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# **1. Business Plan Priorities and Actions for 2012/13**

## **(i). Integrated Locality Working Priorities:**

Develop effective and efficient services which best meet the needs of the people and the places we live  
Increase peoples sense of influence in decisions affecting their lives and communities through open, fair and accountable neighbourhood driven processes.

## **(ii). Area Support Team Service Plan objectives and outcomes**

### **Objectives**

To support Area Committees in their leadership roles and to develop local delegations.  
To develop and implement Locality Leadership Teams  
To effectively use information and intelligence to influence service delivery  
To develop new working practices and new ways of thinking about service delivery in local areas  
To develop and implement a neighbourhood typologies framework

### **Outcomes**

To develop strong and effective local leadership and governance arrangements that is responsive and accountable to the needs of local communities.  
To maximise the engagement of local people in the design and delivery of local services.  
To support the development of sustainable and resilient local communities.  
Maximise the use of local intelligence to improve our understanding of communities and their functions/characteristics so that services are targeted and tailored to meet need effectively and efficiently.

## **(iii). Business Plan objectives and outcomes to improve services locally**

These are detailed on the table below on how Well Being funds, partnership working and delegations to Area Committee are providing added value and service improvement to deliver specific outcomes.

## Outer East Area Committee Priorities and Actions 2012/13

Safer, Stronger Communities				
Objective	How will we do it?	Who will deliver this?	By When?	Outcomes
<b>Residents in Outer East have access to opportunities to become involved in sport and culture</b>	Deliver Community Centres delegation with revised lettings charges and fees.	Community Centres Project Team	Anticipated completion by end of 2012/13 financial year	Better use of community assets by local people and maximising income.
	Support community based events such as galas, Christmas lights switch on, arts festivals etc	Voluntary & community organisations	Throughout 2012/13	Increase in local people involved in community activity and improving community cohesion.
	Provide Small Grants for local community groups to provide sporting and cultural activities	Area Support Team	Throughout 2012/13	Increase in local people involved in community activity and improving community cohesion.
	Support improvement of existing sports pitches and provision of new pitches such as Thorpe Park	Parks & Countryside	Date not known	Providing new sports and leisure facilities for local people.
	Provide assistance to groups to acquire external funding for projects e.g. Caird Bardon	Area Support Team	Ongoing	Increased capacity of community groups
	Consider funding a Neighbourhood Development/Improvement Officer to facilitate enhanced community involvement and civic pride	Third Sector	Dependant upon funding. If approved will be in	Increased capacity of community groups

			place by 2013	
	Improve drainage to sports pitches	P&C	By April 2012	Providing improved leisure facilities for local people
	Provide funding for new leisure facilities such as Swillington Skate Park.	Parks & Countryside	January 2013	Providing new sports and leisure facilities for local people.
	Support for summer sports programmes for young people.	Schools Clusters Youth Service	August 2012	More children involved in sport and healthier lifestyles.
<b>Support work that helps town and district centres remain commercially active and vibrant</b>	Provide funding towards Christmas lights and switch on events.	Locality Team Events Team	Dec 2012	Increased footfall in town centres
	Support 'in bloom' and environmental groups	Parks & Countryside Area Support Team	Ongoing	Increase in local people involved in community activity and improving community cohesion. Aesthetical improvements to the environment.
	Provide support in establishing traders associations and getting traders involved in community forums and with Parish Councils	Area Support Team	Ongoing	Increased footfall in trading areas. Improved vitality and viability of trading areas. Reduce turnover/reduction in empty units
	Area Committee funding to ensure town and district centres are safe places to visit, this includes Leedswatch CCTV and various community safety schemes identified through 'tasking'.	Area Support Team	Ongoing	Reduced crime and safer town centres for people to visit.
	Using SLA from environmental delegation to ensure town and district centres are prioritised for cleaning and clean up's following the events schedule.	Environmental Services	Ongoing	Cleaner town and district centres

	Replace street name plates at locations in Cross Gates	Highways	Sept/Oct 2012	Improvements to streets and transport.
	Ensure adequate grit bins are in place for severe weather conditions	Highways	Oct-March each year	Safer highways and footpaths for shoppers/traders/visitors.
<b>Neighbourhoods in Outer East are clean and attractive.</b>	Deliver Environmental Services delegation and ensure continued improvements through robust monitoring.	Area Support Team	Ongoing	Cleaner streets Better use of resources Integrated workforce working better with the local community through engagement and use of local intelligence
	Fund additional Community Environment Support Officer in Swarcliffe.	Environmental Action Team	Funded til 2016	Cleaner streets and general environment.
	Tackle top 10 asset related issues relating to derelict/problem buildings	Derelict Property Project Team	From September 2011	Faster and co-ordinated response in addressing issues relating to derelict and nuisance properties.
	Provide £40k of funding to Tasking Teams to address issues relating to community safety and the environment	Area Support Team	April 2011	Safer communities and cleaner/greener environments
	Fund a dedicated Community Payback Probation Team to work in Outer East.	Probation Services	April 2012	Cleaner/greener environments. Support provided to community initiatives
	Support the delivery of operation champion in Outer East with particular focus on Environmental Enforcement and PCSO's tackling issues such as dog fouling, untidy gardens, graffiti etc	West Yorks Police	Bi-monthly	Cleaner streets Better use of resources Integrated workforce working better with the local community through engagement and use of local intelligence

<b>Help support a strong network of community groups that are able to contribute to improving the environment of their neighbourhoods.</b>	Provide skips for community clean up's	Area Support Team	March 2012	Cleaner/greener environment. Increase in community activity.
	Support 'in bloom' groups with funding and equipment.	Area Support Team	April 2011	Cleaner/greener environment. Increase in community activity.
	Small grants budget used to support community groups	Area Support Team	April 2012	Support of up to 20 community projects.
<b>Residents in Outer East are safe and feel safe</b>	Neighbourhood Tasking Teams meet on 6 weekly basis to identify and address issues relating to crime and environmental issues	Area Support Team	April 2012	Safer communities Cleaner/greener environment
	Target hardening projects, creating 'no cold calling' zones, educational projects etc aimed at supporting most vulnerable.	Safer Leeds	April 2012 onwards	Safer communities
	Support resident 'public reassurance' surveys	West Yorks Police	April 2012 onwards	Improve public satisfaction
	Improve drainage in areas affected by flooding	P&C Flood risk management	By April 2012	Safeguard property and improve community confidence.
	Fund off road motorbikes in North East Division	West Yorks Police	Summer 2012	Safer communities Cleaner greener environment
<b>Communities are empowered and engaged. People get on well together</b>	Hold 24 Community Forums per year to engage local residents on local issues and priorities	Area Support Team	April 2012	Increased number of residents engaged and contributing towards local decision making.
	Provide £10,000 revenue well being funding for a Small Grant Scheme to support local community groups	Area Support Team	April 2012	Support of up to 20 community projects.

	to deliver local activities and improve their neighbourhood.			
	Provide support to a variety of community galas and events	Various	April 2012	Increase in local people involved in community activity and improving community cohesion.
	Support Kippax Parish Council to establish a Neighborhood Plan	Area Support Team	April 2012	Produce a neighbourhood plan that is supported by local people and includes priority areas and buildings for investment.
	Small grants budget used to support community groups	Area Support Team	April 2012	Support of up to 20 community projects.
	Support 'in bloom' groups with funding and equipment.	Area Support Team	April 2011	Cleaner/greener environment. Increase in community activity.

### Children and Young People

<b>Provide a range of positive activities for young people across the Outer East.</b>	Provide funding to youth service to deliver positive activities during school holidays including confidence building, arts & crafts, leisure.	LCC Youth Service/	July 2012 through to Easter 2013.	Increased number of young people engaged in positive activities. Reduction in isolated young people.
	Fund 2 weeks of cricket coaching for youngsters aged 8 to 15 years during summer holidays. Coaching by Yorkshire CCC.	Yorkshire CCC	August 2012	More children involved in sport and healthier lifestyles.
	Supported the Garforth Arts Festival which provides a range of artistic opportunities for young people living in Garforth, Kippax and outer villages.	Garforth Academy	July 2011 and July 2012	Young people engaged in positive activities. Reduction in isolated young people. Increased community cohesion Increased promotion of arts in the villages

### Health and Well Being

<b>Residents in Outer East are active and healthy.</b>	Hold an annual Older Persons events week	Area Support Team	September 2012	Reduce isolation of elderly residents and contribute towards elderly people living independently.
	Support sports and arts activities through youth services, School clusters and Active Sport Leeds	Youth Service School cluster Active Sports Leeds	From April 2012	People are healthier through improved and more active lifestyles
<b>Vulnerable Members of the community are able to live independently at home for longer.</b>	Provide a gardening and decorating service for elderly and disabled.	Swarcliffe Good Neighbours	April 2012	Reduce isolation of elderly residents and contribute towards elderly people living independently.
	Hold an annual event to celebrate the contribution older people make to our communities	Area Support Team	September 2012	Reduce isolation of elderly residents and contribute towards elderly people living independently.
	Support Luncheon Clubs for the elderly	Various independence luncheon clubs	April 2012	Reduce isolation of elderly residents and contribute towards elderly people living independently.



## **2. Area Committee Champions**

**The Area Committee elects a representative to the following positions:**

- One Area Committee representative to the Council's Corporate Carers' Group;
- One Area Committee representative to the Area Health and Wellbeing Partnership;
- One Area Committee representative to the Divisional Community Safety Partnership.

**The following Ward Members were elected to represent Area Committee on these Boards or Sub-Groups**

- (i) **Outer East Environmental sub-group** – Cllr Katherine Mitchell (Chair), Cllr Pauleen Grahame, Cllr Keith Wakefield, Cllr Tom Murray, Cllr Mark Dobson.

### **3. Community Engagement Framework 2012/13**

#### **(i) Community Forums**

The Forums are held in all 4 Outer East wards and are chaired by a Ward Member from the respective Ward. The dates for 2012/13 are detailed below.

<b>Forum</b>	<b>1<sup>st</sup> Meeting</b>	<b>2<sup>nd</sup> Meeting</b>	<b>3<sup>rd</sup> Meeting</b>	<b>4<sup>th</sup> Meeting</b>
<b>Cross Gates</b>	18 July 2012	10 Oct 2012	09 Jan 2013	03 April 2013
<b>Garforth &amp; Swillington</b>	23 July 2012	15 Oct 2012	21 Jan 2013	15 April 2013
<b>Halton</b>	12 July 2012	11 Oct 2012	17 Jan 2013	4 April 2013
<b>Halton Moor</b>	10 July 2012	09 Oct 2012	15 Jan 2013	09 April 2013
<b>Kippax &amp; Methley</b>	-	17 Oct 2012	-	17 April 2013
<b>North Whinmoor</b>	24 July 2012	16 Oct 2012	22 Jan 2013	16 April 2013
<b>Swarcliffe</b>	27 June 2012	03 Oct 2012	30 Jan 2013	10 April 2013

## **(ii) Older Persons Event Week**

This year the event will be held from the 1<sup>st</sup> to the 5<sup>th</sup> of October 2012 to coincide with the International Day of Older People on the 1<sup>st</sup> of October. A number of ideas were submitted at the 2011 event from comments cards and these will be incorporated into the 2012 event.

Venues / days agreed (subject to venue availability) **are** as follows:

- **Monday – Great Preston Village Hall**
- **Tuesday – St Gregory’s Youth & Adult Centre, Swarcliffe**
- **Wednesday – Kippax Band Club**
- **Thursday – Christ Church, Halton**
- **Friday – Garforth Liberal Club**

The aims of this event are to engage with older people and celebrate their contributions to their communities. It is also an opportunity to make communities more cohesive through inter-generational work with local schools and groups. Added to that is the opportunity for service providers to engage with old people and provide support and information to them about the services they provide.

## **(iii) Support to galas/events**

To date in the year 2012/13 Area Committee has or has committed to support the following:

- Garforth Arts Festival
- Swarcliffe Gala
- Garforth Gala
- East Leeds Fun Day (Halton Moor)
- Kippax Christmas lights

- Cross Gates Christmas lights
- Garforth Christmas lights

#### **(iv) Neighbourhood Planning**

The village of Kippax is one of the four Neighbourhood Planning pilots in the city. An offer of support from the Area Support Team has been made and agreed with Kippax Parish Council. The support includes helping to advertise, organise and plan consultation events; help with recruitment; help with key sites and support regarding assets of community value where investment is recommended.

#### **(v) Potential for an additional resource to support/develop communities**

This proposal is subject to discussions with Area Committee Members in Outer East and Inner South. The details of the role are described below:

##### **What is the added value of the role?**

It provides a level of support to community groups to transform ideas into projects and enterprises which build on strengths, meets needs and aspirations and tackles concerns in communities and delivers at a local level the city priority of making Leeds the best city for communities.

It provides a single point of contact for communities that need support.

It will promote the Council priorities of civic pride and civic responsibility.

It will lead to more people getting involved in their local community by encouraging and supporting people to develop their skills and knowledge to motivate them to take action to enable positive change within the community.

What are the benefits of the role ?

It will build on the capacity and confidence of local residents to take action to improve their area through a transparent process that is open and simple to access.

It will build upon and enhance existing neighbourhood working.

It will improve community cohesion through effective engagement and participation.

It will build trust in local services / council by giving people experience of key decision making.

It will bring forward new people to engage as citizens.

It will develop the community leadership roles of ward members.

The main activities of the officer in agreement with Ward Members will be:

1. To promote participation, citizenship and community cohesion and develop the aims of civic responsibility and civic pride by working intensively in communities with a particular focus on those communities with high indicators of deprivation.
2. Build the skills capacity of communities and groups (particularly those which are hard to reach) and co-produce with Elected Members local solutions to local issues organising appropriate training where needed.

3. Develop Community Champions who will have a key role in raising awareness of thematic issues within their communities.
4. Support groups to engage in the three main aspects of the Localism Act.
5. Assist communities to establish and support local events such as galas and community meetings/events.
6. Provide support to project work that stems from Neighbourhood Improvement Boards (NIBs), where they are established, in agreement with Ward Members and support the NIB sub-groups and help with the development of an action plan for each NIB.
7. Design and deliver new ways to engage and ensure that the engagement crosses all groups to include young people, old people, new communities, BME communities etc. The post holder will explore new techniques of engagement such as 'the civic conversation' held in Garforth.
8. Support the management and implementation of area wide integrated change programmes taking responsibility for specific related improvement work underpinned by outcomes based accountability, including regular reports to Area Committees etc.

### Geography

It will include neighbourhoods to be identified subject to funding.

The post holder will be employed by a third sector organisation but managed by the Area Support Team.

Although a car is not essential it would be advantageous to drive and have access to a car.

The posts are graded at SO1. The costs include the following.

**(vi) Citizens Panel**

The Council is still recruiting to the citizen's panel with a target figure of 6,000 people. It has reached just over 4,000.

Area Committee will receive regular updates on the feedback we get from the citizens panel on issues of local importance.