the Cranmer Bank, Lingfields and Fir Tree estates. The Environmental sub-group are meeting in December to discuss work programmes, inclusive of public consultation and ways in which to create community ownership of projects.

Housing and Environment

14. Leeds Jewish Housing Association (LJHA) are progressing their £60 million plan to revitalise the Leeds Jewish Housing Association's housing estate in Queenshill. LJHA attended the last MAP meeting to engage with MAP partners on their regeneration plans. MAP partners commented on the regeneration plans and offered ways in which they could support the regeneration work of LJHA.

Health

15. As Moor Allerton is a priority neighbourhood, Environmental Health has identified £1,500 funding to roll out a 'Health Through Warmth Project' in Moor Allerton. All former Care and Repair service users are being contacted. Care and Repair are also working with Maecare to make contact with all their members.
16. A similar project was undertaken in Chapeltown last year by Care and Repair, funded by Environmental Health. Care and Repair contacted 400 people and up to £150-£160,000 energy efficiency work was generated, up to £42,000 'staying put' minor works grants were generated and 8/9 referrals were made to the Care and Repair fall service.
17. Environmental Health are also organising a 'sloppy slippers' exchange scheme in Moor Allerton to try and reduce falls in the home. Older people will be able to exchange their old slippers for new slippers and access information on a range of council and other services.

Recommendations

18. Members are requested to note the content of this report and provide comments as appropriate.

Year One Review Moor Allerton Partnership (MAP) – Highlights of Actions

Employment and Education

Focus on the streets with the highest rates of people on incapacity benefits and lone parents, and work to reduce the numbers.

Research and Statistical Analysis

Job Centre Plus undertook research into the employment composition of those living in the priority neighbourhood. This directed MAP to focus work and support to those on incapacity benefits and lone parents.

Leeds Initiative Employment Programme (LIEP)

Based on the Indices of Deprivation Moor Allerton was eligible for inclusion in the citywide Leeds Initiative Employment Programme (LIEP). The citywide project aims to move 200 Incapacity Benefit recipients who suffer from mental health or muscular skeletal problems and live in the most deprived communities in Leeds, into sustained employment or full-time education by April 2009. MAP partners worked together to enable the roll out of this programme in Moor Allerton. Statistics for the area identified that approximately 850 people are claiming Incapacity Benefit. Letters were sent out to these people to inform them about the opportunities and benefits of the LIEP project. Funding enabled 10 respondents from Moor Allerton to take part in this scheme.

Increase adult learning opportunities in local areas

Adult Learning Opportunities

Citywide consultants through 'Deprived Area' funding completed a study to identify the gaps in deprived areas and recommendations were put forward to the Jobs Enterprise Training (JET) partnership. An information pack and an accompanying poster on adult learning opportunities were made available to MAP partners for them to display in community centres and services/ buildings.

Family Outreach Worker

Northcall (a voluntary organisation based in the area) were successful in securing £33,000 pa from Early Years to appoint a part-time (10 hours) Family Outreach Worker for three years. This worker will work with parents and children (key stage 2) to look at family learning, with a key objective being to support parents into further training.

Share Programme

As Moor Allerton is a priority neighbourhood, it has been identified as an area in which to deliver the 'Share' programme. Share uses a practical, 'hands on' approach to involving parents in their children's learning and increasing parents' understanding of the vital role they play. Parents have the opportunity to gain accreditation for what they learn as they support their children's learning. Share aims to improve the educational attainments of children, motivate parents to take an active interest in

their children's education, enable parents to further their own education and develop effective management and organisation of parental involvement in schools.

STEPS Programme

As Moor Allerton is a priority neighbourhood it has also been identified as an area in which to deliver the 'STEPS' programme, both Share and STEPS compliment each other. STEPS is a course which encourages people to think about themselves and the way they can make choices in your life. It helps people to understand why they think the way they do about themselves and their situation, realise that life is full of opportunities and learn how to pursue these opportunities with confidence. STEPS is a DVD based programme in applied self image psychology. It focuses on developing motivation to change behaviour and hence aim for excellent personal success.

Use of mentors for young people in transition from primary to secondary schools

A pilot scheme is being developed to target Year 5 school children initially. The scheme will target a number of cohorts inclusive of ethnic groups, gifted and bright and looked after children. The pilot scheme will look to work with learning mentors to target local primary and high schools to look at need and inform strategies for transition to High School.

A questionnaire has been sent to all Head Teachers in the Alwoodley cluster of schools requesting information on their transition strategies, with a further questionnaire going out to a number of Year 7 school children in order to get their perspective.

Crime and Community Safety

Tackling Youth Anti-Social Behaviour (ASB)

Anti-Social Behaviour (ASB) Assemblies

Northcall, in partnership with Moortown Methodist and Moortown Baptist Churches, have delivered ASB assemblies in St Paul's, Archbishop Cranmer, Fir Tree and Alwoodley Junior Schools to Yr 6 children only. It begins as an assembly (often whole school attendance) where Albert (one of the puppets) displays anti-social behaviour. It focuses on the effects of anti-social behaviour, and its consequences, looking at Good Behaviour Contracts. At the end of the assembly, an Anti-Social Behaviour box is left with Year 6. This is a box for questionnaires where the children explain (anonymously) all the anti-social behaviour they have seen or displayed themselves. Two weeks after the assembly, the box is collected, and all the information collated. This information was then used to deliver a 2 hour workshop (with Year 6) about anti-social behaviour, Good Behaviour Contracts, Anti-Social Behaviour Orders, and the effect on victims.

Check 21 scheme

The Police have been working with the Licensing Agency to implement the Check 21 scheme.

Youth Service provision

Youth Service staff incorporate ASB awareness in their youth provision in both school and out of school provision. They ran a programme with the work-related group at Allerton High. This was an accredited programme (INSIDE OUT) 15 week course, which also incorporated issues around ASB. Youth Service are planning to develop work around ASB further within the high schools, an important role in diverting young people (mostly young men) away from ASB and into positive activities such as computer skills, arts and music and team games.

Neighbourhood Actions - Queenshill

In October and November of last year actions were undertaken to tackle youth nuisance issues around the shop parade in Queenshill. Vandalism and graffiti were tackled, the area was monitored and Youth Service are continuing to operate detached youth work. Outcomes have included a reported reduction in anti-social behaviour, a better understanding of the type of youth work needed and a reduction in fear of crime. MAP partners wrote to a number of young people who had been identified as causing nuisance behaviour. Youth Service followed up contact individually with young people to maximise opportunities to participate in trips and activities, however, this has been a struggle with many young people now apprehensive about venturing out during the evening. More recently they are re-emerging and Youth Service are continuing to engage with young people and working to divert them into positive activities.

Neighbourhood Actions – Cranmer Bank

An estate action plan was developed in March of this year to respond to and tackle a sudden increase in prevalence and severity of anti-social behaviour in the neighbourhood. A public meeting was held in April of this year to inform actions in the area. The need for more for more ways to gather evidence and intelligence and deliver feedback emerged, in addition to more activities to engage young people.

Estate actions in the Cranmer Bank area have included extra detached youth work and increased youth provision and the initiation of a new inter-generational project. Funding for CCTV on the Cranmer Bank shop parade has been secured from ENEHL, the North East Outer Area Committee, West Yorkshire Police and the shop owners.

Neighbourhood Signal Crime Surveys

In August of this year, neighbourhood signal crime surveys have started to be used in Moor Allerton as a means of gathering intelligence and building relationships within neighbourhoods. Work has been targeted to two priority neighbourhoods in the Moor Allerton area. PCSOs undertake door to door visits and distribute the surveys to residents as part of their discussions, to date 78 surveys have been received.

Operation Arrows/ Champions

Four Operation Arrows have been undertaken in Moor Allerton since it was identified as a priority neighbourhood. Before each operation an environmental audit is undertaken to inform actions. The following outputs have been reported:

- 22 vehicles were stopped, 4 arrests made, 18 x intelligence reports submitted, approximately 35 stop checks conducted, 15 x VCRAT forms submitted (items left on view in vehicles), £1750 fine warrant money recovered, approximately 10 areas of graffiti removed, 900 Anti-Social Behaviour leaflets and letters distributed, 500 leaflets on 'crime and grime' and letters distributed by neighbourhood wardens on flytipping and untidy gardens, 1 ABC agreed, 1 empty property secured, 1,500 bulbs planted, overgrown areas cut back and reported flytipping and waste removed.

More recently Operation Arrows are now referred to as Operation Champions. The following outputs, from the one undertaken in August of this year in the Lingfields, Fir Tree and Queenshill area, have been recorded:

- 5 ASB verbal warnings/ joint visits, 36 ENEHL visits, the distribution of 1000 fire safety leaflets, 1 tonnage of bulky waste was removed, 3 licensed premises were visited and 98 properties as part of target hardening to reduce burglaries, 62 stops were made and 11 stop and searches, 43 DVLA vehicles were removed and 17 arrests were made.

Thriving Places

Ensure community involvement, engagement and participation in MAP actions

Communication and Community Engagement Strategy

The Leeds Voice, Voluntary, Community and Faith Sector (VCFS) representative was elected by MAP partners to represent the VCFS in Moor Allerton. Local publications and networks, such as Leeds Voice and About Leeds were utilised to publicise the work of MAP.

Following the review of MAP a communication and community engagement sub-group has been developed to look at ways in which MAP can better engage with the VCFS in Moor Allerton. A communication and community engagement strategy is being developed to inform the work of MAP and ensure effective participation and engagement.

A meeting was organised with the Tenants and Residents Groups on the 14th September and more recently a VCFS workshop was held on the 15th November to inform this work.

Environmental Improvements - Masterplanning

ENEHL funded Groundwork Leeds to undertake three environmental improvement masterplans for Moor Allerton. Following public consultation environmental improvement masterplans have been produced by Groundwork Leeds for the Cranmer Bank, Lingfields and Fir Tree estates. These plans are being progressed by the Environmental sub-group.

Health

Alcohol awareness - Walk Away campaign

'Walk Away' beer mats, posters, and cards have been distributed to local pubs and social clubs. This was police led, in partnership with the PCT who have been out to all the local pubs and social clubs to ensure that they are being displayed and used.

The campaign was citywide, but rolled out in Moor Allerton as part of priority neighbourhood actions. The aim of the campaign is to highlight the risks associated with drinking alcohol around criminal activity and violence. It seeks to get the message across that people should walk away from a situation rather than become a victim of alcohol related violence.

Promote healthy eating especially to vulnerable groups like the elderly and children

A health needs assessment was undertaken, NE Feel Good Factor and Active for Life (Cardigan Centre) were commissioned to deliver on this action. A key outcome of this work was that more health visitors were needed in the priority neighbourhood. As a result of this the 'Young Mums' service was set up at Northcall.

The PCT and Maecare jointly funded and delivered a 'Healthy Living Day' in November 2006, which included activities and information on smoking cessation, healthy eating, physical activities, keeping warm in winter and fuel efficiency. All Maecare members were invited (976 households) and 121 people were present on the day.

Health visitors have been providing training to young mums in Moor Allerton and Northcall have arranged for a group of parent and toddlers to use the pool facilities at the David Lloyd Centre on a weekly basis. This commenced in April of this year.

Youth Service delivered a Youth Enquiry Service at Allerton High School, which covers aspects of fitness and health. Youth Service and Open House have also delivered football sessions at Allerton High on Friday evenings.

Northcall are delivering a Healthy Eating programme, which runs weekly. Parents and children come together to cook meals, try different foods and look at ways of eating healthily on a budget.

Smoking cessation services

Mail outs were conducted in the autumn of last year to known smokers informing them of the smoking cessation support available at the two main GP practices covering the MAP area, the Moorcroft Surgery and Nursery Lane Surgery. Pearson and Partners, a further GP practice covering the MAP area, are also providing smoking cessation advice to patients.

Smoking cessation clinics were established at the Moor Allerton Library. Statistics received to date show that out of 28 people who rang up in one period and asked to attend, 21 attended, 13 finished the course and 10 quit.

Smoking cessation awareness and advice is now available at the pharmacy in Sainsbury's and smoking cessation awareness raising has been undertaken at David Lloyds sports centre.

Promote fuel efficiency

MAP identified the promotion of fuel efficiency as a key priority for the partnership.

The citywide Fuel Savers' grant scheme is spearheaded by Leeds City Council, North East Primary Care Trust and the voluntary sector, among others. Front line staff such as health service employees or home care assistants are working to refer people to the 'Fuel Savers' grant scheme.

MAP partners jointly funded a leaflet which was distributed to 976 older persons households, GP practices and pharmacies and voluntary and community organisations in Moor Allerton to further enhance awareness of fuel efficiency, as part of the NHS 'Keep Warm, Keep Well' campaign.

Direct mail outs to the elderly population were undertaken in November 2006 to highlight support needs with regard to fuel costs.

Maecare also provides benefits advice and assistance to elderly members to help them to keep warm in winter.

Children and Young People

Maximise the usage of community facilities and increase the diversity of opportunities for young people in activities.

A sub group was established called the Moor Allerton Children and Young People (MACY) sub group to work to maximise partnership opportunities between service providers of children and young persons' activities in the area. All partners, including Northcall, Openhouse, the Moor Allerton Library, the Police, local church workers and Youth Service work together to maximise youth provision in the area. There has been a particular focus on community safety issues, and multi agency working has focused on supporting partner actions under the Crime and Community Safety theme, as detailed earlier in this document.

Youth Service have started to deliver more detached youth work in the Cranmer Bank and Queenshill estates, and more centre based sessions in the Lingfields and Fir Tree estates. Sessions are also run once a week from the Moor Allerton Library.

Services for the Community and the Voluntary Sector

Offer welfare and benefit advice to residents through surgeries.

Northcall are managing this action through their Family Outreach worker with funding from Early Years. This post has funding from Sept 2006 to March 2008.

Initially the Family Outreach Worker is delivering this service through Northcall and Openhouse; this will be rolled out to the neighbourhoods in the Moortown area of the priority neighbourhood.

Ensure the long term viability of voluntary and community groups and valuable community services in Moor Allerton and investigate the potential to extend service provision.

MAP meetings have been dedicated to addressing this issue, with representatives from Maecare, Open house, Northcall, Moor Allerton Library and Youth Services in

attendance. Discussions centred on the need to ensure that services in the area are not duplicated, are extended to all residents in the Moor Allerton area and compliment each other. Partnership and joint funding opportunities were discussed and the elected VCFS representative has been liaising with VCFS groups operating in the area to take this forward.

The elected VCFS representative has also been working with the Alwoodley cluster of schools to identify opportunities to work in partnership between the sectors and avoid duplication of activities. An Alwoodley Extended Services Cluster Leader has recently been appointed and has become a partner of MAP. This will serve to strengthen these links and add value to the work that has been done in this area over the past year.

Northcall, Openhouse and Maecare have all been added to the 'funder finder' mailouts sent out by the Area Management Team, which is a weekly update on new funding sources available. MAP partners also agreed to ensure that they update the VCFS groups in the area on future commissioning and funding opportunities.

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Originators: Alison Pickering
& Jeremy Keates
Tel: 2145867 / 214 5869

Report of the North East Area Manager

North East (Outer) Area Committee

Date: 10th December 2007

Subject: Well-Being Fund 2007/08

Electoral Wards Affected:
All

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 on the 2007/08 Well-Being Fund provides a summary of spending to date in 2007/08 and presents a number of new project proposals requesting funding support. The Area Committee is asked to note the content of the report and consider these proposals.

Background Information

1. The Area Committee agreed that the allocation for 2007/08 should be split between wards on the basis of population. It has been confirmed that the Well-Being revenue allocation for 2007/08 is £137,660, a 2% increase on last year's allocation.
2. As a percentage measure of the total population of the outer area, this represents a financial split of £51,247 for Alwoodley ward, £41,438 for Harewood ward and £44,975 for Wetherby ward.
3. In addition to this there is also the carry forward from 2006/07. Final figures are reflected in the table below.

REVENUE	Alwoodley	Harewood	Wetherby
Maecare	£29,000	£4,500	
Northcall	£15,000		
Barleyfields connexions point			£1,208
Chippies Pond		£2,500	
Environment Fund		£10,000	£10,000
Open House	£11,000		
Wetherby Festival			£2,000
Consultation Fund		£450	£450
Small Grant Top-Up		£4,335	
Total	£55,000	£21,785	£13,658
Total Remaining	£0	£35,917	£77,078

4. In addition, the Committee has a one year (2007/08) capital allocation of £73,504. This allocation was split informally into £24,501 per ward.
5. Further to earlier guidance the Area Management Team have been informed that the Area Committee Well-Being capital allocations in the capital programme are not time limited. These funds will not be lost at the year end, the balance of Well-Being capital allocations will roll forward to future years for you to allocate as appropriate.
6. Details of the capital funding balance to date is presented in the table below for information on a ward basis and includes projects that have been funded in 2007/08. The figures for the amount allocated and spent take account of projects funded from 2004/05.

CAPITAL	Alwoodley	Harewood	Wetherby
Wigton Moor Church Boiler	£3,000		
Barwick Village Hall		£3,850	
Collingham Roundabout		£2,490	
Wendell hill		£3,649	
Wigton Moor School Path	£2,985		
Boston Spa Village Hall			£5,000
Environment Fund		£10,000	£10,000
Carr Lane Footpath		£5,000	
Cramner Bank CCTV	£3,500		
Boston Spa Youth Club			£50,000
Total Allocated	£110,200	£110,200	£110,200
Total Spent	£71,900	£88,000	£103,500
Remaining	£38,300	£22,200	£6,700

Small Grants

7. In March 2007, the Area Committee agreed that a Small Grants Fund be set aside within the Well Being Revenue Budget allocation. The purpose of the fund is to support small scale projects in the community. A maximum of two grants of £500 can be awarded to any one group in any financial year, to enable as many groups as possible to benefit.
8. Attached as Appendix 1 is a summary of the Area Committee small grant applications considered since the last Area Committee meeting.
9. To support the recent flooding problems in the Harewood Ward, £4,335 was granted from Small Grants to fund the cost of 51 skips. Members are asked to consider whether they would like to replenish the Small Grant allocation from their Large Grant revenue account.

Small Grants	Alwoodley	Harewood	Wetherby
Moor Allerton Community Panto	£300		
Moor Allerton over 50's club	£199		
Alderton Heights planters	£420		
Landscaping at Cranmer Bank Shops	£500		
Slaid Hill in Bloom	£379		
Summer Sports Activities	£500		
Shaping Up for Christmas	£350		
Collingham Bench		£500	
Collingham Annual Parade 2007		£500	
Thorner Village Bowling Green		£500	
Older People's Event – ENEHL			£500
Bramham Gala			£500
Deepdale Community Work			£282
Boston Spa Bowling Club Perimeter Fence			£500
Wetherby Festival 2007 (Elysian Singers)			£500
Energy Saving Light Bulbs			£200
Wetherby St James Scouts			£500
Boston Spa Football Club			£500
Durant Close Fencing			£500
Skips	£0	£4,605	£255
Small Grants	£2,648	£1,500	£3,982
Total Spent	£2,468	£6,105	£4,237
Total Allocated	£3,858	£9,335	£5,000
Remaining	£1,210	£3,230	£763

Additional £50,000 Well-Being Funds

10. An extra £50,000 has been made available by the Executive Board for each Area Committee to spend in 2007/08. It was noted at the September Area Committee meeting that the funding cannot be spent on projects that include on-going costs and that the Executive Board have identified two areas of strategic importance that they would like Area Committees to consider when deciding how to spend this money. The two areas for consideration are:
- Carrying out a Conservation Area Review of conservation areas in their geographical area;
 - Introducing Residents' Only parking / extra parking provision in particular areas of concern.

11. It was agreed at the September Area Committee that the sum should be split evenly between the three wards, therefore providing an allocation of £16,667 per ward.

Harewood & Wetherby

12. It was agreed that consideration should be given to utilising their sums for a Conservation Area Review(s) in order to maintain the supplementary local planning guidance which was of great value and importance to local residents.
13. The Harewood Ward Members would like to consider undertaking Conservation Area Reviews in Thorner and Bardsey. The Wetherby Ward Members would like to consider undertaking Conservation Area Reviews in Wetherby town and Boston Spa and Thorpe Arch.
14. The department responsible for designating and reviewing Conservation Areas, which is a planning function, is the Sustainable Development Unit (SDU) in City Development. They presented a report to the September Area Committee meeting, and agreed to provide an update to Members on the costs associated with undertaking these reviews.
15. The Sustainable Development Unit have confirmed that the cost to undertake these reviews is as follows:
- Wetherby **£8k**
 - Boston Spa/Thorp Arc **£7.5k** (as Thorp Arch has a Village Design Statement)
 - Thorner **£7k**
 - Bardsey **£7k**

(SDU felt it appropriate to make a reduction of up to £1, 000 for those areas where neighbourhood design strategies are in place or underway)

16. Members are requested to approve the allocation of £29,500 to the Sustainable Development Unit (SDU) in City Development to undertake four Conservation Area Reviews in the areas specified in paragraph 15.

Alwoodley

17. In respect of the Alwoodley Ward, as there are no conservation areas, Members are pursuing proposals for additional parking provision.

Revenue Projects for Consideration

Wetherby Police Patrols – ONE.07.29.LG - £3,500 - Wetherby (late application for Members to consider)

18. This project will provide Wetherby town centre with four extra officers to patrol Wetherby town centre from the 1st weekend in December up until

Christmas. The officers will patrol on foot. The money also allows for two mounted police to patrol Wetherby town centre for one evening.

19. The aim is to combat public order offences and other drink related crimes. These officers will be exclusive to Wetherby and will not be allocated to any other part of the city during their shift.
20. The total cost of the scheme is £6000; a grant of £3,500 is requested with West Yorkshire Police contributing £2,500.

WISE Gardening Scheme - ONE.07.24.LG - £4,000 – Harewood and Wetherby

21. WISE and Wetherby Secure College of Learning work in partnership to deliver a garden project for elderly residents living in the Harewood and Wetherby Wards. It is needed to help elderly people maintain their gardens which enables them to maintain their independence and remain living in their own homes. It also provides a social and learning environment for the young trainees, encourages improved behaviour and raises confidence and self-esteem.
22. WISE are requesting the Area Committee provide a further £4,000 grant towards the project. This will pay for the continued hire of the van, which enables the project to travel further a field and means transport is available five days a week. The aim is to hire the van for 36 months and then to purchase it at the end of the project. The total cost over three years is £20,921.

Capital Projects for Consideration

Barwick Miners Institute – ONE.07.27.LG - £6,925 - Harewood

23. The building itself is over 200 years old and is in urgent need of repair to ensure the safety and security of the building and is essential if it is to continue functioning. The repairs will fix damage to the external walls of the building.
24. They have also applied to an organisation called Grantscape for funding and are awaiting a decision. As part of Grantscape's funding rules they will not provide a 100% grant and must find the difference from a third party.

Capital and Revenue Projects for Consideration

Environment Fund – ONE.07.18.LG – £14,065 - Harewood and Wetherby

25. Please see appendix 2 for a breakdown of projects funded by the 2007 Environment Fund.

Projects in Development

26. The following projects are in development. This means that the Area Management Team is working with an organisation to ensure that any proposal submitted is linked to one or more of the Area Committee priorities,

and that full application forms with appropriate information are submitted for each one.

Wetherby Radio – ONE.07.23.LG - £5,000 - Wetherby

27. Wetherby Radio have requested £5,000 from the Well Being Fund to keep the station on air for another year. The station has not been able to attract sufficient revenue through adverts to pay for all of its running costs. As a result the Area Management Team have organised meetings with youth services and the radio station to look into establishing a programme and an accredited course for young people.
28. A detailed business plan has been requested from the organisation.

Bramham Village Hall Disabled Access – ONE.07.08.LG - Wetherby

29. North East Area Management received an application for the renovation of the village hall. The Area Management Team are currently waiting for more information from the village hall to progress their application.

Spear Fir Ford – ONE.06.37.LG - £22,900 - Harewood

30. Spear Fir Ford is located on Spear Fir, between Bardsey and Wike. A number of repairs have been identified which will upgrade the historic ford and make it an attractive feature of the countryside.
31. The proposed work is to remove the stone slab forming the bridge, reconstruct the abutments, put back the bridge slab, replace the concrete posts and paint the tubular handrails, reinstate the footpaths to both sides of the bridge and the stone sets to the ford and install stone kerbs leading up to the ford.

Recommendations

32. The Area Committee is requested to:
- a) Consider the costs of the Conservation Area Reviews as outlined in paragraph 15 and 16 and indicate if they are to be funded from the additional monies allocated by the Executive Board.
 - b) Consider the project proposals in paragraph 18 to 25 and indicate if they are to be funded through the 2007/08 Well - Being Fund.
 - c) Note the projects in development.

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2007/08 Well-Being Revenue Fund – Small Grants Update

Small Grants Approved

ONE.07.18.SG - Durrant Close Fencing

Durrant Close is a sheltered accommodation scheme for elderly residents in Wetherby. The village voice for the area (Gloria Hodkinson) holds regular coffee mornings and garden parties and distributes newsletters to the residents. She has suggested to ENEHL that improvements need to be made to both the garage area and the pathway giving access across the site.

East North East Homes funded a community garden for the residents of the area based on an application by Gloria Hodkinson. There is white wooden fencing around the garage site at the side of the community garden that is rotten and which spoils the appearance of the whole area. It is proposed to replace this with metal bow top fencing. They will also replace a makeshift pathway which is currently very unsafe due to unstable slabs which is a tripping hazard for the elderly residents. This is used by both the residents of Durrant Close and Walton Road.

A grant of £500 was awarded to ENEh towards the total cost of £2,240. The remainder was covered by Outer Area Panel funds.

ONE.07.19.SG – Bench at Brookside, Collingham

ENEH received a request from both the Over 50's Club and the residents of Brookside in Collingham for a bench to be installed. The Over 50's Club holds weekly meetings and this is an issue that is regularly raised by members.

Many of the residents at Brookside are elderly and there is quite an uphill climb from the bus stop on the main road at Collingham up to Brookside that many find difficult. The installation of the bench at the green at the bottom of Brookside would provide a resting point (this is ALMO land).

A grant of £500 was granted to ENEh towards the installation of a Marmax 'Lanchester' recycled bench on the green as requested on flagstones. The total cost was £980 and the NE Outer Area Panel funded the remaining £480.

ONE.07.20.SG - Boston Spa Football Club

As a result of a large group of young males aged 14-19 yrs 'hanging around' on the streets during the evening in Boston Spa. The Youth Service held consultation sessions to establish what activity they would like to do. The majority of the group suggested setting up a football team as there is currently no team in this area suitable for this group.

Education Leeds, Youth Service and Boston Spa School are working together to lead this 10 week project which will be based at Boston Spa School. It will be open to young people of all abilities. They are working with Leeds United who will deliver the coaching and the Youth Service will support the young people's other needs. They will have the opportunity to learn football skills from professional coaches and players and will also have the chance to socialise with each other. The aim is to reduce nuisance behaviour and address community safety issues in the local community. The project will start in the new year and if successful steps will be taken to sustain the project. Leeds United, Youth Service and the Extended Services Cluster Co-ordinator will support the young people in applying to the Youth Opportunities fund.

A grant of £500 was awarded to cover costs associated with the football team which are venue hire (£180 – reduced price), coach costs (£400) and refreshments (£100). The equipments is being provided for free.

ONE.07.21.SG - Moor Allerton Community Panto

Northcall is a community project facilitating activities and services to residents of the Moor Allerton Estates and has been in operation since 2001. They are a community centre and provide recreational and training opportunities to adults in partnership with local colleges. They facilitate a number of different activities for children including cheerleading, crafts and school holiday play schemes. They are a registered charity which is funded through grant applications.

The grant will fund the annual community Pantomime event. They will work in partnership with Cranmer Call Tenants & Residents Group and Moortown Methodist Church to organise the event which will encourage all groups living on the Moor Allerton Estates to come together. A previous pantomime event attracted over 80 local residents with volunteers assisting with the organisation of the hall and the serving of refreshments. The activity epitomised community development encouraging intergenerational activity and community cohesion between all attending.

They received a grant of £300 to cover the costs of running the pantomime and buying refreshments.

ONE.07.22.SG – Shaping up for Christmas

The Moor Allerton Community Association are running a six week programme of activities which would include exercise (indoor and out), movement to music, healthy eating awareness sessions, diet and exercise training and advice on posture and technique. These activities will look to improve the health of people living in Moor Allerton by seeking to reduce local health inequalities, focusing on health improvement in the groups of people with the poorest health. They also want to promote improving quality of life and longer, healthier lifestyles. These objectives are in line with the Local Area Agreement as the project will promote a Healthy and Positive Society.

The project will be based at St John's church hall and residents from the Lingfields, Fir Trees and Queenshill's estates will be attending. Consultations have been carried out by other voluntary groups in the area to assess the need for a project such as this before it was developed (Northcall, Open House and residents groups).

A £500 grant was awarded to cover venue hire (£90), equipment (£110) and professional training costs (£300).

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APPENDIX 2

Environment Fund Breakdown of Funding

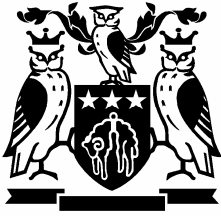
HAREWOOD WARD

Project	Delivery Organisation	Revenue	Capital
Bulb Orders	Barwick In Bloom	£341	
Bulb Orders	Thorner Parish Council	£246	
Bulb Orders	Scholes in Bloom	£488	
Bulb Orders	Collingham and Linton Parish Council	£393	
Bulb Orders	Aberford Parish Council	£308	
Bulb Orders	Slaid Hill in Bloom	£364	
Bulb Orders	Linton Memorial Hall	£31	
Thorner Boules Pitch	Thorner Parish Council	£3,182	
Hanging Baskets on the A58	Scarcroft Parish Council	£500	
Tub Walk	Collingham and Linton parish Council	£2,500	
Hall Tower and Village Maintenance	Barwick in Bloom		£1,100
Barrier Baskets	Shadwell in Bloom	£1,140	
TOTAL		£9,493	£1,100

WETHERBY WARD

Project	Delivery Organisation	Revenue	Capital
Bulb Order	Clifford Parish Council	£208	
Bulb Order	Bramham in Bloom	£534	
Bulb Order	Wetherby in Bloom	£673	
Bulb Order	Boston Spa in Bloom	£242	
Planter Replacement in the Shambles	Wetherby in Bloom	Deferred	
Information Board	Bramham in Bloom	£500	
Young Person's Memorial Tribute	Wetherby Town Council	DECLINED	
Fencing at Northway's Playing Field	Clifford Parish Council	£832	
Boston Spa Riverside Woods management	Boston Spa Parish Council	DECLINED	
TOTAL		£4,648	

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Originator: Jeremy Keates

Tel: 2145869

Report of the North East Area Manager

North East (Outer) Area Committee

Date: 10th December 2007

Subject: Forum Feedback Report

Electoral Wards Affected:
All

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

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

Executive Summary

This report updates the Area Committee on the feedback from the consultative forums held in the Outer North East area.

Purpose

1. At the Area Committee meeting in September 2004, Members agreed a set of forum arrangements for the Outer North East Area. The purpose of the forums is to consult with local residents on area priorities and to identify and discuss local issues.
2. The Area Committee is requested to consider the feedback given, and through the Area Management Team, identify projects and service improvements that can be targeted to meet local needs.

Background information

3. The Harewood and Wetherby Town and Parish Council Forum met on 14th November 2007.

Main Issues - Feedback from the Forums

4. Feedback from the Forums is attached in Appendix one.

Future Forum dates

5. The next Harewood and Wetherby Town and Parish Council Forum will be held on the 24th January 2008

Recommendations

6. The Area Committee is requested to note the contents of this report.

HAREWOOD AND WETHERBY TOWN AND PARISH COUNCIL FORUM
10th December 2007

Agenda Items:

- Rory Barke - Quality Parish Status and Devolved Services
- Cllr Shelbrooke - Establishment of Flood Working Groups

Quality Parish Status and Devolved Services

Rory Barke attended the meeting and explained why Leeds City Council supports Quality Parish Status (QPS). He stated that QPS acts as a kyte mark of quality and provides both the public and the Leeds City Council with assurances on the ability of the council.

Currently four parish councils in the North East Area have gained QPS. Forum members agreed that it provided the public with assurance and improves the way they work. But they contended that there were currently no financial benefits of gaining QPS, while achieving it does not lead to a difference in the way Leeds City Council views or works with the Parish Councils.

With regard to devolved services they felt that certain previously agreed actions had not been upheld. Grass cutting was an example and many have been unable to gain access to the cutting schedules. Some forum members expressed a desire to deliver this service themselves, while others would just like to provide assistance with monitoring to improve the service. Members of the forum feel that they are not included enough in decision making.

Members of the Forum provided the following comments:

- Establishment of Parish Council Charters with individual Departments setting out how they should work with Parish Councils.
- Use Parish Councils to monitor contracts such as grass cutting.
- Send all planning applications to Parish Councils for comment in the first instance.
- Make all officers aware of the Town and Parish Charter and provide training on Parish Councils and how to communicate/work with them.
- Stop charging Parish Councils for holding contested elections.
- Allow the clerk of the Parish Council to speak directly with the planning officer and not get stopped at reception.
- Use the local knowledge of parish councils to monitor grass cutting and litter picking to improve service delivery.
- Increase and improve communication between Leeds City Council and the Parish Councils.

Establishment of Flood Working Groups

As a result of flooding in the Outer North East Area Cllr. Shelbrooke attended the forum to suggest a localised plan of action to try and reduce the risk of flooding in the future.

He suggested that each Parish Council that was affected by the floods should set up a working group to help monitor becks and tributaries to ensure water continues to flow freely. He stated that this was really the only course of action Parish Councils could take to reduce the level of risk because; the area is not a priority for the Environment Agency to install flood defence systems and it is often unclear which agency or landowner is responsible for maintaining individual waterways. He also stated that climate change, reliance on a Victorian drainage system and flood plain construction had exacerbated the problem.

The Environment Agency will be clearing becks and tributaries this Autumn and Winter and the working groups should begin work once this has been done to ensure the

waterways remain clear. Each working group would only need a small number of people who to inspect about twice a year.

Cllr. Shelbrooke stated that Leeds City Council are currently carrying out a mapping exercise on the drainage systems in Leeds. Members were told to contact Cllr. Shelbrooke if they knew of any unidentified drainage systems in their area. He would then be able to help compile this information and send it to the correct department. Forum members were critical of the current system for unblocking gullies and drains and that an improved regime needs to be implemented to reduce the risk of flooding. Gullies need to be routinely checked and cleared, not just when they are reported as being blocked. Forum members also stated that if Leeds City Council informed them of when they were unblocking gullies in their areas they could help ensure roads were clear of parked cars to enable vehicle access.

Next Meeting

- 24th January 2008.

Site Map – Wetherby Town Hall, Market Place, Wetherby LS22



Wetherby Town Hall, Market Place, Wetherby (if approaching on the A.58 from Leeds,turn left at the roundabout adjacent to the Ramada Jarvis Hotel, then left again immediately after crossing the bridge into Wetherby, into Market Place (Town Hall on the right).

On- street car parking available in the vicinity, or use the car park at the Wetherby One Stop Centre, just past the Town Hall and The New Inn (entrance adjacent to St.Joseph’s Catholic Church).

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