



Report of the South East Area Leader

Report to Outer East Area Committee

Date: 11th of December 2012

Subject: Summary of Key Work

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Cross Gates & Whinmoor Garforth & Swillington Kippax & Methley Temple Newsam		
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?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number: Appendix number:		

Summary of main issues

1. The report will detail priority work carried out in the area over recent weeks.
2. The report will provide minutes relating to forums, partnership and sub-group minutes and minutes of Area Chairs.

Recommendations

3. Area Committee will be requested to:
 - note the report and raise any queries.

1 Purpose of this report

- 1.1 The report will provide Area Committee with details of key issues and activities in recent months including project work and community engagement.
- 1.2 The report will provide Members with minutes relating to recent community forums and engagement activities, sub group and partnership meetings and minutes of Area Chairs meetings.

2 Background information

- 2.1 The Area Committee Business Plan focuses on community engagement, partnership work, functions delegated to Area Committee, integrated working and locality working. This report will update Area Committee on priority work, including project work and community engagement as well as key issues for discussion.
- 2.2 The report will include relevant attachments such as minutes and partnership working etc.

3 Main issues

3.1 Neighbourhood Centres updates

- 3.1.1 **Temple Newsam:** Ward Members and Area Support Team (AST) have held discussions with Lidl as a result of which improvements have been made to vehicular access and the company is looking to display large vinyls - funded by central government's High Street Improvements grant - to add an attractive aspect to the village centre. A burnt out bin and dilapidated seat have been replaced near the Post Office. Some shops are being encouraged to improve their forecourts and include a dedicated pedestrian through route. Two volunteers are in the process of launching an In-Bloom Group for Halton with their first project being an ornate stretch in the shopping centre. At Wykebecks, Highways have undertaken public consultation so a rough track behind shops can be closed to traffic to improve vehicle and pedestrian safety..
- 3.1.2 **Kippax & Methley:** In Methley, AST and Parks have assisted Ward Members to find a way to provide the long-awaited changing rooms for the sports pitch. In Kippax an innovative "one stop shop" for handymen is opening on the High Street and 6 businesses and 4 new proprietors have already opened in the last few weeks. Discussions are underway on suitable premises for the neighbourhood planning team to utilise, Barclays has confirmed it will give a facelift to its bank unit. A row of homes have been painted by their landlord to brighten up the High Street. Ideas are progressing to try and open a bank in Kippax after Co-op said it would not commit at this stage. AST is helping find a larger premises on the High Street for the local Post Office. The Minutes of the last Kippax Traders' meeting with AST are attached as **Appendix 1 and 1a**.
- 3.1.3 **Garforth & Swillington:** AST has led discussions between a landowner and highways on creating a temporary car park at the top of the Main Street. It is hoped this will be opened in spring. AST is following up discussions with HSBC

over future use for their empty bank unit. Highways have confirmed to Members that a crossing point can be installed on Ninelands Lane near a local school.

3.1.4 **Cross Gates & Whinmoor:** The annual Cross Gates Christmas lights switch-on took place on Thursday 15 November 2012 which was the first time it has been held on a week day evening. An estimated 900 local residents attended this third annual event with a host of entertainment acts including traditional Christmas tunes from Corpus Christi brass band, songs from Breeze finalist Wayne Dawson, and more modern songs from Swarcliffe Primary School Choir and local Guides and Brownies. Other attendees included Ronnie the Rhino, Courage the Cat and Santa. Further along Austhorpe Road at Manston Park the Barnbow Memorial will be unveiled at a public dedication ceremony on Tuesday 4 December 2012. The memorial is to honour the young women and men who died in explosions at the Barnbow munitions factory in December 1916, March 1917 and May 1918.

3.2 Community Payback

3.2.1 Since the last Outer East Area Committee (AC) Community Payback have provided 63 workers for 7 projects in the Outer East area.

3.2.2 This work has featured painting the railings around Lakeland Court in Temple Newsam – a project which is still underway. Improvements to help a disabled resident at 57 Stanks Lane North. Picking up stones and removing ivy at St Mary's Church Swillington, repainting street furniture in Garforth, various gardening projects in Micklefield and Allerton Bywater. In total Community Payback has completed 427 hours of work in October 2012 under the contract with Area Committee.

3.3 Dog Control Orders

3.3.1 The Dog Warden Service is reviewing the Dog Control Orders (DCO) it has in place and particularly the types and locations of land subject to a DCO. The review process included a consultation exercise, (which ended last month,) with interested parties. It is not envisaged the actual types of DCO we have in place such as dogs on leads in prescribed areas, exclusion areas, maximum number of dogs walked by one person etc be revoked or added to. This consultation will be more about asking interested parties to put forward for consideration locations and/or types of land not already included under a DCO. For example it may be that a new play area for children has been built in the last 12 months or that consideration is given for including council owned sports courts.

3.3.2 A DCO can be made in respect to any land open to the air and to which the public are entitled to have access. However when considering areas for a DCO consideration must be given for the appropriateness of the action, is it proportional to the actual problem and is it feasible to enforce any order. It is envisaged that orders will generally be considered for council owned or maintained land.

3.3.3 The current schedule of land covered by DCO's is attached as **Appendix 2** to confirm what is already included. Please note that the three entries at the bottom are for consideration at this next round of consultation and are not formally in the order yet. Also please note that the closed churchyards are all subject to a further

round of consultation following some adverse press on this. **Appendix 2a** is an advisory leaflet explaining the current types of DCO in place.

3.4 Update on Thorpe Park

- 3.4.1 At the September 2012 meeting of the Outer East Area Committee, Members agreed to feature updates on Thorpe Park as a standard item on the Agenda.
- 3.4.2 Representatives of Thorpe Park and Planning agreed to attend today's meeting to provide these updates and answer any questions from Members.

3.5 Early Intervention Project - Youth Offenders Service

- 3.5.1 To reduce the number of young people on statutory orders and achieve the ambition of Leeds as a restorative city, the Youth Offenders Service (YOS) continues to develop its non statutory work.
- 3.5.2 Since 5th November 2012 a rota of YOS officers have been based at Stainbeck police station 7 days a week from 9am – 9pm. They assess young people arrested for a crime with a view to offering targeted support on a voluntary basis.
- 3.5.3 Family liaison is a crucial part of the role and the officers ensure parents and carers are kept fully informed about decisions, contribute to assessments and are involved as appropriate adults.
- 3.5.4 Where necessary, young people will be referred to YOS prevention workers or to other relevant services to address their offending. Short programmes will be developed covering issues such as anger management, anti-social behaviour or road safety.
- 3.5.5 Restorative working will be at the heart of this initiative: YOS will consult with victims and give them an opportunity to say how the crime has affected them and what reparation they seek. Young people will make amends in order to avoid a criminal record and make a fresh start.

3.6 Fuel Poverty Area Committee Champions Role

- 3.6.1 "The Leeds Affordable Warmth Partnership" has been established to address fuel poverty problems. It is seeking representation from each Area Committee to provide the views from a locality perspective and influence decisions on service provision.
- 3.6.2 Members are asked to note the information below which sets out the role and to agree a fuel poverty champion from the Area Committee.

"Inquiry into Fuel Poverty (April 2012) Recommendation number 8

(i) That Area Committees nominate a Fuel Poverty Champion to drive forward local action in addressing fuel poverty problems associated with their particular areas

(ii) That the Area Committee Fuel Poverty Champions liaise with their respective locality Health and Wellbeing Improvement Managers to agree the appointment of one Fuel Poverty Champion

Current position

- Citywide Affordable Warmth Partnership – meets quarterly
- Membership is made up of elected members from each political group
- Chaired by elected member. For 2012 it is Cllr David Blackburn

Potential role of Fuel Poverty Area Committee Champion if agreed

- To attend on behalf of the area committee the citywide Affordable Warmth Partnership
- To represent views from a locality perspective
- To be aware of neighbourhoods / vulnerable groups of high need
- To promote programmes addressing fuel poverty e.g. Wrap up Leeds, Green doctor, Warm home service etc.
- To signpost and support local people to access the services that are available (financial support and affordable warmth provision)
- To influence and inform decision makers on local needs for future service provision
- To lobby local energy providers and funding providers to address the needs of vulnerable households.
- To report back to area committee on progress made / highlight issues

To be supported by:

The lead officer for citywide partnership and locality Health and Wellbeing Improvement Managers.”

3.7 Community Engagement

3.7.1 The following Community Forums recently met:

- Swarcliffe (03 October) The minutes are attached as **Appendix 3**
- Halton Moor (09 October) The minutes are attached as **Appendix 4**
- Cross Gates (11 October) The minutes are attached as **Appendix 5**
- Halton (11 October) The minutes are attached as **Appendix 6**
- Kippax Methley (17 October) The minutes are attached as **Appendix 7**
- North Whinmoor (16 October) The minutes were not available at the time the papers went to print
- Garforth Swillington (13 November) The minutes are attached as **Appendix 8**

3.8 Area Chairs' meeting

- 3.8.1 The meeting of Area Chairs was held on 11th September 2012. The meeting included discussion of Youth Service Review, Environmental Delegation, updates on Well-being, Community First and Area Working. The minutes are attached as **Appendix 9**.

3.9 Leeds Citizens Panel Update

As part of a process of developing the Leeds Citizens' Panel, a report was presented to the Area Chairs forum in November 2011 and the ten Area Committees in the December 2011 setting out the proposed changes to the service. As part of this consultation process Members requested that periodic updates be provided to Area Committees on the progress of the development of the Leeds Citizens Panel. This section of the report highlights the progress that has been made in relation to recruitment of new citizens panel members and which consultations have been undertaken to date.

Citizens Panel Membership

An increase in panel membership from 1,500 to 6,000 is a key element of the improvements to the Leeds Citizens Panel. The smaller membership only allowed us to consult on issues affecting the whole of Leeds. The new larger body of panel members will allow us to provide analysis of consultations at the Area Committee level while retaining a representative sample based on age, gender and ethnicity. This will enable us to understand resident perceptions of services at the locality level.

Efforts to undertake citizens panel recruitment have been more challenging than first anticipated and it is taking longer to achieve the target of 6,000 panel members. However steady progress is still being made and the current membership of the Leeds Citizens Panel is now at 3,919. **Appendix 10** sets out the details of panel membership at the city and area committee level as of 1 November 2012. Please note that total membership for age, gender, or ethnicity will not exactly add up to the total number of panel members as some personal information was missing when panel members submitted their applications. Work is being undertaken to receive this information from all panel members which should fix this problem in the future.

The citizens panel has been widely promoted in a number of ways in the past year, and some obvious gaps in membership have been identified particularly in relation in inner-city areas and young people across the city. This is a common pattern with citizens panels across the UK and further work will be undertaken to target recruitment efforts to fill the remaining gaps. Arrangements are being put in place to merge the analysis of Children's Services consultation through Breeze card-holders and the Leeds Youth Council and that of the Leeds Citizens Panel to help minimise the temporary gap in young person representation on the Citizens Panel. Members are asked to comment on how the Council should target its efforts to fill the gaps in Leeds Citizens Panel membership.

Programme of Consultation

The following consultations have taken place through the Leeds Citizens Panel in the last 12 months:

- Olympic Events for Leeds. This survey asked panel members what cultural activities they wanted to in Leeds during the year of the Olympics? Feedback was provided in the form of a newsletter to panel members. A response rate more than 70% was gained from this survey.
- Future of Kirkgate Market: This was the second phase of consultation regarding Kirkgate Market and received a response rate of 65%. The third phase of consultation to be sent shortly will include design options and will be combined with a car parking survey for the area.
- Healthy Communities: This analysis of this survey will be merged with a similar one undertaken by the NHS and will help identify barriers to access health services in localities. The Leeds Citizens Panel component of the survey received a response rate of 60 %.
- Parks and Countryside and Environmental Cleanliness: The response rate for this survey was lower than other surveys at just under 50% and me by accounted for by the timing of the survey falling during the holiday period. And while this still represents a significant increase in response compared to previous surveys undertake without the citizens panel this time period will be avoided for future surveys.
- Council Tax Support: This survey asked members views on the government's reduction in terms of council tax benefits. Details of response rates were not available at the time this report was produced.
- Budget consultation 2013-14– In addition to the You Choose budget consultation undertaken through the Leeds City Council website, this survey was sent to all citizen panel members and gives respondents the opportunity to highlight their priorities for the 2013-14 budget. The survey was still open for responses at the time of writing this report but the team has received more than 600 responses just the first week, so a good response rate is anticipated for this important survey.

Next Steps

Management of Panel membership will be an ongoing feature of work to support the functioning of the Leeds Citizens Panel and will need be refreshed on a regular basis with approximately one third of members being replaced with new members each year. New demographic targets for the city and individual area committee areas will need to be set this year to reflect recent census data.

The first year of operating the improved citizens panel has demonstrated the opportunities for cost savings for services while still achieving high response rates. An increase in the confidence in the Citizens Panel as a viable mode of public consultation has increased the request for surveys.

A process for managing the forward plan of Citizens Panel surveys will be put in place to ensure that panel members do not receive too many surveys in a short period of time and that busy holiday periods can be avoided. This process will

also ensure that we are able to combine surveys to avoid duplication and save costs.

As well as being a valuable tool for reducing costs associated with public consultation the Leeds Citizens Panel has begun to prove its value in helping to shape opinions about important changes to Council services. For example, the findings from the Kirkgate Market survey has highlighted the need to broaden the options being considered for its future development, and analysis from the budget consultation through the Leeds Citizens Panel will be presented to Full Council in February to help set the budget for 2013-14

3.10 Partnerships and Area Committee Sub Groups

3.10.1 Environmental sub-group: Following a request from Area Committee the group now meets independently of Area Committee meetings. Env. Sub held its last meeting on 22 November 2012 and the minutes are included as **Appendix 11**.

3.10.2 Divisional Community Safety Partnership (DCSP): The last meeting was held on Thursday 29th November 2012 and the Bi-annual Tasking Chairs meeting was held on 28th November 2012. The minutes of the DCSP meeting held on 6th of September 2012 are attached as **Appendix 12**.

3.10.3 Health & Well Being Partnership: The South East Health and Well Being Partnership meeting was held on the 4th of October 2012. The meeting undertook an Obesity Review discussion with Commissioners. The minutes are attached as **Appendix 13**.

3.10.4 Swarcliffe Good Neighbours Gardening Project: The latest figures show the period 01st April to 30th September 2012 during which SGNG completed 442 gardens comprising 273 gardens with free maintenance work and 169 gardens with follow up visits. By ward this comprised: Temple Newsam Ward – 142, Kippax & Methley Ward- 92, Crossgates & Whinmoor Ward – 129 and Garforth & Swillington Ward – 79. By Ward the amount of Free Maintenance undertaken was: Kippax & Methley – 53, Garforth & Swillington – 49, Temple Newsam – 70 and Crossgates & Whinmoor – 101.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The Forums in section 3.7 and Citizens Panel in 3.9 form the main part of the face-to-face community engagement strategy.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 Under equality legislation the Council has a legal duty to pay due regard to the need to eliminate and promote equality in relation to race, disability, gender, age, sexual orientation, pregnancy and maternity, and religion or belief.

4.2.2 The main section of this report provides details of activities around community engagement and the delegation of environmental services to Area Committees that support this legal duty.

4.3 Council Policies and City Priorities

4.3.1 The proposals contained within this report contribute to the existing targets and priorities set out in the Council's Policy Framework in the following plans:

- Vision for Leeds
- Safer & Stronger Communities Plan
- Children & Young Peoples Plan
- Health & Well Being City Priority Plan

4.4 Resources and value for money

4.4.1 There are no new resource implications contained in this report other than funding that has previously been agreed by Area Committee from its revenue budget.

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 no longer 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 on project work and key issues in Outer East. Any projects funded from the Well Being Budget or undertaken by the Area Support Team are risk assessed.

5 Conclusions

5.1 The report provides up to date information on key work and key issues for Area committee to consider. Members are requested to note the content of the report and raise queries relating to issues raised within the report.

6 Recommendations

6.4.1 Area Committee is asked to consider the Fuel Poverty Champion role and appoint a Member to the role, or to consider merging this role with the Health Champion position.

6.4.2 Members are asked to comment on how the Council should target its efforts to fill the gaps in Leeds Citizens Panel membership.

6.4.3 Note the report and raise any queries.

7 Background documents

- 7.1 Outer East Area Committee report – Local Authority appointments to outside bodies July 2012
- 7.2 Well Being report July 2012.

¹ 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.