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SOUTH (OUTER) AREA COMMITTEE

Meeting to be held in Morley Town Hall, Morley, LS27 9DY
On Monday, 25th February, 2008 at 4.00 pm

MEMBERSHIP

Councillors

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

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A BRIEF EXPLANATION OF COUNCIL FUNCTIONS AND EXECUTIVE FUNCTIONS

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

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

A G E N D A

Item No	Ward	Item Not Open		Page No
1			<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 ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration</p> <p>(The special circumstances shall be specified in the minutes)</p>	
4			<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>	
5			<p>APOLOGIES</p>	
6			<p>MINUTES OF PREVIOUS MEETING</p> <p>To confirm as a correct record the minutes of the meeting held on 17 December, 2007.</p>	1 - 10

Item No	Ward	Item Not Open		Page No
7			<p>OPEN FORUM</p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p> <p>(10 mins discussion)</p>	
8			<p>FUTURE PLANS FOR PARTNERSHIP WORKING</p> <p>To receive and consider a report from the Director of Environment and Neighbourhoods on the future of area based partnership working in Leeds.</p> <p>(Executive Function) (5 mins presentation / 5 mins discussion)</p>	11 - 14
9			<p>COMMUNITY ENGAGEMENT</p> <p>To receive and consider a report from the Director of Environment and Neighbourhoods, which includes proposals for changing the way in which community consultation is undertaken on behalf of the Area Committees in South Leeds.</p> <p>(Executive Function) (5 mins presentation / 5 mins discussion)</p>	15 - 18
10			<p>TOWN CENTRE MANAGEMENT - AN UPDATE</p> <p>To receive and consider a report from the Director of Environment and Neighbourhoods, which details the work of the Town Centre Management Project in Morley and Rothwell since September 2007.</p> <p>(Executive Function) (5 mins presentation / 10 mins discussion)</p>	19 - 74

Item No	Ward	Item Not Open		Page No
11			<p>PRIORITY NEIGHBOURHOOD DEVELOPMENT WORKER</p> <p>To receive and consider a report from the Director of Environment and Neighbourhoods, which updates the Committee on the progress made in relation to community development and capacity building in the Neighbourhood Improvement Areas.</p> <p>(Executive Function) (5 mins presentation / 10 mins discussion)</p>	75 - 82
12			<p>WINDMILL YOUTH CLUB - WELL BEING CAPITAL PROPOSAL</p> <p>To receive and consider a report from the Director of Environment and Neighbourhoods in relation to a request for funding for a number of complimentary works to Windmill Youth Centre.</p> <p>(Executive Function) (5 mins presentation / 5 mins discussion)</p>	83 - 86
13			<p>THORPE RECREATION GROUND</p> <p>To receive and consider a report from the Principal Area Manager, South Parks and Countryside relating to a request for financial support from the Thorpe Community Forum.</p> <p>(Executive Function) (5 mins presentation / 5 mins discussion)</p>	87 - 88
14			<p>CHURWELL PARK PROVISION OF CCTV</p> <p>To receive and consider a report from the Principal Area Manager (South) relating to a request for funding from the Churwell Action Group for the installation of CCTV in Churwell Park.</p> <p>(Executive Function) (5 mins presentation / 5 mins discussion)</p>	89 - 90

Item No	Ward	Item Not Open		Page No
15			<p>MORLEY TOWN HALL - WELLBEING CAPITAL PROPOSAL</p> <p>To receive and consider a report from the Director of Environment and Neighbourhoods in relation to a request for funding to enhance and upgrade Morley Town Hall.</p> <p>(Executive Function) (5 mins presentation / 5 mins discussion)</p>	91 - 94
16			<p>CARE AND REPAIR LEEDS: GARDEN MAINTENANCE SERVICE REPORT</p> <p>To receive and consider a report from the Director of Environment and Neighbourhoods, which includes an update on the Garden Maintenance Service.</p> <p>(Executive Function) (5 mins presentation / 5 mins discussion)</p>	95 - 98
17			<p>MARSH STREET CAR PARK</p> <p>To receive and consider a report from the Director of Environment and Neighbourhoods, which updates Members on improvements made to Marsh Street Car Park.</p> <p>(Executive Function) (5 mins presentation / 5 mins discussion)</p>	99 - 102
18			<p>AREA MANAGER'S REPORT</p> <p>To receive a report from the Director of Environment and Neighbourhoods, which provides Members with an overview of the range of activities currently taking place within the Outer South area of Leeds.</p> <p>(Executive Function) (5 mins presentation / 10 mins discussion)</p>	103 - 142

Item No	Ward	Item Not Open		Page No
19			<p>OUTER SOUTH AREA COMMITTEE WELL-BEING BUDGET REPORT</p> <p>To receive a report from the Director of Environment and Neighbourhoods, which updates Members on both the revenue and capital elements of the Committee's Wellbeing budget, provides a progress report on the revenue and capital projects agreed to date, advises Members of the Small Grants approved since the last meeting and invites the Committee to determine the capital and revenue proposals, as detailed within the report.</p> <p>(Executive Function) (5 mins presentation / 10 mins discussion)</p>	143 - 178
20			<p>DATE, TIME AND VENUE OF NEXT MEETING</p> <p>(Monday 14th April, 2008 at 4.00 pm)</p> <p>(Venue – East Ardsley Community Centre, Main Street, East Ardsley, WF3 2AP)</p> <p>MAP OF TODAY'S VENUE</p> <p>(Morley Town Hall, Morley, LS27 9DY)</p>	

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Agenda Item 6

SOUTH (OUTER) AREA COMMITTEE

MONDAY, 17TH DECEMBER, 2007

PRESENT: Councillor T Grayshon in the Chair

Councillors C Beverley, J Dunn, J Elliott,
B Gettings, S Golton, T Leadley, L Mulherin,
K Renshaw, S Smith and D Wilson

51 Chairman's Opening Remarks

The Chairman welcomed all in attendance to the December meeting of the South (Outer) Area Committee.

52 Declarations of Interest

Agenda Item 6 – 'Minutes of the Previous Meeting' (Minute No. 54 refers)
Councillor Leadley declared a personal interest in relation to agenda item 6, due to being a member of West Yorkshire Passenger Transport Authority (Metro) and a Member of Morley Town Council.

Councillors Elliott, Grayshon and Gettings all declared personal interests in relation to agenda item 6, due to being Members of Morley Town Council.

Councillor Beverley declared a personal interest in relation to agenda item 6, due to his wife being a Member of Morley Town Council.

Agenda Item 8 – 'Outer South Area Committee Wellbeing Budget Report' (Minute No. 57 refers)

Councillors Elliott, Gettings, Grayshon and Leadley all declared personal interests in relation to agenda item 8, due to being Members of Morley Town Council.

Councillor Beverley declared a personal interest in relation to agenda item 8, due to his wife being a Member of Morley Town Council.

Agenda Item 10 – 'Morley Literature Festival – Evaluation Report' (Minute No. 59 refers)

Councillors Elliott and Gettings both declared personal interests in relation to item 10, due to being Members of the Morley Literature Festival Organising Committee.

Agenda Item 11 – 'South Leeds Community Centres Lettings and Pricing Policy' (Minute No. 60 refers)

Councillor Renshaw declared a personal interest in relation to item 11, due to her position on the management committee of St Gabriel's Community Centre.

Councillors Leadley and Grayshon both declared personal interests in relation to item 11, due to being Members of Morley Town Council and Lewisham Park Centre Management Committee.

Councillor Elliott declared a personal interest in relation to item 11, due to being a Member of Morley Town Council and Lewisham Park Gala Committee.

Councillor Gettings declared a personal interest in relation to item 11, due to being a Member of Morley Town Council.

Councillor Beverley declared a personal interest in relation to item 11, due to his wife being a Member of Morley Town Council.

Agenda Item 13 – ‘Area Manager’s Report’ (Minute No. 62 refers)

Councillors Elliott, Gettings, Grayshon and Leadley all declared personal interests in relation to item 13, due to being Members of Morley Town Council.

Councillor Beverley declared a personal interest in relation to item 13, due to his wife being a Member of Morley Town Council.

Further declarations of interest were made at later points in the meeting (Minute Nos. 57, 60, 61 and 62 refer respectively).

(Councillor Mulherin joined the meeting at 4.05 p.m., during the consideration of this item)

53 Apologies for Absence

An apology for absence from the meeting was received on behalf of Councillor R Finnigan.

54 Minutes of the Previous Meeting - 5th November 2007

RESOLVED - That the minutes of the previous South (Outer) Area Committee meeting held on 10th September 2007 be approved as a correct record.

(Councillor Smith joined the meeting at 4.09 p.m., during the consideration of this item)

55 Matters Arising from the Minutes

Allocation of Additional Wellbeing Funding (Minute No. 47 refers)

Members were advised that Morley Town Council Planning Committee had expressed a desire to be the co-ordinating body for the Conservation Area Review in Morley, and it was noted that a letter to this effect had been sent on behalf of Morley Town Council to the relevant parties.

Area Manager’s Report (Minute No. 49 refers)

Following previous requests from Members for further information on how the Youth Service budget had been spent in the area, Members received a Ward based break down of the budget which had been allocated towards staffing costs from John Paxton, Head of Youth Service. Having considered the

information provided, the Committee sought a further, more itemised break down of how the budget had been spent. In response, the Head of Youth Service undertook to provide the Committee with such data.

Members then discussed the lack of youth provision in Drighlington, and made enquiries into the ways in which facilities for such provision could be identified and resourced.

Consultation on the Leeds Strategic Plan 2008-2011 (Minute No. 43 refers)
The status of Leeds City Council's authority to introduce Quality Bus Contracts in the area was queried.

(Councillor Golton joined the meeting at 4.16 p.m., during the consideration of this item)

56 Open Forum

In accordance with paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, the Chairman allowed a period of up to ten minutes for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee.

Youth Provision in Drighlington

A representative of Drighlington Parish Council advised the Committee that the Parish Council would welcome the delivery of youth provision in the area, in order to help address the instances of anti social behaviour which had been experienced. Members also noted that a Primary School in the locality had been identified as a potential venue for delivering such provision.

57 Outer South Area Committee Wellbeing Budget Report

The Director of Environment and Neighbourhoods submitted a report which updated Members on both the capital and revenue elements of the Committee's Wellbeing budget, gave a progress report on the capital and revenue projects which had been commissioned to date, invited Members to determine the proposals for Wellbeing funding which were detailed within the report, and provided an update of the Small Grant applications which had been approved since the last meeting.

Members considered a proposal which sought the Committee's approval of partly funding the cost of purchasing a mechanical sweeper for use in Morley town centre. It was then suggested that the performance of the sweeper in Morley could be monitored, with the findings being submitted to a future meeting, in order to enable the Committee to consider whether such a facility could be used in other Wards across Outer South Leeds.

In response to Members' enquiries, a representative of Streetscene Services undertook to advise Members on the number of litter pickers currently being employed across all four Wards in the area.

Members raised concerns in relation to the reduction in the estimated cost of undertaking Conservation Area Reviews in Morley and Rothwell, and

emphasised the need to ensure that such reviews were completed to a high standard. In response, Members were informed that assurances had been received that the reviews could be delivered at the stated cost.

In response to Members' questions regarding the Small Grant project entitled, 'Regeneration of Vicarage Avenue Allotment', the Committee was advised that information regarding this proposal would be circulated to Members.

RESOLVED -

(a). That the report and information appended to the report, which includes the current position statement of both the capital and revenue elements of the Area Committee's Wellbeing budget (including the additional £50,000.00 revenue allocation from Executive Board), an update on the revenue and capital projects which have been commissioned by the Committee to date, and an update on the Small Grants approved since the last meeting, be noted;

(b). That the following decisions be made in relation to the Wellbeing funding proposals which have been submitted for determination to this meeting:-

(i). 'Electrical Services to Bandstand' – City Services – 2007/08 capital budget - **£936.00 – Approved;**

(ii). 'Mechanical Sweeper' – City Services – 2007/08 capital budget - **£6,000.00 – Approved, subject to confirmation of final costs and operating details being received.**

(Councillors Grayshon and Elliott both declared personal interests in relation to this item, due to being members Morley Town Council Highways Committee)

(Councillor Beverley declared a personal interest in relation to this item, due to being a member of the 'Clean Morley Campaign')

(Councillor Smith declared a personal interest in relation to this item, due to his position as Executive Board Member with responsibility for Environmental Services)

(Councillor Gettings declared a personal interest in relation to this item, due to being a governor of Bruntcliffe High School)

(Councillor Dunn joined the meeting at 4.28 p.m., during the consideration of this item)

58 Area Management Review

The Committee received a report from the Director of Environment and Neighbourhoods outlining the changes to Area Committee responsibilities and working arrangements which had been agreed at the Council's Executive Board meeting in November 2007.

Having received a brief overview of the key issues detailed within the report, a question and answer session ensued. The main areas of debate were as follows:-

Draft minutes to be approved at the meeting
to be held on Monday, 25th February, 2008

- Members highlighted the extensive range of proposals contained within the report, and suggested that further details on such proposals should be submitted to future meetings of the Committee for consideration;
- The Committee emphasised the need to ensure that local communities' involvement in the decision making process was maximised, and that the local authority's partners were made more accountable for the services they delivered in the area.

RESOLVED -

- (a). That the report and information appended to the report be noted;
- (b). That the Area Committee receive further reports in the next and subsequent meeting cycles which relate to Area Delivery Plan preparations, Local Children and Young People Plans and local partnership working arrangements.

59 Morley Literature Festival - Evaluation Report

The Committee received a report from the Director of Neighbourhoods and Housing which critically evaluated the second Morley Literature Festival, held between 10th-14th October 2007, in various venues across Morley.

Members received a brief summary of the key issues detailed within the report from Paula Truman, the Festival Director, which was followed by a question and answer session. The key points of the discussion were:-

- In response to Members' questions, the Committee was informed that several festivals of a similar nature were held across the region at the same time as the Morley Literature Festival, and although this had enabled the organisers to attract writers to attend events at the festival, as they were already in the region, the competition from other festivals had made it harder to maximise publicity. Therefore, it was emphasised that consideration needed to be given to potentially changing the timing of future Morley Literature Festivals;
- The Committee noted the considerable levels of involvement in the festival by local schools, and discussed the ways in which local libraries could become more involved in future events;
- Members concluded by paying tribute to the Festival Director, the Morley Literature Festival Organising Committee and the Area Management Team for all their efforts, which helped to make the festival a huge success.

RESOLVED -

- (a). That the contents of the report be noted;
- (b). That the Festival Director, the Morley Literature Festival Organising Committee and the South Leeds Area Management Team be congratulated on the success of the event;
- (c). That the Committee's in principle support be given to the continuation of the Morley Literature Festival.

60 South Leeds Community Centres Lettings and Pricing Policy

Members received a report from the Director of Environment and Neighbourhoods which set out and sought the Committee's endorsement of a

revised Community Centres' Lettings and Pricing Policy for implementation across the Outer South area.

A copy the revised Pricing and Lettings Policy, in addition to a summary of the responses received from the associated consultation exercise were appended to the report for Members' information.

Following a brief summary of the key issues detailed within the report from the South Leeds Area Manager, a debate then ensued. The main areas of discussion were as follows:-

- The Committee was advised that the policy aimed to create a standardised charging system for all those community centres which had been, or were scheduled to be delegated to the Area Committee. Members noted however that the proposed policy would not affect those centres which were leased out to community organisations on a long term basis;
- In response to Members' questions, the Committee noted that the aim was to establish a standard pricing and lettings policy across all areas of Leeds, however due to the nature of the delegated authority, the endorsement of such a policy was a matter for each individual Area Committee;
- Members emphasised the need to ensure that the term 'council holidays' was clearly defined within the policy;
- The Committee discussed the criteria for the proposed discount policy, and emphasised the need to ensure that well managed voluntary groups which made a slight profit and qualified for a discount were not penalised by higher charges;
- Members highlighted that once the policy had been introduced, its performance needed to be monitored by the Community Centres Sub Committee.

RESOLVED -

- (a). That the report and information appended to the report be noted;
- (b). That subject to the above comments, the revised Community Centres Pricing and Lettings Policy be endorsed for implementation across the area;
- (c). That any further alterations to the policy be discussed and considered by the Community Centres Sub Committee, prior to such alterations being submitted to the Area Committee for approval;
- (d). That an indicative implementation date of 1st April 2008 for the policy be agreed, however should this not be achieved, the policy be implemented as soon as is operationally possible.

(Councillor Mulherin declared a personal interest in relation to this item, due to being a governor of Joseph Priestley College)

61 Queensway Car Park, Morley

Further to Minute No. 36, 10th September 2007, the Committee received a report from the Director of Environment and Neighbourhoods which presented the results of the recent survey undertaken at Queensway Car Park, Morley,

and sought Members' views on several alternative options detailed within the report which aimed to improve the parking provision on site.

The findings from the survey were appended to the report for Members' consideration.

Following a brief summary of the key issues detailed within the report, a question and answer session ensued. The main areas of debate were as follows:-

- Having considered the proposed timescales which related to the implementation of the scheme, Members suggested that a sum of Wellbeing funding was allocated by the Area Committee towards the scheme, subject to a financial contribution being negotiated with Wm Morrison;
- Following Members' enquiries, the Committee was advised that any parking restrictions established in car parks owned by the local authority would be enforced by Leeds City Council, and that any revenue recouped from the penalties incurred would be added to Council budgets;
- Members considered the results of the survey, and discussed the general trends which it had revealed;
- The Committee discussed the extent to which the proposed parking restrictions would affect local trade;
- Members emphasised the need to ensure that adequate notification was given to all users of the car park, once the restrictions had been introduced;
- The Committee concluded by discussing the arrangements which could be established to monitor the success of the parking restrictions.

RESOLVED -

- (a). That the report and information appended to the report be noted;
- (b). That 'Option One' (Sections 1 and 2 will offer a maximum 2 hour stay, while sections 3, 4 and 5 offer parking with no time limits) as detailed within the report, be identified as the Committee's preferred option for parking provision at the Queensway Car Park, Morley;
- (c). That a maximum of **£6,000.00** be allocated from the Committee's Wellbeing budget towards the cost of the scheme, subject to a financial contribution from Wm Morrison being negotiated;
- (d). That in association with Parking Management, the situation be reviewed at the end of the first 6 months of operation.

(Councillor Smith declared a personal interest in relation to this item, due to his position as Executive Board Member with responsibility for Environmental Services)

62 Area Manager's Report

The Committee received a report from the Director of Environment and Neighbourhoods which detailed the range of activities currently taking place throughout the Outer South area of Leeds.

With regard to a proposal from the Narrowing the Gap Group to pilot a Participatory Budgeting scheme in a particular neighbourhood in Outer South Leeds, the Committee noted that the Oakwell and Fairfaxes area had been identified as the most appropriate neighbourhood in which to conduct the pilot, and that an allocation of £10,000.00 from the Committee's Wellbeing budget was being sought towards the cost of the scheme.

In response to the proposal, Members gave their support towards the scheme and emphasised the importance of capacity building and developing resident participation in such neighbourhoods. The Committee then paid tribute to the work which had been undertaken in this field by Kate Armitstead, Area Assistant, who had recently left the employ of the Area Management Team.

With regard to the proposed sale of the public conveniences in Midland Street, Woodlesford, the Committee emphasised that such facilities in the area were needed, and that any capital receipts gained from the sale were used to fund a replacement facility.

Members then discussed the additional funding which had been allocated by Executive Board to each Area Committee. The main areas of debate were as follows:-

- Members proposed that a proportion of the additional funding from Executive Board could be used to undertake, where appropriate, Area Design Statements in the area;
- The Committee referred to the reduction in the estimated cost of undertaking Conservation Area Reviews in Morley and Rothwell, and emphasised that as the reviews formed part of the performance indicator process, there was a need to ensure that such reviews were completed to a high standard;
- Members referred to the proposed refurbishments to Morley Town Hall, and considered the most appropriate ways in which to resource such proposals;
- The Committee then proposed that further information was sought in relation to identifying the most appropriate assessment procedure for 'the Falls' area of Ardsley and Robin Hood Ward.

RESOLVED -

- (a). That the report and information appended to the report, which includes the Action Plan of the Cleaner Neighbourhoods Sub Group and the minutes from the Cleaner Neighbourhoods Sub Group meeting held on 18th October 2007, be noted;
- (b). That **£10,000.00** from the Committee's wellbeing budget be allocated towards the Participatory Budgeting pilot scheme being undertaken in Outer South Leeds;
- (c). That following discussions with Civic Buildings staff, a further report be submitted to the February 2008 meeting of the Area Committee in respect of potential improvements to Morley Town Hall;
- (d). That a letter be sent on behalf of the Area Committee to Kate Armitstead, Area Assistant, which conveys the Committee's gratitude and thanks for all

the hard work that Kate has undertaken throughout the area, during her time with South Leeds Area Management Team;

(e). That the Committee support the disposal of the public conveniences on Midland Street, Woodlesford, subject to the capital receipts from the sale being used to fund a replacement facility.

(Councillors Elliott and Golton both declared personal interests in relation to this item, due to their respective positions as Directors of Aire Valley Homes Leeds)

(Councillors Golton and Grayshon both declared personal interests in relation to this item, due to being members of the Narrowing the Gap Group)

(Councillor Smith declared a personal interest in relation to this item, due to his position as Executive Board Member with responsibility for Environmental Services)

63 Date, Time and Venue of Next Meeting

Monday, 25th February 2008 at 4.00 p.m.

(Venue – Morley Town Hall, Morley, LS27 9DY)

(The meeting concluded at 6.10 p.m.)

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Originator: Dave Richmond

Tel: 22 43040

Report of the Director of Environment & Neighbourhoods Directorate

South Leeds (Outer) Area Committee

Date: Monday 25th February 2008

Subject: Future plans for partnership working

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

1.0 INTRODUCTION

1.1 This report brings together current thinking on the future of area based partnership working in Leeds, and makes proposals for changing the structure of partnership working, to reflect changes that are taking place across organisational boundaries and to reflect concerns about the governance arrangements that apply to interagency partnership arrangements.

2.0 BACKGROUND

2.1 Following the introduction of Area Management Teams and Area Committees early in 2004, District Partnerships were established to coordinate partnership working in the 5 areas, and to develop a regeneration plan for each area, in effect localising the Vision for Leeds. On the whole, the boundaries of these five partnerships reflected fairly accurately partner boundaries at the time with almost exact mapping of Council (Area Management), PCT, ALMO and Police boundaries.

2.2 Across the city much has been achieved by the district partnerships. However the shape of several organisational boundaries has changed or are planned to change soon. This is particularly so for Aire Valley Homes, Leeds PCT, West Yorkshire Police Force and Leeds City Council Environments and Neighbourhoods Directorate. In addition as the devolution debate moves forward, there has been concern from some elected members that they have felt relatively marginalised by the District Partnership arrangements. Linked to this is the fact that as most of

deprivation affecting South Leeds is based within the inner city area the activity of the DP has largely by passed Outer South Leeds. This has inevitably meant that Members representing outlying areas see the partnership agenda as lacking in focus on their issues.

- 2.3 A further issue from a member perspective has been the feeling 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, the view of many ward members was that not enough of them 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.

3.0 FUTURE PROPOSALS FOR PARTNERSHIP WORKING

- 3.1 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 Committees’ Area Delivery Plans will become the key focus for the achievement of strategic outcomes at a locality level. The Area Committee will be responsible for developing a local plan for its area which would contribute to city wide strategic outcomes. To be effective, this will need to involve autonomous partners such as the Police, ALMO and the PCT as well as ensuring that the views and priorities of local people and stakeholders are taken into account. This would enable the focus of the partners themselves to be the delivery of outcomes they agreed to support.
- 3.2 Consequently Area Committees will play a central role in partnership working. This can be achieved in various ways. The Councils preferred position would see Area Committees provide a local governance and accountability framework for agreed partnership collaboration through their new Area Delivery Plans. The expectation would be that the Council and local agencies would give accountability for their actions to local people through the Area Committees. Work is still ongoing to put these ideas into a deliverable form; templates mapping out the likely shape of the new ADPs are presently being developed. It is proposed that they will be three year planning documents with annual reviews.
- 3.3 To address the issue of governance and oversight of the partnership agenda, so far as it pertains to the Strategic plan, it is proposed that the Area Committee takes on a greater role in monitoring partnership activity. To achieve this, subject to the agreement of all three Area Committees within the new ‘south east area’ and key partners, it is proposed to invite elected members to act as thematic champions for key issues. Members could then take a key role in facilitating the interface between the thematic area based partnerships and the Area Committees. Area Committees will be asked to nominate one member to attend each of the sub group meetings and act as a ‘champion’ of that issue. In addition it is proposed to explore ways in which the committee can contribute to and oversee this aspect of partnership working. It is suggested that area committee could develop into 2 part meetings; in the first half the committee could oversee and review the work of the sub group in its efforts to deliver the strategic outcome. This could be done in such a way as to promote attendance and community involvement in this work, making the committee potentially a more open and accessible meeting. A forward plan would be required to manage the agendas of the committees and the attendance of the sub groups. Given the number of subgroups and issues covered, it is likely that each would come on an annual basis. The second part of the committee will be the formal work

of the committee discharging the delegated responsibilities as present. In addition it is intended, subject to guidance from the Corporate Governance Unit, to include notes of district partnership sub group meetings on the agenda of the Area Committee for information and to allow an opportunity for members to raise issues if required.

- 3.4 This offers the potential for significant community engagement activity taking place within the format of the area committee, but will require further consideration of the practical implications, and the agreement of key partners. To enhance this it is proposed to bring a further report to address in detail the issue of improving community engagement within the Outer South Leeds area. Whilst always important, under the new proposals relating to the development of Comprehensive Area Assessments (which will replace the existing Comprehensive Performance Assessment process), the performance of Local Authorities will in part be judged on the way in which authorities engage with their citizens and the authorities ability to demonstrate how this engagement has led to changes in services.
- 3.5 It is intended that these new arrangement will 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.
- 3.6 Alongside this new role for the Area Committees, it is proposed that officers from different agencies e.g. Council, PCT, Police, ALMOs, Education Leeds 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 as appropriate and as required.
- 3.7 Leeds Initiative structures are also undergoing some changes, however it is intended that District based arrangement will still report to the Narrowing the Gap Executive Group which will retain the responsibility for oversight of these arrangements, ensuring the close alignment of area based plans and the new strategic outcomes framework. It is intended that further work will be done by the Leeds Initiative so that clear proposals and operational arrangements can be reported to the Narrowing the Gap Executive in the next month or so.
- 3.8 The Leeds Initiative have proposed that District Partnership arrangements are conducted on the basis of the three new wedge boundaries. Unfortunately due to the differing organisational boundaries that now exist it will not be possible to achieve co-terminosity between all agencies. The new area management boundaries will be built up from the Area Committee boundaries, hence the new 'South East Area' will comprise of those areas falling within the geographical boundaries for the Outer East, South Inner and South Outer Area Committees. Boundaries for Aire Valley Homes will differ from this, and the proposed divisional boundaries for new west Yorkshire Police will also differ, (maps indicating these boundaries will be handed out at the meeting). In view of the linkage between the area committees and the partnership agenda, it is proposed that the new partnership boundaries should so far as practicable reflect the new area management boundaries. The main difficulty that this presents is that, the entire Outer East Area Committee boundary will be served by the North East Police Division not City and Holbeck Division.
- 3.9 It is proposed that existing satellite groups (Health and Wellbeing, Community Cohesion, Community Safety Partnership, SLEET, Childrens Leeds South, District

Housing Partnership) continue to meet, but consider the possibility of mirroring the proposed area management boundaries. Pragmatic decisions will need to be found which promote the most effective partnership working. There will also be a need to consider this issue in conjunction with agencies representatives responsible for other areas. The satellite groups will, where they have not already done so already, need to consider including an elected member from each of the area committees within the area.

- 3.10 It is proposed that in its present guise the District Partnership board ceases to meet. However it is proposed that there is still a need for senior officers from all key agencies to meet, perhaps on a quarterly basis, the key purpose of which would be to:
- (a) Promote effective co-ordinated working at a neighbourhood level within their district;
 - (b) Co-ordinate programmes and activities at a district level which contribute to 'narrowing the gap';
 - (c) Contribute to the development of local targets and delivery of improvement priorities within the Leeds Strategic Plan (incorporating the Local Area Agreement);
 - (d) Develop, with the relevant area committees, appropriate working arrangements which facilitate the construction and implementation of area plans

4.0 RECOMMENDATIONS

- 4.1 The Area Committee is asked to consider this report and make suggestions to promote effective partnership working
- 4.2 The Area Committee is asked to endorse the principle of utilising Area committee meetings to improve partnership working so far as it relates to the Strategic Plan (subject to further negotiation with key partners).
- 4.3 The Area committee is asked to identify members with an interest and the availability to act as champions for the specific themes dealt with by the sub groups (see 3.8 above)
- 4.5 The Area Committee is asked to support the idea of bringing together partnership working on the basis of the geography covered by the new 'South East Area' (in so far as this is seen as the best solution on an operational basis).



Report of the Director of Environment & Neighbourhoods Directorate

South Leeds (Outer) Area Committee

Date: Monday 25th February 2008

Subject: Community Engagement

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

Ward Members consulted
 (referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

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

Executive Summary

This report outlines proposals for new participative community engagement events for each Ward to enable local residents and groups to 'have their say' on issues of concern and to help shape future Area Committee plans.

1.0 Purpose Of This Report

1.1 This report proposes changes to the way in which community consultation is undertaken on behalf of the Area Committees in South Leeds. It advocates a clearer process which seeks to address the specific needs of local communities with the most pressing issues and more general opportunities to consult on wider partnership or planning issues. The report is driven by the need to develop an equitable, effective and targeted approach to consultation, within the operational constraints of the area management service. As such it relates to both inner and outer South Leeds area committee areas.

1.2 It also needs to be considered in the context of the wide range of functions undertaken by Area Management Teams. The approach to and extent of engagement needs to be proportionate to the benefits which could be achieved, and determined in the light of loss of time allocated to other activities.

2.0 Background Information

- 2.1 Both at a local and national governmental level there is an increasing expectation that local authorities and other public service providers will consult and engage with local residents, as a means of informing local residents of the work that those bodies undertake, but perhaps more importantly as a means to ensure that services meet residents' needs, are fit for purpose and are delivered efficiently in a manner that is acceptable and useable to residents.
- 2.2 The notion of customer choice is increasingly being applied to public services, and hence if those services are to continue to be delivered by public sector bodies, they need to be tuned into residents' opinions and the points that they value. For many, such consultation and engagement is self-evidently a good thing. Certainly research tends to suggest that those local Authorities which actively engage with residents are perceived by local people as performing better than those authorities which place less emphasis on such activity.
- 2.3 This expectation will be reflected in various governmental monitoring regimes, for example Community Engagement will take an even higher prominence in the new national performance management of Local Authorities under the proposed Comprehensive Area Assessments as compared to the existing Comprehensive Performance Assessment.
- 2.4 Engagement activity can take many forms; at one extreme it may only involve informing local people what is happening, at the other extreme it could involve letting local people decide what needs doing and how it should be done. Particular forms of engagement will be appropriate to particular circumstances but consultation always needs to be purposeful for both for the local authority and residents; each wants to know what they will get from their investment of time and resource.
- 2.5 Within the South Leeds area a wide range of engagement mechanisms are deployed. The extent of which tends to vary by area, partly on the basis of particular need and partly on the basis of history; for example the most extensive engagement mechanisms take place within Beeston Hill and Holbeck, and were developed in response to the SRB programme starting in 1997 and the designation of the area as a Neighbourhood Renewal Priority area.
- 2.6 Presently the following methods of engagement are being utilised:
- Varying degrees of support to a range of community forums in BHH Neighbourhood Renewal Area, and support given to the overarching Neighbourhood Renewal Residents Group.
 - Attendance at various tenants and residents groups as time allows and as required.
 - Publicity relating to the Area Committee, the open forum and subsequent area committee newsletters.
 - NIP steering groups and associated resident group development, NIP newsletters, surveys.
 - A Range of specific consultations carried out in relation to particular activity e.g. INM, Regeneration Plans, BHH Strategy, Vision for Leeds consultation, ADP consultation etc.

- Use of website and designated Area Committee email address
- Varying levels of support to specific groups which aides engagement, i.e. In Bloom, Morley Literature Festival etc.
- Town Centre Summits and Partnership meetings in Morley and Rothwell, and various forms of town centre publicity
- Support to specific residents and neighbourhoods through the NIPs and facilitated by the Priority Neighbourhood Worker
- Participatory budgeting project in Morley

2.7 The September Outer Area Committee received a report outlining the draft model of a Ward Forum as a way forward to assist the Area Committee to fulfill its role in ensuring the council is engaging with all sectors of the community. The proposed method of consultation outlined under 3.0 offer a more informal format to a ward forum but with the same principle of wider community engagement and a vehicle for communication between the Council and the residents.

3.0 Proposals

3.1 Despite the level of activity indicated above, there are obvious inequities in the approach to engagement, with some areas having very few opportunities for engagement facilitated by the Area Management Team or other partners.

3.2 It is proposed to address this by offering a minimum level of engagement activity for each ward, supplemented where needed by additional activity with specific service planning or delivery outputs.

3.3 It is proposed that as a minimum in each ward two consultation events take place each year. The content of these events will be discussed and agreed with local ward members, but it is suggested that they should relate to some form of area committee planning, for example working up the ward based priorities for inclusion in the Committees Area Delivery Plan, focusing on particular ADP themes, or perhaps consulting the public on service delivery within a specific locality.

3.4 It is proposed that these events should seek to utilise innovative and imaginative methodologies for example, planning for real, public service market places, 'face the people sessions', area debates, and be inclusive of relevant council services and external partners etc.

3.5 In addition these events will be supplemented by other processes as specifically required. Whilst not conclusive, these events would need to include, as examples,

- Neighbourhood renewal residents forum in BHH in view of the forthcoming PFI scheme, and determining how to ensure that the existing forums become self sustainable.
- Morley & Rothwell Summits and Town Centre Partnerships
- NIP events
- Specific events in relation to the work of the BHH and Middleton Regeneration boards.
- Changes to the ways in which we use the Area Committee for engagement purposes (see separate report on partnership working elsewhere on this agenda)

- Better use of electronic communication

3.6 It is proposed that on an annual basis the Area Committee will receive a report analysing the extent of community engagement activity and the effectiveness of such activity, this will allow the committee to forward plan the forthcoming years programme of engagement. This report will form the basis of the Committee expected annual submission to the Executive Board on the issue of community engagement.

4.0 Implications For Council Policy and Governance

4.1 Under proposals placed before the Executive Board it is intended that Area Committees will have a more central role in overseeing the extent of community engagement within their area. This report proposes ways in which this could be undertaken in a more structured, equitable and effective manner than at present. It will be incumbent on the Committee and the Area Management Team to ensure that residents fully understand the context in which they are participating in the consultation, i.e. what scope for influence exists for them and for the Area Committee over the issues discussed and what the likely outcomes will be from the consultation.

5.0 Legal and Resource Implications

5.1 Further detail will have to be scoped to determine the full extent of ward based consultation. However this report seeks to clarify the extent of engagement activity that is operationally viable without unduly prejudicing other forms of important activity. As such it does not present any additional resource implications, subject to continuation of the Priority Neighbourhood Development Worker Project.

6.0 Recommendations

6.1 The Area Committee is asked to consider this report and give in principle support to the proposal to deliver two specific community engagement events per ward per year.

6.2 The Area Committee is invited to request a proposed schedule of consultation events for the coming year based on the model outlined.



Report of Director, Neighbourhoods and Housing Department

South Leeds (Outer) Area Committee

Date: Monday 25th February 2008

Subject: Town Centre Management – An update

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

Ward Members consulted
 (referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

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

Executive Summary

This report provides a summary of the work of the Town Centre Management Project in Morley and Rothwell since September 2007. It details recent progress and provides Members with the opportunity to explore the work of the project and request further information.

1.0 Background

The Town Centre Management Project was agreed by Area Committee and included a £10,000 contribution from Morley Town Council. The Town Centre Manager (TCM) was appointed in September 2006 with the remit of driving the revitalisation of Morley and Rothwell town centres. The TCM post is managed through South Leeds Area Management Team and the work is monitored by the Town Centre Management Board and an Action Plan for each town which is updated monthly.

2.0 Developing and Delivering the Strategy

The following headings have been taken from the Action Plans. (Please refer to **Appendix 1** for the independent action plans for Rothwell and Morley.)

2.1 Town Centre Management Board (TCMB):

Minutes of board meetings are attached at **Appendix 2**. The Board is responsible for developing a strategic overview on behalf of the Area Committee. Membership of the board comprises Councillors Stewart Golton (Chair) and Judith Elliott, (Outer South Area Committee) Frank Britton, (Rothwell traders representative) Joy Goodman, (Morley traders' representative) Councillor Joyce Sanders, (Morley Town Council) Tom O'Donovan, (Area Management Team) and Peter Mudge. (Town Centre

Manager) The Board meets on a monthly basis to review the Action Plans, et al and prepares submissions for the Town Centre Partnerships.

Recent Developments:

- Ongoing consideration of TCM work programme.
- Implementation of street markets.
- Revitalisation of liaison with businesses and events organisers.
- Supporting town centre manager on ongoing improvements to operation and appearance of town centres.

2.2 Town Centre Partnerships (TCPs):

The TCPs are playing an increasingly key role in creating a shared vision for the towns' identities, functions and improved management of the public realm.

Morley TCP is chaired by Councillor Judith Elliott and Rothwell TCP is chaired by Councillor Steve Smith. As well as Councillors, all businesses and interested groups are invited to the quarterly meetings.

Recent Developments:

- Ongoing consideration of TCM work programme and Summit Big Ideas.
- Reports and presentations on issues of potential benefit to the town: Morley TCP of 10th December: Parking limits on Queensway Car Park, Christmas market report, presentation by Morley Chamber of Trade President, increasing community support for public events (Lights Switch On, Outdoor Market, Mayor's Concert, Remembrance Day, Lantern Festival etc)
- Reports and presentations on issues of potential benefit to the town: Rothwell TCP of 15th November: Shortage of available business units, extended doordrop of promotional material, Preparation for the Christmas market, and lights switch on, Rothwell 600, street furniture improvements, liaison with Morrison's re police facilities in town centre and regarding upgrading the appearance for the rerouted river.

2.3 Morley & Rothwell Summits: "What's the Big Idea?"

The annual Summits provide a valuable opportunity for local contributions to help create a vision for each town. The next Summits are to be held on February 29th in Rothwell and on March 6th in Morley.

2.4 The Big Ideas: Morley

- 2.4.1 Extended Opening:** "The aim is to promote Morley as open for business from 9am – 9pm (encouraging extended opening for the eateries in 2007 and extending this to general businesses in 2008.) Support wide scale development of a social capacity to the town centre with events and entertainments whenever the chance arises. "

Recent Developments:

- Chamber of Trade members and Morley Market extended their opening throughout December.
- Implementation processes agreed between café owners / Chamber of Trade and TCM to find ways to expand the café culture in 2008.
- Chamber of Trade liaising with TCM over realising the potential of evening opening.
- Town & Country Markets liaising with TCM over possibilities for investigating evening opening beyond the Christmas period.
- Ongoing press coverage.
- Consider using Morley Literature Festival as a vehicle to develop evening economy.

2.4.2 **Outdoor markets:** “Quarterly specialist markets with strong take-up from local traders and themes not repeating in the same year. On a weekly basis, capacity given for indoor market traders to use the area in front of the market entrance. “

Recent Developments:

- Outdoor market held on December 8th and 9th. The stalls were run by local businesses except where the produce did not compete with that available in local shops.
- Agreeing with Chamber as to when and how future outdoor markets should operate.
- Discussions on going with overseers of on-street trading (Kirkgate Markets and Highways) to confirm their continued support for on street trading in front of indoor market – with support from the Indoor Market Manager.

2.4.3 **Town Centre environment, loading / unloading:** “Key stores will be encouraged to move into Morley Bottoms and Fountain Street to ensure an upturn in the general wellbeing of the neighbourhoods. Consideration will be given to possible Highway improvements to encourage the retail revival. “

Recent Developments:

- Procedures agreed to introduce limited waiting at Queensway Car Park, Morley.
- General improvements progressing at North Queen Street including renovation of main eyesore in readiness for March occupation.

2.4.4 **Linked promotions:** “Projects will be undertaken to ensure successful contact is made with new and existing residents, businesses and events. “

Recent Developments:

- Please refer to 2.7 and 2.8 below.

2.4.5 **Heritage:** “Increase awareness of the town’s history, key to this being a heritage trail, improved signage and investigation of gateways.”

Recent Developments:

- As part of the Morley Literature Festival programme of events the inaugural Heritage Trail walk brought nearly 100 people to join a guided tour of the trail led by Town Councillor Joe Tetley.
- Town Hall Heritage Storage facility proposal now ready for final consideration.
- Libraries have agreed to work in partnership over displaying items from the heritage store.

2.5 The Big Ideas: Rothwell

- 2.5.1 Developing a wider mix of shops:** “Coupled with better promoted links between Marsh Street and Commercial Street, and general marketing of the town centre, there will be improved awareness of the Rothwell offer.”

Recent developments:

- New shop units completed as Phase 1 of the Wm Morrison redevelopment
- Progressing with private sector proposals to increase shop range in town centre.

- 2.5.2 Outdoor markets:** “Sited in the heart of the town, weekly markets could become a major attraction for Rothwell. The preferred option will be for a farmer’s market featuring local produce.”

Recent Developments:

- Inaugural market held in conjunction with Rothwell lights switch-on.
- Four more markets required for 2008 to be run in partnership with Rothwell Entertainments Committee.

- 2.5.3 Improved connections between shopping areas:** “Place clear signage in Marsh Street Car Park showing the extent of the town centre. Develop ways to increase awareness of the two shopping areas. Encourage junction of Marsh Street / Commercial Street to be better utilised – tables for café, signage pointing to other areas of town centre. Investigate possibility of working men’s club café area being open to the general public.”

Recent Developments:

- Wm Morrison support required to make available spare benches for Marsh St Car Park. These would assist link between Marsh St and Commercial St.
- Bringing children fair rides to assist with promotion of new row of shops.

- 2.5.4 Developing an evening economy:** “TCM will investigate the viability of developing a strong evening economy utilising after-work shoppers from South Leeds. This idea can be developed as required through TCMB and RTCP. “

Recent Developments:

- In 2007 traders felt the economy was too fragile to expand opening at that point. However, the November 07 evening stalls linked to the lights switch on proved highly successful and TCM is using this to encourage development of the evening economy.
- TCM liaising with Coach & Horses owner and interested parties to see if an attractive wine bar could be introduced on Main Street.

2.5.5 **Support for an events management structure:** “Town Centre Manager to promote a quarterly events programme. Increase partnerships with Rothwell Events Team to ensure numbers increase and a firm structure is in place to provide ongoing support. Use Rothwell 600th anniversary as a major selling point for Rothwell.”

Recent Developments:

- Rothwell 600 Festival is now operating as an excellent support mechanism for events in the town centre and across the Rothwell area.
- Rothwell Entertainments Committee and TCM are confirming arrangements for booking and overseeing 2008 events for the town centre.

2.6 **Calendar of Events:**

In both towns an annual calendar of events was drawn up for 2007 and a 2008 calendar is now being finalised. In both cases there is a greater range of events being prepared for the coming year.

2.6.1 Morley’s Entertainment’s Committee is overseeing events for the town centre with TCM meeting with the committee and organisers. Added attractions include an Easter Bonnet Parade, reintroduction of the Morley Feast and Fair, and a two day St George’s event with the Saturday organised by the Chamber of Trade and based in town centre events and an ever expanding Literature Festival liaising ever more closely with the business community.

2.6.2 In Rothwell the TCM is keeping in touch with Rothwell 600 and the Events Team. All the events will be staged under the auspice of the Rothwell 600. Town centre based events include an art exhibition, half-term fair, street banners, street entertainment and an expanded May Day and Carnival with links to Commercial Street.

Recent Developments:

- Partnership work with both Entertainment Committees. Committees to devise events programme with TCM providing co-ordination and supplementary support. (Publicity, problem solving, extra volunteers etc)
- Publication of calendar of events to March 2008.
- TCM commissioned a Morley sculptress to produce a stone Nativity set and encouraged schools to assist with the decoration. Every Primary school in the Morley area sent pupils to join in with the painting of the set and those involved were thanked on stage at the Lights Switch (The pupils also helped the Chamber of Trade paint a 5’ Christmas promotional display.)

2.7 **Promotional Strategy:**

A framework has been developed for both towns. The focus is on increasing footfall in the towns by encouraging greater local usage and investigating unique selling points to broaden the appeal to people from surrounding areas.

Recent Developments:

- Street banners process agreed and TCM has met with approved contractor. Contractors currently selling 14 sites for Rothwell 600 banners – including 4 in the City Centre and developing ideas for a similar number in Morley.
- Christmas promotional doordrop undertaken to 25,000 homes in Morley and Ardsley area.
- Leaflet doordrop underway to 16,000 homes in Rothwell and Robin Hood area.
- Ongoing liaison with regional and local media. (Includes Evening Post, Yorkshire Life and events inclusion on websites.
- It is hoped that residents of Ardsley and Robin Hood will develop an increasingly strong partnership with Morley and Rothwell and, in addition to ongoing promotions; TCM intends utilising Morley Literature Festival and Rothwell 600 as mechanisms to develop partnership approaches with these areas.
- TCM has had a series of meetings with Morley Chamber of Trade's lead member on designing a website for the town centre. The site will feature events, items of general interest, business news, Chamber membership details etc. The advantage of ownership through the Chamber is that on-going updating of the site can be assured.
- Meeting was held with The White Rose Centre to explore projects of mutual benefit.

2.8 **Social, Cultural & Economic:**

The creation of a more vibrant town centre, the promotion of the town centres as family and community friendly places and increased usage as a social venue by residents and visitors. This includes identifying ways to improve the towns' aspect through making it a cleaner, more social and a more pleasant location.

Recent Developments:

- TCM has led on and funded installation of a power supply from the town hall to the Chessboard to assist public events.
- In Morley there has been strong support for strengthening the offer through development of a café culture and entertainments – supported by public and private sectors and media.
- A positive partnership is developing in Rothwell with major stakeholders in the town including Market Square owners, Town & Country Markets and Property owners. A meeting is being held between these parties and Kirkgate Market representatives to agree developing market opportunities for the town.
- For the 2nd consecutive year, Land Securities on behalf of White Rose has provided grant aid to projects in Morley and ideas are progressing for Rothwell.

- In Rothwell there is a queue of potential new retailers. TCM is leading on assessing the opportunities for more retail and office premises within the town centre.
- In both towns pavement cafes and increased use of pedestrian priority areas – outside tables and street displays are assisting promotion and increased use. A series of discussions have and are being held with Kirkgate Markets to ensure this positive development can continue through management at a local level.
- Investigation is underway to consider an improved performance area at the bottom of Morley Precinct.

2.9 **Liaison with Private Sector:**

The private sector is being encouraged to take an ever more active role in the economic wellbeing of Morley and Rothwell.

Recent Developments:

- TCM keeps in close contact with Wm Morrison and other developers including the former Coach & Horses site and potential redevelopment of Rothwell Windows into retail units and accommodation.
- Interest is being shown in all available retail units on Queen Street, Albion Street and Morley Market Square. The market has seen a significant rise in the number of occupied units.
- TCM is supporting Morley Chamber of Trade's work to raise membership and complete projects of importance to the town's business economy.

2.10 **Liaison with Public Sector**

The TCM has developed an ongoing reporting mechanism as well as developing new ideas for public sector work within the towns.

Recent Developments:

- In Rothwell, restoration of the main street is progressing and all unkempt units on the street have been renovated. TCMB is investigating the needs of the town centre beyond the private sector redevelopment.
- TCM playing a conciliatory role in resiting of bus stops in Rothwell to ensure town centre economy is protected.
- Discussions and / or meetings are underway with numerous agencies and council offices including Parks, Leisure, Planning, Highways, Asset Management and Transport providers to consider various aspects of town operation.
- Site visit undertaken with contractor regarding painting uniform street furniture in Morley.
- Quotation received for painting uniform street furniture in Rothwell. Wm Morrison has agreed to fund the repainting cost.
- Discussions and meetings held with Streetscene and enforcement concerning litter problems in town centre. Dumping at rear of Albion Street and 32 Queen Street has been resolved. Approaching Streetscene over placement of bins on north Queen Street.

2.11 **Crime & Fear of Crime:**

The role of TCM is to provide support as required to existing and new security systems. It can play a meaningful role in reducing the fear of crime in town centres and, through providing entertainments and attractions, and encouraging extended opening, make the town centres a friendlier place to visit.

Recent Developments:

- TCM attends Pubwatch meetings in both towns.
- Over Christmas two groups of dubious street sellers appeared in Morley. TCM was supported by the Police in making these people cease their operation and be officially told they were not to return.
- Ongoing partnership approach with Neighbourhood Policing Team & PCSOs operating in both towns.
- TCM liaising with the Police and Wm Morrison in progressing a town centre facility as part of the new build in Rothwell.

3.0 **Research: Information and Monitoring**

This will provide an evidence base to determine actions and inform future plans.

Recent Developments:

- The health check for Morley and Rothwell are progressing but not yet complete.

4.0 **Town and District Projects:**

4.1 **Morley Bottoms:**

Work progressing led by Project Team, TCM inputs as required and on adjoining areas. TCM has recently liaised with developers interested in developing sites at the top of Chapel Hill.

4.2 **Marsh Street Car Park:**

TCM is supporting completion of final works to the Town & District relaying of the car park.

5.0 **Wm Morrison - Rothwell:**

- 5.1 TCM meets with Wm Morrison's and interested parties on bi monthly basis to discuss and resolve current and anticipated issues. TCM discovered Wm Morrison had plans to upgrade some street furniture with inappropriate designs. Following discussion with community groups the original street furniture is now set for restoration. Site visits undertaken with Wm Morrison's and Parks & Countryside to confirm best possible restoration of River Dolphin as part of Phase 2. TCM liaising with Planning and Wm Morrison over inclusion of appropriate shop shuttering in the Meynell Ave car park

6.0 Future

6.1 Reports will be brought to the Area Committee on a six monthly basis.

7.0 Recommendations

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

- (a). Note the contents of this report and consider any actions

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Activities	Partners	Outputs	Outcomes	Tasks to do/date	Updated to 28.01.08
<u>DEVELOPING AND DELIVERING THE STRATEGY</u>					
1. 1:1 Town Centre Management Board (TCMB)	Outer South Area Committee, Morley traders, Morley Town Council, Area Management Team.	a) Town Centre Management Board for Morley and Rothwell. b) Town Centre Action Plans produced for Morley & Rothwell. c) Consider other areas of work.	TCMB to guide the strategy for regeneration of both town centres. TCMB to oversee work programme for Town Centre Manager (TCM) Better inform & co-ordinate work of Town Centre partnerships.	Convene monthly meetings. <i>Next: 12/02/08</i> Distribute agenda / papers and minutes. <i>Thurs before meeting</i> Produce Forward Plan. <i>Progressing</i>	

Activities	Partners	Outputs	Outcomes	Tasks to do/date	Updated to 28.01.08
<p>1:2 Morley Town Centre Partnership (MTCP)</p>	<p>TCP members To include LCC, Morley Town Council, Police, Voluntary Sector plus TCM, Traders, key town centre groups.</p>	<p>Develop an integrated partnership between TCMB and MTCP to provide greater benefits to Morley Town Centre.</p>	<p>Clear project implementation mechanism incorporating TCMB and MTCP. Wide representation of membership from public, private and voluntary sector will create better inform community.</p>	<p>TCM to oversee agenda and papers for MTCP meetings. <i>Agree with Morley TCP Chair 2 weeks before</i> Ongoing referral of appropriate issues to MTCP. <i>Next meeting</i> Prepare annual Summit to develop Big Ideas <i>Summit for 28 March 2008</i></p>	<p>Dec meeting featured Chamber relaunch – presentation – Car Parking Christmas Market result Summit date Town Centre Stage Literature Festival update Summit (06.03) main speakers approached – main topic agreed</p>

Activities	Partners	Outputs	Outcomes	Tasks to do/date	Updated to <u>28.01.08</u>
<p>1:3 a) Extended opening</p>	<p>AMT, TCMB, Chamber of Trade, Partnership, police, Ents Committee, traders media.</p>	<p>Targets identified and preferred routes to achieve them.</p>	<p>Increase number of shoppers in town Increase takings for local business Increase ongoing appeal of town centre Increase convenience of town centre Increased evening and Sunday trading Develop a restaurant and café culture</p>	<p>Encourage more cafes and evening economy providers to open in the town <i>Ongoing</i> Liaise with restaurants and cafes to encourage evening opening <i>Ongoing</i> Liaise with media to promote evening opening <i>Ongoing</i> Encourage evening entertainments <i>Meeting to be held with providers in May</i> Highlight extended opening in promotional literature <i>Tender document agreed</i> Encourage retailers to open late – the vanguard being the restaurants and cafes <i>Ongoing</i></p>	<p>Events leaflet progress. <i>Next edition 08 First Quarter</i> Meeting with pubwatch and chamber to prepare evening opening process for 2008 Meeting YEP <i>TBC Jan 08</i> Discussed development of extended opening with Morley Chamber – agreed to develop potential in readiness of Summit</p>

Activities	Partners	Outputs	Outcomes	Tasks to do/date	Updated to <u>28.01.08</u>
<p>1:3 b)</p>	<p>Highways, Streetscene, Police, Arriva, Metro, Parking Enforcement, Chamber, AMT, TCMB, Partnership, Retailers</p>	<p>Quarterly Specialist Markets supported by existing town traders.. Ongoing outdoor stalls in town centre Close liaison with indoor market Booking procedure for stalls and streetsellers.</p>	<p>Major increase in shoppers Increased footfall and takeup of units in indoor market Increased takings for town businesses Greater numbers of appropriate streetsellers.</p>	<p>Introduce an agency arrangement for running of 4 specialist markets per year. <i>General market on 8.12.07</i> Ensure themes are appropriate to the town and not repeated in year. <i>Appropriate but not specialist</i> Provide funding and appropriate support to ensure major promotion Ensure agents are committed to markets running the length of upper Queen Street. <i>Way forward confirmed</i> Develop licensing form to streetsellers. Meeting with Parking to develop a unified approach to on street parking. <i>Correspondence and discussions held</i></p>	<p>First TCM outdoor market held on 8 / 9 Dec. Rain didn't dampen spirits and possibility of next one (linked to market / Chamber in Spring – Chamber to confirm preference)</p>

Activities	Partners	Outputs	Outcomes	Tasks to do/date	Updated to 28.01.08
<p>1.3 c)</p>	<p>Indoor Market, traders, Chamber, AMT, TCMB, Partnership, Media, Police, Highways, Streetscene</p>	<p>Liaison with Partners to ensure ongoing convenient access to the town centre Encouraging stronger and more sympathetic partnership between Parking Enforcement and businesses. Improved accessibility to and around the town centre.</p>	<p>Improving accessibility ensuring more shoppers visit the town. Increased take-up of empty units – especially in Morley Bottoms and Fountain Street. Improved loading / unloading and events provision at top of Queen Street.</p>	<p>Improved liaison with Metro and encourage – where appropriate – for increased bus provision. Meeting 20.05.07 Ongoing monitoring of bus loading / unloading. 20.05.07 Investigate viability of road train linking with train station and car parks around centre. Enable temporary road closures to extend along Queen St from Hope St. <i>Investigating partnership approach</i> Assist with and monitor Council's car park strategy. <i>Sept 07</i></p>	<p>Bus station opportunities progressing with Highways <i>last met 24.01.08</i> Investigate reducing vehicle congestion beside banks Jan 08 Road train idea to be discussed with Metro and Y Forward . Meeting decided impractical to run from railway station. <i>Jan 08</i> Car Park time limit. Meeting held with Morrisons to agree its support for 3 hour limit. Jan 08 Discussion held with Kirkgate Markets to agree future on street trading mechanism.</p>

Activities	Partners	Outputs	Outcomes	Tasks to do/date	Updated to 28.01.08
<p>1:3 d)</p>	<p>TCP, TCMB, White Rose, Indoor Market, Traders, Eateries, Sponsors.</p>	<p>Joint marketing initiatives Development of linked initiatives (literature festival and cafes, St Georges Day and traders etc, residents and markets.) Information provided to new residents Ongoing promotion of town to local residents</p>	<p>Greater marketing of the town centre More attractions for the town centre Increase number of local shoppers Increase repeat visits by local shoppers Increase social visitors to the town centre</p>	<p>Develop ideas for linked promotions. (Outdoor market, evening music etc) <i>Ongoing</i></p>	<p>Chamber and cafes have supported partnership working on evening events, St George's Weekend, literature festival and town promotion. <i>16,01,08</i> Businesses and market opened late for Christmas build up – utilise for 2008 Meeting being held with White Rose and Chamber to agree process for Coach Familiarisation visits. <i>21.01.08</i> Business sponsorship underway for evening street banners siting and process for Morley. <i>Anticipated April 08</i> Chamber and TCM meeting weekly to progress and resolve issues in the town centre.</p>

Activities	Partners	Outputs	Outcomes	Tasks to do/date	Updated to <u>28.01.08</u>
<p>1:3 Heritage e)</p>	<p>Historical Soc, Morley in Bloom, Morley Murals Soc, Partnership, AMT, TCMB.</p>	<p>Improved storage and promotion of town's archives. Heritage Trail for Morley. Improved appearance for town's heritage Increased soft landscapes and utilisation of such.</p>	<p>Greater public interest in town's history. Increasing number of visitor's discovering town's history. Improved appearance to town centre leading to more shoppers and an improved cultural aspect.</p>	<p>Assist with provision of heritage base for town. <i>Heritage meeting on 01.05.07</i> Assist as required with improvements to town's heritage (Siegen Phone Box, Statues, St Mary in the Wood etc.) <i>Met on 18.04.07. Ringing BT to progress</i> Produce and distribute Heritage Trail pamphlet <i>Ongoing</i> Ongoing promotion of heritage provision in the town. Heritage Day in June to launch trail / leaflet and promote all aspects of heritage. <i>30.05.07</i></p>	<p>Siegen Square potential coming to TCM in new year (drawn up by Parks) Costs for Heritage room in town hall confirmed – part funing through TCMB T'OD and TCM met Libraries re Heritage potential – details given to heritage group who confirming implementation with library at meeting next week. Civic Soc linking with Joe for January town trail – PM to Rotary lunch <i>Jan 08</i></p>

Activities	Partners	Outputs	Outcomes	Tasks to do/date	Updated to <u>28.01.08</u>
<p>1.4 Promotional Strategy</p>	<p>TCMB, TCPs and AMT.</p>	<p>Strategy created and approved by TCMB & TCP.</p> <p>Promotional campaign developed & launched.</p> <p>Strong communications partnerships developed using the local, regional and specialist media, leaflets, posters, displays, exhibitions etc.</p>	<p>A greater regional awareness of the town's attractions.</p> <p>Increased footfall and an improved town centre economy.</p> <p>Attraction of new businesses to the town</p> <p>Create positive promotion of the town centre.</p>	<p>Prepare, budget and develop promotional strategy. <i>Invites to be sent out 4.05.07</i></p> <p>Scope promotional campaign. Themes/ cost / delivery etc. <i>Included in tender</i></p> <p>Develop tender brief & clear with procurement unit. <i>Completed</i></p> <p>Utilise all opportunities to encourage new residents to increasingly visit the town centre.</p> <p>Make contact with new businesses whose input will benefit the town's economy. <i>Ongoing</i></p> <p>Produce timeline for optimum operation of strategy. <i>16th March</i></p>	<p>Door-drop leaflet – distributed</p> <p>Expanded door-drop system is now covering East Ardsley</p> <p>LCC agreed process with TCM for street banners in approved areas.</p> <p>Meeting held and process being implemented.</p> <p>TCMB meeting with White Rose to discuss introduction of a coach familiarisation system. <i>28.01.08</i></p>

Activities	Partners	Outputs	Outcomes	Tasks to do/date	Updated to 28.01.08
<p>1:4 Develop and cost annual calendar of events to complement the overarching strategy.</p>	<p>Morley Entertainments Committee, Events organisers, TCM, MTCP, TCMB.</p>	<p>Varied & dynamic annual calendar of events for Morley Town Centre. Calendar of events received by MTCP for implementation.</p>	<p>Increased profile for the town. Increase promotion of the town centre to residents and visitors. Increase spend in town centre. Increase community cohesion</p>	<p>Form strong partnership with the Morley Entertainments Committee and other providers. <i>Ongoing</i> Compile quarterly calendar of events. <i>Second quarter - 22 March 07</i> Prepare an annual budget for TCM involvement in events. <i>Update for board meetings</i> Where appropriate, provide support to event organisers. <i>Ongoing</i> Compile list of supplementary events and appropriate organisers. <i>Completed - 22 March 07</i> Ensure appropriate marketing of events. <i>Ongoing</i></p>	<p>First Quarter events calendar will be prepared for Jan distribution – with admin Progressing ideas for a Morley open air stage with possible band stand in Scatcherd Park. Funding ideas need developing. T'OD and PM discussing Entertainments Committee discussed basic grant for 2008 events – Brian Cuthbert (treasurer) and Mayor (chair) contacting PM with meeting date Morley Fair / feast will be reintroduced in 2008. TCM liaising with fair operators.</p>

Activities	Partners	Outputs	Outcomes	Tasks to do/date	Updated to 28.01.08
<p>1:5 Encourage the private sector to play an increasingly active role in improving Morley Town Centre</p>	<p>Chamber of Trade, LVA, Businesses in the Town Centre, media, businesses wishing to assist the town centre, public sector. interest groups.</p>	<p>Improved partnership working on issues affecting Morley Town Centre. Encourage business to support town centre improvement Ensure businesses have a voice in decision-making Businesses are kept informed of progress made by TCM.</p>	<p>Improved resolution of problems. Stronger partnership between the private and public sectors. A more user-friendly town centre. Increased footfall and improved town centre economy.</p>	<p>Gain support from key figures within the private sector. This includes the White Rose Centre. <i>Ongoing</i> Invite businesses to weekly Town Centre Management "surgeries" <i>From 28 / 11 / 06 ongoing</i> Promote good practice throughout business sector <i>Ongoing</i> Regularly meet with businesses, (including Chamber of Trade,) and offer an open door policy. <i>Ongoing</i></p>	<p>Buckle building at last bought – process assisted by by TCM and planning enforcement. Chamber / TCM partnership continuing to develop ideas for reinvigorating of town Meeting with White Rose to consider partnership working <i>28th Jan 08</i> Meeting with Morley Rugby Club to consider their role in developing leisure facilities <i>Jan 08</i> Morrisons funding support for car parking <i>Jan 08</i></p>

Activities	Partners	Outputs	Outcomes	Tasks to do/date	Updated to 28.01.08
<p>1:6 Encourage partnership working with the public sector to improve Morley Town Centre</p>	<p>Morley Town Council, Police, Probation Service, private business, AC, AMT, Press Office, Leisure & Learning, Streetscene, Groundwork, Civic Services, Highways, Development Control etc.</p>	<p>Improved partnership working on issues affecting Morley Town Centre</p> <p>Providing cohesion between diverse policies: Highways, parks, events team etc.</p> <p>Speedier resolution of issues affecting the town centre.</p> <p>Where required, encourage the public sector to support town centre improvement.</p> <p>Other actions as required.</p>	<p>Faster resolution of problems.</p> <p>Stronger partnership between the public and private sectors.</p> <p>A more user-friendly town centre.</p> <p>Increased footfall and improved town centre economy.</p>	<p>Gain support from key figures within the public sector. <i>Ongoing</i></p> <p>Develop good working relationships with operating staff. <i>Ongoing</i></p> <p>Develop Weekly Town Centre Audit, link to Streetscene and other appropriate services. <i>w/c 26th Feb</i></p> <p>Invite appropriate representation to weekly TCM "surgeries" <i>From 28 / 11 / 06</i></p> <p>Ensure businesses liaise with appropriate departments / agencies. <i>Ongoing</i></p> <p>Create an email based system to keep departments / agencies updated on progress. <i>30/06/07 - distribution</i></p>	<p>Gateways initial ideas went to Partnerships. Need to determine way forward. – banners to assist and Kevin B planting on North Queen St <i>10.11.07</i></p> <p>Town Hall electricity supply for town square. installed <i>Work progressing</i></p> <p>Met with Metro and members re building bus station in town centre –principle approved. TCM to assist wherever possible</p>

Activities	Partners	Outputs	Outcomes	Tasks to do/date	Updated to 28.01.08
<p>1:7 Assist with strategies designed to reduce crime and fear of crime in the Town Centre</p>	<p>Police, Community Safety, AC, Streetscene, Highways, Trader groups, daytime and evening businesses.</p>	<p>TCMB to keep updated evidence-based work details on town centre safety issues. Ongoing liaison with partners to identify and resolve issues. Encourage greater awareness of ways to reduce crime which is related to businesses. Encourage a greater mix of people to use the town centre out of hours. Other actions as required.</p>	<p>Less crime in the town centre. Town centre is perceived a safe place in which to trade and socialise. Improved anti-crime measures within businesses. Removal of crime hotspots. Increased footfall and an improved town centre economy.</p>	<p>Through Police, Community Safety and Streetscene work with schools, youth sector and other groups, as appropriate, to resolve nuisance related issues. (litter, graffiti, noise etc.) Weekly audit of street environment. Ongoing. Prepare advice sheet for businesses, distribute and gain their response. 05 / 07 Work with individual businesses to increase crime prevention awareness. 08/07 Investigate Shopwatch and Pubwatch schemes and advise Police and Community Safety. 27 / 02 / 08 Promote successes and challenges.</p>	<p>School visit to nightclub with police and tcm Jan.08 Enforcement underway with Greggs Ongoing Police and TCM working in strong partnership to welcome appropriate yet stop unwanted street trading. Ongoing Reported graffiti on Beryl Burton and writing to owners of Indian restaurant re rubbish behind shop 18 Jan 08</p>

Activities	Partners	Outputs	Outcomes	Tasks to do/date	Updated to <u>28.01.08</u>	
2	<u>RESEARCH: INFORMATION AND MONITORING</u>					
2:1	<p>Undertake Town Centre “Health Check” to provide an evidence-base to determine actions and inform planning.</p>	<p>TCM, Information sources, (LCC, Police,) Joseph Priestley College.</p>	<p>Detailed update of state of town centre. Reference point for council, police and agencies. Reference point for potential new businesses Reference point for potential funders</p>	<p>Provide a baseline on state of town Key areas requiring attention are identified. Increase in business variety Increased funding for town centre improvements</p>	<p>Record: footfall, safety, population, car parking, town centre offer. Business variety, offer, vacant units, potential and profitability. Feed back findings to appropriate bodies. Seek improvements as identified by research. Promote problems and successes. <i>Ongoing</i></p>	<p>Health check is being overseen directly by AMT. – Needs progress Have police response and am chasing other aspects of the health check audit. <i>Aug 07</i> Have received studies from Leeds Met students. <i>07.08</i></p>

Activities	Partners	Outputs	Outcomes	Tasks to do/date	<u>Updated to 28.01.08</u>
2:2 Undertake questionnaires	Market research company	Detailed update on issues, perception and usage of town centre. Reference point for council, police and agencies. Reference point for potential new businesses Reference point for potential funders	Provide a baseline on perceived state of town Key areas requiring attention are identified. More user and business friendly town centre. Increase in business variety Increased funding for town centre improvements	Identify research method. 31/03/07 Agree questions and process. Feed back findings to appropriate bodies. Seek improvements as identified by research. Promote problems and successes. Ongoing	TCMB reconsidering needs for this study – needs confirmation. Notified potential partners that this matter is temporarily on hold 07.07

Activities	Partners	Outputs	Outcomes	Tasks to do/date	Updated to <u>28.01.08</u>
3	<u>TOWN AND DISTRICT CENTRES</u>				
3:1 Morley Bottoms	Morley Bottoms Working Party, MTCP, AC, Mid range supermarkets / chain stores, Chamber of Trade and local business	Partnership working to achieve project. Investigate if a mid - range general stores can become interested in opening in Morley Bottoms. New stores opening at bottom of Queen St and on Chapel Hill used to benefit existing Morley Bottoms premises	Revitalisation of Morley Bottoms. Increase in footfall and retail take-up benefiting businesses in Scatterd Park area.	Support Morley Bottoms Project as required. <i>TBC</i>	Discussions being held re bus from station to town centre. Partners decided uneconomic Fortnightly meetings now being held on Morley Bottoms

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Activities	Partners	Outputs	Outcomes	Tasks To Do / Date	Updated to 28.01.08
<u>DEVELOPING AND DELIVERING A STRATEGY</u>					
1.1 Town Centre Management Board (TCMB)	Outer South Area Committee, Rothwell traders, Morley traders, Morley Town Council, Area Management Team.	a) Town Centre Management Board for Morley & Rothwell b) Town Centre Action Plans produced for Morley & Rothwell c) Consider other areas of work.	TCMB to guide the strategy for regeneration of both town centres. TCMB to oversee work programme for Town Centre Manager (TCM) Better inform & co-ordinate work of Town Centre partnerships.	Convene monthly meetings. <i>Next: 12 Feb. 7pm</i> Distribute agenda / papers and minutes. <i>Thurs before meeting</i> Produce Forward Plan. <i>Progressing</i>	

ROTHWELL ACTION PLAN – 2007 / 08

Activities	Partners	Outputs	Outcomes	Tasks To Do / Date	Updated to 28.01.08
<p>1:2 Rothwell Town Centre Partnership (MTCP)</p>	<p>Existing MTCP members (LCC, Police, Vol Sector plus MRTCM, traders, Entertainments Committee and other key town centre groups.</p>	<p>Develop an integrated partnership between TCMB and MTCP to provide greater benefits to Morley Town Centre.</p>	<p>Clear project implementation mechanism incorporating TCMB and MTCP. Wide representation of membership from public, private and voluntary sector will create better inform community..</p>	<p>TCM to oversee agenda and papers for MTCP meetings. <i>Agree with TCP Chair 2 weeks before</i> Ongoing referral of appropriate issues to RTCP. <i>Ongoing</i> Prepare annual Summit to gain Big Ideas for the coming year <i>Prepare Nov 07 for event in Spring 08</i></p>	<p>Last meeting held on 15 Nov. Summit to be next meeting <i>Details agreed and invites being sent out</i> Invites sent out for Feb 29 Summit. Guest speaker and panel confirmed.</p>
<p>1:3 a)</p>	<p>AMT, TCMB, Partnership, Traders, Wm Morrisons</p>	<p>Greater range of shops. Improved appearance to town centre.</p>	<p>More shoppers. Increased spend in town centre. Improved footfall. Increased sustainability for Town Centre</p>	<p>Identify shortfalls in town's provision and seek to remedy this. Encourage retail sector to concentrate on Commercial Street and Marsh Lane. (With service providers on these roads and elsewhere.</p>	<p>Meeting to be sought with Economic Dev and Asset Management. <i>TBC</i> Encouraging rapid decision on land sale for 3 new shops. <i>Keep pushing</i> Progressing hope for café on main thoroughfare. 5 requests for available unites discussed with TCM</p>

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Activities	Partners	Outputs	Outcomes	Tasks To Do / Date	Updated to 28.01.08
1:3 General markets	AMT, TCMB, Partnership, Police, Highways, Metro, Market provider.	Have a regular market operating within the town centre. Market to assist with developing evening economy.	Major increase in the number of shoppers visiting town. Major attraction upon which to boost current economy and develop a strong evening economy.	Find agent willing to develop a weekly or monthly market in available spaces along Commercial Street. Ensure sufficient advertising of market. Investigate support for the market to run alongside late night opening	Christmas market held running down Commercial Street – investigating opportunities to repeat quarterly markets <i>Ongoing</i> Banners for town –t. Lamp banners being progressed for Rothwell 600
1:3 Improved connection between shopping areas 3	Existing traders, new traders, AMT, TCMB, TCP, Car Parks, Enforcement, Police.	More attractive routes between different areas of town centre. Better marketing of diverse areas of town centre. Increased business-to-business trading and promotion.	Increased profits around town centre Increased public awareness of the true range of items available in Rothwell town centre. Increased number of businesses. Greater sustainability for all trading areas	Encourage softened landscapes <i>Projects underway</i> pavement cafes / pitches on available sites. Provide town centre signage showing all shopping areas. (Including Butcher Lane.)	Met with owner of Salute to consider joint ideas for evenings – positive response

ROTHWELL ACTION PLAN – 2007 / 08

Activities	Partners	Outputs	Outcomes	Tasks To Do / Date	Updated to 28.01.08
<p>1:3 Developing an evening economy</p> <p>4</p>	<p>Businesses, market, TCMB, Partnership, AMT, Streetscene, entertainers, Police.</p>	<p>Develop a monthly late night opening mechanism and monitor to assess viability of this becoming weekly.</p>	<p>Attract shoppers to the town from across South Leeds. Increased income to businesses. Increased promotion and awareness of Rothwell's potential.</p>	<p>Encourage businesses to promote inter-trading – possibly through voucher scheme etc.</p> <p>Encourage market provider to lead on this initiative.</p> <p>Encourage support from existing and new businesses. (Including opening, discounts, offers etc.)</p> <p>Support for an events management structure.</p> <p>Encourage the setting up – and support as required – a 600th anniversary team.</p>	<p>Reconsider viability in light of outdoor market - take to summit ??</p>

ROTHWELL ACTION PLAN – 2007 / 08

Activities	Partners	Outputs	Outcomes	Tasks To Do / Date	Updated to 28.01.08
<p>1:3 5</p>	<p>Rothwell Events Committee, TCP, TCMB, AMT, interested groups and individuals, media.</p>	<p>Ensure a strong, sustainable events team is in place. Find a team willing to supply a major boost to the town's economy throughout 2008 as the town celebrates its 600th anniversary.</p>	<p>Encourage events to play an increasingly important role in the town centre's economy. Reduce the pressure on current providers Increased appeal for town centre. Increased number of events drawing people to the town. Greater support for existing businesses and residents of Rothwell.</p>	<p>Help increase the range of attractions in Rothwell town centre. Provide and encourage increased promotion of events.</p>	<p>Rothwell 600 committee meeting held in January Banners progressing and school town centres <i>Progressing</i></p>

ROTHWELL ACTION PLAN – 2007 / 08

Activities	Partners	Outputs	Outcomes	Tasks To Do / Date	Updated to 28.01.08
<p>1:4 Draw up and budget an annual calendar of events which fits with the overarching strategy.</p>	<p>Rothwell Entertainment Committee, Events organisers, AMT, RTCP, TCMB.</p>	<p>Varied & dynamic annual calendar of events for Morley Town Centre. Calendar of events received by MTCP for implementation.</p>	<p>Increased profile for the town. Increase promotion of the town centre to Increase spend in town centre. Increase community cohesion</p>	<p>Form strong partnership with the Rothwell Events Committee and other providers. <i>Ongoing</i> Compile annual calendar of events. <i>22 March 07</i> Prepare an annual budget for TCM involvement in events. <i>Update for board meetings</i> Where appropriate, provide support to event organisers. <i>Ongoing</i> Compile list of supplementary events and appropriate organisers <i>22 March 07</i> Ensure appropriate marketing of events. <i>Ongoing</i></p>	<p>Jan – March events leaflet being prepared – complete Jan 08 2008 Events to be planned and booked – undertake in association with Rothwell 600 and Events Comm. Promotion of 2008 events in accordance with Rothwell 600</p>

ROTHWELL ACTION PLAN – 2007 / 08

Activities	Partners	Outputs	Outcomes	Tasks To Do / Date	Updated to 28.01.08
<p>1:5 Develop, approve, budget and implement a promotional strategy which fits with the overarching strategy.</p>	<p>TCMB, TCPs and AMT.</p>	<p>Strategy created and approved by TCMB & TCP.</p> <p>Promotional campaign developed & launched.</p> <p>Strong communications partnerships developed using the local, regional and specialist media, leaflets, posters, displays, exhibitions etc.</p>	<p>A greater regional awareness of the town's attractions.</p> <p>Increased footfall and an improved town centre economy.</p> <p>Attraction of new businesses of benefit to the town.</p>	<p>Prepare, budget and develop promotional strategy.</p> <p>Develop tender brief & clear with procurement unit.</p> <p>Scope promotional campaign. Themes/ cost/delivery etc.</p> <p>Make contact with new businesses whose input will benefit the town's economy. <i>Ongoing</i></p> <p>Produce timeline for optimum operation of strategy. <i>16th March</i></p>	<p>Promotional strategy updated.</p> <p>Second leaflet doordrop to include Robin Hood – has been distributed</p>

ROTHWELL ACTION PLAN – 2007 / 08

Activities	Partners	Outputs	Outcomes	Tasks To Do / Date	Updated to 28.01.08
<p>1:6 Develop the social, cultural and economic capacity of the town centre which fits with the overarching strategy.</p>	<p>Streetscene, Highways, Police, RTCP, Rothwell Entertainment Committee, arts providers, cafes, pubs and businesses</p>	<p>Greater range of attractions. Increased use of areas for street theatre, pavement cafes, market stalls, street furniture, litter bins etc. More specialist socially driven businesses such as soft play area, crèche, dry pubs, shopmobility etc.</p>	<p>Increased footfall and an improved town centre economy. Rothwell identified as a family and community friendly area. Increased usage of the town centre as a social venue for new and existing residents and visitors. Improved perception of the Morley offer to residents and visitors.</p>	<p>Liaise with partners to obtain support. <i>Ongoing</i> Encourage business backing including extended opening. Liaise with partners to gain legal permission <i>Ongoing</i> Support / fund projects to benefit the town centre's look or operation. <i>Ongoing</i> Priority for TCM is to assess café possibilities in town centre and get interested businesses to develop opening. <i>Spring 07</i> Get more litter bins on Commercial Street. Promote successes and ongoing issues. <i>Ongoing</i></p>	<p>Pursuing Council land for Reeds Rains car park and 3 shops from Rothwell Windows Met Parks and Morrisons to agree opportunities for riverside walk. <i>10.11.07</i> Economic Dev, Asset Management and Cllr Golton to meet to discuss needs of town centre <i>Tbc</i> Worked with pupils at Rothwell C of E as part of their project on the renovation work underway in Rothwell Town Centre. <i>21.01.08</i></p>

ROTHWELL ACTION PLAN – 2007 / 08

Activities	Partners	Outputs	Outcomes	Tasks To Do / Date	Updated to 28.01.08
<p>1:7 Encourage the private sector to play an increasingly active role in Rothwell Town Centre</p>	<p>Traders Association, LVA, Businesses in the Town Centre, RTCP, media, businesses wishing to assist the town centre, public sector., interest groups.</p>	<p>Improved partnership working on issues affecting Rothwell Town Centre. Encourage business to support town centre improvement Ensure businesses have a voice in decision-making Unique selling point identified Businesses are kept informed of progress made by TCM.</p>	<p>Improved resolution of problems. Stronger partnership between the private and public sectors. A more user-friendly town centre. Increased footfall and improved town centre economy.</p>	<p>Gain support from key figures within the private sector. <i>Ongoing</i> Invite businesses to weekly Town Centre Management “surgeries” <i>ongoing</i> Promote good practice throughout business sector <i>Ongoing</i> Regularly meet with businesses, and offer an open door policy. <i>Ongoing</i> Create a newsletter and email based system to keep businesses updated on progress.</p>	<p>Discussed with businesses the opportunity for relaunching the chamber of trade – looking to post Summit Meeting with Salute re ideas to promote bottom of town – Italian market? Arranged with Wm Morrison potential for ongoing meetings to resolve development issues as they arise</p>

ROTHWELL ACTION PLAN – 2007 / 08

Activities	Partners	Outputs	Outcomes	Tasks To Do / Date	Updated to 28.01.08
1:8 Encourage partnership working with the public sector	<p>RTCP, Police, Probation Service, private business, AC, AMT, Press</p> <p>Office, Leisure & Learning, Streetscene, Groundwork, Civic Services, Highways, Development Control etc.</p>	<p>Improved partnership working on issues affecting Rothwell Town Centre</p> <p>Providing cohesion between diverse policies: Highways, parks, events team etc.</p> <p>Speedier resolution of issues affecting the town centre.</p> <p>Where required, encourage the public sector to support town centre improvement.</p> <p>Farmers Market introduced</p> <p>Other actions as required.</p>	<p>Faster resolution of problems.</p> <p>Stronger partnership between the public and private sectors.</p> <p>A more user-friendly town centre.</p> <p>Increased footfall and improved town centre economy.</p>	<p>Gain support from key figures within the public sector. <i>Ongoing</i></p> <p>Develop good working relationships with operating staff. <i>Ongoing</i></p> <p>Develop Weekly Town Centre Audit, link to Streetscene and other appropriate services. <i>w/c 26th Feb</i></p> <p>Invite appropriate representation to weekly TCM "surgeries" <i>From 28 / 11 / 06</i></p> <p>Ensure businesses liaise with appropriate departments / agencies. <i>Ongoing</i></p>	<p>Ongoing</p> <p>Wm Morrison have received quote to fund repainting of blue street furniture – agreed to decide in January with view to starting in March 07. <i>07.11.07</i></p> <p>Liaising with Planning over Wm Morrison replacement of street furniture</p> <p>Bus shelter progressing for Commercial Street.</p>

ROTHWELL ACTION PLAN – 2007 / 08

Activities	Partners	Outputs	Outcomes	Tasks To Do / Date	Updated to 28.01.08
<p>1:9</p> <p>Assist with strategies designed to reduce crime and fear of crime in the Town Centre</p>	<p>Police, Community Safety, RTCP, AC, Streetscene, Highways.</p> <p>Trader groups, daytime and evening businesses.</p>	<p>TCMB to keep updated evidence-based work details on town centre safety issues.</p> <p>Ongoing liaison with partners to identify and resolve issues.</p> <p>Encourage greater awareness of ways to reduce crime which is related to businesses.</p> <p>Encourage a greater mix of people to use the town centre out of hours.</p> <p>Other actions as required.</p>	<p>Less crime in the town centre.</p> <p>Town centre is perceived a safe place in which to trade and socialise.</p> <p>Improved anti-crime measures within businesses.</p> <p>Removal of crime hotspots.</p> <p>Increased footfall and an improved town centre economy.</p>	<p>Through Police, Community Safety and Streetscene work with schools, youth sector and other groups, as appropriate, to resolve nuisance related issues. (litter, graffiti, noise etc.)</p> <p>Weekly audit of street environment.</p> <p>Prepare advice sheet for businesses, distribute and gain their response. 05 / 07</p> <p>Work with individual businesses to increase crime prevention awareness. 08/07</p> <p>Investigate Shopwatch and Pubwatch schemes and advise Police and Community Safety. 27 / 02 / 08</p> <p>Promote successes and challenges.</p>	<p>Spoke with Pubwatch to promote their linkage with Rothwell 600 Ongoing</p> <p>Police approached me about possibility of a police room being included in plans for new development. Matter discussed with Wm Morrison and now progressing .</p>

ROTHWELL ACTION PLAN – 2007 / 08

Activities	Partners	Outputs	Outcomes	Tasks To Do / Date	Updated to 28.01.08
2	<u>RESEARCH: INFORMATION & MONITORING</u>				
2:1	TCM, Information sources, (LCC, Police,) Joseph Priestley College.	Detailed update of state of town centre. Reference point for council, police and agencies. Reference point for potential new businesses Reference point for potential funders	Provide a baseline on state of town Key areas requiring attention are identified. Increase in business variety Increased funding for town centre improvements	Record: footfall, safety, population, car parking, town centre offer. 05/07 Business variety, offer, vacant units, potential and profitability. 04/07 Feed back findings to appropriate bodies. 05/07 Seek improvements as identified by research. From 05/07 Promote problems and successes. Ongoing	Health check is being undertaken internally. Leeds Met has given me all reports prepared by students concerning their ideas for supporting Rothwell. 08.07 Now offering students to become involved with green corridors with Parks Speak with Kevin B

ROTHWELL ACTION PLAN – 2007 / 08

Activities	Partners	Outputs	Outcomes	Tasks To Do / Date	Updated to 28.01.08
2:2 Undertake questionnaires	Market research company	Detailed update on issues, perception and usage of town centre. Reference point for council, police and agencies. Reference point for potential new businesses Reference point for potential funders	Provide a baseline on perceived state of town Key areas requiring attention are identified. More user and business friendly town centre. Increase in business variety Increased funding for town centre improvements	Identify research method. 31/03/07 Agree questions and process. 11 / 01 / 07 Feed back findings to appropriate bodies. 05/07 Seek improvements as identified by research. From 05/07 Promote problems and successes. Ongoing	Ideas have been suggested for ways forward. <i>Take to TCMB on 05.06.07</i>
2:3 Streetscape audits of : Lighting, Street Furniture, Signage Appearance of town centre.	Highways, Streetscene, Police, RTCP, Private sector, Groundwork, TCM.	Where required, improvements made to lighting, signage, street furniture and appearance eof town centre. Ongoing monitoring of streetscape	More user-friendly and visually improved town centre. <i>Increased footfall leading to increased profitability. Stronger partnership working.</i> Production of reports to inform decision making and strategy. A detailed picture of all the social components.	Liaise with identified partners for audits to be undertaken. 03/07 Undertake audits and record results. 05 / 07 Gain support for implementation of improvements. Ongoing	Discussions are underway as to the repainting of street furniture. Colour approved at TCP meeting. Hope of March start

ROTHWELL ACTION PLAN – 2007 / 08

Activities	Partners	Outputs	Outcomes	Tasks To Do / Date	Updated to 28.01.08
<u>TOWN AND DISTRICT CENTRES</u>					
3					
3:1	AMT, Mouchel Parkman, RTCP, AC, local business	Partnership working to achieve project.	Improved traffic flow in Marsh St Car Park. Improved appearance to Marsh Street Car Park.	Support project and assist whenever invited.	TCM prepared list of outstanding works for area committee
3:2	Wm Morrisons, TCMB, AMT, RTCP, LCC Planning, Streetscene, traders.	Consider and discuss proposals Confirm repercussions with partners. Develop ways to attract shoppers throughout period of project. Relay Commercial Street on whole length.	Better trading base for all Rothwell businesses including good access to all Commercial Street shops. Improved appearance for Town Centre. Development of a unique selling point for the town. Improved appearance / operation of main street	Ensure any potential problems are seen and when possible resolved. <i>Ongoing</i> Encourage business to fully utilise scheme to better benefit the town. <i>22nd November – RTCP business meeting.</i> Through USP, Rothwell starts to develop its potential at the start of the scheme. <i>04 / 07</i> Ensure the general wellbeing of the town centre is taken into account in advance of second phase	Discussing with Peter Wood (Morrisons) potential for seating to Marsh St <i>Awaiting response</i> Parks and Morrisons agreed to potential sympathetic redevelopment of riverside <i>Awaiting response</i> Discussed with Morrisons regular meetings to update on progress and problems. <i>Next meet 24.01.08</i>

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LEEDS
CITY COUNCIL

Town Centre Management Board

Tuesday 7th August 2007
Morley Town Hall

ATTENDANCE:

Cllr Stewart Golton (Chair)	Rothwell Councillor
Cllr Judith Elliott	Morley Councillor
Cllr Joyce Sanders	Morley Town Council
Frank Britton	Rothwell Business (Olwyn Fox)
Tom O'Donovan	South Leeds Area Management Team
Peter Mudge	Town Centre Manager

1.0 Welcome & Introductions

Cllr Golton opened the meeting and welcomed everyone.

2.0 Apologies

Joy Goodman

3.0 Minutes 2nd July

The minutes of 12th June & 2nd July were agreed.

4.0 Matters Arising

All items covered by the agenda.

5:0 Morley Action Plan Update

Disappointing attendance by traders at MTP was noted. Please see action plan.

PM

- Christmas promotion ideas to next partnership meeting, plus crib in Town Hall.
- Heritage trail leaflet completed.
- Promotional campaign leaflet distributed.
- Events diary distributed quarterly.
- Morley Literature Festival update given
- Morrison's issues, Cllrs Judith Elliott/Joyce Sanders & PM to meet Morrison's HQ.
- Streetscene issues including Market Square discussed, mechanical sweeper issues to be resolved.
- Street entertainers programme ongoing, hoped to be overseen by Entertainments committee which has become sub group of Morley Town Council.
- Health checks progressing in house incorporating ideas from Leeds Met students.
- Power to chess board not resolved.

- Investigate possible piazza at chess board site.
- What about public convenience provision in town.

6.0 Rothwell Action Plan Update

Good attendance by traders noted at RTP.

PM

- Christmas promotion ideas to next partnership meeting.
- Marsh Street Car Park reopened.
- Street Markets no progress?
- Improved signage agreed change?
- Rothwell 600 to be supported.
- Event diary distributed quarterly
- Promotional campaign ready for distribution.
- Discussions with bus operators regarding Morrison's Phase 2.
- Balance of traders also a concern, arrange to meet Morrison's.
- Street entertainers programme ongoing
- Health checks progressing in house incorporating ideas from Leeds Met students.
- Issues of finish at Marsh Street pursued by Planning.

7.0 Any Other Business

- Christmas plans, what currently happens & who is responsible?
- Car parking in Morley, Mark Jefford developing scheme, 3hr max at Queensway.
- Business newsletter quarterly in draft.

7.0 Date & time of next meeting

Tuesday 11th September 6.00pm at Rothwell One stop.

All



LEEDS
CITY COUNCIL

Town Centre Management Board

Tuesday 11th September 2007
Rothwell One Stop

ATTENDANCE:

Cllr Stewart Golton (Chair)	Rothwell Councillor
Cllr Judith Elliott	Morley Councillor
Frank Britton	Rothwell Business (Olwyn Fox)
Peter Mudge	Town Centre Manager

1.0 **Welcome & Introductions**

Cllr Golton opened the meeting and welcomed everyone.

2.0 **Apologies**

Joy Goodman, Joyce Sanders, Tom O'Donovan

3.0 **Minutes 2nd July**

The minutes of 07th August were agreed.

4.0 **Matters Arising**

All items covered by the agenda.

Cllrs decided to leave signing of Jane Tomlinson memorial book till end of meeting

5:0 **Rothwell Action Plan Update**

Encouraging rapid decision on land sale for 3 new shops. **PM**

Progressing idea for café on main thoroughfare.

5 requests for available unites discussed with me

Increasing shortage of available retail and service units

AMT input confirmed for Rothwell 600

Drawing together background support for riverside walk.

Resolved issues regarding a potential public enquiry on

Morrisons scheme

Wm Morrisons indicated willingness to fund repainting of street furniture

Meeting to be held with Metro and Morrisons re siting of temporary bus stop at top of Commercial St.

Working up idea for a Jane Tomlinson memorial

6.0 **Morley Action Plan Update**

Town Centre Partnership meeting – held the day before - had been very positive **PM**

Street entertainers confirmed for Literature Festival

Cafes linking to events: Cuchinos, Beries, Borough Cafe

Highways have confirmed possibility of shutting top of Queen Street for

market.

Indoor market key figures support outdoor market and looking to have some stalls.

Meeting with Metro re bus station sites.

Car Park survey taking place on 26th and 29th September

Heritage Trail underway for Morley Literature Festival.

Investigating ideas for a Morley open air stage.

Circus workshops available to link with Literature Festival

7.0 Any Other Business

It was agreed to make available funds for a Christmas doopdrop to both towns and, if funds allow, investigate increasing distribution to East Ardsley and Robin Hood.

It was also agreed to undertake an outdoor market in Morley for local businesses and one in Rothwell for businesses and charity groups. (Similar to one held two years ago.)

7.0 Date & time of next meeting

Tuesday 09 October (subsequently moved to 16th October at Morley Town Hall.

All



LEEDS
CITY COUNCIL

Town Centre Management Board

Tuesday 16th October 2007
Morley Town Hall

ATTENDANCE:

Cllr Stewart Golton (Chair)	Rothwell Councillor
Cllr Judith Elliott	Morley Councillor
Joyce Sanders	Morley Town Council
Joy Goodman	Morley Business (Board to Tiers)
Frank Britton	Rothwell Business (Olwyn Fox)
Peter Mudge	Town Centre Manager

1.0 **Welcome & Introductions**

Cllr Golton opened the meeting and welcomed everyone.

2.0 **Apologies**

Tom O'Donovan

3.0 **Minutes 11th September**

The minutes of 11th September were agreed.

4.0 **Matters Arising**

All items covered by the agenda.

5:0 **Morley Action Plan Update**

- Board discussed action plan with TCM. Agreement was reached as in Action Plan with the following additions. **PM**
- The Morley Partnership had been well attended and resulted in lively discussions on all topics with considerable input coming from the floor
- It was agreed funding in the Christmas budget could be used to book seasonal street entertainments
- Meeting to be held on increase on street parking space in town centre – TCM to call meeting
- Agreed for doordrop to cover Ardsley and Robin Hood
- Also agreed that following doordrop spot calls would be made to ensure leaflet had been distributed.
- TCM assisting with Chamber relaunch for Morley.

6.0 **Rothwell Action Plan Update**

- It was agreed discussions should be held with Economic Development, Asset Management and TCMB Chairman and TCM to identify if more trading space could be found for Rothwell. **PM**

- It was agreed the Christmas budget could be used to pay for stalls and street entertainments building up to Christmas.
- TCM to investigate if permission needed for Cfaty Fox off premise sales of tea and coffee
- Christmas leaflet drop to include Robin Hood and Lofthouse

7.0 Any Other Business

None raised

7.0 Date & time of next meeting

Tuesday 13 November – One Stop, Rothwell – 7pm

All



LEEDS
CITY COUNCIL

Town Centre Management Board

Tuesday 13th November 2007
Rothwell One Stop

ATTENDANCE:

Cllr Stewart Golton (Chair)	Rothwell Councillor
Cllr Judith Elliott	Morley Councillor
Frank Britton	Rothwell Business (Olwyn Fox)
Peter Mudge	Town Centre Manager

1.0 Welcome & Introductions

It was agreed that as Cllr Elliott had another meeting to attend, the Morley Action Plan would be progressed first

2.0 Apologies

Joy Goodman, Tom O'Donovan

3.0 Minutes

The minutes of 16th October were agreed.

4.0 Matters Arising

All items covered by the agenda.

5:0 Morley Action Plan Update

- 1:1** • Nothing to discuss
- 1:2** • The next MTCP is on 10 Dec 07. Agenda items include Chamber relaunch, Christmas market results, Queensway Car Park recommendation, Summit plans and TCM report **PM**
- 1:3a** • Events team are leading on lights switch on with PM supporting. Event calendar to December 31 has gone out.
- Discussions held with Pubwatch & Police over joint project with senior schools to counter underage drinking in February.
- 1:3b** • First TCM Outdoor Market to be held in December. TCM requested help with confirming business support. Cllr Elliott offered to assist. Suggested organic farm at swillington could be asked to join in. Agreed PM should decide on whether to charge £20 or £25 per stall. PM confirmed chestnut seller was attending
- 1:3c** • Car Park survey results being compiled for presentation at Dec Area Committee
- Highways, Police and Queen St residents are backing a temporary road closure for market. This seen as positive step.
- 1:3d** • Chamber of Trade is relaunching and looking to have a Christmas tree trail around town and Sunday and Thursday evening opening backed by Market. (TCM supporting all

- chamber initiatives.)
- 1:3e**
 - Cost for Heritage Room in town hall being considered by Les Reed.
- 1:4**
 - Doordrop leaflet set to go to printers for distribution to Morley area and Tingley and East Ardsley before 6 December.
 - Board agreed to street banners for town (£45 each) promoting Christmas activities.
- 1:5**
 - Calendar of events out with next one to cover Jan – March.
- 1:6**
 - Chamber re-invigoration underway
 - Market supporting outdoor market
 - Morrisons supporting car park proposals
- 1:7**
 - Electricity to be installed to chessboard for Lights switch on
 - Positive meeting held with Metro and Members concerning siting of a bus station.
 - Enforcement underway with Greggs concerning litter by bags.
- 2:1**
 - Nothing to discuss
- 2:2**
 - Nothing to discuss
- 3:1**
 - Progress is being made on remedial works notices by traffic lights and on Queen St. Hordings being removed for parking. Next meeting on 7 December.

6.0 Rothwell Action Plan Update

- 1:1**
 - Nothing to discuss
- 1:2**
 - Rothwell TCP is taking place on Thursday. Items under discussion include progress on redevelopment, relocating the bus stop and a businessman's presentation on the need for more property units in Rothwell.
- 1:3a**
 - Events team are working with TCM on lights switch on (23/11). PM confirmed there will be sufficient stalls to meet need. Salute is planning to distribute free slices of pizza
 - Event calendar to December 31 has been done.
- 1:3b**
 - Nothing to report on sale of land for shops
- 1:3c**
 - Market due to be held at lights switch on
 - Cllr Golton asked PM to arrange meeting with Morrisons over availability of rented properties.
 - Positive meeting held with Salute owner.
- 1:3d**
 - PM suggests reconsidering options following outside market
- 1:4**
 - Next Rothwell 600 meeting due in December. November Area Committee approved £15,000 for Rothwell 600.
 - Work with Rothwell 600 to progress events for 2008
- 1:5**
 - Doordrop underway including John O'Gaunts, Robin Hood etc. Cllr Golton said confirmation should be gained that the doordrop had taken place in Oulton and Woodlesford
 - Street banners being prepared for Lights Switch On.
- 1:6**
 - Arranged for Kevin Barker and Doug Slater to meet to discuss possibility of making greatest use of river to link Pastures and Springhead Park.
- 1:7**
 - PM suggested there was an opportunity to relaunch Chamber of Trade after Christmas. Item to be discussed at TCP on Thurs.
- 1:8**
 - Morrisons have been sent costs for repainting USF. Will confirm start date in New Year.

PM

- PM has raised concerns with Planning and Highways over aspects of Morrisons development.
 - Bus shelter progressing for Commercial Street despite disappointment from Rothwell in Bloom. PM and Stewart Golton still discussing other issues in town.
- 1:9**
- Police and PM have discussed possibility of having a police station in the new development. Ideas progressing.
- 2:1**
- Nothing to discuss
- 2:2**
- Nothing to discuss
- 3:1**
- PM preparing update on outstanding works for TOD
- 3:2**
- Discussions underway between PM, Planning and Morrisons over suitability of shutters in scheme. TCM supporting planning that suitable shutters allowed but not full metal.
 - PM met shopowners around JailYard to try and resolve disagreements over the siting of bins. PM has spoken with Planning and suggested Fish n Chip shop asks Morrisons to contribute to bin cover.

7.0 Any Other Business

None raised

7.0 Date & time of next meeting

Tuesday 8 January – Banqueting Room, Morley – 7pm

All

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LEEDS
CITY COUNCIL

Town Centre Management Board

Tuesday 8th January 2008
Morley Town Hall

ATTENDANCE:

Cllr Stewart Golton (Chair)	Rothwell Councillor
Cllr Judith Elliott	Morley Councillor
Joyce Sanders	Mayor of Morley
Frank Britton	Rothwell Traders Representative
Joy Goodman	Morley Traders Representative
Pete Mudge	Town Centre Manager

1.0 Welcome & Introductions

2.0 Apologies

Tom O'Donovan

3.0 Minutes

The minutes of 13th November were agreed.

4.0 Matters Arising

All items covered by the agenda.

5:0 Morley Action Plan Update

1:1 • Nothing to discuss

1:2 • December discussions included Chamber relaunch, Christmas market results, Queensway Car Park recommendation, Summit plans and TCM report **PM**

1:3a • Events calendar to March 08 is being finalised..

• Morley Chamber liaising with TCMB over extended opening 08

1:3b • Outdoor Market held on 8 / 9 – Rain didn't dampen spirits – discussing with Chamber and market options for future ones.

1:3c • Bus station ideas ongoing with Metro.
• *TCMB said the idea of a road train linking the town centre with the station should progress*

• Queensway Car Park plans are progressing

• Discussions ongoing with LCC (Kirkgate) markets over on street trading in Morley and Rothwell

1:3d • Chamber and cafes and market looking to work together to progress – all participated in Christmas extended opening

1:3e • Siegen Square idea being drawn up and will be given to TCMB in advance of meeting with Morrisons

• Cost for Heritage Room in town hall being discussed with Les

- Reed – looks like some TCMB funds will be required to meet this Summit proposal.
- 1:4
 - Doordrop leaflet distributed to all of Morley area and East Ardsley – *TCM confirmed to Cllr Golton he had checked the leaflet was distributed Agreed that in the next edition there is a response system so people can confirm they have received it*
 - TCMB and LCC looking to introduce lampstand banners
 - Events leaflet and stage ideas were discussed above
 - *Joyce Sanders noted pantomime should be included in events leaflet*
- 1:5
 - *Cllr Golton asked for details on changes to town centre streetsweeping arrangements.*
 - Meeting with White Rose to take place on 23 January.
 - Meeting with Morley Rugby Club to investigate development opportunities.
 - Meeting with Morrisons to discuss their funding support for car park amendments.
- 1:6
 - Electricity supply installed to Siegen Square from town hall.
 - Principle approved for site of bus station if development progresses on south edge of town centre.
- 1:7
 - Enforcement underway with Greggs – significant improvement.
- 2:1
 - Nothing to discuss
- 2:2
 - Nothing to discuss
- 3:1
 - Discussions ongoing regarding shuttle bus service to station.

6.0 Rothwell Action Plan Update

- 1:1
 - Nothing to discuss
- 1:2
 - Last partnership meeting held on 15 November and main discussion centred on need for more commercial premises in town centre.
- 1:3a
 - *Cllr Golton reminded PM that meeting was still required to investigate need and opportunities for potential additional commercial premises.*
- 1:3b
 - TCM to keep investigating development of 3 shops at Rothwell Windows.
 - Christmas market held down Commercial Street. *TCM to keep watch on opportunities to progress.*
 - TCM to liaise over Rothwell 600 lampstand banners.
- 1:3c
 - Detailed above
- 1:3d
 - Detailed above
- 1.3e
 - Committee meeting monthly chaired by Mary Fleet.
 - See above for banner progress
- 1:4
 - Events leaflet being completed for first quarter.
 - *Agreed TCM should liaise with Rothwell Events re support funding and organising entertainments in town centre.*
- 1:5
 - Christmas promotion completed – next scheduled for April 08.
- 1:6
 - Parks and Morrisons to liaise over riverside walks.
- 1:7
 - TCM asked when new units will be opened – end of January 08.
- 1:8
 - Meeting held between Cllr Golton, Morrison's and TCM to ensure small units will be available to local traders.
 - Wm Morrisons have received quote for street furniture . Start date

PM

to be pursued at January meeting between them and TCM.

- Liaising with planning and In Bloom regarding Morrison's inappropriate replacement of street furniture.
- Bus shelter progressing for Commercial Street.
- 1:9** • TCM spoke with Pubwatch over opportunities to link with town centre.
- 2:1** • TCM assisting Police with developing opportunities for base in new development.
- 2:2**
- 3:1** • Nothing to report
- 3:2** • Ongoing discussions over seating
- Ongoing discussions over shuttering
- TCM to call regular meetings between Morrisons representatives and planning and highways and police.

7.0 Any Other Business

None raised

7.0 Date & time of next meeting

Tuesday 15 February – One Stop Centre, Rothwell – 7pm

All

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Originator: Thomas O'Donovan
 Sarah Henderson
 Tel: 0113 3951656

Report of the Director of Environments & Neighbourhoods Directorate

South Leeds (Outer) Area Committee

Date: Monday 25th February 2008

Subject: Priority Neighbourhood Development Worker

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

Ward Members consulted
 (referred to in report)

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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Executive Summary

This report outlines the progress of the Priority Neighbourhood Development Worker (PNDW) project in the delivery of Phase One Neighbourhood Improvement Plans (NIP's) at Eastleighs/Fairleighs, Newlands & Denshaws and John O'Gaunts, Phase Two NIP's at Wood Lane, the Harrops and Oakwells/Fairfaxes, Phase Three NIPs and additional work carried out to support Area Committee priorities. It outlines a general summary of the work and asks the Area Committee to support the project with funding for a further 12 months to continue the work outlined in this report and assist the Area Committee in achieving its community engagement role.

1.0 Purpose Of This Report

1.1 The purpose of this report is to inform the Outer South Area Committee of progress made in relation to community development and capacity building in the Neighbourhood Improvement Areas which in turn contributes to Narrowing the Gap and Community Cohesion agenda. In particular the report recommends the extension of the PNDW post for a further twelve months to continue the work outlined in this report and ensure that the Area Committee fulfils its delegated responsibility of community engagement and supports the further capacity building being undertaken.

2.0 Background Information

- 2.1 Following Area Committee approval the PNDW project was commissioned in November 2006 to be delivered by South Leeds Health for All (SLHFA) - a community development charity on behalf of the Outer South Area Committee.
- 2.2 In July 2007, Area Committee approved the extension of the post until March 2008, to continue the support of community groups and individuals, as part of the NIP process.

3.0 Main Issues

- 3.1 Over the past six months the PNDW has continued to work in target NIP areas. This has involved assisting in the further development of the existing Resident Associations by supporting them in planning, organising and managing their own community initiatives and projects. This has enabled further community empowerment in those areas. The PNDW has also carried out developmental work in new areas including the Harrops, Morley South and Oakwells, Fairfaxes, Morley North.

3.2 Phase One. Eastleighs/Fairleighs

- 3.2.1 The NIP continues to meet and develop its action plan with the assistance of partner agencies. Through the NIP action plan, support was provided to the Children's Project to provide a summer activity programme for young children. The PNDW has supported the residents in contributing to the NIP process, with the chair and a committee member attending the bimonthly NIP meetings. The management committee of the TARA are now developed sufficiently to be supported by the Customer Involvement Officer from Aire Valley Homes which will allow the PNDW to focus on other elements of the the NIP action plan and new work areas.
- 3.2.2 The PNDW has provided ongoing support to 'Tingley TARA' (Tenants and Residents Association). The development of the management committee by the PNDW has increased their capacity to prioritise issues, plan and prepare for future meetings and to overcome conflict between competing issues.
- 3.2.3 The Residents Association prioritised two issues; tackling Anti Social Behaviour (ASB) in the community and to improve the sense of community spirit and community engagement.
- 3.2.4 To target the ASB, the Police attend all residents' meetings and as part of the NIP , a Street Awareness is project planned with Aire Valley Homes to be delivered by the Youth Service and West Yorkshire Police. The project is aimed at educating young people about citizenship and the negative effects of ASB. The project will also incorporate sessions with older people by which it is hoped to improve intergenerational relationships in the community.

3.2.5 The PNDW has offered support to the group to organise social events to develop community cohesion. Assistance from the PNDW to prepare for the summer community fun day, the trip to Scarborough and the Halloween party, allowed the organising committee to learn lessons in how to organise events. By the time of the recent Christmas party, the committee organised the event mainly by themselves with very minimal support, thereby demonstrating the successful capacity building that had been achieved to date.

3.3 Phase One. John O’Gaunts

3.3.1 The NIP is progressing well and partnership working between agencies is continuing to develop the action plan.

3.3.2 The PNDW has provided intense support to the John O’Gaunts Residents Association and the NIP area. Initial negative attitudes from residents have been overcome and the group have developed their skills which is enabling them to take greater pride and ownership of the Residents Association and the area. As a direct result of agencies working with the Residents Association the following projects have been developed at their request:

- Environment Week – partnership with Area Management, Aire Valley Homes and Groundwork to meet needs of improving gardens, open greens space and tackling litter. Residents are engaged with the planning and involvement of activities for the week. A master plan will be one of the main outcomes.
- Provision of information on how to report the problem of rats and how the Pest Control Department works – to educate residents, thus in turn reducing the problem of infestation in the area.
- Community Gardening Tool Bank - to tackle untidy gardens and empower the local community, by helping them get involved with planning, organising and managing the scheme.
- Housing complaints have been dealt with more effectively.
- Community newsletter – to improve community communication and engagement by promoting community groups and projects of the area.

3.3.3 Additional projects such as John O’Gaunts in Bloom and the Summer Community Fun Day, are supported by the PNDW, the residents association and the wider community.

3.3.4 The PNDW has developed the capacity of the group by regularly meeting with the management committee to educate them about how the different public sector agencies function and to plan future action. The daytime meetings for the Gardening Tool bank project that include residents who are unable to attend the evening residents meeting have been particularly productive for developing the capacity of residents. Residents have enjoyed planning and problem solving for all various aspects of the project including how the project will be managed and promoted and completing a draft application for funding. Importantly, there has been time during the planning meetings to develop initial ideas put forward by residents, educate residents about related issues, with all residents getting involved with solving potential problems and/or suggesting alternatives. This approach is key to community empowerment and building the confidence of residents – which is often not practical in residents meetings when there is a very busy agenda.

3.3.5 Building on the successful community engagement, the PNDW has now initiated a Job Shop to be delivered in the community by Jobs and Skills.

3.4 Phase One. Newlands and Denshaws

3.4.1 As recently reported, the Newlands and Denshaws Residents Association is well organised and has reached a mature enough level to be supported solely by the Customer Involvement Officer from Aire Valley Homes. The NIP action plan has been completed and Area Management look to embrace further work in this area in line with the Partnership Working and Community Engagement Reports.

3.5 Phase Two. Oakwells/Fairfaxes

3.5.2 Initial background research by the PNDW identified a number of significant barriers to developing a Residents Association in the area:

- Some members of the former Residents Association were victims of ASB – possibly because of their open stance of reporting all crimes to the Police. This may have prevented others from the community from joining the group.
- The former Residents Association folded which, according to former members was due in part to a lack of agency support or interest in their area?
- Residents of Oakwells/Fairfaxes may feel excluded from the wider community the of Drighlington, and the perception may exist that they would not be welcome to Residents meetings.
- There are no specific community groups for people from Oakwells/Fairfaxes and so it may be that organisations have little experience of meeting the needs of Oakwells/Fairfaxes residents – which may differ to those of the wider Drighlington community.

3.5.3 Following this research, the PNDW organised three Residents Association meetings. There was a strong effort to promote each of the meetings by door knocking all houses in the area, distributing leaflets to all houses, and encouraging the learning mentor of Drighlington Primary school to promote the meeting to families from the area. However, the meetings had poor attendance from residents at the first two and no attendance for the last one. In addition, partner agencies who are so important and effective in other NIPs, did not seem to have the resources to be involved with this NIP.

3.5.4 The PNDW subsequently set up meetings with other groups to deliver projects within the NIP area to support children and families. The Children's Project was commissioned to deliver 'Drighlington Summer Playscheme', which was attended by eight families from the NIP area. The Children's' Centres Services South Seven Day Response Team plan to start a community group aimed at supporting families and children from the Oakwells/Fairfaxes area in early 2008.

3.5.5 At the recent Operation Champion, eleven families from the Oakwells/Fairfaxes area said that they would be interested in getting involved with a Tenants and Residents Association or a community group.

3.5.6 The PNDW's planned work for the area in the immediate future is to develop the community capacity of Oakwells/Fairfaxes through the South Leeds Participatory Budgeting pilot. Positive engagement with Drighlington Parish Council in delivering PB will provide an opportunity to work successfully in this area.

3.6 Phase Two. The Harrops

3.6.1 PNDW completed background research and outreach work in the NIP area. The first residents meeting took place with eleven residents from the area attending. Various issues at that meeting were raised by residents, including: incidents of ASB, problems with street cleaning, unkempt gardens, the development of Hembrigg Park, and the need for there to be more activities for young people.

3.6.2 Following requests from residents, the second meeting was held at a different venue, however, there was a drastic drop in attendance with only four residents attending. Subsequently, further work is planned to identify alternatives for progressing work in the area.

3.7 Phase Two. Wood Lane

3.7.1 Research found a long established, well organised and mature residents association not requiring any detailed work. Area Management continue to work with Property Services regarding the upgrading of shops on Manor Road/ Wood Lane.

3.8 Ward Forum Research

3.8.1 As agreed at the September Area Committee background work for the ward forum research has started. The PNDW has carried out research to compile a database of community groups in each ward across the Outer South area. An existing database has been revised by looking in the local press and asking local residents for groups that they are aware of. The PNDW then attempted to contact all community groups to conduct research on; the regularity of meetings, number of members, partnerships formed and funding sources.

3.8.2 The PNDW will be involved in further consultation work to be carried out in Ardsley and Robin Hood. Consultation with Councillors, key community members and community groups will aim to identify current means of consultation at ward level, and if improvements can be made.

3.8.3 Ward Forum work will be influenced by Partnership Working and Community Engagement Reports which will be discussed elsewhere on the agenda.

3.9 Morley Literature Festival

3.9.1 The PNDW was heavily involved with the promotion of Morley Literature Festival in the town and in the wider community. The PNDW was consulted for evaluation purposes on the event and how best to engage with the NIP areas in future festivals. Based on this evaluation future festival events will be located in the community and the PNDW will be a key resource in facilitating this.

3.10 Morley & Rothwell Tasking

3.10.1 Tasking in Morley and Rothwell is led by the local Neighbourhood Policing Teams. The meeting include Anti Social Behaviour Unit, Aire Valley Homes, West Yorkshire Police, Probation and Area Management sharing information to co-ordinate and support crime issues in the Outer South.

3.10.2 The PNDW attends both the Morley and Rothwell tasking meetings on behalf of Area Management. This provides a direct link between the NIPS, tenants and residents associations, and tasking. The PNDW attendance also provides a link between Area Management and crime prevention agencies. Tasking meetings allow the PNDW to inform agencies of relevant projects occurring in relevant areas and communicate relevant issues from Tasking back to Area Management where necessary.

4.0 Future Role of PNDW

4.1 Area Management Review report presented at the December Area Committee outlined proposals from the Councils Executive Board on a review of the Area Committees role and responsibilities. The review identified effective community engagement as a key responsibility of Area Committees.

4.2 The primary role of the PNDW is to engage with the community to develop the capacity of the residents in priority areas. Building on the successes demonstrated in this report it is planned to continue to identify and record the needs and views of the residents. This data will then be available to assist the Area Committee to meet local needs through influencing service planning and priorities.

4.3 The PNDW has effectively created a strong sense of ownership among communities in some areas. However, in addition to needs already identified in NIP areas, community development is necessary across the wider Outer South area to encourage participation in the decision making process. Moves to a type of Ward Forum engagement necessitates the continuation of this project.

4.4 The PNDW will play a key role in the delivery of the Participatory Budgeting (PB) pilot in Oakwells and Fairfaxes and the wider Drighlington community. PB has been initiated by the Narrowing the Gap Board aiming to;

- build the capacity and confidence of local residents in a disadvantaged neighbourhood (Oakwells/Fairfaxes),
 - develop projects to meet local needs,
 - encourage neighbourhoods from different socio-economic backgrounds to mix.
- The pilot started in December 2007 and it is planned to be completed in September 2008.

4.5 The PNDW is a significant resource to promote the initiative, deliver consultation and training events to build the capacity of individuals and community groups and contribute to the organisation and delivery of the 'Decision Day'.

4.6 The phase three NIPS, Wood Lane, Northfields and Oulton and Woodlesford have not been actioned due to resource implication. The PNDW plays a key role in reviewing phase 3 and to also consider engaging the wider community.

5.0 Implications For Council Policy and Governance

5.1 The role of the PNDW and NIPs detailed in this report is in line with 'Narrowing the Gap' and the Councils commitment to community cohesion.

6.0 Legal and Resource Implications

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

6.2 The project has funding until the 31st March 2008. Resource implications will be that in agreeing the continuation of the PNDW post, the Area Committee is agreeing to commit part of the 2008/09 Well being Budget, subject to confirmation of the budget.

7.0 Conclusions

7.1 The Area Committee's development of the PNDW project has provided direct support to groups and individuals to develop and sustain their involvement in the NIP process and beyond. The community development and ongoing support to residents groups has been a catalyst for further work in the NIPs as agencies have had the opportunity to consult with residents and to learn about the needs of the community.

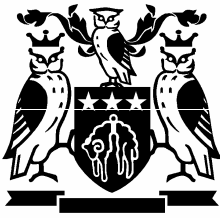
7.2 The PNDW provides a critical resource to Area Management enabling them to effectively achieve its community engagement function and support residents in actively participating in the decision making process. Input from the PNDW is essential for the delivery and success of the participatory budgeting pilot and the development of Ward forums. These actions are vehicles to further support the role of the Ward Councillor as a community champion.

8.0 Recommendations

8.1 Members are recommended to;

- Note the contents of this report
- Approve £31,622 funding from the Wellbeing Budget 2008/2009, subject to the budget being approved by Executive Board, for a twelve month extension to the Priority Neighbourhood Development Worker post.

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Report of the Director of Environment & Neighbourhoods Directorate

South Leeds (Outer) Area Committee

Date: Monday 25th February 2008

Subject: Windmill Youth Club – Well Being Capital Proposals

Electoral Wards Affected:

Rothwell

Ward Members consulted (referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

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

Executive Summary

This report requests approval for capital funding of £30,707 to be spent on Windmill Youth Club. This funding will be complimentary to a £111,658 programme of works to be undertaken with funding from Section 106 monies allocated for use on community facilities in the Rothwell area. All works will be completed subject to a new lease being signed between the Council and the trustees of Windmill Youth Club.

1.0 Purpose Of This Report

1.1 The purpose of this report is to request Area Committee funding for a number of complimentary works to Windmill to link into the Section 106 funding allocated for the enhancement of community facilities in the Rothwell area.

2.0 Background Information

2.1 Windmill Youth Centre is within the second tranche of community centres due to transfer to Environments and Neighbourhoods Directorate and then delegated to the Outer Area Committee. Since April 2007, this has been somewhat of a transitional period while budget details are being finalised between Environments & Neighbourhoods and the former Learning & Leisure Department. South Leeds Area Management Team has been dealing with a number of urgent issues required to be addressed prior to centres being officially transferred. This has been due to timescale implications associated with funding and leases.

- 2.2 Windmill Youth Centre is situated in a prime location in the centre of Rothwell. The facility was constructed in the 1860's and was originally used as a Mechanics Institute for the Rothwell area. At the rear of the facility, there is a house which is occupied by the caretaker for the building. The facility isn't owned by the Council and it is the responsibility of a board of trustees who lease the building to the Council for the provision of youth activities and sessions for disabled people in the area.
- 2.3 At present, the facility is costing approximately £57,000 per year to operate in caretaking, utilities and maintenance costs, with income of around £1000 being generated per annum through various lettings. The main lettings are LCC Youth Service youth clubs, Rothwell & District Gateway Club which provides activities for local people with disabilities, Rothwell in Bloom, Primary Care Trust Health Bus sessions, Rodillian High School classes and Rothwell Drop in Club.
- 2.4 The building is leased to the Council from the Trustees of the Mechanics Institute, the former name of Windmill Youth Club building. The lease on the facility has expired and a new lease is currently being negotiated. The Council would be responsible for full internal / external repairing and insuring lease for a 75 year term. The lease is currently being finalised with Legal and Democratic Services, the Council and trustees having both agreed on the Heads of Terms which set out both parties responsibilities for the premises.

3.0 Windmill Youth Club – Capital renovation scheme

- 3.1 This project is to provide a comprehensive backlog maintenance scheme to Windmill Youth Club. The majority of works on the building will be completed via an injection of Section 106 funding which has been allocated by Wimpey for the enhancement of community facilities in the Rothwell area. There are very specific timescales associated with this funding – it must be spent by February 2009 or monies will have to be returned to Wimpey. The project has taken a while to come to fruition due to a number of complex issues mainly to do with the lease and the caretakers living arrangements.
- 3.2 A surveyor from Facilities Management of the former City Services Department has assessed the current condition of the centre and drafted a schedule of works which need to be undertaken. The total costs of works is £177,365. £142,365 of this work is required to be completed in the 2008/09 financial year. The remaining £35,000 relates to the installation of a lift, this work is not required immediately but is flagged up as something that will be required in future years.
- 3.4 Rothwell Ward Members have been consulted on the proposal and are supportive of allocating Well being funds to bring additional value to the Section 106 funding. A report has also been presented to Planning Board to gain approval to release the Section 106 funding to go towards this scheme and Asset Management Group have also supported the proposals for the works at Windmill Youth Centre.

4.0 Implications For Council Policy and Governance

- 4.1 There are no direct implications associated with Council Policy and Governance as a result of this report.

5.0 Legal and Resource Implications

- 5.1 Legal implications as a result of this report will be reflected in any subsequent Funding Agreements and contracts to tender that arise from projects funded by

the Well being Budget. Legal implications are also associated with the development of a lease which will be a 75 year binding contract between the Council and trustees of the building.

5.2 Resource implications will be that the remaining balance of the Rothwell capital Well being Budget allocation will be reduced as a result of this project being funded.

6.0 Conclusions

6.1 The outcome of this project will be a better quality of facility and the completion of maintenance work which has been pending for a number of years. Once this work is complete, the building will be brought up to a category. This standard is the highest rating a building can be given and will primarily benefit the Rothwell area but will have benefits for any organisation that chooses to use Windmill Youth Club.

7.0 Recommendations

7.1 The recommendations for this report are:

- Members are asked to note the contents of this report
- Members are asked to approve the allocation of £30,707 from Rothwell Ward Well being capital allocation

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Report of the Principal Area Manager South Parks & Countryside

South Leeds (Outer) Area Committee

Date: Monday 25th February 2008

Subject: Thorpe Recreation Ground

Electoral Wards Affected: Ardsley & Robin Hood		Specific Implications For: Ethnic minorities <input type="checkbox"/> Women <input type="checkbox"/> Disabled people <input type="checkbox"/>	
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"/>	

Executive Summary

To provide the Outer South Area Committee information relating to a request from the Thorpe Community Forum for funding to enable the progression of the design for the construction of a new playground and Multi Use Games Area at Thorpe Recreation Ground.

1.0 Purpose Of This Report

1.1. The purpose of this report is to request financial support from the Outer South Area Committee to facilitate the engagement of a landscape architect to help undertake community consultation in respect of producing a design for the new playground and sports facility at Thorpe Recreation Ground.

2.0 Background Information

- 2.1 Thorpe Recreation Ground located on Station Road Thorpe is the major green space in the village, providing an area for both formal and informal play.
- 2.2 Some years ago the old playground was removed due many problems including complaints from residents about youths congregating at night and the fact that the equipment had reached the end of its economical life span.
- 2.3 Since its removal local residents have campaigned for a new playground to be built on site but away from houses, accommodating both pre-school and teenagers requirements.
- 2.4 The City council have fully supported the residents in their campaign to rebuild the playground, but funding sources have proven difficult to identify until recently.

2.5 Land along both Fall Lane and Station Road have recently been sold to two separate developers Bloor Homes and Miller Homes. As part of the planning permission two Section 106 legal agreements will generate sufficient funds to facilitate the works.

2.6 However, although some of the Section 106 money has been deposited with the Council, as both agreements are tied together we are unable to access any of the funds until both developments reach their respective trigger points. Which are currently some time off.

2.7 To help progress matters while waiting for the balance of money to come through the local residents have asked that funding for the delivery of the consultation, and design work up to tender stage be secured, this would mean that once both developments have attained their respective trigger points for depositing of the full and final Section 106 monies the scheme can be delivered without further delay.

2.8 The current situation is that the final sum of money is expected to be deposited within the next 12-18 months, i.e. mid to late 2009. If the group wait until then to commence consultation and design work, delivery of the scheme on site will be delayed until late 2010 or early 2011. To commission the design work and undertake the consultation now, would result in the scheme being delivered immediately upon receipt of the Section 106 monies thus potentially delivering the scheme as soon as Summer 2009.

3.0 Scheme proposals

- 3.1 The proposal is to engage a landscape architect to :-
- draw up sketch plans to enable public consultation.
 - undertake stage 1 checks
 - prepare and submit planning application
 - complete design and tender documentation in preparation for submission when all funds are in place.

4.0 Design

- 4.1 The final design is still to be agreed, with the residents' forum following the appointment of a landscape architect.

5.0 Costs

- 5.1 The costs for this work is £8,000. Subject to approval from the Area Committee it is anticipated that this money would be in addition to any sums received from the developer allowing the full Section 106 money to be spend on construction work thus allowing a far better scheme to be achieved.

6.0 Recommendations

- 6.1** Outer South Area Committee is asked to note the contents of this report and agree to allocate £8,000 to facilitate the design and consultation work outlined above.

Report of the Principal Area Manger South

South Leeds (Outer) Area Committee

Date: Monday 25th February 2008

Subject: Churwell Park Provision of CCTV

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

Executive Summary

To provide the Outer South Area Committee information relating to the proposed purchase and installation of CCTV in Churwell Park Morley, to help deter acts of vandalism which are causing substantial damage to the park and its facilities.

1.0 Purpose Of This Report

1.1 The purpose of this report is to provide Outer Area Committee with background information in respect of a request for financial support by the Churwell Action Group from Area Committee Well being funds for the installation CCTV in Churwell Park.

2.0 Background Information

2.1 Churwell Park is located in the heart of Churwell consisting of a bowling green, play areas, Multi Use Games Area's (MUGA) and formal gardens.

2.2 Over the last few years the Action Group, in partnership with the Ward Members and Parks and Countryside have undertaken a series of improvement works which have helped enormously in improving the park and providing local residents with new facilities.

2.3 However, despite the efforts of everyone involved, a small minority of people are persistent in damaging various items such as the bowling green, the pavilion, the mosaic, along with much of the vegetation, shrubberies and annual bedding display which help brighten the park, as well as providing habitat for wildlife.

- 2.4 Given that a significant amount of the improvements are as a direct result of effort from local residents and the Churwell Action Group, the group want to pursue the possibility of erecting CCTV cameras within the park to try and deter further acts of destruction and so allow the park to develop and grow for the benefit of everyone.

3.0 Current Initiatives

- 3.1 Guildersome Parish Council erected a single camera in Guildersome Park upon the completion of the works on the play area, resulting in very little damage to the equipment.
- 3.2 Drighlington Parish Council are considering the installation of CCTV at Drighlington, on the common, following the completion of the new MUGA and Skateboard Park, because feedback from local residents have clearly indicated that parents and young people feel the cameras will make the facilities safer, deterring deliberate acts of vandalism, bullying and general bad behaviour, thus ensuring the long term future of the facilities for the benefit of every one.

4.0 Design

- 4.1 The proposal is for 3 cameras to be installed in the park. The first camera to be mounted on the bowls pavilion providing coverage of the MUGA/Tennis Courts and bowling green. The second camera will be mounted to cover both play areas and part of the MUGA. Whereas the third camera being installed to cover the formal gardens in particular the wishing well/central feature.
- 4.2 The recording equipment will be located in a locked room within the bowls pavilion. In addition to serving as a visual deterrent, the equipment will be checked once a day by members of the Action Group.

5.0 Costs

- 5.1 Four quotes have been sought with only two companies submitting costs for the work. The cheaper of the two quotes received is £5,378. Although there are no revenue costs associated with this scheme, other than the daily running costs of the recording equipments and cameras, the group are aware that in the event of any future capital costs for the replacement of broken lens/cameras, recording equipment etc that they will be responsible for funding for these items. It is proposed that for the time being that the running expenses are absorbed by Parks & Countryside. Should there be any changes to the running/control of the bowls pavilion, then this arrangement may need to be reviewed.

6.0 Recommendations

- 6.1 Members are asked to note the contents of this report
- 6.2 Members are asked to approve the allocation of £5,378 from the Well Being capital allocation.



Report of the Director of Environment & Neighbourhoods Directorate

South Leeds (Outer) Area Committee

Date: Monday 25th February 2008

Subject: Morley Town Hall – Well being Capital Proposals

Electoral Wards Affected:

Morley North
Morley South

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

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

Executive Summary

This report requests approval for capital funding of £31,000 to be spent on the Small and Large Banqueting Suites, Alexandra Hall and Morleian Room in Morley Town Hall. This will enable various works and furniture to be purchased to enhance and upgrade the condition of these rooms.

1.0 Purpose of this Report

1.1 The purpose of this report is to request Area Committee funding to purchase new equipment and carry out some building repairs to the four community rooms due to be delegated to Outer South Area Committee.

2.0 Background Information

2.1 Four community rooms within Morley Town Hall are within the second tranche of community centres due to transfer to Environments and Neighbourhoods Directorate and then delegated to Outer South Area Committee. The time since April 2007, has been a transitional period. While budget details are finalised between Environments & Neighbourhoods and the former Learning & Leisure Department. South Leeds Area Management Team has been dealing with a number of urgent issues prior to centres being officially transferred.

3.0 Morley Town Hall – proposed works and equipment to be purchased

- 3.1 Alexandra Hall, Morleian Room and Small and Large Banqueting Suites are the four community rooms scheduled to transfer to the community centre portfolio of the Outer South Area Committee. The rest of Morley Town Hall will remain the responsibility of the Civic Buildings section of the former City Services Department.
- 3.2 In November 2007, a request for various works and equipment at Morley Town Hall was presented to the Area Committee and subsequently deferred at the December meeting pending discussions between Civic Building staff and Area Management Staff. Funding for the initial proposal was requested from the Area Committees additional allocation of Well being.
- 3.3 A number of improvements to the four rooms have been identified. These improvements are a combination of fixtures and fittings, as well as the provision of new furniture to enhance the quality of the facility for all users. All four community rooms are well used and it is felt with further enhancements that bookings could increase further and therefore generate more income.
- 3.4 Following a recent site visit with a surveyor to Morley Town Hall, a list of priority repairs and new furniture has been produced, this is outlined in the table below:-

Room	Description	Estimated Costs
Alexandra Hall	360 new folding chairs and storage racks	£11,677
	Repairs to timber seating	£350
	Fit hardboard blinds to corridors	£1,500
Large Banqueting	Renew vinyl floor covering	£2,800
	Replacement of carpet	£4,500
	Folding tables	£1,000
Small Banqueting	Replacement of door lock	£75
	Repairs to ceiling (needs scaffolding to investigate exact problems), subject to confirmation of costs and schedule of works.	Could cost up to £5,000
	Table protectors for newly polished tables	£287
Morleian Room	Kitchenette – re-fix draw	£15
	Re-new nosing to stairs	£100
	Re-fix nosing to front of stage	£50
	Room dividers @ £110 each x 10	£1,000
	Folding tables	£1,000
	Cabinet / DJ area for PA System	£1,000
	Walkie Talkies x 12 (for Civic Buildings staff and users groups to communicate)	£100
Contingency		£546
TOTAL COST		£31,000

- 3.5 A spring clean exercise is also to be carried out to remove old furniture that has been left around the building by previous users or is broken / no longer needed. This will make better use of the space within each room and also make them more attractive for potential hirers of the hall.

4.0 Implications For Council Policy and Governance

- 4.1 There are no direct implications associated with Council Policy and Governance as a result of this report.

5.0 Legal and Resource Implications

- 5.1 Legal implications as a result of this report will be reflected in any subsequent Funding Agreements and contracts to tender that arise from projects funded by the Well being Budget.
- 5.2 Resource implications will be that the remaining balance of the Morley North and Morley South Well being Capital Budget allocations and the additional funding will be reduced as a result of this project being funded.

6.0 Conclusions

- 6.1 The outcome of this project will be a better quality of facility and completing a number of years of maintenance work which has not been previously carried out and with the purchase of new equipment, will make the rooms for hire look more appealing to people who may wish to hire the town hall for various functions and / or activities.

7.0 Recommendations

- 7.1 The recommendations for this report are:
- Members are asked to note the contents of this report
 - Members are asked to approve the allocation of £11,000 from both Morley North and Morley South Ward Well being capital allocation and £9,000 from the additional Well being funding.

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Originator:
 Thomas O'Donovan
 Bill Rollinson
 Tel: 0113 2243040

Report of the Director of Environments & Neighbourhoods Directorate

South Leeds (Outer) Area Committee

Date: Monday 25th February 2008

Subject: Care & Repair Leeds: Garden Maintenance Service Report

<p>Electoral Wards Affected:</p> <p>Ardsley & Robin Hood Rothwell</p>	<p>Specific Implications For:</p> <p>Equality and Diversity <input type="checkbox"/></p> <p>Community Cohesion <input type="checkbox"/></p> <p>Narrowing the Gap <input type="checkbox"/></p>	
<p>Council Function <input type="checkbox"/></p>	<p>Delegated Executive Function available for Call In <input checked="" type="checkbox"/></p>	<p>Delegated Executive Function not available for Call In Details set out in the report <input type="checkbox"/></p>

Executive Summary

The Garden Maintenance Service has been operating in Rothwell, Robin Hood, Woodlesford and Lofthouse for the past 17 months with 708 visits carried out. This report provides an update on the scheme and issues that have arisen. Care & Repair Leeds have identified the need to address the issue of disposing of green waste and to obtain extra funding to support the continuation of the service.

1.0 Purpose of the Report

1.1 The purpose of this report is to provide an update on the Garden Maintenance Service project commissioned by the Area Committee and to consider future sustainability and funding.

2.0 Background

2.1 The garden maintenance service started in July 2006, covering the Rothwell, Robin Hood, Woodlesford and Lofthouse areas of Leeds. It is targeted at people aged 60 and over and disabled people. The service is carried out by a full-time gardener employed by Care & Repair and assisted by a part-time, temporary gardening assistant.

- 2.2 The service offers basic garden maintenance, including hedge and lawn cutting, weeding and general tidying. A charge is made to each customer. Initially this was based on a charge of £10 per hour, but this was changed to a charge per job because of the variety of sizes of gardens and amount of work needed.
- 2.3 Between July 2006 and the end of October 2007 a total of 708 visits were carried out to 95 customers. The original business plan stated that 50 gardens would be treated in year 1 and 75 in year 2. In actual fact, 56 customers received the service in year 1 and 95 in year 2.
- 2.4 All of the customers have been very pleased with the service and wish to be included in the scheme next year.

3.0 Funding

- 3.1 The funding for the service has been provided by the Outer South Area Committee of Leeds City Council and Greenfingers Leeds (run through Leeds Social Services), and by charges to customers.
- 3.2 The Area Committee agreed to support the Garden Maintenance Scheme with the following breakdown over three years. The table also details funds agreed:

Year	Amount Commissioned
2006/2007	£15,850
2007/2008	£14,050
2008/2009	£13,050
TOTAL	£42,950

3.3 Funding July 2006 to November 2007

1. Funding Received:	Greenfingers Leeds	£14,600
	Area Committee	£22,875
	Customer charges	£10,656
	TOTAL	£48,131
2. Expenditure:	Staff Costs	£22,444
	Equipment/Van Costs	£11,012
	Administration	£2,076
	Premises/telephone	£4,449
	Recruitment	£1,111
	Publicity/Printing	£259
	TOTAL	£41,351

3.4 Estimates from December 2007 to April 2008

Estimated Income: £48,131 + £7,025

TOTAL £55,156

Estimated Costs: £41,351 +

Emily's salary from 1/11/07 to 31/3/08 £7,136 (reduced winter hours)

Admin/premises/publicity/printing £2,500

TOTAL £50,987

Carry Forward £4,169

3.5 The Gardening Service will have just about broken even by April 2008.

3.6 **Estimated Income and Costs for 2008/09**

Estimated Income for 2008/09

Carry Forward from 2007/2008	£4,169
Greenfingers Leeds	£1,000
Area Committee	£13,050
Estimated Customer charges	£7,000
TOTAL	£25,219

Estimated Costs of running service for 2008/09:

Staff Costs	£21,000
Equipment/Van Costs	£4,000 (If a vehicle is obtained)
Administration/Premises/telephone	£3,000
Recruitment	£0
Publicity/Printing	£200
TOTAL	£28,200

3.7 There is funding shortfall of £2,981 if the Gardening Service is to break even by April 2009.

4.0 **Issues**

4.1 Garden waste

Problems arose during 2007 with the disposal of the high volumes of garden waste. In order to avoid the extra costs of dumping the waste for composting at Council recycling centres (the service was going to be charged commercial rates), a temporary agreement was reached allowing the waste to be placed at the Council site in Rothwell. A permanent solution needs to be found for 2008. The projected costings for 2008 shown above assume there will be no charge for garden waste disposal. This issue will be referred to the Cleaner Neighbourhoods Sub Group.

4.2 Staffing

The amount of work that was required, often in large gardens, necessitated the employment of a temporary part-time gardening assistant. This will be needed again in 2008 and this has been included in the costings above.

4.3 Vehicle

Further attempts are being made to obtain a vehicle for the service. The charges for hiring a vehicle have been very high, and attempts are now being made to obtain funding from outside the current funders to purchase a second-hand vehicle.

4.4 Weather

The long period of very wet weather made it extremely difficult to carry out the work, and the staff often worked in very difficult circumstances.

4.5 Costs

It is proving to be very difficult to provide long term financial stability for the service. The costs of providing the service outweigh the income that can be achieved through charges to customers. This problem is being experienced by all of the gardening services that are being run for older people throughout Leeds. The projected costs for running the service for 2008 shown above have been pruned to a minimum, but the projected budget still needs a further £2,981 to balance.

4.5 The high level of demand was not envisaged and there is a waiting list for the service of at least 20 dwellings. The original forecast for the amount of equipment, staff time and maintenance costs was based on a lower level of take up from residents. To allow the scheme to continue and build on its successful start, staff capacity, equipment and maintenance levels need to be increased.

5.0 Conclusion

5.1 The service has proved to be extremely popular with older people and is clearly satisfying a need for a gardening service in the area. 95 people received the service during 2007 and this could rise to at least 100 in 2008.

5.2 It is recommended that the Area Committee consider allocating an additional £2,981 to meet the increased costs as a result of the high level of demand for the service.

5.3 The issue raised regarding garden waste disposal need to be resolved through discussions between Area Management and Care & Repair Leeds. A report will be presented at the February Area Committee on recommendations on how the Area Committee can support solutions.

6.0 Implications For Council Policy and Governance

6.1 There are no direct implications for the above as a result of this report.

7.0 Legal and Resource Implications

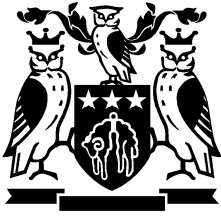
7.1 There are no legal implications from this report.

7.2 The Well being Budget will be reduced by £2,981 to support the additional costs incurred by the garden maintenance scheme.

8.0 Recommendations

Members of the Outer South Area Committee are requested to:

- (a). Note the contents of this report
- (b). Agree to allocate additional funding of £2,981.00 to continue the Garden Maintenance Service scheme this year.



Originator: Thomas O'Donovan
Tel: 0113 3951655

Report of the Director of Environment & Neighbourhoods Directorate

South Leeds (Outer) Area Committee

Date: Monday 25th February 2008

Subject: Marsh Street Car Park

Electoral Wards Affected:
Rothwell

Ward Members consulted
(referred to in report)

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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Executive Summary

This report outlines the progress of the Town & District Centre Regeneration Scheme at Marsh Street Car Park in Rothwell.

1.0 Purpose Of This Report

1.1 The purpose of this report is to inform the Outer South Area Committee of progress made in relation to the Marsh Street Car Park Improvements that is a Town and District Centre Regeneration Scheme.

2.0 Background Information

- 2.1 £327,700 was the budget allocated to the car park improvement scheme plus fees (to Mouchel) of £59,000 .
- 2.2 The major part of the Marsh Street works were completed in July 2007 ie the complete resurfacing and layout of this car park. It has been one of the first schemes to 'complete'. Although an 'opening ' of the awaited improved car park took place in July, other works planned for the scheme (i.e. soft landscaping and signs) have had to be put on hold due to the over run on costs for the project.
- 2.3 Issues that have contributed to the cost over run are listed below.

3.0 Main Issues

3.1 Unforeseen problems:

- contaminated ground was uncovered and concrete blocks had to be removed.
- delays resulting from 4 weeks of tests on the contaminated ground.
- 2 weeks of disruption by SCC for replacement lighting.
- the need to put in a strong retaining wall to separate the car park from a drop to neighbouring property.
- redesigning and additional on site supervision required as a result of the above.
- Additional fees from Mouchel as a result of the above

3.2 Overspend

The expenditure on the scheme (including the costs incurred for the above problems) was not fully revealed until the final invoice was submitted by the construction company, Colas. Colas has invoiced a total for the scheme of £455,000 (£127,300 overspend). Mouchel's project management fee is additional.

3.2.1 Over the past 4-5 months Mouchel has negotiated the final bill down having scrutinised all items claimed for by the construction company some of which has been believed to be an unnecessary overclaim on parts of the scheme.

3.2.2 LCC Contracts and Mouchel are offering £400,000 (£72,300 overspend) as legitimate expenditure for additional necessary construction works. Mouchel expect an agreed final compromise of £430,000 total costs which would mean an £102,300 overspend. Pending the outcome of discussions the overspend of will therefore be between £102,300 and £127,300 plus fees of approx £6,984.

4.0 Consequences

4.1 The deviations have been far more costly than originally envisaged resulting in not only the contingency for the scheme being all used up but the scheme overspending by £127,300 plus additional fees incurred by Mouchel.

4.2 Concerns have been expressed by Ward Members regarding the over expenditure but particularly concerned that consequentially items originally part of the scheme have had to be put on hold until further funds are found.

- Original estimated constructions costs to the scheme were £327,700 plus fees (to Mouchel) of £59,000.
- The actual construction costs to the scheme to date are: £400,000 - £455,000 plus additional project management fees from Mouchel of £6,984.
- The unfinished items to the scheme are estimated to cost: £74,600 (inclusive of fees)
- The items contributing to the overspend appear to be legitimate expenditure and it is hoped that the Programme Board will support the additional funding.

5.0 Forward Strategy

- 5.1 The Programme Board received a report in December 2007 which asked to consider several options.
- 5.2 However, given the size of the overspend Programme Board have initiated a review to evaluate the issues leading up to the exception, a reassessment of the feasibility to establish whether it was sufficiently robust and to identify the lessons that need to be learnt for the remainder of the programme.
- 5.3 In addition the complimentary landscaping scheme which was costed at £74.6k was halted once the scale of the overspend was identified. The scope of the landscaping work is under review. The Programme Board have asked that a final estimate of costs is produced urgently following negotiations, together with a review of landscaping to enable it to make a decision on the use of the contingency.
- 5.4 Following consultation with Ward members and Rothwell in Bloom, Parks and Countryside are scoping a scheme to complete the landscaping works. This will be presented to the Town and District Centres Programme Board for consideration for funding. A scheme will also be developed for entrance signs and allocation of disabled parking bays to complete the redevelopment of the car park. Members are asked to note this information and agree to receive further information once the Programme Board have considered a funding request to support the revised landscaping and signage proposals.

6.0 Implications For Council Policy and Governance

- 6.1 There are no implications for council policy and governance.

7.0 Legal and Resource Implications

- 7.1 There are no legal implications arising from the contents of this report.

8.0 Conclusions

- 8.1 The initial resurfacing of the car park was completed in July 2007. Following unforeseen circumstances the project has overspent and there still remains unfinished works on site including landscaping and signage.
- 8.2 The Town and District Programme Board are still awaiting a final total of costs incurred and quotes for the unfinished items. Following confirmation of project costs and agreement from the Programme Board on their level of funding, the Area Committee is recommended to receive a further report to its April meeting.

9.0 Recommendations

- 9.1 Members are recommended to;
- Note the contents of this report.
 - Agree to receive further information on scheme once the Programme Board have agreed a final funding figure.

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Report of the Director of Environments & Neighbourhoods Directorate

South Leeds (Outer) Area Committee

Date: Monday 25th February 2008

Subject: Area Managers Report

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

Executive Summary

This report details a range of activities taking place within the Outer South Leeds Area, some of which are dealt with elsewhere on the agenda.

1.0 Purpose of Report

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

2.0 Participatory Budgeting

- 2.1 The Participatory Budgeting (PB) Steering Group met for a second time on Friday 11th January.
- 2.2 Following agreement at the last Area Committee to allocate £10,000 to the project, the Narrowing the Gap Group has confirmed £1,000 funding for 2007/08 with a further £10,000 towards the project available in 2008/09.
- 2.3 Aire Valley Homes are represented on the Steering Group and have confirmed that the £10,000 contribution towards the projects can be transferred to the Area Management budget so as to hold PB funding in one place.
- 2.4 Promotion of the scheme is due to start on the 14th of February with leafleting being carried out on the 18th and 19th February. Area Management are attending

Drighlington Parish Council public meeting to promote and explain the training, consultation and Decision Day events organised.

- 2.5 Three training events are planned in the week commencing 25th of February. The Priority Neighbourhood Development worker will run three identical sessions at different locations and different times to attract a mix of residents. These training events will explain the PB concept and the role of residents. Consultation will also be carried out to identify project ideas that can be developed through capacity building and partnership working with other agencies.
- 2.6 The Steering Group have submitted an update report to the Narrowing the Gap Group in February.

3.0 Area Delivery Plan 2008 – 2011

- 3.1 Work has commenced on developing the 2008 -2011 Area Delivery Plan (ADP) for the Outer South Area Committee. This plan will link closely to the Leeds Strategic Plan (LSP) which Area Committees were consulted on in November 2007. The LSP ensures that themes within the Vision for Leeds, Local Area Agreement and Leeds Regeneration Plan are integrated which will help address neighbourhood needs. The ADP will be based on the LSP's thematic improvement priorities and the strategic outcomes. The ADP will also take into account the greater range of responsibilities delegated to the Area Committee from the start of the next municipal year. Local performance indicators will also be developed to show how specific actions provide benefits locally as well as how they are contributing to city-wide targets.
- 3.2 Part of the ADP development process will incorporate some forms of consultation – with Ward members, the community and relevant agencies. The need to avoid consultation fatigue particularly with members of the community will be taken into account in the following proposals:

Ward Member Consultation

Following consultation the revised LSP improvement priorities are in the attached at **Appendix 1**. Members are encouraged to express their view on preferred priorities for this Area Committee's ADP. Councillors may also wish to discuss theme champion roles, where each Member would be able to oversee and take a special interest in one or more of the LSP themes within the Committee's ADP. In addition, it is suggested that Members meet informally to feed in views on the above on behalf of their Wards and as such agree a time and date for this meeting to take place.

Community Consultation

Two exercises are planned to confirm issues which have consistently been raised by the community in the recent past either through NIPs or other consultation. For example there will be an analysis of key issues from previous consultation exercises as well as reviewing suggestions which local residents have put forward to improve their area.

The other exercise is a postcard (**Appendix 2**) which will be sent to a number of community groups representing various communities in Outer South Leeds and placed within various community access points such as libraries, sports centres, community centres, one stop centres, etc. The postcard asks people to put forward their views on what they feel are the big issues that we need to tackle in the 2008 – 2011 ADP and the big ideas for addressing these particular problems.

Agency Consultation

Meetings are planned with all the relevant agencies to discuss specific actions relating to their service and set targets on various issues to pursue over the next three years.

- 3.3 It is anticipated that a draft ADP will be presented at the April Area Committee, with a final version going to the June meeting for final agreement to implement. It is then intended that quarterly monitoring of the plan will take place with the Area Committee receiving a full progress report on the ADP twice a year.

4.0 Town & District Centre Regeneration Scheme

- 4.1 As reported recently the major part of the Marsh Street works regarding the resurfacing and layout of the car park have been completed. Mouchel Parkman. As requested a full report appears elsewhere on the agenda.
- 4.2 Work is still progressing on the planning for the regeneration of Morley Bottoms. The results of the traffic survey are expected in the next couple of months. The advertising hoarding site has been secured, which will see the construction of the lay by with start on site in April. Meanwhile, officers continue to pursue Section 215 notices on several properties.

5.0 Cleaner Neighbourhoods

- 5.1 The Cleaner Neighbourhoods Sub Group met on the 17th January and received updates from City Services, Parks and Countryside and Area Management on progress with the action plan for the Outer South.
- 5.2 City Services officers attended to explain and discuss the process and current provision of the grass cutting contracts with Glendales. This was well received by Members and clarified the process of adding and removing grass cutting sites to the Glendale contract and issues that arise and how City Services resolve them.
- 5.3 Members agreed that the additional litterbin provision for 2007/08 should include the litterbin locations still outstanding for 2005/06 in Ardsley and Robin Hood and Rothwell. City Services have agreed to purchase, install and maintain litterbins at the locations on behalf of the Area Committee. **Appendix 3** details the locations for additional litterbins.
- 5.4 At the December Area Committee, Members agreed to match Morley Town Councils allocation of £5,000 with £6,000 from the Well Being Budget towards the purchase of a Glutton Street Cleaner for Morley. Area Management are liaising with City Services to confirm final costs and operating details.
- 5.5 The next meeting of the Cleaner Neighbourhoods Sub Group will take place at 10.30 am on Wednesday 2nd April 2008.
- 5.6 The Recycling and Waste Team have completed a monitoring operation covering over 128,000 household recycling bins. This exercise has identified those routes with high contamination and low participation. The next phase is to doorstep all the households identified.

- 5.7 A door stepping agenda has been circulated to Area Management Teams showing when the door stepping will take place in their area. The Education and Awareness Team have offered to speak with any community groups and tenant and resident associations about the exercise. It is likely that there will be further door knocking to include other areas not on the initial target list. In the Outer South door stepping will take place in East Ardsley and Thorpe Wood, week commencing 24th March.
- 5.8 Arising from the NIP meeting in John O'Gaunts (JOG), £5,000 towards additional litterbins in the John O'Gaunts has been requested. City Services have confirmed they have the capacity to empty and maintain these proposed additional litterbins. Locations will be identified by the JOG residents associated and supported by the PNDW and the NIP. Members are asked to consider approving £5,000 from the Rothwell capital allocation for the purchase of additional litterbins.

6.0 Operation Champion

- 6.1 The Crime and Grime initiative 'Operation Champion' was carried out on 11th and 12th December 2007 in Oakwells and Fairfax and the wider Drighlington community.
- 6.2 The operation targets Crime and Grime and is a chance for agencies like West Yorkshire Police, Aire Valley Homes, City Services, Probation, West Yorkshire Fire Service, Youth Service, DVLA and Her Majesty's Revenue & Customs (HMRC) to work within a neighbourhood and jointly target their services and support.
- 6.3 Door knocking was carried out in four areas within the Drighlington Parish Council area to promote free services available to residents including; fire safety checks, free energy saving light bulbs and discount vouchers for Disklocks from Morley Police station.
- 6.4 The following is a summary of the outcomes:
- Over 9 tonnes of bulky waste was collected
 - 234 energy saving light bulbs and 104 timer switches were distributed.
 - The Fire Service received 73 requests for fire safety checks and 105 requests were referred to CASAC for property safety checks.
 - DVLA identified 73 untaxed vehicles
 - Probation Service spent 4 hours completing environmental improvements
 - HMRC tested 24 vehicles for red diesel.
 - ASBU and AVH visited 16 properties in relation to tenancy issues and Youth Service completed 7 visits to inform young people of local provision.
- 6.5 An Operation Champion will take place in the Rothwell Ward at the end of February, with a planning meeting due on the 8th February.

6.0 Additional Wellbeing Allocation

- 6.1 In September 2007, the Area Committee received a report which announced an additional allocation of Wellbeing funding of £50,000. The Area Committee asked for a further report to clarify the use of this funding as well as agreeing to spend £1,875 on a survey of the usage of Queensway Car Park in Morley. The November Area Committee received a further report on this and among other things agreed;

6.2 Conservation Area Audits

The last Area Committee received confirmation that the cost of the audits in Morley & Rothwell had been revised to £16,000. Area Management are waiting for a specification and timetable for the work at which time we will liaise with Morley Town Council and Sustainable Development with regard to the Morley element of this work.

6.3 Morley Town Hall

Following discussion at the November Area Committee a report on this is available for consideration elsewhere on the agenda.

7.0 Morley Literature Festival

7.1 As some of you may be aware Paula Truman, the Director of the Morley Literature Festival in 2007, was successful in applying for the Clore Leadership Programme. (More information on www.cloreleadership.org) This means that she is undertaking a one year programme in leadership skills for the cultural sector and is currently on secondment at a theatre in London. The course is very demanding and Paula feels that she would not be able to give this and the Literature Festival the full attention they deserve this year.

7.2 Following discussions with the Chair of the festival we have been fortunate in identifying that Jill Morris, former manager at Border's book shop, is currently working on a freelance basis and is able to take on the role of Festival Director. Jill, is also an editor with excellent contacts in the publishing industry and although she has not organised a literature festival she has a wealth of experience in organising individual events and working with authors and publishers. To fill any gaps in Jill's experience Paula has agreed to act as her adviser and/or 'critical friend' to the festival. This will also ensure there is a smooth transition period and that the experience gained in 2007 is not lost. We feel that this is an excellent solution to what could have potentially been a difficult situation; the learning, relationships and experience established last year will not be lost and we have the added advantage of taking on someone with crucial publishing contacts and experience.

7.3 At the December Area Committee Members received an evaluation report and agreed to support the continuation of the festival. Members are asked to consider allocating £10,000 from the Well being budget towards supporting the 2008 festival.

8.0 Public Conveniences, Midland Street, Woodlesford

8.1 These toilets which are managed by City Services but are the responsibility of Area Management have been shut for over a year following complaints from Police and local residents. Property Services have received an enquiry to purchase.

8.2 At the last meeting the Area Committee agreed the disposal of the public convenience subject to the capital receipt from the sale being used to fund a replacement facility.

8.3 Area Management have been informed that any proceeds from the sale of the public convenience would go to a 'central pot' and a decision would be made at a corporate level as to what the money is used for. Further to the Area Committee's request for the capital receipt from the sale of the public convenience being used to fund a replacement facility, then a separate request would need to be put forward to asset management group initially if a new facility was required.

8.4 The Area Committee is asked to confirm its supports the sale of this public convenience on the terms outlined in 8.3.

9.0 Queensway Car Park Morley

9.1 The December Area Committee considered a report which presented the results of a recent survey at this car park and suggested improvements. The Area Committee resolved to adopt 'Option One' (sections 1 & 2 will offer a maximum 2 hour stay) as the preferred way forward, subject to a 6 month review. The committee also agreed to fund the scheme up to £6,000 subject to negotiating a financial contribution from Wm Morrison's.

9.2 In the light of representations received locally Morley Members have requested an opportunity to discuss this matter further and the original report is attached at **Appendix 4** for consideration. Members are asked to note that Wm Morrison's have agreed a contribution of £6,000, plus £600 contingency to support the implementation of the scheme.

9.3 The Area Committee is asked to consider the attached appendices and agree a preferred option for implementation.

10.0 West Ardsley Community Centre

10.1 Following on from a report which was presented to Area Committee in November, requesting a rent reduction on charges for the use of West Ardsley Community Centre, further work has been undertaken on gathering financial information from Kaleidoscope. The account information is of a confidential nature and will be presented to Members on the day of the Area Committee. Given the commercially sensitive nature of this information, it will have to be returned to officers following the debate.

10.2 The reasoning behind the request is because of the time it has taken to build up usage of the before and after school clubs due to the delay in opening the facility, as a number of problems occurred with getting the heating system working in the building. The request for rental payments to continue at £3,000 per annum, will allow Kaleidoscope to reduce the amount of losses incurred and give more time to increase numbers of children attending the holiday club, which will generate further income and keep the club sustainable.

11.0 Recommendations

11.1 The Area Committee is asked to note the above information and make comment as appropriate.

11.2 The Area Committee is asked to agree an informal meeting to consider the ADP.

11.3 The Area Committee is asked to approve the location list for the 2007/08 additional litterbin allocation as outlined in 5.3.

11.4 The Area Committee is asked to agree £5,000 towards additional litterbins in John O'Gaunts as outlined in 5.8.

11.5 The Area Committee is asked to agree a funding contribution towards the 2008 Morley Literature Festival as outlined in 7.3.

- 11.6 The Area Committee is asked to confirm its supports the sale of the public convenience at Midland Street, Woodlesford on the terms outlined in 8.3.
- 11.7 The Area Committee is asked to consider the attached appendices as outlined in 9.2 and agree a preferred option.
- 11.8 The Area Committee is asked to consider the request for a rental reduction of £3,000 per annum to Kaleidoscope for the use of West Ardsley Community Centre. The amount of rent due to be reviewed on an annual basis.

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Leeds Strategic Plan - The Revised Strategic Outcomes and Improvement Priorities

<p style="text-align: center;">Our Ambition</p>	<p>Our Mission is to bring the benefits of a prosperous, vibrant and attractive city to all the people of Leeds. We want:</p> <ul style="list-style-type: none"> • people to be happy, healthy, safe, successful and free from the effects of poverty; • our young people to be equipped to contribute to their own and the city's future well being and prosperity; • local people to be engaged in decisions about their neighbourhood and community and help shape local services; • neighbourhoods to be inclusive, varied and vibrant offering housing options and quality facilities and free from harassment and crime; • an environment that is clean, green, attractive and above all, sustainable; and • a city-region that is prosperous, innovative, attractive and distinctive enabling people, business and the economy to realise their full potential.
Strategic Outcomes	Improvement Priorities
<p>Culture</p> <p>Increased participation in cultural opportunities through engaging with all our communities.</p> <p>Enhanced cultural opportunities through encouraging investment and development of high quality facilities of national and international significance.</p>	<p>Enable more people to become involved in sport and culture by providing better quality and wider ranging activities and facilities.</p> <p>Facilitate the delivery of major cultural schemes of international significance.</p>
<p>Skills and Economy</p> <p>Increased entrepreneurship and innovation through effective support to achieve the full potential of people, business and the economy.</p> <p>Increased international competitiveness through marketing and investment in high quality infrastructure and physical assets, particularly in the city centre.</p>	<p>Increase innovation and entrepreneurial activity across the city</p> <p>Facilitate the delivery of major developments in the city centre to enhance the economy and support local employment</p> <p>Increase international communications, marketing and business support activities to promote the city and attract investment.</p>

<p>Learning</p> <p>Enhance the current and future workforce through fulfilling individual and economic potential and investing in learning facilities.</p>	<p>Enhance the skill level of the workforce to fulfill individual and economic potential</p> <p>Improve learning outcomes for all 16 year olds, with a focus on narrowing the achievement gap.</p> <p>Improve learning outcomes and skill levels for 19 year olds.</p> <p>Increase the proportion of vulnerable groups engaged in education, training or employment.</p> <p>Improve participation and early learning outcomes for all children, with a focus on families in deprived areas.</p>
<p>Transport</p> <p>Increased accessibility and connectivity through investment in a high quality transport system and through influencing others and changing behaviours</p>	<p>Deliver and facilitate a range of transport proposals for an enhanced transport system.</p> <p>Improve the quality, use and accessibility of public transport services in Leeds.</p> <p>Improve the condition of the streets and transport infrastructure by carrying out a major programme of maintenance and improvements.</p> <p>Improve road safety for all our users, especially motor cyclists pedal cyclists and pedestrians.</p>
<p>Environment</p> <p>Reduced ecological footprint through responding to environmental and climate change and influencing others.</p> <p>Cleaner, greener and more attractive city through effective environmental management and changed behaviours.</p>	<p>Increase the amount of waste reused and recycled and reduce the amount of waste going to landfill.</p> <p>Reduce emissions from public sector buildings, operations and service delivery, and encourage others to do so.</p> <p>Undertake actions to improve our resilience to current and future climate change.</p> <p>Address neighbourhood problem sites; improve cleanliness and access to and quality of green spaces.</p> <p>Improve the quality and sustainability of the built and natural environment.</p>

<p>Health and Wellbeing</p> <p>Reduced health inequalities through the promotion of healthy life choices and improved access to services.</p> <p>Improved quality of life through maximising the potential of vulnerable people by promoting independence, dignity and respect.</p> <p>Enhanced safety and support for vulnerable people through preventative and protective action to minimise risks and maximise wellbeing.</p>	<p>Reduce premature deaths from circulatory diseases.</p> <p>Reduce in the number of people who smoke.</p> <p>Reduce rate of increase in obesity and raise physical activity for all.</p> <p>Reduce teenage conception and improve sexual health.</p> <p>Improve the assessment and care management of children, families and vulnerable adults.</p> <p>Improve psychological and mental health services for children, young people and families.</p> <p>Increase the number of vulnerable people helped to live at home.</p> <p>Increase the proportion of people in receipt of community services enjoying choice and control over their daily lives.</p> <p>Embed a safeguarding culture for all.</p>
<p>Thriving Places</p> <p>Improved quality of life through mixed neighbourhoods offering good housing options and better access to services and activities.</p> <p>Reduced crime and fear of crime through prevention, detection, offender management and changed behaviours.</p> <p>Increased economic activity through targeted support to reduce worklessness and poverty.</p>	<p>Increase the number of “decent homes”.</p> <p>Increase the number of affordable homes.</p> <p>Reduce the number of homeless people.</p> <p>Reduce the number of people who are not able to adequately heat their homes.</p> <p>Increase financial inclusion in deprived areas.</p> <p>Reduce crime and fear of crime.</p> <p>Reduce offending.</p> <p>Reduce the harm from drugs and alcohol to individuals and society.</p> <p>Reduce anti-social behaviour.</p> <p>Reduce bullying and harassment.</p> <p>Reduce worklessness across the city with a focus on deprived areas.</p> <p>Reduce the number of children in poverty.</p> <p>Develop extended services, using sites across the city, to improve support to children, families and communities.</p>

<p>Stronger Communities</p> <p>More inclusive, varied and vibrant communities through empowering people to contribute to decision making and delivering local services.</p> <p>Improved community cohesion and integration through meaningful involvement and valuing equality and diversity.</p>	<p>An increased number of local people engaged in activities to meet community needs and improve the quality of life for local residents.</p> <p>An increase in the number of local people that are empowered to have a greater voice and influence over local decision making and a greater role in public service delivery.</p> <p>Enable a robust and vibrant voluntary, community and faith sector to facilitate community activity and directly deliver services.</p> <p>An increased sense of belonging and pride in local neighbourhoods that help to build cohesive communities.</p>
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Appendix 2

Instead of a one year Area Delivery Plan, your Area Committee (all your councillors) is now developing a 3 year plan to set out our priorities for improving the area. The plan will cover council Wards of Ardsley Robin Hood, Morley North, Morley South and Rothwell.

We'll be working with Council services and various agencies (including Police, PCT, Aire Valley Homes and voluntary sector) to put the plan into action.

Most importantly we want your views. Talk to your local Councillor and let us know what you want in the new Area Delivery Plan by taking a few minutes to fill in this short form and send it back to us.

Thanks for your time

Councillor Terry Grayshon
(Chair of Leeds City Council Outer South Area Committee)

.....
Culture - Health and Well-Being – Environment – Enterprise & Economy - Learning
Thriving Neighbourhoods – Stronger Communities

The BIG issues – what's the big issues you want your Area Committee's 3 year Area Delivery Plan to tackle?

The BIG ideas – what big ideas have you got for how you'd like the issues tackled?

Please could you tell us your main ethnic origin:.....Age.....
Postcode/neighbourhood.....

Return to:: Freepost.....

If you want to tell us more e-mail to:

If you want to be kept in informed please provide your postal address and preferably e-mail.

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Ardasley & Robin Hood 8 from 05/06 and 6 from new budget = 14

Reference Number	No.	Location 1	Location 2
o072	1	Batley Road	by the end of the footpath outside the Community Centre and Hill Top Primary
o006	1	Bradford Road, Tingley	near shops
o073	1	Copley Lane	entrance to the ginnel
o038	1	Fall Lane	Falls estate somewhere around the Chinese take away opposite St Gabriel's Youth Centre
o065	1	Green Lane	adjacent to the play area
o066	1	Leadwell Lane	Halfway public house - replace small litter bin with larger (between sharp lane and leadwell lane)
o053	1	Leadwell Lane	Robin Hood at bus shelter near house no 454
o063	1	Leeds Road	Robin Hood between sharp lane and copley lane on the outward side from leads
o046	1	Leeds Road	Lofthouse - near bus stop o/s 454 leads road
o079	1	Leeds Road	Robin Hood at bus shelter near house no 450 10561
o039	1	Sarp Lane	War Memorial bin needs replacing after a car accident
o008	1	Thorpe Road	East Ardsley - at bus stop number 16060
o049	1	Woollin Avenue	up to Woollin Crescent
	1	Gascoigne Road	Thorpe on the Hill, on right hand side a grassed area near the hairdressers.

Morley North
6 from new budget

Reference Number	No.	Location 1	Location 2
o069	1	Daffil Road	Bins to be replaced, bins were attached to lamp post but went missing a few weeks ago.
o003	1	Drig Bypass	These need to be more substantial Parking area between drig and Gildersom rounabout - also make sure emptied
o062	1	Elland Road	please replace litter bins which were on the bus stops at the junction with Daffil Road
o012	1	Horsfall Street	outside no 2
o013	1	Kingsway	Junction with Moorside Road, Drighlington
o014	1	Moorside Road	adjacent to the bottle bank site just a little further down at the three lane endes junction with this road, King Street & Wakefield road

Morley South
4 from 05/06 and 6 from new budget = 10

Reference Number	No.	Location 1	Location 2
o017	1	Albert Road	Junction with Clough Street and Peel Street
o070	1	Brunswick Street	just down from Hillcroft Fish and Chip Shop - there is a bin directly outside the shop and up the road from it but there is also a need for on further down the street to catch all (or some of) the litter that is currently being dropped by people
o018	1	Bruntcliffe Lane	anywhere near the school
o019	1	Melbourne Street	
o020	1	South Queen Street	near traffic lights
o041	1	South Queen Street	opposite the doctors and pharmacy
o021	1	Station Road	Car park
o084	1	Troy Road	opposite where Troy Road meets Albert Road there is a footpath which leads down to Station Road.
o071	1	Wesley Street	at the entrance to the ginnel at the top of Wesley Street that links Fountain Street
o002	1	Westerton Road	Primary School, on Syke and Baghill Road

Rothwell
6 from new budget = 10

Reference Number	No.	Location 1	Location 2
o045	1	Eshalt Lane	
o011	1	North Lane	
o081	1	Queen Street	

Appendix 3

Locations for Additional Litterbin Allocation 2007/2008

	2	JOG	One at the ginnel near to the Rose Lund centre that goes through to Fourth Avenue and on the junction of Third Avenue and Crescent Avenue.
o031	1	Oulton Lane Rothwell Car Park	



Originator:
Thomas O'Donovan
Peter Mudge
Tel: 224 3040

Report of the Director of Environments & Neighbourhoods Directorate

South Leeds (Outer) Area Committee

Date: Monday 17th December 2007

Subject: Queensway Car Park, Morley

Electoral Wards Affected:

Ardsley & Robin Hood
Morley North
Morley South
Rothwell

Specific Implications For:

Ethnic minorities
Women
Disabled people
Narrowing the Gap

Council
Function

Delegated Executive
Function available
for Call In

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

Executive Summary

This report presents the results of the recent survey at Queensway car park Morley and suggests improvements to parking. In particular it addresses the issue of providing more short term and readily available spaces to people wishing to visit and shop in the town by the introduction of some waiting limits.

The survey was commissioned by Outer South Area Committee and carried out by the Transport Policy Monitoring Section of City Development and has subsequently been approved by Parking Management.

The survey took place on Wednesday 26th September 2007 and Saturday 29th September 2007 during the hours of 0700 to 1800.

The full survey is attached at Appendix A.

Appendix 4

1.0 Background

(For ease of reference in this report, the Queensway Car Park has been divided into 5 sections as shown by the map in Appendix A)

- 1.1 For large parts of the day the car park is operating at or above its operational capacity. During these times it is obvious that drivers are encountering difficulties in finding vacant spaces. It is a very popular car park catering for various groups of users, primarily: shoppers, workers, patrons of various establishments and visitors to Morley Town Centre.
- 1.2 The number of visitors to the town centre is increasing and, through marketing and positive publicity, this is a trend which can continue, leading to an improved local economy and an ever more attractive town centre. But for the retail spend to increase, there must be easily accessible parking spaces for new visitors to the town centre.
- 1.3 The survey found no evidence to suggest that the car park is being used as a park-and-ride site. It was found that Section 2 catered for the highest number of long stayers (> 6 hrs) on both survey days.
- 1.4 As expected, there is greater number of long stay parkers (> 6 hrs) on a weekday compared to a Saturday.

Peak Occupancy

Section	Wednesday	Saturday
1	100% at 1200 hrs	100% at 1400 hrs
2	101% at 1500 hrs	100% at 1100 hrs
3	101% at 1100 hrs	102% at 1200 hrs
4	100% at 1100 hrs	101% at 1100 hrs
5	83% at 1100 hrs	100% at 1100 hrs
Total	95% at 1100 & 1400 hrs	100% at 1100 hrs

Appendix 4

2.0 Options for consideration

- 2.1 Introduce a maximum stay of 2 hours Monday to Saturday at sections 1 & 2. It would mean greater turnover and be of benefit to shoppers as they would not have to carry their shopping over a long distance. Any shopper wishing to stay for more than 2 hours could park in Sections 3, 4 or 5 – all of which offer unlimited stay parking. Officers of Area Management, including the Town Centre Manager and LCC Transport Policy Section recommend this as the preferred option.
- 2.2 Introduce a maximum stay of 3 hours Monday to Saturday at sections 1 & 2. Option 2 would see improved accessibility and turnover of parking spaces near the town centre shops. However the appearance of available spaces would be less frequent than in Option 1 and the only people to benefit would be those wishing to shop in the town for over 2 hours and below 3.
- 2.3 Introduce a maximum 2 hour stay for Monday - Saturday at Sections 1, 2 and 3. This is the preferred option for Wm Morrison's. The advantage to the town would be that there is a greater availability of spaces for shoppers as the turnover of users would be even faster. Officers concern's is mainly whether there would still be sufficient available space for people working in the town centre.
- 2.4 Introduce maximum stay (2 or 3 hours) across the whole car park. The disadvantage of such a scheme is that people working in the town and their companies would be significantly inconvenienced and would need to regularly return to their cars to move them to a different car park. It is believed that this would be hugely unpopular and lead to chaos in the daily running of the town centre.
- 2.5 The final option is to do nothing. But the car park is often full to bursting point and visitors and residents are discouraged from visiting the town centre if finding a parking spot is an issue. All parties agree to do nothing is not an option.

3.0 Finance

3:1 The cost implication for Option 1 or 2 is £12,000 to include signage, meters and notification. Wm Morrison's has indicated it will be willing to assist with funding to support aspects of these proposals. Whilst appreciating the offer from Wm Morrison's, Members are asked to approve funding for the whole project subject to discussions with Wm Morrison's. If discussions with Wm Morrison's are successful then the Area Committee funding requirement will be reduced.

4.0 Implications for Council Policy and Governance

41. As this is not a delegated function the Area Committee are asked to express a preferred option for Parking Management to consider for implementation.

Appendix 4

5.0 Legal and Resource Implications

5.1 The proposed alterations can fit within existing legislation.

6.0 Conclusions

6.1 The car park is already full to bursting point and visitors and residents are discouraged from visiting the town centre if finding a parking spot is an issue. It would seem most appropriate to ensure the car park continues to provide enough parking for workers in the town yet also ensure parking near the town centre enjoys an efficient turnover.

7.0 Recommendations

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

- Note the content of this report
- Agree Option One as the preferred option. (Sections 1 and 2 will offer a maximum 2 hour stay while sections 3, 4 and 5 offer parking with no time limits)
- Pending the outcome of discussions with Wm Morrison approve a maximum expenditure of £12,000 to Parking Management for implementation of Option One.
- In association with Parking Management, review the situation at the end of its first year of operation.

Queensway Car Park

at

Morley

Survey Report 2007



**City Development
Strategy and Policy
Transport Policy Monitoring**

**Jean Dent, Director
Introduction
Introduction**

Appendix 4

This survey was commissioned by Leeds City Councils Neighbourhoods and Housing Department to assess introduction of waiting limits for Queensway car park in Morley.

The survey was undertaken on two separate days, Wednesday 26th September 2007 and Saturday 29th September 2007 during the hours of 0700 to 1800.

The car park mainly caters for patrons of Morrisons Super Market but there are no restrictions on people parking here and using facilities in and around Morley Town Centre.

There are a total of 585 spaces which includes 27 disabled spaces.

Methodology

The basic methodology used to collect data was by using the parking beat survey technique, in which an enumerator patrolled a pre defined area within the car park at regular intervals, in this case once every 60 minutes. At each section, partial registrations were recorded (by time of day) to enable estimates of parking accumulations and durations to be made.

As the patrols were undertaken at 60 minute intervals, this method may underestimate the number of short stay parkers.

In order to understand the duration data properly, it is helpful to describe the methodology of parking beat surveys. In this survey the enumerator records the registration number of parked vehicles every 60 minutes. If a vehicle arrives and departs between enumerator visits then it will not be recorded, and consequently the number of parking events may be under-recorded. So therefore, as the length of the beat interval increases, then so the possibility of missing short stay parking events will increase. The parking beat interval also affects the accuracy of the duration data. With a 60 minute beat the duration data is accurate to 60 minutes.

Results

Appendix 4

The car park was divided into 5 distinct sections (Figure 1) and the results are reported for each individual section and then for the whole car park.

The results are illustrated by series of tables (1 to 4) and graphs (figures 2 to 13).

A brief summary of some of the findings is as follows:

Number of Parking Events

Parking Event – each observation of a vehicle is counted as a parking event hence a vehicle recorded as parked on three separate visits would be counted as 3 parking events.

Section	Wednesday	Saturday
1	891	887
2	1351	1323
3	895	819
4	851	840
5	804	782
Total	4792	4651

Peak Occupancy

Section	Wednesday	Saturday
1	100% at 1200 hrs	100% at 1400 hrs
2	101% at 1500 hrs	100% at 1100 hrs
3	101% at 1100 hrs	102% at 1200 hrs
4	100% at 1100 hrs	101% at 1100 hrs
5	83% at 1100 hrs	100% at 1100 hrs
Total	95% at 1100 & 1400 hrs	100% at 1100 hrs

Number of Different Vehicles Parking

Section	Wednesday	Saturday
1	500	576
2	593	708
3	407	496
4	415	553
5	485	525
Total	2400	2858

Length of Stay - Section 1

	Wednesday	Saturday
less than 1 hr	359 (71.8%)	424 (73.6%)
1 to 2 hrs	81 (16.2%)	91 (15.8%)
2 to 6 hrs	35 (7.0%)	51 (8.9%)
more than 6 hrs	25 (5.0%)	10 (1.7%)

Length of Stay - Section 2

Appendix 4

	Wednesday	Saturday
less than 1 hr	397 (66.9%)	498 (70.3%)
1 to 2 hrs	76 (12.8%)	105 (14.8%)
2 to 6 hrs	51 (8.6%)	63 (8.9%)
more than 6 hrs	68 (11.6%)	42 (5.9%)

Length of Stay - Section 3

	Wednesday	Saturday
less than 1 hr	267 (65.6%)	326 (65.7%)
1 to 2 hrs	55 (13.5%)	104 (21.0%)
2 to 6 hrs	46 (11.3%)	57 (11.5%)
more than 6 hrs	39 (9.6%)	9 (1.8%)

Length of Stay - Section 4

	Wednesday	Saturday
less than 1 hr	270 (65.1%)	380 (68.7%)
1 to 2 hrs	63 (15.2%)	113 (20.4%)
2 to 6 hrs	60 (14.5%)	55 (9.9%)
more than 6 hrs	22 (5.3%)	5 (0.9%)

Length of Stay - Section 5

	Wednesday	Saturday
less than 1 hr	348 (71.8%)	365 (69.5%)
1 to 2 hrs	78 (16.1%)	106 (20.2%)
2 to 6 hrs	45 (9.3%)	52 (9.9%)
more than 6 hrs	14 (2.9%)	2 (0.4%)

Length of Stay - Total Car Park

	Wednesday	Saturday
less than 1 hr	1641 (68.4%)	1993 (69.7%)
1 to 2 hrs	353 (14.7%)	519 (18.2%)
2 to 6 hrs	237 (9.9%)	278 (9.7%)
more than 6 hrs	169 (7.0%)	68 (2.4%)

In summary section 2 catered for the highest number of long stayers (> 6 hrs) on both survey days, with 48% of the 141 spaces occupied by long stayers on Wednesday and 30% on Saturday.

As for the overall car park 29% of the total 585 spaces were occupied by vehicles parking for more than 6 hrs on Wednesday compared with 12% on Saturday.

Enumerator Comments & Observations

Appendix 4

Wednesday 26th September 2007

Section 1 –

at 7am private hire taxis waiting for their next fare

at no time during the survey was there anyone parked illegally in the 8 spaces reserved for the disabled

all parkers headed towards Morrisons through the archway, some may have gone towards Queens Street

Section 2 –

19 vehicles parked at 6.30am, Morrison employees parking in this section

between 7 and 8am further arrivals of Morrisons staff and those working at adjacent stores and shops

between 10.30 and 11am the section is nearly full

at noon 2 to 3 vehicles parked illegally in the disabled bays, parking attendant issued tickets

between 1pm and 3pm this section is full, people circling looking for spaces

Section 3 –

private hire taxis waiting for their next fare

observed 1 person parking very early on and heading to the Leisure Centre

several cars parked and their occupants headed towards the surgery on Westfield Road

other occupants parked and took their children to the local nursery or child care centre

at 11 am the car park was virtually full with people driving around looking for spaces

one or two cars parked outside the marked spaces

same two cars parked in this section overnight on both days, suspect local residents

Section 4 –

Appendix 4

few private hire drivers waiting in their cars first thing in the morning

majority of people parking in this section headed towards Morrisons, mainly, shoppers but difficult to distinguish whether to Morrisons or other shops within Morley

Section 5 –

8 spaces in this section are occupied by recycling skips and hence been excluded from any analysis

most of the vehicles that were long stay mainly parked in the area adjacent to Queensway

people observed leaving this section early on were smartly dressed, possibly office workers

others were observed leaving this section in the direction of the Leisure centre some carrying sports bags

no one parked here and walked to any of the bus stops on Queensway

Saturday 29th September 2007

Section 1 –

at 7am few private hire taxis waiting in this section

as Wednesday, all vehicles parked in the marked disabled spaces were displaying the blue badge

approximately 10 vehicles parked in this section and did not go into Morrisons but headed towards Queen Street, majority went into Morrisons

at 1pm all disabled spaces legally occupied

Section 2 –

21 vehicles parked here at 6.30am, Morrisons employees

most arrivals between 7am and 8am were employees of shops in Windsor Court Mall

at 11 am 4 cars parked outside the marked spaces

it was also noticeable that between 9.30 and 11.30am there were people parking in the car parking walking out in the direction of Queens Street

between 11am and 1pm section operating at its capacity no available spaces

Section 3 –

Appendix 4

several private hire taxis waiting in this section at start

from 10am this section was nearly full, vehicles circling looking for spaces

one vehicle parked illegally outside the marked bay

12 noon section full, some parking outside the marked bays

Section 4 –

mainly all shoppers parking in this section

Section 5 –

between 8am and 10am most people leaving the car park entered the Leisure centre on Queensway

this section was a lot busier on Saturday compared to Wednesday, at 11am it was completely full and people looking for spaces

at 5.45am increased parking by people using Morley Leisure Centre, possibly for a special event

Conclusion

Appendix 4

It is a very popular car park catering for various groups of users, primarily, shoppers, workers, patrons of various establishments and visitors to Morley Town Centre.

For large parts of the day it is operating at or above its operational capacity. During these times it was obvious that drivers were encountering difficulties in finding vacant spaces.

There was little or no abuse of the disable spaces; these were regularly monitored by parking wardens.

There was no evidence to suggest that the car park is being used as a park and ride site.

As expected there is greater number of long stay parkers (> 6 hrs) on a weekday compared to a Saturday.

Majority of the long stay vehicles were parked in sections 2 and 3 (refer to figure 1), in section 2 were mainly employees of Morrisons and businesses nearby. In section 3, it was observed that people parked and went to the nearby surgery, nursery and child care centre.

Recommendations

Do nothing is not an option as this would discourage people from visiting this part of Morley Town Centre if finding a parking spot was an issue.

This exercise should be used as a benchmark to look at other off – street car parks within Morley Town Centre.

A balanced approach must be found to cater for all groups using this car park. One proposal is to introduce a maximum stay of 3 hours for Monday to Saturday at sections 1 & 2 in vicinity of Morrisons and the main shopping precinct. This would mean greater space turnover and be a benefit for the shoppers as they would not have to carry their shopping over a long distance.

The design and enforcement of the above proposal must be discussed with our colleagues at Parking Services prior to the scheme implementation.

In conjunction with the above scheme can Morrisons do more to alleviate parking problems here, look in the possibility of them introducing a regular bus service to and from the store? Asda operate a similar service at their Killingbeck Store.

It is my understanding that a Private Hire firm has a contract with Morrisons for picking up their customers. If discount were given to Morrisons patrons would it not encourage more shoppers to leave their cars at home and come in by taxi.

Queensway Off - Street Car Park at Morrisons Superstore, Morley

Appendix 4

WEDNESDAY 26th SEPTEMBER 2007							
Time hour beginning		Section 1 94 spaces	Section 2 141 spaces	Section 3 115 spaces	Section 4 119 spaces	Section 5 116 spaces	Total 585 spaces
0700	no. parked % spaces occ.	0 0.0	26 18.4	3 2.6	0 0.0	0 0.0	29 5.0
0800	no. parked % spaces occ.	13 13.8	49 34.8	11 9.6	12 10.1	10 8.6	95 16.2
0900	no. parked % spaces occ.	80 85.1	122 86.5	51 44.3	44 37.0	40 34.5	337 57.6
1000	no. parked % spaces occ.	90 95.7	138 97.9	105 91.3	102 85.7	84 72.4	519 88.7
1100	no. parked % spaces occ.	92 97.9	140 99.3	116 100.9	111 93.3	96 82.8	555 94.9
1200	no. parked % spaces occ.	94 100.0	136 96.5	112 97.4	111 93.3	95 81.9	548 93.7
1300	no. parked % spaces occ.	92 97.9	138 97.9	107 93.0	108 90.8	86 74.1	531 90.8
1400	no. parked % spaces occ.	93 98.9	138 97.9	111 96.5	119 100.0	93 80.2	554 94.7
1500	no. parked % spaces occ.	91 96.8	142 100.7	103 89.6	97 81.5	93 80.2	526 89.9
1600	no. parked % spaces occ.	91 96.8	131 92.9	85 73.9	71 59.7	77 66.4	455 77.8
1700	no. parked % spaces occ.	81 86.2	109 77.3	58 50.4	43 36.1	77 66.4	368 62.9
1800	no. parked % spaces occ.	74 78.7	82 58.2	33 28.7	33 27.7	53 45.7	275 47.0
Total	no. parked	891	1351	895	851	804	4792

Table 1 Number of vehicles parked every hour - Wednesday 26th September 2007
 Figures in **bold** are when the area is over 90% full i.e. at or above operational capacity

Queensway Off - Street Car Park at Morrisons Superstore, Morley

Appendix 4

SATURDAY 29th SEPTEMBER 2007							
Time hour beginning		Section 1 94 spaces	Section 2 141 spaces	Section 3 115 spaces	Section 4 119 spaces	Section 5 116 spaces	Total 585 spaces
0700	no. parked % spaces occ.	0 0.0	20 14.2	2 1.7	0 0.0	0 0.0	22 3.8
0800	no. parked % spaces occ.	42 44.7	62 44.0	7 6.1	4 3.4	3 2.6	118 20.2
0900	no. parked % spaces occ.	88 93.6	127 90.1	38 33.0	33 27.7	21 18.1	307 52.5
1000	no. parked % spaces occ.	88 93.6	138 97.9	112 97.4	111 93.3	85 73.3	534 91.3
1100	no. parked % spaces occ.	92 97.9	141 100.0	116 100.9	120 100.8	116 100.0	585 100.0
1200	no. parked % spaces occ.	91 96.8	138 97.9	117 101.7	117 98.3	115 99.1	578 98.8
1300	no. parked % spaces occ.	92 97.9	140 99.3	116 100.9	119 100.0	112 96.6	579 99.0
1400	no. parked % spaces occ.	94 100.0	140 99.3	113 98.3	115 96.6	105 90.5	567 96.9
1500	no. parked % spaces occ.	91 96.8	140 99.3	103 89.6	111 93.3	102 87.9	547 93.5
1600	no. parked % spaces occ.	86 91.5	125 88.7	60 52.2	72 60.5	48 41.4	391 66.8
1700	no. parked % spaces occ.	78 83.0	101 71.6	24 20.9	26 21.8	17 14.7	246 42.1
1800	no. parked % spaces occ.	45 47.9	51 36.2	11 9.6	12 10.1	58 50.0	177 30.3
Total	no. parked	887	1323	819	840	782	4651

Table 2 Number of vehicles parked every hour - Saturday 29th September 2007
 Figures in **bold** are when the area is over 90% full i.e. at or above operational capacity
Queensway Off - Street Car Park at Morrisons Superstore, Morley

Appendix 4

WEDNESDAY 26th SEPTEMBER 2007							
Length of Stay		Section 1	Section 2	Section 3	Section 4	Section 5	Total
< 1 hr	number	359	397	267	270	348	1641
	%	71.8	66.9	65.6	65.1	71.8	68.4
1 - 2 hrs	number	81	76	55	63	78	353
	%	16.2	12.8	13.5	15.2	16.1	14.7
2 - 3 hrs	number	15	28	14	16	21	94
	%	3.0	4.7	3.4	3.9	4.3	3.9
3 - 4 hrs	number	4	9	13	13	9	48
	%	0.8	1.5	3.2	3.1	1.9	2.0
4 - 5 hrs	number	7	6	12	19	7	51
	%	1.4	1.0	2.9	4.6	1.4	2.1
5 - 6 hrs	number	9	8	7	12	8	44
	%	1.8	1.3	1.7	2.9	1.6	1.8
> 6 hrs	number	25	69	39	22	14	169
	%	5.0	11.6	9.6	5.3	2.9	7.0
Total	number	500	593	407	415	485	2400
	%	100.0	100.0	100.0	100.0	100.0	100.0

Table 3 Length of stay for individual vehicles parked - Wednesday 26th September 2007

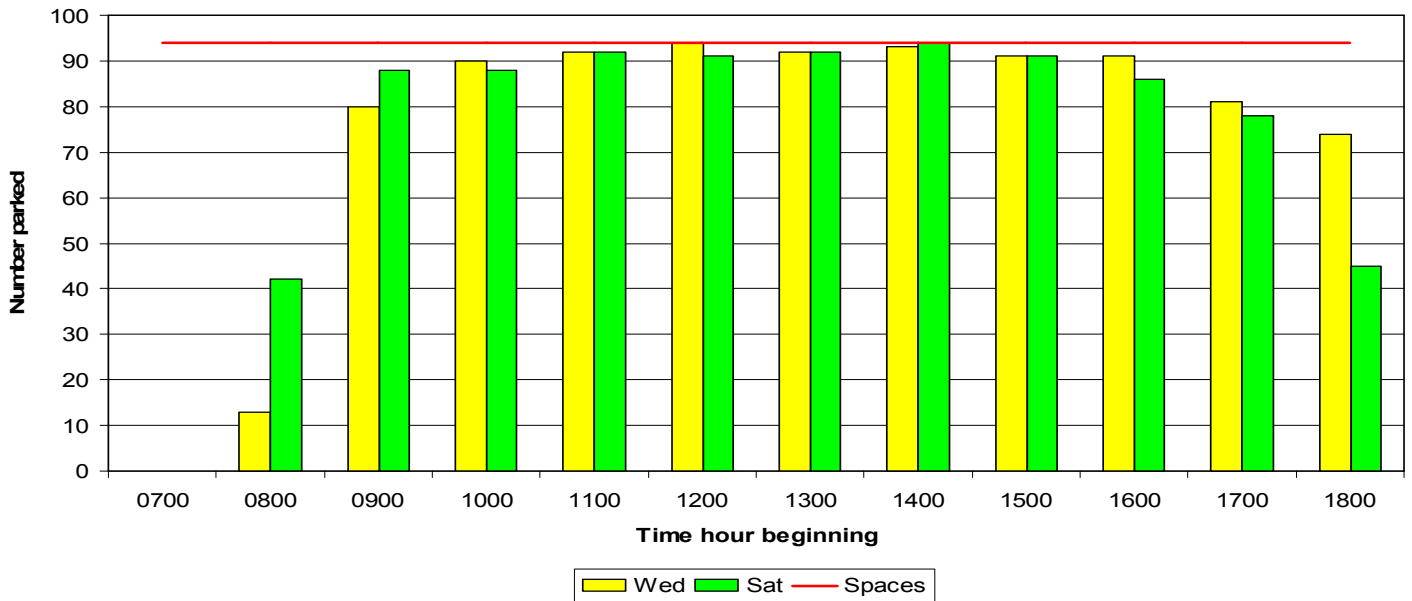
Appendix 4

SATURDAY 29th SEPTEMBER 2007							
Length of Stay		Section 1	Section 2	Section 3	Section 4	Section 5	Total
< 1 hr	number	424	498	326	380	365	1993
	%	73.6	70.3	65.7	68.7	69.5	69.7
1 - 2 hrs	number	91	105	104	113	106	519
	%	15.8	14.8	21.0	20.4	20.2	18.2
2 - 3 hrs	number	29	32	30	35	30	156
	%	5.0	4.5	6.0	6.3	5.7	5.5
3 - 4 hrs	number	11	15	19	9	12	66
	%	1.9	2.1	3.8	1.6	2.3	2.3
4 - 5 hrs	number	8	8	7	8	8	39
	%	1.4	1.1	1.4	1.4	1.5	1.4
5 - 6 hrs	number	3	8	1	3	2	17
	%	0.5	1.1	0.2	0.5	0.4	0.6
> 6 hrs	number	10	42	9	5	2	68
	%	1.7	5.9	1.8	0.9	0.4	2.4
Total	number	576	708	496	553	525	2858
	%	100.0	100.0	100.0	100.0	100.0	100.0

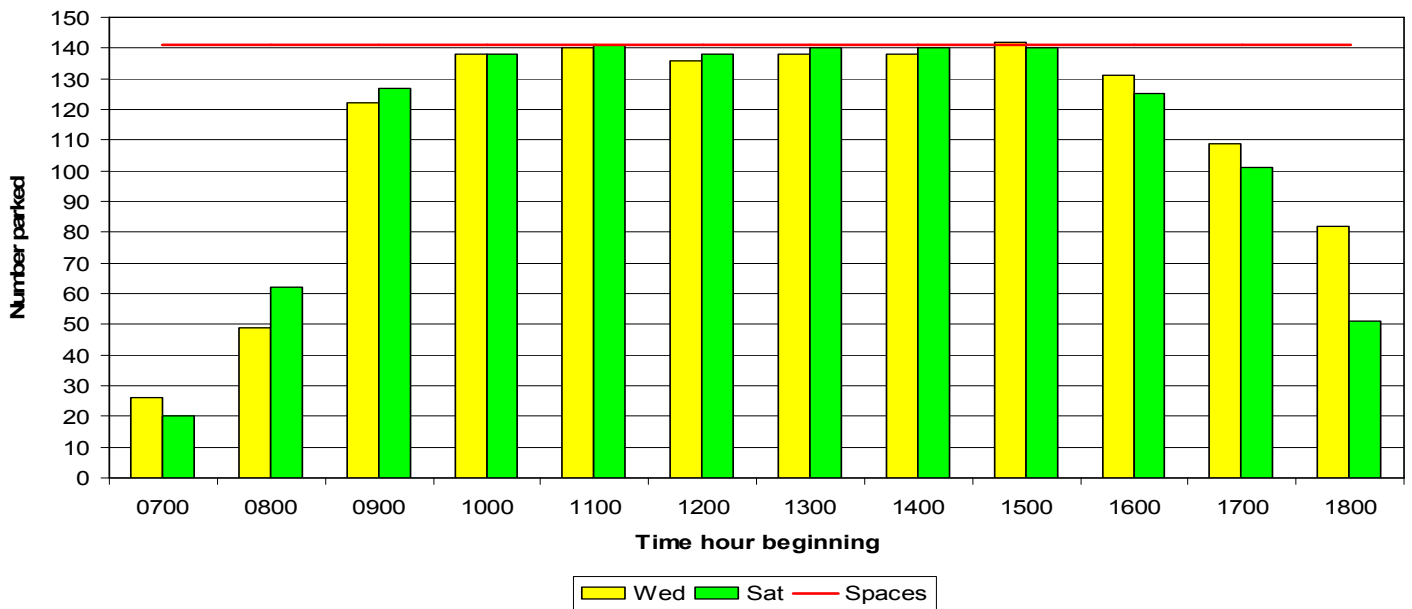
Table 4 Length of stay for individual vehicles parked - Saturday 29th September 2007

Appendix 4

**Figure 2 - Numbers of vehicles parked in Section 1
94 Spaces**

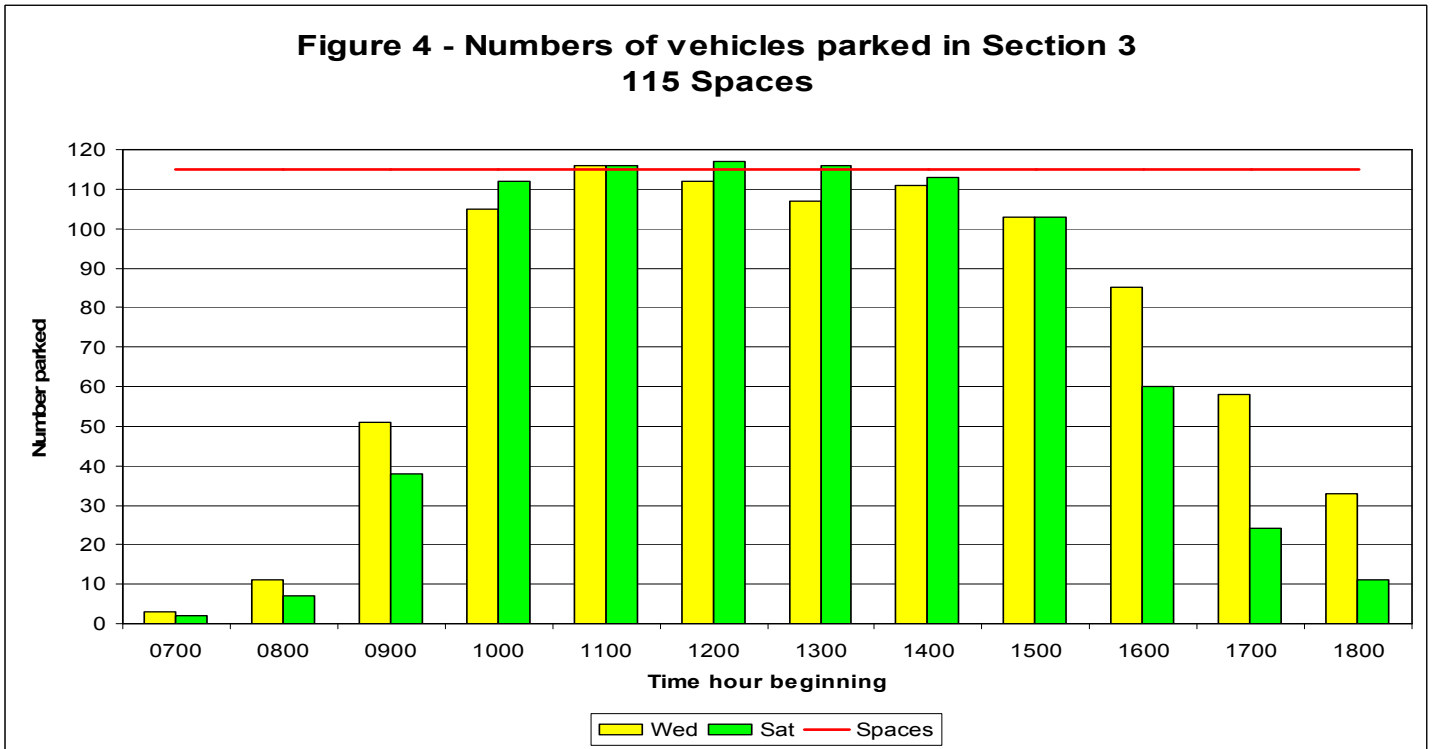


**Figure 3 - Numbers of vehicles parked in Section 2
141 Spaces**

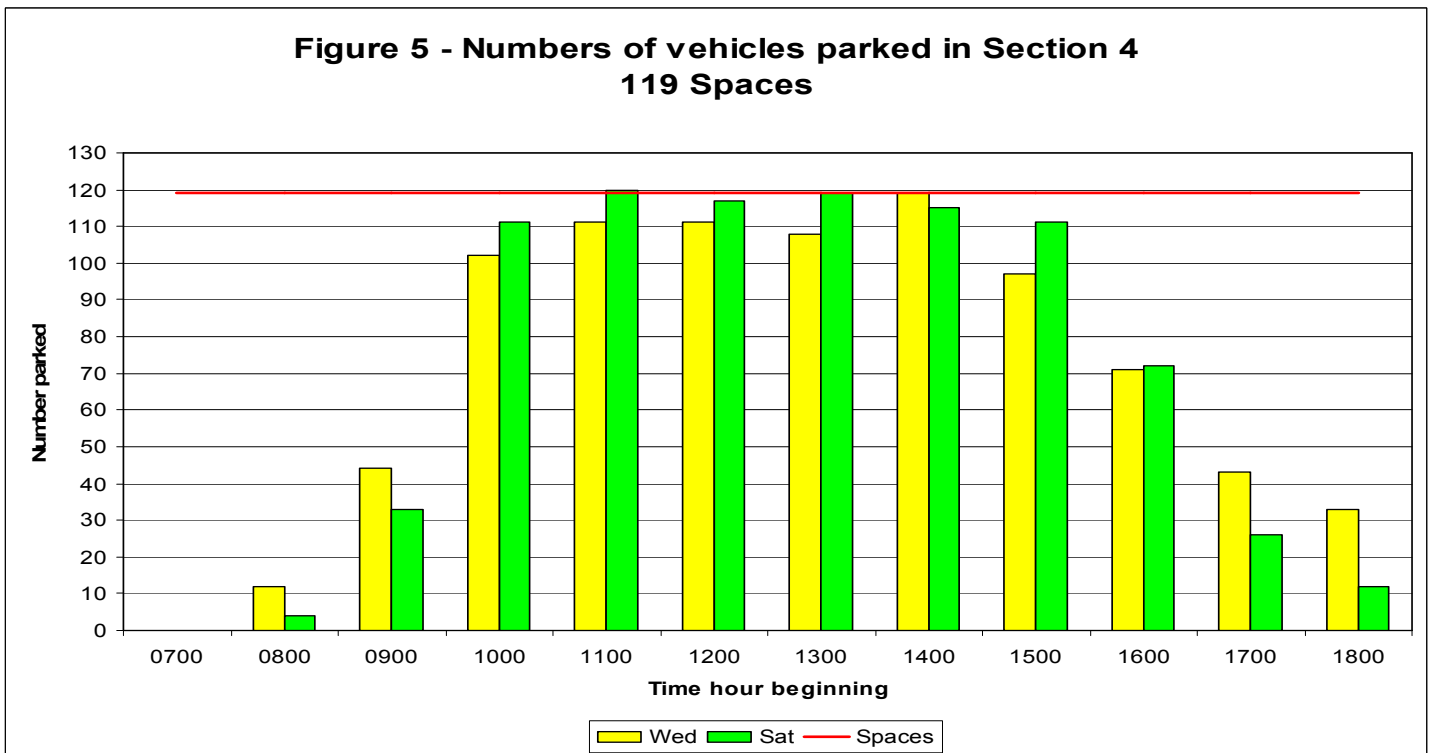


Appendix 4

**Figure 4 - Numbers of vehicles parked in Section 3
115 Spaces**



**Figure 5 - Numbers of vehicles parked in Section 4
119 Spaces**



**Figure 6 - Numbers of vehicles parked in Section 5
116 Spaces**

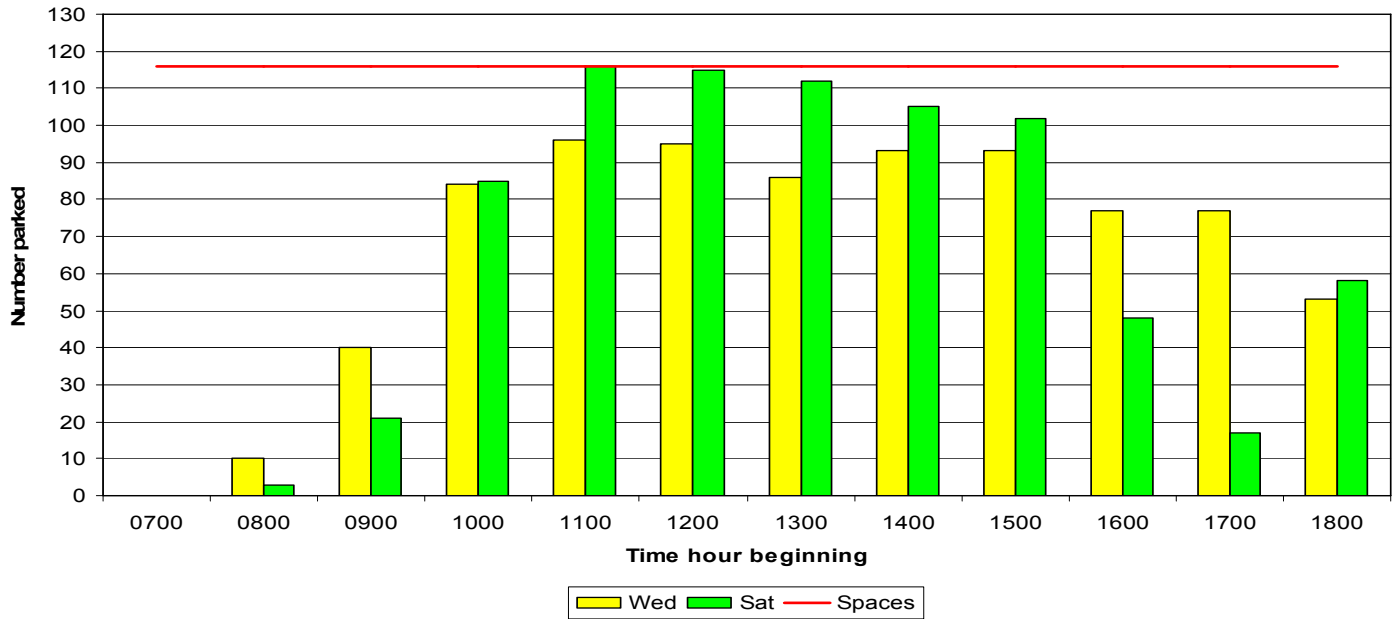
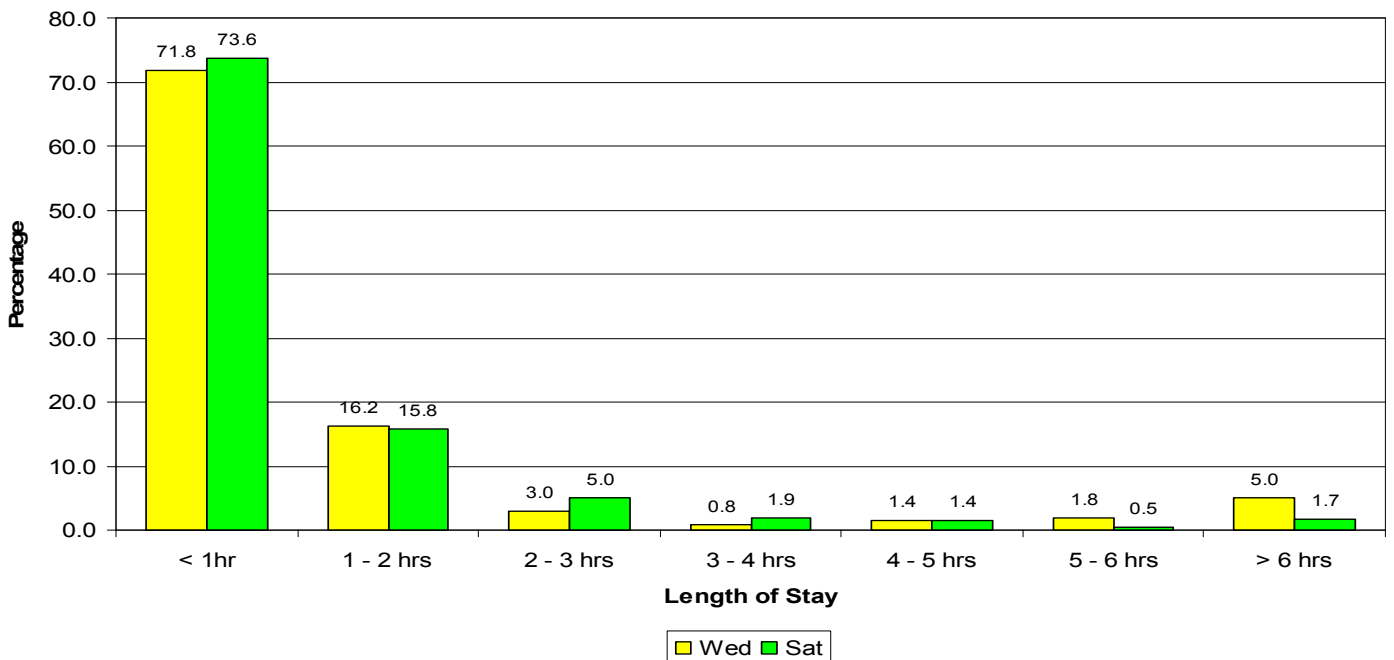


Figure 8 Length of stay of vehicles parked in Section 1



Appendix 4

Figure 9 Length of stay of vehicles parked in Section 2

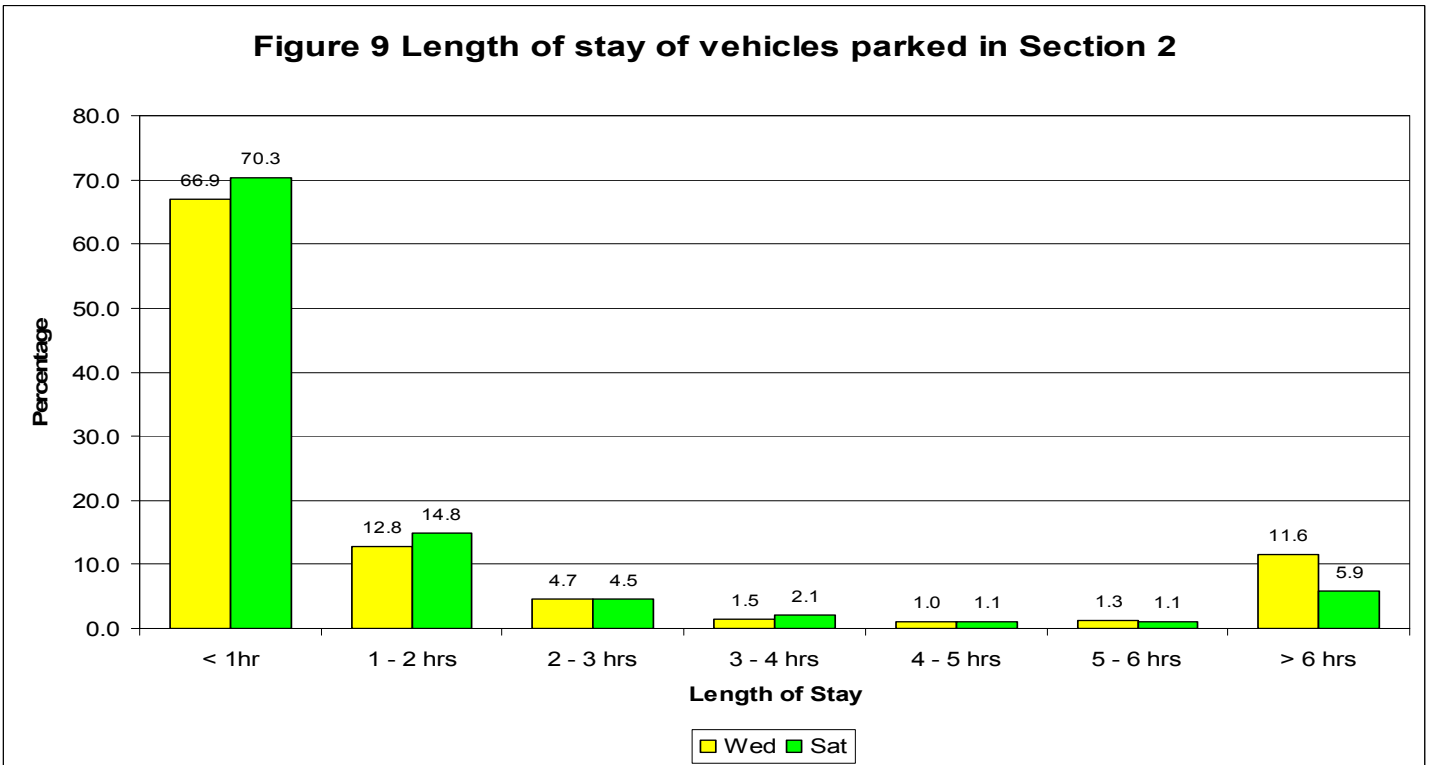


Figure 10 Length of stay of vehicles parked in Section 3

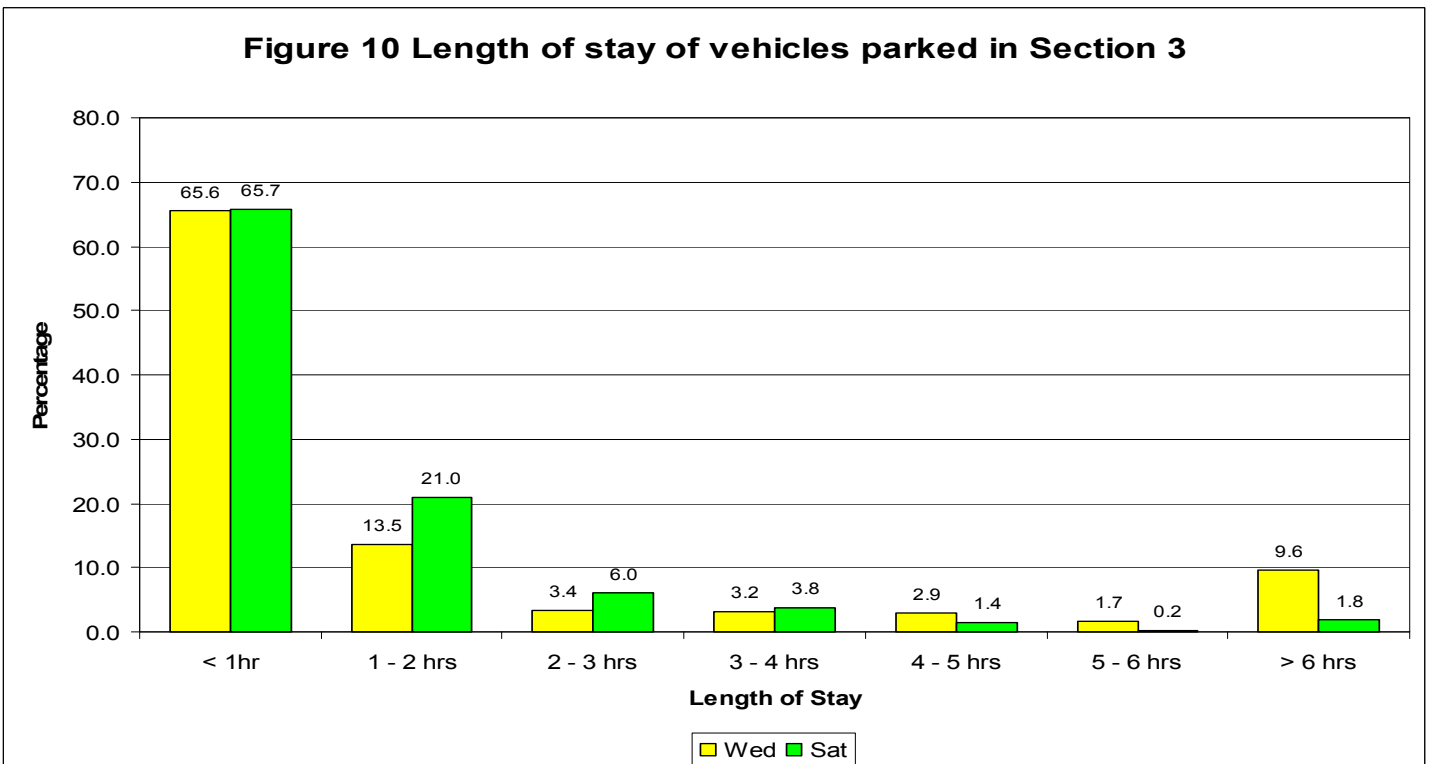


Figure 11 Length of stay of vehicles parked in Section 4

Figure 12 Length of stay of vehicles parked in Section 5

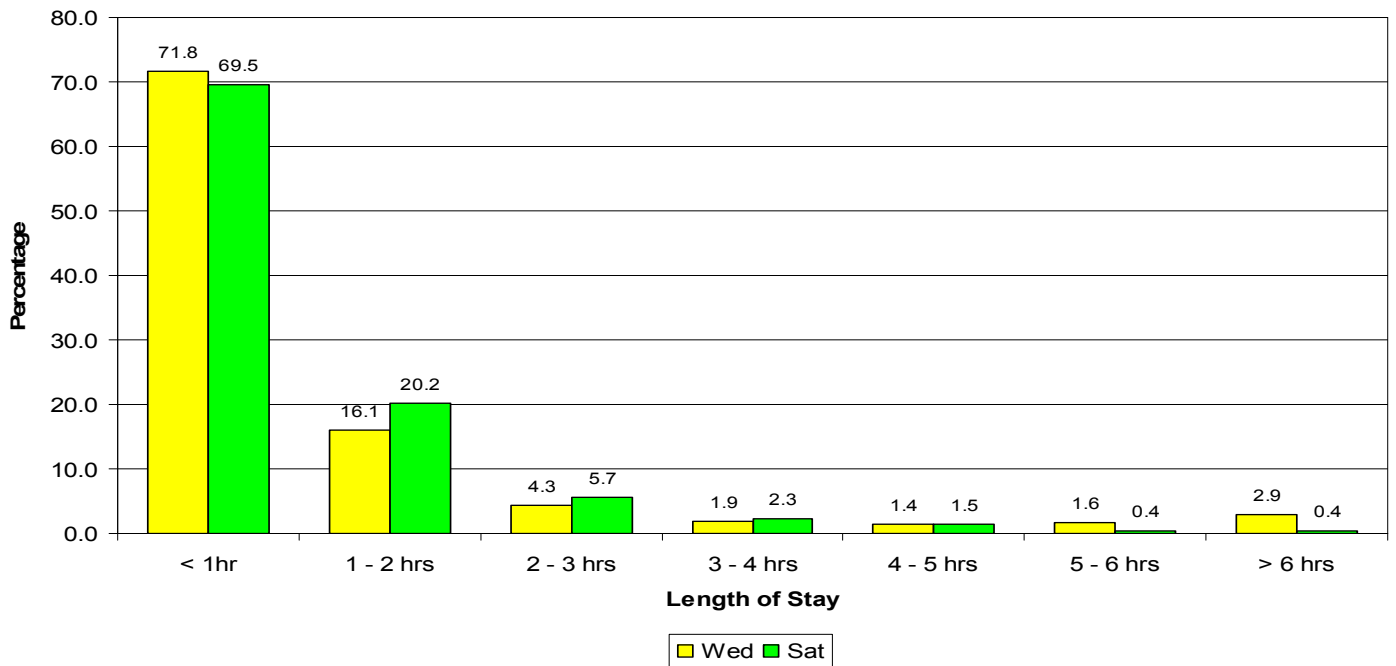
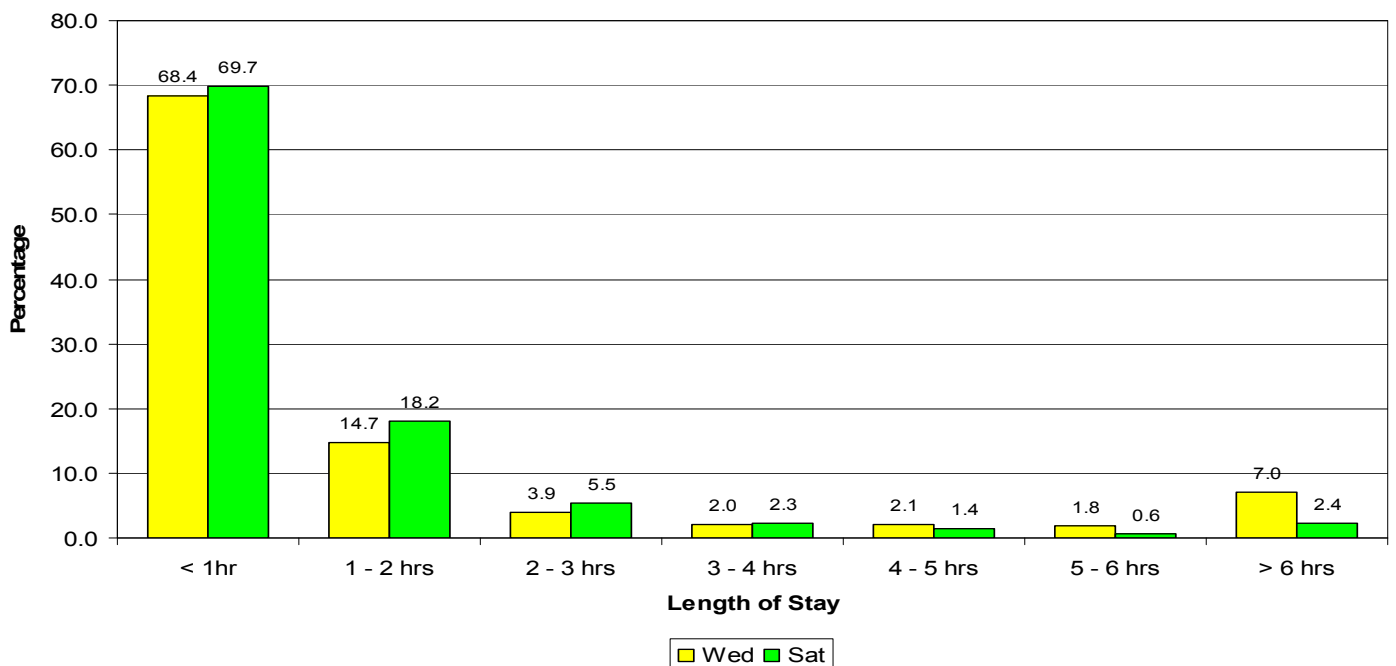
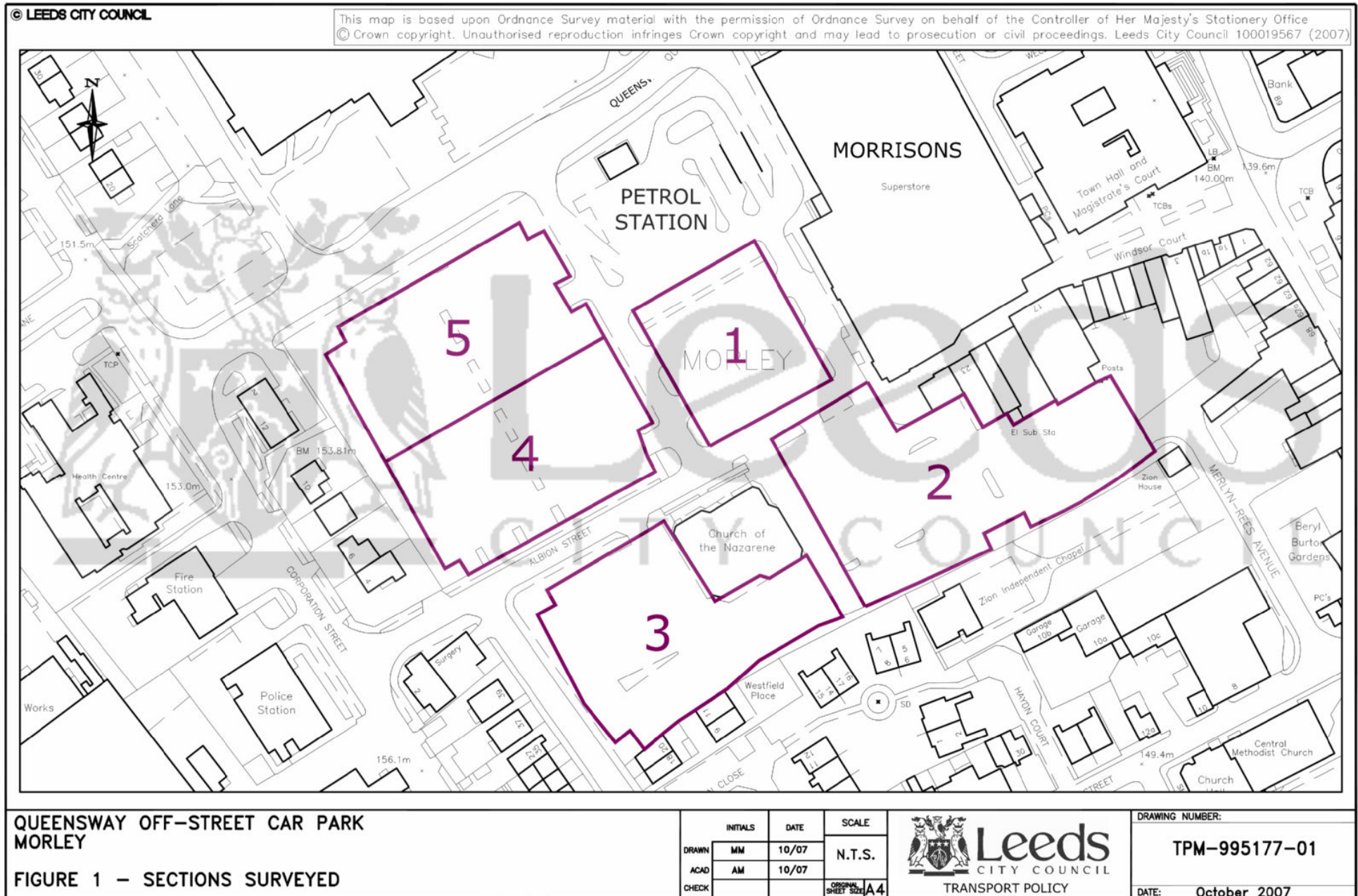


Figure 13 Length of stay of vehicles parked in Car Park







Report of the Director of Environments & Neighbourhoods Directorate

South Leeds (Outer) Area Committee

Date: Monday 25th February 2008

Subject: Outer South Area Committee Well-being Budget Report

<p>Electoral Wards Affected: Ardsley & Robin Hood Morley North Morley South Rothwell</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>
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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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Executive Summary

This report seeks to provide Members with:

- a) a current position statement on the Well-being Budget including the additional funding allocation of £50,000.
- b) details of projects at 4.0 for consideration
- c) a progress report on revenue projects agreed to date since 2006/07 (Appendix 1)
- d) details of capital projects agreed to date (Appendix 2).

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

1.0 Purpose of This Report

The report summarises:

- An update on both the revenue and capital elements of the Area Committee's budget.
- Proposed new projects to be funded by the Area Committee.
- Small Grant applications which have been approved.

2.0 Background Information

- 2.1 Each Area Committee has been allocated a Well-being Budget which it is responsible for administering. The aim of this budget is to support the social, economic and environmental wellbeing of the area by using the funding to support projects that contribute towards the Area Delivery Plan (ADP).
- 2.2.1 The Well-being Budget for the Outer South is comprised of a capital and revenue allocation. The capital allocation is **£106,735** for the financial year 2007/2008. The revenue allocation for 2007/08 financial year has been confirmed as **£199,880**.

3.0 Well Being Position to Date

- 3.1 Members should note the following points: -

3.2 Revenue 2007/08

- 3.2.1 The revenue budget for 2007/08 was confirmed as below.
- 3.2.2 The Area Committee was given an initial allocation for 2007/08 of **£199,880**.
- 3.2.3 Executive Board has approved the roll-forward of unallocated funds from the 2006/07 budget of **£159,361**.
- 3.2.4 The Executive Board has also approved an additional allocation for each area Committee of **£50,000 revenue** which must have no ongoing cost implications.
- 3.2.5 Therefore the total amount of revenue funding available to the Area Committee for 2007/08 is **£409,241**.
- 3.2.6 The Area Committee is asked to note that **£378,474.94** has been allocated from the 2007/08 Well-being Revenue Budget as listed in **Appendix 1**. These commitments for 2007/08 include new ring fenced amounts for small grants, skips, consultation, community centers and neighbourhood improvement plans as well as projects already approved in principle at earlier Area Committee meetings.
- 3.2.7 This leaves a balance yet to be committed of **£30,766.06**. Please note this balance includes the balance from the £50,000 additional allocation.

3.3 Capital

- 3.3.1 Of the **£480,308** capital funding allocated to the Area Committee for 2004/08 a total of **£305,024.75** has been committed to date leaving a balance of **£175,283.25**

3.3.2 The spend broken down by Ward is as follows:

	Ardsley & Robin Hood	Morley North	Morley South	Rothwell
2004/2007 Allocation	£93,393.25	£93,393.25	£93,393.25	£93,393.25
Project spend	£62,828.75	Morley North £27,560 Morley All £28,500	Morley South £52,500 Morley All £28,500	£65,700.00
Balance	£30,564.50	£37,333.25	£12,393.25	£27,693.25
2007/08 Allocation	£26,683.75	£26,683.75	£26,683.75	£26,683.75
Balance from 1 st April 2007	£57,248.25	£64,017	£39,077.00	£54,377.0
Project Spend	£2,250.00	Morley North £9,750.00 Morley All £11,468	Morley South £2,250 Morley All £11,468	£2,250.0
Total balance	£54,998.25	£42,799	£25,359	£52,127.0

3.3.3 Members are invited to bring forward suitable capital projects to be developed by Area Management Team.

3.3.4 Members are asked to note that at present the Neighbourhood Improvement Area's (NIP) have no current capital allocation and therefore any capital projects for the NIP areas must be submitted to the Area Committee for approval.

4.0 Well-being Projects

4.1 **Appendix 1** details revenue projects that have been commissioned by the Area Committee to date, including a current position statement and project outputs.

4.2 It is possible that some of the projects in **Appendix 1** may not use their allocated spend. This could be for several reasons including the project no longer going ahead, the project not taking place within the dates specified in the funding agreement or failure to submit monitoring reports. Due to this the revenue balance may be greater than the amount specified in 3.2.7.

4.3 Details of projects agreed for the capital budget to date, including a current position statement and project outputs are listed in **Appendix 2**.

4.4 Members are asked to consider the following projects:-

4.4.1 **Project Title:** The Crescent Regeneration – Car Park Provision

Name of Group of Organisation: Tingley Athletic Football Club

Total Project Cost: £12,000 capital

Amount proposed from Well Being budget 2007/2008: £12,000 capital

Ward Covered: Ardsley & Robin Hood

Project Summary: In May 2005, Tingley Athletic Football Club received £20,000 capital funding towards the construction of new football facilities at the Crescent. The facility was opened in early September. The next stage of the project is to install a car park surface to the overflow car park. This will enable Tingley Athletic to extend the number of pitches used at the Crescent without causing any traffic problems to the surrounding neighbourhood. At present during poor weather car parking is causing local pressures between residents and users of the facility. Project costs can be broken down as follows:

Clearing of car park area:	£1,000
Drainage:	£1,000
Stone base:	£2,000
Kerbing:	£1,000
Tarmac surfacing:	£7,000
TOTAL	£12,000

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

The proposal supports the Area Committee theme of 'More For Young People' and the objectives of supporting community groups in improving the local environment and involving young people in more activities.

4.4.2 **Project Title:** John O'Gaunts Junior Allotments

Name of Group or Organisation: John O'Gaunts in Bloom

Total Project Cost: £425 capital

Amount proposed from Well Being Budget 2007/2008: £425 capital

Ward Covered: Rothwell

Project Summary: The NIP is progressing well and partnership working between agencies is continuing to develop the action plan. As a result of NIP work John O'Gaunts in Bloom continue to develop. John O'Gaunts junior allotment have successfully bid for a 20x10ft polytunnel. The group is predominately 7 – 11 years olds with the occasional adult and teenager involvement. The group wish to continue their activities during the bad weather and grow plants for their allotment which is being prepared on derelict land near to the their flower beds. To allow this work to continue timber for plant staging, equipment and heaters need to be purchased. The project aims to engage with young people from the NIP area in worthwhile activities to educate, encourage and enthuse them with the delights of horticulture and adding further learning to their already established interest.

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

The proposal supports the Area Committee themes of 'Cleaner Neighbourhoods' and 'More For Young People' and the objectives of supporting community groups in improving the local environment and involving young people in more activities.

4.4.3 **Project Title:** John O'Gaunts Environment Improvements/Planters

Name of Group or Organisation: Groundwork

Total Project Cost: £2,350 capital

Amount proposed from Well Being Budget 2007/2008: £2,350 capital

Ward Covered: Rothwell

Project Summary: The project is an extension of the JOG Environment Week held 11th – 15th February being substantially funded by Aire Valley Homes which aims to complete a masterplan for the estate. The Environment Improvements is a joint initiative involving Groundwork, John O'Gaunts (JOG) in Bloom, JOG Tenants and Residents Association, South Leeds Health for All, Area Management and Aire Valley Homes. The project aims to put five large planters in the JOG estate. The planters will give positive environmental improvements to the estate. JOG In Bloom group will plant up the planters with shrubs and flowers, The new planters will add to the sites already improved by the enthusiastic young group and be a lasting visual improvement that will build on the week long activities undertaken during Environment Week.

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

This proposal supports the Area Committee themes of 'Cleaner Neighbourhoods and 'More For Young People' and the objectives of supporting community groups in improving the local environment and involve young people in more activities.

4.4.4 **Project Title:** Additional Litterbin Allocation

Name of Group or Organisation: City Services

Total Project Cost: £9,600 capital

Amount proposed from Well Being Budget 2007/2008: £600 capital

Ward Covered: All Wards

Project Summary: Area Committee ringfenced £9,000 towards additional litterbin allocation across the Outer South for 2007/08. City Services have confirmed that purchase and installation costs are £400 per floor mounted litterbin. To ensure all the ringfenced funding is spent and that all wards are given equal provision, an extra £600 capital funding is required. 6 litterbins per ward gives a total cost of £9,600.

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

This proposal supports the Area Committee theme of 'Cleaner Neighbourhoods' and the objective to provide litterbins in identified hotspots.

4.4.5 **Project Title:** John O’Gaunts Additional Litterbin Allocation

Name of Group or Organisation: City Services

Total Project Cost: £5,000 capital

Amount proposed from Well Being Budget 2007/2008: £5,000 capital

Ward Covered: Rothwell

Project Summary: Arising from the John O’Gaunts NIP meeting, consultation with residents has resulted in a request for additional litterbins on the John O’Gaunts estate. City Services have confirmed capacity to service litterbins on installation. Locations will be identified by the JOG residents association and supported by the PNDW and NIP. The project will encourage and enable residents to maintain a cleaner neighbourhood.

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

This proposal supports the Area Committee themes of ‘Involving Communities and ‘Cleaner Neighbourhoods’ and the objective to provide litterbins in identified hotspots.

4.4.6 **Project Title:** Morley Heritage Society

Name of Group or Organisation: Civic Buildings

Total Project Cost: £1,800 capital £400 revenue

Amount proposed from Well Being Budget 2007/2008: £1,800 capital £400 revenue

Ward Covered: All Morley

Project Summary: To provide an archive for historical items and artifacts of Morley. The Town Hall storage facility is in a room adjoining the bell tower which cannot be accessed by the public. The area needs to be cleared of substantial amounts of old equipment that has been dumped and to improve the fire detection and lighting in the room. Library Services have agreed that if the items are stored in the Town Hall they will be displayed within the library. The project aims to ensure the towns history is collectively stored for ongoing recording and for current and future generation to enjoy.

Upgrade existing fire detection system and lighting: £1,800

Skip Hire: £200

Civic Buildings Staff: £220

Total **£2,200**

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

This proposal supports the Area Committee theme ‘ Involving Communities’ and the objective to support community based activities.

4.4.7 **Project Title:** Improvements to Recycling Sites - Morley

Name of Group or Organisation: City Services

Total Project Cost: £6,162.25 capital

Amount proposed from Well Being Budget 2007/2008: £6,162.25 capital

Ward Covered: All Morley

Project Summary: The aim of this project is to enhance the existing recycling facilities, update recycling banks and provide disabled access. The site will move to the bay of car parking spaces opposite the petrol station. Nine new banks for recycling cans and glass will be placed in a screened area along with two paper banks and one textile bank. There will be four rows of banks, three deep. A skip for plastic recycling will be located outside the screened area on the left hand side of the bay. Screening will surround the area on three sides with panels along the front. A hatched area will be marked on the tarmac in-front of the site to allow people to access the site safely and provide access for vehicles to service the bins.

New Bring Banks	£3,285
Fencing	£2,577.25
Repairs to Bring Banks	£300
Total	£6,162.25

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

This proposal supports the Area Committee theme of 'Cleaner Neighbourhoods' and the objective to encourage recycling, reusing and reducing waste.

4.4.8 **Project Title:** Improvements to Recycling Sites - Rothwell

Name of Group or Organisation: City Services

Total Project Cost: £6,452.80 capital

Amount proposed from Well Being Budget 2007/2008: £6,452.80 capital

Ward Covered: Rothwell

Project Summary: The aim of this project is to enhance the existing recycling facilities, update recycling banks and provide disabled access. The recycling containers will move to the back wall of the car park. Twelve new bins for recycling cans and glass will be placed in a screened area along with three paper banks and one textile bank. There will be four rows of banks, four deep. A skip for plastic recycling will be located outside the screened area on the right hand side. Herringbone screening will surround the area on one side (right) with panels along the front. Along the two walls (back and left) screening will be placed along the top of the walls to enclose the site. A hatched area will be marked on the tarmac in-front of the site to allow people to access the site safely and provide access for vehicles to service the bins.

Car parking spaces will be marked down the sides of the car park.

New Bring Banks	£4,320
Fencing	£1,832.80
Repairs to Bring Banks	£300
Total	£6,452.80

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

This proposal supports the Area Committee the of 'Cleaner Neighbourhoods' and the objective to encourage recycling, reusing and reducing waste.

4.4.9 **Project Title:** Windmill Community Centre

Name of Group or Organisation: City Services

Total Project Cost: £142,365 capital

Amount proposed from Well Being Budget 2007/2008: £30,707 capital

Ward Covered: Rothwell

Project Summary: Report considered earlier on the agenda requests approval for capital funding totaling £30,707 to be spent on Windmill Youth Club. This funding will be complimentary to a £111,658 programme of works to be undertaken with funding from Section 106 monies allocated for use on community facilities in the Rothwell area.

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

This proposal supports the Area Committee theme of 'Involving Communities' and the objective to support the Outer South Community Centres Sub Committee to look at facilities within the area to assess and review the portfolio of Neighbourhoods and Housing community centres.

4.4.10 **Project Title:** Morley Town Hall

Name of Group or Organisation: City Services

Total Project Cost: £31,000 capital

Amount proposed from Well Being Budget 2007/2008: £31,000 capital

Ward Covered: Morley North and Morley South

Project Summary: Report considered earlier on the agenda requests approval for capital funding totaling £31,000 to be spent on improvements to Morley Town Hall.

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

This proposal supports the Area Committee theme of 'Involving Communities' and the objective to support the Outer South Community Centres Sub Committee to look at facilities within the area to assess and review the portfolio of Neighbourhoods and Housing community centres.

4.4.11 **Project Title:** Churwell CCTV

Name of Group or Organisation:

Total Project Cost: £5,378 capital

Amount proposed from Well Being Budget 2007/2008: £5,378 capital

Ward Covered: Morley North

Project Summary: Churwell Park is located in the heart of Churwell. Over the last few years the Action Group, in partnership with the Ward Members and Parks and Countryside, have undertaken a series of improvement works which have helped enormously in improving the park and providing local residents with new facilities. Despite the efforts of everyone involved, a small minority of people are persistent in damaging various items such as the bowling green, the pavilion, the mosaic, along with much of the vegetation, shrubberies and annual bedding display which help brighten the park, as well as providing habitat for wildlife. Churwell Action Group, wish to pursue the possibility of erecting CCTV cameras within the park to try and deter further acts of destruction.

Full details of this project can be found in a separate report elsewhere on the agenda.

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

This proposal supports the Area Committee theme of 'Safer Neighbourhoods' and the objective to consider CCTV in priority areas.

4.4.12 **Project Title:** Thorpe Open Space

Name of Group or Organisation:

Total Project Cost: £8,000 revenue

Amount proposed from Well Being Budget 2007/2008: £8,000 revenue

Ward Covered: Ardsley & Robin Hood

Project Summary: Thorpe Community Forum wish to develop a new playground and Multi Use Games Area at Thorpe Recreation Ground. Project costs include the design and consultation work and construction costs. Section 106 funding agreed is not accessible until mid to late 2009. The group wish to commission the design work and undertake the consultation now, allowing the scheme to be delivered immediately upon receipt of the s106 monies. The request for Area Committee support would cover the design and consultation fees and allow the s106 funding to cover construction costs. Full details of this project can be found in a separate report elsewhere on the agenda.

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

This proposal supports the Area Committee theme of 'More For Young People' and the objective of increasing the range of activities for young people.

4.4.13 **Project Title:** Morley Elderly Action Gardening Maintenance Scheme

Name of Group or Organisation: Morley Elderly in Action

Total Project Cost: £22,000 revenue

Amount proposed from Well Being Budget 2007/2008: £7,500 revenue

Ward Covered: Morley North, Morley South and parts of Ardsley & Robin Hood

Project Summary: Morley Elderly in Action established a gardening scheme in 2000.

The model has developed to become more cost effective and to ensure that older people get an adequate gardening service at a subsidised cost. The scheme has three cost elements, the gardeners fees, administration, and subsidising the service charge to clients. The project is funded through grants and service charge to clients. The garden maintenance service is threatened due to the reduction of an income source and requires the support of the Area Committee to continue to scheme.

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

This proposal supports the Area Committee theme of 'Cleaner Neighbourhoods' and the objective to improve the local environment.

4.4.14 **Project Title:** Garden Maintenance Scheme

Name of Group or Organisation: Care & Repair Leeds

Total Project Cost: £28,200 revenue

Amount proposed from Well Being Budget 2007/2008: £2,981 revenue

Ward Covered: Rothwell

Project Summary: The garden maintenance service started in July 2006, covering the Rothwell, Robin Hood, Woodlesford and Lofthouse areas of Leeds. It is targeted at people aged 60 and over and disabled people. The service offers basic garden maintenance, including hedge and lawn cutting, weeding and general tidying. The service is subsidised by funding and a charge is made to each customer per job depending on the sizes of garden and amount of work needed. Full details of this project can be found in a separate report elsewhere on the agenda.

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

This proposal supports the Area Committee theme of 'Cleaner Neighbourhoods' and the objective to improve the local environment.

4.4.15 **Project title:** Priority Neighbourhood Development Worker

Name of group or organisation: Area Management

Total Project Cost: £31,622 revenue

Amount proposed from Well-being Budget 07/08: £31,622 revenue

Project Costs can be broken down as follows:

Salary SO1: £25,000

Project budget: £2,500

Management fee: £2,980

Office Costs (PC, Printer, Annual Broadband line rental): £782

Business Broadband: £360 per year

Total: £31,622

Ward covered: All Outer South

Summary of project: Following Area Committee approval the Priority Neighbourhood Development Worker was established in November 2006, working for the Area Management Team and the Outer South Area Committee but under the management of the voluntary organisation South Leeds Health for All (SLHFA).

The key function of the post is to support successful community engagement as part of the NIP process. This includes supporting community groups and individuals, building capacity in groups and delivering on projects in the NIPs.

Full details of this project can be found in a separate report elsewhere on the agenda.

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

This proposal supports the Area Committee theme of 'Involving Communities' and the objective to engage with the community.

4.4.16 **Project title:** Teenage Health Bus

Name of group or organisation: South Leeds PCT

Total Project Cost: £4,000 revenue

Amount proposed from Well-being Budget 07/08: £4,000 revenue

Ward covered: All Outer South

Summary of project: Teenage health bus provides advice to teenagers across the outer south area on health issues. This service was commissioned by the old CIT.

The invoice has only recently been presented. Advice from legal and finance is that we should pay if you can confirm that we received the service. Area Management have researched previous CIT records and concluded that the invoice is legitimate and should be paid.

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

This proposal supports the Area Committee theme of 'More For Young People' and the objective to increase the health of teenagers in Outer South.

4.4.17 **Project Title:** Morley in Bloom

Name of Group or Organisation: Morley In Bloom

Total Project Cost: £4,138.97

Amount proposed from Well Being Budget 2007/2008: £2,303.57 revenue
£1,835.40 capital

Ward Covered: All Morley

Project Summary: Area Committee ringfenced £8,000 to support Morley and Rothwell In Bloom groups. Morley in Bloom wish to purchase and plant a range of spring, summer and winter plants at key locations around Morley. 20 volunteers will work to improve the physical environment of Morley. The project will operate in Morley North, Morley South and parts of Tingley. The project meets the Area Committees ADP by achieving CN12; 'Provide support for In Bloom groups to improve appearance of area and increase community cohesion.

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

This proposal supports the Area Committee theme of Cleaners Neighbourhoods and the objective to provide support for In Bloom groups to improve appearance of area and increase community cohesion.

4.4.18 **Name of Project:** Pilot Breeze Technology

Name of group or Organisation: Out of School Activities Team

Total Project Cost: £1,500 revenue

Amount proposed from well-being: £750 revenue

Ward(s) covered: All Wards

Summary of project: This project aims to use the Breeze card recording system to record attendance at the Easter Holiday programme of activities at 5 venues in the Inner South and 5 in the Outer South. The project costs £1,500 and an application for half of the costs has been submitted to the Outer South Area Committee. Currently monitoring systems are not in place to measure the uptake of activities across the area in a coherent manner. The proposed project would enable all agencies and funding bodies to evaluate existing work and activities, identifying strengths and weaknesses, gaps in provision and geographical areas where little or no activity is being accessed from. This evaluation will enable the Team to develop activities with targeted marketing and promotion. The information could be overlapped with other information such as crime and anti-social behaviour hotspot information to look for any correlation.

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

This proposal will support the 'More for Young People' theme and the objective to 'publicise and develop provision available for young people including during school holidays.'

5.0 Small Grants Update

5.1 No small grants have been approved since the last Area Committee

6.0 Implications For Council Policy and Governance

6.1 There are no direct implications for the above as a result of this report.

7.0 Legal and Resource Implications

7.1 Legal implications as a result of this report will be reflected in any subsequent Funding Agreements and Contracts to Tender that arise from projects funded by the Well being Budget.

7.2 Resource implications will be that the remaining balance of the Wellbeing Budget for revenue will be reduced and remaining balance of the Well being Budget for capital will be reduced as a result of any projects funded.

8.0 Conclusions

8.1 The report provides up to date information on the Area Committee's Well-being Budget.

9.0 Recommendations

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

- Note the position of the Well-being Budget as set out at 3.2 including the additional allocation of £50,000 revenue funding.
- Consider and approve the projects to be funded by the Area Committee as outlined in 4.4.1 to 4.4.18
- Note the Well-being revenue projects agreed as listed in Appendix 1.
- Note the Well-being capital projects already agreed as listed in Appendix 2.

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Outer South Well Being Budget 2008
Revenue Projects agreed to date

Project	Delivery Organisation	Projected Revenue cost 07/08	Description	Outputs	Outcomes
Budget	Allocation	£199,880			
	Carry forward	£159,361			
	Additional Allocation	£50,000			
	TOTAL	£409,241			
Outer South Skips Budget	South Area Management Team	£10,000 total Current spend £5,642.00.	To establish a skips for community use fund	<ul style="list-style-type: none"> Provide skips for community groups to undertake clean-ups 	<ul style="list-style-type: none"> Improved streetscene in local neighbourhoods Increased community pride
Outer South Small Grants Fund	South Area Management Team	£15,000 total Current grants approved to date £3,273.41	To establish a small grants fund for projects meeting Area Delivery Plan priorities	<ul style="list-style-type: none"> Support voluntary and community groups through grant aid 	<ul style="list-style-type: none"> Increased range of community activity Increased community participation Increased community pride Delivery of Area Delivery Plan priorities
Teenage Health Bus	South Leeds PCT	£4,000	To contribute towards cost of teenage health bus provision in Outer South	<ul style="list-style-type: none"> Health advice for teenagers 	<ul style="list-style-type: none"> Increased health of teenagers in Outer South
Outer South Communications Budget	South Area Management Team	£5,000	A budget to enable effective communication and consultation on Area	<ul style="list-style-type: none"> 5 newsletters 7 questionnaires Promotional materials 	<ul style="list-style-type: none"> Increased awareness of the Outer South Area Committee

Project	Delivery Organisation	Projected Revenue cost 07/08	Description	Outputs	Outcomes
			Committee issues in the Outer South		<ul style="list-style-type: none"> Improved consultation that can be inform localised projects and plans
Neighbourhood Improvement Area - Eastleighs & Fairleighs	South Area Management Team	£6,000 Spent: £1,686	A plan to aimed at making improvements in Priority Neighbourhoods	<ul style="list-style-type: none"> Projects aimed at the priorities identified: The environment, community involvement, young people. 	<ul style="list-style-type: none"> Narrowing the gap: improved services and wellbeing of the area.
Neighbourhood Improvement Area - Newlands & Denshaws	South Area Management Team	£6,000 Spent: £3,361	A plan to aimed at making improvements in Priority Neighbourhoods	<ul style="list-style-type: none"> Projects aimed at the 5 priority's identified: <ul style="list-style-type: none"> Drugs, The environment, ASB, activities for young people 	<ul style="list-style-type: none"> Narrowing the gap: improved services and wellbeing of the area.
Neighbourhood Improvement Area - John O'Gaunts	South Area Management Team	£6,000 Spent: £2,791	A plan to aimed at making improvements in Priority Neighbourhoods	<ul style="list-style-type: none"> Projects aimed at the priorities identified as: <ul style="list-style-type: none"> ASB, young people, environment, unemployment, community involvement 	<ul style="list-style-type: none"> Narrowing the gap: improved services and wellbeing of the area
Neighbourhood Improvement Area – Oakwells & Fairfaxes	South Area Management	£6,000 Spent: £838	A plan to aimed at making improvements in	<ul style="list-style-type: none"> Projects aimed at the priorities identified of : 	<ul style="list-style-type: none"> Narrowing the gap: improved services and wellbeing of

Project	Delivery Organisation	Projected Revenue cost 07/08	Description	Outputs	Outcomes
			Priority Neighbourhoods	ASB, environment, young people and community facilities	the area.
Neighbourhood Improvement Area – Harrops	South Area Management	£6,000 Spent: £426	A plan to aimed at making improvements in Priority Neighbourhoods	<ul style="list-style-type: none"> Projects aimed at the priorities identified: Crime and ASB, Environment and young people. 	<ul style="list-style-type: none"> Narrowing the gap: improved services and wellbeing of the area
Neighbourhood Improvement Area – Wood Lane	South Area Management	£6,000 Spent: £426	A plan to aimed at making improvements in Priority Neighbourhoods	<ul style="list-style-type: none"> Projects aimed at the priorities identified: the environment, young people and crime and ASB 	<ul style="list-style-type: none"> Narrowing the gap: improved services and wellbeing of the area
Community Centres	South Area Management	£10,000	A ringfenced amount to cover any essential work identified by the Community Centres Sub-Group	<ul style="list-style-type: none"> Community centre improvements 	<ul style="list-style-type: none"> Community involvement
Morley In Bloom Groups	Morley in Bloom	£4,000.00 Proposal for £2,303.57	Allocation of £4000.00 for Morley in Bloom.	<ul style="list-style-type: none"> Planting schemes in Morley. 	<ul style="list-style-type: none"> Cleaner Neighbourhoods. Vibrant town centres and creation of

Project	Delivery Organisation	Projected Revenue cost 07/08	Description	Outputs	Outcomes
Rothwell in Bloom	Rothwell in Bloom	£4,000	Allocation of £4,000.00 for Rothwell in Bloom.	<ul style="list-style-type: none"> Planting schemes in Rothwell. 	<p>community spirit.</p> <ul style="list-style-type: none"> Cleaner Neighbourhoods. Vibrant town centres and creation of community spirit.
Town Centre Manager	South Area Management Team	£57,270 (Additional £10,000 Income from Morley Town Council)	A Town Centre Manager employed to help bring improvements to Morley and Rothwell Town Centre	<ul style="list-style-type: none"> Town Centre Manager for Morley and Rothwell. 	<ul style="list-style-type: none"> Please refer to town centre Action Plans
Upgrade of Colour Photocopier	South Area Management Team	£2,483	Upgrading of the Area Management team's photocopier	<ul style="list-style-type: none"> One upgraded photocopier for the Outer South Area Management Team 	<ul style="list-style-type: none"> The capacity to produce more questionnaires, publicity and newsletter to a higher standard.
Morley Office Rental Charges	Leeds Credit Union	£4,215	A credit union facility to open in Morley Town Centre	<ul style="list-style-type: none"> A branch to be open in Morley Town Hall from December 2005 	<ul style="list-style-type: none"> More local people to saving and borrowing at a reasonable rate A reduction in vulnerable people seeking loans from unauthorised

Project	Delivery Organisation	Projected Revenue cost 07/08	Description	Outputs	Outcomes
					sausages such as loan sharks.
Ardsley & Robin Hood and Rothwell Gardening Scheme	Care & Repair	£14,050	Establishment of a gardening service for Rothwell that will be aimed at older people (people over 60) and people with disabilities who are currently unable to maintain their gardens	<ul style="list-style-type: none"> 50 gardens in the first year 75 gardens in the second year 100 gardens in the third year 	<ul style="list-style-type: none"> Environmental improvements People being helped to maintain their own homes Community safety benefits
Dance Classes	Dance Action Zone Leeds	£9120.00	Dance classes young people at risk of being involved in anti-social behaviour	<ul style="list-style-type: none"> Four dance classes in the Outer South 	<ul style="list-style-type: none"> Health benefits to young people involved Increase in self esteem for young people involved Targeted young people at less risk of committing anti social behaviour
More for young people	Youth Service	£9,423.00	Involve more	<ul style="list-style-type: none"> Summer 	<ul style="list-style-type: none"> More young people

Project	Delivery Organisation	Projected Revenue cost 07/08	Description	Outputs	Outcomes
Community Safety	West Yorkshire Police	£29,226.44	<ul style="list-style-type: none"> Smartwater – security measures for victims of domestic burglary Morley & District Pubwatch & Licensing Scheme Rothwell Town Centre – Shop Watch – tackle crime and anti-social behaviour 	<ul style="list-style-type: none"> Purchase and fitting of 400 smartwater kits and 400 doorbells 12 operations and 3 test Purchase Operations Rental of 20 radios and purchase of a base station 	<p>involved in activities over the school holidays</p> <ul style="list-style-type: none"> Reduction in complaints of anti social behaviour in the area over the holidays. <ul style="list-style-type: none"> A reduction in crime and anti social behaviour.

Project	Delivery Organisation	Projected Revenue cost 07/08	Description	Outputs	Outcomes
Recreate	Groundwork	£8,250	Carry out awareness raising work in schools and within neighbourhoods where action is needed most.	<ul style="list-style-type: none"> young people engaged in actions to reduce waste, prevent litter, promote re-use, repair and recycling processes Action days organised Work with after school clubs on environmental issues 	<ul style="list-style-type: none"> Involve young people in positive activities which will challenge negative perceptions of young people locally. Assist schools in expanding their community role. Cleaner neighbourhoods through encouraging reuse, recycling and reduction of waste. Improving neighbourhoods in need including John O'Gaunts, Eastleighs and Fairleighs. Increasing capacity of community

Project	Delivery Organisation	Projected Revenue cost 07/08	Description	Outputs	Outcomes
Neighbourhood Workers	South Area Management	£35,000 (end date 31 st Oct 07) £13,062.50 (1 st Nov 07 – 31 st Mar 08)	<p>Review & implement the Neighbourhood Improvement approach for</p> <ul style="list-style-type: none"> • Eastleighs/ Fairleighs Newlands/ Denshaws • John O'Gaunts • Wood Lane Estate • Fairfaxes and Oakwells • The Harrops 	<ul style="list-style-type: none"> • One worker (or two part time workers) to help progress NIP projects 	<p>groups by involving them directly in the projects.</p> <ul style="list-style-type: none"> • NIP action plans being implemented more effectively with greater community representation. • Increased social capital through capacity building of small groups and the voluntary sector.
Site Based Gardeners		£45,000	<p>Site based gardeners at community parks</p>	3 full time Gardeners for 1 years.	<ul style="list-style-type: none"> • Crime reduction • Reducing fear of crime • Increasing voluntary and community engagement • Cleaner safer public green spaces

Project	Delivery Organisation	Projected Revenue cost 07/08	Description	Outputs	Outcomes
Morley Bottoms Regeneration Scheme	Development Department	£10,000	Design and Fees for the physical regeneration of the Chapel Hill area	<ul style="list-style-type: none"> Physical regeneration 	<ul style="list-style-type: none"> Safer cleaner neighbourhoods
Summer & Winter Events Programme	Morley Entertainment Committee		Summer months street entertainment and Morley Christmas lights event	<ul style="list-style-type: none"> Street entertainment attracting 350 people every week for eight weeks Christmas light event attracting 800 people 	<ul style="list-style-type: none"> Thriving and harmonious communities Regeneration and promotion of town centres
Morley Literature Festival Director	South Area Management	£5,000	Recruitment of a freelance Festival Director	<ul style="list-style-type: none"> 1 Festival Director 5 day festival programme 	<ul style="list-style-type: none"> Greater partnership links and sustainability for future work.

Project	Delivery Organisation	Projected Revenue cost 07/08	Description	Outputs	Outcomes
Morley Literature Festival	South Area Management	£5,000	Contribution towards the general revenue costs of holding the event	<ul style="list-style-type: none"> A five day festival with a full programme. 	<ul style="list-style-type: none"> Increased community spirit, education and activities for families. Encourage partnership work between the public and private sectors. Engender a stronger community link with the town centre.
Mini Tennis	Outer South Primary Schools	£500.00	Mini tennis coaching to be delivered in Outer South Primary schools	<ul style="list-style-type: none"> No of teacher trained. No of children engaged. 	<ul style="list-style-type: none"> Increased physical activities for schools children to increase health and wellbeing of young people

Project	Delivery Organisation	Projected Revenue cost 07/08	Description	Outputs	Outcomes
Rothwell 600 celebrations	Rothwell 600 Committee	£15,000.00	A programme of activities events to mark the 600 th anniversary of Rothwell's Royal Charter.	<ul style="list-style-type: none"> Several events and activities ran by local community groups 	<ul style="list-style-type: none"> Encourage people from a wide variety of backgrounds to share and appreciate the culture and heritage of the area. Use the celebrations as vehicle to regenerate the Ward through a variety of methods, promoting community pride and identity.
Conservation Areas Audit of Morley and Rothwell	South Area Management Team	£16,000.00	To carry out a conservation area review in both Rothwell and Morley	<ul style="list-style-type: none"> Conservation study complete in both Rothwell and Morley 	<ul style="list-style-type: none">
Car Park Survey	Highways	£1,875.00	To carry out a car park survey	<ul style="list-style-type: none"> A completed study 	<ul style="list-style-type: none"> A way forward for parking in the town
Bulb Bonaza	Groundwork	£500	To plant bulbs at key locations around town	<ul style="list-style-type: none"> Bulbs planted 	<ul style="list-style-type: none"> Improve the appearance of the town

Project	Delivery Organisation	Projected Revenue cost 07/08	Description	Outputs	Outcomes
Participatory Budgeting	South Area Management Team	£10,000	To deliver PB pilot in Outer South	<ul style="list-style-type: none"> Completed pilot initiative in Outer South 	<ul style="list-style-type: none"> £30,000 spent on priority issues in Drighlington and evaluation of effectiveness of PB approach in 'Narrowing the Gap'.
	TOTAL Projects agreed	£378,474.94			
	Balance	£30,766.06			

**Outer South Well Being Budget 2004/2008
Capital Projects agreed to date**

Project	Delivery Organisation	Capital cost	Description	Outputs	Outcomes
Budget		£480,308.00			
Ardsley & Robin Hood					
Sports Facility Development	Tingley Athletic Football Club	£20,000.00	The development of a home ground site with training facilities and a club house for Tingley Athletic Junior Football Club	<ul style="list-style-type: none"> • Clearance of the existing site Levelling and drainage of the site • Provision of a new access point with car parking facilities • Build of a new clubhouse with changing facilities and multi purpose room . 	<ul style="list-style-type: none"> • More people in the area benefiting from local sports facilities.
West Ardsley Community Centre Improvements	City Services/Neighbourhoods & Housing	£16,564.00	Repairs to bring community centre back into active use	<ul style="list-style-type: none"> • Restore outside lighting • Replace existing handrails 	<ul style="list-style-type: none"> • After school and youth provision provided in the area • More young people

Project	Delivery Organisation	Capital cost	Description	Outputs	Outcomes
Litterbins Ardsley & Robin Hood 2005/2006	Streetscene, City Services	£3,000.00	Additional litterbins for areas identified as being problematic for litter	<ul style="list-style-type: none"> Additional fencing Roller shutter door Replace gutter and fall pipes Connect gas supply to centre Maintenance works to gents toilets 17 Dual compartment, free standing litter bins 	<ul style="list-style-type: none"> engaged in diversionary activities. A base for community groups to hold activities in the area. A reduction in the amount of litter in the area. Improvements to the environment.
East Ardsley Community Centre Fence	City Services	£13,193.00	Security measures taken around the East Ardsley Community Centre which has been a hotspot for anti social behaviour	<ul style="list-style-type: none"> A security fence to be installed around the Centre. 	<ul style="list-style-type: none"> A reduction in the amount of vandalism the centre was experiencing.

Project	Delivery Organisation	Capital cost	Description	Outputs	Outcomes
Westerton Road Allotments Fencing	Parks & Countryside	£10,071.75	To erect steel fencing around the back of Westerton Road Allotments	<ul style="list-style-type: none"> Lighting to be installed on the exterior of the centre. Planning permission to be obtained from City Services. A steel security fence. 	<ul style="list-style-type: none"> Reduction in vandalism, and anti social behaviour.
Litterbins 2007/2008	City Services	£2,250.00	Additional litterbins for areas identified as being problematic for litter	<ul style="list-style-type: none"> 6 additional litter bins 	<ul style="list-style-type: none"> A reduction in the amount of litter in the area. Improvements to the environment.
Ardsley & Robin Hood Sub Total		£65,078.75			
All Morley					
Morley Community Radio	Morley Community Radio	£10,000.00	A radio station to be established covering the Morley area	<ul style="list-style-type: none"> Broadcasted 12 days in December and 10 days in July 40 people were 	<ul style="list-style-type: none"> More local people being aware and able to voice their opinion on local issues

Project	Delivery Organisation	Capital cost	Description	Outputs	Outcomes
Morley Leisure Centre Disability Access	Leisure Services	£15,000.00	Measures to make Morley Leisure Centre DDA compliant.	<ul style="list-style-type: none"> Many voluntary and statutory organisations fed into this and gave interviews on air New disabled changing facilities Lowering of reception counter 	<ul style="list-style-type: none"> More disabled people being able to access Morley Leisure Centre facilities and the health benefits that will come from that.
Town Centre Environmental Improvements	Morley In Bloom	£1,000.00	Environmental Improvements in Morley Town Centre	<ul style="list-style-type: none"> Purchase of flowers, shrubs, planters and tubs and gardening equipment for use in Morley Town Centre 	<ul style="list-style-type: none"> A more pleasant environment in Morley Town Centre encouraging more people to shop there.
New Creation	Groundwork	£1,000.00	To run environmental projects in Morley schools until the end of 2008.	<ul style="list-style-type: none"> Yellow Woods Challenge Recycled Christmas Decorations projects. 	<ul style="list-style-type: none"> Increase Young people and their family's knowledge of environmental issues such as recycling

Project	Delivery Organisation	Capital cost	Description	Outputs	Outcomes
Morley Bottoms Regeneration Scheme	Development Department, LCC	£30,000	Physical regeneration to the Morley Bottoms area	<ul style="list-style-type: none"> Development of bring bank sites in Morley schools. Composting schemes in Morley schools Litter pick with Seven Hills primary School. 	<ul style="list-style-type: none"> An increase in recycling rates in the Outer South Environmental Improvements in the Outer South
Scatcherd Park War Memorial	Parks and Countryside	£10,000	Restoration of the war memorial	<ul style="list-style-type: none"> Improve appearance Fencing Landscaping Stabilizing bank Develop lay by 	<ul style="list-style-type: none"> Improve appearance; quality and value of the local area as well improve the public realm and environment. Protection of a local heritage site and improve the general appearance of the park while promoting pride in the area.
Electrical Services to Bandstand	Civic Buildings	£936	Installation of an outdoor power point at the bandstand	<ul style="list-style-type: none"> Develop the technical infrastructure of the town centre 	<ul style="list-style-type: none"> support outdoor entertainment such as the Morley light switch on and future events
Glutton Street	City Services	£6,000	Purchase of a mechanical sweeper	<ul style="list-style-type: none"> Improve the appearance 	<ul style="list-style-type: none"> improved street cleaning of

Project	Delivery Organisation	Capital cost	Description	Outputs	Outcomes
Cleanser				of the Town and surrounding area	Morley town centre
Car parking scheme at Queensway Car Park	City Services	£6,000	Installation of equipment providing time limited parking in car park	<ul style="list-style-type: none"> ▪ Improved car parking provision in town 	<ul style="list-style-type: none"> • Support development of town through improved infrastructure
All Morley Sub Total		£79,936.00			
Morley North					
Gildersome Springbank Green Doorstep Project	Gildersome Action Group	£5,000.00	The transformation of an area of under used public green space that is subject to fly tipping and vandalism into a community resource.	<ul style="list-style-type: none"> • Clearance of area • Litter bins in area • Benches in the area • Soft landscaping 	<ul style="list-style-type: none"> • An improvement to the physical environment of the area.
Gildersome CCTV Scheme	Gildersome Action Group	£13,060.00	The installation of a CCTV system around Gildersome Meeting Hall to reduce incidences of ASB and vandalism	<ul style="list-style-type: none"> • 7 high resolution day / night cameras to be installed 	<ul style="list-style-type: none"> • A reduction in the incidents of crime and ASB in the area. • A reduction in the fear of crime amongst local residents.
Drighlington Library Disability parking	Learning & Leisure	£4,500.00	Improvements to Drighlington Library and meeting hall to make the building more DDA compliant and improve access to disabled users.	<ul style="list-style-type: none"> • Two additional disabled parking bays 	<ul style="list-style-type: none"> • An increase number of people being able to take advantage of facilities at Drighlington Library

Project	Delivery Organisation	Capital cost	Description	Outputs	Outcomes
Minibus	Birchfield School	£5,000.00	A new mini bus for the school to help continue the pupils sporting success and achievements	<ul style="list-style-type: none"> Contribution towards mini bus for the school 	<ul style="list-style-type: none"> and meeting hall. More young people involved in diversionary activities.
Drighlington Meeting Hall	Learning and Leisure	£7,500.00	Improvement to Drighlington Meeting hall	<ul style="list-style-type: none"> Upgrade of Kitchen Upgrade of toilets New storage 	<ul style="list-style-type: none"> Continued and developed use of Drighlington Meeting hall by community groups.
Litterbins 2007/008	City Services	£2,250.00	Additional litterbins for areas identified as being problematic for litter	<ul style="list-style-type: none"> 6 additional litter bins 	<ul style="list-style-type: none"> A reduction in the amount of litter in the area. Improvements to the environment.
Morley North Sub Total		£37,310.00			
Morley South					
Neighbourhood Improvement Area – Newlands & Denshaws	South Area Management	£27,100.00	A plan to aimed at making improvements in Priority Neighbourhoods	<ul style="list-style-type: none"> Albert Drive Shop Improvements Kick around area in Newlands Lewisham Park 	<ul style="list-style-type: none"> More diversionary activities for young people in the area A safer neighbourhood with a reduction in the fear of crime

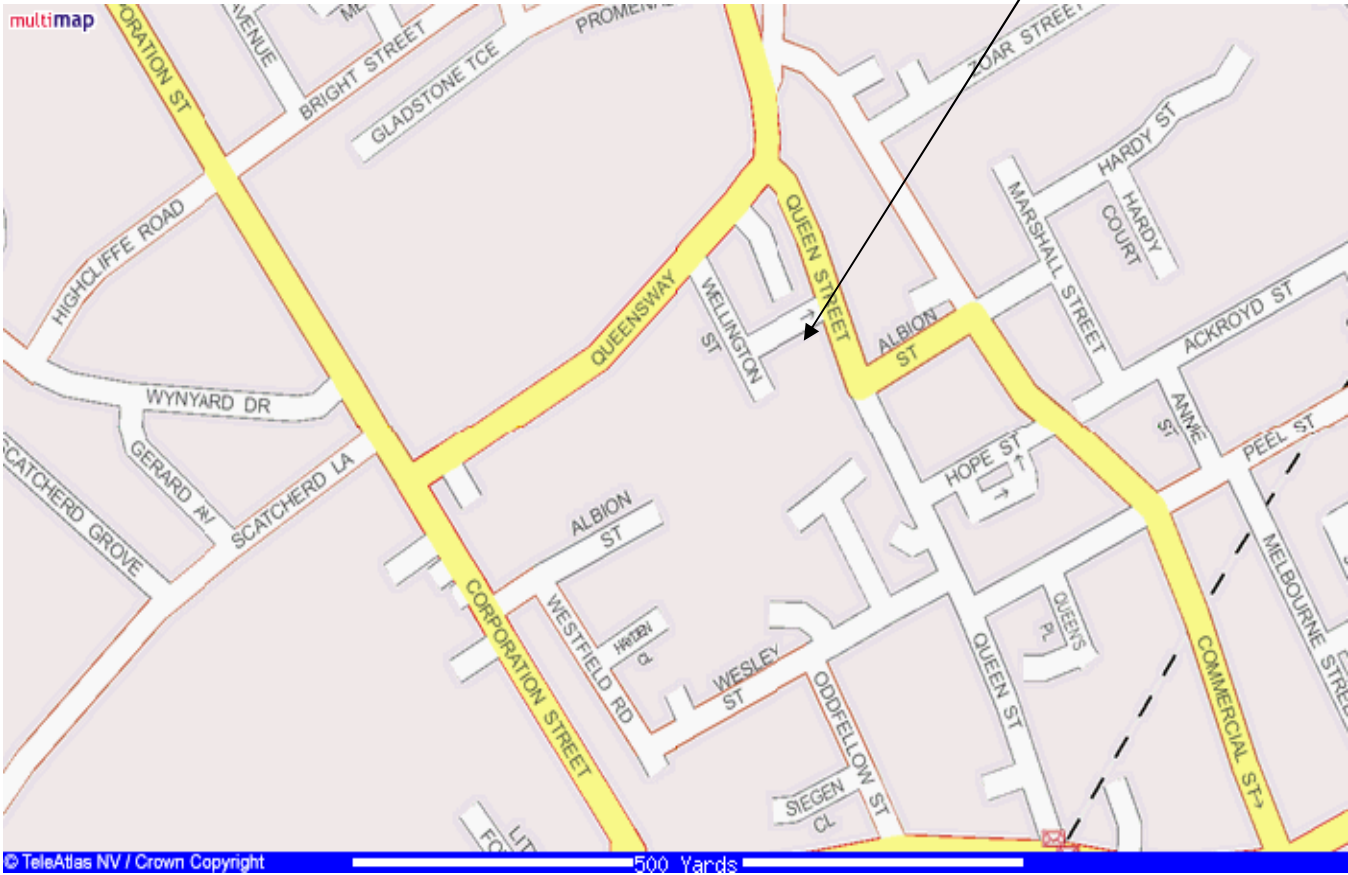
Project	Delivery Organisation	Capital cost	Description	Outputs	Outcomes
Rein Park – Morley South	Parks & Countryside	£3,000.00	An efficient hand over of the Public Open Space on the Rein Road Development in Morley South, from the developer to Parks and Countryside Department in an area with a high level of ASB	<p>Improvements</p> <ul style="list-style-type: none"> Land adopted Fencing Trees planting 	<p>amongst residents.</p> <ul style="list-style-type: none"> Reduction in the number of reported incidents of anti social behaviour in the area.
Morley South litter Bins 2005/06	City Services	£4,900.00	Additional litter bins for areas identified as being problematic for litter	<ul style="list-style-type: none"> 14 additional dual compartment, free standing litter bins for Morley South. 	<ul style="list-style-type: none"> A reduction in the amount of litter in the area. Improvements to the environment
Magpie Lane – Morley South	Leeds South Homes	£8,000.00	Environmental improvements to secure Magpie Lane and prevent travellers from re-entering the site.	<ul style="list-style-type: none"> Measures taken to prevent travellers from re-entering the site on Magpie Lane 	<ul style="list-style-type: none"> Improvements in the physical environment of the area. Residents of the area feeling more secure.
Lewisham Park Youth Centre CCTV	City Services, LCC	£9,500	CCTV scheme for Lewisham park youth centre	<ul style="list-style-type: none"> CCTV 	<ul style="list-style-type: none"> A decrease of ASB in the area. Safer communities
Litterbins 2007/08	City Services	£2,250.00	Additional litterbins for areas identified as being problematic for litter	<ul style="list-style-type: none"> 6 additional litter bins 	<ul style="list-style-type: none"> A reduction in the amount of litter in the area. Improvements to

Project	Delivery Organisation	Capital cost	Description	Outputs	Outcomes
Morley South Sub Total		£54,750.00			
Rothwell					
Neighbourhood Improvement Area – John O’Gaunts	South Area Management	£20,600.00	A plan to aimed at making improvements in Priority Neighbourhoods	<ul style="list-style-type: none"> • Diversionary activities for young people • Pathways Initiative • Gardening Initiative • Youth Shelter 	<ul style="list-style-type: none"> • More diversionary activities for young people in the area • A safer neighbourhood with a reduction in the fear of crime amongst residents. • An improvement in the physical environment of the area
Litter Bins Rothwell 2005/06	Streetscene, City Services	£5,100.00	Additional litter bins for areas identified as being problematic for litter	<ul style="list-style-type: none"> • 17 Dual compartment, free standing litter bins 	<ul style="list-style-type: none"> • A reduction in the amount of litter in the area. • Improvements to the environment
Oulton & Woodlesford Sports & Social	Parks & Countryside	£20,000.00	The refurbishment and extension of the existing changing facilities / club	<ul style="list-style-type: none"> • Two new changing 	<ul style="list-style-type: none"> • More young people involved in more

Project	Delivery Organisation	Capital cost	Description	Outputs	Outcomes
Facilities			house at Oulton and Woodlesford Sports and Social Club.	rooms <ul style="list-style-type: none"> Officials room with toilet and shower activities 	sporting activities <ul style="list-style-type: none"> Facilities meeting Sports England Requirements for health and safety
Rose Lund Centre Improvements	Parks & Countryside	£20,000.00	The extension of the Rose Lund Centre	<ul style="list-style-type: none"> 2 new changing rooms Officials room with toilet and shower facilities 	<ul style="list-style-type: none"> More young people involved in sporting activities Facilities meeting Sports England Requirements for health and safety
Litterbins 2007/08	City Services	£2,250.00	Additional litterbins for areas identified as being problematic for litter	<ul style="list-style-type: none"> 6 additional litter bins 	<ul style="list-style-type: none"> A reduction in the amount of litter in the area. Improvements to the environment.
Rothwell Sub Total		£67,950.00			
	TOTAL Projects agreed	£305,024.75			
	Balance	£175,283.25			

Agenda Annex

**Morley Town Hall
Morley
LS27 9DY**



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