

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.