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SOUTH (OUTER) AREA COMMITTEE

Meeting to be held in Rothwell One Stop Centre, Marsh Street, Rothwell, LS26 0AD
On Monday, 1st September, 2008 at 4.00 pm

MEMBERSHIP

Councillors

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

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A BRIEF EXPLANATION OF COUNCIL FUNCTIONS AND EXECUTIVE FUNCTIONS

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

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

A G E N D A

Item No	Ward	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded)</p> <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>	
2			<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>	

Item No	Ward	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration</p> <p>(The special circumstances shall be specified in the minutes)</p>	
4			<p>DECLARATION OF INTERESTS</p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE</p>	
6			<p>MINUTES - 7TH JULY 2008</p> <p>To confirm as a correct record the minutes of the previous meeting held on 7th July, 2008.</p>	1 - 10
7			<p>OPEN FORUM</p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p> <p>(10 mins discussion)</p>	
8	Ardsley and Robin Hood; Morley North; Morley South; Rothwell;		<p>AREA COMMITTEE ROLES FOR 2008/09</p> <p>To receive and consider a report from the Director of Environment and Neighbourhoods, which outlines the area function schedules and roles for 2008/09.</p> <p>(Executive Function) (5 mins presentation / 10 mins discussion)</p>	11 - 84

Item No	Ward	Item Not Open		Page No
9	Ardsley and Robin Hood; Morley North; Morley South; Rothwell;		<p>PRIORITY NEIGHBOURHOOD WORKER AND NEIGHBOURHOOD IMPROVEMENT PLANS</p> <p>To receive and consider a report from the Director of Environment and Neighbourhoods, which outlines the process for the development and delivery of Neighbourhood Improvement Plans together with a proposal for the Area Committee to support further funding of a Priority Neighbourhood Worker.</p> <p>(Executive Function) (5 mins presentation / 5 mins discussion)</p>	85 - 92
10	Ardsley and Robin Hood; Morley North; Morley South; Rothwell;		<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 / 10 mins discussion)</p>	93 - 110
11	Ardsley and Robin Hood; Morley North; Morley South; Rothwell;		<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 Well-being 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>	111 - 140
12			<p>DATE, TIME AND VENUE OF NEXT MEETING</p> <p>Monday, 20th October, 2008 at 4.00 pm – East Ardsley and St Gabriel's Centre, Fall Lane, East Ardsley, WF3 2BX.</p>	

Item No	Ward	Item Not Open		Page No
			MAP OF TODAY'S VENUE (Rothwell One Stop Centre, Marsh Street, Rothwell, LS26 0AD)	

SOUTH (OUTER) AREA COMMITTEE

MONDAY, 7TH JULY, 2008

PRESENT: Councillor T Grayshon in the Chair

Councillors C Beverley, J Dunn, J Elliott,
R Finnigan, S Golton, T Leadley,
K Renshaw and D Wilson

1 Election of Chair 2008/09

A report was submitted by the Chief Democratic Services Officer, which outlined the arrangements for the annual election of Chairperson of the South (Outer) Area Committee. It was reported that one nomination for the position of Chairperson had been received on behalf of Councillor Grayshon.

RESOLVED –

(a) That the report and information appended to the report be noted;

(b) That following an overall majority of votes cast by those Elected Members present at the meeting, Councillor Grayshon be elected as Chairman of the South (Outer) Area Committee for the 2008/09 municipal year.

(Councillor Grayshon took the Chair)

(Councillors Elliott and Finnigan wished it to be recorded that they voted in favour of Councillor Grayshon to be elected as Chairman of the South (Outer) Area Committee for the 2008/09 municipal year. Councillor Beverley wished it to be recorded that he voted against and Councillor Renshaw wished it to be recorded that she abstained from voting).

2 Chair's Opening Remarks

The Chair welcomed all in attendance to the first South (Outer) Area Committee meeting of the new municipal year.

3 Declaration of Interests

Councillor Finnigan indicated that he was a Member of Leeds City Council's Plans Panel (East) and could possibly be considering planning matters in relation to lamp-post advertising at a later date in that capacity. In view of this, and in order to avoid any perception of pre-determination when the matter came before the Plans Panel, he intended to remain in the meeting, but would not take part in the voting on this issue (Minute No. 8 refers).

Councillor Leadley indicated that he was a Member of Leeds City Council's Plans Panel (West) and Chairman of Morley Town Council's Planning Committee and could possibly be considering planning matters in relation to

lamp-post advertising at a later date in that capacity. In view of this, and in order to avoid any perception of pre-determination when the matter came before the Plans Panel, he intended to remain in the meeting and comment on the report, but would not take part in the voting on this issue (Minute No. 8 refers).

Councillors Finnigan and Leadley declared personal interests in relation to agenda item 11, CCTV, due to being Member's of Gildersome Action Group and former Member's of Churwell Action Group (Minute No. 12 refers).

Councillor Renshaw declared a personal interest in relation to agenda item 19, Area Manager's Report, due to being a Member of St Gabriel's Community Centre - Management Committee (Minute No. 17 refers).

Further declarations of interest were made at later points in the meeting (Minute Nos. 10 and 14 refer).

4 Apologies for Absence

Apologies for absence were submitted by Councillors Gettings and Mulherin.

5 Minutes of Last Meeting

RESOLVED – That the minutes of the meeting held on 14th April, 2008 be confirmed as a correct record.

6 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 10 minutes for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee.

A local resident referred to the lack of recreational facilities in the Outer South area of Leeds. He also expressed concern that there appeared to be better provision in the Pudsey area. It was noted that the provision of recreational facilities was being considered by the Committee under agenda item 13.

A representative of Drighlington Parish Council attended the meeting and reported on the Participatory Budgeting event held in Drighlington, South Leeds. He also expressed thanks to Laura Kilfoyle, Sarah Henderson and Tom O'Donovan in South Leeds Area Management, for helping to ensure the event was a success.

(Councillor Golton joined the meeting at 4.15 pm during the consideration of this item).

7 Local Authority Appointments to Outside Bodies

A report was submitted by the Chief Democratic Services Officer, which outlined the procedure concerned with local authority appointments to outside bodies, and which also invited Members to consider making appointments to those outside bodies detailed within the report.

The following change in membership was considered at the meeting:-

Outer South ALMO Area Panel – Aire Valley Homes Leeds – Councillor J Dunn to replace Councillor K Renshaw.

All other South (Outer) Area Committee appointments to Outside Bodies for the 2008/09 municipal year were to remain unchanged.

RESOLVED –

- (a) That the report and the information appended to the report be noted;
- (b) That following an overall majority of votes cast by those Elected Members present at the meeting, Councillor Dunn be appointed to replace Councillor Renshaw as the Council's representative on the Outer South ALMO Area Panel – Aire Valley Homes Leeds, for the 2008/09 municipal year.
- (c) That approval be given to the following Outside Body appointments being made for the 2008/2009 municipal year:-
 - Morley and Rothwell Town Centre Management Board – Councillors Elliott and Golton;
 - Morley Literature Festival Organising Committee – Councillors Elliott and Gettings; and
 - Outer South ALMO Area Panel – Aire Valley Homes Leeds – Councillors Dunn and Gettings.

8 Area Management Income from Advertising on Lamp Posts

The Director of City Development submitted a report, which advised the Area Committee of the implications for advertising on lampposts.

Photographs of some of the adverts and a list of the existing advertising sites were appended to the report.

Helen Franklin, Highway Services, attended the meeting to update the Committee and respond to Members' questions and comments.

The Committee was advised that the Council's Executive Board had agreed income share proposals for advertising on lampposts. It was reported that Highways would split the sites down by ward and arrange for the agreed proportion of income to be transferred to the relevant Area Committees. The transferred amount would be £220 per column in the first year and £280 per column thereafter.

In brief summary, the following points were discussed:-

- It was noted that the site at Elland Road in front of Booker Cash and Carry fell within the ward of Beeston and Holbeck and not Morley North, as stated in appendix 2 of the report.
- One Member sought clarification in relation to the proportion of income transferred centrally and locally. It was advised that further detailed information was contained within the recent Executive Board report.
- Another Member queried whether local residents were in favour of adverts being installed on lampposts. It was reported that consultation with local residents had been undertaken and the majority were in favour. It was also reported that adverts would not be located in wholly residential areas.

RESOLVED – That the report and information appended to the report be noted.

9 Operation Champion

The Director of Environment and Neighbourhoods submitted a report, which updated the Committee on Operation Champion in the Outer South area of Leeds and requested Well-being funding of £400 to support Operations during the remainder of 2008/09.

The Chair welcomed to the meeting, Gerry Shevlin, Area Community Safety Co-ordinator, to present the report and respond to Members' questions and comments.

The main points discussed were:-

- It was advised that Operation Champion was a multi agency crime and grime initiative, which brought together a range of agencies. The main aims of Operation Champion was to reduce crime and anti social behaviour and tackle environmental issues such as litter, rubbish dumping and graffiti removal.
- One Member queried whether there had been any Ward Member involvement. It was advised that planning meetings were being held and Ward Members would be involved.

RESOLVED –

(a) That the Committee notes and approves the changes referred to in the report; and

(b) Approves £400 Well-being revenue funding to support the activity of Operation Champion in Outer South for 2008/09.

10 Provision of Recreational Facilities

The Principal Area Manager South submitted a report, which provided information in relation to green space provision in the Outer South area of Leeds.

The Chair welcomed to the meeting, Kevin Barker, Principal Parks Manager, to present the report and respond to Members' questions and comments.

In brief summary, the main highlighted points were:-

- Members requested an update in relation to work undertaken at Water Haigh Park.
- The Principal Parks Manager reported on site improvements on Lowry Road. It was reported that some residents were concerned about trees that had been cut down.
- The Committee emphasised the importance of consulting with local residents and young people. It was reported that consultation had been undertaken with youth workers and school children.

RESOLVED – That the report be noted.

(Councillor Renshaw declared a personal interest in this item due to residing in close proximity to work undertaken at The Crescent, Tingley).

11 Site Based Gardeners in Community Parks

The Chief Recreation Officer submitted a report, which provided information in support of the continued provision of site based gardeners in community parks within the Outer South area of Leeds.

Kevin Barker, Principal Parks Manager, was in attendance at the meeting to present the report and respond to Members' questions and comments.

In brief summary, the following points were discussed:-

- The Committee acknowledged the excellent work undertaken by the site based gardeners.
- One Member queried whether there were opportunities for site based gardeners to develop their skills and undertake other roles and duties. The Committee was informed that training programmes were provided.
- Another Member queried whether site based gardeners duties included removing graffiti. The Principal Parks Manager advised that the gardeners would be responsible for removing some graffiti.

RESOLVED –

(a) That the Committee approves an allocation of £28,410 to fund the continuation of the 3 existing site gardeners for a further 6 months, with effect from 1st October, 2008; and

(b) Approves the appointment of a further site based gardener at Hembrigg Park at an annual cost of £18,940.

12 CCTV

The Director of Environment and Neighbourhoods submitted a report, which provided the Committee with information about the use of CCTV and its effectiveness.

The following officers were in attendance:-

- Gerry Shevlin, Area Community Safety Co-ordinator;
- Derek Whitehouse, CCTV Co-ordinator; and
- Mark Turnbull, Head of Property, Finance and Technology.

In brief summary, the following points were discussed:-

- One Member queried whether other Area Committees would be receiving a report on CCTV. The CCTV Co-ordinator discussed the possibility of providing Councillors with a guide containing useful information about CCTV.
- Members considered the legal implications of operating CCTV. The Committee was advised that it should form part of an overall crime prevention strategy.
- One Member expressed concern that there was not enough people employed to examine CCTV footage.
- It was reported that there had been a reduction in vandalism and other anti-social behaviour since the installation of CCTV in Gildersome and Lewisham.

RESOLVED –

(a) That the report be noted;

(b) That the Committee receives a further report on CCTV schemes that it has supported, demonstrating their compliance to required legislation; and

(c) Agrees that all current and future CCTV schemes supported by the Committee have demonstrated compliance with relevant legislation, as outlined in the report.

13 Town Centre Summits

The Director of Environment and Neighbourhoods submitted a report, which updated the Committee on the recent town centre summits held in Morley and Rothwell.

Appended to the report was information on points raised and votes cast at the summits.

The Chair welcomed to the meeting, Peter Mudge, Town Centre Manager: Morley and Rothwell, to present the report and respond to Members' questions and comments.

The main highlighted points were:-

- The Committee discussed some of the "big ideas" for Morley and Rothwell town centres.
- Members acknowledged the support from the local community. One Member highlighted the positive attitude of local shopkeepers, since the appointment of Peter Mudge, Town Centre Manager for Morley and Rothwell.
- Members discussed improving transport provision into Morley and Rothwell for people with health difficulties. It was reported that discussions with METRO were ongoing.

RESOLVED – That the report and information appended to the report be noted.

14 Participatory Budgeting Report

Consideration was given to a report of the Director of Environment and Neighbourhoods, which updated the Committee on the Participatory Budgeting (PB) Pilot schemes in South and West Leeds in 2008.

Appended to the report was an evaluation of both PB Pilot schemes.

The main highlighted points were:-

- A DVD was shown to the Committee, which highlighted the main aspects of the PB process.
- Members acknowledged that the PB pilot schemes had been a success. One Member reported that the schemes had raised awareness of local community groups and organisations.
- The Committee discussed the possibility of attracting sponsorship for the PB events.
- Members considered developing PB as part of the Committee's community engagement events.

RESOLVED –

(a) That the report and information appended to the report be noted; and

(b) Agrees to receive a further report on possible Participatory Budgeting schemes in the Outer South.

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

15 Area Delivery Plan 2008-2011

Draft minutes to be approved at the meeting
to be held on Monday, 1st September, 2008

The Director of Environment and Neighbourhoods submitted a report, which presented the Outer South Area Delivery Plan (ADP) 2008-11 for approval.

Tom O'Donovan, Area Management Officer, was in attendance at the meeting, to present the report and respond to Members' questions and comments.

One Member felt that the ADP was just a "wish-list". The Committee was advised that there was an intention to provide Area Committees with a breakdown of the performance information by ward.

RESOLVED –

- (a) That the Committee approves the Area Delivery Plan (ADP) as set out in appendix A;
- (b) Approves the development and publishing of public facing summaries of the ADP in the form of "Neighbourhood Charters"; and
- (c) Delegates authority to the Chair to approve the remaining sections of the plan.

16 Outer South Area Committee Well-being 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, advised the Committee of the Small Grants approved since the last meeting and invited Members to determine the capital and revenue proposals, as detailed within the report.

RESOLVED –

- (a) That the report and information appended to the report, which includes the available balance of the Area Committee's revenue and capital Well-being budgets, be noted;
- (b) That the Small Grant proposals approved since the last meeting of the Area Committee, be noted;
- (c) That the following decisions be made in relation to the Well-being funding proposals, which had been submitted for determination at the meeting:-
 - Friends of Springfield Mill Park (FOSMP) – Morley Springfield Mill Park – **£5,000** (2008/09 Capital Budget) – **Approved**;
 - City Development – Morley Bottoms – **£8,006.57** (2008/09 Capital Budget) – **Approved**;
 - Groundwork – Denshaw Grove Landscaping – **£2,214.97** (2008/09 Capital Budget) – **Approved**;

- Parks and Countryside – Site Based Gardeners – **£47,350** (2008/09 Revenue Budget) – **Approved;**
- The Children’s Project – The Children’s Project – West Ardsley – **£960** (2008/09 Revenue Budget) – **Approved**
- City Development – Recycling Sites in Rothwell – **£3,914** (2008/09 Capital Budget) – **Approved; and**
- Area Management – Operation Champion – **£400** (2008/09 Revenue Budget) – **Approved.**

17 Area Manager's Report

The Committee considered a report from the Director of Environment and Neighbourhoods, which updated Members on the work of the Area Management Team since the last meeting.

In brief summary, the main highlighted points were:-

- Members considered thematic sub-partnerships, Area Committee responsibilities and Elected Member links. Nominations for ADP Thematic Champions were also reported at the meeting.
- The Area Manager provided an update on Community Centres. Specific reference was made to St Gabriel’s Community Centre. One Member reported that there had been some issues in relation to the cost of lettings and key holding policy, which had not been resolved. Members discussed referring the matter to the Community Centres Sub Group for further consideration.

RESOLVED –

- (a) That the report and information appended to the report be noted;
- (b) Approves the Rothwell Neighbourhood Policing Team proposal that the remaining balance of £3,421.20 be used to extend the licensing and test purchase scheme into the summer months;
- (c) Nominates Councillor T Leadley to serve on the Conservation Audit Advisory Panel;
- (d) Notes the minutes of the Community Centres Sub Group held on 11th June, 2008;
- (e) That matters concerning the cost of lettings and key holding policy at St Gabriel’s Community Centre be referred to the Community Centres Sub Group for further consideration;
- (f) Nominates the following ADP Thematic Champions;
 - Thriving Neighbourhoods and Learning – Children Leeds – Councillor B Gettings;

- Thriving Neighbourhoods – Community Safety Partnership – Councillor R Finnigan;
- Thriving Neighbourhoods – District Housing Partnership – Councillor R Finnigan;
- Learning and Thriving Neighbourhoods – Employment, Education, Training, Partnership – Vacancy;
- Health and Well-being – Vacancy;
- Stronger Communities – Community Cohesion Partnership – Vacancy;
- Environment – Vacancy;
- Enterprise and Economy – Councillor R Finnigan;
- Culture – Vacancy; and
- Transport – Councillor T Leadley.

(g) Agrees to match sponsorship and income generated by the Rothwell 600 Organising Committee, up to a maximum of £2,000 (revenue);

(h) Agrees to receive an evaluation report on 'I Love South Leeds Festival'.

18 Date, Time and Venue of Next Meeting

Monday 1st September, 2008 at 4.00 pm
(Venue – Rothwell One Stop Centre, Marsh Street, Rothwell, LS26 0AD)

(The meeting concluded at 6.41 pm).



Originator: Hannah Rees

Tel: 3951652

Report of The Director of Environment and Neighbourhoods

Meeting: Outer South Leeds Area Committee

Date: Monday 1st September 2008

Subject: Area Committee Roles for 2008/09

<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>	
<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 presents the Area Committee with details of their area function schedules and roles in relation to these service areas for 2008/09. The attached report and appendices were agreed by the Executive Board on 16th July 2008 and include further development of Area Committee responsibilities from this year onwards.

1.0 PURPOSE OF THIS REPORT

1.1 To report to the Area Committee their area function schedules and roles for 2008/09 as agreed by the Executive Board on 16th July 2008.

2.0 MAIN POINTS

2.1 The attached report Area Committee Roles 2008/09 (Area Functions) was agreed by the Executive Board on 16th July 2008.

2.2 The Executive Board received a paper in November 2007, the Area Management Review which proposed to further develop the responsibilities of the Area Committees during 2008/09. The attached report gives details of the proposed new responsibilities for the Area Committees in 2008/09 including changes to the Area Functions Schedule.

- 2.3 The Area Committee is requested to note that the attached appendices include a change to those that were presented to the Executive Board. In one of the appendices that was presented to the Executive Board, Community Engagement was shown as a delegated function. The Council's Constitution makes it clear that Community Engagement is a Council not an Executive Function and cannot therefore be delegated by the Executive. Community Engagement is therefore identified within the report as a function where Area Committees have an enhanced role however the appendices were inaccurate. A separate letter has been sent out to Executive Board members explaining the error in the appendices. There was no error in the main report so the Executive Board decision is not affected.

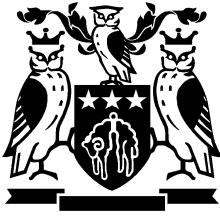
3.0 RECOMMENDATIONS

- 3.1 The Committee is asked to note the contents of this report.

Background Papers

None

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Report of the Director of Environment and Neighbourhoods

Executive Board

Date: 16 July 2008

Subject: Area Committee Roles for 2008/09

Electoral Wards Affected:

All

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Eligible for Call In

Not Eligible for Call In

(Details contained in the report)

EXECUTIVE SUMMARY

The Area Management Review, agreed by Executive Board in November 2007 proposed to further develop the responsibilities of the Area Committees during 2008/09, using this year as a period of transition to allow for dialogue between Area Committees and Services in advance of service planning for 2009-10.

This report outlines the proposed new responsibilities for the Area Committees in 2008/09. These include changes to the Area Function Schedule and new consultative responsibilities relating to Council and Well Being Functions.

Executive Board is asked to agree the amended Area Functions Schedule for 2008/09 and endorse the development of Area Committee roles in relation to Council and Well Being Functions

1.0 Purpose of this report

- 1.1 To seek Executive Board agreement to the development of Area Committees' responsibilities for 2008/09.

2.0 Background information

- 2.1 As part of the Area Management Review, presented to Executive Board in November 2007, it was agreed to extend and enhance the roles of the Area Committees with 2008/09 being a development/transition year. The review report was subsequently placed on the agendas of all the Area Committees and feedback on the proposals was used to inform the development of information about the roles for 2008/09. Each year the Executive Board agrees the functions delegated to the Area Committees. The Area Functions Schedule section in the Council's Constitution (Part 3., section 3C) is then amended accordingly and this information is presented to each of the Committees.
- 2.2 The Constitution also sets out the role of Area Committees in the governance framework of the Council. The Terms of Reference for Area Committees are set out in the Council's Constitution (Part 3, section 2B). They include Council Functions and Executive Functions. Executive Functions in turn include Area Functions and the promotion and improvement of the economic, social and environmental well being of the Committee's area or Well Being Function. Executive Functions are exercised concurrently by the Executive Board and in accordance with the officer delegation scheme (executive functions) by Directors; and decisions flowing from them are subject to call in.
- 2.3 This report does not propose any changes to the Terms of Reference for Area Committees or to their relationship to the Executive Board and its Members. Whilst a key function of the Area Committees is to champion the concerns of their local communities the appropriate channel for that role is in their ability to make representations to the Council as set out in their Terms of Reference. Area Committees cannot make Area Function or Well Being decisions which contradict the policies and priorities agreed by the Executive Board. Officers will ensure that proper advice and support is available to Area Committees and their Chairs to ensure that delegated Executive Functions continue to be exercised in accordance with this principle.
- 2.4 In responding to the conclusions of the Area Management review, the report does propose alterations to the number of Area Functions delegated to Area Committees. For these, the detail about the function is proposed for inclusion in the Council's Constitution. In addition the report sets out a more detailed framework for the exercise of the Well Being Function and delegated Council Functions set out in the Constitution (Part 3, section 2B) relating to the representation of community interest and the consideration of the performance, targeting, frequency and co-ordination of services.
- 2.4 It is proposed to further develop the roles for Area Committees in relation to a number of services where they will have increased influencing, developmental and consultative responsibilities. Key points for each of the proposed roles are highlighted in sections 3 and 4 below. These set out the formal Area Functions and other roles which are being enhanced. Full schedules for both sets of responsibilities are attached in the appendices which accompany the report.

3.0 Proposed Area Functions for 2008/09

3.1 The table below highlights the proposed Area Functions for 2008/09. Further detail is covered in Appendix One in relation to these functions.

Role	Summary
Area Well Being Budgets	This covers the annual capital and revenue allocation to each Committee to support the promotion and improvement of the economic, social and environmental well being of the Committee's area. Area Committees are responsible for taking decisions and monitoring activity relating to the use of well being budgets.
Community Centres	This covers responsibility for a portfolio of 65 community centres now vested with the Regeneration Service, 48 directly managed by the Council and 17 currently managed by community organisations. This covers overseeing revenue budgets, operational arrangements and the use of the centres, agreeing and implementing a schedule of charges and discounts for directly managed centres and making asset management and investment proposals to ensure the portfolio is sustainable and meets local needs.
Neighbourhood Wardens	This covers responsibility for a team of 30 Neighbourhood Wardens deployed in specific areas which provide a local patrolling function, assistance in dealing with anti-social behaviour, co-ordination to maintain the physical appearance of areas and offer support to local residents with environmental and community safety issues. Area Committees will continue to oversee local budgets and operational arrangements and links to area delivery plan priorities. The function schedule reflects the current deployment of wardens across the City.
CCTV	This covers 129 fixed cameras across the city and CCTV operators who are employed to carry out 24/7 monitoring operations. Area Committees will maintain an overview of the service in their area and receive regular information about it. The function schedule reflects the current deployment of cameras across the City.
Neighbourhood Management Co-ordination	This covers the identification of priority neighbourhoods across Leeds that require more intensive resources to drive service improvements and better local outcomes. This includes improving the co-ordination of key services across the council and local partners and piloting new ways of working. Area Committees will be responsible for agreeing priority neighbourhoods through Area Delivery Plans and will agree and monitor Neighbourhood Improvement Plans for each individual area. Area Committees will approve plans for the use of locally targeted budgets for neighbourhood improvement work (e.g. SSCF, Area Committee Well Being).

3.2 The Authority to exercise Area Functions will be held concurrently by the Executive Board, Area Committees and relevant Directors/Chief Officers (within their scheme of delegated authority). Any proposed changes to resources relating to these functions would need to be made in consultation with the relevant service Director/ Chief Officer(s) and with the agreement of the Area Committee and Executive Board where appropriate.

4.0 Other Area Committee Roles for 2008/09

4.1 The table below highlights a number of new proposed enhanced roles for Area Committees in relation to a number of services where they will have increased influencing, developmental and consultative responsibilities. Further detail is covered in Appendix Two in relation to these roles.

Role	Summary
Community Engagement	This is proposed as a specific function and requirement of the Area Committees, flowing from the Area Committees' delegated Council Function 'to advise or make representations to the Council, the Executive Board, Scrutiny Boards or Regulatory Panels on all matters affecting community interests'. It is proposed that each Committee agrees a local community engagement plan based on an agreed template to ensure consistency across the city and that there is an annual report to each Committee and Executive Board on progress and future proposals.
Community Greenspace	This covers 73 community parks vested with the Parks and Countryside Service. These include a wide variety of recreation facilities, sports pitches, play areas, formal and informal horticultural features. Area Committees will influence the development and use of community parks and be consulted about proposals for the development and use of them, for example proposals for refurbishment and installation of new play equipment.
PCSOs, Neighbourhood Policing Teams and Multi Agency Crime and Grime Operations	This covers the deployment of PCSOs, the work of Neighbourhood Policing Teams (which are now aligned to ward and Area Committee boundaries) and multi agency crime and grime initiatives to tackle local priorities and hot spots. The new arrangements will allow staff to work more closely together on the ground and improve consultation with and reporting arrangements to the Area Committees.
Environmental Action Teams	This newly created service, with around 60 staff in total across the City in three area based teams, will be responsible for a range of neighbourhood related enforcement activities including noise nuisance, waste in gardens, overgrown vegetation, littering, placards, A-boards, graffiti, waste from domestic and commercial bins, drainage, pest control. The teams will carry out the

	<p>enforcement and preventative work, rather than the litter picking, waste collection role which is done by other staff. Area Committees will receive regular reports about this new combined service and be able to influence service planning and local priorities for action based on local knowledge about issues and hotspots. Operational policies will be created for Leeds, but the priority afforded these could be influenced by local issues, such as littering and bin yards. Close working arrangements will be developed with neighbourhood wardens.</p>
Street Cleansing	<p>This covers teams of staff and specialist equipment to provide mechanical sweeping of adopted carriageways and footpaths, manual litter picking and litter bin emptying. Area Committees would be regularly presented with information about the services in their area and given opportunities to influence service planning and local priorities and hotspots. This would be primarily based on ward level discussions with Elected Members.</p>
Highways Maintenance	<p>This covers the annual and forward programme of planned maintenance on local roads, traffic management schemes and minor maintenance schemes to keep highways safe. Current arrangements would be retained whereby ward members are consulted on and informed about the progress of schemes in their ward.</p>
Grounds Maintenance	<p>This covers various elements of maintenance work including grass cutting, shrub and rose bed maintenance and hedge maintenance. The current Ground Maintenance Contract runs to February 2010. Environmental Services currently has the contract administration function for this contract which it carries out on behalf of the three ALMO's and Highways Services. An annual Service Improvement Plan is produced and ways to engage local members in this will be considered over the course of 2008/09. A procurement timetable is in place for a new Grounds Maintenance Contract from March 2010. Work on this will include details on the contract package, contract administration and opportunities for the involvement of local Members in service planning, prioritisation and monitoring. There is currently, therefore, no detailed information prepared for this role at present.</p>
Local Children and Young People Plans	<p>Development and review of local area (wedge) Children and Young People's Plans (CYPP), as an integral part of the area delivery plan, which will identify and drive local priorities, and inform and influence the citywide Children and Young People's Plan. Area Committees will continue to take part in the development and review of the local plan thereby influencing the strategic direction of the plan in relation to the 5 Every Child Matters outcomes and local need. The committees will have a local democratic oversight, demonstrated by endorsing the plan and local priorities identified</p>

	within it. Committees will have an additional monitoring function, ensuring the 5 Every Child Matters outcomes and the improved integration of children's services e.g. as with the Breeze Youth Promise, are embedded as part of the delivery objectives of the wedge based Children Leeds Partnership and Area Delivery plans.
Health and Well Being. (including Adult Social Care)	As part of their responsibility to promote local well being Area Committees have an important role in helping to improve health and tackling health inequalities by ensuring coordinated and focused activity across Council services and with key partners such as the Leeds PCT at the local level. Adult Services and the PCT are organising their resources to work more effectively at a local level helping Area Committees through regular reporting arrangements to influence local priorities and action, and monitor the health and well-being targets linked to the Leeds Strategic Plan.
Area Based Regeneration Schemes and Town and District Centre Projects	Also consistent with the promotion of well-being, Area Committees will have responsibility for formal consultation and monitoring of area based regeneration schemes and town and district centre projects. They will be supported in this by officers in the Regeneration Service. Future new capital funding availability would be subject to a process to be agreed by Executive Board.
Conservation Area Reviews	This covers an initial programme of reviews in 16 designated conservation areas; in each case to assess its special character, to propose any changes to its boundary and to make proposals for its management. Area Committees have agreed reviews in these areas and ward members will be directly involved in consultation work.
Advertising on Lampposts	The council has agreed a 15 year contract for the installation of advertising on lamp posts. This will generate income for each site and may eventually result in advertising on around 800 sites across the City. Area Committees will receive a 20% share of the annual income for every lamp post site which has planning consent to spend on local priorities.

4.2 Briefing sessions for Officers and Members will be arranged to provide clarity on this extended range of roles for the Area Committees.

5.0 Implications for council policy and governance

5.1 The work described in this report and the recommendation fits with existing Council policy and governance arrangements.

6.0 Legal and resource implications

6.1 There are no new resource or legal implications arising from the proposed extended roles of the Area Committees.

7.0 Recommendations

7.1 The Executive Board is asked to:

7.1.1 Agree the Area Functions to be delegated to Area Committees for 2008/09 as summarised above and detailed in Appendix 1

7.1.2 Endorse the enhanced roles of Area Committees as summarised above and detailed in Appendix 2

7.1.3 Request that this information is reported to the Area Committees at the next cycle of meetings

7.1.4 Request that the Area Functions referred to are incorporated into the Council's Constitution at the next available opportunity

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Area Committee Roles for 2008/09

Area Functions

Note: This gives details of functions delegated to the Area Committees.

A related document gives details of services where Area Committees have an enhanced role in influencing, developmental and consultative responsibilities.



Area Functions Information – 2008/09

Area Well Being Budgets	Pages 3 - 6
Community Centres	Pages 7 - 11
Neighbourhood Wardens	Pages 12 - 16
CCTV	Pages 17 - 21
Neighbourhood Management Co-ordination	Pages 22 - 25

Area Functions Information – 2008 / 09

FUNCTION:	Area Well Being Budgets – Capital and Revenue Allocations
DESCRIPTION	
HEADLINE INFORMATION:	
Well being budgets delegated to Area Committees to support local priorities.	
OVERVIEW OF RESOURCES:	
Annual Revenue and Capital allocation for each Committee area. Officer support from Area Management Teams.	
TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL:	
Regular reports to Area Committees on allocations, project approvals, monitoring of spend and activity.	
EXECUTIVE MEMBER:	
Cllr Les Carter	
RESPONSIBLE OFFICERS:	
DIRECTOR: Neil Evans	
CHIEF OFFICER: Stephen Boyle	
LEAD OFFICER FOR FUNCTION SCHEDULE: Martyn Stenton	

OUTCOMES AND PERFORMANCE INFORMATION**LINK TO LEEDS STRATEGIC PLAN OUTCOMES:**

Area Delivery Plans cover local priorities for well being spend and these are linked to the Leeds Strategic Plan outcomes and improvement priorities.

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

Taking of decisions and monitoring of activity relating to utilisation of well being budgets within the framework of the Council's Constitution and in accordance with Local Government Act 2000.

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

Centrally Managed Service With Management Contacts for Each Area	
Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination	Area Management Teams provide support to enable effective administration of well being budgets in each area. Some central technical support /co-ordination particularly in relation to financial management.

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

Council Constitution
Local Government Act 2000
Area Delivery Plans

HEADLINE CITYWIDE FINANCIAL INFORMATION FOR RESPONSIBILITIES**Citywide Budget For Service / Function 08/09****£000s****Net Revenue Budget****3,144****Net Capital Budget****1,676****Key Funding Sources**

Funding Provider	£000s	%
LCC:		
Revenue Base	2,007	
Capital Base	1,000	
Unallocated Revenue carried forward from 07/08	1,137	
Unallocated Capital carried forward from 06/08	676	
Net Budget	4,820	

DESCRIPTION OF WHAT THE BUDGET REPRESENTS:

Revenue and Capital allocations to the Area Committees.

DESCRIPTION OF THE FORMULA USED FOR APPORTIONING BUDGET ACROSS DIFFERENT AREAS:

Continuation of previously agreed formula based on population and deprivation in each area.

REASONS WHY THIS PARTICULAR FORMULA WAS SELECTED:

Based on formula used previously and agreed by Executive Board.

DETAIL OF ANY SIGNIFICANT SERVICE / BUDGET VARIATIONS ACROSS THE CITY:

Reflects population and deprivation characteristics of different areas.

AREA COMMITTEE BREAKDOWN – Area Well Being Budgets – Capital and Revenue Allocations

		City Wide	East		North East		North West		South		West	
			Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer
Net Revenue Budget	Base budget for 08/09	2,006,430	290,780	216,360	173,510	140,410	215,140	199,800	243,000	203,880	150,440	173,110
	Carry forward from 07/08	1,137,247	130,298	63,219	88,213	154,113	41,224	233,497	109,546	153,136	27,680	136,321
	Total available to allocate 08/09	3,143,677	421,078	279,579	261,723	294,523	256,364	433,297	352,546	357,016	178,120	309,431
Net Capital Budget	Base budget for 08/09	1,000,000	125,900	113,300	90,800	73,500	112,600	104,600	109,400	106,700	72,600	90,600
	Unallocated carry forward from 07/08	675,700	123,900	8,100	0	131,400	91,500	65,100	33,100	109,900	19,800	92,900
	Total available to allocate 08/09	1,675,700	249,800	121,400	90,800	204,900	204,100	169,700	142,500	216,600	92,400	183,500

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Notes:

- The revenue well being base budget allocation reflects a 2% inflationary uplift on last year's figures
- 'Carry forward from 07/08' represents the balance of what was not actually spent in 07/08. In some cases Area Committees may have already made allocations against this amount and spend will take place in 08/09 on it.
- The 'total available to allocate' revenue figures represent the amounts for Area Committees to allocate to local priorities over the course of the year (assuming that none of the carry forward amount is already allocated). As in previous years, it is assumed that not all the allocation will be actually spent within the financial year. For budget management purposes it is assumed that £250k will be carried forward into the next financial year. This will be monitored by Officers in Environment and Neighbourhoods over the course of the year.

Area Functions Information – 2008 / 09

FUNCTION:	Community Centres
DESCRIPTION	
HEADLINE INFORMATION:	
<p>Responsibility for a portfolio of community centres vested with Regeneration Service. This covers overseeing revenue budgets, operational arrangements and the use of the centres, agreeing and implementing a schedule of charges and discounts for directly managed centres and making asset management and investment proposals to ensure the portfolio is sustainable and meets local needs.</p>	
OVERVIEW OF RESOURCES:	
<p>65 community centres city wide Managed by Regeneration Service Caretaking, cleaning, lettings, surveying and maintenance provided by Corporate Property Management Service</p>	
TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL:	
<p>List of centres and management arrangements with data sheets and budget information, Lettings and Pricing policy.</p>	
EXECUTIVE MEMBER:	
<p>Cllr Les Carter – Environment and Neighbourhoods</p>	
RESPONSIBLE OFFICERS:	
<p>DIRECTOR: Neil Evans CHIEF OFFICER: Stephen Boyle LEAD OFFICER FOR FUNCTION SCHEDULE: Martyn Stenton</p>	

OUTCOMES AND PERFORMANCE INFORMATION**LINK TO LEEDS STRATEGIC PLAN OUTCOMES:**

Harmonious Communities

IMPROVEMENT PRIORITIES:

HM-1a An increased number of local people engaged in activities to meet community needs and improve the quality of life for local residents

HM-1b 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

HM-2a Enable a robust and vibrant voluntary, community and faith sector to facilitate community activity and directly deliver services

HM-2b An increased sense of belonging and pride in local neighbourhoods that help to build cohesive communities

GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:

(E.g. SOA, ward, quarterly, yearly)

Annual survey – resident perception of neighbourhood and local facilities

Data sheets for each centre updated at least annually

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

This covers overseeing revenue budgets, operational arrangements and the use of the centres, agreeing and implementing a schedule of charges and discounts for directly managed centres and making asset management and investment proposals to ensure the portfolio is sustainable and meets local needs.

PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:

Ward members are involved in discussions about significant changes to particular centres.

Proposals on significant issues which affect one or more centres in a Committee's portfolio are then subject to a report to the Area Committee.

HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE:

(E.g. formal and informal arrangements, frequency)

Mid year and year end update on portfolio and budgets.

Reports as required on key issues affecting centres in the committee's area.

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

Centrally Managed Service With Management Contacts for Each Area	
Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination	Facilities Management (caretaking, cleaning, maintenance, lettings) is provided by a central team in Corporate Property Management. Co-ordination, technical support and budget management is provided by a central team in Regeneration. Local support, management of day to day issues, development of proposals and consultation is undertaken by staff in each of the Area Management Teams.

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

Facilities Management staff ensure that relevant legislation is followed when operating and maintaining public buildings.

LINKS TO OTHER CITY COUNCIL SERVICES:

Community space in other council buildings complements the space available in community centres.

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Support the delivery of a number of community based services provided by the council and other partners.

CONTRACT / COMMISSIONING**DESCRIPTION OF ANY CONTRACT / COMMISSIONING / SERVICE LEVEL AGREEMENTS FOR SERVICE / FUNCTION:**

Service Level Agreement with Facilities Management in place for caretaking, cleaning, facilities management and lettings

ANY KEY CURRENT / FUTURE ISSUES FOR AREA COMMITTEE TO BE AWARE OF REGARDING SERVICE / FUNCTION

Lettings and Pricing Policy being agreed by all Area Committees for implementation in 2008/09

Budget detail is complicated and some elements have a time lag e.g. utilities costs therefore caution is required when looking at budget information at any point in time. Corporate Property Management are responsible for repairs and maintenance of buildings and securing funding to address backlog maintenance.

HEADLINE CITYWIDE FINANCIAL INFORMATION FOR RESPONSIBILITIES

Citywide Budget For Service / Function 08/09

£000s

Net Revenue Budget

2,955

Net Capital Budget

Key Funding Sources

Funding Provider	£000s	%
LCC	3,470	
Income from Charges		
LCC – other Council Services	-260	
External bookings and office use	-255	
Other		
Other		
Other		
Net Budget	2,955	

DESCRIPTION OF WHAT THE BUDGET REPRESENTS:

Revenue costs associated with the operation of the community centres.

DETAIL OF ANY NON CONTROLLABLE ELEMENTS:

Provision of insurance cover and liability
 Non-controllable capital asset charges.
 These elements cannot be effectively monitored or controlled at an area level.

DESCRIPTION OF THE FORMULA USED FOR APPORTIONING BUDGET ACROSS DIFFERENT AREAS:

Budgets apportioned based on revenue figures for centres in each area, adjusted each year to account for changes in the portfolio and operating costs of each centre. Backlog maintenance budget for the city will be prioritised according to service requirements and local needs

REASONS WHY THIS PARTICULAR FORMULA WAS SELECTED:

Suits this function and allows monitoring of costs for individual centres. Any revenue savings generated in year can be re-invested into other community facility priorities within the same area.

DETAIL OF ANY SIGNIFICANT SERVICE / BUDGET VARIATIONS ACROSS THE CITY:

Budget for each centre depends on size, usage and income. There are therefore significant variations between budgets from centre to centre. Time lag in receiving meaningful information on budgets centres by centre due to nature of charges (e.g. utility bills) and income. Seasonal fluctuations affect budgets e.g. utility costs higher in second part of year.

AREA COMMITTEE BREAKDOWN – Community Centres

		City Wide	East		North East		North West		South		West	
		Total	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer
Resource Availability												
Community Centres	Directly Managed	48	11	7	3	2	5	4	4	8	3	1
	Managed by Community Orgs.	17	0	3	0	1	2	3	3	3	1	1
Net Revenue Budget	Budget for 08/09	2,954,640	720,020	320,250	217,970	113,900	329,340	410,260	221,700	428,220	139,460	53,520
	Mid year progress											
	Year end outcome											

Notes: 1 Covers centres in the Regeneration service portfolio as of 1st June 2008.

2 Centres which are being / have been disposed of and ones which are anticipated to be added to the portfolio from other services are not included in these figures.

Area Functions Information – 2008 / 09

FUNCTION:	Neighbourhood Wardens
DESCRIPTION	
HEADLINE INFORMATION:	
<p>30 Neighbourhood Wardens deployed in specific areas which provide a local patrolling function, assistance in dealing with anti-social behaviour, co-ordination to maintain the physical appearance of areas and offer support to local residents with environmental and community safety issues. Area Committees will continue to oversee local budgets and operational arrangements and links to area delivery plan priorities. The function schedule reflects the current deployment of wardens across the City.</p>	
OVERVIEW OF RESOURCES:	
<p>28 Neighbourhood Wardens and 2 Senior Wardens. Managed locally by Area Management teams.</p>	
TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL:	
<p>Regular reports from Area Management Teams on performance and deployment.</p>	
EXECUTIVE MEMBER:	
<p>Cllr. Les Carter</p>	
RESPONSIBLE OFFICERS:	
<p>DIRECTOR: Neil Evans CHIEF OFFICER: Stephen Boyle LEAD OFFICER FOR FUNCTION SCHEDULE: Martyn Stenton</p>	

OUTCOMES AND PERFORMANCE INFORMATION**LINK TO LEEDS STRATEGIC PLAN OUTCOMES:**

SO: Environment

IP: Address neighbourhood problem sites, improve cleanliness and access to and quality of green spaces

NI: 195

SO: Thriving Places

IP: reduce crime and fear of crime, reduce anti social behaviour

NI: 24

SO: Harmonious Communities

IP: increased sense of belonging and pride

NI: 1

GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:

(E.g. SOA, ward, quarterly, yearly)

Area Management Area
Quarterly

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

This covers overseeing revenue budgets, operational arrangements.

PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:

Ward members are involved in discussions about significant changes to Warden service in their areas. Proposals which affect the deployment of Wardens overall in an area are subject to a report to the Area Committee.

HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE:

(E.g. formal and informal arrangements, frequency)

Regular updates to area Committees from Area Management Teams on deployment / service priorities.
Half yearly update on outputs and service status.

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

Centrally Managed Service With Management Contacts for Each Area	
Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination	Operational management, local support, development of proposals from within Area Management teams. Budget management, recruitment, training, service planning is co-ordinated centrally within the Regeneration Division.

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

Staff ensure that relevant legislation and priorities set out in the Area Delivery Plan for each Area Committee are followed.

LINKS TO OTHER CITY COUNCIL SERVICES:

Close links with other Council services particular in multi agency crime and grime operations (Operation Champion) and newly formed Environmental Action Teams.

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Close links with other agencies (particularly the West Yorkshire Police) about tackling hotspots of crime and anti-social behaviour and close links with a range of partners particularly in multi agency crime and grime operations (Operation Champion)

CONTRACT / COMMISSIONING**DESCRIPTION OF ANY CONTRACT / COMMISSIONING / SERVICE LEVEL AGREEMENTS FOR SERVICE / FUNCTION:**

SLAs with RSLs
Information sharing protocol with West Yorkshire Police

ANY KEY CURRENT / FUTURE ISSUES FOR AREA COMMITTEE TO BE AWARE OF REGARDING SERVICE / FUNCTION

NRF transitional funding has been secured for 08/09 to maintain the service at its current level. This funding is significantly reduced for 09/10. Service review to take place.

HEADLINE CITYWIDE FINANCIAL INFORMATION FOR RESPONSIBILITIES**Citywide Budget For Service / Function 08/09****£000s****Net Revenue Budget****934****Net Capital Budget****Key Funding Sources**

Funding Provider	£000s	%
LCC	310	33
NRF	594	64
RSLs	30	3
Net Budget	934	100

DESCRIPTION OF WHAT THE BUDGET REPRESENTS:

Staffing and equipment costs for neighbourhood wardens.

DESCRIPTION OF THE FORMULA USED FOR APPORTIONING BUDGET ACROSS DIFFERENT AREAS:

Pro rata per location of Neighbourhood Wardens.

REASONS WHY THIS PARTICULAR FORMULA WAS SELECTED:

Suits this type of function

DETAIL OF ANY SIGNIFICANT SERVICE / BUDGET VARIATIONS ACROSS THE CITY:

AREA COMMITTEE BREAKDOWN – Neighbourhood Wardens

		City Wide	East		North East		North West		South		West	
			Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer
Resource Availability												
No of Wardens		30	9.5	2.75	4.5	0.75	2.5	0	7	0	1	2
Net Revenue Budget	Budget for 08/09	934,670	295,301	87,622	139,880	23,313	77,711	0	217,590	0	31,084	62,169
	Mid year progress											
	Year end outcome											

Notes: Figures reflect current deployment of Wardens.
Does not include additional Wardens funded through local Area Committee and ALMO contributions.

Area Functions Information – 2008 / 09

FUNCTION:	CCTV
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HEADLINE INFORMATION:

Leeds Watch monitors the city for crime and records public space CCTV images 24 hours, 7 days a week.

- Provide 24 hour 365 days a year monitoring of CCTV in areas of operation.
- Contribute to reducing the fear of crime by facilitating the apprehension and prosecution of offenders and assisting in preventing and aiding detection of crime committed in public areas where CCTV in areas of operation.
- Liaise with Area Management/Divisional Community Safety Partnerships and Neighbourhood Policing Teams on multi-agency operations.

OVERVIEW OF RESOURCES:

34 CCTV operators are employed to carry out the 24/7 operations. There are 129 cameras across the city and the majority of costs are related to fixed cameras and staffing.

TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL:

Leedswatch produce a weekly CCTV report which is sent out to Ward Members, Enforcement, ASBU, Area Management and West Yorkshire Police. The service will also be enhanced to a digital system during 08/09 allowing for the improvement of performance data available. It is hoped that this enhancement will be complete by March 2009.

EXECUTIVE MEMBER:

Councillor Les Carter

RESPONSIBLE OFFICERS:

DIRECTOR: Neil Evans

CHIEF OFFICER: Richard Jackson

LEAD OFFICER FOR FUNCTION SCHEDULE: Wayne Clamp

OUTCOMES AND PERFORMANCE INFORMATION**LINK TO LEEDS STRATEGIC PLAN OUTCOMES:****Environment**

Cleaner, greener and more attractive city through effective environmental management and changed behaviours.

Thriving Places

Reduced crime and fear of crime through prevention, detection, offender management and changed behaviour.

Harmonious Communities

Improved Community cohesion and integration through meaningful involvement and valuing equality and diversity.

GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:

(E.g. SOA, ward, quarterly, yearly)

Leedswatch produce a weekly CCTV report which is sent out to Ward Members, Enforcement, ASBU, Area Management and West Yorkshire Police.

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

Public Space surveillance CCTV has to comply with Human Rights Legislation and data Protection Act and all CCTV operators must be Security Industry Authority (SIA) trained and Licensed. All operators must also comply with the Leedswatch Codes of Practice.

There is no scope for devolved governance arrangements in terms of determining the target areas for CCTV due to the nature of the function.

Area Committees will, through area management, be able to access information about joint Operations (e.g. ASBU operations) in advance having been informed of the chosen target areas and advise on specific issues they wish to see tackled during the operations.

PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:

Liaison with Leedswatch Management concerning operations and co-ordinated jointly by the Area Community Safety Co-ordinator and the relevant Neighbourhood Policing Team Inspector.

HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE:

(E.g. formal and informal arrangements, frequency)

Formal statistics are provided to Area Management Officers on a quarterly basis to be included in Area Committee reports.

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

Centrally Managed Service With Management Contacts for Each Area	The function is managed by LeedsWatch local – coordination through Liaison with LeedsWatch Management concerning operations and co-ordinated jointly by the Area Community Safety Co-ordinator and the relevant Neighbourhood Policing Team Inspector.
Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination	

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

Council Business Plan 2008-2011
 Leeds Strategic Plan 2008-2011
 Area Delivery Plans
 Safer Leeds Annual Plan
 Divisional Community Safety Partnership Plans
 Safer Leeds Service Plan
 Crime & Disorder Act 1998

LINKS TO OTHER CITY COUNCIL SERVICES:

LeedsWatch work closely with ASBU, Enforcement, Peace & Emergency Planning, Land Drainage, Licensing, Security Services, Planning Department, Highways, ALMO's, Area Management Teams.

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Crime and Disorder Reduction Partnership – Safer Leeds Executive and Safer Leeds Board.
 GOYH – Home Office
 LeedsWatch have CCTV links to METRO, Bradford, Wakefield, Huddersfield and Calderdale.
 LeedsWatch also share images with Urban Traffic Control, Land Drainage and Peace & Emergency Planning.

CONTRACT / COMMISSIONING**DESCRIPTION OF ANY CONTRACT / COMMISSIONING / SERVICE LEVEL AGREEMENTS FOR SERVICE / FUNCTION:**

LeedsWatch have SLA's in place for all CCTV installations within Area Management, ALMO's, West Yorkshire Police.
 A 5yr BT Contract for CCTV Fibre Provision.
 A CCTV Contract expandable up to 5 yrs for CCTV Installations and Maintenance.

HEADLINE CITYWIDE FINANCIAL INFORMATION FOR RESPONSIBILITIES**Citywide Budget For Service / Function 08/09****£000s****Net Revenue Budget****984****Net Capital Budget****Key Funding Sources**

Funding Provider	£000s	%
LCC	768	78
Neighbourhood Renewal Fund	216	22
Net Budget	984	

DESCRIPTION OF WHAT THE BUDGET REPRESENTS:

Staffing, Premises, Supplies and Services, travel and reallocations excluding maintenance.

DESCRIPTION OF THE FORMULA USED FOR APPORTIONING BUDGET ACROSS DIFFERENT AREAS:

Apportionment has been made on the number of camera in each area, with the exception of £92k BT line rental which has been made on the basis of actual costs.

REASONS WHY THIS PARTICULAR FORMULA WAS SELECTED:

Delegated budgets account for most fixed costs apart from city wide and centralised functions.

DETAIL OF ANY SIGNIFICANT SERVICE / BUDGET VARIATIONS ACROSS THE CITY:

AREA COMMITTEE BREAKDOWN – CCTV

		City Wide	East		North East		North West		South		East	
			Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer
Resource Availability												
Number of cameras		129	5	2	19	4	11	0	75	7	4	2
Net Revenue Budget	Budget for 08/09	984,820	38,160	16,700	146,090	33,370	83,830		567,580	52,660	30,420	16,010
	Mid year progress											
	Year end outcome											

Notes:

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1. This year the area management function schedule has been compiled using current information from BT Redcare. Only cameras that are managed and maintained by LCC are included in the schedule, this is a change from previous years where a distinction between costs for LCC cameras and other (rechargeable) cameras could not be made.

Area Functions Information – 2008 / 09

FUNCTION:	Neighbourhood Management Co-ordination
DESCRIPTION	
HEADLINE INFORMATION: Identification of priority neighbourhoods across Leeds that require more intensive resources to drive service improvements and better local outcomes. This includes improving the co-ordination of key services across the council and local partners and piloting new ways of working.	
OVERVIEW OF RESOURCES: Neighbourhood Improvement Plans cover dedicated resources for neighbourhood management work. This includes Safer Stronger Community Fund (SSCF) allocations in eligible neighbourhoods and other specific resources agreed through the Area Committee.	
TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL: Priority neighbourhoods agreed through Area Delivery Plans. Neighbourhood Improvement Plans for each individual area to be agreed and monitored by Area Committee. Area Committees to give thematic approval of any locally available budgets for neighbourhood improvement work (e.g. SSCF, Area Committee Well Being).	
EXECUTIVE MEMBER: Cllr Les Carter	
RESPONSIBLE OFFICERS: DIRECTOR: Neil Evans CHIEF OFFICER: Stephen Boyle LEAD OFFICER FOR FUNCTION SCHEDULE: Martyn Stenton	

OUTCOMES AND PERFORMANCE INFORMATION**LINK TO LEEDS STRATEGIC PLAN OUTCOMES:**

Links to a range of strategic plan outcomes and improvement priorities apart from those which are explicitly related to the city as a whole.

GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:

Quarterly progress and monitoring reports to be collated by service.
Annual report to be produced for Area Committee Members.

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

Area Committees will oversee all neighbourhood management programmes in their area. This covers a responsibility for approving areas to be included in Area Delivery Plan, approving Neighbourhood Improvement Plans, monitoring progress annually and agreeing thematic priorities for any locally available funding.

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

Centrally Managed Service With Management Contacts for Each Area	
Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination	Directly through or in partnership with Area Management Teams. Centrally based team in Regeneration Service provides support, co-ordination and policy development.

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

Local Government White Paper
Local Government Act 2000 – well being powers
Sustainable Communities Five Year Plan (2005)

LINKS TO OTHER SERVICES:

Links to range of council and partner services, particularly environmental, community safety, health, youth, jobs and skills.

ANY KEY CURRENT / FUTURE ISSUES FOR AREA COMMITTEE TO BE AWARE OF REGARDING SERVICE / FUNCTION

Some of this work reliant on targeted central Government funding which is not likely to be available to Leeds in the future.

HEADLINE CITYWIDE FINANCIAL INFORMATION FOR RESPONSIBILITIES**Citywide Budget For Service / Function 08/09****£000s****Net Revenue Budget****1,239****Net Capital Budget****0****Key Funding Sources**

	£000s	%
Safer and Stronger Communities Fund	1,239	100

DESCRIPTION OF WHAT THE BUDGET REPRESENTS:

This is the 2008/09 allocation available to Leeds for Intensive Neighbourhood Management Work.

DESCRIPTION OF THE FORMULA USED FOR APPORTIONING BUDGET ACROSS DIFFERENT AREAS:

Only areas which fell within the 3% most deprived SOAs nationally were eligible for funding under the Intensive Neighbourhood Management scheme. Target areas were selected and agreed with Government Office for Yorkshire and the Humber to comply with SSCF programme guidance in the context of the Leeds Local Area Agreement. Resource allocations to areas broadly reflect the number of SOAs within the 3% most deprived within each target area. There are seven target areas.

REASONS WHY THIS PARTICULAR FORMULA WAS SELECTED:

Funding was apportioned in this way as it was in line with the requirements of funders and also enabled Leeds to target its most deprived neighbourhoods.

DETAIL OF ANY SIGNIFICANT SERVICE / BUDGET VARIATIONS ACROSS THE CITY:

As outlined above only seven areas were eligible to receive INM funding.

AREA COMMITTEE BREAKDOWN – Neighbourhood Management Co-ordination

		City Wide	East		North East		North West		South		West	
			Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer
Resource Availability												
SSCF Net Revenue Budget	Budget for 08/09	1,239,000	445,600		223,460		86,730		396,480		86,730	
	Mid year progress											
	Year end outcome											

- Notes:
- 1 Figures shown are SSCF contributions to Intensive Neighbourhood Management Work in eligible neighbourhoods.
 - 2 Well Being and partner agency contributions agreed locally and part of Neighbourhood Improvement Plans.

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Area Committee Roles for 2008/09

Other Roles

Note: This gives details of services where Area Committees have an enhanced role in influencing, developmental and consultative responsibilities.

A related document gives details of functions delegated to the Area Committees.



Other Area Committee Roles – 2008/09

Community Engagement	Pages 3 - 5
Community Greenspace	Pages 6 - 8
PCSOs, Neighbourhood Policing Teams and Multi Agency Crime and Grime Operations	Pages 9 - 12
Environmental Action Teams	Pages 13 – 14
Street Cleansing	Pages 15 – 18
Highways Maintenance	Pages 19 – 21
Local Children and Young People Plans	Pages 22 - 27
Health and Wellbeing (Including Adult Social Care)	Pages 27 – 30
Conservation Area Reviews	Pages 31 – 35
Grounds Maintenance	Page 36
Area Based Regeneration Schemes and Town and District Centre Projects	Page 36
Advertising on Lampposts	Page 36

Area Committee Roles – 2008 / 09

FUNCTION:	Community Engagement
DESCRIPTION	
HEADLINE INFORMATION:	
Overview of local engagement activities linked to improvement of local services and Area Delivery Plan priorities.	
OVERVIEW OF RESOURCES:	
Local engagement activities delivered primarily through Area Management teams. Allocations of Well Being resources agreed by Area Committees. Local partner inputs e.g. Police, PCT, Leeds VOICE.	
TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL:	
Area based community engagement plan to be produced setting out minimum standards including:	
<ul style="list-style-type: none">• Community profile – update of local intelligence twice a year with information about local stakeholders and how to reach local communities• Calendar of planned communication and engagement activities - including information in About Leeds for all households, minimum of one ward based engagement event per annum linked to priority setting and themed discussions at Area Committees• Additional activities with particular neighbourhoods and communities linked to Area Delivery Plan priorities	
Annual report to Area Committees and Executive Board to give overview of progress.	
EXECUTIVE MEMBER:	
Cllr Les Carter	
RESPONSIBLE OFFICERS:	
DIRECTOR: Neil Evans	
CHIEF OFFICER: Stephen Boyle	
LEAD OFFICER FOR FUNCTION SCHEDULE: Rory Barke/Martyn Stenton	

OUTCOMES AND PERFORMANCE INFORMATION**LINK TO LEEDS STRATEGIC PLAN OUTCOMES:**

Harmonious Communities

IMPROVEMENT PRIORITIES:

HM 1a – Increased number of people engaged in activities to meet community needs and improve quality of life

HM 1b – Increase in number of local people empowered to have greater voice and influence over local decision making and greater role in public service delivery

HM 2a – Enable robust and vibrant voluntary, community and faith sector to facilitate community activity and directly deliver services

HM 2b – Increase sense of belonging and pride in neighbourhoods

GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:

(E.g. SOA, ward, quarterly, yearly)

Annual report to Area Committees.

Information to be disaggregated to ward/neighbourhood level as appropriate.

Performance Indicators currently collated at City Wide level through annual survey.

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

Area Committees responsible for overseeing and monitoring the work of the Area Management Teams in relation to local engagement activities.

PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:

Area Committees to agree plan and consider annual report.

Ward Members directly involved in ward/neighbourhood based activities.

HOW / WHEN WOULD THE FUNCTION REPORT TO AREA COMMITTEES:

Community Engagement Plan to be considered by Area Committee alongside Area Delivery Plan.

Annual report setting out progress and future priorities along with summary of information about engagement work of other key services and local partners.

Other specific reports/updates as required during the year.

MANAGEMENT AND CO-ORDINATION

TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:

Locally Managed Service
With Some Central
Support/Technical
Expertise/Co-Ordination

Area Management teams lead on range of community engagement work in partnership with other services and local partners. Area Management teams and central team provides support to other consultation and engagement activities undertaken by the Council and partners.

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

Leeds Strategic Plan, Council Business Plan, Equality Standard, Compact for Leeds, Parish and Town Council Charter

LINKS TO OTHER CITY COUNCIL SERVICES:

Strong links to many council services as the majority of services undertake engagement and consultation activities with a locality dimension. Key links to other Regeneration Teams, Corporate Communications Team and Equalities Team.

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Key partners are Voluntary Community and Faith Sector, Police and PCT.

ANY KEY CURRENT / FUTURE ISSUES FOR AREA COMMITTEE TO BE AWARE OF REGARDING SERVICE / FUNCTION

Government emphasis on Empowerment – White Paper due Summer 08
Participatory Budgeting pilot work currently underway in two areas of Leeds (Inner West, Outer South).

BUDGET / RESOURCES INFORMATION

Area Committees and partners allocate specific budgets and staff resources for community engagement activity.
Area Management Teams seek partner contributions to local engagement activities.

Area Committee Roles – 2008 / 09

FUNCTION:	Community Greenspace
DESCRIPTION	
HEADLINE INFORMATION:	
73 community parks vested with the Parks and Countryside Service. These include a wide variety of recreation facilities, sports pitches, play areas, formal and informal horticultural features, etc.	
OVERVIEW OF RESOURCES:	
Community parks are managed and maintained by the Parks and Countryside service.	
TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL:	
Leeds Quality Park (LQP) assessments for assessed sites Residents' perception information from Satisfaction Surveys (2004, 2005, 2006)	
EXECUTIVE MEMBER:	
Cllr John Procter – Leisure	
RESPONSIBLE OFFICERS:	
DIRECTOR: Jean Dent	
CHIEF OFFICER: Martin Farrington	
LEAD OFFICER FOR FUNCTION SCHEDULE: Mike Kinnaird	
OUTCOMES AND PERFORMANCE INFORMATION	
LINK TO LEEDS STRATEGIC PLAN OUTCOMES:	
This service has direct and indirect links to a number of strategic Plan outcomes	
IMPROVEMENT PRIORITIES:	
The service is half way through implementing the Parks Urban Renaissance programme utilising £3.7m for improvements to 21 community parks during 2005/09. However, less than a third of the city's community parks have been included within this programme and work is ongoing to identify the funding requirement to bring all community parks to the minimum acceptable standard identified within the Green Flag criteria.	
GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:	
(E.g. SOA, ward, quarterly, yearly)	

Performance Indicator (reported annually): *The percentage of parks and countryside sites assessed internally that meet the Green Flag criteria*

GOVERNANCE

DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:

Area committees influence the development and use of community parks and are consulted about proposals for the development and use of community parks, for example proposals for refurbishment, installation of new play equipment, etc.
Executive Member involvement in sensitive/contentious issues.
Development of major policy and proposals through Executive Board.

PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:

Ward members (and community groups) are consulted about proposals for the development and use of community parks, for example proposals for refurbishment, installation of new play equipment, etc.
Area Committee involvement sought where proposals impact on more than one site within a Committee's portfolio.

HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE:

(E.g. formal and informal arrangements, frequency)

Ward members are involved in discussions about the development and use of community parks.
Proposals on significant issues which affect one or more community parks in a Committee's portfolio are also subject to a report to the Area Committee.
Regular update/progress reports to Area Committees.

MANAGEMENT AND CO-ORDINATION

PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:

Operational management of day to day issues (user liaison, horticultural work, event management, and general maintenance, etc.) is provided by area based teams in Parks and Countryside.
Area based teams are supported by the professional services of a central workshop, countryside and access team, forestry team, training section and quality assurance unit (amongst others).
The service maintains a flexible approach to enable resources and expertise from an area to be brought across to another area when required to ensure the successful completion of projects.
Development of proposals and consultation is undertaken by staff in each of the area management teams, with support in the form of co-ordination, technical support and budget management being provided by a central team in Parks and Countryside.

TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:

Centrally Managed Service With Management Contacts for Each Area	Park based horticultural staff are supported by professional and/or technical central services
Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination	

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

- Vision For Leeds
- Cultural Strategy
- The Parks and Greenspace strategy
- Fixed Play Strategy
- Playing Pitch Strategy
- Leeds Forest Strategy
- Rights of Way Improvement Plan (and statutes relating to PROW)
- Every Child Matters
- The emerging Physical Activity Strategy
- Leeds Childhood Obesity Prevention and Weight Management Strategy 2006 - 2016
- Older Better A strategy to promote a healthy and active life for older people in Leeds 2006–2011
- The Leeds Health and Wellbeing Plan 2005 -2008

LINKS TO OTHER CITY COUNCIL SERVICES:

Community access at other P&C managed Greenspace complements the recreational/educational/conservation opportunities available in community parks. P&C work with schools in community parks and other sites to provide an environmental education resource.

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Police
Primary Care Trusts

CONTRACT / COMMISSIONING**DESCRIPTION OF ANY CONTRACT / COMMISSIONING / SERVICE LEVEL AGREEMENTS FOR SERVICE / FUNCTION:**

Concessions (e.g. ice cream, hot food, etc.)

Area Committee Roles – 2008 / 09

FUNCTION: PCSOs, Neighbourhood Policing Teams and Multi Agency Crime and Grime Operations

DESCRIPTION

HEADLINE INFORMATION:

- Co-ordination of Neighbourhood Policing Teams linked to political wards each with an NPT Inspector and PCSOs.
- The aim is to contribute to the reduction of Crime and Disorder (including ASB) by providing a visible presence on the street.
- PCSO's provide reassurance to communities through high visibility patrols and improved public contact.
- Crime and grime issues are tackled through local tasking arrangements where partnership activity is co-ordinated.
- A minimum of one multi agency operation is carried out per month per Police Division.

OVERVIEW OF RESOURCES:

- Dedicated NPT Inspectors
- Dedicated 5 PCSOs per ward with an additional 3 in the Richmond Hill and Burmantofts Ward and an additional 2 in the Gipton and Harehills Ward.
- Resources across partner agencies linked to neighbourhood management tasking arrangements.
- The provision of a range of services, via uniformed patrols of PCSOs to reassure, reduce anti social behaviour and the fear of crime
- Pre planned days of action to tackle crime and grime in targeted areas based on need as determined by Police based National Intelligence Model, co-ordinated locally by Area Community Safety Co-ordinators and relevant NPT Inspector.
- Operations are supported financially through the normal day to day operational resources of those taking part with some additional funding available through Safer Leeds to provide promotional and publicity material plus some help with skips and venue hire, where required.

TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL:

- Quarterly report prepared in each police division on PCSOs.
- Annual themed Community Safety Area Committee Report
- Information on activity undertaken is available through the Area Community Safety Co-ordinators at area management level

EXECUTIVE MEMBER:

Les Carter

RESPONSIBLE OFFICERS:

DIRECTOR: Neil Evans

CHIEF OFFICER: Stephen Boyle / Richard Jackson

LEAD OFFICER FOR FUNCTION SCHEDULE: Manny Mudhar / Rory Barke

OUTCOMES AND PERFORMANCE INFORMATION

LINK TO LEEDS STRATEGIC PLAN OUTCOMES:

Environment

Cleaner, greener and more attractive city through effective environmental management and changed behaviours.

Thriving Places

Reduced crime and fear of crime through prevention, detection, offender management and changed behaviour.

Harmonious Communities

Improved Community cohesion and integration through meaningful involvement and valuing equality and diversity.

IMPROVEMENT PRIORITIES:

Environment

Address neighbourhood problem sites; improve cleanliness and access to and quality of green spaces.

Improve the quality and sustainability of the built and natural environment.

Thriving Places

Reduce Crime and fear of crime.

Reduce offending.

Reduce the harm for drugs and alcohol to individuals and society.

Reduce ant-social behaviour.

Reduce bullying and harassment.

Harmonious Communities

Enable a robust and vibrant voluntary, community and faith sector to facilitate community activity and directly deliver services.

An increased sense of belonging and pride in local neighbourhoods that help to build cohesive communities.

GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:

(E.g. SOA, ward, quarterly, yearly)

- Annual themed report to Area Committee
- DCSP Strategic Performance Framework – 6 monthly review
- Neighbourhood management tasking meetings
- Safer Leeds Executive Report – quarterly
- Information is produced after each operation which shows the activities and outputs carried out by each agency. This information is available through the Area Community Safety Co-ordinator within Area Management

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

- NPTs and PCSOs managed by West Yorkshire Police (WYP)
- Multi agency crime and grime meetings intelligence led by WYP but with involvement and influence by Area Committee of Council services (linked through Area Community Safety Co-ordinators).
- Area Committees can advise on specific issues they wish to see tackled during the operations

PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:

- Through invitation and involvement at multi agency operation pre briefs
- Community Safety Co-ordinator to act as link officer between Council and NPT Inspectors for influencing PCSO activity

HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE:

(E.g. formal and informal arrangements, frequency)

Annual themed Community Safety Area Committee Report

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

Centrally Managed Service With Management Contacts for Each Area	
Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination	<ul style="list-style-type: none"> • WYP having management responsibility for PCSO and NPTs • Multi agency operations and neighbourhood management taskings jointly managed by WYP and Area Management • Central support and co-ordination in Safer Leeds

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

- Council Business Plan 2008-2011
- Leeds Strategic Plan 2008-2011
- Area Delivery Plans
- Divisional Community Safety Partnership Performance Framework 2008-2011
- Section 17 Crime and Disorder Act 1998

LINKS TO OTHER CITY COUNCIL SERVICES:

Impacts of all council services delivered at local level and their participation is variable depending on the nature of the target areas and the problems therein.

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Crime and Disorder Reduction Partnership

GOYH – Home Office

Multi agency operations and NPTs engage in partnership with a range of partners such as:

West Yorkshire Fire Service, Arson Task Force, Arms Length Management

Organisations, Youth Offending Teams, Enforcement Area Action Teams, Youth

Services, Anti Social Behaviour Unit

CONTRACT / COMMISSIONING**DESCRIPTION OF ANY CONTRACT / COMMISSIONING / SERVICE LEVEL AGREEMENTS FOR SERVICE / FUNCTION:**

The deployment of match funded PCSOs is subject to an agreed Contract between Leeds City Council and West Yorkshire Police effective until 31st March 2009.

Area Committee Roles – 2008 / 09

FUNCTION:	Environmental Action Teams
DESCRIPTION	
HEADLINE INFORMATION:	
<p>The EATs are responsible for a range of neighbourhood related enforcement activities including noise nuisance, waste in gardens, overgrown vegetation, littering, placards, A-boards, graffiti, waste from domestic and commercial bins, drainage, pest control etc. The teams carry out the enforcement and preventative work, rather than the litter picking, waste collection etc role. The teams are based in 3 locations, co-terminus with area management areas. They have been created from combining City Services Enforcement with Environmental Health area teams. The teams “went live” from May 12th 2008.</p>	
OVERVIEW OF RESOURCES:	
<p>Each team comprises approximately 20 staff and will deal with reactive and proactive work within each area. Close links with Neighbourhood wardens should improve service delivery on the ground.</p>	
TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL:	
<p>Committees would receive regular reports about this new combined service and be able to inform area management on how to influence service planning and local priorities for action based on local knowledge about issues and hotspots. Operational policies will be created for Leeds, but the priority afforded these could be influenced by local issues, such as littering, bin yards etc. There is potential for close working arrangements to be put in place with neighbourhood wardens and these new teams.</p>	
EXECUTIVE MEMBER:	
Councillor Steve Smith	
RESPONSIBLE OFFICERS:	
DIRECTOR: Neil Evans	
CHIEF OFFICER: Andrew Mason	
LEAD OFFICER FOR FUNCTION SCHEDULE: Graham Wilson	
OUTCOMES AND PERFORMANCE INFORMATION	
LINK TO LEEDS STRATEGIC PLAN OUTCOMES:	
<p>The work contributes to many of the SOCs, but the key ones affected are: Cleaner, greener and more attractive. Health & Wellbeing – healthy life choices and protecting against risks Reduced fear of crime</p>	
IMPROVEMENT PRIORITIES:	
<p>Business improvement priorities will focus on using good quality information to deliver better outcomes.</p>	
GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:	
<p>The teams are aligned with area management areas. Quarterly performance reviews will be conducted by the service.</p>	

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

Lead/Exec Member involvement in contentious issues
 Several aspects of service rely on external funding and hence have external finance and performance reporting requirements

PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:

The number of Area Committee meetings may be insufficient for adequate influence and monitoring to take place only via this route. It would be possible for a sub group to be created by the Area Committee for a representative number of local ward Members to have greater involvement through this route.

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

Centrally Managed Service With Management Contacts for Each Area	
Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination	Locally managed service with significant support from central support and co-ordination. A service manager and deputy will be available for each team.

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

A range of statutory requirements and legislation impact on the work of this service.

LINKS TO OTHER CITY COUNCIL SERVICES:

Street scene operations, other environmental health services, community safety, regeneration, housing, highways, ALMOs, building control, legal, licensing (not exhaustive list)

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Trading standards, env agency, highways agency, police, statutory undertakers, duty bodies (not exhaustive list)

Area Committee Roles – 2008 / 09

FUNCTION:	Street Cleansing
DESCRIPTION	
HEADLINE INFORMATION:	
Mechanical sweeping of adopted carriageways and footpaths, manual litter picking and litter bin emptying.	
OVERVIEW OF RESOURCES:	
Current resources across the city are	
<ul style="list-style-type: none">• 14 compact suction pavement sweepers• 6 medium carriageway suction sweepers• 4 large carriageway suction sweepers• 51 manual de-littering staff• 10 Litter patrol teams (litter bin emptying +shop front sweeping + supporting de-littering staff)	
TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL:	
Guideline schedule of street cleaning. NI 195 measure of environmental cleanliness. (From April 2008 replaces BV199). Environmental Protection Act Code of Practice - zoning information and responsibilities. Service Plan.	
EXECUTIVE MEMBER:	
Councillor Steve Smith	
RESPONSIBLE OFFICERS:	
DIRECTOR: Neil Evans	
CHIEF OFFICER: Andrew Mason	
LEAD OFFICER FOR FUNCTION SCHEDULE: Stephen Smith	

OUTCOMES AND PERFORMANCE INFORMATION**LINK TO LEEDS STRATEGIC PLAN OUTCOMES:**

To create a Cleaner, Greener and more Attractive city through effective environmental management and changed behaviour.

IMPROVEMENT PRIORITIES:

- To address neighbourhood problem sites
- To improve cleanliness and access to and the quality of green spaces.

GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:

(E.g. SOA, ward, quarterly, yearly)

DLEQS surveys to be carried out every 4 months to provide a measure of environmental quality and identify problem areas. This information will be used to achieve the most efficient allocation of resources.

NI195 reports every 4 months with an annual report every 12 months. SOA currently have specific DLEQS surveys

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

Local oversight of Street Cleaning functions – mechanical sweeping of adopted highways, footpaths and carriageways. Manual de-littering of adopted footpaths, litter bin emptying.

PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:

- Ward members will be involved in discussions about service developments (priority areas).
- Area Committee sub-groups established to improve elected member involvement in service development and delivery
- Regular update/progress reports to Area Committees.
- Proposals on significant issues and or changes to service to be presented to Area Committees as formal reports.

HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE:

(E.g. formal and informal arrangements, frequency)

- DLEQS (Inc NI195) results collated every 4 months and reported annually in a formal report.
- Service Delivery Issues – reported as and when required both formally and informally

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

Centrally Managed Service With Management Contacts for Each Area	X
Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination	

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

- Vision for Leeds to create a cleaner, greener and safer city and contribute towards narrowing the gap.
- Environmental protection Act – obligation to keep the streets clean and free from litter
- Key objective is to become the Cleanest City in Europe by 2020

LINKS TO OTHER CITY COUNCIL SERVICES:

- EPA Code of Practice on Street Litter and Refuse – Streetscene Service provide the link with all services within the Council that have a responsibility for land and keeping it clean and litter free.
- Links with other service areas within Environmental services i.e., waste strategy, refuse collection, gully emptying, graffiti removal, fly-tip removal, public convenience cleaning, needle picking, grounds maintenance, Intensive Neighbourhood Management, environmental enforcement, environmental health.
- Links to other Council Services – ALMOs, parks and Countryside Highway Services.
- PEPU

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

- West Yorkshire Police – operation champion
- West Yorkshire Fire and Rescue Services – operation champion
- West Yorkshire Probation Service

CONTRACT / COMMISSIONING

DESCRIPTION OF ANY CONTRACT / COMMISSIONING / SERVICE LEVEL AGREEMENTS FOR SERVICE / FUNCTION:

Streetscene Services carry out this function on behalf of Highways Services who have the statutory responsibility for the highways across the city.

ANY KEY CURRENT / FUTURE ISSUES FOR AREA COMMITTEE TO BE AWARE OF REGARDING SERVICE / FUNCTION

These services are currently provided seven days per week.
Current operational boundaries are not co – terminus with area management wedge or ward boundaries. Any redevelopment of the service to match these boundaries may incur short to medium term costs

Area Committee Roles – 2008 / 09

FUNCTION:	Highways Maintenance
DESCRIPTION	
HEADLINE INFORMATION:	
<p>Responsibility for keeping highway safe for all users and carrying out planned maintenance. Providing modern and reliable street lighting, traffic management systems for safe travel and managing road space to avoid congestion and disruption.</p>	
OVERVIEW OF RESOURCES:	
<p>Resources to deliver highways maintenance programme</p>	
TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL:	
<p>Consultation with Ward members on planned maintenance programme and traffic management schemes.</p>	
EXECUTIVE MEMBER:	
<p>Cllr. Andrew Carter</p>	
RESPONSIBLE OFFICERS:	
<p>DIRECTOR: Jean Dent CHIEF OFFICER: Gary Bartlett LEAD OFFICER FOR FUNCTION SCHEDULE: Faizal Mamujee</p>	
OUTCOMES AND PERFORMANCE INFORMATION	
LINK TO LEEDS STRATEGIC PLAN OUTCOMES:	
<p>Stronger and Safer communities Attractive Clean and Green Stronger and safer communities</p>	
IMPROVEMENT PRIORITIES:	
<p> </p>	
GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:	
<p>(E.g. SOA, ward, quarterly, yearly)</p>	
<p>Annual survey on Streetscene/Streetscape.</p>	

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

- Commenting on annual and forward programme of planned maintenance of local roads
- Commenting on traffic management proposals affecting local roads
- minor maintenance schemes to keep highway safe.

PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:

Ward members comment in writing to Highways or have a meeting to express their views.

- Former Highway Design & Construction of Development Department and highway services of City Services combined under Chief Officer Highways of City Development
- Executive member involvement in sensitive and contentious issues including maintenance programme.
- Highway Policy and Plan approved by Executive Board
- On going interest by the Scrutiny Board.

HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE:

Reporting / consultation primarily via Ward Members as per current arrangements

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

Centrally Managed Service With Management Contacts for Each Area	Highway Maintenance planned programme of works, major design and construction schemes and traffic management schemes undertaken by the Chief Officer Highways after consultation with Ward Members.
Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination	

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

- Highways ensure compliance with Highways Act, Traffic management Act, Traffic Signs and Regulation, Road Traffic act, Road traffic Regulations Act and Health and Safety Act.
- Highway Maintenance Policy and Plan
- Central Government Guidelines on management of highway network.

LINKS TO OTHER CITY COUNCIL SERVICES:

- Street Scene services, Park & Countryside, Housing, Transport services.

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Bus companies, Utilities, Emergency services, and Highway Agency of DTp.

CONTRACT / COMMISSIONING

DESCRIPTION OF ANY CONTRACT / COMMISSIONING / SERVICE LEVEL AGREEMENTS FOR SERVICE / FUNCTION:

Service Level agreement with transport services for maintenance of fleet. Highways fleet is used by the depots to deliver highway maintenance function and winter service.

Area Committee Roles – 2008 / 09

FUNCTION:	Local Children and Young People's Plans
DESCRIPTION	
HEADLINE INFORMATION: Development and review of local area (wedge) Children and Young People's Plans (CYPP), as an integral part of the area delivery plan, which will identify and drive local priorities, and inform and influence the citywide Children and Young People's Plan of the Children Leeds Partnership. Responsibility for performance monitoring to achieve identified citywide and local priorities and realise the 5 Every Child Matters outcomes.	
OVERVIEW OF RESOURCES: Operating within the context of the Children's Trust Arrangements, resources remain with partners and providers, the role of the Children and Young Peoples Plan being to influence the use of those resources, often collectively, to meet the needs of children and young people more effectively, thereby improving outcomes.	
TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL: Local area (wedge) Children and Young People's Plans (CYPP), as an integral part of the area delivery plan, will provide information at area committee level. The plans are formulated and shaped by the use of local data and intelligence and discussion with councillors and include localised action plans within the framework of the children and young people plan priorities. The development and review of these plans, through partnership with local partners and stakeholders will ensure an increased ability to secure improvements to local services impacting on children, young people and their families, with reporting and performance monitoring provided at a meaningful local level for area committees.	
EXECUTIVE MEMBER: Councillor S Golton - Children's Services	
RESPONSIBLE OFFICERS:	
DIRECTOR:	Rosemary Archer
CHIEF OFFICER:	Mariana Pexton
LEAD OFFICER FOR FUNCTION SCHEDULE:	Amanda Jackson

OUTCOMES AND PERFORMANCE INFORMATION**LINK TO LEEDS STRATEGIC PLAN OUTCOMES:**

Improved outcomes for children and young people, the vision being all children and young people in Leeds to be happy, healthy, safe, successful and free from the effects of poverty.

This vision informs the planning and work of the Director of Children's Services Unit. It is at the centre of what we do, leading us to improve the lives of children and young people of Leeds.

Specific priorities identified within the CYPP as a means of improving outcomes are attached as an annex.

IMPROVEMENT PRIORITIES:

Specific priorities identified within the CYPP as a means of improving outcomes are attached as an annex.

GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:

(E.g. SOA, ward, quarterly, yearly)

Annual review of citywide and local children and young people's plans.

Resident perception annual survey.

Participation events / feedback.

Extended Services Cluster plans (approximately ward level)

GOVERNANCE

DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:

The local children and young people's plan outlines key priorities for the five wedge based Children Leeds Partnerships which are part of the Leeds children's trust arrangements.

The Children's Trust approach is based on a strategic commissioning model, with the Director of Children's Services Unit forming the core strategic commissioning unit working with key children's service providers both within and outside the council.

The Director of Children's Services Unit has set an accountability and integration framework to ensure a coherent approach to service planning and accountability and delegation arrangements for council services. The unit coordinates all performance information from within existing departments using the corporate framework and is currently developing a fully integrated performance management system as part of the structure for children's services.

Members of the local area committee will continue to take part in the development and review of the local plan, as an integral part of the area delivery plan, thereby influencing the strategic direction of the plan in relation to the 5 Every Child Matters outcomes and local need.

The committee will have a local democratic oversight, demonstrated by endorsing the plan and local priorities identified within it.

The committee will have an additional monitoring function, ensuring the 5 ECM outcomes and the improved integration of children's services e.g. as with the Breeze Youth Promise, are embedded as part of the delivery objectives of the wedge based Children Leeds Partnership and Area Delivery plans for the Area Committee.

PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:

Local members, within their designated corporate roles would act as champions for children's services and act to influence where appropriate. It is proposed that area committees also have specific strategic theme related champions, therefore there will be a strong link and support role from the Children Leeds Area Partnerships to members of the area committees.

There would also be other specific roles such as Corporate Parent, or for example, where members are involved in children's centres, act as school governors or as members of ALMO boards or regeneration boards.

HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE:

(E.g. formal and informal arrangements, frequency)

There will be regular reporting to the area committee, in a number of forms. The new role for members of strategic theme champion within area committees, will allow a regular and consistent update of ongoing activities, with the provision of regular reports and presentations to the area committee regarding local progress in improving outcomes. Additionally there may be informal arrangements in place with ward councillors regarding specific ward related issues.

MANAGEMENT AND CO-ORDINATION

PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:

The Director of Children's Services Unit is responsible for the strategic management and leadership of children's services but does not have day-to-day operational management responsibilities for the key children's services. Operational management for council run services, for example Early Years and Youth Services, are delivered and managed by the relevant Chief Officer. These Chief Officers, along with providers such as Education Leeds, Leeds Primary Care Trust and the voluntary sector, together with the Director of Children's Services form the Children's Services Leadership Team, which operates within the context of the wider children's trust arrangements.

TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:

Centrally Managed Service With Management Contacts for Each Area	Undertaken by Chief Officers on behalf of the Director of Children's Services
Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination	Locality Enablers, on behalf of the Director of Children's Services, coordinate and influence the work of partners in the development of a local area plan.

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

The Children and Young Peoples Plan
The Children Act 2004
Education and Inspections Act
The Childcare Act.
Every Child Matters Agenda – the 5 outcomes
The National Service Framework (NSF) for Children, Young People and Maternity Services
The Five Year Education Strategy
The Ten Year Childcare Strategy
Choosing Health
Youth Matters
Care Matters
The Ten Year Youth Strategy - Aiming High
The Children's Plan

The CYPP supports the ['Vision for Leeds'](#) and the Local Area Agreement through recognizing how improvements in these strategic aims will benefit the lives of children and young people in Leeds.

LINKS TO OTHER CITY COUNCIL SERVICES:

City Council Services e.g. Social Care, are partners within the local Children Leeds partnerships and therefore have an active part in achieving the outcomes within the local plan. Increasingly this relationship is reaching into other less obvious areas, such as housing, which impact significantly on outcomes for children and young people.

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Other Public Sector Services, e.g. health and police, are partners within the local Children Leeds partnerships and therefore have an active part in achieving the outcomes within the local plan. This is particularly the case for those partners named as 'relevant partners' such as police and probation. Representatives of the area Local Safeguarding Children's Board and also the Area Management Board (Education) are also members of the local Children Leeds partnership

CONTRACT / COMMISSIONING**DESCRIPTION OF ANY CONTRACT / COMMISSIONING / SERVICE LEVEL AGREEMENTS FOR SERVICE / FUNCTION:**

Some partners, including council services, will act in the role of provider/commissioner. In these cases hosting agreements will be in place. The agreement acknowledges and places on record a *leadership* role for the specific area of work being undertaken by the partner on behalf of the Director of Children's Services. It provides for the leadership of, and a framework for, securing effective partnership working to develop new strategies, initiatives, pilots or projects as required. The Agreement document will form an appendix to the Service Improvement Plan/Business Plan of the partner service / agency.

ANY KEY CURRENT / FUTURE ISSUES FOR AREA COMMITTEE TO BE AWARE OF REGARDING SERVICE / FUNCTION

The Children Leeds area (wedge) partnerships are presently in the initial stages of discussion with Schools AMB (Area Management Boards) around becoming a single more cohesive partnership that will encourage and enable more integrated working, as part of ongoing work to develop the Children's Trust Arrangements, specifically the locality dimension. This work is being undertaken to ensure a more effective mechanism for delivery of outcomes for children, young people and families, within the context of both the Area Delivery Plan and the Leeds Strategic Plan.

Appendix to Local Children and Young People's Plan Function Schedule

Priorities for improving outcomes:

Every Child Matters Outcome	Priority	Long Term Priority	Short term priority
Stay Safe	1: Safeguarding	Embedding a safeguarding culture	Improving the assessment and care of children in need
	2: Safe communities	Strengthening community safety and cohesion	Reducing bullying
Be Healthy	3: Emotional Wellbeing	Promoting emotional wellbeing for all	Improving services for children, young people and families with additional mental health needs
	4: Activity and obesity	Reducing obesity	Raising activity
	5: Sexual Health	Improving sexual health for all	Reducing teenage conception
Enjoy and Achieve	6: Secondary Progress	Improving the progress made in secondary schools	Narrowing the achievement gap for vulnerable pupils
	7: Early Learning	Improving early learning	Narrowing the achievement gap for children in the most deprived areas of Leeds
Make a positive contribution	8: Positive opportunities	Enhancing positive opportunities in and out of school	Reducing antisocial behaviour
Achieve Economic Wellbeing	9: Qualifications and skills at 19	Raising qualifications and skills levels for 19 year olds	Reducing the proportion of vulnerable groups not in education, training or employment
ALL	10: Narrowing the gap in outcomes for the most vulnerable children and young people		

Priorities for improving services:

Every Child Matters Outcome	Long term priority	Short Term Priority
Service Management	Extended services for every neighbourhood	Roll out of extended services in schools and children's centres
Service Management	Parenting support for all	Proactive, tailored support for families facing the most severe challenges
Service Management	Personalised, joined up support for all	Roll out of Common Assessment Framework, Budget Holding Lead Professional and Individual learning plans

Area Committee Roles – 2008 / 09

FUNCTION:	Health and Wellbeing
DESCRIPTION	
HEADLINE INFORMATION: Health and well-being: the Council is required to play a key role in improving health and tackling health inequalities for the people of Leeds including the delivery of high quality social care services. The Director of Adult Social Services holds accountability for these actions, by ensuring coordinated and focused activity across Council services and with key partners such as the Leeds PCT. To be effective action needs to be coordinated at the local level and the Leeds PCT is organising its resources to achieve this. Area Committees will play a key role in influencing local priorities and action, and monitoring the health and well-being related targets linked to the Leeds Strategic Plan. Adult Social Care will support Area Committees in this work by liaising with key partners and services to present regular reports on the outcomes being achieved at the local level and seeking member's views on priorities and action plans.	
OVERVIEW OF RESOURCES: Resources to deliver Health and Wellbeing improvement priorities within the Leeds Strategic Plan	
TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL: (E.g. service plan, development plan, service standards, action plan, local priorities Service Plans Health and Wellbeing Strategy (under development) Leeds PCT Local Delivery Plan	
EXECUTIVE MEMBER: Councillor Peter Harrand	
RESPONSIBLE OFFICERS: DIRECTOR: Sandie Keene CHIEF OFFICER: John England LEAD OFFICER FOR FUNCTION SCHEDULE: John England	

OUTCOMES AND PERFORMANCE INFORMATION**LINK TO LEEDS STRATEGIC PLAN OUTCOMES:**

Reduced health inequalities through the promotion of healthy life choices and improved access to services.

Improved quality of life through maximising the potential of vulnerable people by promoting independence, dignity and respect.

Enhanced safety and support for vulnerable people through preventative and protective action to minimise risks and maximise wellbeing.

IMPROVEMENT PRIORITIES:

Reduce premature mortality in the most deprived areas

Reduction in the number of people who smoke.

Reduce rate of increase in obesity and raise physical activity for all.

Reduce teenage conception and improve sexual health.

Improve the assessment and care management of children, families and vulnerable adults.

Improved psychological, mental health, and learning disability services for those who need it.

Increase the number of vulnerable people helped to live at home.

Increase the proportion of people in receipt of community services enjoying choice and control over their daily lives.

Improve safeguarding arrangements for vulnerable children and adults through better information, recognition and response to risk.

GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:

(E.g. SOA, ward, quarterly, yearly)

SOA level – citywide

Quarterly and annually

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

The primary focus should be the outcomes, improvement priorities and targets within the Strategic Plan relating to health and well-being.

PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:

Through the Area Delivery Plan, and by working with key partners such as the Leeds PCT and Practice Board Commissioning Groups. The Area Committee role is one of influence, and an important conduit for the early identification of health priorities for the local area.

HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE:

(E.g. formal and informal arrangements, frequency)

We are seeking to agree with Leeds PCT on joint reporting mechanism for the health and well-being theme. It is proposed to meet with each Area Committee on at least an annual basis, and more frequently, as required for those area committees covering SOA's with greatest health inequality indices.

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:**

City Council co-ordination accountability – Director of Adult Social Services co-ordinated via the Health and Well-being Strategic Leadership Team. Joint arrangements with Leeds PCT and other key stakeholders are through the Healthy Leeds Partnership and the recent formation of the Joint Strategic Commissioning Board under the aegis of the partnership.

TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:

Centrally Managed Service With Management Contacts for Each Area	Delivery structures under development, drawing from the Children's Services model.
Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination	

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

Health and Well Being Strategy (under development)

LINKS TO OTHER CITY COUNCIL SERVICES:

The health and well-being theme within the Strategic Plan has links to all five Directorates within the Council. There is a particularly strong link with Children's Services, as many of the specific targets relate to children and young people. However the outcomes we are working to achieve in the medium to long term relate to the whole population.

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Leeds PCT and Health Service Trusts. Adult Social Care works closely with a range of public sector partners including West Yorkshire Police, Department for Work and Pensions, West Yorkshire Passenger Transport

Area Committee Roles – 2008 / 09

FUNCTION:	Conservation Area Reviews
DESCRIPTION	
HEADLINE INFORMATION: A programme to review 16 designated conservation areas; in each case to assess its special character, to propose any changes to its boundary and to make proposals for its management.	
OVERVIEW OF RESOURCES: The work is being undertaken by the Sustainable Development Unit within the City Development Directorate	
TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL: A quarterly written update on progress	
EXECUTIVE MEMBER: Cllr Andrew Carter, Development	
RESPONSIBLE OFFICERS: DIRECTOR: Jean Dent, City Development CHIEF OFFICER: Steve Speak, Chief Strategy & Policy Officer LEAD OFFICER FOR FUNCTION SCHEDULE: Richard Taylor, Conservation Team Leader, SDU	

OUTCOMES AND PERFORMANCE INFORMATION**LINK TO LEEDS STRATEGIC PLAN OUTCOMES:**

Please see SDU Service Plan 2008-09

IMPROVEMENT PRIORITIES:

To produce up-to-date conservation area boundaries, appraisals and management plans

GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:

Quarterly reporting

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

Review of conservation areas.
Ward members directly involved in consultation process.
Area committee overview and financial support through previously agreed well being allocations.

HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE:

Quarterly written report

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

Centrally Managed Service With Management Contacts for Each Area	Centrally managed by SDU, with contacts in each Area
Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination	

ANY KEY CURRENT / FUTURE ISSUES FOR AREA COMMITTEE TO BE AWARE OF REGARDING SERVICE / FUNCTION

Opportunity for Area Committees to fund a continuation of programme beyond 31 March 2009 to review remaining designated conservation areas and to consider new ones.

HEADLINE CITYWIDE FINANCIAL INFORMATION FOR RESPONSIBILITIES**Citywide Budget For Service / Function 08/09****£000s****Net Revenue Budget****115.5****Net Capital Budget****Nil****Key Funding Sources**

Funding Provider	£000s	%
LCC	115.5	100
Net Budget	115.5	100

DESCRIPTION OF WHAT THE BUDGET REPRESENTS:

Revenue funding for salaries, on-costs and supplies.

DESCRIPTION OF THE FORMULA USED FOR APPORTIONING BUDGET ACROSS DIFFERENT AREAS:

Agreed costings of between £6k and £8k dependent on size of each area and whether community group directly involved with the work

REASONS WHY THIS PARTICULAR FORMULA WAS SELECTED:

Consistency, fairness and need for budgets to be in place at start of programme to allow temporary staff to be engaged

DETAIL OF ANY SIGNIFICANT SERVICE / BUDGET VARIATIONS ACROSS THE CITY:

Variations as shown in table below result from previous decisions taken by the Area Committees

AREA COMMITTEE BREAKDOWN – Conservation Area Reviews

(Please complete as relevant for service/function)

		City Wide	East		North East		North West		South		West	
			Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer	Inner	Outer
Service Standards and Performance												
<i>Number of completed CA reviews</i>	Target for 08/09		0	2	2	4	0	2	0	2	2	2
	Mid year progress											
	Year end outcome											
Resource Availability												
Percentage of budget allocation			0	14	12	26	0	10	0	14	10	14
Net Revenue Budget	Budget for 08/09		0	16,000	14,000	29,500	0	12,000	0	16,000	12,000	16,000
	Mid year progress											
	Year end outcome											

Other roles without detailed additional information at present

Grounds Maintenance

This covers various elements of maintenance work including grass cutting, shrub and rose bed maintenance and hedge maintenance. The current Ground Maintenance Contract runs to February 2010.

Environmental Services currently has the contract administration function for this contract which it carries out on behalf of the three ALMO's and Highways Services. An annual Service Improvement Plan is produced and ways to engage local members in this will be considered over the course of 2008/09.

A procurement timetable is in place for a new Grounds Maintenance Contract from March 2010. Work on this will include details on the contract package, contract administration and opportunities for the involvement of local Members in service planning, prioritisation and monitoring. There is currently, therefore, no detailed function schedule for this function at present.

Area Based Regeneration Schemes and Town and District Centre Projects

Area Committees will have responsibility for formal consultation and monitoring of area based regeneration schemes and town and district centre projects. Consistent arrangements for this will be developed, linked to the implementation of a new staffing structure in the Regeneration Service and based on experience to date with a number of local schemes. Any future new capital funding availability would be subject to a process to be agreed by Executive Board. A more detailed function schedule for this responsibility will be developed over the course of 2008/09.

Advertising on Lampposts

The council has agreed a 15 year contract for the installation of advertising on lamp posts. This will generate income for each site and may eventually result in advertising on around 800 sites across the City. Area Committees will receive a 20% share of the annual income for every lamp post site which has planning consent to spend on local priorities.



Report of the Director of Environment & Neighbourhoods Directorate

Outer South Leeds Area Committee

Date: Monday 1st September 2008

Subject: Priority Neighbourhood Worker and Neighbourhood Improvement Plans

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

The Outer South Area Committee's response to the Narrowing the Gap Agenda has in part been the commitment to priority neighbourhoods through Neighbourhood Improvement Plans (NIPs). To continue the commitment to priority neighbourhoods and to achieve the Area Committee's enhanced role of community engagement, this report outlines a proposal for a programme of NIPS 2008 – 2011 and to continue funding a Priority Neighbourhood Worker for three years to deliver these key Area Committee responsibilities.

1.0 Purpose Of This Report

- 1.1 To propose a process for the development and delivery of Neighbourhood Improvement Plans to address the key issues in nine 'priority neighbourhoods' across the Outer South, 2008 – 2011. To seek approval for a series of Ward Member consultations to prioritise and agree the phasing of the improvement planning in the nine neighbourhoods.
- 1.2 To seek approval, subject to annual Executive Board approval of the delegated Wellbeing Budget, to fund a Priority Neighbourhood Worker post for three years to support the NIP process and future community engagement events.

2.0 Background Information

- 2.1 In response to the Narrowing the Gap aim of the Vision for Leeds 2004-2020, the Area Committee developed NIPs. In September 2004, the Area Committee identified several Priority Neighbourhoods on the basis of the levels of deprivation and instances of recurring issues such as anti social behaviour and environmental issues.

- 2.2 To support the delivery of the NIPs, Area Committee approved funding for a Priority Neighbourhood Development Worker for twelve months. The PNDW was commissioned in November 2006 to be delivered by South Leeds Health for All (SLHFA), on behalf of the Outer South Area Committee.
- 2.3 Following the success and impact of the PNDW of engaging with the community and developing residents capacity, funding for the post was extended at the July 2007 Area Committee meeting for a further six months until March 2009. In February 2008, Area Committee continued the project with an additional year of funding to 31st March 2009.
- 2.4 The PNDW left the post on August 8th to start new employment with Leeds Ahead. As the funding is currently only until the end of March 2009, it is proposed to approve a three year project before recruiting to the post.
- 2.4 The report presented earlier to members on Area Committee Roles 2008/09 outlines Community Engagement as an enhanced role of the Area Committee. The Priority Neighbourhood Worker will be a key resource in ensuring the Area Committee delivers this agenda.

3.0 Neighbourhood Improvement Plans 2004 - 2008

- 3.1 The NIP programme began in 2004 and brought together the resources of partners to tackle issues identified through consultation with residents, members and officers. The working groups established to steer their Neighbourhood Improvement Plan, consider and propose coordinated actions to better tackle these issues. Three to five issues are identified and between one to four key projects are proposed to address the issue. The action plan details responsible agency, timescale and resource implications. The NIP is chaired by a Ward Member, and coordinated by the Area Management Team.
- 3.2 In 2004, the NIP process identified nine priority areas. These were planned to be delivered in three phrases due to resource and time restraints of Area Management and partners:

Phase 1	Newlands and Denshaws, Morley South Eastleighs & Fairleighs, Ardsley & Robin Hood John O'Gaunts, Rothwell
Phase 2	Wood Lane Estate, Rothwell Fairfaxes, and Oakwells, Drighlington, Morley North The Harrops, Morley South
Phase 3	Springbanks & Moorlands, Gildersome, Morley North Northfields, Ardsley & Robin Hood Parts of Oulton and Woodlesford

- 3.3 Each NIP has a dedicated ringfenced revenue fund from Area Committee Well-being Budget in addition to the services provided by partners involved in the NIP.
- 3.4 In the period 2005 – 2008 NIPs have been implemented in Newlands and Denshaws, John O'Gaunts and Eastleighs Fairleighs. Support work has also been

carried out in Wood Lane and Oakwells Fairfaxes. A plan of improvement is underway for Wood Lane Shops and Drighlington 'Big Spender' and The Children's Project have impacted on Oakwells Fairfaxes.

4.0 Neighbourhood Improvement Plans 2008 - 2011

4.1 As part of the development of the 2008-11 Area Delivery Plan and the release of the Indices of Deprivation 2007 statistics, the nine 2004 NIPs have been reviewed and a new priority list produced.

4.2 The table below ranks the top sixteen Outer South SOA's from most deprived to least deprived. These are illustrated in geographically in **Appendix 1 (Copies of this document will be made available at the meeting)**.

IoD Rank	SOA Neighbourhood Area	Ward
6306	E01011632 Wood Lane Estate	Rothwell
6803	E01011540 Newlands and Denshaws	Morley South
6817	E01011552 Eastleighs / Fairleighs	Ardsley & Robin Hood
7042	E01011544 Newlands and Denshaws	Morley South
7251	E01011499 Winthorpes	Ardsley & Robin Hood
7342	E01011538 Eastleighs / Fairleighs	Ardsley & Robin Hood
7778	E01011547 Harrops & Elmfields	Morley South
8133	E01011529 Oakwells / Fairfaxes	Morley North
8227	E01011627 John O'Gaunts	Rothwell
8238	E01011639 John O'Gaunts	Rothwell
8245	E01011532 Farm Hill Road, Asquith Avenue, Ingle Avenue	Morley North
9327	E01011519 Moorland Ave, Spring Ave, Spring View	Morley North
10514	E01011541 Morley Town Centre	Morley South
10638	E01011495 Throstles and Martingdale Drive	Ardsley and Robin Hood
11454	E01011546 Harrops	Morley South
13578	E01011523 Finkle Lane, Street Lane, Gildersome	Morley North

4.3 It is proposed not to use the following three SOA's within the NIP process:

- E01011495 SOA ranked 10638, straddles the two Wards, Ardsley & Robin Hood and Middleton Park. As a result, contains streets within Inner area which is receiving INM area support.
- E01011541 SOA ranked 10514, is part of Morley Town Centre which the Area Committee funded Town Centre Management project targets key issues.
- E01011523 SOA ranked 13578 is the lowest ranked SOA. Area Management and partner resources are finite and it is recommended that a limit of nine NIPs is approved as deliverable target.

4.4 The remaining 13 SOA areas will form the nine areas which are suggested to benefit from the NIP process due to their rankings in the worst 10% or 20% in domains of the IoD information. Taking into account available resources within Area Management and partners involved in the NIPs, it is not possible to develop and deliver NIPs for all nine areas. It is proposed that the phased approach is continued.

- 4.5 Currently active NIPs would continue to receive support from the Priority Neighbourhood Worker and Aire Valley Homes Customer Involvement Officers, with an exit strategy for the NIP to be identified and implemented by March 2009.
- 4.6 To emphasize that NIPs are a time limited process, a timescale of ten months would be outlined to partners for the implementation of the action plan. However, it is proposed that the PNW would continue to support residents associations in previous NIP areas as appropriate. The phases outlined below indicate the NIPs to be delivered each year but also recognise that there is an important element of support from the PNW to the residents within completed NIPs.

Phase 1 – 2008/09

NIPs

Ward	SOA	2007 IoD Ranking	Area
Rothwell	E01011632	6306	Wood Lane
Morley North	E01011529	8133	Oakwells Fairfaxes

Supported Areas

Ward	SOA	2007 IoD Ranking	Area
Rothwell	E01011627	8813	John O'Gaunts
	E01011639	6562	
Ardsley & Robin Hood	E01011552	6817	Eastleighs Fairleighs
	E01011538	7342	
Morley South	E01011544	7042	Newlands and Denshaws
	E01011540	6803	

Phase 2 – 2009/10

NIPs

Ward	SOA	2007 IoD Ranking	Area
Morley South	E01011546	11454	Harrops and Elmfields
	E01011547	7778	
Ardsley & Robin Hood	E01011499	7251	Winthorpes

Supported Areas

Ward	SOA	2007 IoD Ranking	Area
Rothwell	E01011632	6306	Wood Lane
Morley North	E01011529	8133	Oakwells Faifaxes
Rothwell	E01011627	8813	John O'Gaunts
	E01011639	6562	
Ardsley Robin Hood	E01011552	6817	Eastleighs Fairleighs
	E01011538	7342	
Morley South	E01011544	7042	Newlands and Denshaws
	E01011540	6803	

Phase 3 – 2010/11

NIPs

Ward	SOA	2007 IoD Ranking	Area
Morley North	E01011532	8245	Farm Hill Asquith Road Ingle Avenue
Morley North	E011011519	9327	Moorland Avenue Springbank Avenue and Spring View

Supported Areas

Ward	SOA	2007 IoD Ranking	Area
Morley South	E01011546	11454	Harrops and Elmfields
	E01011547	7778	
Ardsley & Robin Hood	E01011499	6341	Winthorpes
Rothwell	E01011632	6306	Wood Lane
Morley North	E01011529	8133	Oakwells Fairfaxes
Rothwell	E01011627	8813	John O'Gaunts
	E01011639	6562	
Ardsley Robin Hood	E01011552	6817	Eastleighs Fairleighs
	E01011538	7342	
Morley South	E01011544	7042	Newlands and Denshaws
	E01011540	6803	

- 4.7 2008-11 NIPs will continue to use a multi agency steering group to guide and monitor the NIPS. Representatives from agencies will set on the NIP steering group along with representatives from the Residents Association. Ward members will continue to chair the NIP meetings and it is requested that chairs for each NIPs are nominated. If the Councillor who chairs the NIP meeting can not attend it is suggested that in the absence of a local Councillor that the Area Management Officer act in this capacity.
- 4.8 It is proposed that the 2008-11 NIPs have a standard level of elements to them. These will be:
- A community consultation event or survey to find out community views and key issues.
 - A Steering Group is established to be chaired by a Ward Councillor and which has representatives from agencies and the residents association.
 - Action Plan to be produced that includes projects to target 3 – 5 key issues in the area. This will include targeted work linked with ADP actions e.g. distributing information on training and employment, financial inclusion and fuel poverty.
 - PNW to establish or support an existing residents group, and develop an annual calendar of activities which should include a community charter, a community clean up, a quarterly residents newsletter to be compiled and distributed by residents with support from PNW, a community fun day organised by the residents with support from the PNW
- 4.9 The PNW is key to develop the capacity of residents to deal with issues and contact agencies within a core service to assist. It is suggested that a community charter is a format to ensure the community understand what to expect from each agency and how to get in contact is there are any problems.
- 4.10 To support the NIP process the Area Committee is recommended to ringfence £5,000 for each NIP area. This revenue funding will be used to complete specific projects such as youth provision, environmental improvements and community events.
- 4.11 Members are asked to agree in principle the NIP programme 2008-11 and agree to Ward based member consultation meetings to give final approval to programme.

5.0 Priority Neighbourhood Development Worker

- 5.1 The Priority Neighbourhood Development Worker post focuses on community development and capacity building in the Neighbourhood Improvement Areas which in turn contributes to the Narrowing the Gap and Community Cohesion agenda.
- 5.2 The PNDW employed for the last 18 months left on the 8th August having secured new employment at Leeds Ahead. The current post only has funding up until the 31st March 2009. As a result of the work outlined in this report and recognising the current staffing resources in Area Management, it is recommended that the post is funded for a further three year period to follow the timescales of the new ADP. This ensures the Area Committee are fulfilling its delegated responsibility of community engagement and supports further capacity building being undertaken as part of the NIP programme.
- 5.3 Over the past 18 months the PNDW has continues to work in target NIP areas. This has involved assisting in the further development of existing Resident Associations by supporting them in planning, organising and managing their own community initiatives and projects. This has enabled further community empowerment in those areas.
- 5.4 The Priority Neighbourhood Worker is key to delivering the programme of consultation events in the Outer South.
- 5.5 Tasking role – Tasking in Morley and Rothwell is led by local Neighbourhood Policing Teams. The meeting includes Anti Social Behaviour Unit, Aire Valley Homes, Police, Probation and Area Management sharing information to co-ordinate and support resolving crime issues in the Outer South. The PNW attending these meetings provides a direct link between the NIPs, tenants and residents associations and tasking. The PNW attendance provides a link between the Area Management and crime prevention agencies to communicate relevant projects between all partners.
- 5.6 The table below outlines to proposed timescale for recruiting the PNW post 2008/11. It is recommended that members approve the three year funding and the advert for the vacancy is posted as soon as possible.
- 5.7

Task	Date 2008
Approval of funding by Area Committee	Early September
Advertisement of vacancy	Mid September
Interviews	Early October
Successor works notice period	October
Start Date	Mid November

6.0 Implications For Council Policy and Governance

- 6.1 Under proposals from the Executive Board Area Committees have a more central role in overseeing the extent of community engagement within their area.

- 6.2 The role of the PNW and the NIPS detailed in the report is in line the 'Narrowing the Gap' and the councils commitment to community cohesion.

7.0 Legal and Resource Implications

- 7.1 There are no legal implications as a result of this report.
- 7.2 There are resource implications on the revenue Wellbeing Budget if members approve the three year Priority Neighbourhood Worker Post and ringfenced amounts for NIPs in future years
- 7.3 Funding for the post and NIPs would be subject to an annual Wellbeing Budget approval from the Executive Board.

8.0 Recommendations

- 6.1 Members are asked to approve the proposed programme of NIPS.
- 6.2 Members are asked to approve three years of funding, subject to annual Executive Board approval of the delegated Wellbeing budget, for a Priority Neighbourhood Worker to be employed by South Leeds Health for All.
- 6.2 Members are asked to agree the ringfenced revenue Well being Funding of £5,000 for each NIP.

Background Papers

- Priority Neighbourhood Improvement Plans 18th October 2004
- Well Being Report 3rd April 2006
- Priority Neighbourhood Development Worker 2nd July 2007
- Priority Neighbourhood Development Worker 25th February 2008



Report of the Director of Environments & Neighbourhoods Directorate

South Leeds (Outer) Area Committee

Date: Monday 1st September 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 CCTV

2.1 As a result of the discussion about CCTV schemes at the July meeting, a protocol and monitoring form are being developed for use by local groups involved in running CCTV schemes. The draft monitoring form is attached (**Appendix 1**). The monitoring process will inform the Area Committee on how best to support current and existing schemes to meet the required legislation through training, installation, operation and working with partners. It will establish a baseline position about the current status of existing schemes. The protocol will be the means by which groups will be able to demonstrate how they are complying with the legal requirements of CCTV schemes.

2.2 A report outlining a corporate approach to CCTV schemes in Leeds is being drafted and to be presented to Corporate Leadership Team for discussion. The report will cover a range of issues including procurement of systems to standards of operations. This report will provide the basis for an update on CCTV in Outer South and members are asked to agree to receive this report following its discussions at CLT.

3.0 Smithy Lane Recreational Ground

3.1 The Smithy Lane Recreational Ground Steering Group met for a second time on Monday 4th August. The Steering Group is chaired by a Ward Councillor and comprises members from Aire Valley Homes, Area Management, Parks and Countryside, Tingley Tenants and Residents Association and local young people. The meetings have been very positive and successful in engaging with residents and partners to develop the project further following Area Committee support of £6,500 towards design and consultation fees.

3.2 The group discussed the consultation process for the Smithy Lane Recreational Ground. The consultation masterplan map and leaflet were circulated for comment before being distributed to houses within the NIP area and houses located around the edge of the Rec. The consultation details were sent out week commencing the 18th August. Deadline for responses will be the 12th September and the next Steering Group meeting will be held on 22nd September to discuss the results. A report detailing the consultation results and proposing a way forward will be presented at a future Area Committee meeting.

4.0 Thorpe Recreation Ground

4.1 The tenants and residents association have had 3 meetings to discuss the recreation ground and their wish list for the playground.

4.2 Following the second meeting a number of the members visited several sites around Leeds to look for ideas and suggestions, following which they held a consultation event with local children who have drawn up their own wish list for the recreation ground. General comments would appear to be that the play area follow the same lines as Lofthouse and Winthorpes play areas.

4.3 At the last meeting it was agreed that the group would send this information pack on to Vicky who would brief the architect involved in the project. At the same time the architect has visited the site to complete a site investigation and levels survey which will help determine exactly where the equipment can go.

4.4 The current feeling is the playground should be built on the site of the original playground. The landscape architect is currently working on the sketch designs which it is hoped will be complete by the end of Aug in time for the next tenants and residents meeting.

4.5 Once agreed the plans will be distributed around the village and displayed in prominent buildings including possible the school and meeting room to enable residents to comment on the plans.

5.0 Cleaner Neighbourhoods Sub Group

- 5.1 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. An Education and Awareness Officer and a representative from the new Environmental Action Team have been invited to become members of the group to comment on key issues of enforcement and education in relation to environmental issues.
- 5.2 Issues are addressed through an action plan that incorporates Area Delivery Plan (ADP) priorities and short term issues raised by residents and members. At the last Sub Group meeting, members agreed that a new action plan needed to be developed to represent the new Environment section of the 2008-11 ADP. The ADP Environment theme has 27 actions which will be prioritised for the Cleaner neighbourhoods Sub Group to focus on and also a list of actions that require monitoring.
- 5.3 Environmental Services and Area Management staff have been liaising with finance officers in relation to the purchase of the Glutton street cleansing machine for Morley town centre. Match funding towards the machine was received from Morley Town Council and Environmental Services ordered the machine from the supplier. The Glutton arrived on Tuesday 19th August and following staff training, Environmental Services aim for it to be operational no later than Monday 25th August.
- 5.4 The Environmental Pride initiative is now operating a new process which utilises the regular Aire Valley Homes (AVH) estate walkabout to create the task list of environmental improvements for the pride days to tackle. Area Management have requested Aire Valley Homes to identify locations for future Environmental Pride days. A meeting has been arranged for Monday 8th September with partners to review initiative in August and ensure a programme of locations is planned for 2008/09.

2008	August 20 th	Winthorpes	Ardsley and Robin Hood
	September 17 th		Morley North
	October 15 th		Rothwell
	November 19 th		Morley South
	December 17 th		Ardsley & Robin Hood

2009	January 21 st	No Environmental Pride to allow post Christmas catch up.	
	February 18 th		Morley North
	March 18 th		Rothwell
	April 22 nd		Morley South

Area Management continue to emphasis to partners that community groups wanting to carry out a community clean up, can be supported through the community skips budget.

- 5.5 Environmental Services have provided an update on 05/06 and 07/08 litterbin installation (**Appendix 2**). Environmental Services have completed audits for litterbin locations in Morley South, Rothwell and Ardsley Robin Hood and are now arranging the audit locations for the Morley North locations. Those scored less than 9 on the audits are not suitable locations for litterbins and alternative locations need to be sought. Appendix 2 outlines locations that are not suitable and alternative locations. Members are asked to approve these alternative locations. Area Management are currently negotiating sites for Rothwell. Input will be sought from Members and

Tenants and Residents Association in identifying sites. A location of sites will then be confirmed to ward members for approval.

- 5.6 The Cleaner Neighbourhoods Sub Group has identified dog fouling as a problem across the Outer South. Highways department have stickers available for lampposts and bins that inform public on waste disposal and fines. Requests from residents in Gildersome and North Churwell to the Dog Warden patrol for five streets have led to stickers being put in place. Members are asked to nominate priority areas where stickers would be useful to tackle dog fouling. Members are asked to send street names to the Area Management Team.

6.0 Town & District Centre Regeneration Scheme

- 6.1 To complete the works at Marsh Street, the Area Committee in July was informed that the Programme Board had considered a proposal and agreed a scheme of environmental works which have been developed by Parks & Countryside. Once the necessary approvals are complete it is expected that work will begin on site in September.

- 6.2 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 and work on the Lay by began on site week commencing 18th August. Meanwhile, officers continue to pursue Section 215 notices on several properties.

7.0 Queensway Car Park Morley

- 7.1 Pay and Display Machines and signposts, without the signs, have now been installed at Queensway Car Park. The machines have an electricity supply and tickets have been delivered. The scheme is not yet operational as the legal team need to complete a Traffic Regulation Order (TRO). This TRO allows the restrictions to be enforced and tickets to be issued to those vehicles that contravene the restrictions.

- 7.2 Parking Management Officers have partly implemented the scheme to help with the traffic management of the car park. This means that the machine is turned on and signs are erected so that motorists display the tickets but enforcement officers patrolling the car park are only a visible deterrent and would not be able to issue parking tickets.

8.0 Community Centres Update

- 8.1 Officers from South East Area Management met with St Gabriel's Management Committee on 22nd July to talk through various questions they had regarding the role of the management committee, lettings at the facility and other issues relating to repairs and insurance. Indicative dates for reporting back to Area Committee on the progress at the centre were also outlined. Officers will attend further meetings of the committee, when required to do so, to answer any questions which the group may have. It has been made clear that support is available when the management committee require it and Area Management have offered to assist with the printing of a letter outlining the activities that are taking place at the facility for distribution by the Management Committee to residents in East Ardsley.

- 8.2 In April, Area Committee supported the relocation of users from Peel Street to Lewisham Park with £1,000 for the provision of new furniture. This funding contributed towards the total costs of new armchairs, new tables and a storage trolley for the tables. It has been requested, that the centre requires a further three tables and a trolley to manoeuvre the chairs more easily around the centre, this would cost £384.55. Youth Service has been asked if they could make a contribution towards these additional cost, as they are the main users but don't have any budget for equipment at facilities they use. All contingency funds set aside for community centres held within the central Policy and Planning Team, who covered £1,500 of the initial costs, are now fully allocated so could not cover these additional items. It is requested that Area Committee agrees to support the additional £384.55 for Well Being funding.
- 8.3 In conjunction with this, the quality of furniture in other Area Committee facilities has also been reviewed - Gildersome Youth Club has been highlighted as a centre in urgent need of new tables and chairs. Morley Town Hall had new chairs purchased for the Alexandra Hall; some of the old chairs are set to be moved to Gildersome Youth Club due to the current condition of the existing ones. The poor quality of the tables has also been highlighted but there are no surplus tables of a better standard to replace these. Corporate Property Management has suggested that 10 new tables and a storage trolley should be purchased; this would cost £981.63, £813 for tables and £168.63 for the trolley. Area Committee are requested to consider funding this amount from the community centres pot, as there is no other funding available to cover costs of new furniture.

9.0 Morley Literature Festival

- 9.1 The Organising Committee continue to meet monthly to review and discuss the preparations for the Festival. Recent milestones include the launch of the independent Morley Literature Festival website, www.morleyliteraturefestival.co.uk. The website provides details of the programme of events, how to buy tickets and how to become a 'Friend of Morley Literature Festival'.
- 9.2 The latest headline act to be confirmed is the journalist Kate Aide who will be talking about her book 'Into Danger' and how some people are attracted to danger. A great deal of interest has been generated by the announcement of Anthony McGowan, author of the hard hitting book, 'The Knife That Killed Me', about knife crime which is set in Leeds. It has attracted sponsorship from the Police and Royal Armouries. The topical nature of the event also offers the festival publicity opportunities nearer the festival week.
- 9.3 Through the Organising Committee partners continue to support the event. The Library will be holding events in Morley, Drighlington and Gildersome. The Town Centre Management project has generated interest from the businesses to be involved with the festival.
- 9.4 Following the recommendations from the Evaluation Report of the 2007 festival, the Director is looking at holding events in the wider community. The Newlands and Denshaws Residents Association recommended approaching the Newlands Luncheon Club for an event within Newlands. The Director and Area Management are also working with Drighlington Parish Council regarding an event within Drighlington.

- 9.5 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. An application for funding to Yorkshire Arts Council has been submitted for £5,000 and the results of which should be known by mid September. Sponsorship has been secured from Land Securities, Police, Libraries, Royal Armouries, Leeds Art Form and Education Leeds. The organising committee have also recruited a volunteer to explore further sponsorship opportunities from the business community.
- 9.6 The Friends of Morley Literature Festival go from strength to strength. Following their first successful event they are now concentrating on the production of their first newsletter. They have an event planned for Thursday 25th September as a pre-festival event. It will focus on presentations inspired by different types of hats.

10.0 Participatory Budgeting

- 10.1 The Participatory Budgeting pilot in South Leeds continues supporting the successful projects through grant payments and advice on project delivery where required.
- 10.2 Area Management have been approached by Information Service for Tenants: Empowerment and Participation (InSTEP) to attend their Yorkshire and Humberside Conference in York on the 21st October to discuss and promote our PB pilot. InSTEP is a national organisation that helps to empower tenants in social housing. Area Management will run a workshop for guests at the conference to attend that will aim to show the principles of PB and to discuss the findings from our pilot. Area Management have approached Drighlington Parish Council with the proposal of attending and running the workshop in partnership. The Parish Council are consulting with members.

11.0 Rothwell 600

- 11.1 The organising committee for Rothwell 600 continues to flourish. The group was set up for one year to deliver the Rothwell 600 celebrations with support from the Area Management Team. The committee meets monthly to provide updates on all aspects of the work. These meetings continue to attract over 20 organisers and representatives.
- 11.4 With a balance of £146.00 remaining from the £15,000 Area Committee funding, the July Area Committee agreed to fund a further maximum of £2,000 subject to Rothwell 600 demonstrating that they have secured new match funding.

12.0 Coalfields Regeneration Trust Funding

- 12.1 The Coalfields Regeneration Trust (CRT) is an independent grant-making organisation that was established in 1999 to improve the quality of life in Britain's coalfield communities. Yorkshire is the biggest region they operate in, with 97 coalfield Wards. Leeds has three coalfield wards, of which Rothwell is one. Of the 15 Super Output Areas (SOA's) that cover Rothwell, three are eligible for funding:
- E01011632 Wood Lane Estate
 - E01011627 Sandybanks, Springhead Road and John O'Gaunts
 - E01011639 Home Lea, Spibey Lane and Temple Avenue.

- 12.2 In partnership with Area Management, South Leeds Health For All are submitting a bid to the CRT Round 4 Main Grant Programme of funding to meet all four of the CRT funding themes of Health & Wellbeing, Access to Employment, Education and Skills and Access to Opportunities.
- 12.3 A draft proposal (**Appendix 3**) was outlined to a CRT officer on the 7th August and was well received. A draft application form is to be presented the Yorkshire Regional Programme Manager on 21st August. It is proposed to request funding for a full time co-ordinator and two part time development workers focusing on Health and Well Being and Training and Enterprise development within John O'Gaunts and Wood Lane. It would be a large scale project for two years of intensive work within the eligible SOA's to support initiatives and development of a social enterprise that coordinated initiatives that meet the needs of residents. It is estimated that the bid will be for approximately £90,000 per annum and would operate January 2009 – March 2011.
- 12.4 Members are asked to discuss the match funding contribution of £5,000 from Wellbeing Budget towards the CRT project proposal.

13.0 Outer South Communications Budget

- 13.1 The Outer South Communications budget is a ringfenced amount of Wellbeing funding to enable effective communication and consultation on Area Committee issues in the Outer South. To date the 2008/09 budget has been used to support the production of the first of six Area Committee newsletters. The August edition has been distributed to local community venues and community groups on the Area Management database. The budget has also supported the production of the first John O'Gaunts Tenants and Residents Association newsletter. This was distributed in June. To promote the work of the Area Committee and the contact details for the Area Management Team an order of promotional stationery was made in time for the four community days in Outer South. This stationery includes pens, pencils, paper bags and notepads with the Outer South logo and telephone number on.

14.0 Recommendations

- 14.1 The Area Committee is asked to note the above information and make comment as appropriate.
- 14.2 Members are asked to comment on the draft CCTV monitoring form as outlined in 2.1.
- 14.3 Members are asked to agree to receive an update on CCTV in the Outer South as outlined in 2.2
- 14.4 Member are asked to consider and approve Appendix 2 litterbin locations as outlined in 5.5.
- 14.5 Member are asked to nominate priority areas for dog fouling stickers as outlined in 5.7.
- 14.6 Members are asked to consider and approve £384.55 revenue from the Community Centres revenue budget towards three tables and a trolley for Lewisham Park as outlined in 8.2

- 14.7 Members are asked to consider and approve £981.63 revenue from the Community Centre revenue budget towards ten new tables and a storage trolley for Gildersome Youth Club as outlined in 8.3.
- 14.8 Members are asked to discuss and comment on the draft CRT proposal as outlined in 12.3.
- 14.9 Members are asked to consider £5,000 match funding from the Wellbeing Budget towards to the CRT proposal as outlined in 12.4.

Background Papers:

- CCTV 7th July 2008
- Well being Report 7th July 2008
- Smithy Lane Recreational Ground 14th April 2008
- Thorpe Recreation Ground 25th February 2008
- Area Managers 7th July 2008
- Marsh Street Car Park February 2008
- Queensway Car Park 17th December 2007
- Conservation Area Reviews 10th September 2007
- Morley Literature Festival Evaluation Report 17th December 2007

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CCTV Monitoring Pro Forma

Dear xxx,

On behalf of your Area Committee I am writing to ask that you take the time to complete this short form. You received ...£xx.....from the Outer South Area Committee towards a CCTV scheme. Research needs to be undertaken to identify how the CCTV schemes supported by the Area Committee meet the required legislation. Further background information can be found in the enclosed committee report.

The information submitted will inform the Area Committee on how best to support current and existing schemes to meet the required legislation through training, installation, operation and working with partners.

Name of Group
Contact Name
Contact Address
Contact Tel Number
Email Address

1) When did the CCTV scheme become operational/come into use?

2) Who funded the installation and equipment?

3) Who funds the maintenance and other ongoing running costs?

4) Is your scheme part of Leedswatch?

5) Is your CCTV scheme operating/recording 24/7?

Appendix 1

6) a) Is your CCTV scheme monitored by a person during live recordings?

b) If so, by whom and what training have they received in relation to monitoring or reviewing CCTV images?

7) If your scheme is not monitored, who has access to the equipment and what training have they received in relation to monitoring or reviewing CCTV images?

8) a) Are the tapes from the CCTV video stored?

b) If yes, how long are they stored for?

c) What measures are taken to ensure their security?

9) Do police/other agencies have access to the tapes for evidence purposes?

10) How many times have the tapes been released to police or other agencies to view.

11) Have any prosecutions been made as a result of evidence from your CCTV system?

12) What support does your group need in order to comply with the legal requirements outlined in the attached report?

Locations for Additional Litterbin Allocation 2007/2008

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

Reference Number	No.	Location 1	Location 2	Passed Audit	Comments
o072	1	Batley Road	by the end of the footpath outside the Community Centre and Hill Top Primary	Yes	Fitted
o006	1	Bradford Road, Tingley	near shops	Yes	
o073	1	Copley Lane	entrance to the ginnel	Yes	Fitted
o038	1	Fall Lane	Falls estate somewhere around the Chinese take away opposite St Gabriel's Youth Centre	Yes	Fitted
o065	1	Green Lane	adjacent to the play area	Yes	Fitted
o066	1	Leadwell Lane	Halfway public house - replace small litter bin with larger (between sharp lane and leadwell lane)	Yes	Fitted
o053	1	Leadwell Lane	Robin Hood at bus shelter near house no 454	Yes	Fitted
o063	1	Leeds Road	Robin Hood between sharp lane and copley lane on the outward side from leads	No	removed low score
o046	1	Leeds Road	Lofthouse - near bus stop o/s 454 leads road	Yes	
o079	1	Leeds Road	Robin Hood at bus shelter near house no 450 1056 1		already a bin here
o039	1	Sarp Lane	War Memorial bin needs replacing after a car accident	Yes	Fitted
o008	1	Thorpe Road	East Ardsley - at bus stop number 16060	Yes	
o049	1	Woollin Avenue	up to Woollin Crescent	Yes	Fitted
	1	Gascoigne Road	Thorpe on the Hill, on right hand side a grassed area near the hairdressers.		
o007	1	longthorpe lane	clr dunn requested	Yes	fitted

Morley North 6 from new budget

Reference Number	No.	Location 1	Location 2	Comments
o069	1	Daffil Road	Bins to be replaced, bins were attached to lamp post but went missing a few weeks ago.	
o003	1	Drig Bypass	These need to be more substantial Parking area between drig and Gildersom rounabout - also make sure emptied	We have tried a more substantial bin and this did not work suggest another location (o093) If another location is not possible you will need more than one on Drig Bypass
o062	1	Elland Road	please replace litter bins which were on the bus stops at the junction with Daffil Road	
o012	1	Horsfall Street	outside no 2	Yes
o013	1	Kingsway	Junction with Moorside Road, Drighlington	
o014	1	Moorside Road	adjacent to the bottle bank site just a little further down at the three lane endes junction with this road, King Street & Wakefield road	
o093		Bank Avenue	this is from Clir Bradley (MTC)	

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

Reference Number	No.	Location 1	Location 2	Passed Audit	Comments
o017	1	Albert Road	Junction with Clough Street and Peel Street	Yes	
o070	1	Brunswick Street	just down from Hillcroft Fish and Chip Shop - there is a bin directly outside the shop and up the road from it but there is also a need for on further down the street to catch all (or some of) the litter that is currently being dropped by people	Yes	
o018	1	Bruntcliffe Lane	anywhere near the school	Yes	
o019	1	Melbourne Street		Yes	
o020	1	South Queen Street	near traffic lights	Yes	
o041	1	South Queen Street	opposite the doctors and pharmacy	Yes	
o021	1	Station Road	Car park	No	
o084	1	Troy Road	opposite where Troy Road meets Albert Road there is a footpath which leads down to Station Road.	Yes	
o071	1	Wesley Street	at the entrance to the ginnel at the top of Wesley Street that links Fountain Street	Yes	
o002	1	Westerton Road	Primary School, on Syke and Baghill Road	Yes	
o089	1	Wide Lane	Customer says there is a public litter bin on the front of 230 wide lane that is damaged customer says the door is broken and needs replacing		Alternative location suggested

Locations for Additional Litterbin Allocation 2007/2008

Rothwell 6 from new budget

Reference Number	No.	Location 1	Location 2	Passed Audit	Comments
o045	1	Eshalt Lane		No	
o011	1	North Lane		Yes	
o081	1	Queen Street		bin already there	
o113	2	JOG	One at the ginnel near to the Rose Lund centre that goes through to Fourth Avenue and on the junction of Third Avenue and Crescent Avenue.	Yes to both	
o031	1	Oulton Lane Rothwell Car Park		No	
o091	1	A639	in the layby on the A639 between the Motor Auctions to the Motorway.		Alternative location suggested
o067	1	Wood Lane	Replace litterbin at the lamp post on the bus stop outside Greggs Pantry. 324 Wood Lane		Alternative location suggested
	1	JOG	On at junction by First Avenue and Templelawn		Alternative location suggested

ROTHWELL CRT PROJECT

Yorkshire Round 4

1. Application from South Leeds Health for All (Lead Agency) in partnership with Leeds City Council Outer South Area Management for a project targeting the deprived areas of Rothwell, south Leeds
2. Funding Themes addressed – Access to Employment; Education and Skills; Health and Wellbeing; Access to Opportunities – all four
3. Main grant rather than the Bridging the Gap

The Project

A project based in the heart of the deprived areas of Rothwell, building on existing links and work carried out by a range of partners including Early Years Children's Centre (Existing thriving centre based work), Area Management staff in particular Priority Neighbourhood worker (Community and Residents Groups, events, capacity building initiatives etc) SLHFA 7 day Response Team (Health and well being initiatives eg. Teatime Club and Education and Skills groups eg. Dad's group) as well as others eg. local colleges. This project would strengthen the partnership, involving local residents fully, draw together the initiatives and build on them.

Health and Wellbeing – Establishment/development of a range of health related groups and activities including Family Teatime Club, Healthy Cook and Eat courses, Physical Activity classes; Peer Support groups; Parenting and Confidence Building Skills courses; Breastfeeding initiatives eg. Bosom Buddy volunteer peer support training, Baby Café and others in response to unmet need and interest; Baby boutique – shop selling good quality recycled baby and children clothing, toys, books.

Access to Employment – Aim is to establish, from the beginning, the health related initiatives as strands of a social enterprise – that is, any initiatives generating income which is recycled into the business for social purposes. This would draw on existing expertise re marketing, pricing, access to finance etc and create opportunities for genuine volunteering, training and employment opportunities for local people

Education and Skills - Establishment of courses in response to unmet need eg. Numeracy, literacy, IT skills etc.

Access to Opportunities - All of above – offering local people access to opportunities otherwise not available – establishment of other initiatives where demand proven eg. Before/After school club

OUTPUTS

- a) No of jobs created - 3 (The coordinator and development worker)
- b) No of people assisted into work - 13 weeks '16 hours – possibly 4 ie – working on the Teatime Club etc.

Appendix 3

c) No of people assisted in skills development – 6 hours of training – verified – possibly 200 (includes softer skills e.g. cook and eat sessions, breast feeding awareness)

d) No of adults gaining NVQ Level 2 or above – possibly 4 or 6 – Childcare team established to support the learning and health related groups – Rothwell strand of SLHFA Eduplay Mobile Creche – links with Joseph Priestley College

e) No of social enterprises created – 1 – Rothwell Community Enterprise

f) No of young people participating in healthy lifestyle initiatives eg. sports, dance etc – 100. (can include healthy advice e.g. sexual health as well as active sessions).

g) No of new childcare places created including after school provision – possibly 30

h) No of new volunteers – with contracts – possibly 10 (all new volunteers to be included in skills development output)

RESOURCES REQUIRED

Possibly two fulltime staff and associated costs required to deliver all of the above – differing models could include:

1. Two fulltime development workers of equal status on SO1 – circa £24,000 per annum – one focus on Health and Wellbeing and the other on Training and Enterprise – who would line manage them?
2. One fulltime Coordinator on SO2 and one half time development worker on SO1 – the first Enterprise, Learning, Funding for Sustainability and the other Health and Wellbeing plus sessional staff to run/support initiatives eg. childcare, cooks, coaches etc
3. Contribution from LCC Area Committee – close partnership work from Priority Neighbourhood worker; access to small grants for groups established
4. Contribution from SLHFA – close partnership work with Intensive Family Support and other project staff e.g. Transport, Eduplay – links with added value projects and organisations e.g. re Enterprise and Business Support and expertise, Health projects, Dance project, Engaging Inactive Children, Cupboard, Children's Project

Possible costs – per annum :

1 FT staff at SO2 including on costs - £32,000

2 PT staff at SO1 including on costs - £30,000

Running costs - £5,000

Overheads (upto 15% paid by CRT) - £11,700

Group support costs - £2,000

Sessional staff - £5,000

Venues, childcare, Transport - £2,000

Equipment/Telephone/IT - £2,400 (max £800 per unit)

Recruitment - £2,000

Total - £92,100 per annum

Applying for two years 3 months.



Originator:
Thomas O'Donovan
Tel: 224 3040

Report of the Director of Environments and Neighbourhoods

Outer South Leeds Area Committee

Date: Monday 1st September 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:

- the current position on the Well being Budget.
- details of the 2008/09 Well being budget allocations.
- details of revenue and capital funding for consideration and approval
- a progress report on revenue projects agreed to date since 2007/08 (Appendix 1)
- 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 2007/08.

3.2 Revenue 2008/09

- 3.2.1 The revenue budget for 2008/09 approved by Executive Board 2008/09 is **£203,880**.
- 3.2.2 The amount of roll-forward of unallocated funds from the 2007/08 budget is **£153,136**.
- 3.2.3 Therefore the total amount of revenue funding available to the Area Committee for 2008/09 is **£357,016**.
- 3.2.4 The Area Committee is asked to note that **£275,974** 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 **£81,042**.
- 3.2.5 These commitments for 2008/09 include proposed ringfenced amounts for small grants, skips, communication, community centres and neighbourhood improvement plans that members are asked to approve.
- 3.3.6 The ringfenced amounts for 2008/09 outlined in Appendix 1 have the actual spend in brackets.

3.3 **Capital**

3.3.1 Of the **£480,308** capital funding allocated to the Area Committee for 2004/08 a total of **£420,050** has been committed to date leaving a balance of **£60,258**.

3.3.2 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 capital budget for 2008/09 approved by Executive Board is **£106,700**. Split between the four Wards this would give each Ward an additional **£26,675** to spend.

3.3.4 Members are asked to note this split of the new capital allocation by Ward. The spend broken down by Ward is as follows:

	Ardsley and Robin Hood	Morley North	Morley South	Rothwell
2004-08 allocation	£120,077	£120,077	£120,077	£120,077
2008/09 allocation	£26,675	£26,675	£26,675	£26,675
Spend to date	£78,945.94	£112,355.50	£122,580.50	£114,174
New Balance	£67,806.06	£34,396.50	£24,171.50	£32,578

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 3.2.4.

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:** Priority Neighbourhood Development Worker

Name of Group or Organisation: Area Management

Total Project Cost: £105,000 revenue

Amount proposed from Well being Budget 2008/2009: £31,622 revenue (already approved).

Ward Covered: All Wards

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

The key function of the post is to support successful community engagement as part of the NIP process. This includes supporting community groups and individuals, building capacity in groups and delivering on projects in the NIPs. The PNDW left on the 8th August 2008 after securing new employment with Leeds Ahead. This proposal recommends agreeing funding for a three year post. November 2008 – November 2011. Funding up until 31st March 2009 has been approved by the Area Committee. The Area Committee is asked to consider approving funding in principle, from April 2009 until November 2011, subject to funding being agreed by Executive Board through delegated Well being Budget.

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

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

This proposal supports the Area Committee priority of supporting priority neighbourhoods through the NIP process under the theme of 'Stronger Communities'.

4.4.2 **Project Title:** Lewisham Park Furniture

Name of Group or Organisation: Area Management

Total Project Cost: £384.55 revenue

Amount proposed from Well being Budget 2008/2009: £384.55 revenue

Ward Covered: Morley South

Project Summary: In April, Area Committee supported the relocation of users from Peel Street to Lewisham Park with £1,000 for the provision of new furniture. This funding contributed towards the total costs of new armchairs, new tables and a storage trolley for the tables. It has been requested, that the centre requires a further three tables and a trolley to manoeuvre the chairs more easily around the centre, this would cost £384.55. Youth Service have been asked if they could make a contribution towards these additional cost, as they are the main users but don't have any budget for equipment at facilities they use. All contingency funds set aside for community centres held within the central Policy and Planning Team, who covered £1,500 of the initial costs, are now fully allocated so could not cover these additional items. It is requested that Area Committee agrees to support the additional £384.55 from the ring fenced Community Centres Well being budget.

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

This proposal supports the Area Committee priority of the development of facilities for local groups under the theme of 'Culture'.

4.4.3 **Project Title:** Gildersome Furniture

Name of Group or Organisation: Area Management

Total Project Cost: £981.63 revenue

Amount proposed from Well being Budget 2008/2009: £981.63 revenue

Ward Covered: Morley North

Project Summary: The quality of furniture in Area Committee facilities has also been reviewed - Gildersome Youth Club has been highlighted as a centre in urgent need of new tables and chairs. Morley Town Hall had new chairs purchased for the Alexandra Hall, some of the old chairs are set to be moved to Gildersome Youth Club due to the current condition of the existing ones. The poor quality of the tables have also been highlighted but there are no surplus tables of a better standard to replace these. Corporate Property Management have suggested that 10 new tables and a storage trolley should be purchased, this would cost £981.63, £813 for tables and £168.63 for the trolley. Area Committee are requested to consider funding this amount from the community centres pot, as there is no other funding available to cover costs of new furniture.

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

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

This proposal supports the Area Committee priorities of the development of facilities for local groups, specifically young people under the themes of 'Culture' and 'Stronger Communities'.

4.4.4 **Project Title:** Bulb Bonanza 2008/09

Name of Group or Organisation: Groundwork

Total Project Cost: £250.00 revenue

Amount proposed from Well being Budget 2008/2009: £250.00 revenue

Ward Covered: All Wards

Project Summary: To plant daffodils bulbs in community spaces and open public ground across the outer south. Community groups and individuals will be encouraged to organise planting events with their community, with support from Groundwork Leeds. The project will involve local people in the environment and provides an activity which integrates people of all ages. Application forms to community groups and schools within the Outer South area will be sent out in September so that groups can apply to Groundwork for the bulbs. A collection day will be arranged for October 11th where the groups come and pick up the bulbs which they plant with volunteers. Groundwork will support the groups by loaning tools and helping run the planting sessions. The aim of the project is to encourage and empower community groups to improve local environment. The funding will supply at least 8334 daffodils to community groups and schools across the outer south. Each pack of 100 bulbs costs £3.00 and Groundwork will ensure that all of the funding is spent in the Outer South.

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

This proposal supports the Area Committee priorities of supporting local residents to improve the environment of their local neighbourhood and strengthen community pride amongst residents under the themes of 'Stronger Communities and Environment'.

4.4.5 **Project Title:** Rothwell Community Enterprise (CRT funding)

Name of Group or Organisation: Area Management

Total Project Cost: £180,000 revenue

Amount proposed from Well being Budget 2008/2009: £5,000.00 revenue

Ward Covered: Rothwell

Project Summary: The Coalfields Regeneration Trust (CRT) is an independent grant-making organisation that was established in 1999 to improve the quality of life in Britain's coalfield communities. Yorkshire is the biggest region they operate in, with 97 coalfield Wards. Leeds has three coalfield wards, of which Rothwell is one. In partnership with Area Management, South Leeds Health For All are submitting a bid to the CRT Round 4 Main Grant Programme. It is proposed to request funding for a full time co-ordinator and two part time development workers focusing on Health and Well Being and Training and Enterprise development within John O'Gaunts and Wood Lane estates. It would be a large scale project for two years of intensive work within the eligible SOA's to support initiatives and development of a social enterprise that coordinated initiatives that meet the needs of residents. It is estimated that the bid will be for approximately £90,000 per annum and would operate January 2009 – March 2011.

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

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

This proposal supports the Area Committee priority of supporting priority neighbourhoods through the NIP process under the theme of 'Stronger Communities'.

5.0 Small Grants Update

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

Organisation	Project	Amount
Carlton Village Residents Association	Carlton Summer Gala	£500.00
East Ardsley Arts Club	Support of East Ardsley Art Club	£400.00
John O'Gaunts Tenants & Residents Association	Community Day trip	£500.00
Lofthouse 2000 Brass Band	Cornet Domino	£500.00

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 Well being Budget.
- 7.2 Resource implications will be that the remaining balance of the Well being 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.
 - Note the small grant applications approved as set out in 5.0.

Background Papers:

- Well Being Report 7th July 2008

Outer South Well Being Budget 2008/09
Revenue Projects agreed to date

Project	Delivery Organisation	Actual Revenue costs 07/08	Approved Revenue Costs and (spend to date) 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 (£1,030)	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 (£3,750)	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 (£3,676)	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.
Neighbourhood Improvement Area - Eastleighs & Fairleighs	South East Area Management Team	£2,034.50	£5,000 (£544)	A plan aimed at making improvements in Priority	<ul style="list-style-type: none"> Projects aimed at the priorities identified: The environment, community 	<ul style="list-style-type: none"> Narrowing the gap: improved services and wellbeing of the area.

1 September 2008 Area Committee

Appendix 1

Project	Delivery Organisation	Actual Revenue costs 07/08	Approved Revenue Costs and (spend to date) 08/09	Description	Outputs	Outcomes
Neighbourhood Improvement Area - Newlands & Denshaws	South East Area Management Team	£2,766	NIP workplan completed	Neighbourhoods A plan aimed at making improvements in Priority Neighbourhoods	involvement, young people. <ul style="list-style-type: none"> Projects aimed at the 5 priority's identified: 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	£5,000 (£1,176)	A plan aimed at making improvements in Priority Neighbourhoods	<ul style="list-style-type: none"> Projects aimed at the priorities identified as: 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	£5,000 (£751)	A plan aimed at making improvements in Priority Neighbourhoods	<ul style="list-style-type: none"> Projects aimed at the priorities identified of : ASB, environment, young people and community facilities. 	<ul style="list-style-type: none"> Narrowing the gap: improved services and wellbeing of the area.
Neighbourhood Improvement Area - Harrops	South East Area Management	£426	£5,000 (£0)	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

Project	Delivery Organisation	Actual Revenue costs 07/08	Approved Revenue Costs and (spend to date) 08/09	Description	Outputs	Outcomes
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 (£0)	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 08/09	Morley in Bloom	£0	£2,000 (£0)	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.
Morley In Bloom 07/08	Morley In Bloom 07/08	£0	£4,140 (£2,304)		<ul style="list-style-type: none"> 	<ul style="list-style-type: none">
Rothwell in Bloom	Rothwell in Bloom	£47,242.33	£2,000 (£0)	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	£2,483	£57,270 (£57,270)	A Town Centre Manager employed	<ul style="list-style-type: none"> Town Centre Manager for 	<ul style="list-style-type: none"> Please refer to town centre Action Plans

Project	Delivery Organisation	Actual Revenue costs 07/08	Approved Revenue Costs and (spend to date) 08/09	Description	Outputs	Outcomes
			(Additional £10,000 Income from Morley Town Council)	to help bring improvements to Morley and Rothwell Town Centre	Morley and Rothwell.	
Upgrade of Colour Photocopier	South East Area Management Team	£4,215	£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.
Ardsley & Robin Hood and Rothwell Gardening Scheme	Care & Repair	£14,050	£16,031 (£4,743)	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 Leads	£9,120.00	£15,368 (£0)	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 (£0)	Involve more young people in more activities	<ul style="list-style-type: none"> Summer activities for young people across the Outer 	<ul style="list-style-type: none"> More young people involved in activities over the school holidays Reduction in complaints of

Project	Delivery Organisation	Actual Revenue costs 07/08	Approved Revenue Costs and (spend to date) 08/09	Description	Outputs	Outcomes
Priority Neighbourhood Worker	South East Area Management	£29,226.44	£31,622 (end date 31 st March 2009) (£5,225)	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 	South area. <ul style="list-style-type: none"> • One worker (or two part time workers) to help progress NIP projects 	anti social behaviour in the area over the holidays. <ul style="list-style-type: none"> • NIP action plans being implemented more effectively with greater community representation. • Increased social capital through capacity building of small groups and the voluntary sector.
Site Based Gardeners	Parks and Countryside	£8,250	£60,380 (£22,500)	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	South East Area Management	£32,800 (end date 31 st Oct 07) £13,062.50	£15,000 (£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

Project	Delivery Organisation	Actual Revenue costs 07/08 (1 st Nov 07 – 31 st Mar 08)	Approved Revenue Costs and (spend to date) 08/09	Description	Outputs	Outcomes
Mini Tennis	Outer South Primary Schools	£22,500	£500 (£0)	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"> private sectors. Engender a stronger community link with the town centre. Increased physical activities for schools children to increase health and wellbeing of young people
Rothwell 600 Celebrations	Rothwell 600 Committee	£5,000	£2,000 (£0)	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	£5,000	£16,000 (£16,000)	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.
Bulb Bonaza	Groundwork	£500	£500	To plant bulbs at key	<ul style="list-style-type: none"> Bulbs planted 	<ul style="list-style-type: none"> Improve the appearance of

Project	Delivery Organisation	Actual Revenue costs 07/08	Approved Revenue Costs and (spend to date) 08/09 (£0)	Description	Outputs	Outcomes
Morley Heritage Society	Corporate Property Management	£1,875.00	£400 (£0)	locations around town 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 	<p>the town</p> <ul style="list-style-type: none"> Support development of community group
Thorpe Recreation Ground	Parks and Countryside		£8,000 (£0)	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	£10,000	£7,500 (£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
Pilot Breeze Project	Out of School Activities Team, Children Services	£4,000	£750 (£0)	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
West Ardsley	The Children's Project		£960	To support the	<ul style="list-style-type: none"> Weekly session 	<ul style="list-style-type: none"> Building confidence and

Project	Delivery Organisation	Actual Revenue costs 07/08	Approved Revenue Costs and (spend to date) 08/09 (£0)	Description	Outputs	Outcomes
Children's Project			(£0)	provision of an afterschool club for 9 – 13year olds in West Ardsley.	over three months providing activities for young people.	<ul style="list-style-type: none"> skills of young people. Provision of after school facilities for young people.
Operation Champion	South Area Management		£400 (£0)	To support the multi agency crime and crime initiative in the Outer South wards.	<ul style="list-style-type: none"> Two Operation Champions in the Outer South in 2008/09 	<ul style="list-style-type: none"> Improved neighbourhoods as a result of the environmental actions carried out. Reduced crime and fear of crime as a result of targeted community safety work.
Smithy Lane Recreation Ground	Parks & Countryside		£6,500 (£0)	To fund design and consultation fees for work on Smithy Lane Rec	<ul style="list-style-type: none"> Completed consultation and design works for capital improvement to Smithy Lane Rec 	<ul style="list-style-type: none"> Community engaged in improvements to local amenities. First stage completed in developing local facilities.
John O Gaunts Environment Week	South Area Management		£2,367 (£0)	To support the local residents on JOG estate, in conjunction with partners, Groundwork and Aire Valley Homes to deliver an environmental week.	<ul style="list-style-type: none"> Variety of environmental awareness and improvement initiatives completed e.g. bulky waste clearance, litterpicks, poster competitions, educational 	<ul style="list-style-type: none"> Improved environment for local residents to live. Increased sense of community spirit and pride over their neighbourhood.

Project	Delivery Organisation	Actual Revenue costs 07/08	Approved Revenue Costs and (spend to date) 08/09	Description	Outputs	Outcomes
John O Gaunts Junior Allotments	Groundwork		£425 (£0)	To purchase a timber for plant staging, heaters and equipment to carry out allotment tasks during bad weather.	<ul style="list-style-type: none"> sessions on recycling and reusing. Activities provided for young people. Educational opportunities on horticulture. 	<ul style="list-style-type: none"> Young people engaged with local residents. Improved local environment Increase in green space area.
	TOTAL Projects agreed	£256,104.69	£275,974			
	Balance	£153,136.31	£81,042			

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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		£587,008.00			
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	£38,006.57	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.
Morley Bottoms	City Development	£8,006.57	Install new layby along with seating and fencing	<ul style="list-style-type: none"> Support economic development 	
All Morley Sub Total		£135,361			

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 	<ul style="list-style-type: none"> Continued and developed use of Drighlington Meeting hall by

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"> New storage 6 additional litter bins 	<ul style="list-style-type: none"> community groups. A reduction in the amount of litter in the area. Improvements to the environment.
Springfield Mill Park	Friends of Springfield Mill Park	£5,000		<ul style="list-style-type: none"> 	<ul style="list-style-type: none">
Denshaw Grove Landscaping	Groundwork	£2,214.97	Clear fly tipping, level the area and seed, create path and install a fence with lockable gate	<ul style="list-style-type: none"> Safer stronger community 	<ul style="list-style-type: none"> A safe and pleasant place to play
Morley North Sub Total		£44,675			
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	<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

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	South Area Management	£20,600.00	A plan to aimed at	<ul style="list-style-type: none"> Diversionsary 	<ul style="list-style-type: none"> More diversionsary

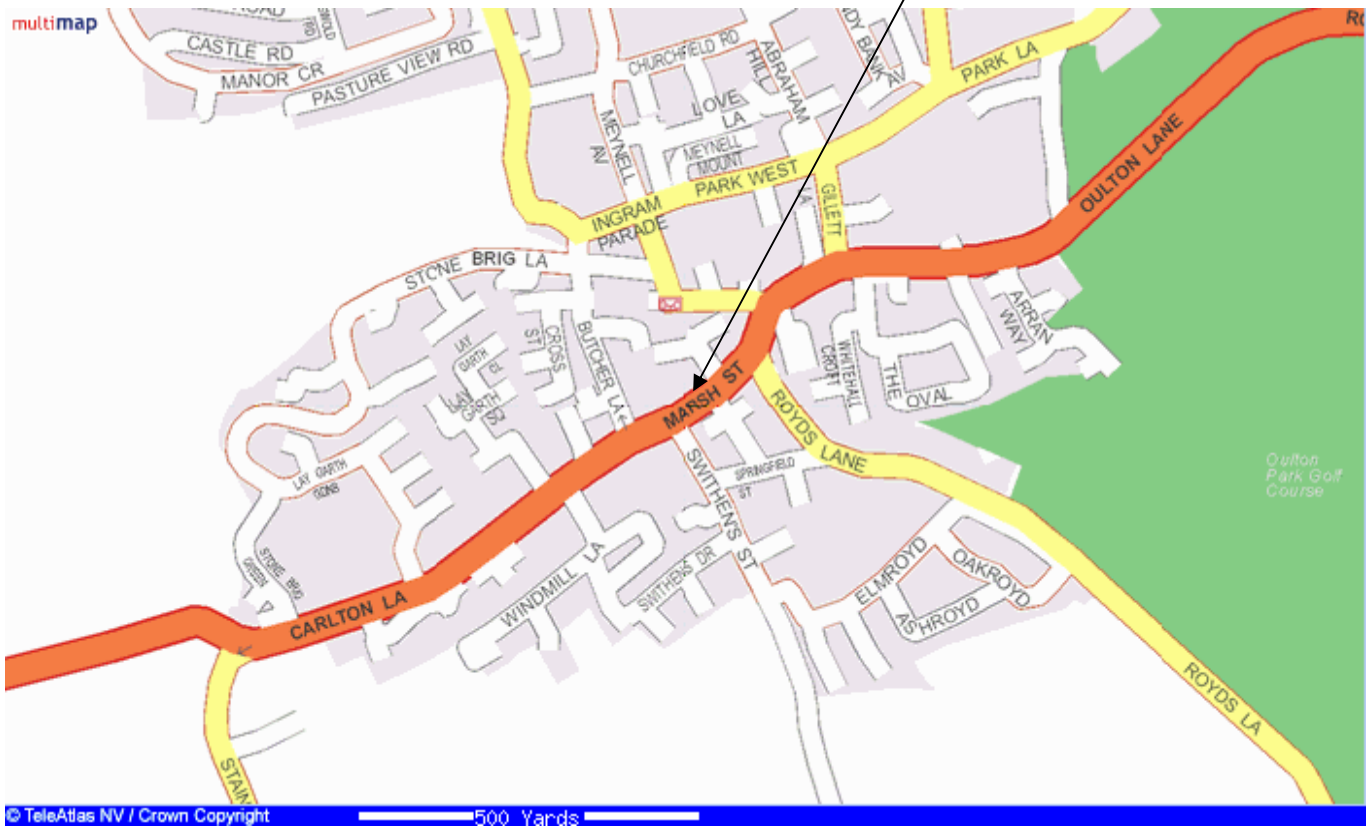
Project	Delivery Organisation	Capital cost	Description	Outputs	Outcomes
Improvement Area – John O’Gaunts			making improvements in Priority Neighbourhoods	<ul style="list-style-type: none"> activities for young people Pathways Initiative Gardening Initiative Youth Shelter 	<ul style="list-style-type: none"> activities for young people in the area A safer neighbourhood with a reduction in the fear of crime amongst residents. An improvement in the physical environment of the area
Litter Bins Rothwell 2005/06	Environmental Services	£5,100.00	Additional litter bins for areas identified as being problematic for litter	<ul style="list-style-type: none"> 17 Dual compartment, free standing litter bins 	<ul style="list-style-type: none"> A reduction in the amount of litter in the area. Improvements to the environment
Oulton & Woodlesford Sports & Social 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	<ul style="list-style-type: none"> 6 additional litter bins 	<ul style="list-style-type: none"> A reduction in the amount of litter in

Project	Delivery Organisation	Capital cost	Description	Outputs	Outcomes
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"> Improvements to the environment. A reduction in the amount of litter in the area.
Rothwell Bring Site	City Development	£6,452.80	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"> Improvements to the environment. Encourage residents to recycle, reuse and reduce waste
Windmill	Corporate Property Management	£30,707	Improve facilities at Windmill Youth Club	<ul style="list-style-type: none"> Enhance and develop a community centre 	<ul style="list-style-type: none"> Increase community use of building.
Recycling bring sites (additional)	City Development	£3,914	Resurfacing of the site	<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
Rothwell Sub Total		£114,174			
TOTAL Projects agreed		£428,057			
Balance		£158,951			

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Agenda Annex

Civic Chamber
Rothwell One Stop Centre
Marsh Street
Rothwell
LS26 0AD



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