



SOUTH (OUTER) AREA COMMITTEE

**Meeting to be held in Morley Town Hall, Morley, LS27 9DY
On Monday, 7th July, 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.

AGENDA

Item No	Ward	Item Not Open		Page No
1			<p>ELECTION OF CHAIR 2008/09</p> <p>To elect a Chair for the 2008/09 municipal year.</p> <p>(Council Function) (2.5 mins presentation / 2.5 mins discussion)</p>	1 - 2
2			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules. (in the event of an appeal the press and public will be excluded)</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting)</p>	

Item No	Ward	Item Not Open		Page No
3			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-</p> <p>No exempt items or information have been identified on this agenda.</p>	
4			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes)</p>	
5			<p>DECLARATION OF INTERESTS</p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct.</p>	
6			<p>APOLOGIES FOR ABSENCE</p>	

Item No	Ward	Item Not Open		Page No
7			<p>MINUTES OF LAST MEETING</p> <p>To confirm as a correct record the minutes of the meeting held on 14th April, 2008.</p>	3 - 10
8			<p>OPEN FORUM</p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p> <p>(10 mins discussion)</p>	
9			<p>LOCAL AUTHORITY APPOINTMENTS TO OUTSIDE BODIES</p> <p>To consider the attached report of the Chief Democratic Services Officer and to agree the appointments to those organisations that fall within the remit of this Area Committee.</p> <p>(Council Function) (2.5 mins presentation / 2.5 mins discussion)</p>	11 - 20
10			<p>AREA MANAGEMENT INCOME FROM ADVERTISING ON LAMP POSTS</p> <p>To receive and consider a report from the Director of City Development, which outlines the contract for advertising on lamp posts in Leeds.</p> <p>(Executive Function) (5 mins presentation / 5 mins discussion)</p>	21 - 28

Item No	Ward	Item Not Open		Page No
11			<p>CCTV</p> <p>To receive and consider a report from the Director of Environment and Neighbourhoods, which provides the Committee with information about the use of CCTV and it's effectiveness.</p> <p>(Executive Function) (5 mins presentation / 10 mins discussion)</p>	29 - 34
12			<p>OPERATION CHAMPION</p> <p>To receive a report from the Director of Environment and Neighbourhoods, which provides an update on Operation Champion in the Outer South area of Leeds and asks the Committee to consider the proposed changes to the Operation.</p> <p>(Executive Function) (5 mins presentation / 5 mins discussion)</p>	35 - 40
13			<p>PROVISION OF RECREATIONAL FACILITIES</p> <p>To receive and consider a report from the Principal Area Manager (South), which updates the Committee on green space provision in the South Outer area of Leeds.</p> <p>(Executive Function) (5 mins presentation / 10 mins discussion)</p>	41 - 48
14			<p>SITE BASED GARDENERS IN COMMUNITY PARKS</p> <p>To receive and consider a report from the Chief Recreation Officer, which seeks approval of revenue costs for site based gardeners in Community Parks within the Outer South area of Leeds.</p> <p>(Executive Function) (5 mins presentation / 5 mins discussion)</p>	49 - 52

Item No	Ward	Item Not Open		Page No
15			<p>TOWN CENTRE SUMMITS</p> <p>To receive and consider a report from the Director of Environment and Neighbourhoods, which presents the results of the annual Summits held in Morley and Rothwell.</p> <p>(Executive Function) (5 mins presentation / 5 mins discussion)</p>	53 - 74
16			<p>PARTICIPATORY BUDGETING REPORT</p> <p>To receive and consider a report from the Director of Environment and Neighbourhoods, which provides the Committee with information on the Participatory Budgeting pilot schemes held in South and West Leeds in 2008.</p> <p>(Executive Function) (5 mins presentation / 5 mins discussion)</p>	75 - 86
17			<p>AREA DELIVERY PLAN 2008-2011</p> <p>To receive and consider a report from the Director of Environment and Neighbourhoods presenting the Outer South Area Delivery Plan for 2008-2011 and to agree the development of a more public friendly summary document, in the form of a 'neighbourhoods charter' to make transparent the service delivery commitments and improvements being aimed for across Outer South wards.</p> <p>(Executive Function) (5 mins presentation / 5 mins discussion)</p>	87 - 112
18			<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 capital and revenue elements of the Committee's Wellbeing budget, advises Members of the Small Grants approved since the last meeting and invites Members to determine the capital and revenue proposals detailed within the report.</p> <p>(Executive Function) (5 mins presentation / 5 mins discussion)</p>	113 - 144

Item No	Ward	Item Not Open		Page No
19			<p>AREA MANAGER'S REPORT</p> <p>To receive and consider 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 / 5 mins discussion)</p>	145 - 160
20			<p>DATE, TIME AND VENUE OF NEXT MEETING</p> <p>Monday 1st September, 2008 at 4.00 pm. (Venue – Rothwell One Stop Centre, Marsh Street, Rothwell, LS26 0AD)</p> <p>MAP OF TODAY'S VENUE</p> <p>(Morley Town Hall, Morley, LS27 9DY)</p>	



Originator: Guy Close

Tel: (0113) 247 4356

Report of the Chief Democratic Services Officer

South (Outer) Area Committee

Date: 7th July 2008

Subject: Election of Chair 2008/09

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council
Function

Delegated Executive
Function available
for Call In

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

Executive Summary

This report is submitted to remind Members of the arrangements for the annual election of the Committee Chair.

The nomination(s) received will be reported at the meeting and Members will be requested to elect from amongst themselves a Committee Chair for the 2008/09 municipal year.

1.0 Purpose Of This Report

1.1 The purpose of the report is to explain the arrangements for the annual election of the Chairs of the Area Committees.

2.0 Background Information

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

2.2 Paragraphs 10.7 and 10.8 of Article 10 deal with the appointment (election) of Chairs of the Area Committees. It states that the Chairs of Area Committees will be appointed (elected) by the Area Committees themselves.

3.0 Main Issues

3.1 The Area Committee Procedure Rules, also contained in the Council's Constitution, detail the process whereby Chairs' are appointed (elected). For ease of reference the provisions are reproduced below. It is important to note:-

- That, with the exception of Independent Members, all nominations have to be submitted via the respective Group Whips;
- That all nominations have to be received by the Chief Democratic Services Officer no later than one clear working day before the first meeting of the Area Committee at which the election will take place.

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

4.0 Recommendations

Members are requested to elect from amongst themselves an Area Committee Chair for the 2008 /09 municipal year.

Area Committee Procedure Rules (Extract)

5.0 APPOINTMENT OF CHAIR

5.1 Each Area Committee will elect its own Chair, from amongst the City Councillors eligible to serve on that Committee.

5.2 Each Party Group with Members elected within an Area Committee area may put forward a nomination from amongst its Members on the Area Committee to Chair the Area Committee. An Independent Member may also put forward a nomination.

5.3 A nomination must be forwarded to the Chief Democratic Services Officer no later than 1 clear working day before the first meeting of the Area Committee (after the Annual Council meeting) each year.¹

5.4 The Chief Democratic Services Officer will ensure that nominations and the appointment of the position of Chair are dealt with at the Committee's first meeting of the municipal year.

5.5 The Chair will be appointed by overall majority of votes cast by those Members eligible to do so and present at the meeting. If no overall majority is achieved, then the nominee with the smallest number of votes will be eliminated from consideration, and the vote repeated.

5.6 Where an overall majority of votes cannot be obtained the Council will appoint a Chair.

¹ A nomination from a Party Group must be forwarded by the Whip of that Group.

SOUTH (OUTER) AREA COMMITTEE

MONDAY, 14TH APRIL, 2008

PRESENT: Councillor T Grayshon in the Chair

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

83 Chair's Opening Remarks

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

84 Declaration of Interests

Agenda item 9 – 'St Gabriel's Community Centre' (Minute No. 89 refers)
Councillor Renshaw declared a personal interest in this item due to being a Member of St Michael's Parish Church, East Ardsley.

Agenda item 10 – 'Churwell Park Improvements' (Minute No. 90 refers)
Councillors Elliot, Finnigan, Grayshon and Leadley declared a personal interest in this item as former Members of Churwell Action Group.

Agenda item 12 – 'Area Manager's Report' (Minute No. 92 refers)
Councillors Elliot, Finnigan, Grayshon and Leadley declared a personal interest in this item as former Members of Churwell Action Group.

Councillors Elliot and Gettings declared a personal interest in this item due to being Members of Morley Literature Festival Organising Committee.

Councillors Finnigan and Grayshon declared a personal interest in this item due to their involvement with the Morley Literature Festival.

Councillor Smith declared a personal interest in this item due to being a Member of Leeds Groundwork Trust.

Agenda item 13 – 'Outer South Area Committee Well-being Budget Report' (Minute No. 93 refers)

Councillors Elliot, Finnigan, Grayshon and Leadley declared a personal interest in relation to 4.4.1 and 4.4.5 of the report as former Members of Churwell Action Group.

Councillors Grayshon and Leadley declared an interest in relation to 4.4.6 of the report due to being Members of Lewisham Park Management Committee. On the basis that their interest was prejudicial, both Members withdrew from the meeting and did not vote.

Draft minutes to be approved at the meeting
to be held on Monday 7th July, 2008

Councillor Leadley declared a personal interest in relation to 5.3 of the report due to being Chairman of Morley Town Council Planning Committee.

Further declarations of interest were made at later points in the meeting (Minute Nos. 91, 92 and 93 refer.)

85 Apologies

An apology for absence was submitted by Councillor Golton.

86 Minutes of Last Meeting

RESOLVED – That the minutes of the meeting held on 25th February, 2008 be confirmed as a correct record.

87 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 within the terms of reference of the Area Committee.

A representative of Drighlington Parish Council raised concern that the Parish Council had not yet been consulted on the Area Delivery Plan. Reference was also made to Participatory Budgeting and it was noted that Drighlington Parish Council had arranged a meeting to update its Members on Wednesday 23rd April. In relation to Safer Neighbourhood issues, it was reported that the Parish Council was considering installing further CCTV.

The Chairman of the Area Committee reported that he had written to Drighlington Parish Council to establish whether there were any particular issues that the Parish Council would like to discuss. It was noted that no response had been received to date. It was advised that if the Parish Council had any concerns then they should contact their local Ward Members.

A local resident raised concern in relation to the lack of recreational facilities in the Tingley and Ardsley area. It was reported that at a previous Area Committee meeting it was agreed that a report should be submitted to address some of the concerns. It was noted that this had not been provided. The Area Manager agreed to address this issue.

88 Area Delivery Plan 2008-2011

The Director of Environment and Neighbourhood Services submitted a report, which provided the Committee with an overview and update on how the South Leeds (Outer) Area Delivery Plan (ADP) was being delivered and the timeline for further work to completion.

The Area Management Officer reported on some of the key changes to the existing ADP structure, which included: the plans covering a three year period rather than one, the development of local performance indicators, and the ADP covering a broader remit to reflect the eight themes of the Leeds Strategic Plan (LSP).

The Committee was informed that partners and Council departments had been consulted on stage one of the development of the ADP, and Ward Councillors and the community would be consulted as part of stage two of the process. It was reported that 3000 big ideas, big issues postcards had been distributed across the Outer South Area to raise awareness of the ADP.

The Area Management Officer advised that following further consultation with partners, the final ADP would be presented to the first Committee meeting of the new municipal year. The Committee emphasised the importance of ensuring that local Parish Councils were kept informed and provided with an opportunity to become involved in the process.

RESOLVED – That the report and progress made in developing the Area Delivery Plan 2008 -2011 be noted.

89 St Gabriel's Community Centre

The Director of Environment and Neighbourhoods submitted a report, which provided the Committee with an update on the community consultation exercise that had been undertaken in relation to St Gabriel's Community Centre.

It was reported that the Council's Regeneration Policy and Planning Team had highlighted St Gabriel's Community Centre as requiring further action, largely due to the high running costs and low building usage, which was currently down to 8 hours per week for youth activities.

The Area Management Officer reported that following discussions with local Ward Members, it was decided that a community consultation exercise should be undertaken to enable the local community to report back their views about the facility. A summary of the results of the consultation exercise together with financial information was considered by the Committee. It was reported that feedback was still being sought from the Youth Service.

In brief summary, the following points were discussed:

- A representative of St Gabriel's Community Centre attended the meeting and spoke in favour of retaining the facility. A DVD was also shown to the Committee, which highlighted some of the activities that had taken place.
- Members referred to the high running costs. The Area Management Officer agreed to report back with the hourly running costs of comparative facilities.

- The Committee felt that it was important to identify the level of resources that were required to undertake any ongoing repairs.
- One Member felt that the consultation exercise had raised awareness of the facility in the local community.
- The Committee expressed its disappointment that the Youth Service had not responded to the consultation exercise.
- Members discussed extending the review on the facility for a further 12 months. Some Members felt that 18 months would be more appropriate, as it would provide the facility with more time to establish management arrangements. The majority of Members present at the meeting supported the proposal to extend the review for a further 12 months.
- A request was made at the meeting by a local representative of the Community Centre for guidance and support to be provided to assist with the progression of the Community Centre. It was agreed that the Area Manager would liaise with representatives to establish a way forward.

RESOLVED –

- (a) That the report be noted; and
- (b) The Committee extends the review on this facility for a further 12 months.

90 Churwell Park - Improvements

The Principal Area Manager Parks and Countryside submitted a report, which provided the Committee with information in relation to a request for funding by Churwell Action Group to fund a number of improvements to Churwell Park.

RESOLVED –

- (a) That the report be noted; and
- (b) The Committee allocates £5,000 to fund a number of improvements to Churwell Park.

91 Smithy Lane Recreation Ground

The Principal Area Manager Parks and Countryside submitted a report, which requested financial support to improve Smithy Lane Recreation Ground.

In relation to a query concerning stage one checks, a representative of Parks and Countryside advised that the checks involved establishing the previous land use and the type of services that had been provided.

(Councillor Mulherin declared a personal interest in this item due to being Chair of the Neighbourhood Improvement Plan.)

RESOLVED –

- (a) That the report be noted; and

Draft minutes to be approved at the meeting to be held on Monday 7th July, 2008

(b) the Committee allocates £6,500 to facilitate design and consultation work to improve Smithy Lane Recreation Ground.

92 Area Manager's Report

The Committee considered a report from the Director of Environment and Neighbourhoods, which detailed a number of activities that were currently taking place throughout the Outer South area of Leeds.

The main highlighted points were:

- In relation to Participatory Budgeting, it was reported that a 'Decision Day' would be held, which would enable local residents and community groups to vote on project ideas that they would like to be delivered.
- It was noted that a major part of the Marsh Street works in relation to resurfacing and layout of the car park had been completed. It was reported that the Programme Board had agreed to provide funding for signposting and landscaping works.
- The Committee considered Thematic Sub-Partnership / Area Committee responsibilities and Elected Member links in relation to the ADP.

RESOLVED –

- (a) That the report and information appended to the report be noted;
- (b) the Committee agrees in principle the order in which each of the thematic sub-partnerships would host pre-Area Committee meeting public engagement events and agrees to nominate Members to thematic sub-partnerships (to be confirmed) as detailed under appendix 2 of the report; and
- (c) the Committee agrees the schedule for community engagement, as outlined in appendix 3 to the report.

(Councillor Grayshon declared a personal interest in this item due to being a Member of the Narrowing the Gap group.)

93 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, provided a progress report on the capital and revenue projects that had been commissioned to date, provided an update of the Small Grants which had been approved since the last meeting, and invited Members to determine the proposals for Wellbeing funding that were detailed within the report.

In the absence of Councillor Grayshon, who had declared a personal and prejudicial interest and left the room, Councillor Finnigan assumed the Chair for the Lewisham Park Furniture, Wellbeing Budget proposal.

The key points of discussion were:

Draft minutes to be approved at the meeting
to be held on Monday 7th July, 2008

- In relation to Churwell CCTV, one Member reported that the Crime Prevention Officer, a local Police Inspector, the Youth Service and the Parks and Countryside Department had all confirmed that the proposed CCTV was effective.
- One Member referred to the minutes of the last meeting, which stated that the Committee would be provided with a presentation from Leeds Watch and West Yorkshire Police on the benefits of CCTV and the use of footage in prosecutions. Whilst it was noted that West Yorkshire Police had been invited to attend the meeting, Members expressed concern that the Minute had not been actioned. The Area Manager agreed to address this concern.
- Members noted an amendment to 4.4.2 of the report in relation to Improved Drainage to Public Footpath Number 20, Ardsley and Robin Hood (*not Rothwell*) at Oakley underpass.

(Councillor Grayshon declared a personal interest in connection with his employment at Royal Bank of Scotland.)

RESOLVED –

(a) That the Committee notes the position of the Wellbeing budget as set out in section 3.2 of the report, including the additional allocation of £50,000 revenue funding;

(b) approves ring-fencing of £10,000 to support a programme of summer activities, as outlined in section 3.3.4 of the report;

(c) that the following decisions be made in relation to the Wellbeing funding proposals, which have been submitted for determination to this meeting:-

- Parks and Countryside –Churwell CCTV - **£5,378** (2007/2008 Capital Budget) – **Approved**
- Parks and Countryside – Improved drainage to public footpath number 20, Ardsley and Robin Hood at Oakley underpass - **£1717.19** (2007/2008 Capital Budget) – **Approved**
- Parks and Countryside – Smithy Lane Recreation Ground - **£6,500** (2007/2008 Revenue Budget) – **Approved**
- Dance Action Zone Leeds (DAZL) – Outer South Youth Dance Programme - **£15,368** (2007/2008 Revenue Budget) – **Approved**
- Parks and Countryside – Churwell Park Improvements - **£5,000** (2007/2008 Capital Budget) – **Approved**
- South Leeds Area Management – Lewisham Park Furniture - **£1,000** (2007/2008 Revenue Budget) – **Approved**; and

(d) the Wellbeing revenue projects agreed as listed in appendix 1, the Wellbeing capital projects agreed as listed in appendix 2 and the small grants approved since the last meeting, as listed in section 6.1 of the report be noted.

94 Dates, Times and Venues of Area Committee Meetings 2008/09

Draft minutes to be approved at the meeting
to be held on Monday 7th July, 2008

The Chief Democratic Services Officer submitted a report, which requested Members to give consideration to agreeing the dates, times and venues of their meetings for the 2008/09 municipal year.

RESOLVED – That the meeting dates and times for the South (Outer) Area Committee for the 2008/09 municipal year are as follows:

- 7th July, 2008, 4.00 pm, venue t.b.c.
- 1st September, 2008, 4.00 pm, venue t.b.c.
- 20th October, 2008, 4.00 pm, venue t.b.c.
- 8th December, 2008, 4.00 pm, venue t.b.c.
- 9th February, 2009, 4.00 pm, venue t.b.c.
- 30th March 2009, 4.00 pm, venue t.b.c

(The meeting concluded at 5.50 pm.)

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Originator: Guy Close

Tel: (0113) 247 4356

Report of the Chief Democratic Services Officer

South (Outer) Area Committee

Date: 7th July 2008

Subject: Local Authority Appointments to Outside Bodies

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council
Function

Delegated Executive
Function available
for Call In

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

Executive Summary

This report outlines the procedures for Council appointments to outside bodies, and the Committee is requested to consider and appoint to those bodies listed at Appendix 2 to the report.

1.0 Purpose of this Report

1.1 This report outlines the Area Committee's role in relation to Elected Member Appointments to Outside Bodies and asks the Committee to:

- Agree the nominations to those organisations which fall to the Committee to make an appointment to.

2.0 Background

2.1 In April 2004 Full Council agreed that in future Elected Member appointments to Outside Bodies should be undertaken by a constituted body of Elected Members and that appointments to all outside bodies should, where appropriate, be made with due regard to proportionality within the law.

2.2 Attached at Appendix 1 is the agreed Appointment Procedure Rules¹ that have been adopted by Full Council. The procedure addresses previous concerns raised by Elected Members relating to proportionality; introduces appointment categories; and

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

places responsibility for appointment clearly with Elected Members both through this Committee and the Member Management Committee.

2.3 The **Member Management Committee** has responsibilities for Council Appointments to Outside Bodies and for exercising decision making in the following areas:

- Considering requests from all Outside Organisations seeking Elected Member representation
- Determining the category of appointment which will govern which Committee will make the appointments
- Making Elected Member appointments to Outside Bodies within the Strategic and Key Partnership category.

2.4 Full Council has agreed that due to the large number of organisations seeking Council representation, appointments within the Community and Local Engagement Category will be considered and approved by Elected Members serving on the relevant Area Management Committee.

2.5 In July 2004 the Member Management Committee met to consider allocation of appointments to each Area Committee. Attached at Appendix 2 are those that have been determined should be made by this Area Committee.

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

3.0 The Appointment Procedure - Community and Local Engagement Category

3.1 The Area Committee must first consider whether it is appropriate for an appointment to be of a specific office holder² either by reference, if this is available, to the constitution of the outside body concerned or in the light of any other circumstances as determined by the Area Committee. Such appointments will then be offered on this basis.

3.2 Nominations will then be sought for the remaining places, having regard to trying to secure an overall allocation of places which reflects the proportion of Members from each Political Group on the Area as a whole.

3.3 All appointments are subject to annual change unless otherwise stated in the constitution of the external organisation. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.

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

- 3.4 Elected Members³ will fill all available appointments but it is recognised that Party Groups may not wish to take up vacancies which are made available to them. In such circumstances vacancies will be notified to the Area Committee and agreement sought as to whether the vacancy will be filled.
- 3.5 A vacancy occurring during the municipal year will normally be referred to the Area Committee for an appointment to be made, having regard to the principles as described above.
- 3.6 Area Management Committees may review the list of organisations to which they are asked to make appointments at any time and make recommendations to the Member Management Committee.

4.0 Appointments 2008/09

- 4.1 This year there are appointments to be made to the following groups: Morley and Rothwell Town Centre Management Board, Morley Literature Festival Organising Committee, and the ALMO Outer South Area Panel.

Morley and Rothwell Town Centre Management Board

The Morley and Rothwell Town Centre Management Board was established in September 2006 to act as a consultative body on issues relating to the Management Scheme of Morley and Rothwell.

These are annual appointments and the Council's current representatives are Councillors Elliot and Golton.

Morley Literature Festival Organising Committee

The Morley Literature Festival evolved from a notion that an event should be held to mark the centenary year of Morley Library. Initial discussions began in 2006 and soon developed into full planning meetings resulting in a weekend literature festival comprising of workshops, readings and competitions. The organisation of the festival is led by the South Leeds Area Management Team, in conjunction with Elected Members, Education Leeds, the Library Service, Learning and Leisure, Joseph Priestley College, The Morley Observer and Bertram Library Services.

These are annual appointments and the Council's current representatives are Councillors Elliot and Gettings.

³ Section 249 Local Government Act 1972 states that Aldermen and Honorary Freemen may attend and take part in civic ceremonies but do not have the right to attend Council/committee meetings or receive any allowances or payments under a Members Allowance Scheme. This establishes the principle that such persons should not to be treated as Councillors, and therefore cannot be appointed to outside bodies in place of a Councillor if the request from an organisation is for a Councillor

ALMO Outer South Area Panel

Although the appointments to the ALMO Board of Directors are now made by the Member Management Committee (see Paragraph 2.6), the Area Committee appoints to the ALMO Area Panels.

The Area Panels have two main roles.

- Ensuring that the organisation is providing a good service to its customers; and
- Delivering environmental and community safety schemes that benefit its customers.

The panels have a wide responsibility that is set out in their Terms of Reference including:

- Business and Delivery Plans
- Tenant Inspections
- Performance
- Tenant Participation
- Tenancy Management
- Repairs and Improvements
- Lettings
- Tenant Satisfaction
- Staffing; and
- Service Development

Although generally the panels will be monitoring and measuring the organisation's performance across these headings they will, in time, get involved in more detailed work such as:

- Consulting on contracts for Grounds Maintenance and Repairs
- Recommending priorities for inclusion in Business Plan
- Leading a tenant Inspection
- Developing strategies for Hard to Reach Groups
- Be involved in deciding how to enforce tenancy conditions
- Participating in contract evaluation
- Making recommendations for Local Lettings Policies
- Recommending changes in service delivery; and
- Getting involved in induction of new staff.

These are annual appointments and the Council's current representatives are Councillors Gettings and Renshaw.

5.0 RECOMMENDATIONS

- 5.1 The Area Committee is asked to confirm the nominees to work with the Outside Bodies identified in the Schedule at Appendix 2, having regard to the Appointment Procedure Rules outlined in this report and detailed at Appendix 1.

APPOINTMENTS TO OUTSIDE BODIES PROCEDURE RULES

1.0 Scope

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

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

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

3.0 Determination of how an Appointment should be made

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

Appointments to Outside Bodies Procedure Rules

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

4.0 The Appointment Procedure

Strategic and Key Partnerships

- 4.1 The Member Management Committee will first consider whether it is appropriate for an appointment to be of a specific office holder¹ either by reference to the constitution of the outside body concerned or in the light of any other circumstances as determined by the Member Management Committee. Such appointments will then be offered on this basis.
- 4.2 Nominations will then be sought for the remaining places. The Member Management Committee should have regard to a Member's current interests prior to making any appointment. The Member Management Committee will have regard to the principle of securing an overall allocation of places which reflects the proportion of Members from each Political Group on the Council as a whole.
- 4.3 All appointments are subject to annual change unless otherwise stated in the constitution of the external organisation. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
- 4.4 Elected Members² will fill all available appointments but it is recognised that Party Groups may not wish to take up vacancies which are made available to them. In such circumstances vacancies will be notified to the Member Management Committee and agreement sought as to whether the vacancy will be filled.
- 4.5 A vacancy occurring during the municipal year will normally be referred to the Member Management Committee for an appointment to be made, having regard to the principles as described above.
- 4.6 The Director of Legal and Democratic Services will have Delegated authority to make an appointment in the following circumstances:

¹ For example it may be considered necessary or otherwise appropriate to appoint a specific Executive Board Member

² Section 249 Local Government Act 1972 states that Aldermen and Honorary Freemen may attend and take part in civic ceremonies but do not have the right to attend Council/committee meetings or receive any allowances or payments under a Members Allowance Scheme. This establishes the principle that such persons should not to be treated as Councillors, and therefore cannot be appointed to outside bodies in place of a Councillor if the request from an organisation is for a Councillor

- (i) where an appointment has been agreed by the Member Management Committee as a Whips nominee and the appropriate group Whip subsequently submits a nomination;
- (ii) where a group Whip wishes to replace a Member previously approved by the Member Management Committee with another Member of the same group; and/or
- (iii) where an organisation requires an appointment prior to the next meeting of the Member Management Committee, subject to this appointment being agreed by all Members of the Member Management Committee.

That any instances of this delegation being used be reported to the next meeting of the Member Management Committee

Community and Local Partnerships

- 4.7 The Area Committee will first consider whether it is appropriate for an appointment to be of a specific office holder³ either by reference to the constitution of the outside body concerned or in the light of any other circumstances as determined by the Area Committee. Such appointments will then be offered on this basis.
- 4.8 Nominations will then be sought for the remaining places, having regard to trying to secure an overall allocation of places which reflects the proportion of Members from each Political Group on the area as a whole.
- 4.9 Elected Members⁴ will fill all available appointments but it is recognised that Party Groups may not wish to take up vacancies which are made available to them. In such circumstances vacancies will be notified to the Area Committee and agreement sought as to whether the vacancy will be filled.
- 4.10 All appointments are subject to annual change unless otherwise stated in the constitution of the external organisation. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
- 4.11 A vacancy occurring during the municipal year will normally be referred to the Area Committee for an appointment to be made, having regard to the principles as described above.
- 4.12 Area Management Committees may review the list of organisations to which they are asked to make appointments at any time and make recommendations to the Member Management Committee.

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

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

Appointments to Outside Bodies Procedure Rules

- 4.13 The Director of Legal and Democratic Services will have Delegated authority to make an appointment where an organisation requires an appointment prior to the next meeting of the relevant Area Committee, subject to all Members of that Area Committee being consulted on the proposals.
- 4.14 That any instances of this delegation being used be reported to the next meeting of the relevant Area Committee

Support for Elected Member Appointees To External Organisations

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

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

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

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

Area Committee Appointments to Outside Bodies (South Outer) - Appendix 2

Outside Body	Charity / Trust	No of Places	Review Date	No of places to review	Current appointees	Cllr Y/N	Review Period	Group
Morley and Rothwell Town Centre Management Board	No	2	Jul-08	2	Stuart Galfon	Y	Annual	Lib Dem
Morley Literature Festival Organising Committee	No	2	Jul-08	2	Judith Elliott	Y	Annual	MBI
Outer South ALMO Area Panel Aire Valley Homes Leeds	No	2	Jul-08	2	Bob Gettings JP	Y	Annual	MBI
			Jul-08		Karen Renshaw	Y	Annual	Labour
		6		6				

Number of places 6
 Places held pending review 0
 Places currently filled beyond June 08 0
 Number of places to fill 6

Number of Members in the Committee Area 12

Labour	3	Percentage of Members on the Committee	25	Notional Places Allocated	to be agreed
Liberal Democrat	3		25		to be agreed
Conservative	0		0		
Morley Borough Independent	5		41.67		to be agreed
British National Party	1		8.33		to be agreed
Total	12				6

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Originator: Helen Franklin

Tel: 0113 2475318

Report of the Director of City Development

South Leeds (Outer) Area Committee

Date: Monday 7th July 2008

Subject: Area Management Income from Advertising on Lamp Posts

<p>Electoral Wards Affected: Ardsley and 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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<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>
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Executive Summary

The council has entered into a contract for advertising on street lighting columns for a minimum ten year period. On 14th May 2008 the Executive Board agreed income share proposals which will benefit the local communities where the lamp post adverts are located. This report advises of the implications for Area Committees.

1.0 Purpose Of This Report

1.1 This report outlines the contract for advertising on lamp posts in Leeds and opportunities to the Outer South as a result of the lamp post advertising income share arrangement.

2.0 Background Information

2.1 The contract for advertising on lamp posts covers the whole of the city with the exception of the city centre area. The adverts will be the same size as those seen around the city on bus shelters but these will be mounted on panels fixed to the lighting columns as shown in the attached appendix 1.

2.2 Adverts will only be located where advertising consent has been granted through the planning process. The council's Advertising Design Guide limits the number of suitable locations. For example adverts will not be located in wholly residential areas or where there is a known poor highway safety record.

- 2.3 The contract has been let to a service provider called Streetbroadcast. They are responsible for identifying sites, obtaining advertising consent, installing panels to support the adverts and selling the advertising space. They will pay for a replacement column if a stronger column is required to carry the extra weight of the panel.
- 2.4 Income to the council is a fixed amount for each site with advertising consent. There is Retail Price Index linking built into the contract.
- 2.5 There are already 52 sites in the city which were installed as part of a trial. Additional sites will be installed, mainly over the next three years, and will be coordinated with the column replacement programme for the street lighting PFI. The Service Provider would eventually like to install 800 sites by 2012/13.

3.0 What Happens Next

- 3.1 The Service Provider is identifying sites in batches of around 100. These are being checked by planning and highway officers and unsuitable sites are being eliminated. Ward Members will be consulted on the remaining sites by Streetbroadcast in advance of applications being submitted for advertising consent.
- 3.2 Once a site has advertising consent, the Service Provider will arrange for the panel to be fixed to a suitable column and will start selling the advertising space. Highways will start receiving income, quarterly and in arrears based on a schedule of sites.
- 3.3 Highways will split the sites down by ward and will arrange for the agreed proportion of the income to be transferred to the relevant Area Committees. The transferred amount will be £220 per column in the first year and £280 per column per annum thereafter.
- 3.4 This share of the income is to be spent at the discretion of the Area Committees to enhance local services in the wards where the advertising sites are located.
- 3.5 Wards which already have sites installed from the trial will receive immediate benefit. A schedule of these is attached as Appendix 2.
- 3.6 Area Committees may wish to suggest sites for lamp post adverts. Such suggestions should be submitted to highways who will ensure that they are considered. Sites will need to comply with the Advertising Design Guide and where possible will be coordinated with the street lighting PFI replacement programme. Streetbroadcast have the right to reject potential sites on the basis of commercial viability.

4.0 Implications For Council Policy and Governance

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

5.0 Legal and Resource Implications

- 5.1 There are no legal implications as a result of this report. The Outer South Area Committee are asked to consider the resource implications on wellbeing funding highlighted in this report.

6.0 Conclusions

- 6.1 The lamp post advertising income share arrangement provides an opportunity to enhance service provision in the wards where the adverts are located.
- 6.2 The financial benefits to a ward can be maximised by supporting and promoting applications for advertising consent.

7.0 Recommendations

- 7.1 Members are asked to note the contents of the this report.

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Appendix 1



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Appendix 2

Existing Advertising Sites

Column Id	Panel ID/Location	Erected Date	Ward
A247	1002/01 Gelderd Road	20/10/2005	Beeston & Holbeck
A252	1003/01 Gelderd Road	20/10/2005	Beeston & Holbeck
A251	1004/01 Gelderd Road	05/01/2006	Beeston & Holbeck
A267	1005/01 Gelderd Road	21/10/2005	Beeston & Holbeck
A269	1006/01 Gelderd Road	21/10/2005	Beeston & Holbeck
A285	1007/01 Gelderd Road	04/01/2006	Beeston & Holbeck
A287	1008/01 Gelderd Road	05/01/2006	Beeston & Holbeck
3	1009/01 Elland Road	18/10/2005	Beeston & Holbeck
13	1136/02 Elland Road	16/01/2006	Beeston & Holbeck
A23	1013/01 Elland Road	18/10/2005	Beeston & Holbeck
A22	2014/01 Elland Road	19/10/2005	Beeston & Holbeck
A42	2015/01 Elland Road	05/01/2006	Beeston & Holbeck
A41	2016/01 Elland Road	21/10/2005	Beeston & Holbeck
A76	2019/01 Dewsbury Road	08/11/2005	Beeston & Holbeck
A79	1020/01 Dewsbury Road	08/11/2005	Beeston & Holbeck
A248	2029/01 Lower Wortley Ring Road	19/10/2005	Beeston & Holbeck
A250	2030/01 Lower Wortley Ring Road	19/10/2005	Beeston & Holbeck
A252	2031/01 Lower Wortley Ring Road	19/10/2005	Beeston & Holbeck
A257	2032/01 Lower Wortley Ring Road	19/10/2005	Beeston & Holbeck
A255	2033/01 Lower Wortley Ring Road	19/10/2005	Beeston & Holbeck
A253	2034/01 Lower Wortley Ring Road	19/10/2005	Beeston & Holbeck
A94	1039/01 Whitehall Road	11/11/2005	Beeston & Holbeck
A96	1040/01 Whitehall Road	11/11/2005	Beeston & Holbeck
9	1108/01 Barrack Road	20/03/2006	City & Hunslet
8	1109/01 Barrack Road	20/03/2006	City & Hunslet
A142	1142/01 Bruntcliffe Road in front of Skanska	07/03/2006	Morley South
A174	1144/01 Britannia Road column opposite house No 113	23/03/2006	Morley South
A39	1159/01 Elland Road column in front of Booker Cash & Carry	10/03/2006	Morley North
A21	1160/01 Wakefield Road	13/03/2006	City & Hunslet
A20	1161/01 Wakefield Road	13/03/2006	City & Hunslet
32	1167/01 The Oval	22/03/2006	City & Hunslet
31	1168/01 The Oval	22/03/2006	City & Hunslet
27	1169/01 The Oval	22/03/2006	City & Hunslet
25	1170/01 The Oval	22/03/2006	City & Hunslet
A11	1172/01 Balm Road	06/04/2006	City & Hunslet
167	1179/01 Stanningley Road	29/03/2006	Armley
166	1180/01 Stanningley Road	29/03/2006	Armley
177	1181/01 Stanningley Road	28/03/2006	Armley
179	1182/01 Stanningley Road	28/03/2006	Armley
185	1183/01 Stanningley Road	26/06/2006	Armley
88	1184/01 Stanningley Road	29/03/2006	Armley
193	1185/01 Stanningley Road	31/03/2006	Armley
83	1218/01 Wellington Road	31/03/2006	Armley
47	1223/01 Armley Road	11/04/2006	Armley
57	1186/01 New Road Side column in front of Tesco	06/04/2006	Horsforth
33	1209/01 Roseville Road in front of Fox Hayes Property Transfers Co	15/02/2006	Gipton and Harehills
32	1210/01 Roseville Road opposite Bun on the run	15/02/2006	Gipton and Harehills
31	1211/01 Roseville Road in front of LSUK	15/02/2006	Gipton and Harehills
30	1212/01 Roseville Road opposite Sagoo Fashions	15/02/2006	Gipton and Harehills
A13	1213/01 Roseville Road in front of MSF Kia	17/02/2006	Gipton and Harehills
A15	1214/01 Roseville Road in front of Yes Car Credit	10/03/2006	Gipton and Harehills
A16	1215/01 Roseville Road in front of Partco	17/02/2006	Gipton and Harehills
A14	1216/01 Roseville Road in front of Total Garage	17/02/2006	Gipton and Harehills

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Originator: Gerry Shevlin
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Zöe Cooke
Tel: 3951397

Report of the Director of Environments and Neighbourhoods

South Leeds (Outer) Area Committee

Date: Monday 7th July 2008

Subject: CCTV

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

To provide the Outer South Area Committee with information about the use of CCTV and its effectiveness. The Committee are asked to note the contents of the report and to act on its recommendations.

1.0 Purpose Of This Report

1.1 This report responds to a request for further information about the operation of CCTV schemes from Members of the Outer South Area Committee. At the February and April meetings, Members asked for information from LeedsWatch and West Yorkshire Police relating to the effectiveness and impact of CCTV schemes including how evidence is used to tackle crime. In presenting this information, it has also become necessary to present Members with information relating to the appropriate use of CCTV schemes including monitoring arrangements and legal requirements.

2.0 Background Information

2.1 LeedsWatch is the Public CCTV system installed by Leeds City Council in the City Centre and District Centres covering many of the main shopping streets, surface car parks and the City Centre waterfront. Locations have been drawn up in consultation with the Police and businesses. CCTV signs are located at entry points to the area of coverage and at all camera locations. The system is the property of Leeds City Council. Authorised management is by authorised Officers from Leeds Community Safety. Leeds City Council is legally responsible for the system.

- 2.2 The Outer South Area Committee has funded two CCTV projects. In July 2005, the Committee approved £18,010 of Wellbeing Capital funding to Gildersome Action Group for Gildersome Meeting Hall CCTV system. In February 2008, the Committee approved £5,378 Wellbeing Capital funding to Parks and Countryside/Churwell Action Group for installation of CCTV on Churwell Park. Neither of these schemes are operated by LeedsWatch.
- 2.3 A scheme has been established by Drighlington Parish Council that is not connected with the Area Committee. The group that runs the scheme has approached the Outer South Area Committee to request funding to extend the scheme although no firm proposal has been made at this stage.
- 2.4 There is a further CCTV scheme at the parade of shops on Wood Lane. It is unclear at this stage what responsibility/connection there is between the scheme and the Outer South Area Committee.
- 2.5 A report from LeedsWatch will be going to Corporate Leadership Team in the near future. It will recommend that a corporate strategic lead should be identified to develop a commissioning process who will advise on the development of CCTV schemes in line with the citywide protocols. It is therefore timely that the Outer South Area Committee has asked to review its current arrangements at this time.

3.0 Main Issues

3.1 Using CCTV as evidence

- 3.1.1 LeedsWatch provide CCTV evidence for a number of agencies (e.g. Police, ASBU, Enforcement, Customs and Excise, Third Party Solicitors). There are legal arrangements that govern the way in which information is recorded, retrieved and produced as evidence. If a master tape is required for evidential purposes, the authorised Officer from Leeds City Council, must place the tape in a tape box, seal it and provide a reference/witness reference on the seal and sign and date the seal. This will be done in the presence of the representative requiring the master tape for evidential purposes. This representative will also be required to sign the seal at the same time. Prior to a master tape being sealed, copy tapes may be made of the relevant material (for ASBU, solicitors etc).
- 3.1.2 In order to comply with the Data Protection Act 1998, there are only limited circumstances where the Council (or other licensed persons operating CCTV systems) are entitled to disclose "personal data" which is recorded by the systems. Disclosure in this sense would include permitting the viewing of screens in the Control Rooms, permitting the viewing or removing of tapes or photographs, or giving West Yorkshire Police or other individuals or organisations information about recorded personal data
- 3.1.3 LeedsWatch has been operational since 1996 and over 30,000 video tapes have been supplied to Police and other Agencies. LeedsWatch CCTV Operators are responsible for capturing incidents leading to approximately 3,000 arrests per year.

3.2 The effectiveness of CCTV schemes

- 3.2.1 It is difficult to measure the deterrent impact of CCTV. However, where CCTV surveys have taken place such as at Halton Moor, figures showed an overall 48% reduction in crime. It is important to stress that in areas such as Halton Moor, CCTV formed part of an overall crime prevention strategy. This also included working with a range of agencies to tackle the issues in a range of different ways. A recent installation of four cameras in the Manor Farms in Middleton showed a reduction of 65% in reported crimes in the first two months of operation. Both of these schemes were in areas where there had been a comprehensive approach taken to address high levels of crime, nuisance and anti-social behaviour.
- 3.2.2 In 2002, NACRO carried out a review of research into the effectiveness of CCTV systems in reducing crime. This research has shown that the extent to which CCTV can act as an effective crime prevention deterrent, is very much dependent upon the context in which it is applied. It warns against over-investment into very hi-tech CCTV systems at the expense of more effective measures such as better street lighting.
- 3.2.3 The NACRO report identifies the high profile cases of the abduction and murder of James Bulger and the arrest of Brixton nail bomber David Copeland, which has given CCTV an almost common sense appeal. The report argues that whilst CCTV schemes in car parks can be effective in reducing crime, cameras in town centres have little impact on serious or violent crime. Evidence has also shown that, without the constant publicity of CCTV schemes, they can quickly lose their effectiveness. Indeed the biggest falls in crime linked to CCTV installations has been shown to occur before cameras are actually operational, coinciding with the period when publicity of the scheme is at its greatest.
- 3.2.4 CCTV schemes can be either monitored or unmonitored. Monitored schemes (such as LeedsWatch) are able to respond immediately to incidents. Operators can track or follow individuals who are at risk of becoming victims of crime or who have been witnessed committing offences. The links with the West Yorkshire Police control room mean that their resources can be more effectively deployed. Unmonitored systems do not have this capability. Recorded information can only be searched after an event thus limiting its use in detecting crime. All systems need to ensure that images are captured and stored in ways that ensure the information is admissible as evidence. Failure to do this means that the images cannot be used and are of limited value.
- 3.2.5 In some cases “dummy” cameras have been suggested as a cheaper way of achieving the deterrent effect of a monitored system. “Dummy” cameras are cameras that aren’t connected to any kind of monitoring system. They are cheap to buy, relatively easy to install, have no running costs and there are no obligations in terms of safeguarding how images are monitored. They imply a level of surveillance that does not exist so may have some deterrent effect. The significant disadvantage is that they have no capacity to record images that could be used for crime detection or as evidence. The second disadvantage is that there are potential litigation issues that arise out of this. For example an individual could argue that they perceived a place to be safe because of the presence of the camera. If this individual comes to harm in the place where the camera is sited, they could take legal action against the body

responsible for the camera on the grounds that the level of surveillance was not as it appeared to be. This risk could also apply to unmonitored CCTV systems unless clear signage is used to make people aware that the cameras are not monitored. Leeds City Council along with other Public Authorities do not support the installation of Dummy cameras.

3.3 Compliance with legislation

- 3.3.1 Those involved in operating a CCTV scheme are required to comply with the applicable legislation. This is predominantly the Data Protection Act 1998 and the Human Rights Act 1998 but consideration should be given to the Regulation of Investigatory Powers Act 2000 and the law of confidentiality.
- 3.3.2 Before using CCTV, it is advisable to carry out an assessment of the scheme's impact on people's privacy in order to determine whether CCTV is justified in all the circumstances. Less intrusive methods which are likely to achieve the same objectives should be used where at all possible.
- 3.3.3 Where CCTV is to be used, the basic legal requirement is to comply with the Data Protection Act. Under the Act, schemes are required to have a Data Controller. The Data Controller is the person who (either alone or jointly in common with other persons) determines the purposes for which and the manner in which any personal data are to be processed. In these situations it is important to establish who has responsibility for control of the images. For example in deciding what is to be recorded, how the images should be used and to whom they should be disclosed. The body who makes these decision will be the "data controller" and therefore responsible for compliance with the Data Protection Act. It is important that where more than one organisation is involved, each knows its responsibilities and obligations. The Data Controller is also responsible for notifying the Information Commissioners Office who are responsible for regulating and enforcing the access to and use of personal information.
- 3.3.4 The data processor is the person or persons who are involved in monitoring/viewing images captured on CCTV cameras. Where the data processor and data controller are separate bodies, there will need to be a written contract in place which clearly defines their responsibilities. This is to ensure that the images are only processed in accordance with the Data Protection Act. The contract should also include guarantees about security /storage of images and the use of Security Industry Authority (SIA) trained staff.

3.4 Regulation of CCTV schemes

- 3.4.1 Any group involved in operating a CCTV scheme is strongly advised to operate to a strict code of Practice. This helps to ensure, compliance with the required legislation. Schemes are also required to ensure operators are trained and licensed by the SIA.
- 3.4.2 All LeedsWatch CCTV operators attend a 4 day training course and must be SIA trained which provides them with a license for Public Space CCTV monitoring. When operators attend the SIA training course they receive a further security check (CRB) before any license can be granted. These safeguards protect the public from

inappropriate use of CCTV systems. They also protect the operators from allegations of improper use of the cameras.

- 3.4.3 CCTV Operators at LeedsWatch have a spot monitor (this is the monitor an operator uses to control cameras) which are linked and provide pictures to the Police Area Control room and Local Police Stations, Police officers can see at all times what the CCTV operator is looking at. This allows for an immediate response and provides a safeguard to prevent the cameras being used in inappropriate ways or ways that invade individuals privacy. There are 6 x full time Police Liaison Officers who search video tapes on behalf of other Police officers. They can search any tape / any time so acts as a random check on the images captured on the system. Since 1996 there has never been an incident involving inappropriate use of CCTV on the LeedsWatch system.

4.0 Implications For Council Policy and Governance

- 4.1 Outer South Area Committee have commissioned two CCTV projects in Outer South (with a further third project being proposed). Although not directly responsible for the day to day operation of the scheme, the Committee has a responsibility to ensure that funded schemes comply with legal requirements.
- 4.2 The most recent scheme (Churwell Park) has had funding approved although is not yet operational. The scheme in Gildersome was granted funding in July 2005 and is already operational. The Area Committee is advised that both schemes should be required to demonstrate their compliance with the applicable legislation. Both schemes are further asked to ensure that their operators are SIA trained and licensed. In the case of the Churwell Park scheme, the Committee is advised that the funding cannot be released until these obligations are met.
- 4.3 The Drighlington Parish Council scheme is in the process of making an application to the Area Committee for funding. The Committee is advised that the proposal is put on hold until clarity is obtained about the status of the current scheme and the Committees responsibility in granting funding to such a project.
- 4.4 Future CCTV schemes that are presented to the Area Committee for wellbeing funding should also be required to demonstrate their compliance with the applicable legislation. Operators should also be required to ensure operators are trained by and licensed with the SIA.

5.0 Legal and Resource Implications

- 5.1 The potential risk of non-compliance with the applicable legislation is that a claim could be brought against Leeds City Council. Such a claim could be for non-compliance with the obligations set out in the Data Protection Act or an individual could potentially bring a claim against the Council for breach of his privacy rights. Criminal proceedings for non-compliance with the Data Protection Act can be brought against both the Council as a whole and also against individuals.
- 5.2 This risk to the Council is best minimised by either LeedsWatch assuming responsibility for the operation of such CCTV schemes or by the Committee ensuring

that funding is only provided on the condition that there are policies and / or codes of practice in place which detail the extent to which all those involved in a scheme are responsible for compliance with the applicable legislation.

6.0 Conclusions

6.1 Well managed CCTV schemes that form part of a wider crime prevention strategy have a role to play in reducing crime and protecting communities. In order to ensure that they are used appropriately CCTV projects must ensure they are adhering to the relevant codes of conduct and legal requirements. It is uncertain whether the schemes that have been funded by the Area Committee are in a position to comply with this legislation. The Committee has a responsibility to ensure that funded schemes are compliant therefore more investigation is needed to clarify and if necessary remedy the current situation of existing schemes. It would be inadvisable to progress any further schemes until the current situation is resolved.

7.0 Recommendations

7.1 Members are asked to note the information in this report and agree to:

- receiving a report on Area Committee supported CCTV schemes demonstrating their compliance to required legislation.
- agree that all current and future CCTV schemes supported by the Area Committee have demonstrated compliance with relevant legislation as outlined in this report.



Originator: Gerry Shevlin

Tel: 3951397

Report of the Director of Environments and Neighbourhoods

South Leeds (Outer) Area Committee

Date: Monday 7th July 2008

Subject: Operation Champion

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

To provide the Area Committee with an update on Operation Champion in the Outer South. The Committee are asked to consider and approve the proposed changes to the Operation. The Committee are also asked to approve Wellbeing Revenue funding of £400 to support the Operations during the remainder of 2008/09.

1.0 Purpose Of This Report

1.1 This report summarises achievements of Operation Champion and its predecessor Operation Cava since they were launched in April 2005. It outlines some of the difficulties and challenges that the approach has presented. The report makes recommendations about proposed changes to future Operation Champion including the need for further resources from the Area Committee and partner agencies.

2.0 Background Information

2.1 Operation Champion is a multi agency crime and grime initiative. It brings together a range of agencies working in partnership to:

- Reduce crime and anti social behaviour
- Tackle environmental issues such as litter, rubbish dumping and graffiti removal.
- Provide public reassurance and support.

- 2.2 The range of agencies involved in the operation has greatly expanded since the first operation (then known as Operation Cava) was delivered in April 2005. The current range of agencies includes Area Management, West Yorkshire Police, West Yorkshire Fire Service, HM Courts Service, HM Customs and Excise, DVLA, Aire Valley Homes, ASBU, Environmental Services, Leeds NHS Stop Smoking Service, Environmental Health and Victim Support.
- 2.3 The planning of each operation takes into account any specific needs of the target community. There are several key areas of activity that are relevant to each operation. These are:
- Carrying out arrests and executing fine warrants
 - Targeting perpetrators of ASB and issuing warnings
 - Offering home fire safety checks and fitting free smoke alarms
 - Removing untaxed vehicles
 - Clean up operations including removing graffiti and dumped rubbish
 - Visit and support repeat victims of crime
 - Provide high visibility patrols in target areas
- 2.4 Each operation can take place over a three day period in an area of around 500-1000 properties. A calendar is prepared each year identifying which areas will be tackled each month. The Outer South currently has two operations scheduled to take place each year. This takes account of the lower crime levels in outer south when compared with inner south and the different resources that are available to support the operation.
- 2.5 The operation was originally established during 2005. It was given different names across the city and in south Leeds it was known as Operation Cava. In January 2007, the decision was taken by Safer Leeds to re-brand these operations as "Operation Champion" so that it could be better recognised across the city. There have been four operations in total in Outer South as shown in the list below:
- Operation Cava – Eastleighs/Fairleighs (Ardsley Robin Hood ward) April 05
Operation Champion – Newlands/Denshaws (Morley South ward) March 07
Operation Champion – Oakwells/Fairfaxes/Moorsides (Morley North ward) Dec 07
Operation Champion – Wood Lane (Rothwell ward) February 08.
- 2.6 There is another operation scheduled to take place in Outer South in October 08. An operation will also take place between January and March 09 although the date has not yet been agreed.
- 2.7 Results from previous operations have already been presented to the Area Committee at earlier meetings.

3.0 Identifying areas, frequency and duration of Operation Champion

- 3.1 The primary focus for Operation Champion has been to reduce crime. Therefore, police intelligence has been used to identify the high crime/hotspot area that would benefit from the attention of Operation Champion. In Outer South Leeds, there are pockets where crime is higher than the majority of the area however, using only crime data could lead to greater inequalities in service. It often means that the same areas are repeatedly targeted often leading to concerns that areas that are perceived as having fewer problems miss out. Given the limited availability of the resource (a maximum of two, 3 day operations. per year) it is important to ensure that the areas are chosen using broader criteria and with regard to ongoing activity.
- 3.2 Reviewing the way in which Operation Champion is targeted gives an opportunity to make sure the best use is being made of this initiative alongside other activity such as Environmental Pride and the Neighbourhood Improvement Action Plans. Environmental Pride is used to tackle low level or ongoing environmental issues. By planning the location of Champion with regard to the Pride calendar of activities ensures that a fairer distribution of resource is achieved. The Neighbourhood Improvement Plans aim to tackle a range of issues in each NIP area. The benefit of linking Champion into these activities is that it can offer support to the work that is already being carried out.
- 3.3 Given the relatively low levels of crime in Outer South it is suggested that using only crime data is not the best way of deciding where the two operations per year take place. Instead it is recommended that each ward receives an Operation Champion over a two year period. The specific area to be targeted within each ward would be decided at the planning meeting. Agencies including the Police, Fire Service and Area Management would look at relevant data that reflects the priorities of that ward. The planning meeting would also have regard for the wider programme of work taking place in the proposed neighbourhoods. In order to ensure that resources are being targeted according to need, the final decision (should any dispute arise) would remain with the police on the basis of their intelligence.
- 3.4 There are two Operation Champions allocated to Outer South each year. They are due to take place in October 08 and between January and March 09. The future scheduling of the operations will take account of ongoing work in Outer South and aim for a longer gap between the two operations. This will allow for greater variety in the themes of work delivered by making use of seasonal trends (eg sneak in burglary work during the summer, fireworks education during the winter months).

4.0 Availability of resources

- 4.1 Outer South Leeds receives little in the way of external funding that has benefited other areas of Leeds. As a consequence, operations are reliant on agencies offering extra capacity rather than additional services. This means that although Champions are able to deliver a focused, multi agency approach, there is sometimes nothing new or different that can be provided. When extra funding is made available however, it is possible to be innovative in how it's used to achieve a more positive response from local residents.

- 4.2 The operation in the Oakwells/Fairfaxes/Moorsides area of Morley benefited from funding from Safer Leeds that was available to all Champions at that point in the year. CASAC were able to offer free target hardening to residents and people were given vouchers to buy reduced price disklocks from the Crime Reduction Officer at Morley Police Station. However, this funding was not available for the following operation and therefore these services could not be provided.
- 4.3 Several partner agencies (West Yorkshire Police, West Yorkshire Fire Service, Aire Valley Homes, Safer Leeds) have been asked to make a financial contribution of £400 each to support the next two operations in Outer South. The Outer South Area Committee is asked to contribute £400 Wellbeing Revenue to the Operation. It is intended that this pool of funding is administered by the Area Management Team in order to provide additional resources for Operation Champion. The planning meeting for each operation would determine how best to spend these resources and could include crime reduction products, buying in temporary services where no alternative exists (e.g. sessional youth workers to deliver a one off activity with young people), additional publicity materials or running costs to support engagement events.

5.0 Improving community engagement

- 5.1 It is proposed that future operations place greater emphasis on engaging with the community rather than having an enforcement focus. The existing enforcement agencies (Civilian Warrants, DVLA, HM Revenue and Customs, West Yorkshire Police and ASBU) will continue to be part of the operation and the specific nature/location of their activity will need to remain confidential prior to the operation. However, other activity does not need to be confidential and would benefit from greater publicity and the opportunity for local people to become more involved in the planning/delivery of the programme.
- 5.2 To achieve this, operations will have a longer lead in time and will be publicised locally. The Area Community Safety Coordinator and Area Management Team will contact local groups prior to the operation to support them to become involved. The range of activity in Champion could be extended to provide more activity for young people in schools, specific crime reduction work with vulnerable groups, involving local people in identifying and tackling the crime or nuisance problems that mean the most to them.
- 5.3 As part of the Delegated Functions, Area Committees have a primary role to drive community engagement in each area. It is proposed that Operation Champions develop a stronger community engagement role that is linked more clearly to service improvement and area delivery plan priorities. Supporting the development of Operation Champion therefore contributes to the delivery of the delegated function of community engagement.

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 as a result of this report.
- 7.2 There is a resource implication on the Wellbeing funding if Area Committee agree to support Operation Champions as outlined in this report.

8.0 Conclusion

- 8.1 Operation Champion has been successful in delivering a co-ordinated approach to crime and grime issues in Outer South Leeds. It can be improved by integrating its planning with the work that is currently being delivered by the Area Management Team and partner agencies. Further benefits can be achieved by more focused activity that aims to engage local people in the planning and delivery of the operation.

9.0 Recommendations

- 9.1 The Outer South Area Committee is asked to note and approve the changes in this report.
- 9.2 Members are asked to consider and approve £400 Wellbeing Revenue to support the activity of Operation Champion in Outer South for 2008/09.

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Originator: Kevin Barker

Tel: 3957400

Report of the Principal Area Manager South

Outer South Leeds Area Committee

Date: Monday 7th July 2008

Subject: Provision of Recreational Facilities

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

The report presented to the Area Committee provides information in respect of green space provision in the South Outer area.

1.0 Purpose Of This Report

- 1.1 This report is in response to an enquiry raised at a previous area committee meeting in respect of the level of investment the city council has, and plans on undertaking to public open space's in the South Outer area and specifically within the Tingley area.
- 1.2 In addition the report aims to provide details of the level of financial investment that has taken place and how specifically the area committee is assisting with environmental improvements across the outer south and specifically within the Tingley area.

2.0 Background Information

- 2.1 At the April 2006 Area Committee a question was raised in respect of the level of investment in the local green spaces within the south outer area, in particular in and around Tingley .
- 2.2 The list below highlights work undertaken in the Outer South Area, which is as a direct result of both community liaison and in accordance with various Leeds City Council strategies, including the draft Green Space strategy, Playing Field Strategy, and the Fixed Play Strategy.

3.0 Existing Recreational Provision

3.1 The area currently has 48 sports pitches. Consisting of:

- rugby pitches
- cricket pitches
- 42 football pitches.

3.2 In addition to the sport provision the area also has:

- 12 community parks, including 1 country park
- 60 Public open spaces/recreation grounds
- 6 Teen areas/Multi use games areas.

4.0 Projects supporting recreational provision in Outer South

4.1 The table's below aim to give a brief over view of

- a) work undertaken and now complete
- b) work currently in progress
- c) work planned for the next 2/5years
- d) level of investment
- e) partners involved in the delivery of the project

4.2 Work Undertaken and Completed

Work undertaken and completed in Tingley				
Site	Description of work	Value of Work	Year undertaken	Funder/Partners
The Crescent Tingley	Construction of 5 new pitches and 1 club house Car parking and kitchen equipment	£800K £33k	2007/8	Tingley Athletic Club, Football Foundation Green Leeds. Area committee
Lowry Road Drighlington Woodlesford/ Lewisham	Site based gardeners	£45k	2007&8	Area Committee
Spinkwell recreation ground	Site clearance Creation of a mini pitch	£25k	2007	S106 planning gain funds ward members
Lowry Road	Site improvements, woodland clearance fencing and access improvements	£12.5k	2007	LCC capital budget
Turnberry Gardens	Landscaping improvements	£8,k	2006/7	Wimpeys housing development
Wide Lane	Tree planting	£6.5k	2006	S106 planning gain

	and environmental improvements			funds 06
Springhead Park	Provision of new landscaping Seating, signage footpaths Provision of new toilet in bowls pavilion	£155.5k	2007	Town & District funding. Parks renaissance Banks community fund LCC capital fund
Work Undertaken and Completed in Outer South General				
Site	Description of work	Value of Work	Year undertaken	Funder/Partners
Shayfields Recreation ground Carlton	Drainage to football pitch Provision of goal ends/teen area	£70k £14k	2007	Football foundation Banks community fund
Fleet Lane Water Haigh Park	Tree planting Interpretation Paths Seating	£65k	2007	Forestry Commission Green Leeds LCC cap budget
Scatcherd Park	Surfacing Interpretation Soft landscaping	40k	2005/6	Town & District funding. S106 planning gain funds
Station Road	Site clearance, tree planting	£25k	2007	S106 planning gain funds ward members
Drighlington Moor	Creation of a MUGA, skateboard park, fencing, interpretation	£160k	2007	S106 planning gain funds ward members parish councilors Lord of the manor
Wide Lane	Tree planting and environmental improvements	£6.5k	2006	S106 planning gain funds
Hembrigg Rec Implementation of a full pipe drainage system and sand slits.	Drainage works to 2 pitches refurbishment of changing rooms	£86K	2007	Sport England New Opportunities fund S106 planning gain funds
Churwell Park	Provision of a new access ramp	£13k	2007	S106 S106 planning gain funds

4.2 New projects being progressed

New projects being progressed in Tingley				
Site	Description of work	Cost	Completion date	Funder's
Moor Knoll	Provision of new playground New landscaping works Inclusion of former school land into POS	£138k	2008	S106 S106 planning gain funds
Hembrig Park	Provision of new playground Landscaping works Signage Fencing Incorporation of former school garden	£177k	2008	S106 planning gain funds
Hesketh Park	New playground	£140k	2008	Big Lotto Devers and stirling capital community funds ward members friends of Hesketh park
Smithy Lane recreation ground	Consultation work to facilitate environmental improvements	£6k	2008	Tingley TARA Ward members Area committee P&C
New Projects being progressed at other Outer South sites				
Thorpe Recreation ground	Consultation Work Landscaping work to facilitate new playground and teen provision	£148k	2009	Ward members Area committee Thorpe TARA P&C
Copley Lane Allotments	Fencing work	£29,k	2008	S106 S106 planning gain funds
Drighlington park	Provision of new seats and seasonal	£8k	2008	S106 S106 planning gain funds

	bedding displays			Drig big spender
Churwell Park	Provision of CCTV New planting works New toilet Sculpture seating	£20,k	2008	S106 S106 planning gain funds Area committee Friends of Churwell park
Rothwell Country park	Footpath work Pond dipping platforms	£23k	2008	S106 S106 planning gain funds Green Leeds

4.3 Future Planned Projects

Future Planned Projects in Tingley				
Site	Work	Estimated cost	Approx year for implementation	Funding opportunities
Eastleigh recreation	Laying out of POS to complement new residential development	Unknown	2009	To Be Confirmed
Future Planned Projects at other Outer South sites				
Woodlesford Village green	Landscaping works	£30,k	2008/9	Woodlesford in Bloom s106 Ward members
Woodlesford Park	Fencing Landscaping works signage	unknown	ongoing	To Be Confirmed
Springhead Park	Fencing Landscaping works signage	£20,k	2008	S106 S106 planning gain funds
Dartmouth Park	Tennis courts	£100,k	2009	S106 planning gain funds sport England
Scarth Gardens	Planting works Access improvements	£15k	2008	S106 planning gain funds
Westwoods	Tree planting	£15,k	2008/9	S106 planning gain funds
Wood cross	Habitat improvements Site clearance	£4,k	2008	S106 planning gain funds /BBC
Tree planting various		£6,k	2008/9	S106, planning gain funds woodland grants forestry commission
Harwell Avenue	Fencing works	£4,k	2008	S106 planning gain funds
Scatcherd Park	New Playground provision	£150k	unknown	S106, planning gain funds Green Leeds
Drighlington	Access improvements and signage	£49k	2008/9	S106 planning gain funds

Gildersome village green & park	Seating improvements	£5k	2008	S106 planning gain funds
Rothwell Country Park	Provision of an on site ranger Provision of funding to enable capital works to be implemented on site	TBC	2009/10	Natural England

5.0 Area Committee Support

- 5.1 As can be seen from the above details during the past 2 years a significant amount of time and money has been invested from a number of sources.
- 5.2 The Area Committee have been a significant partner, provided financial support to a value of £47,000 towards schemes across the area that support and develop recreational provision.
- 5.3 Members have provided support at community meetings, and the Area Management Team have assisted with the logistics of arranging and coordinating of groups, and supporting the role of community groups in relevant schemes through the Priority Neighbourhood Development Worker.

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 direct legal implications as a result of this report.
- 7.2 There are no direct resource implications as a result of this report.

8.0 Conclusions

- 8.1 Through partnership working, many key projects have been completed and are planned to support recreational activity across the Outer South area.
- 8.2 The report outlines the fair proportion of projects undertaken and planned within the Tingley area to meet the needs of the residents.

9.0 Recommendations

- 9.1 Members of the Outer South Area Committee are requested to note and discuss the contents of this report.

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Report of the Chief Recreation Officer

Outer South Leeds Area Committee

Date: Monday 7th July 2008

Subject: Site Based Gardeners in Community Parks

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

Executive Summary

To consider a request for £28,410 revenue funding to support the continued provision of 3 sites based gardeners in Community Parks together with a request to consider extending this provision across the Outer South Area. All for a period of 6 months commencing 1st October 2008.

1.0 Purpose Of This Report

1.1. The purpose of this report is to set out the benefits of the continued provision of site based gardeners in Community Parks within the Outer South Area and to seek approval for the associated revenue costs.

2.0 Background Information

2.2 Research by CABE (Commission for Architecture and the Built Environment) Space, a central government body responsible for the strategic improvement of urban greenspace, has highlighted that by 1996 only a third of parks had dedicated park staff, with 90% of local authorities experiencing vandalism in their Parks. Furthermore CABE Space linked the £1.3billion cumulative cut in revenue expenditure in Parks from 1981 to 2001 with the downward spiral towards greater vandalism, litter, and neglect and visitor decline in use of our Parks¹. With specific regard to people who rarely visit or use Parks, a national survey conducted on behalf of CABE Space ascertained that 68% cited dog fouling as their reason for not using their local park, whilst 57% did not visit due to vandalism and graffiti and 44%

¹ Parks need Parkforce, CABE Space 2005

by poor maintenance². Presence Of on site gardeners have the potential to address these problems, and preliminary assessments of the 25 Community Parks in Leeds which currently have on site staff reinforce this belief.

3.0 Main Issues

- 3.1 CAFE Space is aware that the best parks are being developed through the efforts of a skilled modern team and on site park gardeners who are often multi-skilled and highly trained take a key role, not only as a point of liaison with the local community, but taking responsibility for other issues which may not be routinely dealt with by a visiting maintenance team.
- 3.2 Our current site based gardeners engage with the public rather than just carrying out horticultural and maintenance tasks and thereby play a part in helping to enhance people's enjoyment of their Parks and greenspaces.
- 3.3 The success of the project can be seen from not only the comments received from users of the parks but by the reduction of complaints the service receives.
- 3.4 Further more each member of staff is able to build a rapport with the users, local residents, ward members along side developing a sense of ownership for the site and the activities which are undertaken there. Invariably site-based park gardeners associate better with their own sites of responsibility and attain a wealth of knowledge pertinent to the site. The latter asset is valuable in gaining a rapport with the public and dealing with site problems.
- 3.5 By reintroducing gardeners CAFE Space research has shown additional benefits that include a reduction in cultural and racial tensions, diminution in anti-social behaviour and increased community involvement in the Park³. To that end the parks service are currently seeking external funding from Natural England to help with provide both revenue funding which if successful will enable the employment of a ranger for sites including Rothwell Country Park and capital funding which again if successful will enable the service to implement numerous improvements, including surfacing works, access controls, signage along side the formation of partnership working with other agencies in the area.
- 3.6 The gardeners would be based on site at each location and therefore would not be part of a mobile team. They would be responsible for the park, its facilities as well as the park users. The hours of work would be in accordance with the existing staff thus making them available during daylight hours.

4.0 Proposal

- 4.1 As detailed above there are strong arguments in favour of site based gardening staff in Community Parks. The following parks within the South Outer Area were identified as priority sites for provision of site based staff.

² Dunnett, N., Swanwick, C. & Woolley, H. Improving urban parks, play areas and green space, 2002, University of Sheffield

³ Parks need Parkforce, CAFE Space 2005

Site Name	Wedge
Drighlington Park / Woodlesford Park	Outer South
Lewisham Park	Outer South
Lowry Road	Outer South

Three members of staff were recruited to work at these sites, which from feed back from both ward members and residents has indicated that there has been a significant improvement in the level of maintenance at each site along with positive comments in respect of feelings of improved safety from the knowledge that there is a dedicated person on site to answer questions and react to incidents without delay. In order to continue with the current arrangement, continued funding of the posts will be necessary.

- 4.2 In addition following the successful implementation of this resource, the local ward members have enquired into the possibility of extending this service by providing a fourth site based gardener at Hembrigg Park. This additional staff member would be responsible for looking after both the new playground and facilities at Hembrigg along with undertaking work within the recreational spaces along wide lane.
- 4.3 The approximate cost to employ a Craft Gardener is currently £18,940 per annum. This figure includes employer on costs such as National Insurance, employer's pension contributions and provision of Personal Protective Clothing. Employing three full time staff requires £56,820 per annum.

5.0 Implications For Council Policy And Governance

- 5.1 There are no implications for Council Policy and Governance.

6.0 Legal And Resource Implications

- 6.1 The cost of retaining the 3 full time posts for a further six months, October 2008-March 2009 inclusive will be £28,410.

7.0 Conclusions

- 7.1 The Outer South Area Committee, is asked to consider further extending the existing arrangement by providing funding for continued provision of 3 site based gardeners.
- 7.2 In addition the Area Committee are asked to consider the use and engagement of further site based gardeners following the overall success of the existing 3 site based gardeners. These posts could be based at convenient locations within the South Outer Area to maintain either a specific site or a number of smaller specific sites as outlined in "Provision of Recreational Facilities in the South Outer Area" report.
- 7.3 Site based gardeners will be :-

- Responsible for the park and its users
- Based on site, not part of an area based mobile team

- Contactable by users of the park when they are needed
- Available during daylight hours

8.0 Recommendations

- 8.1 The Committee is asked to consider the allocation of £28,410 to fund the continuation of the 3 existing site gardeners for a further six months in support of the proposal, with effect from 1st October 2008.
- 8.2 To consider the appointment of a further site based gardener for the Outer South area at an annual cost of £18,940.



Originator: Peter Mudge

Tel: 224 3040

Report of the Director of Environments & Neighbourhoods Directorate

South Leeds (Outer) Area Committee

Date: Monday 7th July 2008

Subject: Town Centre Summits

Electoral Wards Affected:

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 presents the detailed results of the annual Summits held in Rothwell (February 29th) and Morley (March 6th). The Summits were chaired by Area Manager Dave Richmond and comments made at the events have been used to create a preferred way forward for each town centre over the coming year. The Summit documents are attached in date order as **Appendix 1** (Morley) and **Appendix 2** (Rothwell).

Each year the Summit is reassessed to ensure it continues to debate and agree upon key projects for the town centre. Ideas being considered for next year's event include: Extending the event to include some form of awards ceremony recognising achievements and key instigators from the private and voluntary sector. Improving the recording and displaying all suggestions from the floor for debate. Consider increasing the opportunity for the audience to express their views on the evening.

1.0 Background

- 1.1 This is the second year of Summits and “Big Ideas” for Morley and Rothwell. Each event involved a public meeting for users of the town centre. Individual invites are sent to councillors, town centre businesses, appropriate public sector offices and voluntary organisations. Publicity in local newspapers provides the general public with the opportunity to attend.
- 1.2 The annual Summit identifies major drivers for the economic regeneration of Morley and Rothwell town centres. Alongside developing projects, these form the town’s “Big Ideas” featured in the respective town centre Action Plans.
- 1.3 The Summit is not intended as a forum to debate ongoing issues, (although it does feature an update on existing ‘big ideas’). The discussion of ideas in more detail can take place at the Morley or Rothwell Town Centre Partnerships.
- 1.4 The first Summit was in 2007 and, as it was a new process, many initiatives came forward. These initiatives are now progressing which means fewer new ideas came forward this time.
- 1.5 The Summit format needs to be constantly reappraised to ensure it remains topical, interesting and constructive. In light of this, ideas for the 2009 event could include an awards ceremony, an agreement on the evening as to which audience items should be discussed and a straw poll evaluation on the success of the evening.

2.0 Finance

- 2.1 Any costs arising through the Big Ideas will be individually itemised and, wherever funding is required, an individual costing will be developed. Many of the ideas will be funded by the private sector or Town Centre Management budget.

3.0 Implications for Council Policy and Governance

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

4.0 Legal and Resource Implications

- 4.1 There are no direct implications for the above as a result of this report.
- 4.2 Projects developed as a result of Town Centre Management work are predominantly resourced through partnership working and the town centre management budget. However, there is a potential impact on the Area Committee Well Being funding

5.0 Conclusions

- 5.1 The Summits’ “Big Ideas” can be included within the Town Centre Management Action Plans for the current year and continue to support the development of the improving town centres.

6.0 Recommendations

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

- (i) Note the content of this report.
- (ii) Consider the report and comment as appropriate.

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Report on Morley Summit 2008

Executive summary

This document is intended for members' information. It centres on points raised and votes cast at the Morley Summit. Also included is an update of ideas raised at the 2007 Summit and comments received by Town Centre Management. From these views a Strengths Weakness Opportunities Threats (SWOT) analysis helps obtain a preferred way forward for Morley town centre. "The Big Idea" section at the end of this document provides a summary of the proposed way forward.

1.0 Background

1.1 The Morley Summit was arranged by the Area Management Team and held at Morley Rugby Club on Thursday 6th March 2008. It attracted 82 attendees from the public, private, voluntary and specialist sectors.

1.2 The event was chaired by South Leeds Area Manager, Dave Richmond, and the panel was:

Cllr Robert Finnigan – Chair of the South Leeds Area Committee
Keith Robinson – Morley Chamber of Trade President
Stephen Battye – Redbrick Mill, Batley
Michael Laing – Morley Leisure & Hotels
Peter Mudge – Town Centre Manager – Morley and Rothwell

1.3 The Summit raised thoughts for a "preferred way forwards" for economic development of the town centre. At the end of each discussion point a vote was recorded. The document is intended to provide an agreed way forward for Morley Town Centre. The SWOT and summary has been initially prepared by the Town Centre Manager and will be subsequently approved through AMT, Town Centre Management Board and the Morley Town Centre Partnership.

1.4 Copies of this document will be circulated and be available from libraries and the Town Hall.

2.0 Questions

2.1 Should Morley develop a new environment for the pub and hospitality sector?

2.1.1 Summary: This linked with the Summit's main presentations which drew attention to the town's need to do more to support and develop an exciting offer throughout the day and into the evening.

Support: 74
Oppose: 4

2.1.2 Related comments raised at the Summit

- Morley needs attractive high quality bars
- Smoking ban and cheap alcohol from supermarkets has affected license trade.
- People congregating in doorways to smoke can be intimidating.

Appendix 1

- Illegal to smoke in doorways.
- Government policy is having significant affect on Morley trade
- Illegal to serve drunken people, its not drinking in pubs that is leading to increase in drunk people, people are drinking at home due to cheap supermarket alcohol.
- TCM to support pub trade.

2.1.3 Strengths:

- With a fifth of Morley's homes being newbuild there will be significant numbers of people looking to use the town centre as a social base.
- Key town centre restaurants have a viable and expanding evening economy.
- Utilising the major social offer is being developed on the edge of the town at the Village Hotel.
- A "fresh broom" approach can be adopted in the town centre
- The pedestrian priority area may be increased to make the town centre an increasingly attractive place for eating, drinking and socialising.
- Newly opening businesses will have their own marketing budgets / gimmicks to make them attractive to customers.
- Problem has been incorporated by the Summit and major stakeholders are all eager to assist.

Weaknesses:

- The resident population have voted with their feet and do not frequent the town centre in the evening.
- Morley town centre's evening economy looks on the brink of collapse – since the smoking ban over half the town centre pub have been put up for sale – and are still available.
- Possibly the town centre can never develop a viable evening economy
- Failing to find a partnership mechanism with the Village Hotel will lead to opposing pulls around the town centre.

Opportunities:

- Notify estate agents of the opportunities to develop a vibrant social economy.
- Work with stakeholders to quickly progress opportunities.
- Prepare a wish list of companies we would like to have and then meet with them to progress ideas.
- Develop a new and exciting hospitality / social / retail offer in vacant and underutilised properties around the junction of Queen Street / Fountain Street.

Threats:

- Evening economy does not recover
- Recession negates the opportunities.
- Pubs and other social premises get amended planning permissions.
- Pubs and other social premises do not progress the opportunities.

- 2.1.4 **Recommendation:** As a matter of great urgency action should be taken to provide non-financial support to the pub and hospitality sector in Morley town centre. This support should encourage an holistic approach to create stronger working partnerships with the daytime economy.

2.2 Should more be done to promote public transport to and within Morley?

2.2.1 Summary: The Summit devoted considerable time discussing ways to increase the number of people using public transport to reach the town centre. The discussion centred on general improvements and provision of a bus station.

Support: 71
Oppose: 10

2.2.2 **Bus Station:** Discussions have been held with Metro to investigate options for sites where buses can park up and customers wait in comfort. Initial discussions have dismissed a bus station to the east of the town centre (near the market) or in the Queensway Car Park. Options under consideration before the 2008 Summit included a bus only zone beside the Town Hall or as part of a regeneration scheme for the south end of the town centre.

2.2.3 Related comments raised at the Summit

- Morley needs a bus station.
- Should be near the Maid Marion restaurant. (East of Town Centre)
- Has feasibility study been completed? Possibly somewhere near Morrison's car park (West)
- Lot of land near Bridge St so could this be a possibility? (South)
- Have to be able to persuade operators to use bus station.
- It would encourage shoppers to come to Morley.
- Talked to Metro about possibility of bus station, aforementioned suggestions were discussed. Problems with getting buses down Albion St, Commercial St, Queensway out of town. (East)
- Consultation should be carried out with traders and residents.
- Town needs to be accessible, area near top end of town near pavilion could be convenient and attract more businesses.
- Plans that have been discussed look promising
- Must attract new residents into town centre, bus station could help achieve this along with better facilities.
- Bus station needs to be in right place at right time
- We need to improve town centre to attract people prior to going to Metro for a bus station to ensure people, when they do come are happy with what they see and return time and time again. This is short term plan whereas bus station is longer term plan.

2.2.4 This SWOT is based on the current bus stop provision on Queen St / Wellington St.

Strengths: Established..
Minimal cost to maintain.
In centre of town.

Weaknesses: Bus stops and queues cause pedestrian congestion in an increasingly busy footfall area.
Buses pulling in causes vehicular congestion

Appendix 1

Potential danger as people walk out in front of buses
Potential danger as impatient drivers go around buses.
Increased pollution levels in town centre – of running engines from buses and queuing vehicles.

Opportunities: Find a preferred location for loading / unloading of buses

Threats: Bus company's objection to changes
Cost of relocation
Some initial inconvenience to passengers
Inability to develop a preferred location.

2.3 Improve bus services to the town centre from neighbouring areas: This concerns increasing the number of routes and ensuring bus timetabling means they are at key points at key times.

2.3.1 Related comments raised at the Summit

- Free bus service to the Post Office side of town.
- Are plans to have an improved bus service short or long term?
- If we have free bus it could encourage people into town centre to increase footfall.
- Link buses with the train station.

2.3.2 Strengths: More people would be attracted to the town if the number of routes increased.
Shops and services would benefit through increased buses.
If train station has a bus link it could lead to new opportunities for town and town centre.
Proposals may lead to increased profits for bus operators.

Weaknesses: If losses are foreseen, proposals are unlikely to be supported by bus operators.
There will be initial set-up costs.

Opportunities: Metro to consider opportunities
Increase number of routes.

Threats: Bus operator's object to any changes
Cost of increases
Reappraisal leads to a decrease in services.

2.3.3 Recommendation: On the basis that a bus station will attract more passengers to the town centre, existing ideas will be progressed and any new ones considered.

Metro - has confirmed - it will investigate what opportunities there are to increase areas served by bus routes.

2.4 Should Morley town centre actively address climate change issues?

Appendix 1

2.4.1 Summary: Across the UK town centre initiatives are looking to reduce carbon emissions and become more environmentally-aware.

Support: 25
Oppose: 1

2.4.2 Related comments raised at the Summit

- Make new builds more eco-friendly
- Create community that is carbon neutral
- Climate change strategy consultation.
- Create sustainable homes so that people can work locally thus reducing the need to travel.
- Regenerate areas to enhance environment and improve buildings, ensure these are sustainable.
- Have a USP to attract people into town.
- Need to include elderly and young in consultation
- Use “Facebook” to engage young people
- Do more to promote ‘buy local’ scheme, events etc.
- More environmentally friendly
- Working towards carbon neutrality

2.4.3 Strengths:

- A positive image for the town centre
- Possibility of attracting grants for being environmentally friendly
- Opportunities for press coverage
- Doing our bit to save the World

Weaknesses:

- No key stores currently promoting a green message
- No shops currently advocating town should become carbon neutral
- No financial incentives being offered to business
- No green champions identified to lead the cause

Opportunities:

- Locate a green champion willing to lead the cause

Threats:

- No-one found to lead the cause
- Insufficient support from business
- Unsustainable

2.4.4 **Recommendations:** Opportunities to reduce carbon emissions and develop buy local and local foods will be progressed when appropriate. TCM will invite interested parties and individuals to form an action group.

2.5 Should Morley promote a local food stuff?

Appendix 1

2.5.1 Summary: Local towns had a strong association with rhubarb production. Would it be advantageous for Morley to promote this or another association with food?

Support: 5

Oppose: 1

2.5.2 Related comments raised at the Summit

- Educate and encourage more sustainable food production
- Rhubarb triangle to rediscover and promote
- Promote the town centre externally
- Morley has great community spirit
- Have a rhubarb festival similar to Wakefield?
- Promote town's historic links with fish farms.

2.5.3 Strengths:

- Opportunity for extra press coverage
- An added attraction for the town centre
- Opportunities to link to town's heritage

Weaknesses:

- No stores promote any local foodstuff
- Wakefield is already promoting itself as the rhubarb town
- Wakefield has an established rhubarb festival
- In Morley no-one has stepped forward to lead this promotion

Opportunities:

- Locate a champion willing to lead the cause

Threats:

- No-one found to lead the cause
- Insufficient support from business
- Unsustainable
- No press coverage

2.5.4 **Recommendations:** Opportunities to develop local foods and recipes will be progressed if someone is wishing to progress them.

3.0 Update on issues raised at 2007 Summit

3.1 The items listed below are topics upon which votes were taken at last year's Summit. As the Summit generates ideas from individuals they can only be introduced as and when appropriate. The summaries below give an update on how matters should progress during the coming year.

3.1.1 **Would specialisation of business draw more visitors to Morley?**

Vote Result: **Yes** 63 **No** 8

Way forward: The push for specialisation should come in the form of developing the café culture, leisure industry and encouraging specialist craft and family-friendly interest shops in the town centre..

3.1.2 ***Is there potential to develop the evening and weekend economy?***

Vote Result: Yes 63 No 4

Way forward: This question related to more businesses opening in the evening and weekends. (2:1 above relates to supporting and developing the current evening openers.)

The drive for 2008/09 is to sustain and develop the evening offer of the town centre. The private sector is key to long term development of this sector. The entertainments organizers continue to develop an exciting mix of weekend events and activities.

3.1.3 ***Should outdoor markets be encouraged on a regular basis?***

Vote Result: Yes 59 No 19

Way forward: Markets for Morley traders are now operational. Additional colour is available by including specialist markets within the traders' event.

On a weekly basis, stalls from the indoor market can now use outside which is intended to encourage more customers to come to the town centre.

3.1.4 ***Should people pay to use public car parks in the town centre?***

Vote Result: Yes 6 No 59

Way forward: A 3 hour limit is being introduced for half of the main (Queensway) Car Park with the other half remaining unlimited. The idea is that new and existing shoppers will be encouraged to use the town centre if they can easily find somewhere to park. The unlimited half will remain available for people working in the town centre.

Once the new system is installed ongoing monitoring will be undertaken of the impact on Queensway and other town centre car parks.

3.1.5 ***Do existing loading / unloading arrangements meet the needs of Morley town centre?***

Vote Result: Yes 8 No 46

Way forward: This remains a divisive issue between the public and private sector. Assisted by Highways, improvements have been made – particularly clarification of parking arrangements in South Queen Street and beside the Market. Work is still required in New Brighton opposite the park.

3.1.6 ***Are there sufficient available premises in the town centre?***

Vote Result: Yes 46 No 12

Way forward: A key store should be encouraged to move into Morley Bottoms and another in Fountain Street. Their presence should encourage others to take up vacant premises.

Investigation should be made on the possibility of additional parking at either end of the town centre.

Better road crossing points should be investigated at both locations to improve accessibility from / to Queen Street and around the areas.

Charity Shops: Further consideration should be given to identify any best way forward so the town centre is recognised for having a healthy mix of shops.

3.1.7 **Can we exploit the historical & environmental aspect of the town centre?**

Vote Result: Yes 63 No 1

Way forward: A Heritage Trail has been prepared and is now on its second print run. Space has been made freely available in the town hall for storing heritage items which can then be displayed at the library. Heritage trails are staged bi-annually. Gateways have been improved at New Brighton and progressing for Fountain Street. Other gateway opportunities are being investigated. In the main car parks investigation is underway of noticeboards and additional promotion of the town centre and what it has to offer.

3.1.8 **Should we do more to develop new events and link up existing ones?**

Vote Result: Yes 63 No 0

Way forward: The calendar of events is prepared and promoted. Opportunities are being utilized to develop the potential of existing and new events. An example is getting the St George's Day to also cover the Saturday as well as Sunday which is widely recognized to have been Morley's busiest trading day in living memory. TCM is encouraging events to be led by Morley Entertainments Committee and Morley Chamber of Trade with TCM supporting as required.

3.1.9 **Should we do more to encourage young professionals who live in Morley and work at Leeds?**

Vote Result: Yes 55 No 3

Way forward: A range of concentrated promotions has been undertaken and these are now in the process of being further developed at appropriate opportunities. Estate Agents are presented with information for distribution to newcomers.

3.1.10 **Can we do more to encourage the non-pedestrian areas of the town?**

Vote Result: Yes 58 No 0

Way forward: Discussions are being held with key stakeholders to investigate proposals for consideration.

4.0 Public Consultation

4.1 **The Christmas promotional doordrop invited comments on what was needed in the town centre. All of the issues raised have been taken into account in devising the document above. Below are the comments returned:**

- *"We would like a farmers market in Morley least once a month*
- *A 'Farmer's Market' for Morley, say once a month for starters, I am sure it would work as they are very popular. Surely local farmers would be interested.*
- *We need Poundland, the discount shop, we also need a good clothes outlet in the centre as the only clothes shop is Geoff in the market.*
- *Men's clothing shop is needed*
- *Morley needs a bookshop. It always surprises me that there isn't one considering that Morley holds a literary festival.*

Appendix 1

- *It needs much more variety than cheap shops, charity shops and travel agents. It does not encourage younger people who have money to spend and write the shopping centre off as old and fuddy. Too many boarded-up shops and no parking facilities*
- *Having lived in the Morley area from being 2yrs old and having attended the educational establishments of Morley I hate having to be negative but please bring back some of the decent high street shops we used to have and stop charity shops and takeaways from ruling the area.*
- *Less charity shops..*
- *Reduce the number of charity shops - seven at last count, reduce number of estate agents - too many to count and lets have some good shops that will bring business to Morley.*
- *The banks in Morley should be open until at least 5pm.(this may have already happened but I stopped checking ages ago) Morley needs more nightlife to accommodate the young professionals the town is trying to attract. ie late night bars!*
- *To make the Central Post Office accessible to transport. It is no joke to trudge in foul weather from the nearest bus stop, especially for the infirm. The only time cars or taxis are allowed is when the Post Office is closed. Unbelievable! It would also help to re-vitalise what is virtually the dead end of Queen Street.*
- *A bus station in Morley – the only town in the area without one! Batley has one, Dewsbury has one, Wakefield. etc”*

5.0 “THE BIG IDEAS for 2008 / 09”

5.1 Hospitality / Leisure Sector: Immediate support should be given to the current offer and a programme developed to secure the future with an aim of increasing town centre useage by established and new residents and visitors. The hospitality offer of the town centre should be developed. Entertainments should be encouraged promoting the community aspect of the town centre. These will be existing activities and new ideas.

Specialist Shops: A review should be undertaken of the variety of shops in Morley and steps should be taken to fill identified shortfalls.

Transport links: Ways forward will be drawn up to encourage more people to reach the town centre by bus, train and – where appropriate – taxi, bike, foot and car share. Ongoing monitoring of car parks will be undertaken and coach drop off facilities introduced.

The Morley Offer: Reflecting and developing the individuality of the town. This can include events, gateways, heritage, local foods, carbon footprint etc.

Developing TCM Action Plan: Featuring consultation with key stakeholders in the town centre, the TCM action plan will be rewritten to feature 2008 / 09 Big Ideas and other priorities for the year.

6.0 Recommendations

Members of the outer south Area Committee are requested to:

- (a). Note the contents of this report and consider all recommendations.

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Appendix 2

Report on Rothwell Summit 2008

Executive summary

This document is intended for members' information. It centres on points raised and votes cast at the Rothwell Summit. Also included is an update of ideas raised at the 2007 Summit and comments received by Town Centre Management. From these views a SWOT analysis helps develop a preferred way forward for Rothwell town centre. "The Big Idea" section at the end of this document provides a summary of the proposed way forward.

1.0 Background

- 1.1 The Rothwell Summit was arranged by the Area Management Team and held at Rothwell Parish Centre on Friday 29th February 2008. It attracted 40 attendees from the public, private, voluntary and specialist sectors. It was noticeable that the meeting ran more positively than the previous year with a greater range of pertinent questions and less concentration on individual viewpoints.
- 1.2 The event was chaired by South Leeds Area Manager, Dave Richmond, and the panel was:
 - Cllr Stewart Golton - Rothwell Councillor and Town Centre Management Board Chair
 - Frank Britton – Rothwell business owner
 - Brian Nicholson - Redcar Economic Development Officer
 - Peter Mudge – Town Centre Manager – Morley and Rothwell
- 1.3 The Summit raised thoughts for a "preferred way forwards" for economic development of the town centre. At the end of each discussion point a vote was recorded. The document is intended to provide an agreed way forward for Rothwell Town Centre.
- 1.4 The SWOT and summary has been initially prepared by the Town Centre Manager and will be subsequently considered through AMT, Town Centre Management Board and the Rothwell Town Centre Partnership.
- 1.5 Copies of this document will be circulated and be available from the library and One Stop Centre.
- 1.6 Brian Nicholson spoke about the advantages and effects major superstore development has had on the town centre. After an interval questions were raised by the audience and discussed. These centred on:

2.0 Questions

2.1 Traders should be encouraged to play a greater role in improving the attractiveness of the town centre.

For 33
Against 0

Appendix 2

2.1.1 Summary: The shortage of traders at the Summit was noted and it was said there were opportunities for them to play a more valuable role in the town's regeneration.

2.1.2

Strengths: General support for town centre improvements
Some traders very active in regeneration opportunities
Historic and picturesque town centre – especially upper floors
Pedestrian priority shopping on Commercial Street and Jailyard

Weaknesses: Small number of shops
Small number of shoppers resulting in low profit margins
Traders have not identified opportunities in which they can play a key role

Opportunities: Identify ways in which traders can play a key role
Meet with key businesses to explore launching a Chamber of Trade or developing another body – possibly social enterprise?

Threats: Traders unenthusiastic about forming a collective voice
A knock-back on an early initiative could be very damaging

2.1.3 Recommendation: *TCM to form a trade think-tank to identify initial way forwards for a Chamber or similar organisation.*

2.2 More should be done to improve on the attractiveness of local amenities

For 31

Against 2

2.2.1 Summary: The idea of linking Springhead Park and The Pastures with the Town Centre is being explored by TCM and Parks (who attended the Summit.) However it was interesting to see that Summit attendees also identified opportunities for the Park to play a greater role in attracting trade to the town centre.

- Raise profile of the river with a walkway
- Measured mile with a "trim trail"
- Illustration boards
- Lines outlining car parking spaces
- Duck pond
- Soft play area
- Animal farm
- Educational visitors centre
- Reopen skateboard park

2.2.2 **Strengths:** Opportunity to form a mutually beneficial partnership around town centre. Present Rothwell as a "cultural" town centre
Little funding required – unless larger opportunities are subsequently developed (soft play area, petting zoo etc)

Weaknesses: Will the scheme have sufficient impact?

Appendix 2

Opportunities: Develop initial ideas for the scheme
Look to the opening of the new riverway as an initial launch date

Threats: Lack of interest
Lack of take-up

2.2.3 Recommendation: TCM to link with key agencies, (including Parks and Countryside,) to develop a best way forward. Park and history details to be included on the already planned town centre signage. Look for a launch of the scheme in partnership with the opening of the rerouted river and the Rothwell cycleway.

2.3 **We should maintain activity to attract visitors and benefit the community following on from Rothwell 600.**

For 30
Against 3

2.3.1 Summary: The Rothwell 600 project has drawn together a strong partnership to develop activities for the town centre and surrounding areas. From its conception TCM wanted key aspects of it to remain following the year end.

- Support historical groups to maintain momentum around the history of Rothwell including surrounding areas.
- Continue work with schools
- Progress interpretation boards showing centre of medieval Rothwell.
- How to manage visitors around the castle site – concern about health and safety issues.
- Continue partnership working of community groups.
- Have an annual celebration or ongoing campaign around historical aspects of Rothwell.

2.3.2 **Strengths:** As with 2.2.2
Weaknesses: As with 2.2.2
Opportunities: As with 2.2.2
Threats: As with 2.2.2

2.3.3 Recommendation: TCM to link with key agencies, (including Parks and Rothwell 600,) to develop a best way forward. Park and history details to be included on the already planned town centre signage. Look for a launch of the scheme in partnership with the opening of the rerouted river and the Rothwell cycleway.

2.4 **We need to look at traffic systems in particular on Butcher Lane and Commercial Street.**

2.4.1 Summary: With the major redevelopment concern is expressed as to the changing needs of traffic flow around the town centre.

2.4.2 **Related comments raised at the Summit**

Appendix 2

- Butcher Lane should be a one way street
- Pedestrian zone on Commercial Street has never been adhered to.

2.4.3 **Strengths:** Re-evaluate traffic routes to find improvements
Strengthen the town centre shopping area for deliveries and shoppers.

Weaknesses: Excluding word of mouth, no incident reports
Implementation will need to compete with other Highway priorities

Opportunities: Will lead to better pedestrian connectivity around town centre
Will lead to better transport routes
Could provide better opportunities for town centre to expand
Could lead to improved safety for vehicles and pedestrians

Threats: Findings may not be implemented if not of significant priority

2.4.4 **Recommendation:** Discuss concerns and possibilities with Highways.

3.0 Update on issues raised at 2007 Summit: The items listed below are topics upon which votes were taken at last year's Summit. As the Summit generates ideas from individuals they can only be introduced as and when appropriate. The summaries below give an update on how matters should progress during the coming year.

3.1 **Developing a wider mix of shops:** The town centre's appeal has improved through the new build of shops on Jail Yard and renovation of shops on Commercial Street. An expanded pet store, delicatessen, craft shop and handicrafts are key new offers. The latest addition is a Thornton's Chocolateire on Marsh Street.

3.2 **Outdoor markets:** A trial outdoor market was held at Christmas which led to a partnership with Rothwell Entertainments Committee to develop a farmer's market which is preparing to run on a regular basis.

3.3 **Improved connections between shopping areas:** Signage placed in Marsh Street and tender being prepared for clear mapping. Painting of uniform street furniture is progressing.

3.4 **Developing an evening economy:** TCM is investigating the potential for developing a strong evening economy utilising after-work shoppers from South Leeds. This idea will progress through consideration at the May TCP when evening farmers' markets will be discussed.

3.5 **Support for an events management structure:** Town Centre Manager promotes a quarterly events programme. Rothwell Events Team is providing great assistance with town centre entertainers and street market plans. Rothwell 600 celebrations conceived and launched to provide an extra dimension to Rothwell entertainments and calendar of events.

4.0 Public Consultation

Appendix 2

- 4.1 The Christmas promotional doordrop invited comments on what was needed in the town centre. All of the issues raised have been taken into account in the main document above. Below are the comments returned:
- Dance shop, haberdasher, and clothes shops for children, shoe shop.
 - Re-instate the shopper's bus. Not all residents live close to a bus stop or access to a car (especially the elderly and infirm)
 - I would like a DIY store, a movie rental store and a kids zone (shoppers crèche-play place) large bays for parking-especially Morrisons!
 - No more estate agents- banks-building societies, hairdressers. Let us have foot wear, household linens, lingerie, sewing requisites, and a pound shop. I no longer shop in Rothwell except for bits and bobs, I go to Castleford, Pontefract, Morley, Dewsbury and get everything I need.
 - Have a look at Garforth!!! More variety no more banks, building societies, or estate agents, need possible middle range children wear, accessories shop (handbags, hair decorations, scarves, gloves, modern jewellery) tea shop type café for coffee, dainty lunches.
 - Rothwell needs an ice skating rink or something similar to entice youths off the street at night into a safe environment where they can socialise and have fun in a cool place.
 - Better bus time table on 444 Rothwell, Leeds route , just one bus every hour Saturday, Sun, and after 3 O'clock week day.
 - We could do with:
 - Shoe shop
 - Material & sewing aids, zips, buttons etc.
 - Hardware pots, pans, etc...
 - The town does not include any 'alternative Therapy' shops/clinics-which in this day and age is very popular. i.e. acupuncture, Chinese medicine, tai chi. Q'. massage / reiki,gong
 - Rothwell is in need of a good shoe shop and clothes shop
 - Badly needed:-Rothwell ladies, gents and children's outfitters, jewellers, furniture shop, pork butchers, shoe shop, interflora flower shop.
 - More shops- larger variety- e.g. music, shoe, clothing for whole family, book. Some form of family entertainment e.g. Bowling Alley.
 - Monthly farmers or continental market, variety of restaurant and bars
 - To have a wilkinsons/wynsors/factory shop/Julian Graves/& Similar to bring it up to Gaforth, Crossgates, Castleford etc.
 - Another bargain store like B&M as at Morley. A good reasonably priced shoe or instead of B&M Wilkinson. A small but in door market.
 - The single thing that would improve Rothwell town centre is clean public toilets, which are open at weekends and for long hours.

Appendix 2

- The police station should be manned during the day and open to the public as it used to be.
- We need another shop like RAYS that sells everything at a good price, the new DIY shop is too expensive. Everything else is fine.
- We need an affordable place to eat in the evenings. Shopwise we need a green grocery. Dry cleaners. Haberdashery, alteration shop, shoe shop, clothing store. These were all in Rothwell when I moved here 14 years ago.
- Sad we have lost 'Blockbusters' dry cleaners and second bank, sorry to hear will be losing 'Shamas'. Would like to see all these returning/staying. Would also like to see quality delicatessen, another takeaway specialist. (Pizzeria) and haberdashery. In the 'old days' a town was only a town if it had a 'Woolworths'. Any chance of such a store.?
- Get rid of Morrison's and return Rothwell to the community. Make shop units available with realistic rents that will allow the tenants to make a realistic profit.
- This Leaflet is brilliant! Better communications about Youth events/places to go, Café culture, shops like QLM.
- We need more family café/pizza bars, more evening entertainment to liven the region up over this time.
- Coffee shop/café (good for children- maybe in Morrison's) Public toilets. I hope the cobbler is staying as we need him! Plenty of parking as before work started!
- Better Christmas lights to coincide with the Rothwell 600 anniversary and new buildings (i.e. across the street- something updated- been same for years!) new shopping units-video, DVD rental, upmarket café, meeting place for younger clients.
- At least one Local doctor should be on call each weekend. One chemist should be open for prescription until doctor's surgeries finish. for example 7pm.
- Need a fishmonger, regular and thorough cleaning of the car park toilets. Landscape car park- needs completing, poor access from car park spaces to Morrison store entrance- need footpaths & pedestrian crossings.
- Keep the buses out of pedestrian centre and make the road flat. It worked when the road was done last time. We don't need buses in centre. They spoil the place senior citizens.
- More speciality shops e.g. delicatessen, clothes, jewellery, shoes, green grocers, - open after 5pm. Restaurant, café bars, internet café, better access to the country park.
- Get rid of Morrisons- replace with Waitrose, more speciality shops like Crafty Fox, more butchers and greengrocers.
- Why is the town centre manager not in Rothwell?, at present Rothwell has a poor choice of shops – no shoe shop for example, transport from Oulton/Woodlesford needs improving- Buses are very poor.
- I would like to make some suggestions for the type of shops I would like to see in Rothwell. I feel it would be extremely useful to have similar shop units to the ones available at Colton i.e. Next, JJB. Etc. The new large units that are being built would be ideal for these type of high street stores.

Appendix 2

- I firstly wrote to Highways in June 2005, then in February 2006, followed by October 2006 and finally in March 2007.
Commercial Street should be pedestrianised - the street is too narrow for traffic, especially buses. At present, the street is an oily, sunken mess with seven buses an hour using it. That apart from all other illegal traffic.
I understand from a reply to one of my previous letters to Highways that some traders are against a traffic –free street because “rerouting the buses would drive people away from the town centre leading to a loss of trade”
This is absolute nonsense! Buses could be rerouted down Butcher lane(to Leeds and Castleford). People ‘get on’ the buses in Commercial Street to leave Rothwell centre. Coming into the centre by bus, mostly, people would alight in Church Street, or Gillett Lane, or the Working Men’s Club or Blackburn Hall.
A bus stop in lower Butcher Lane (one way) to Leeds or Castleford would be no great distance from the new store. In fact it is a similar distance now from the HSBC bank
Vehicle access to the shops should be at a fixed time early morning.
I believe the ‘organisers’ have missed an opportunity to make Rothwell an award-winning development.
A pedestrianised Commercial Street can only enhance the facilities of Rothwell Town
The proposed new development will be ‘ordinary’ with noisy traffic bearing down a narrow street, belching smoke and dropping oil. Perhaps that may drive people away! And, where will people cross the street to get to new shops in Jail Yard hopefully to be renamed Meynell Walk or Meynell Mall?)

5.0 “ROTHWELL’S BIG IDEAS for 2008/09”

- 1) **Encourage traders to play a greater role** in improving the attractiveness of the town centre.
- 2) **Look to realise the cultural opportunities of the town centre:** through its community spirit, assets, environment and history.
- 3) **Provide ongoing monitoring of the various rejuvenation schemes:** to ensure opportunities are realised and the end plan maintained.
- 4) **Develop a wider shopping experience:** through the range of shops, street market and evening opening.
- 5) **Developing TCM Action Plan:** Featuring consultation with key stakeholders in the town centre, the TCM action plan will be rewritten to feature 2008 / 09 Big Ideas and other priorities for the year.

6.0 Recommendations

Members of the Outer South Area Committee are requested to:

- (a). Note the contents of this report and consider all recommendations.

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Report of the Director of Environments & Neighbourhoods Directorate

South Leeds (Outer) Area Committee

Date: Monday 7th July 2008

Subject: Participatory Budgeting Report

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

Executive Summary

Following an invitation from the Narrowing the Gap Group, two Participatory Budgeting (PB) Pilot schemes have been completed in South and West Leeds in 2008. These schemes provided a pot of funding to local communities, that local groups, residents and service providers could apply to. Support sessions were held to explain the PB process and residents role. Sessions carried out consultation to identify local issues that projects should target and on how to apply for funding. This level of engagement successfully developed capacity of the residents. Applicants then presented their projects to local residents, who voted on which projects they wanted to see delivered in their neighbourhood. Presentations and voting took place on a Decision Day at a local venue and the results were announced to the community on the same day.

1.0 Purpose of Report

1.1 This report outlines the background and recommendations on the attached evaluation of the PB Pilot schemes in South and West Leeds in 2008 (Appendix 1).

2.0 Participatory Budgeting in Leeds

2.1 The PB pilots were identified by the Narrowing the Gap Group as a means of testing PB effectiveness in engaging with the community to develop capacity and contribute towards the Narrowing the Gap agenda.

2.2 The two pilot areas were in Drighlington, South Leeds and Broadleas, West Leeds. A steering group was created and chaired by the South East Area Manager and had representatives from Regeneration, Chief Executives, Aire Valley Homes, Corporate Services and the a lead member from the Narrowing the Gap Group.

3.0 Summary of Recommendations from Evaluation Report

3.1 The evaluation of the Leeds pilots produced recommendations for future PB schemes in Leeds.

3.2 Community Engagement

- Support sessions vital to train residents in PB, consult on priority issues and develop community capacity.
- Offer support in presentation skills.
- Videoing the process captured the enthusiasm and passion of the residents towards their community and the decision making.
- Show previous pilots videos to residents of new PB area to demonstrate principle in practice.
- All residents from the targeted area invited to Decision Day.
- Confident that, when asked, residents will make an informed decision.
- Participants in the pilots have a role in promotion and mentors of future PB schemes.
- Improved public opinion of local authority and increased residents understanding of budget constraints.
- Developed community capacity to apply for funding and identify service provider to solve local issues,
- Ensure consultation is carried out to prioritise issues in area and ensure projects applying for funding meet these needs.
- PB process allows for better engagement with local people and it offers great potential for working at face to face level in deprived neighbourhoods and challenging negative perceptions of members and council services.

3.3 Partnership Engagement

- Engage and confirm support of partners as both funders, promoters, applicants and community supporters.
- A Coordinated approach needs to be developed by all agencies who are interested in developing their own PB approaches

3.4 Ward Member Involvement

- Ensure Ward Member involvement on Steering Group
- Promote Ward Councillors in their role as community champions.
- Ensure Ward Members are sufficiently briefed on PB schemes in their area.
- Identify key roles within the process for Ward Councillors at the beginning of the scheme, including a central role in promotion of PB and on Decision Day.
- Provide regular updates to Area Committees

3.5 Funding

- A minimum pot of £10,000 required to deliver a scheme.
- The funding amount promoted to the community is allocated only for projects and a separate budget is used for delivery e.g. printing, venue hire, catering.
- Future projects should explore sponsorship and other matched funding to potentially draw in business support and raise local profiles further. Match funders also have an investment to make the scheme a success.
- Future initiatives to carry out cost benefit analysis of postage to number of households against staff time spent door knocking.
- Confirm partners support of staff time being utilised to target the identified area.

3.6 Promotion and Publicity

- Planned and targeted publicity and promotion is a key aspect to the success of PB.

- All promotion costs need to be budgeted and recognition given to the levels of staff time needed to successfully promote and develop the scheme.
- Materials must be available in a range of formats.
- Mailouts to targeted area, local press coverage, door knocking, consultation boxes in key community venues and postal comments are key consultation and promotional activities required to achieve a successful initiative.

3.7 Voting System

- No Proxy Voting allowed as voting based on presentations.
- Residents had to attend the whole of Decision Day to vote
- Residents must attend the whole event otherwise score card is void.
- Keep scoring to its simplest form but ensure that the process will provide you with a ranking to allocate funding to.
- No time allowed for residents to question projects, based on presentations but officer leading event can ask questions if feels key of project been missed.

4.0 Participatory Budgeting in the Outer South

4.1 Members supported a report at the February meeting on 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. A format of two events per ward per year were outlined. The PB process offers a clear method of fulfilling this action of community engagement. Members are asked to agree to receive a proposal of ward based community engagement activities based on the PB process. This report will also link with the proposed format for future working in the NIPS to be presented for Area Committee approval.

4.2 There are implications on the Well Being budget to support a programme of community engagement events based on the PB process across the outer south. Whilst recognising that Well Being Funding is a limited source, predicted outcomes for a future programme based on the pilots, offer excellent value for money. The process also provides significant opportunities to secure additional funding from partners towards a programme.

5.0 Implications For Council Policy and Governance

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

6.0 Legal and Resource Implications

6.1 There are no direct legal implications. It is noted that legally only a meeting of full council can decide a local authority's overall budget, so participatory budgeting cannot affect that, but rather be a means of assisting elected councils in arriving at their decisions or of how to allocate parts of the agreed budget.

6.2 There will be resource implications on Area Management Officer time and the Well Being Budget if the Area Committee identify PB as a process to support community engagement activities.

7.0 Conclusions

7.1 The PB pilot in South Leeds was a success in engaging with community and building capacity amongst the residents.

7.2 Area Management identify this process as a key method for Area Committees to achieve their delegated function of meaningful and successful community engagement.

8.0 Recommendations

8.1 The Area Committee is asked to note the evaluation report and make comment as appropriate.

8.2 Members are asked to consider and agree to receive a future report as outlined in 4.0 on possible Participatory Budgeting schemes in the Outer South.

Originator: Sarah Henderson Gavin Forster Tel: 224 3040
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Participatory Budgeting Evaluation Report

1.0 Purpose of the Report

This report outlines developments and learning's so far from the Participatory Budgeting pilots in the Oakwells and Fairfax, Drighlington (South) and Broadleas (West) areas.

2.0 Summary

- This first stage evaluation outlines the process, lessons learnt and recommendations from the two PB pilots operating in quite different areas of Leeds. It also aims to highlight wider implications for the rolling out of the PB approach in other parts of Leeds.
- The process was instigated by the Narrowing the Gap Group and supported by each of the Area Committees chosen as pilot areas.
- The pilots aimed to involve partner agencies in development and delivery of the schemes
- A steering group was established to oversee the pilots consisting of Area Management staff (South & West), Aire Valley Homes, Chief Executives, Regeneration, Corporate Services and a lead member from the Narrowing the Gap Group.
- The Narrowing the Gap Group provided each pilot with £10,000 to allocate to projects and £1,000 to support the process. In addition, South were able to draw in a further £20,000 funding (£10,000 each from Aire Valley Homes and the Area Committee). West obtained clearance to utilise £5,000 from Area Committee funding for this purpose. West also had an agreement with Highways to access a further £5,000 if any of the projects coming forward had a direct link to Highways works.
- Support sessions were held in each case to assist local people in developing ideas and establishing key priorities.
- Publicity and promotion was targeted in each case on a house to house basis through door knocking and discussion to promote interest.
- Decision Days were held in locations central to each target area in West and South where participants were able to hear presentations and vote on schemes that they wished to receive funds.
- This report can only comment on the process up until Decision Days – the next stages involve setting up of funding agreements and delivery of projects which can not be effectively evaluated until after completion.

3.0 Background

3.1 The Narrowing the Gap Group established that one pilot should target a neighbourhood with little community capacity (Broadleas) and the other target an area with a level of community capacity and that allowed residents from more and less deprived areas to mix.

Other key objectives were to:

- To build on the capacity and confidence of local residents to take action to improve their area through a transparent process that is open and simple to access.
- To build upon and enhance existing neighbourhood working.
- To test the Participatory Budgeting approach.
- To improve community cohesion through effective engagement and participation.

- To build trust in local services / council by giving people experience of key decision making.
- To bring forward new people to engage as citizens.
- To develop the community leadership roles of ward members.

3.2 Both pilots effectively got underway in December 2007 with an initial focus on getting Area Committee approval of the areas selected and establishing the process structures. Partners were engaged, support sessions held and target dates set for submission of applications culminating in the Decision Days which were held on the 10th (South) and 17th May (West) 2008. (See Appendix 1)

3.3 Projects Approved:

In South:

Morley 10 th Scouts (Flooring)	£2,584
Morley 10 th Scouts (Outdoor improvements)	£4,053.75
Drighlington Senior Citizens Trips and Transport	£3,000
NPT Police Bikes	£2,400
Drighlington Parish Council Quiet Garden	£4,500
Youth Service Activities for Young People	£2,200
Drighlington ARLFC IT Club / Summer activities	£11,262.25

In West

Broadlea Street / Tce informal play area	£5,000
Broadlea Hill roundabout / environmental improvements	£5,000
Bluebell Woods Improvements / Friends group devt	£1,000
Broadleas Youth Steering Group env. Improvements	£5,000

3.4 The next stage of the process is the confirmation of grants agreed, setting up of funding / monitoring arrangements and delivery of the projects prior to a final evaluation.

4. Key Learnings / Recommendations

4.1 Funding Levels

Both pilots demonstrated that monies available were sufficient to run the schemes in the target areas. South benefited from having a partner that provided match funding and supported the delivery of the project. West utilised warden support from other parts of the area to carry out door to door knock and drop activity. The South does not have a warden resource, consequently the pilot had high postage costs in order to get the promotional materials out door to door.

- Excellent community engagement and good projects could be achieved with fairly limited pots of funding.
- Minimum funding pot of £10,000.
- Funding promoted to community is for projects only and a separate budget is used for delivery e.g. printing, venue hire, catering.
- Future projects to explore sponsorship and other matched funding to potentially draw in business support and raise local profiles further. Match funders also have an investment to make the scheme a success.
- Future initiatives to carry out cost benefit analysis of postage to number of households against staff time spent door knocking.
- Confirm partners support of staff time being utilised to target the identified area.

- It is the engagement that is crucial in more disadvantaged areas and PB schemes will not work without this key element rather than due to not enough funds.

Project workers involved felt the process itself was key and that potentially such a scheme could operate at a number of different funding levels.

Level of Community Capacity	Minimum Level of Funding	Minimum Time to Implement	Minimum Size of Area (Number of Households)	Minimum Number of Support Sessions
High	£20,000	4 Months	3000	4
Medium	£15,000	5 Months		4
Low	£10,000	6 Months		6

4.2 Partnership Engagement

In any local area selected, a partnership approach is key to a successful PB process. This is not only in terms of maximising potential funds available but to deliver the scheme and having expert support mechanisms in place to help local people develop their idea.

The South pilot benefited from two strong partners, Aire Valley Homes (AVH) and Drighlington Parish Council. Aire Valley Homes were a significant partner in the South pilot project. In addition to their important financial contribution, they also held a stall on Decision Day promoting their work and supported the general running of the day. AVH also helped develop a scheme in conjunction with Groundwork Leeds which, whilst not ultimately successful, will continue to be a focus for those two groups to develop. Aire Valley Homes recognised that their tenants would benefit from the projects funded and saw the potential of being part of a pilot process that assisted them in engaging with their tenants. The Parish Council provided key support on Decision Day and throughout the pilot as promoters and champions of the initiative. In West the project was developed through an inter-agency partnership on Broadleas, the Broadleas Improvement Group (BIG). Whilst interest and support levels were initially high a number of staff from agencies involved subsequently moved to other jobs due to restructuring and any real involvement of partners in development effectively disappeared. BIG is still being utilised as a sounding board however as new workers come on board and resident involvement in that group has returned as a result of the Priority Budget pilot experience. Those agencies are also now working jointly to build up the residents association on the estate.

The Primary Care Trust (PCT) and a number of other agencies have expressed interest in developing their own PB approaches and it would be useful to develop co-ordinated approaches in a given area rather than run a number of small pilot type operations without linkage.

- Engage and confirm support of partners as both funders, promoters, applicants and community supporters.
- A Coordinated approach needs to be developed by all agencies who are interested in developing their own PB approaches.

4.3 Publicity and Promotion

South mailed fliers to 2,500 households in their target area whilst Neighbourhood wardens in West delivered publicity to 600 properties, making up the Broadleas estate and utilising information provided by West North West Homes. Both pilot areas were predominantly White British in demographic profile and whilst offers were made to provide publicity in other forms and languages there was no take up. This might be an added expense in another area delivering a PB scheme. Local press, school post and suggestion boxes in local libraries were also used as a means of promoting PB and collating consultation forms on priorities and projects that residents wanted to see

tackled. In addition South attended Parish Council meetings and sought to ensure that they were engaged in the process. Morley Advertising Observer were an excellent partner in promoting the South pilot. Regular articles were published promoting support sessions, the consultation process and Decision Day. Door knocking was carried out by Neighbourhood wardens, and the Inner Area Assistant on the Broadleas estate, and the Priority Neighbourhood Development worker and members of the South Area Management targeted door knocking on the estate of Oakwells and Fairfaxes. The project teams led by Area Management staff in both pilots delivered support sessions aimed at helping residents to understand the process, how to complete applications and preparation for Decision Day. Both pilots identified that support sessions were crucial in an area of limited community capacity, further sessions might be needed. The use of mentors and perhaps Slivers of Time could also be utilised in future projects to maximise support time available to local people.

- Planned and targeted publicity and promotion is a key aspect to the success of PB.
- All promotion costs need to be budgeted and recognition given to the levels of staff time needed to successfully promote and develop the scheme.
- Materials must be available in a range of formats.
- Mailouts to targeted area, local press coverage, door knocking, consultation boxes in key community venues and postal comments are key consultation and promotional activities required to achieve a successful initiative.

4.4 **Public Engagement**

Both pilots were highly successful in engaging and supporting local residents in becoming active in the community. Residents welcomed the show of confidence from the local authority in allowing them to make decisions on their community.

In South 52 people attended support sessions resulting in 11 bids from a range of community groups and organisations as diverse as local pensioner and scouting groups to the Neighbourhood Policing team. Residents attending the support sessions were shown the Bradford pilot on DVD to illustrate what Decision Day meant. 120 people attended the Decision Day event with 72 completing voting scoring cards (limit of one vote per household). The level of enthusiasm and good will amongst the residents on the day was fantastic and created a real buzz in the meeting hall. This success was reported the following week in the local press, the Parish Council magazine and will be used to continue to build relations and capacity amongst the residents.

In West a different method was used and following the support sessions 11 bids were also submitted. Participants at the West Decision Day was limited to representatives of bids coming to make presentations with a vote going to each group. Projects were not allowed to vote for themselves and a minimum vote was set under which no schemes would be funded even if funding was available. Of the 11 bidders only 4 attended the actual day one advised of absence as they had managed to obtain support from the project from West North West ALMO but at this stage no explanation has been given by the other applicants. It was clear that local people were nervous about making presentations which it was felt might have affected numbers. DVDs of the day are currently in preparation and provide a good indication of involvement and contributions on the day.

Clearly there are different ways of setting up the day that will depend upon confidence levels of participants, capacity for involving wider community, space available at Decision Day venue and what the prime objectives of the process are.

The Oakwells Fairfax estate was much more difficult to galvanise in South resulting in five residents attending the support sessions and one attending the Decision Day, despite targeting door knocking and leafleting. However, all of the projects approved

would have a direct impact on improving the environment and services of residents on the estate. On Broadleas whilst only 8 people attended Decision Day 6 of these were new to any such activity and their presentations and involvement on the day were excellent. This has already had an impact on support for the Residents Association which had been down to 3 in membership but is now doing a major recruitment drive and have already identified 5 new people for the next meeting.

In reality both pilots struggled to get involvement in the more deprived areas despite broad ranging publicity and door knocking. The level of neighbourhood working and partnership work that can be utilised is critical in this respect. It is vital that effort is put into maximising contact with residents to build up trust. Participatory Budgeting is an excellent means to engage with local people but without the funding, partnerships support and capacity to support and work with the community is likely to be most effective in an area with existing community activity rather than in the most disadvantaged areas. In terms of public perception the general response was very positive to the notion of letting local people decide and if projects now develop successfully it will do much to influence local perceptions of council service providers. Once engaged in the process there were very clear outcomes in terms of confidence levels and awareness of priorities that make it a very useful tool in looking at local needs and raising community spirit and aspirations.

What came across clearly was that groups developing bids were very realistic in what could be achieved and did not aim for the impossible but instead were looking for small schemes that could be quickly achieved and bring about change in a short timescale.

- Support sessions vital to train residents in PB, consult on priority issues and develop community capacity.
- Offer support in presentation skills.
- Videoing the process captured the enthusiasm and passion of the residents towards their community and the decision making.
- Show previous pilots videos to residents of new PB area to demonstrate principle in practice.
- All residents from the targeted area invited to Decision Day.
- Confident that, when asked, residents will make an informed decision.
- Participants in the pilots have a role in promotion and mentors of future PB schemes.
- Improved public opinion of local authority and increased residents understanding of budget constraints.
- Developed community capacity to apply for funding and identify service provider to solve local issues,
- Ensure consultation is carried out to prioritise issues in area and ensure projects applying for funding meet these needs.
- PB process allows for better engagement with local people and it offers great potential for working at face to face level in deprived neighbourhoods and challenging negative perceptions of members and council services.

4.5 **Ward Member Involvement.**

The Drighlington 'Big Spender' Scheme promoted Ward Councillors in their role as community champions. Ward Councillors played a central role in the promotion of PB and had a prominent role on Decision Day. On Decision Day in Drighlington Councillor Finnigan delivered opening and closing speeches and Councillor Leadley attended. Ward Councillors were fully briefed on the process and invited to the support sessions. A member of the Narrowing the Gap Group (Cllr Golton) was fully involved and attended the steering groups meetings on a regular basis. In West a Councillor was nominated to be lead member, Cllr Taggart, and attended BIG

meetings where the scheme was developed although was unable to attend the Decision day itself. Useful discussion took place at each Area Committee where the selected areas were confirmed in West's case with a desire that we consider a similar scheme for the Wyther estate at some stage in the future.

- Ensure Ward Member involvement on Steering Group
- Promote Ward Councillors in their role as community champions.
- Ensure Ward Members are sufficiently briefed on PB schemes in their area.
- Identify key roles within the process for Ward Councillors at the beginning of the scheme, including a central role in promotion of PB and on Decision Day.
- Provide regular updates to Area Committees.

4.6 **Voting**

Residents were energised by the concept of voting for schemes that directly affected their estate. The pilots had similar scoring systems that asked the residents to score each project out of 10 on value for money, achievability and benefit to the community. These three scores were added up to create a total for the project. In South it was a crucial and time consuming task on Decision Day, to verify and input the scores into an excel spreadsheet from all 72 voting cards. Those with the highest scores received funding.

Both pilots had problems explaining the scoring system to residents. Specific to the West were the concepts of not being able to vote for their own projects and a minimum voting level to have a scheme approved. Some residents struggled with both of these rules. An issue to be resolved is how to balance making the occasion as undaunting for those making presentations whilst potentially wanting to maximise attendance and who can vote. Both pilots had a diverse age range of participants. The PB exercise aims to encourage local people to take part in a democratic process that directly affects their community and supporting residents in capacity building both in confidence and skills. Voting could actually be divisive rather than encourage community cohesion as there were instances of attempts at tactical voting and frictions when the voting stage was reached. Residents questioned whether proxy voting / postal voting was permitted.

- No Proxy Voting allowed as voting based on presentations.
- Residents had to attend the whole of Decision Day to vote
- Residents must attend the whole event otherwise score card is void.
- Keep scoring to its simplest form but ensure that the process will provide you with a ranking to allocate funding to.
- No time allowed for residents to question projects, based on presentations but officer leading event can ask questions if feels key elements have been missed.

4.7 **Checks and Balances**

In each case a key part of the PB process is to ensure sufficient checks and balances are in place. Where brand new groups and individuals come forward it may be necessary to seek the support of other voluntary organisations and community groups who might be responsible for monies allocated for projects in the absence of a formal constitution and bank account. We cannot follow the usual rules of only giving to constituted bodies if we are genuinely seeking to develop capacity at a grass roots level in priority neighbourhoods.

5.0 **Conclusion**

It is clear that both staff teams involved in pilots found the Participatory Budgeting process to offer great potential as a means of building local capacity and enhancing relationships between residents, elected members and council service providers.

Capacity building included increasing confidence and skills levels but it also allows the community to set priorities and challenge assumptions on issues or needs that may exist.

It need not necessarily involve large amounts of funding to engage local people but it does require committed partners and officer time.

When identifying target areas for future schemes, the following need to be considered; community capacity, number of households, size of budget, local venue for Decision Day and support of partners. Significantly, the lower the level of community capacity, the higher the level of partner support needed.

In its current format PB should only be used for dedicated funding pots. Future developments could see local decision making on how and where mainstream services are delivered rather than deciding on mainstream budgets.

Each scheme could target specific themes e.g. crime and attract funding from relevant partners.

In a local area the process could be rotated around wards and develop a 'PB' branding. This would generate interest in the concept amongst residents and partners.

Ultimately the innovative process provides a funding source to local residents and asks them to decide how it is spent. This level of community engagement results in projects targeting local issues identified by the residents, developing their capacity to create better neighbourhoods and improves opinions of service providers.

Participatory Budgeting Timeline

Set Up Steering Group	5 th December
Officer Training view best practise and recommendations on process, criteria and consultation.	December- January
Pilot Area and Process Agreed by Steering Group and Area Committees. Application Forms, criteria and scoring matrix outlined	January
Launch of Initiative	11 th February
Support Sessions and Consultation with the Community Training on PB process PNDW engage community in consultation events to identify local priorities. Training on LCC departments and current support networks and funding streams. Update given on process so far, feedback from consultation. How to apply for funding and questions answered on application form. Ideas unable to be supported through PB process passed to relevant LCC department or agency. Training on Presentation Skills	26 th and 28 th February 3 rd and 4 th April 25 th April
Application Forms and Guidance Notes circulated to Community Groups and Agencies	End of February
Project Application Deadline	17 th April
Applications appraised and those meeting criteria invited to attend Decision Day to present project idea	Mid April
Promotion of Decision Day	April 20 th – 10 th May
Decision Day	10 th May
Funding Agreements with Projects	May
Evaluation of Process All evaluation reports will be referred to the Narrowing the Gap Group in the first instance and then shared with other stakeholders including Area Committees as appropriate. Following comment from Area Committees and the Narrowing the Gap Group a full report on the feasibility of wider application of PB will be prepared for consideration by CLT.	May
Projects Delivered Projects implemented by winning applicants, PNDW to support project winners based in community	
Monitored Officers at council and community groups	
Evaluation of Projects	March 2009



Originator:
Thomas O'Donovan
Tel: (0113) 3951655

Report of the Director of Environment and Neighbourhoods

To: South Leeds (Outer) Area Committee

Date: Monday 7th July 2008

Subject: Area Delivery Plan 2008-2011

Electoral Wards Affected:

All Outer South Wards

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 presents the South Area Delivery Plan (ADP) for 2008-11 for approval. The report proposes that the ADP is structured to mirror themes set out in the Leeds Strategic Plan. This will enable local interpretations of the priority outcomes for the area to be developed and delivered against.

The report presents a detailed action planning and performance framework against which it proposed progress will be reported at Area Committee. However, it is suggested that there is a development of a more public friendly summary document, possibly in the form of a "neighbourhoods charter", to make transparent the service delivery commitments and specific improvements being aimed for across Outer South wards.

1.0 PURPOSE OF THIS REPORT

1.1 This purpose of this report is to:

- (a) present the Outer South Area Delivery Plan (ADP) for 2008-11 for approval
- (b) agree the development of a more public friendly summary document, in the form of a "neighbourhoods charter", to make transparent the service delivery commitments and improvements being aimed for across Outer South wards.

2.0 BACKGROUND AND MAIN ISSUES

- 2.1 In previous years the Area Delivery Plans have focused on agreeing, delivering and supporting actions to tackle local priorities, largely within the spheres of influence and responsibilities given by Area Function Schedules delegated to Area Committees from the Executive Board.
- 2.2 However, following a review of Area Management and District Partnership arrangements and the introduction of a new Strategic Plan for Leeds, there is the opportunity to widen the sphere of influence to capture local outcomes/ improvements delivered through partnership working as well as other council services (the delegation of further council functions to Area Committees is to be considered by Executive Board).
- 2.3 The aim is to turn the Area Delivery Plan into a local interpretation of the Strategic Plan – with a focus on those strategic themes and outcomes most relevant to the area as agreed by the Area Committee. The strategic themes are:
- Culture
 - Enterprise and Economy
 - Learning
 - Transport
 - Environment
 - Health and Wellbeing
 - Thriving Communities
 - Stronger Communities
- 2.4 As Council Directorates and partners will be committed to developing and delivering services to meet the agreed strategic outcomes, the Area Committee has a valuable role to play in ensuring that those outcomes that are a priority in its area feature in local service planning and are fed into corporate planning and budget setting processes.
- 2.5 To assist with this, the ADP also now reflects the 3-year cycle of the Leeds Strategic Plan. Clearly the focus and reporting will be on actions for the current year but in order to influence medium-longer term planning of services and prioritise how resources may be best used, the ADP needs to be a tool for the Area Committee in setting this out.
- 2.6 The local accountability of partnership working will no longer be at “District” level – it will be increasingly at Area Committee. It is important therefore that the framework of the ADP also enables the Area Committee to understand what outcomes partnerships are charged with delivering and how the Area Committee can measure their performance and contribute towards their effectiveness.
- 2.7 This offers opportunity for a much greater involvement of Members in the work of area partnerships and it is proposed to formalise this through lead roles linked to the strategic themes as previously discussed and agreed by this area committee.

- 2.8 The Area Delivery Plan presented in appendix A is not an easy read – and certainly does not enable Elected Members or the public to quickly see which priorities are being address at a local level, what is being done and the progress that is being made. There are additional sections of the ADP still in development including the Chair’s introduction, explanation of area management and Area Committee, an area profile and a section giving commitment to equalities, cohesion and engagement. The Area Committee is requested to delegate authority for approval of these sections to the Chair.
- 2.9 To that end it is proposed that a public facing summary of the Area Delivery Plan be designed and produced. There are examples of good practice from other authorities based on a “neighbourhoods charter” style. This may be a mixture of a statement of the minimum local service delivery that should be expected in the area and a commitment to agreed improvements and specific local actions. Agreement is sought from the Area Committee to produce a similar document for Outer South for distribution at public places (e.g. libraries, doctor surgeries, schools etc.).
- 2.10 The final point to be made is that this should be seen as work in progress. The development of area partnership arrangements away from a District Partnership set up is still in its early stages. Potential accountabilities of partnerships to Area Committees through the Area Delivery Plan process are being worked through and agreed. Similarly, any development of “neighbourhoods charters” that is to include local service delivery commitments of partner agencies needs negotiating with those agencies and the benefits to them in working with the Area Committee need to be clear.

3.0 IMPLICATIONS FOR COUNCIL POLICY AND GOVERNANCE

- 3.1 There are no implications for the Council policy and governance.

4.0 LEGAL AND RESOURCE IMPLICATIONS

- 4.1 There are no legal implications.

5.0 CONCLUSIONS

- 5.1 The Area Delivery Plan 2008-2011 reflects a significant increase in the role and responsibilities of the Area Committee and its ability to influence how area priorities are being addressed to both make a difference locally and to contribute towards the city’s strategic plan.
- 5.2 A challenge though will be to translate the language and format of strategically agreed outcomes to something that is easy to understand and relevant to a local level – so that the levels of service delivery and improvements in performance that are being aimed for are transparent at a local level. The development of complementary Neighbourhood Charters is suggested as an answer to this.
- 5.3 There is an opportunity for the Area Committee to develop its relationship with partner agencies so that skills, knowledge and experience of local Members can assist in improving local delivery of services.

6.0 RECOMMENDATIONS

6.1 The Area Committee is asked to:

- a) approve the Area Delivery Plan as set out in appendix A
- b) approve the development and publishing of public facing summaries of the ADP in the form of “Neighbourhood Charters”
- c) delegate authority to the Chair to approve the remaining sections of the plan

Outer South Area Committee - Area Delivery Plan 2008 - 11

Leeds Strategic Plan Theme - Transport

Theme Champion: Clr xxxx

LSP Strategic Outcomes

P1 Increased accessibility and connectivity through investment in high quality, integrated transport influencing others and changing behaviours

Actions

Improvement Priorities	Local Performance Indicator	Ref No.	Action 2008/09	Action 2009/10	Action 2010/11	Who responsible	Resources	Target	Action Outcome	PROGRESS AGAINST ACTION	
										Q1&2 08/09	Q3&4 08/09
Improve the quality, use and accessibility of public transport services in Leeds.	NI 167 (Congestion average journey time per mile during the morning peak). Possible MAA (possibly add 167 or 177).	D1	Support Highways and Parking Services in identifying and resolving priority parking issues.	Support Highways and Parking Services in identifying and resolving priority parking issues.	Support Highways and Parking Services in identifying and resolving priority parking issues.	Highways and Parking Services	Highways Parking Services	Number of car park schemes	Car parking facilities that meet the needs of the residents and visitors		
		D2	90% of schools develop travel plans	100% of schools develop travel plans		Highways Education Leeds	Highways Education Leeds	Number / percentage of Schools with travel plans	Schools with a clear transport strategy		
	D3	Liaise with transport strategy team on development of schemes on a key bus route			Highways, Metro, Bus Operators	Highways Metro Bus Operators		Public transport that meets the needs of residents and visitors.			
	D4	Support development of improved bus routes in outer south	Complete improved bus routes for numbers 164 / 166 and 51/ 51a (Gurdip Bahi)		Highways, Metro, Bus Operators	Highways Metro Bus Operators	Number of bus accessibility schemes delivered. (Bus routes that are DDA compliant to include bus shelters, raised kerbs, clearways, real time information at most used stops)				
	D5	Liaise with Metro regarding public transport provision Outer South	Liaise with Metro regarding public transport provision across the Outer South	Liaise with Metro regarding public transport provision across the Outer South	Liaise with Metro regarding public transport provision across the Outer South						

Outer South Area Committee - Area Delivery Plan 2008 - 11

Leeds Strategic Plan Theme - Environment

Theme Champion: Cllr xxxx

LSP Strategic Outcomes

- P1 Reduced ecological footprint through leading the response, influencing, mitigating and adapting to environmental and climate change.
- P2 Cleaner, greener and more attractive city through effective environmental management and changed behaviours

Actions

Improvement Priorities	Local Performance Indicator	Ref No.	Action 2008/09	Action 2009/10	Action 2010/11	Who responsible	Resources	Target	PROGRESS AGAINST ACTION		
									Action Outcome	Q1 & 2 08/09	Q3 & 4 08/09
Increase the amount of waste reused and recycled and reduce the amount of waste going to landfill.	NI 192 Household Waste Recycled and composted.	E1	Delivery of promotional activity to raise awareness of garden waste collection.	Delivery of educational initiative on garden waste	Delivery of educational initiative on garden waste	Environmental Services / Area Management	Environmental Services / Area Management	Recycling/ garden waste initiatives and facilities enhanced, supported and promoted.			
		E2	Deliver targeted environmental initiatives	Deliver targeted environmental initiatives	Deliver targeted environmental initiatives	Area Management / Aire Valley Homes / Library services	Area Well Being / Aire Valley Homes / Groundwork	Number of environmental initiatives delivered			
		E3	Support and promote education and raising awareness activities amongst community groups, residents and schools on all aspects of Reduce, Reuse Recycle e.g. Garden Waste, Recycling and Green Bin participation	Support and promote education and raising awareness activities amongst community groups, residents and schools on all aspects of Reduce, Reuse Recycle e.g. Garden Waste, Recycling and Green Bin participation	Support and promote education and raising awareness activities amongst community groups, residents and schools on all aspects of Reduce, Reuse Recycle e.g. Garden Waste, Recycling and Green Bin participation	City Development / Groundwork / Area Management	Area Well Being / Aire Valley Homes / Groundwork	Number of awareness raising activities delivered.			
		E4	Refer groups to Education Team to receive educational activities on waste reduction.	Refer groups to Education Team to receive educational activities on waste reduction.	Refer groups to Education Team to receive educational activities on waste reduction.	Environmental services / Groundwork / Area Management	Environmental services / Groundwork / Area Well Being	Number of people benefiting from awareness raising activities			
		E5	Improve/increase 'Bring Sites' recycling facilities	Improve/increase 'Bring Sites' recycling facilities	Improve/increase 'Bring Sites' recycling facilities	City Development / Area Management	City Development / Area Well Being	Number of bring sites developed/created			

Reduce emissions from public sector buildings, operations and service delivery, and encourage others to do so	NI 185 CO2 reduction from local authority operations	E6	All Community buildings in portfolio get energy efficiency rating.	Action Plans Developed to increase energy efficiency	Actions implemented and reassessed to achieve better grading	City Development	Delegated centre budget Area Well Being	Community Buildings supported in achieving Energy efficiency rating to reduce energy bills.				
		E7	Energy Guardian Scheme researched and action plan developed to promote to users and employees of community buildings	Action plan implemented to promote Energy Guardian Scheme	Charter to all employees and users of community centres in portfolio	City Development						
		E8	Liaise with Environmental Services on driver awareness training. Route Planning and research into fuel efficient fleet vehicles	Liaise with Environmental Services on driver awareness training. Route Planning and research into fuel efficient fleet vehicles	Liaise with Environmental Services on driver awareness training. Route Planning and research into fuel efficient fleet vehicles	City Development			number of initiatives to increase fuel efficiencies			
	Undertake actions to improve our resilience to current and future climate change.	NI 188 (adapting to climate change)	E9	Frequency of gully emptying improved	Frequency of gully emptying improved	Frequency of gully emptying improved	City Development		Number of initiatives to support the water cycle. Develop and maintain green space and saturation points			
			E10	Support development of current and new green spaces.	Support development of current and new green spaces.	Support development of current and new green spaces.	City Development / Parks and Countryside / Aire Valley Homes / Area Management					
			E11	Risk assessments for the elderly to ensure measures in place to support them during extreme weather conditions	Risk assessments for the elderly to ensure measures in place to support them during extreme weather conditions	Risk assessments for the elderly to ensure measures in place to support them during extreme weather conditions	Climate Change Team Aire Valley Homes and Social Services			Risk of weather events minimised		
	Address neighbourhood problem sites; improve cleanliness and access to and quality of	NI 195 Improved street and environmental cleanliness.	E12	Outer South Cleaner Neighbourhoods Sub Group to discuss, develop and monitor environmental issues through action plan.	Outer South Cleaner Neighbourhoods Sub Group to discuss, develop and monitor environmental issues through action plan.	Outer South Cleaner Neighbourhoods Sub Group to discuss, develop and monitor environmental issues through action plan.	Area Management / Parks and Countryside / City Development / Aire Valley Homes		Number of co-ordinated and facilitated actions to tackle identified neighbourhood problem sites	Co-ordinated approach to tackle environmental issues		

E13	Support City Development, residents and Councillors to develop schemes to improve street cleanliness in targeted areas e.g. mechanical sweepers	Support City Development, residents and Councillors to develop schemes to improve street cleanliness in targeted areas e.g. mechanical sweepers	Support City Development, residents and Councillors to improve schemes to cleanliness in targeted areas e.g. mechanical sweepers	Area Management / City Development / Parks and Countryside / Aire Valley Homes	Improved Streetscene / environment / reduced litter and waste on streets / land		
E14	Encourage and support local community groups in improving the local environment e.g. In Bloom Groups	Encourage and support local community groups in improving the local environment e.g. In Bloom Groups	Encourage and support local community groups in improving the local environment e.g. In Bloom Groups	Area Management / Parks and Countryside / City Development	Improved appearance of local neighbourhoods and increase in neighbourhood pride		
E15	Sites of concern to be considered for preventative measures e.g. boulders to prevent flytipping	Sites of concern to be considered for preventative measures e.g. boulders to prevent flytipping	Sites of concern to be considered for preventative measures e.g. boulders to prevent flytipping	Area Management / City Development / Parks and Countryside / Aire Valley Homes	Improved appearance of local neighbourhoods		
E16	Delivery Environmental Pride Initiatives to priority areas	Delivery Environmental Pride Initiatives to priority areas	Delivery Environmental Pride Initiatives to priority areas	Aire Valley Homes / Area Management / City Development	Improved appearance of local neighbourhoods		
E17	Support and promote Dog Warden Services	Support and promote Dog Warden Services	Support and promote Dog Warden Services				
E18	Deliver multi agency Crime and Grime initiatives in targeted neighbourhoods	Deliver multi agency Crime and Grime initiatives in targeted neighbourhoods	Deliver multi agency Crime and Grime initiatives in targeted neighbourhoods		Number of Operation Champions		
E19	Support delivery of Garden Maintenance provision for vulnerable members of the community across the Outer South	Establish and deliver a single Garden Maintenance scheme for vulnerable members of the community across the Outer South	Support delivery of single Garden Maintenance scheme for vulnerable members of the community across the Outer South				
E20	Support Site Based Gardeners project across the Outer South	Support Site Based Gardeners project across the Outer South		Parks and Countryside Area Management			
E21	Provide skips to community groups for environmental clean up projects.	Provide skips to community groups for environmental clean up projects.	Provide skips to community groups for environmental clean up projects.	Area Management / Aire Valley Homes	Improved appearance of neighbourhoods and increased sense of neighbourhood pride	Number of community skips requests	

Outer South Area Committee - Area Delivery Plan 2008 - 11

Leeds Strategic Plan Theme - Health and Wellbeing

Theme Champion: Cllr xxxx

LSP Strategic Outcomes

P1	Reduced health inequalities through the promotion of healthy life choices and improved access to services
P2	Improved quality of life through maximising the potential of vulnerable people by promoting independence, dignity and respect
P3	Enhanced safety and support for vulnerable people through preventative and protective action to minimise risks and wellbeing

Actions

Improvement Priorities	Local Performance Indicator	Ref No.	Action 2008/09	Action 2009/10	Action 2010/11	Who responsible	Resources	Target	Action Outcome	PROGRESS AGAINST ACTION	
										Q1&2 08/09	Q3&4 08/09
Reduce premature deaths from circulatory diseases	NI 121 Mortality rate from circulatory diseases at ages under 75		Increase in the number of physical activity opportunities and access to affordable healthy food choices. Delivery of physical activity and healthy eating sessions in worst 10% SOA areas			South Children South Leeds working group. PCT					
			Promote and support use of new 'Choose and Book Service' through computers in partnership with the NHS			Leeds Library & Information Service / NHS	Leeds Library NHS				
Reduction in the number of people who smoke.	NI 123 16+ smoking prevalence rate		Increase the role and remit of the healthbus					Increased number of programmes and facilities.			
			Support ongoing delivery of smoking cessation clinics in a variety of venues across South Leeds					Number of young people using bus.			

Improvement Priorities	Local Performance Indicator	Ref No.	Action 2008/09	Action 2009/10	Action 2010/11	Who responsible	Resources	Target	Action Outcome	PROGRESS AGAINST ACTION		
										Q1&2 08/09	Q3&4 08/09	
Reduce rate of increase in obesity and raise physical activity for all.	NI 57 Children & Young People's participation in high-quality PE and sport. NI 8 Adult participation in sport		Pilot smoking cessation project for young people in the South area			Karen Haw Peeds PCT, Public health, smoking cessation services						
			Support and promote DAZL sessions in South Leeds			DAZL, Leeds PCT, Public Health Jan Burkhardt, PCT						
			Development of physical activity programmes at various community sites and link to festivals, summer programmes and after school clubs			LCC Sports Development Unit						
			Support and promote South Leeds Olympics event over summer as part of I Love South Leeds Festival			SLHFA / AMT						
			Support development of Primary Pathways Project to link schools more closely with Leisure Centres			Extended Services						
			Training sessions to be undertaken with local community organisations around the physical activity toolkit to increase key messages in relation to promotion of physical activity			Leeds PCT Public Health Alex Hammond health improvement Specialist (physical activity) PCT		Levels of adult participation in sport in South Leeds				

Improvement Priorities	Local Performance Indicator	Ref No.	Action 2008/09	Action 2009/10	Action 2010/11	Who responsible	Resources	Target	Action Outcome	PROGRESS AGAINST ACTION	
										Q1&2 08/09	Q3&4 08/09
			Development of local walking groups, led by trained volunteer walk leaders. Delivery of local walk leader training by the PCT Environmental Health Improvement Team			Janet Smith, Health Improvement Team, Environmental Health					
Reduce teenage conception and improve sexual health.	NI 112 Under 18 conception rate.		Support pilot of the sexual health / substance misuse risk and resilience model in a school cluster area in the South			Children South Leads Be healthy (Sexual Health / Substance					
			Delivery of a research project to identify the needs of young people in the South in relation to sexual health information and the development of social marketing material around key sexual health messages			The Cupboard Project					
			Promotion of Young People friendly surgeries to young people in the South area.			Leeds PCT, Public Health, Amanadine Everett (Health Improvement Specialist - Sexual Health)					
			Identify gaps in C Card provision and promotion of c-card training			Leeds PCT, Public Health, (Health Improvement Specialist - vacant post)			Make C Crd more widely available, reduction in teenage pregnancy		

Improvement Priorities	Local Performance Indicator	Ref No.	Action 2008/09	Action 2009/10	Action 2010/11	Who responsible	Resources	Target	Action Outcome	PROGRESS AGAINST ACTION	
										Q1&2 08/09	Q3&4 08/09
Increase the number of vulnerable people helped to live at home.	NI 141 No. of vulnerable people achieving independent living NI 136 People supported to live independantly through Social Services (all ages)		Support Falls Prevention programmes in Outer South Leeds								
			Support provided to groups who help vulnerable people via locally based organisations or through provision at Area Committee Community Centres	support groups where possible through provision of social facilities in community centres							
	NI 139 The extent to which older people receive support they need to live at home. NI 130 Social care clients receiving Self Directed Support (Direct Payments and Individual Budgets)		Deliver Garden Maintenance Scheme for Outer South Leeds to primarily benefit elderly people (<i>also in Environment section</i>)								
			Promote Social Service support schemes, e.g. Direct Payments and assistive technology Signpost and support groups that support vulnerable people e.g. Morley Elderly Action and Rothwell Live At Home services								
Embed a safeguarding culture for all.			very broad target, does it need to be more specific? Develop and deliver local activities to support the city wide Domestic Violence Strategy.					Number of preventative and educational activities to address hate crime and domestic violence incidents			

Improvement Priorities	Local Performance Indicator	Ref No.	Action 2008/09	Action 2009/10	Action 2010/11	Who responsible	Resources	Target	Action Outcome	PROGRESS AGAINST ACTION	
										Q1&2 08/09	Q3&4 08/09
			<p>Deliver activities to increase victims confidence in the reporting of hate crimes, improvement of service responses to deal with victims of hate crime and improve service responses to deal with perpetrators of hate crime. Mechanisms for reporting hate crime in schools.</p>								

Outer South Area Committee - Area Delivery Plan 2008 - 11

Leeds Strategic Plan Theme - Thriving Communities

Theme Champion: Cllr xxxx

LSP Strategic Outcomes

- P1 Improved quality of life through mixed neighbourhoods offering good housing options and better access to services and activities
- P2 Reduced crime and fear of crime through prevention, detection, offender management and changed behaviours
- P3 Increased economic activity through targeted support to reduce worklessness and poverty

Actions

Improvement Priorities	Local Performance Indicator	Ref No.	Action 2008/09	Action 2009/10	Action 2010/11	Who responsible	Resources	Target	Action Outcome	PROGRESS AGAINST ACTION	
										Q1&2 08/09	Q3&4 08/09
Increase the number of "decent homes"		G1	Reports to Area Committee on decency programme (include programme/phasing for achieving decency)		Complete decency programme. 100% of all ALMO homes to have achieved decency standard (and then maintained to decency standard)	Aire Valley Homes	Aire Valley Homes	% of ALMO homes meeting decent homes standard.			
		G2	Reports to Area Committee on providing affordable homes and explore the Area Committees role in this provision			Aire Valley Homes Area Management Team		Number of affordable homes provided			
		G3	Ensure relevant communities are consulted about provision of affordable homes	Ensure relevant communities are consulted about provision of affordable homes	Ensure relevant communities are consulted about provision of affordable homes						
Reduce the number of people who are not able to adequately heat their homes	NI 187 Tackling fuel poverty - people receiving income based benefits living in homes with a low energy efficiency rating	G4	Fuel Savers Team action					Reduction of number of households experiencing fuel poverty across South Leeds.			
		G5	Promotion of Green Doctor Scheme via newsletters and community days			Groundwork Leeds					
Increase financial inclusion in deprived areas		G6	Through community engagement activities increase information provided to residents of South Leeds on financial inclusion and support available								

Improvement Priorities	Local Performance indicator	Ref No.	Action 2008/09	Action 2009/10	Action 2010/11	Who responsible	Resources	Target	Action Outcome	PROGRESS AGAINST ACTION	
										Q1&2 08/09	Q3&4 08/09
		G7	Support of Credit Union activities across Outer South Leeds and further promotion of the assistance they can provide to people								

Improvement Priorities	Local Performance indicator	Ref No.	Action 2008/09	Action 2009/10	Action 2010/11	Who responsible	Resources	Target	Action Outcome	PROGRESS AGAINST ACTION	
										Q1&2 08/09	Q3&4 08/09
Reduce crime and fear of crime	NI 16 Serious acquisitive crime rate. NI 20 Assaults with injury crime rate NI 15 Serious violent crime rate	G8	Identify and support suitable crime prevention initiatives in key locations e.g. CCTV, Pub and Shop Watch Schemes, target hardening.			Police / Area Management		Number of crime prevention initiatives supported Reduction of serious acquisitive crime (robbery, burglary, theft of and from motor vehicles) and violent crime assaults, wounding and alcohol fuelled	Increased awareness of crime prevention methods, increased community safety and reduced burglary		
		G9	Roll out the good practice from the Tackling Violent Crime Programme in South Leeds in order to coordinate activity to diffuse and prevent alcohol related violence and nuisance.								

Improvement Priorities	Local Performance indicator	Ref No.	Action 2008/09	Action 2009/10	Action 2010/11	Who responsible	Resources	Target	Action Outcome	PROGRESS AGAINST ACTION		
										Q1&2 08/09	Q3&4 08/09	
		G10	Develop and deliver activities to support the refreshed city wide Hate Crime Strategy including increasing victims' confidence in the reporting of hate crime incidents, improving service responses to victims of hate incidents, improving service responses to deal with perpetrators of hate crime, continue to develop preventative and educational activity to address hate incidents and implementation of actions to tackle hate crime in response to local assessment of need. Remove improve service responses to deal with perpetrators of hate crime and offenders committing acquisitive crime					Number of preventative, educational and promotional activities to address hate crime incidents				
Reduce offending	NI 30 Re-offending rate of prolific and priority offenders.	G11	Identify and target offenders committing acquisitive crime									
		G12	Develop early interventions to prevent young people becoming involved in crime such as youth diversionary schemes Tuancy Sweeps			Youth Service / Police / PAYP						
		G13	Engagement of schools with Safer Schools Partnership			Police / Education Leeds						
Reduce the harm from drugs and alcohol to individuals and society	NI 40 Drug users in effective treatment. NI 39 Alcohol related hospital admission rates	G14	Action to identify underage drinkers and shops selling alcohol to them			Police / Trading Standards						

Improvement Priorities	Local Performance indicator	Ref No.	Action 2008/09	Action 2009/10	Action 2010/11	Who responsible	Resources	Target	Action Outcome	PROGRESS AGAINST ACTION	
										Q1&2 08/09	Q3&4 08/09
		G15	Work with licensed premises to ensure that the sale of alcohol and its consumption are managed in a responsible manner.			Police / Trading standards			Reduction in underage drinking		
Reduce anti-social behaviour	NI 24 Satisfaction with the way the police and local council deal with anti-social behaviour.	G16	Continue to use a range of tools for tackling ASB and damage (eg ASBOs, ABCs, Dispersal Orders, Parenting classes or Orders, crack house closures and powers in the Cleaner N'hoods and Environment Act) as part of a package of responses to local issues.			Police / Anti Social Behaviour unit		Tackle ASB and damage through a combination of prevention, diversion and enforcement activities	Reduction in ASB		
		G17	Continue with targeted rolling programme of neighbourhood crime and crime initiatives such as Operation Champion.			Area Management / Police			Safer Communities / Reduction in Crime / offer reassurance to communities		
		G18	Continue to actively promote community safety messages and increase awareness of crime prevention and community safety services.						Increased community reassurance, reduction in fear of crime		
Reduce bullying & harassment	NI 69 Children who have experienced bullying	G19	Identify how schools report bullying at present and consult agencies to create a new central system of reporting. Education Leeds Anti Bullying Strategy					Increase enforcement to increase confidence			

Improvement Priorities	Local Performance indicator	Ref No.	Action 2008/09	Action 2009/10	Action 2010/11	Who responsible	Resources	Target	Action Outcome	PROGRESS AGAINST ACTION	
										Q1&2 08/09	Q3&4 08/09
		G20	To explore conflict resolution training to workers when they can deliver it on to young people through peer led approach.				Youth Service	Increase in reporting of bullying			
Reduce worklessness across the city with a focus on deprived areas	NI 152 working age people on out of work benefits NI 153 working age people claiming out of work benefits in the worst performing neighbourhoods. NI 150 Adults in contact with mental health services in employment.	G21	Provide information, advice, guidance and signposting to various local employment provision such as job shops, job centres and colleges				SLEET				
		G22	Increase support and advice provided to low income families to address child poverty issues.				SLEET				
Reduce the number of children in poverty	NI 116 Proportion of children in poverty. Further work being undertaken to confirm inclusion.	G23									
		G24									
		G25	The Childrens Project?								
Develop extended services, using sites across the city, to improve support to children, families and communities	NI 88 Number of Extended Schools.	G26	Develop partnerships with extended services to enable use of school facilities for youth work				Youth Service / Extended Services				

Outer South Area Committee - Area Delivery Plan 2008 - 11

Leeds Strategic Plan Theme - Stronger / Harmonious Communities

Theme Champion: Cllr xxxx

LSP Strategic Outcomes

P1 More inclusive, varied and vibrant neighbourhoods through empowering people to contribute to decision making and delivering local services

P2 Improved community cohesion and integration through meaningful involvement and valuing equality and diversity

Actions

Improvement Priorities	Local Performance Indicator	Ref No.	Action 2008/09	Action 2009/10	Action 2010/11	Who responsible	Resources	Target	Action Outcome	PROGRESS AGAINST ACTION	
										Q1&2 08/09	Q3&4 08/09
An increased number of local people engaged in activities to meet community needs and improve the quality of life for local residents.		H1	Provide Small Grants up to £1,000 to develop community capacity and support community based activities	Provide Small Grants up to £1,000 to develop community capacity and support community based activities	Provide Small Grants up to £1,000 to develop community capacity and support community based activities	Area Management		Number of community activities and projects supported through Area Well Being Budget			
		H2	Promote effective communication between Area Committee and residents e.g. production and distribution of Area Committee Newsletter to key locations and contacts	Promote effective communication between Area Committee and residents e.g. production and distribution of Area Committee Newsletter to key locations and contacts	Promote effective communication between Area Committee and residents e.g. production and distribution of Area Committee Newsletter to key locations and contacts	Area Management					
		H3	Facilitate two community engagement / celebration events, two per ward per year. E.g PB process	Facilitate two community engagement / celebration events, two per ward per year. E.g PB process	Facilitate two community engagement / celebration events, two per ward per year. E.g PB process	Area Management lead / agency support and community involvement			A range of communities involved in events		

Improvement Priorities	Local Performance Indicator	Ref No.	Action 2008/09	Action 2009/10	Action 2010/11	Who responsible	Resources	Target	Action Outcome	PROGRESS AGAINST ACTION		
										Q1&2 08/09	Q3&4 08/09	
			Produce a 'Living in South Leeds' page for About Leeds, Councils Civic Newspaper to promote and highlight work of Area Committee / Area Management			Area Management			Community better informed of Area Committee issues			
			Employ a Priority Neighbourhood Development worker to support communities in developing activities that support community needs	Employ a Priority Neighbourhood Development worker to support communities in developing activities that support community needs	Employ a Priority Neighbourhood Development worker to support communities in developing activities that support community needs	Area management / SLHFA			Community involvement in local matters in maintained and enhanced			
			Development of pre Area Committee events to link into thematic sub partnerships									
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.	NI 1 Percentage of people who believe people from different backgrounds get on well together in their local area NI 4 Percentage of people who feel they can influence decisions in their locality.	H4	Maintain support to develop capacity of community organisations	Maintain support to develop capacity of community organisations	Maintain support to develop capacity of community organisations							
		H5	Establishment of new groups in priority neighbourhoods (as identified by Area Committee) which may not have any community / residents activity)			Area management (PNDW) / Aire Valley Homes						
			Provide package of support to new and existing groups, including signposting to funding and training courses in priority areas			Aire Valley Homes Area Management Team						

Improvement Priorities	Local Performance Indicator	Ref No.	Action 2008/09	Action 2009/10	Action 2010/11	Who responsible	Resources	Target	Action Outcome	PROGRESS AGAINST ACTION		
										Q1&2 08/09	Q3&4 08/09	
Enable a robust and vibrant voluntary, community and faith sector to facilitate community activity and directly deliver services	NI 7 Environment for a thriving third sector.	H7	Commissions VCS to deliver Area Well Being funded schemes to achieve Area Committee priorities and address community needs. E.g. Morley Elderly Action					Number of VCS organisations supported with Area Committee Well Being Funding	enhanced relationship with community and voluntary sector			
		H8	Maintain support to existing VCS schemes and where appropriate provide support to expand these projects further.						enhanced relationship with community and voluntary sector			
			Support Leeds City Council in developing a local "tackling extremism" delivery action plan, including local arrangements for identifying and supporting individuals and communities.									
			Supporting identified neighbourhoods in need and creation of Neighbourhood Improvement plans to support the improvement process			Area Management						

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Originator: Robert Wood

Tel: 224 3040

Report of the Director of Environments and Neighbourhoods

Outer South Leeds Area Committee

Date: Monday 7th July 2008

Subject: Outer South Area Committee Well-being Budget Report

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 seeks to provide Members with:

- a) the current position on the Well-being Budget.
- b) details of the 2008/09 Well-being budget allocations.
- c) details of revenue and capital projects for consideration and approval
- d) a progress report on revenue projects agreed to date since 2007/08 (Appendix 1)
- e) 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.
- 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 delivery of the Area Delivery Plan (ADP).

- 2.2 The Well-being Budget for the Outer South is comprised of a revenue and capital allocation. The revenue allocation for 2008/09 financial year has been confirmed as **£203,880**. The capital allocation is **£106,700** for the financial year 2008/2009. These figures are subject to approval by Executive Board

3.0 Well being Budget Position to Date

Members should note the following points: -

3.1 Revenue 2007/08

- 3.1.1 The total amount of revenue funding available for 2007/08 was **£409,241**.
- 3.1.2 The Area Committee is asked to note that **£256,105** had been allocated and spent from the 2007/08 Well-being Revenue Budget as listed in **Appendix 1**.
- 3.1.3 Therefore, the balance of the 2007/08 well being fund to be rolled forward to 2008/09 is **£153,136**.
- 3.1.4 These figures include the additional allocation of **£50,000 revenue** approved by Executive Board for each Area Committee. The Executive Board identified two areas of strategic importance that they would like Area Committees to consider when deciding how to spend this extra money. These are: carrying out a conservation area review in their geographical area or introducing residents' only parking/extra parking provision in particular areas of concern.

3.2 Revenue 2008/09

- 3.2.1 The revenue budget for 2008/09 is yet to be approved by Executive Board.
- 3.2.2 The Area Committee has been given an initial allocation for 2008/09 of **£203,880**.
- 3.2.3 The amount of roll-forward of unallocated funds from the 2007/08 budget is **£153,136**.
- 3.2.4 Therefore the total amount of revenue funding available to the Area Committee for 2008/09 is **£357,016** should Executive Board approve the above figures.
- 3.2.5 The Area Committee is asked to note that **£260,424** has already been allocated from the 2008/09 Well-being Revenue Budget as listed in **Appendix 1**. This leaves a balance yet to be committed of **£96,592**.
- 3.2.6 These commitments for 2008/09 include new ringfenced amounts for small grants, skips, consultation, community centres and neighbourhood improvement plans as well as projects already approved in principle at earlier Area Committee meetings.
- 3.2.7 Members are asked to note that these figures differ from those presented to the last Area Committee meeting as the previous amounts were estimates based on expected spend whereas the figures now presented are actual final amounts based on the position at the end of 2007/08 financial year.
- 3.2.8 Members are asked to note that a number of schemes approved from the ringfenced amounts in 2007/08 will now be funded from the 2008/09 ringfence allocations. A full update on these and the impact on the budget will be provided at the next Area Committee meeting.

3.3 Capital

- 3.3.1 The capital budget for 2008/09 is yet to be approved by Executive Board.
- 3.3.2 Of the **£480,308** capital funding allocated to the Area Committee for 2004/08 a total of **£400,914** has been committed to date leaving a balance of **£79,394**. The Area Committee has previously agreed to split its allocation by Ward which meant that each Ward had £120,077 to spend.
- 3.3.3 The spend broken down by Ward is as follows: Ardsley & Robin Hood £78,945.94 (**£41,131.06 balance**); Morley North £97,134.25 including half of All Morley figure (**£22,942.75**)

balance); Morley South £114,574.12 including half of All Morley figure (**£5,502.88 balance**); Rothwell £110,259.90 (**£9,817.10 balance**).

- 3.3.4 It has been confirmed that the Area Committee has been allocated **£106,700** for 2007/08 financial year. Split between the four Wards this would give each Ward an additional **£26,675** to spend. Members are asked to approve this split of the new capital allocation by Ward.

	Ardsley & Robin Hood	Morley North	Morley South	Rothwell
Current Balance	£41,131.06	£22,942.75	£5,502.88	£9,817.10
New Allocation	£26,675	£26,675	£26,675	£26,675
New Balance	£67,806.06	£49,617.75	£32,177.88	£36,492.10

- 3.3.5 Members are invited to bring forward suitable capital projects to be developed by Area Management Team.
- 3.3.6 Members are asked to note that at present the NIP areas have been given no capital allocations 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 3.2.6.
- 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:** Morley Springfield Mill Park
Name of Group or Organisation: Friends of Springfield Mill Park (FOSMP)
Total Project Cost: £49,578.24 capital
Amount proposed from Well being Budget 2008/2009: £5,000.00 capital
Ward Covered: Morley North
Project Summary: FOSMP are working in partnership with The Greenbelt Group, Leeds City Council Highways Service and Groundwork Leeds to complete the project. FOSMP will appoint Groundwork as project manager. Some of the work will include hedge planting, bulb planting and tree planting. The project will be implemented in various stages over the period from the 12th October 2008 – 28th February 2009.
The Pond in Springfield Mill Park was newly built in 1998, as part of the new public open space between Rooms Lane and Hargreave Close in Morley. However, over time, the pond has been retreating as springs that feed the pond no longer provide a sufficient flow.

To ensure the long term sustainability of the pond and the wildlife it supports, it is proposed to provide water into the pond is by taking road water from the roadside gulleys and plant marginal plants in the replenished low water level of the pond.

The project comprises the following elements:

- Tapping into three adjacent Gulley points to run rain water into the pond to increase the base line water level.
- New hedging trees will be planted in order to fill in gaps and ensure effective continuity of the entire length in years to come.
- Establish a new footpath between the existing park footpath and the woodland walk, incorporating a new triangular planting bed as part of a forked junction adjoining the existing footpath. Relaying the woodland footpath with a more durable fill (Crushed Limestone) than the current woodchip filling to improve accessibility.
- Undertake planting of 5000 narcissi bulbs and 5000 bluebells, 100 sapling and 20 standard trees and wild flower plugs and meadow seed mix to increase biodiversity.
- Erect 1 large notice board and 3 small wildlife information plaques to improve the interpretation of site for users.
- Provide proper bitmac bases for three picnic benches which are currently situated on the park.

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

This proposal supports the Area Committee themes of 'Environment and Stronger Communities'. It aims to provide an environmental space for the community to interact with each other and a recreational facility for people to enjoy. The project aims to increase community involvement with the inclusion of schools and locals in planting and other practical activities.

4.4.2 **Project Title:** Morley Bottoms

Name of Group or Organisation: City Development

Total Project Cost: £38,006.57 capital

Amount proposed from Well being Budget 2008/2009: £8,006.57 (capital) (£30,000 Well Being ringfenced)

Ward Covered: Morley North and Morley South

Project Summary: The Area Committee approved Morley Bottoms scheme will install a new layby and deliver public realm improvements including seating and fencing. Planning approval was submitted in February 2008 however the programme slipped while the planning application was being considered. The scheme has been tendered in line with LCC procurement rules and the tender result is a fair reflection of the market. The lowest tender is £8,006 over budget. Morley Bottoms is a prominent Town and District Centre project that will have a significant impact on the regeneration of the area and works in parallel with the Town Centre Management project to improve the vitality and viability of Morley.

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

This proposal supports the Area Committee theme of 'Enterprise and Economy' and the aim to support economic development through improving the built environment and the town's infrastructure.

- 4.4.3 **Project Title:** Denshaw Grove Landscaping
Name of Group or Organisation: Groundwork
Total Project Cost: £4,429.95 (capital)
Amount proposed from Well being Budget 2008/2009: £2,214.97 (capital)
Ward Covered: Morley North
Project Summary: The project is to provide access and landscaping works to a piece of currently `locked in` land on Denshaw Grove. The scheme would benefit from the earliest possible delivery as the work involves grass seeding that needs to establish. The scheme will be delivered by Groundwork Environmental Services and in close partnership with the Denshaw residents. The project will deliver access to a locked in piece of land that is unused at present and will turn the land into a level grassed area for children to use as a play area away from the road. The project aims to:-
- Clear fly tipping / rubbish from the area
 - Level the area and seed
 - Create access including a path, fencing and a lockable gate
- The main benefit will be to provide a safe and pleasant area for the local young people to play away from traffic and utilise what is at present a piece of disused land.
The project has the support of the residents who are willing to undertake the maintenance and upkeep of the area.

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

This proposal supports the Area Committee themes of ‘Stronger Communities and Environment’ and the aim to support communities in developing and participating in local projects that improve their local environment.

- 4.4.4 **Project Title:** Site Based Gardeners
Name of Group or Organisation: Parks and Countryside
Total Project Cost: £28,410 (revenue)
Amount proposed from Well being Budget 2008/2009: £28,410 (revenue)
Wards Covered: All Wards
Project Summary: To support the continued provision of three site based gardeners in Community Parks together with the provision of one additional post within the Outer South Area. All for a period of 6 months commencing 1st October 2008. A report outlining the scheme has been presented to the Area Committee for consideration.

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

This proposal supports the Area Committee themes of ‘Stronger Communities and Environment’ and the aim to support initiatives that improve the local environment for community use.

- 4.4.5 **Project Title:** The Children’s Project – West Ardsley
Name of Group or Organisation: The Children’s Project
Total Project Cost: £960 (revenue)
Amount proposed from Well being Budget 2008/2009: £960 (revenue)
Ward Covered: Ardsley and Robin Hood
Project Summary: Partnership working between Area Management, Extended Services, The Children’s Project and Schools Cluster Coordinator has developed a proposal to start an after school club in West Ardsley. The Children’s Project proposal is to run a twelve week course of youth provision for ages 9 -13yrs at the Community Centre for one hour, once a week. The club aims to provide children with the opportunity to develop their confidence, self esteem and social skills through play and recreational activities such as art and crafts, parachute and team games, The project also encourages healthy eating, exercise and preventative work around anti social behaviour, drugs, alcohol, smoking and teenage pregnancy. The project

will commence in September to coincide with a new school year and allow promotional activities to be carried out. The Children's Project work with parents and aim to have a constituted group of parents and volunteers to run the club and apply for funding to sustain the cost of play material and the session worker over the longer term. An expression of interest has been submitted to the Extended Services revenue funding to extend this initial proposal of twelve weeks, for a further 9 months, giving the project in total a years funding and the opportunity to build the capacity of the community to formally constitute.

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

This proposal supports the Area Committee theme of 'Stronger Communities' and the aim to support access to facilities and services that benefit the community.

4.4.6 **Project Title:** Recycling Bring Sites in Rothwell

Name of Group or Organisation: City Development

Total Project Cost: £10,366.80 capital

Amount proposed from Well being Budget 2008/2009: £3,914.00 capital (£6,452.80 capital approved from 2007/08 Well Being Budget)

Ward Covered: Rothwell

Project Summary: At the February Area Committee members agreed to fund £6,452.80 capital costs towards enhancing the existing recycling facilities at Rothwell. This first stage included costs for twelve new recycling banks, screening for the banks and providing disabled access. Further investigation on site and in consultation with members, additional work has been identified to resurface the site due to the number of pot holes. The resurfacing work will enable the site to have disabled access, increase the number of parking spaces available and meet health and safety requirements.

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

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

4.4.7 **Project Title:** Operation Champion

Name of Group or Organisation: Area Management Team

Total Project Cost: £400 (revenue)

Amount proposed from Well being Budget 2008/2009: £400 (revenue)

Wards Covered: All Wards

Project Summary: The proposal is to support the successful multi-agency crime and grime initiative in the Outer South as it develops further with existing partners and schemes such as Environmental Pride and Neighbourhood Improvement Plans; to contribute towards the Area Committees function of community engagement. A report outlining the scheme has been presented to the Area Committee for consideration.

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

This proposal supports the Area Committee themes of 'Stronger Communities and Environment' and the aim to support initiatives that improve the local environment for community use.

5.0 Small Grants Update

5.1 Five small grants have been approved since the last meeting and are listed here for information.

Organisation	Project	Amount
Pasture View Social Committee	Pasture View Sheltered Housing Complex	£500.00
Rothwell & District Live at Home Scheme	Renewal of crockery for Woodlesford Older Peoples Drop In and Lunch Club	£500.00
Rothwell & District Rotary Club	Senior Citizen's Concert	£250.00
Western Primary School Gardening Club	Westerton Growers	£500.00
East Ardsley United Cricket and Athletic Club	Cricket Resources	£500

5.2 Members are asked to note the small grants as outlined in 5.1.

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 Wellbeing 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 revenue and capital allocations for 2008/2009 as listed in 2.2
- Note the budget position of the Well-being Budget as set out at 3.2 and 3.3.
- Consider and agree the projects listed in section 4.0
- 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.
- Consider the small grant budget position as set out in 5.0.

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**Outer South Well Being Budget 2008
Revenue Projects agreed to date**

Project	Delivery Organisation	Actual Revenue costs 07/08	Projected Revenue Costs 08/09	Description	Outputs	Outcomes
Budget	Allocation	£199,880	£203,880			
	Carry forward	£159,361	£153,136			
	Additional Allocation	£50,000				
	TOTAL	£409,241	£357,016			
Outer South Skips Budget	South East Area Management Team	£5,869	£5,000	To provide skips for community use.	<ul style="list-style-type: none"> Community groups undertake clean-ups 	<ul style="list-style-type: none"> Improved streetscene in local neighbourhoods Increased community pride
Outer South Small Grants Fund	South East Area Management Team	£5,889.21	£10,000	Provision of a small grants fund for small scale community based projects meeting Area Delivery Plan priorities.	<ul style="list-style-type: none"> Voluntary and community groups supported through grant aid 	<ul style="list-style-type: none"> Increased range of community activity Increased community participation Increased community pride Delivery of Area Delivery Plan priorities
Outer South Communications Budget	South East Area Management Team	£1,048.55	£5,000	A budget to enable effective communication and consultation on Area Committee issues in the Outer South	<ul style="list-style-type: none"> 5 newsletters Questionnaires Promotional material 	<ul style="list-style-type: none"> Increased awareness of the Outer South Area Committee Improved consultation that can inform local projects and plans. Public participation in projects / plans.

Project	Delivery Organisation	Actual Revenue costs 07/08	Projected Revenue Costs 08/09	Description	Outputs	Outcomes
Neighbourhood Improvement Area - Eastleighs & Fairleighs	South East Area Management Team	£2,034.50	£6,000	A plan 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 East Area Management Team	£2,766	NIP workplan completed	A plan 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	£3,726.09	£6,000	A plan 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 East Area Management	£838	£6,000	A plan aimed at making improvements in Priority Neighbourhoods	<ul style="list-style-type: none"> Projects aimed at the priorities identified of : <ul style="list-style-type: none"> ASB, environment, young people and community facilities. 	<ul style="list-style-type: none"> Narrowing the gap: improved services and wellbeing of the area.

Project	Delivery Organisation	Actual Revenue costs 07/08	Projected Revenue Costs 08/09	Description	Outputs	Outcomes
Neighbourhood Improvement Area – Harrops	South East Area Management	£426	£6,000	A plan 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 East Area Management	£426	Capital funding for shops work	A plan 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 East Area Management	£1,000	£5,000	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 Improved facilities for community use
Morley In Bloom Groups	Morley in Bloom	£0	£6,000	Support for Morley in Bloom.	<ul style="list-style-type: none"> Planting schemes in Morley. 	<ul style="list-style-type: none"> Cleaner Neighbourhoods Vibrant town centre creation of community spirit.

Project	Delivery Organisation	Actual Revenue costs 07/08	Projected Revenue Costs 08/09	Description	Outputs	Outcomes
Rothwell in Bloom	Rothwell in Bloom	£0	£2,000	Support for Rothwell in Bloom.	<ul style="list-style-type: none"> Planting schemes in Rothwell. 	<ul style="list-style-type: none"> Cleaner Neighbourhoods Vibrant town centre Creation of community spirit.
Town Centre Manager	South East Area Management Team	£47,242.33	£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 East Area Management Team	£2,483	£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 saving and borrowing at a reasonable rate A reduction in vulnerable people seeking loans from unauthorised sources such as loan sharks.

Project	Delivery Organisation	Actual Revenue costs 07/08	Projected Revenue Costs 08/09	Description	Outputs	Outcomes
Ardsley & Robin Hood and Rothwell Gardening Scheme	Care & Repair	£14,050	£16,031	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	£9,120.00	£15,368	Dance classes for 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 – Summer Activities	Youth Service	£8,757.07	£10,000	Involve more young people in more activities	<ul style="list-style-type: none"> Summer activities for young people across the Outer South area. 	<ul style="list-style-type: none"> More young people involved in activities over the school holidays Reduction in complaints of anti social behaviour in the area over the holidays.

Project	Delivery Organisation	Actual Revenue costs 07/08	Projected Revenue Costs 08/09	Description	Outputs	Outcomes
Community Safety	West Yorkshire Police – Morley & Rothwell Neighbourhood Policing Teams	£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 	<ul style="list-style-type: none"> A reduction in crime and anti social behaviour. Reduction in underage drinking
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.

Project	Delivery Organisation	Actual Revenue costs 07/08	Projected Revenue Costs 08/09	Description	Outputs	Outcomes
Priority Neighbourhood Worker	South East Area Management	£32,800 (end date 31 st Oct 07) £13,062.50 (1 st Nov 07 – 31 st Mar 08)	£31,622 (end date 31 st March 2009)	Review & implement the Neighbourhood Improvement approach for <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 	<ul style="list-style-type: none"> • Improving neighbourhoods in need including John O'Gaunts, Eastleighs and Fairleighs. • Increasing capacity of community groups by involving them directly in the projects. • NIP action plans being implemented more effectively with greater community representation. • Increased social capital through capacity building of small groups and the voluntary sector.

Project	Delivery Organisation	Actual Revenue costs 07/08	Projected Revenue Costs 08/09	Description	Outputs	Outcomes
Site Based Gardeners	Parks and Countryside	£22,500	£22,500 (Until 30 th Sept 2008)	Site based gardeners at community parks	<ul style="list-style-type: none"> 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
Morley Literature Festival Director	South East 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.
Morley Literature Festival	South East Area Management	£5,000	£15,000	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	Actual Revenue costs 07/08	Projected Revenue Costs 08/09	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"> Study will be a document to support the maintenance of built heritage in the towns.
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
Participatory Budgeting	South East 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'.

Project	Delivery Organisation	Actual Revenue costs 07/08	Projected Revenue Costs 08/09	Description	Outputs	Outcomes
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
Morley Heritage Society	Corporate Property Management		£400	Provision of an archive for Morley Heritage Society	<ul style="list-style-type: none"> New archive to house and show artefacts of Morley Heritage Society 	<ul style="list-style-type: none"> Support development of community group
Thorpe Recreation Ground	Parks and Countryside		£8,000	Design fees for construction of new playground and multi use games area at Thorpe Recreation Ground	<ul style="list-style-type: none"> New playground and games area for local residents 	<ul style="list-style-type: none"> Support development of community group Provision for activities for young people
Garden Maintenance Scheme Morley Elderly Action	Morley Elderly Action		£7,500	Provision of Garden Maintenance Scheme for elderly and disabled who are currently unable to maintain their gardens	<ul style="list-style-type: none"> 100 gardens visited over the course of the year 	<ul style="list-style-type: none"> Environmental improvements People being helped to maintain their homes Community Safety benefits

Project	Delivery Organisation	Actual Revenue costs 07/08	Projected Revenue Costs 08/09	Description	Outputs	Outcomes
Pilot Breeze Project	Out of School Activities Team, Children Services		£750	Pilot of Breeze Card recording machine	<ul style="list-style-type: none"> Monitor attendance at Breeze activities at 5 community venues in Outer South 	<ul style="list-style-type: none"> Evaluate provision of activities for young people
	TOTAL Projects agreed	£256,104.69	£260,424			
	Balance	£153,136.31	£96,592			

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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 Development/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	Environmental 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 Development	£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	Environmental Services	£2,400.00	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.
Tingley Athletic Junior Football Club – Car Park Provision	Tingley Junior Athletic Football Club	£12,000	To continue development of Tingley Junior Athletic FC by supporting the installation of a car park surface on the overflow car park	<ul style="list-style-type: none"> New Overflow car park for users of Tingley FC. 	<ul style="list-style-type: none"> Supporting community groups to improve local environment and involving more young people in activities.
Improved Drainage to Public Footpath Number 20 Rothwell at Oakley underpass	Parks and Countryside	£1,717.19	Installation of a gully to prevent a key public right of way being flooded.	<ul style="list-style-type: none"> Improved footpath. 	<ul style="list-style-type: none"> Improvement to the environment Supporting local residents association to improve local environment.
Ardsley & Robin Hood Sub Total		£78,945.94			

Project	Delivery Organisation	Capital cost	Description	Outputs	Outcomes
All Morley Morley Community Radio	Morley Community Radio	£10,000.00	A radio station to be established covering the Morley area	<ul style="list-style-type: none"> Broadcasted 12 days in December and 10 days in July 40 people were involved. Many voluntary and statutory organisations fed into this and gave interviews on air 	<ul style="list-style-type: none"> More local people being aware and able to voice their opinion on local issues
Morley Leisure Centre Disability Access	Leisure Services	£15,000.00	Measures to make Morley Leisure Centre DDA compliant.	<ul style="list-style-type: none"> New disabled changing facilities Lowering of reception counter 	<ul style="list-style-type: none"> More disabled people being able to access Morley Leisure Centre facilities and the health benefits that will come from that.
Town Centre Environmental Improvements	Morley In Bloom	£1,000.00	Environmental Improvements in Morley Town Centre	<ul style="list-style-type: none"> Purchase of flowers, shrubs, planters and tubs and gardening equipment for use in Morley Town Centre 	<ul style="list-style-type: none"> A more pleasant environment in Morley Town Centre encouraging more people to shop there.

Project	Delivery Organisation	Capital cost	Description	Outputs	Outcomes
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. 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"> Increase Young people and their family's knowledge of environmental issues such as recycling An increase in recycling rates in the Outer South Environmental Improvements in the Outer South
Morley Bottoms Regeneration Scheme	Development Department, LCC	£30,000	Physical regeneration to the Morley Bottoms area	<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.
Scatcherd Park War Memorial	Parks and Countryside	£10,000	Restoration of the war memorial	<ul style="list-style-type: none"> Improve appearance 	<ul style="list-style-type: none"> 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

Project	Delivery Organisation	Capital cost	Description	Outputs	Outcomes
Glutton Street Cleanser	Environmental Services	£6,000	Purchase of a mechanical sweeper	<ul style="list-style-type: none"> Improve the appearance of the Town and surrounding area 	<ul style="list-style-type: none"> improved street cleaning of Morley town centre
Car parking scheme at Queensway Car Park	City Development	£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
Morley Heritage Society	Corporate Property Management	£1,800	Provision of an archive for Morley Heritage Society	<ul style="list-style-type: none"> New archive to house and show artefacts of Morley Heritage 	<ul style="list-style-type: none"> Support development of community group
Morley Bring Site	City Development	£6,612.25	Improve and enhance existing Recycling facilities in Morley	<ul style="list-style-type: none"> Improved recycling facilities in Morley 	<ul style="list-style-type: none"> Encourage residents to recycle, reuse and reduce waste
Morley Town Hall	Corporate Property Management	£31,000	Improve facilities at Morley Town Hall	<ul style="list-style-type: none"> Four rooms in Town Hall to be improved and enhanced. 	<ul style="list-style-type: none"> Encourage Town Hall to be rented out by the public and increase rental income.
All Morley Sub Total		£119,348.65			

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

Project	Delivery Organisation	Capital cost	Description	Outputs	Outcomes
Litterbins 2007/008	Environmental Services	£2,400.00	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		£37,460.00			
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 Improvements 	<ul style="list-style-type: none"> More diversionary activities for young people in the area A safer neighbourhood with a reduction in the fear of crime amongst residents.
Rein Park – Morley South	Parks & Countryside	£3,000.00	An efficient hand over of the Public Open Space on the Rein Road Development in Morley South, from the developer to Parks and Countryside Department in an area with a high level of ASB	<ul style="list-style-type: none"> Land adopted Fencing Trees planting 	<ul style="list-style-type: none"> Reduction in the number of reported incidents of anti social behaviour in the area.

Project	Delivery Organisation	Capital cost	Description	Outputs	Outcomes
Morley South litter Bins 2005/06	Environmental 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	Environmental Services	£2,400.00	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 South Sub Total		£54,900.00			
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"> Diversions activities for young people Pathways Initiative Gardening Initiative 	<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
Litter Bins Rothwell 2005/06	Environmental Services	£5,100.00	Additional litter bins for areas identified as being problematic for litter	<ul style="list-style-type: none"> Youth Shelter 17 Dual compartment, free standing litter bins 	<ul style="list-style-type: none"> amongst residents. An improvement in the physical environment of the area A reduction in the amount of litter in the area. Improvements to the environment
Oulton & Woodlesford Sports & Social Facilities	Parks & Countryside	£20,000.00	The refurbishment and extension of the existing changing facilities / club house at Oulton and Woodlesford Sports and Social Club.	<ul style="list-style-type: none"> Two new changing rooms Officials room with toilet and shower activities 	<ul style="list-style-type: none"> More young people involved in more sporting activities Facilities meeting Sports England Requirements for health and safety
Rose Lund Centre Improvements	Parks & Countryside	£20,000.00	The extension of the Rose Lund Centre	<ul style="list-style-type: none"> 2 new changing rooms Officials room with toilet and shower facilities 	<ul style="list-style-type: none"> More young people involved in sporting activities Facilities meeting Sports England Requirements for health and safety
Litterbins 2007/08	Environmental Services	£2,400.00	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 Litterbins	Environmental Services	£5,000	Additional litterbins for areas identified as being problematic for litter	<ul style="list-style-type: none"> Additional litter bins 	<ul style="list-style-type: none"> A reduction in the amount of litter in the area.

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Report of the Director of Environments & Neighbourhoods Directorate

South Leeds (Outer) Area Committee

Date: Monday 7th July 2008

Subject: Area Managers Report

<p>Electoral Wards Affected:</p> <p>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 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 in greater detail 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 Evaluation of Community Safety Projects

2.1 In July 2007, the Area Committee agreed £29,226.44 towards five community safety projects broken down as follows:

NPT	Project	Cost
Morley	Smartwater	£5,000
	Target Hardening	£7,500
	Pubwatch and Licensing	£7,689.24
Rothwell		
	Smartwater	£3,000
	Pubwatch and Licensing Scheme	£6,037.20
Total		£29,266.44

- 2.2 As agreed in the signed Funding Agreements and Project Delivery Statements the Neighbourhood Policing Teams for Morley and Rothwell have submitted evaluation reports on the outcomes of the community safety projects.
- 2.3 Area Committee funding towards the Morley Neighbourhood Policing Team for the Pubwatch and Licensing project was matched by West Yorkshire Police Divisional funds.
- 2.4 Three test purchase operations took place during September – December 2007. As a result 3 fixed penalty tickets have been issued for the sale of alcohol to juveniles and the purchase of alcohol by juveniles. 2 Off Licenses are being prosecuted for supplying alcohol to juveniles. This action has acted as a deterrent and resulted in a significant reduction in licensing breaches over recent months. There has also been a significant drop in offences linked to alcohol, such as Criminal Damage and Anti Social Behaviour. Area Committee support has been essential in achieving the reductions in crime and Anti Social Behaviour (ASB).
- 2.5 The second part of the licensing project was to support and develop the Morley and District Pub Watch Scheme. The scheme is developing well, with Working Men's Clubs signing up to the scheme that also includes all the Public Houses. Members of the scheme receive regular visits from a police officer to ensure that licensing laws and regulations are being complied with and that the licensed premises are being run in a professional and orderly manner. This ensures that there is a string and robust support for the members and receive regular consultation on legal requirements. These high visibility visits reassures members of the public and makes them feel safer within the environment that they live and work.
- 2.6 In respect of target hardening, The Morley & District Community Safety Panel has, during the Policing year of 2007 – 2008 attended at 560 properties Of those 379 properties, 310 of the homes of vulnerable members of the local community have been secured by the supplying and fitting of the Masterlock Key Safe. The remaining 69 properties were secured by way of the traditional target hardening methods and met the criteria of being one of the following: elderly, burglary victim, single parent and the unemployed. The Masterlock Key Safe became an important security device in combating the potential increase in insecure and sneak-in burglaries. Demand on the scheme has been high, leaving the vulnerable occupant and relatives with peace of mind of security and reducing the fear of crime.
- 2.7 Morley Neighbourhood Policing Team Smartwater project purchased 347 kits to supply victims of burglary and vulnerable residents in the Morley NPT area in 2007/08. Although the figures in relation to domestic burglaries appear to have remained static within the Morley NPT area, consideration should be given to the increase in housing development that has taken place. Shed Burglaries continue to decrease, from 2006/07 87 reported to 07/08 62 reported burglaries.
- 2.8 153 Smartwater kits remain, which will allow the project to continue for a further 3 - 4 months. This will assist in the forthcoming Police campaign of promoting property marking which is to be launched across the whole of the Force area, with a view to raising awareness, educating and informing both the public and members of the police organisation as to the benefits of property marking.

- 2.9 The Rothwell Pubwatch and Licensing Project aimed to carry out a number of test purchasing operations on off licenses and Public Houses in the Rothwell ward to target underage drinking and associated anti social behaviour. 23 Off Licenses were subject to the operations. 6 Off Licenses were found to be in breach of their license. Five were served with fixed penalty tickets and one reported for summons. The result of the operation was a marked down turn in ASB and drink related crime in the proceeding 3-4 weeks in the areas of the operation.
- 2.10 The Smartwater Project delivered by the Rothwell Neighbourhood Policing Team purchased 200 kits to supply victims of burglary and vulnerable residents in the Rothwell NPT area within the Outer South area. As a result of the project, none of the addresses provided with kits have been victims of repeat offences. The project has successfully impacted on reducing crime and the fear of crime amongst residents.
- 2.11 The original budget of £6,037.20 has an outstanding balance of £3,421.20 for the Rothwell Pubwatch and Licensing project. Members are asked to consider and approve the Rothwell Police Inspector's proposal; that following the success of the test purchase operations in reducing in acquisitive crime and anti social behaviour, that the remaining balance is used to carry out further test purchase operations over the summer period. This is a peak time for increase in alcohol related ASB.

3.0 Cleaner Neighbourhoods Sub Group

- 3.1 The Cleaner Neighbourhoods Sub Group continue to meet quarterly to discuss environmental issues with key partners; Aire Valley Homes, Parks and Countryside and Environmental Services.
- 3.2 Issues are addressed through an action plan that incorporates Area Delivery Plan (ADP) priorities and short term issues raised by residents and members. A key issue identified has been the ownership and responsibility of ginnel maintenance. In response, the sub group have requested Environmental Services to coordinate a mapping exercise of Ginnels in Outer South. The map is being compiled in conjunction with Parks and Countryside, Highways and Aire Valley Homes the first stage of mapping is taking place in the Rothwell ward.
- 3.3 The project to purchase and operate a Glutton street cleansing machine for Morley town centre continues to progress. The relative paperwork assessing capital purchases have been completed and signed off by the Chief Regeneration Officer. Payment for the agreed match funding towards the machine has been requested from Morley Town Council. Environmental Services are working towards having the machine purchased by the end of June.
- 3.4 The Environmental Pride Task Group met on the 4th June to discuss the 2008/09 programme of environmental clean ups in neighbourhoods across the Outer South. The meeting identified aims, roles and responsibilities. A programme of locations and activities is being developed. Representatives from Aire Valley Homes (AVH) and Environmental Services attended and a new process was agreed that will utilise the regular AVH estate walkabout to create the task list of environmental improvements for the pride days to tackle. Area Management are now liaising with AVH estate management officers to identify dates for walkabouts and locations for Environmental Pride operations.

- 3.5 Area Management have been liaising with Environmental Services regarding issues raised by Ward Members on the additional litterbin allocation. The litterbins outstanding from 2006/07, 6 have been fitted in the Ardsley and Robin Hood Ward. Copies of the photos from Environmental Services have been requested for monitoring purposes and also to circulate to members for information.
- 3.6 The 2007/08 additional litterbin allocation for all wards and the additional Rothwell litterbin funding, Funding Agreements and Project Delivery Statements were sent following approval by Area Committee to Environmental Services to sign and return to Area Management. Environmental Services have stated that the audits are required to be completed on the locations to check they are suitable for litterbins to be installed. Due to the recent ongoing industrial action, environmental services staff have been engaged in closely monitoring the refuse collection routes. As a result, Environmental Services Officers have informed Area Management that there is no capacity to carry out the location checks within the next few weeks.
- 3.7 A timeline has been requested from Environmental Services for the location checks and installation to be carried out to ensure that the additional litterbin are installed as soon as possible in line with members and residents wishes.
- 3.8 Leeds Community and City Pride scheme is not in its fifth year. It rewards residents, groups, schools and businesses that have done amazing things across Leeds to improve the environment where they live, work or study. Potential projects could be clean ups, recycling schemes, community garden creation and waste minimisation projects. Closing date for submissions is the end of October 2008 and further information can be requested from info.recycling@leeds.gov.uk.

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. A final project cost has been agreed with Mouchel Parkman. The Programme Board have considered a scheme and agreed a scheme for the environmental works which has been developed by Parks & Countryside. It is expected that this work will begin on site in the near future.
- 4.2 Work is still progressing on the planning for the regeneration of Morley Bottoms. The results of the traffic survey are being developed. The advertising hoarding site has been secured, which will see the construction of the lay-by start on site in July. Meanwhile, officers continue to pursue Section 215 notices on several properties.

5.0 Queensway Car Park Morley

- 5.1 Machines have now been installed at Queensway Car Park and are awaiting connection to the electricity supply from the lighting columns. However, these lighting columns are in the ownership of Morrison's who are yet to give approval of this connection. Until this approval from Morrison's is given for this connection, a final timetable can not be put in place.

6.0 Conservation Audits

- 6.1 At the September 2007 Area Committee, additional Well being funding was approved towards conservation audits for Morley and Rothwell.
- 6.2 Work is underway on the Morley Conservation Area Appraisal. A Community Conservation Officer has recently taken up their post with Leeds City Council's Conservation Section as part of a team of three charged with delivering 15 Conservation Area Appraisals by April 2009. Morley is one of the first areas to be appraised.
- 6.3 Conservation areas are places with '*special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance*'. The appraisal will clearly identify what makes Morley a special and distinctive place, identify any negative features or issues that currently detract from this special character and make recommendations for future conservation management and enhancement.
- 6.4 Initial research and analysis is underway with public consultation on a draft of the appraisal timetabled for August / September and adoption of the final appraisal by November. Community consultation is an important part of the process and vital to ensuring that the appraisal reflects what the local community values. Everyone will be encouraged to get involved and have their say.
- 6.5 In addition to this wider consultation, an advisory panel will be established to guide the production of the appraisal and will include representatives from the following groups:
- Area Committee
 - Morley Town Council
 - Morley Archive Group
 - Morley Historical Society
 - Chamber of Trade.
- 6.6 The Panel's role will be to provide local knowledge on the issues affecting the town and its historic environment.

7.0 Community Centres Update

- 7.1 Following on from the last meeting of the Area Committee in April and the decision for St Gabriel's to remain open, Area Management have provided advice and guidance to the Management Committee of St Gabriel's Community Centre. Details were provided on the lettings process, types of organisations that could use the building, procedures for reporting repairs and an exercise was undertaken to write to all local people who expressed an interest in running a session at the facility to confirm their offer and allow their details to be passed on to the management committee.
- 7.2 At the last Area Committee meeting, members highlighted the high running costs at St Gabriel's, which equated to £60 per hour and requested that information on average running costs be presented at the next Area Committee meeting. The only other facility in the Area Committees portfolio which has one main room for hire is Peel Street. As this facility is one that has been highlighted for specific action due to it's high running costs, this may not be the best comparison to draw upon. However, in

2007/08, the cost to operate Peel Street per hour came in at £19.66, which is 68% lower than that of St Gabriel's.

- 7.3 Work is ongoing at Peel Street Community Centre to decant community users – all sessions apart from the social and luncheon clubs held on Monday's and Friday's have now been relocated to other facilities in the area. Discussions are ongoing with Joseph Priestley College about future use of the facility, as they are keen to lease the building for use as an additional classroom for courses starting in September.
- 7.4 The last meeting of the Outer South Community Centres Sub Committee was held on 11th June. Agenda items included the key holding policy for users at community centres, and update on all community facilities which are part of the Area Committees portfolio and also, a forward schedule of meeting dates for the rest of the year were discussed to ensure that the sub committee meeting dates are prior to the Area Committee in order for details of the meetings and any decisions that need to be made to be presented and turned around more quickly. Minutes of the meeting held on June 11th are attached at Appendix 1.

8.0 Morley Literature Festival

- 8.1 The Organising Committee continue to meet monthly to review and discuss the preparations for the Festival. The Festival Director is currently identifying a draft programme of events that will offer a range of activities for all ages. A significant development for 2008 is the increased participation of local schools throughout the festival week. In conjunction with the Morley Literature Festival, the White Rose Centre, Royal Armouries and the Prince of Wales, Children and the Arts Trust, a project called 'Create a Quest' will be delivered with Morley Primary Schools and branded Morley Literature Festival.
- 8.2 The February Area Committee agreed to continue to support the festival and allocated £15,000 from the Well Being budget towards supporting the 2008 festival. Match funding is now being sought through sponsorship from the private sector and a application for funding to Yorkshire Arts Council.
- 8.3 The Friends of Morley Literature Festival continue to develop well. The Management Committee have adopted a constitution and opened a bank account. The first Friends event was held on the 5th June at Morley Town Hall. The Betjeman evening celebrated the works of John Betjeman and provided refreshments. The Organising Committee recognise that the Friends will play a key role in supporting some of the 2008 Festival events including the Literary Luncheon and a Literary Quiz.

9.0 Provision of Summer Activities

- 9.1 At the April Area Committee members agreed to ring fence £10,000 towards the provision of activities over the Summer period for young people.
- 9.2 Area Management have worked in partnership with Youth Service, Extended Services and the Sports Development Team to promote the funding to community groups in addition to identifying projects that can be delivered by these partner organisations to provide activities for young people.
- 9.3 A total of eight projects have been funded through the support of the Area Committee.

9.4 Morley North and Morley South

9.4.1 Chattabox Holiday Club

Holiday Children's Club for twenty, 6 – 12 year olds in the Morley North and Morley South wards. It is in partnership with Wesley Playhouse and will be based at their playhouse in Howdenclough. Transport will pick up children from the Harrop Estate and Fountain Primary School and take them to the playhouse to take part in games, stories, craft, singing and competitions. The project will offer a minimum of 10 hours over the week commencing the 25th August.

9.4.2 Football Project

To provide four, one day free football activity sessions for children aged 5 – 11yrs across the cluster areas of Morley North and Morley South. The coaches are from 'Football in the Community' and offer an opportunity for 22 children at each session to participate in a fun, physical activity that develops their team skills. Leeds United are producing flyers for the project and will take bookings through their booking office.

9.4.3 Youth Service Project

Targeting 13 – 19 year olds in Drighlington and Gildersome, the project offers them the opportunity to participate in educational and sporting activities, every day for four weeks. The project offers three activities per week but also a free bus passes to access other activities in the area e.g. Breeze during the remainder of the week. This is a joint initiative with the Extended Services Cluster of Drighlington and Gildersome and Youth Service. This project is additional work to the core service provided by Youth Service and also compliments the Drighlington Youth Service project successful through the Participatory Budgeting initiative.

9.4.4 Kick Boxing Project

Morley North and Morley South wards will benefit from kick boxing and Boxercise classes for children aged between 7 – 11 years. Weekly 2 hour sessions for four weeks during the summer holidays will provide healthy activities for a total of 48 young children. The activities are accessible to all children as the events are free of charge.

9.4.5 Physical Activities Project

The project in Morley North and the Gildersome and Drighlington Cluster will provide eight, free, high quality fun physical activities for young children. The hour and a half hour sessions will be held over two weeks of the summer holidays. Activities will include fitness circuits, movement to music and team building exercises. Each session will accommodate up to 22 young children. Sessions will be split between 4-6 year olds and 7 -9 year olds.

9.5 Ardsley and Robin Hood and Rothwell

9.5.1 Extended Services Project

Extended Services clusters in Ardsley and Robin Hood and Rothwell are working together to deliver a programme of activities. The two clusters are made up of 18 schools and approximately 10,000 children. The activities programme funded through Sure Start will include dance, drama, arts and crafts and tai chi. In conjunction with this programme they are also holding environmental activity days funded through the Area Committee. Four days will be delivered by Groundwork between 23rd July and 31st August. 32 young people will be attending each day at events across the two wards. The activities aim to increase community spirit, provide opportunities for children to experience new activities and develop their confidence. The provision will work compliment the planned Youth Service summer provision.

9.5.2 Youth Service Project

Youth Service project is aimed at 10 to 19 years of age in the two wards of Ardsley and Robin Hood and Rothwell. The programme over six weeks commencing on 21st July will provide 18 days of activities for 200 young people. This project is additional work to standard provision by the youth service. The project aims at engaging young people in diversionary activities which are challenging, educational and fun. The programme will offer additional day time activities within the local community and a package of outings to places of interest. The activities will range from drama, DJ mixing, cooking and team building exercises. The sessions will last four hours a day and will assist young people to develop life and social skills while meeting new people and experiencing new activities.

9.6 All Wards in the Outer South

9.6.1 Sports Development Project

The project will hold sports sessions at 3 different venues across the Morley wards and also 4 sessions based at the John Charles Centre for Sport where in conjunction with Youth Service, young people will be transported from Ardsley and Robin Hood and Rothwell to the venue for the activities. The three venues in the Morley wards will be Churwell, Drighlington and Lewisham Park. The sessions will be run for up to 20 young people.

9.7 The following table outlines the funding breakdown.

	Morley North Morley South	Ardsley & Robin Hood Rothwell
Youth Service	£3,560 for joint projects	£2,748.00
Extended Services		£1,624.00
Sports Development	£628.00	£628.00
Chattabox Holiday Club	£785.00	N/A
Sub Total	£4,973.00	£5,000.00
Total	£9,973.00	

9.8 Area Management are working with all partners to support the promotion of these events. Projects from Extended Services clusters will be promoted through flyers and posters distributed through schools and children centres. Youth Service will utilise their networks with agencies to promote the schemes as well as targeting young people that they are already working with.

10.0 Area Delivery Plan (ADP) Thematic Champions

10.1 At the February Area Committee, members supported the principle of future area based partnership working, of nominating Elected Members with an interest and the availability to act as champions for the specific LSP and ADP themes dealt with by the thematic sub partnerships.

10.2 It was also suggested that the same Elected Members could also be the champion for the Area Committee function/responsibility which is associated most closely with the relevant thematic sub-partnership and ADP thematic priority.

10.3 Attached at **Appendix 2** is the suggested schedule of the thematic sub-Partnerships aligned to dates of Area Committee meetings in 08/09 before which such partnerships would host a public engagement event, tabled at the April Area Committee meeting. The attached table also has a column showing which Area Committee functions/responsibilities fit with the relevant thematic sub-partnership and relevant LSP/ADP theme.

10.4 An example of how this would work would be that an Elected Member of the Area Committee would be the key link for Children Leeds South sub-partnership. In this role it is proposed that they would also act as a key link with the relevant sections of the Area Committee's Area Delivery Plan (ADP) and the Leeds Strategic Plan (Thriving Neighbourhoods & Learning) as well as act as a key link with the Area Committee's responsibility for Children and Young People.

10.5 This proposal for a Member link does not supercede any decisions and reporting processes regarding such ADP/LSP themes nor the Area Committee functions that would come to the Area Committee. Nominations would be provisional subject to ratification and approval through normal council procedures and as such will be confirmed at the first Area Committee meeting of the new municipal 08/09 year

10.6 This Area Committee is requested:

- to provisionally nominate for 2008/09 an Elected Member who would be willing to act as a champion/key link on behalf of this Area Committee for at least one of the various thematic priorities/sub-partnerships and the associated Area Committee responsibilities.
- To note that the nominations would be provisional subject to ratification and approval through normal council procedures and as such will be confirmed at the first Area Committee meeting of the new municipal 2008/09 year.

11.0 Rothwell 600

- 11.1 The organising committee for Rothwell 600 continues to flourish. The group were set up for one year to deliver the Rothwell 600 celebrations with support from the Area Management Team. The committee meet monthly to provide updates on all aspects of the work. These meetings continue to attract over 20 organisers and representatives.
- 11.2 Rothwell 600 banners have been placed on lamp columns in key locations around the town centre. 18 adverts have been placed.
- 11.3 Rothwell 600 has a finance sub-group which meets monthly to consider applications for funding support. At its last (May) meeting the vetting panel approved funding to the following organisations:
- Holy Trinity Church
 - Rothwell 600 Committee (2 lamp column banners)
 - Rothwell Carnival Radio
 - Northfield / Hopefield TARA
 - Haigh Road School
 - John O'Gaunts In Bloom
 - John O'Gaunts Tenants & Residents Association
 - Rothwell Lions
 - Northfield / Hopefield TARA also received additional support thanks to Rothwell Entertainments Committee loaning their pa and providing their insurance cover for the event.
- 11.4 There is a balance of £896.00 remaining from the £15,000 Area Committee funding, but two project applications have been received that, if approved will spend the remainder of the balance. One application is from Rothwell and District Ladies Circle for a Teddy Bears Picnic and the second from Carlton Village Residents Association for a Blue Plaque to commemorate Saint Thurstan Hunt.
- 11.5 The Rothwell 600 Organising Committee have notified Area Management that due to continued support and interest amongst the Rothwell community further funding is required. It is recommended that Members agree to match sponsorship and income that committee generate up to a maximum of £2,000 (revenue).
- 11.6 Forthcoming events appearing under the Rothwell 600 banner include: compiling a medieval calendar of local recipes, Rothwell History Society's ceremony to commemorate granting of Rothwell's Royal Charter, the schools partnership triathlon, a becks walk and a family tree event in the library.
- 11.7 May activities included a highly successful May Day and Competitive Music Festival and boundary walk.
- 11.8 Forthcoming events scheduled for the next three months include:

July

- 4th: Farmers Market
- 5th: Robin Hood School PTA – Fun Gala Day
- 10th – 18th: Rothwell Carnival Radio
- 12th: Rothwell Carnival
- 13th: Praise in the Park

- 18th: In Bloom judging
- 19th: Carlton Gala

August

- 2, 9, 16, 23, 30: Street Entertainers (Entertainments Committee /Town Centre Management)

September

- 7th: Horticultural Show
- 7th: Opening ceremony of Blackburn Gardens
- Oulton Church Flower Show
- Robin Hood Fair

12.0 I Love South Leeds Festival

- 12.1 Information on the I Love South Leeds Festival has been brought to the Area Committee as residents from the whole of South Leeds are encouraged to participate. Members are informed of the festival content to discuss the potential of Outer South having a greater role in a festival that celebrates and engages with South Leeds communities and agencies.
- 12.2 Inner South Area Committee have allocated £34,000 of Well being funding to the 2008 I Love South Leeds Festival. The festival has been commissioned to South Leeds Health For All to deliver for the second year running and a festival co-ordinator has been appointed to oversee the development and implementation of activities. The festival will cover the communities of Beeston, Holbeck, Cottingley, Hunslet, Middleton and Belle Isle.
- 12.3 The festival is very different than in previous two years it has been in operation. The 2008 festival comprises of three main events:-
- 12.4 Junior Superstar - children up to 11 will be in the spotlight as they get the chance to sing, dance, tell jokes and show off their creative flair. Practice days will be held across Inner South Leeds, culminating in a spectacular show.
- 12.5 Turn It Up - young musicians between the ages of 11 and 19 get the chance to show off their musical talents. There will be a number of heats leading up to the grand finale which will have a fantastic prize for the winner.
- 12.6 South Leeds Olympics - a number of various sporting events held across Inner South Leeds giving young and old the opportunity to get active.
- 12.7 There is also a new website for this years festival the address is www.ilovesouthleeds.com. This allows young people and anyone that is interested in the festival to fill in an on-line application form to register to take part in the events or volunteer to assist with the events that are taking place.
- 12.8 The festival will be evaluated and members are asked to agree receiving a copy of this evaluation for consideration.

13.0 Recommendations

- 13.1 The Area Committee is asked to note the above information and make comment as appropriate.
- 13.2 Members are asked to consider and approve the Rothwell Neighbourhood Policing Team proposal outlined in 2.11, that outstanding monies should be used to extend the licensing and test purchase scheme into the summer months.
- 13.3 Members are asked to nominate a representative from the Area Committee to the Conservation Audit Advisory Panel as outlined in 6.5.
- 13.4 Members are asked to note the minutes from the Community Centres Sub Group as outlined in 7.4
- 13.5 Members are asked to consider and nominate ADP thematic champions and note council ratification procedure for this process as outlined in 10.6
- 13.6 Members are asked to consider and approve supporting the Rothwell 600 organising committee by matching income raised by the committee to a maximum of £2,000 (revenue) as outlined in 11.5.
- 13.7 Members are asked to consider receiving an evaluation report on I Love South Leeds Festival to consider as outlined in 12.8.

Outer South Community Centres Sub Committee
Wednesday 11th June 2008



PRESENT: Councillor Grayshon (in the chair)
Councillors Dunn, Gettings and Wilson
Officers: Sarah May and Les Reed

APOLOGIES: Tom O'Donovan

1. Introductions and Apologies

Tom O'Donovan of South East Leeds Area Management

2. Matters arising and minutes of the last meeting

Minutes of the meeting held in March were agreed as an accurate record.

3. Community Centres Action Plan

An updated version of the action plan was presented and is attached to the minutes.

Cllr Dunn requested details on spend on community centres in the Ardsley & Robin Hood – before the buildings were transferred to Area Committee's management and since they have been delegated to Area Committee – SM to follow up this and provide prior to next committee meeting.

SM

Councillors expressed a concern to how long it was taking to resolve issues at Windmill Youth Club – SM and LR are progressing the matter and will be resolved in the next couple of weeks to ensure that Section 106 funding is spent before the February 2009 deadline.

**SM /
LR**

4. Key Holding at Community Centres

There are five criteria which groups need to meet to be eligible for key holding within Area Committee community centres:

That they have had an operational base in the community centre for over a year or can provide a reference from a council department or Councillor to evidence a positive working relationship with the council.

The group has a management committee that meets regularly.

The group has a Constitution/Memorandum & Articles of Association.

Where appropriate the group keeps accounts and can provide a copy of their latest audited annual accounts.

They have a signed lease, licence agreement or regular letting agreement in place.

If members know of a group that may be appropriate for key holding and can meet the above criteria, please let Sarah know in order to progress this further.

All

5. AOB

None

6. Time and date of next meeting

A forward schedule of meetings have been drawn up for future community centre sub committees:-

Wednesday 13th August, West Ardsley Community Centre

Wednesday 19th November, Churwell Community Centre

Wednesday 18th February, St Gabriel's Community Centre

Appendix 1

Following these meetings, two venues will be decided upon to hold the committee meetings in on a rotational basis.

Appendix 2

LSP/ADP theme	Thematic Sub partnership	Links with Area Committee Function responsibility	Outer South Area Committee Member Link Cllr to be nominated
Thriving Neighbourhoods & Learning	Children Leeds	Children and Young People (inc Youth Service). Well-being. Community Safety.	
Thriving Neighbourhoods	Community Safety Partnership	Regeneration & Development (Neighbourhood Management). Well-being.	
Thriving Neighbourhoods	District Housing Partnership	Regeneration & Development (Area Based Regeneration Schemes, Neighbourhood Management). Well-being.	
Learning & Thriving Neighbourhoods (Worklessness)	Employment, Education, Training Partnership	Children and Young People (inc Youth Service)? Well-being.	
Health & Well Being	Health & Well Being	Adult Social Care and Healthier Communities. Well-being.	
Stronger Communities	Community Cohesion Partnership	Community Engagement & Facilities. Regeneration & Development (Neighbourhood Management). Well-being.	
Environment	Environment (for Inner South)	Environment, Regeneration & Development (Conservation Reviews, Neighbourhood Management). Community Engagement & Facilities (community greenspace). Well-being.	

Appendix 2

Enterprise and Economy		Regeneration & Development (Town and District Centre Projects).	
Culture	-	Well-being. Community Engagement & Facilities. (community space in libraries)	
Transport	-	Well-being. Well-being.	

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