



**NORTH WEST (INNER) AREA COMMITTEE
(SPECIAL MEETING)**

**Meeting to be held in Civic Hall, Leeds on
Thursday, 16th May, 2013 at 2.00 pm**

MEMBERSHIP

Councillors

M Hamilton	-	Headingley;
J Walker	-	Headingley;
N Walshaw	-	Headingley;
C Towler	-	Hyde Park and Woodhouse;
G Harper	-	Hyde Park and Woodhouse;
J Akhtar	-	Hyde Park and Woodhouse;
B Atha	-	Kirkstall;
J Illingworth	-	Kirkstall;
L Yeadon	-	Kirkstall;
J Bentley	-	Weetwood;
S Bentley	-	Weetwood;
J Chapman	-	Weetwood;

**Agenda compiled by:
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A G E N D A

Item No	Ward	Item Not Open		Page No
1			<p style="text-align: center;"><u>PROCEDURAL BUSINESS</u></p> <p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting.)</p>	

Item No	Ward	Item Not Open		Page No
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 within the meaning of Section 100I of the Local Government Act 1972, 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 the recommendation is accepted, to formally pass the following resolution:-</p> <p>RESOLVED – That, in accordance with Regulation 4 of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 or Section 100A(4) of the Local Government Act 1972 as appropriate, the public be excluded from the meeting during consideration of those 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>	
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>	

Item No	Ward	Item Not Open		Page No
4			<p>DECLARATIONS OF INTEREST</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> <p>To receive any apologies for absence.</p>	
6			<p>MINUTES OF THE PREVIOUS MEETING</p> <p>To confirm as a correct record the minutes of the meeting held on 11th April 2013</p> <p>(Copy attached)</p>	1 - 8
7	Headingley; Hyde Park and Woodhouse; Kirkstall; Weetwood		<p>ELECTION OF AREA COMMITTEE CHAIR FOR THE 2013/2014 MUNICIPAL YEAR</p> <p>To consider a report by Chief Officer (Democratic and Central Services) which explains the arrangements for the annual election of Chairs for Area Committees and in line with the process, to recommend that the Area Committee elect a Chair for the 2013/2014 Municipal Year.</p> <p>(Report attached)</p>	9 - 14
8	Headingley; Hyde Park and Woodhouse; Kirkstall; Weetwood		<p>NORTH WEST (INNER) AREA COMMITTEE BUSINESS PLAN</p> <p>To consider a report by the Assistant Chief Executive (Customer Access and Performance) which seeks Members approval to refresh the North West (Inner) Area Committee Business Plan for 2013 – 2015</p> <p>(Report attached)</p>	15 - 28

Item No	Ward	Item Not Open		Page No
9			<p>DATE AND TIME OF NEXT MEETING</p> <p>To note that the next meeting will take place on Thursday 27th June 2013 commencing at 7.00pm, venue to be confirmed</p>	

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Agenda Item 6

NORTH WEST (INNER) AREA COMMITTEE

THURSDAY, 11TH APRIL, 2013

PRESENT: Councillor J Akhtar in the Chair

Councillors M Hamilton, J Walker,
N Walshaw, C Towler, G Harper, B Atha,
J Illingworth, L Yeadon, J Bentley,
S Bentley and J Chapman

In Attendance

Officers:

Steve Walker – Children’s Services
Jancis Andrew – Children’s Services
Heather Pinches – Customer Access and Performance
Lynne Hamshaw – West North West Homes
Jane Maxwell – West North West Area Leader
Stuart Byrne – West North West Area Support Team
John Grieve – Governance Services

Members of the Public

J Kemp – West Park Residents Association
D Kemp – West Park Residents Association
D Salinger – Hyde Park Resident
Scott Nicholson – Local Resident
Sue Buckle – (SHCA) (HPOL)
Gwynneth Harrup – Burley Lodge Centre
Ben Fisher – Leeds University Union
Howard Eaglestone – Hyde Park Resident
D Paley-Smith – Local Resident
Josie Green – NHPNA
Tony Green – NHPNA
Tony Davey-Smith – NHPNA
Martyn Moakes – Weetwood Residents Association
Amanda Jackson – Leeds University
John Griffiths – A660 Joint Council
Isobel Sidebottom – NHPNA
Chris Webb – NHPNA
Christopher Todd – Local Resident
Michele Todd – Local Resident
Marian Charlton – Interested party

Draft minutes to be approved at the meeting
to be held on Thursday, 16th May, 2013

72 Late Items

There were no late items

73 Declaration of Disclosable Pecuniary Interest

There were no declarations of pecuniary interest

74 Apologies for Absence

There were no apologies for absence.

75 Open Forum

- (i) Proposed Street Party Eberston Place, Leeds 6 – Members heard representations from Mr Howard Eaglestone, a Hyde Park resident who was concerned about proposals to hold a street party at Eberston Place, Leeds 6 which would result in noise/ nuisance to the detriment of local residents. Mr Eaglestone said that he had contacted the appropriate authorities; West Yorkshire Police and the Licensing Authority in order to make known his objections; but had been advised that because the event had not been held previously, there was no past history and therefore there were no grounds for objection. Mr Eaglestone suggested that such a situation was nonsense and made the Licensing regulations unfit for purpose.

In offering comment Councillor Hamilton said that if national legislation was at fault, the appropriate Minister should be made aware of the anomaly.

It was reported that the event organiser had submitted a road closure application to which 7 objections had already been received. Inquiries were also being made as to whether the event could be stopped on the grounds of public disorder.

Sue Buckle (SHCA) said she was aware that some dialogue had taken place with the event organiser.

In drawing the discussion to conclusion the Chair said it was important that all channels of communication be explored

RESOLVED –

- (a) To support Hyde Park residents in objecting to the proposed street party event
- (b) That the Chair be requested to write to the Minister responsible, requesting a review of the legislation dealing with Temporary Event Notices making it possible to receive objections to a TEN which had no previous history

(ii) New Generation Transport – Members heard representations from Mr Tony Green, Chair of the North Hyde Park Neighbourhood Association and the A660 Joint Council who expressed concerns about the proposed New Generation Transport scheme, in particular:

- Did the proposed scheme offer value for money
- A substantial amount of the costs would be paid by Leeds Council –Tax payers
- There were some environmental advantages but at a cost of degradation of an attractive townscape
- The new trolleybus system would not be up and running until 2020
- Congestion along A660 was seasonal and at a peak when students were in residence
- The student population was shifting from the Headingley area to other part of the city, the demand for such a system was now questionable
- How many Compulsory Purchase Orders would be required
- The North West (Outer) Area Committee had already rejected the scheme
- The Committee's views on NGT

Speaking in support of the scheme Mr David Salinger, Headingley resident said that the introduction of the trolleybus scheme would alleviate congestion, reduce journey times and bring substantial Government funding to the City.

Mr Bill McKinnon, Hyde Park resident, expressed concern about the demolition of shops at Hyde Park corner and the loss of mature trees along the route. It was a substantial amount of money to save ten minutes journey time, he suggested.

Members also joined in the discussion, some in favour of the proposal, others expressing doubts.

Councillor Hamilton suggested that many interested parties had received differing levels of information; some had seen substantial evidence, others not so much. Councillor Hamilton was of the opinion that there was a real possibility that the planning application for the scheme would be referred to a Public Inquiry where the application would be looked at in forensic detail and unanswered questions would be addressed.

In drawing the discussion to a conclusion the Chair said there was a need for further discussion about the scheme which should take place in the public arena.

(iii) New Planning Application - Former Leeds Girls High School field, sports hall and swimming pool site at Victoria Road/ Chestnut Avenue, Leeds 6 – Members heard representations from Sue Buckle (Hyde Park Olympic Legacy Action Group) (HPOL) who was seeking the support of the Committee in objecting to a new planning application for development on the former Leeds Girls High School site. It was reported that a similar application for the same site had recently been withdrawn following a large number of objections. Sue Buckle urged Members to become involved and oppose the new application.

In offering comment Councillor Illingworth suggested that the assistance of “Sport England” be obtained, with a view to exploring the possibility of Sport England purchasing the site.

(Councillors Hamilton and Walshaw did not participate in the discussion on this item as Members of City Plans Panel who may determine the application)

RESOLVED –

- (a) To support the Hyde Park Olympic Legacy Action Group in objecting to the Planning Application.
- (b) That Officers be requested to write to Sport England, on behalf of this Committee seeking their support in objecting to the proposed development and requesting they explore the possibility of purchasing the site.

76 Minutes of the Previous Meeting

RESOLVED – That the minutes of the previous meetings held on 21st February 2013 and 7th March 2013 were accepted as a true and correct record.

77 Matters Arising from the Previous Meeting

Members considered a report by the West North West Area Support Team which identified a number of issues which required further action following the last meeting of the Area Committee.

RESOLVED – To note the progress and outcomes of the issues identified in the submitted report.

78 Area Chairs Forum

The minutes of the Area Chair’s Forum held on 9th January 2013 were received and noted.

79 Children's Services Area Committee Update Report

The Director of Children's Services submitted a report which provided a six monthly update on the work of Children's Services in the North West (Inner) Area.

The report set out a summary of performance at Area Committee level with a broader summary of city level performance. The report built on previous reports with additional local context and tracking of local indicators. It was reported that the majority of education results were presented in the report, including tables of headline results for all Leeds schools and links to additional information.

The following appendices accompanied the report:

- Performance data for North West (Inner) Area
- Individual School Foundation Stage and Key Stage 2 Results 2012
- Individual School Key Stage 4 Results 2012
- Clusters – Member Leads: Cluster Chair's: Cluster Managers; LAPS

Steve Walker, Deputy Director of Children's Services and Jancis Andrew, Area Head of Targeted Services, Children's Services presented the report and responded to Members queries and comments.

Detailed discussion ensued on the contents of the report and appendices which included:

- Child Friendly Leeds
- New ways of working
- Delivery of service at local level (Cluster)
- Development of locality, targeted and early support services – Intensive family support
- Ofsted Inspections
- The increase in the number of children on Child Protection Plans

Referring to the Ofsted Inspections for Children's Homes and that recently one home had been rated as "outstanding" Councillor S Bentley suggested that this was wonderful achievement and that all staff involved should be congratulated.

RESOLVED –

- (i) That the contents of the report be noted and welcomed
- (ii) That the Chair, on behalf of the Committee be requested to write to the Director of Children's Services congratulating him and all those staff involved in a recent Ofsted inspection which resulted in a Children's Home achieving the rating of "Outstanding"

80 Development of Area Lead Role

The Assistant Chief Executive (Customer Access and Performance) submitted a report which sets out initial proposals for the implementation of an area lead role following the review of area working in 2012. It was reported that the role was seen as crucial in providing a local “lead” perspective on various issues and in driving democratic accountability by providing area committee based leadership on key issues.

The report to clarify the role of the area lead was submitted for Members input, shaping and feedback with a view to introducing the revised roles in the new Municipal year.

Heather Pinchers, Executive Officer, Performance Management, presented the report and responded to Members’ queries and comments.

Discussion ensued on the contents of the report together with the circulated appendices which included:

- Defining the Area Lead Role
- Training and support
- Enable Partnership working
- Assist in Service delivery

In offering comment Councillor Walshaw suggested that the Area Lead Role was a big improvement on the previous Champions role.

Councillor Yeadon suggested that further alignment of the area lead was required in terms of Adult Social Care/ Public Health.

RESOLVED

- (i) That the role of the Area Lead be welcomed
- (ii) That the feedback provided by Members be used to shape the role of the Area Lead due for implementation in the new Municipal year

81 West North West Homes Leeds - Involvement with Area Committees

West North West Homes submitted a report which outlined their involvement in the Area Committee process and sought Members views in exploring ways of making their involvement as meaningful and productive as possible.

An Appendix providing details of Estate Grading accompanied the report.

Lynne Hamshaw, Neighbourhood Performance Manager, West North West Homes, presented the report and responded to Members’ queries and comments.

Discussion ensued on the contents of the report together with the circulated appendices which included:

- Partnership working
- Crime prevention partnership working
- Neighbourhood caretaking – Apprentices Scheme
- Estate inspections and grading's
- Community engagement

Commenting on Partnership Working, Councillor Illingworth suggested that litter removal was an ideal issue for Partnership Working. Referring to Community Groups, Councillor Illingworth put forward the idea of funding such groups to carry out work in the area but suggested that further thought would be required to measure the work done.

Councillor Chapman referring to Estate Inspections and Grading's said that Beevers Court on the Iverson's estate was the subject of numerous complaints suggesting that the grading of "Good" was not a true reflection.

In responding Mrs Hamshaw suggested that the inspection was carried out at a time when there were few complaints, had the inspection being undertaken at a different time the result of the grading may have been different.

RESOLVED –

- (i) That the contents of the report be noted
- (ii) That a further update report be brought back to this Committee in 6 months' time (Autumn 2013)

82 Wellbeing Fund 2012- 13 - Update Report

The Assistant Chief Executive (Customer Access and Performance) submitted a report which provided an update on the budget position for the Wellbeing Fund for 2012/13 and highlighted those projects agreed for support from the Wellbeing Fund for 2013/14.

The report also set out the current position of the Small Grants and Skip pots and those Small Grants and skips that had been approved since the last meeting.

Stuart Byrne, West North West Area Support Team, presented the report and responded to Members' queries and comments.

Discussion ensued on the contents of the report together with the circulated appendices which included:

- The rolling forward of the remaining Small Grants and Skips budget into the 2013/14 budget (Small Grants £314 and Skip Hire £419)

RESOLVED –

- (i) To note the current budget position for the Wellbeing Fund for 2012/13 as set out in Appendix 1 of the submitted report.
- (ii) To note those projects agreed for support from the Wellbeing Fund for 2013/14 as described in Appendix 2.
- (iii) To note the current position of the Small Grants and Skips pots and those Small Grants and skips that had been approved since the last meeting.
- (iv) That approval be given to the rolling forward of the remaining Small Grants and Skips budgets for 2012/13 into the Small Grants and Skips budgets for 2013/14.

83 Dates, Times and Venues of Area Committee Meetings 2013/14

The Chief Officer (Democratic and Central Services) submitted a report seeking the Area Committee's formal approval of the meeting schedule for the 2013/14 Municipal year.

The Area Committee were also requested to give consideration as to whether they wished to continue with the Committee's current meeting venue arrangements or whether they would seek to review such arrangements.

John Grieve, Governance Services, presented the report and responded to Members queries and comments.

In the discussion that ensued Members were of the opinion that meetings held in the Community encouraged greater public attendance.

RESOLVED – That the following dates be approved for meetings of the North West (Inner) Area Committee for the 2013/14 Municipal year (Start time 7.00pm) the venues for the meetings to be arranged by the Area Leader in consultation with Members:-

27th June 2013
19th September 2013
24th October 2013
12th December 2013
13th February 2014
27th March 2014

84 Date and Time of Next Meeting

RESOLVED – To note that the next meeting will take place on Thursday 16th May 2013 at 2.00pm in the Civic Hall, Leeds.

Report of Chief Officer (Democratic and Central Services)

Report to North West (Inner) Area Committee

Date: 16th May 2013

Subject: Election of Area Committee Chair for the 2013/2014 Municipal Year

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<i>If relevant, name(s) of Ward(s):</i> Headingley, Hyde Park and Woodhouse, Kirkstall and Weetwood		
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
<i>If relevant, Access to Information Procedure Rule number:</i> Appendix number:		

Summary of main issues

1. Area Committee Procedure Rules require that the Chair of each Area Committee will be elected from amongst the City Councillors eligible to serve on that Committee.
2. Following the closure of nominations for the position of Chair, and prior to the Annual Council Meeting, Area Committees are required to meet to elect a Chair for the forthcoming Municipal Year.
3. Therefore, the Area Committee is recommended to elect a Chair for the 2013/2014 Municipal Year, from amongst the nominations which have been received. The Area Committee will be informed at the meeting of the nominations which have been received for the position of Chair.

Recommendations

4. Members of the Area Committee are recommended to elect an Area Committee Chair for the 2013/2014 Municipal Year, from amongst the nominations which have been received.

1 Purpose of this report

- 1.1 The purpose of the report is to explain the arrangements for the annual election of Chairs for Area Committees and that in line with this process, to recommend that the Area Committee elect a Chair for the 2013/2014 municipal year.

2 Background information

- 2.1 Article 10 of the Council's Constitution sets out the composition, functions and role of Area Committees.
- 2.2 Paragraph 5 of the Area Committee Procedure Rules deals with the process by which Chairs for Area Committees are elected. Attached as appendix 1.

3 Main issues

- 3.1 The Area Committee Procedure Rules state that the Chair of each Area Committee will be elected from amongst the City Councillors eligible to serve on that Committee.
- 3.2 Each Political Group with Members elected within an Area Committee's boundary may submit a nomination from amongst Members on the Area Committee to Chair that Committee, via the Group Whip. An independent Member may also put forward a nomination.
- 3.3 The deadline for the submission of nominations for the position of Chair was 5.00pm on Wednesday, 15th May 2013. The Area Committee will be notified at the meeting of the nominations which have been received, prior to the election taking place.
- 3.4 The Procedure Rules state that following the closure of nominations and before the Annual Council Meeting, Area Committees will meet to agree the election of Chair for the forthcoming Municipal Year.
- 3.5 The Chair will be elected by an overall majority of first votes cast by those Members eligible to do so and present at the meeting. The Member presiding at the meeting as Chair will have no second or casting vote. If no overall majority is achieved, then the nominee with the smallest number of votes will be eliminated from consideration and the vote repeated.
- 3.6 Where an overall majority of votes cannot be obtained, or it is not possible to hold or convene a quorate meeting of the Area Committee, or for any other reason a decision is not possible in advance of the Annual Council Meeting, then the appointment will be made at the Annual Council Meeting.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 All Group Whips have been given due notice of the deadlines relating to the submission of nominations for the position of Area Committee Chairs, and have been provided with details of the process.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 There are no specific implications relating to equality and diversity or cohesion and integration arising from this report.

4.3 Council policies and City Priorities

4.3.2 Operational and effective Area Committee meetings, which facilitate a widely accessible but robust decision making forum are in line with the Council's Policies and City Priorities. In order for such meetings to take place, an eligible City Councillor must be properly elected to the position of Area Committee Chair.

4.4 Resources and value for money

4.4.3 There are no direct resource implications arising from the submission of this report to the Area Committee.

4.5 Legal Implications, Access to Information and Call In

4.5.4 This report is not subject to Call In, as the Executive and Decision Making Procedure Rules state that the power to Call In decisions does not extend to those decisions taken by Area Committees.

4.5.5 The process summarised above regarding the election of Area Committee Chairs is in line with the Area Committee Procedure Rules.

4.6 Risk Management

4.6.6 There are no risks directly arising from the submission of this report to the Area Committee, however, not electing a Chair for the 2013/14 municipal year at this meeting will mean that the matter would have to be resolved at the Annual Council Meeting.

5 Conclusions

5.1 The Area Committee Procedure Rules state that the Chair of each Area Committee will be elected from amongst the City Councillors eligible to serve on that Committee, and that between the closure of nominations (5.00pm, Wednesday 15th May 2013) and the Annual Council Meeting (6.00pm, 20th May 2013), the Area Committee will meet to agree the election of Chair for the forthcoming Municipal Year. The Committee therefore is recommended to elect a Chair at this meeting for the 2013/2014 Municipal Year, from the nominations which have been received.

6 Recommendations

6.1 Members of the Area Committee are recommended to elect an Area Committee Chair for the 2013/2014 Municipal Year, from amongst the named nominations which have been received.

7 Background documents¹

None

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

5.0 ELECTION OF CHAIR

- 5.1 The Chair of each Area Committee will be elected, from amongst the City Councillors eligible to serve on that Committee.
- 5.2 Each political Group¹ with Members elected within an Area Committee area may put forward a nomination from amongst Members on the Area Committee to Chair the Area Committee. An Independent Member may also put forward a nomination.
- 5.3 All nominations must be notified to the Head of Governance Services by no later than 5pm the day before the meeting convened to consider the appointment of the Chair. The Head Of Governance Services will give appropriate notice to whips and Independent Members of this deadline.
- 5.4 Area Committees will meet to agree the election of Chair for the forthcoming Municipal Year during the period that is the first working day after the nomination process closes, and the last working day that is the day before the Annual Council Meeting.
- 5.5 The Chair will be elected by overall majority of first votes cast by those Members eligible to do so and present at the meeting, the member presiding at the meeting will have no second or casting vote. If no overall majority is achieved, then the nominee with the smallest number of votes will be eliminated from consideration and the vote repeated.
- 5.6 All agreed appointments will be reported to the Annual Council Meeting.
- 5.7 Where an overall majority of votes cannot be obtained, or it is not possible to convene, or hold, a meeting of the Area Committee, or, for any other reason a decision is not possible in advance of the Annual Council Meeting, the Annual Council Meeting will appoint the Chair.
- 5.8 Where it has not been possible to hold a meeting of the Area Committee and the Annual Council Meeting is required to consider more than one nomination for the position of Chair, the Chair will be elected by overall majority of votes cast by those Members of the Area Committee eligible to do so and present at the Council meeting. If no overall majority is achieved, then the nominee with the smallest number of votes will be eliminated from consideration and the vote repeated.
- 5.9 Where an overall majority of votes cannot be obtained by votes cast by those Members of the Area Committee eligible to do so and present at the Council meeting, the vote will be widened to include all Members of Council. The nominee with the overall majority of votes cast by members of Council will be appointed as the Chair of the Area Committee.

¹ A nomination from a political group must be forwarded by a Whip

- 5.10 Where it has not been possible to hold a meeting of the Area Committee and the Annual Council Meeting is required to consider an unopposed nomination for the position of Chair, the unopposed nominee will be elected by the Council.
- 5.11 Where Council has made an appointment of Chair of an Area Committee the decision will be reported to the relevant Area Committee.



Report author: Stuart Byrne

Tel: 336 7635

Report of the Assistant Chief Executive (Customer Access & Performance)

Report to North West (Inner) Area Committee

Date: 16th May 2013

Subject: North West (Inner) Area Committee Business Plan

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): All	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. This report presents a refreshed North West (Inner) Area Committee Business Plan Action Table for 2013 – 2015. (Appendix 1).
2. The full Business Plan was presented to the April 2012 Area Committee for final approval with a progress update provided in October 2012. It is a three year plan running from 2012 -15 and it was agreed that the plan will be refreshed annually.
3. Members have been consulted on the production of the plan to ensure that it reflects their views and the communities that they represent. Also to ensure it reflects the new city wide priority plans and performance monitoring principles.
4. The refreshed Business Plan is presented to the Area Committee for final approval.

5. Recommendations

The Area Committee are asked to:

- Note the contents of this report.
- Approve the refreshed Business Plan Action Table at **Appendix 1**.
- Agree to the Area Support Team continuing to monitor and develop the Business Plan.
- Agree to receive updates at future meetings and an annual refresh of the plan.

1 Purpose of this report

- 1.1 This report presents a refreshed North West (Inner) Area Committee Business Plan for 2013 – 2015 (**Appendix 1**) and seeks Member approval for this.

2 Background information

- 2.1 The Leeds Strategic Plan brought together the themes in the Vision for Leeds and Local Area Agreement to provide an integrated framework for partners to tackle city wide priorities. To translate city wide priorities and outcomes to local improvement priorities, the Area Committee approved a three year Area Delivery Plan (ADP) in June 2008.
- 2.2 The 2008-2011 Area Delivery Plan (ADP) which underpinned the work of Area Support Team, came to a formal end in March 2011, however the work programme has continued with many projects rolling forward from the ADP.
- 2.3 The ADP was replaced with a new area Business Plan for 2011-2015. This plan reflected changes to the city and council planning and partnership framework and incorporate local community engagement planning and actions. The Business Plan continues to outline local priorities and actions for the inner north west and provides a framework for the work programme of the North West (Inner) Area Committee and the spending of the Wellbeing Budget. The Business Plan helps enable the Area Committee to fulfil the principles of integrated locality working.
- 2.4 Members have been consulted on the production of the plan to ensure that it reflects their views and the communities that they represent. Also to ensure it reflects the new city wide priority plans and performance monitoring principles.

3 Main issues

- 3.1 The North West (Inner) Business Plan 2011-2015 which includes local priorities for action, has now been in place since April 2012. This has formed the basis of the work programme for both the Area Committee and the Area Support Team in inner north west.
- 3.2 It was agreed that between November 2012 and March 2013, the Area Support Team would, in consultation with Members and partners, review the current business plan to ensure that the Area Committee and Area Support Team are delivering on those actions previously agreed. The review would also highlight those areas which need more work and identify any additional actions and priorities which have come to light since the plan was originally approved.
- 3.3 The timeline below outlines the process previously agreed for the production and monitoring of the four year business plan and the public facing Action Plan. It includes regular engagement with Members and an annual refresh and review cycle.

<i>October 2011</i>	<i>Members consulted and commented on Business Plan format at Area Committee.</i>
<i>November 2011</i>	<i>Member workshop (working towards Outcome Based Accountabilities criteria) held to furnish</i>

	<i>Business Plan.</i>
<i>November 2011</i>	<i>Area Support Team developed Business Plan taking into account Members views.</i>
<i>December 2011</i>	<i>Received a draft update at Area Committee.</i>
<i>January 2012</i>	<i>Update on progress at ward based briefings.</i>
<i>March/April 2012</i>	<i>Area Committee adopt 2011-2015 business plan.</i>
<i>August – October 2012</i>	<i>Review business plan.</i>
<i>November – February 2013</i>	<i>Refresh business plan.</i>
March/April 2013	Area Committee adopt refreshed 2011-15 Business Plan.
August – October 2013	Review business plan.
November – February 2014	Refresh business plan.
March/April 2014	Area Committee adopt refreshed 2011-15 Business Plan.

- 3.4 This process ensures that Members have been consulted on the production of the plan and that it reflects the views of local elected members and the communities that they represent. In addition, the timescale ensures that it reflects the city wide priority plans and performance monitoring principles.
- 3.5 This report and the proposed review of the North West (Inner) Business Plan will form part of the performance monitoring process by the Area Committee.
- 3.6 The refreshed Business Plan is presented to the Area Committee for approval.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 Members have been consulted on the contents of the plan.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 The Business Plan takes into account equality, diversity, cohesion and integration issues.

4.3 Council Policies and City Priorities

- 4.3.1 The themes in the Business Plan mirror the themes and priority outcomes at a city wide level and also reflect the delegated functions and priority advisory functions.

4.4 Resources and Value for Money

- 4.4.1 As outlined in the Function Schedule 2011/12, the well being budget delegated by Executive Board is used to finance projects which meet the needs of the Area Delivery Plan or its successor (the Business Plan). Members of the Area Committee are keen that wherever possible the use of well being brings in additional match funding to the area.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 All decisions taken by the Area Committee in relation to the delegated functions from Executive Board are eligible for Call In.
- 4.5.2 There are no key or major decisions being made that would be eligible for Call In.
- 4.5.3 There are no legal implications as a result of this report.

4.6 Risk Management

- 4.6.1 This report provides an update for Members and seeks approval of a Business Plan Action Plan and therefore no risks are identifiable.

5 Conclusions

- 5.1 The Area Committee requires a document to set out the key priorities for the year that links to city wide policies and provides a framework for the spending of the Wellbeing budget.
- 5.2 The new Business Plan supports and contributes to changes already being put in place to the planning framework at a city wide level. It illustrates how the Area Support Team will support partnerships and local services in this process and continue to champion the role of the Area Committee.

6 Recommendations

- 6.1 The Area Committee are asked to:
 - Note the contents of this report.
 - Approve the refreshed Business Plan Action Table at **Appendix 1**.
 - Agree to the Area Support Team continuing to monitor and develop the Business Plan.
 - Agree to receive updates at future meetings and an annual refresh of the plan.

7 Background Documents

- 7.1 None

The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

North West (Inner) Area Committee – Business Plan (Priorities for Action) 2013-14

Best City For... Health & Wellbeing				
<i>What will the Area Committee do to address this priority?</i>	<i>Who will deliver this?</i>	<i>By When?</i>	<i>What progress has been made?</i>	<i>What was the impact?</i>
Objective 1: Promote healthy lifestyles and tackle health inequalities				
Deliver projects to target health issues through local health and well-being groups and priority neighbourhoods in conjunction with Public Health.	Area Support Team/ Public Health	Ongoing		
Deliver a programme of health improvement initiatives in Hyde Park as part of the Health and Wellbeing neighbourhood improvement theme linking in with the Hyde Park Faith Leaders Forum.	Area Support Team/ Public Health	Ongoing		
Develop proposals for intergenerational projects which bring young and old people together to undertake healthy activity, considering in particular opportunities which link schools to places like allotments and community gardens.	Area Support Team/ Public Health/ Schools/ Adult Social Care	Ongoing		

Best City For... Children & Young People				
<i>What will the Area Committee do to address this priority?</i>	<i>Who will deliver this?</i>	<i>By When?</i>	<i>What progress has been made?</i>	<i>What was the impact?</i>
Objective 2: All children and young people in Leeds have access to out of school activities				
Work with young people to commission projects within Inner North West to deliver a broad range of out of school activities for 5-19yr olds.	Extended Services Clusters	September 2014		
Work with Children's Services and Youth Services to support the Youth Service delegation.	Area Support Team / Children's Services	Ongoing		

Best City For... Business				
<i>What will the Area Committee do to address this priority?</i>	<i>Who will deliver this?</i>	<i>By When?</i>	<i>What progress has been made?</i>	<i>What was the impact?</i>
Objective 3: Provide opportunities for people to get jobs or learn new skills				
Support residents in priority neighbourhoods such as Hyde Park, Hawksworth Wood and Little London to achieve job readiness through the provision of skills and training activities.	Area Support Team / Jobs and Skills	Ongoing		

Improve employment, learning and skills opportunities for local people and support measures to help communities manage the impact of welfare reform.	Jobs and Skills	Ongoing		
Progress the Employability and Welfare Reform Workstream action plan and develop locality working opportunities.	Area Support Team / Jobs and Skills	Ongoing		
Support partners to make local links and maximise partner networks and resources to target those communities who are most in need.	Area Support Team	Ongoing		
Raise awareness of the Welfare Reform with frontline services, monitor the impact and address locality need.	Area Support Team / Jobs and Skills	Ongoing		
Objective 4: Work with local businesses and partners to support a flourishing local economy				
Work with local communities and businesses to deliver the next phase of Town and District Centre improvements in Inner North West.	Area Support Team	Throughout 2013/14		
Objective 5: Provide opportunities and facilities to enable local people to access and engage in sport and cultural activities				
Support Young Minds at Woodsley Road Community	INWAC	July 2013 – June 2014		

Centre to deliver their Fit Kids programme which challenges anti-social behaviour and criminal behaviour through education and physical activity.				
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Best City For... Communities

<i>What will the Area Committee do to address this priority?</i>	<i>Who will deliver this?</i>	<i>By When?</i>	<i>What progress has been made?</i>	<i>What was the impact?</i>
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Objective 6: Make better use of our community buildings

Support community centres in the area to have sustained and where possible, increased usage.	Area Support Team	Ongoing		
Assist in reviewing the Council's assets (buildings) in relation to community involvement/ usage/ running/ disposal and undertake community asset transfers where appropriate.	Area Support Team	Ongoing		
Support the development of a new community centre for Little London to replace the existing council owned community centre which has come to the end of its life.	Area Support Team	Throughout 2013/14		

Objective 7: Reduce crime and anti-social behaviour, with a particular focus on reducing burglary rates				
Work with partners to target burglary in areas of priority including Hyde Park, Woodhouse and Hawksworth Wood.	Area Support Team/ Neighbourhood Policing Team/ Safer Leeds	Ongoing		
Reduce burglary through multi agency working and specific initiatives.	Area Support Team/ NPT / Safer Leeds	Ongoing		
Undertake Graffiti enforcement in Hyde Park.	Environmental Services / NPT	Ongoing		
Target problems with noise nuisance in Headingley and Hyde Park and pilot a dedicated noise nuisance patrol within the area during the 'Changeover' and 'Freshers' period.	INWAC / Out Of Hours Noise Nuisance Service	3 weeks in June/July 2013 and 3 weeks in Sept/Oct 2013		
Objective 8: Consult local people on changes that may affect their lives and support them to get involved in local decision making				
Undertake annual consultation through the Leeds Citizens Panel to identify Area Committee priorities.	LCC Corporate Communications and Area Management	Annually		
Provide the public with information to assist them in understanding local issues through a range of communication channels including community forums	Area Support Team	As required		

and other public meetings Seek the views of the public on key developments that will affect the areas where they live.	Area Support Team, LCC Regeneration Service	As required		
Objective 9: Support local events that bring people together				
Continue to support local community events such as: Hyde Park Unity Day; Kirkstall Festival; Headingley Literary Festival; Diwali Festival.	INWAC	Annually		
Objective 10: Support the development of strong networks of community groups that are able to contribute to improving their neighbourhoods				
Support local voluntary, community and faith organisations to play a lead role in the development and implementation of neighbourhood activities. Appoint a community Development Worker in collaboration with a Third Sector organisation to work within some of our neighbourhoods with low levels of local involvement.	Area Support Team, West North West Homes Area Support Team, Third Sector Partner	Ongoing Q2 – 2013/14		
Objective 11: Support volunteering within our local communities				

Provide information and opportunities for people to get involved with volunteering particularly in Hawksworth Wood, Hyde Park and Little London.	Area Support Team, Third Sector Partners, Universities and Student Unions	Ongoing		
Objective 12: Improve the local environment and our parks and open spaces				
Work with Streetscene to deliver the new revised Service Level Agreement to meet community need around Streetscene and environmental improvements.	Area Support Team/ Streetscene	Annually		
Take enforcement action where there are problems e.g. bins left in the street, waste in gardens and bin yards, overgrown vegetation, particularly targeting areas of Headingley and Hyde Park	Environmental Locality Team	Ongoing		
Work with relevant partners to reduce numbers of derelict buildings and the impact they have on local communities.	Area Support Team, Asset Management	Ongoing		
Work with partners through Locality Working to resolve land ownership issues which may result in unsatisfactory maintenance (rationalise service provision).	Area Support Team/ Streetscene/ Parks and Countryside/ West North West Homes	Ongoing		
Co-ordinate the multi-agency	Area Support	Annually		

<p>response to student changeover and freshers week to minimise the amount of waste left outside properties.</p> <p>Implement changes to refuse collection which reduce the amount of uncontained waste and the number of bins left in the street.</p>	<p>Team</p> <p>Environmental Services Locality Team</p>	Ongoing		
<p>Objective 13: Improve public service co-ordination working together with local residents to improve our most deprived neighbourhoods</p>				
<p>Use our Well-being budget to help community groups and voluntary organisations to deliver projects to improve the area through Locality Working to improve deprived neighbourhoods or those with the greatest service demands.</p>	<p>Area Support Team (relevant Council Departments)</p>	Ongoing		
<p>Objective 14: Support partnership working around priority neighbourhoods</p>				
<p>Support the work of the Hyde Park Neighbourhood Board and implement the Hyde Park Neighbourhood Improvement Programme.</p> <p>Support the work of the Hawksworth Wood Partnership and implement service change to deliver local benefits.</p>	<p>Area Support Team / Hyde Park Board</p> <p>Area Support Team / Hawksworth Wood Partnership</p>	Ongoing		

Support the work of the HAVA Big Local to help ensure it is successful and its benefits are long lasting.	Area Support Team	Ongoing		
Support Priority Neighbourhood work in Little London and ensure this joins up with the community elements of the PFI delivery.	Area Support Team	Ongoing		
Objective 15: Ensure efficient use of available resources such as Wellbeing in order to address both local and citywide priorities				
Undertake a Wellbeing commissioning round during the final quarter of the financial year 2013/14 to ensure that funding is allocated in a fair and transparent way and that recipients are able to commence delivery of their projects as early as possible in the financial year 2014/15.	INWAC / Area Support Team	Q4 – 2013/14		
Use Wellbeing budget to support projects that meet the objectives of the Business Plan and the city wide priority plans.	Area Support Team	Q4 – 2013/14		
Closely monitor projects to ensure they deliver their agreed outcomes and provide value for money.	Area Support Team	Throughout the year.		

Best City To... Live				
<i>What will the Area Committee do to address this priority?</i>	<i>Who will deliver this?</i>	<i>By When?</i>	<i>What progress has been made?</i>	<i>What was the impact?</i>
Objective 16: Ensure that the public and the Area Committee are informed of planning issues as they relate to the Inner North West				
Provide a Community Planning Officer to advise Area Committee advice in relation to key planning applications, awareness of legislative change and local planning and housing policy, and how planning regulations can be used to improve the local environment.	Area Support Team	Ongoing		
Objective 17: Support local communities to take advantage of Neighbourhood Planning opportunities				
Support local community groups to gain awareness and start the Neighbourhood Planning Process where appropriate.	Area Support Team / Community Planner	Ongoing		