

**SECTION 3D(a): AREA COMMITTEE FUNCTION SCHEDULES**

<b>Well-Being Schedule</b>	
<b>Function</b>	
<b>To promote and improve the economic, social and environmental well-being of the Committee's area.</b>	To take decisions about, and monitor activity relating to the use of the annual capital and revenue allocation to each Committee.

<b>Area Functions Schedule</b>	
<b>Function</b>	
<b>Community Centres</b>	<p>In relation to each community centre identified by the Director of Environment and Neighbourhoods as within the Committee's area, to:</p> <ul style="list-style-type: none"> <li>• oversee controllable revenue budgets, operational arrangements and the use of the centres;</li> <li>• agree and implement a schedule of charges and discounts for directly managed centres;</li> <li>• make asset management and investment proposals to ensure the portfolio is sustainable and meets local needs.</li> </ul>
<b>CCTV</b>	To maintain an overview of the service in the Committee's area and receive regular information about it.
<b>Neighbourhood Management Co-ordination</b>	<p>In relation to the Committee's area:</p> <ul style="list-style-type: none"> <li>• to agree priority neighbourhoods (through the approval of the Area Delivery Plan); and</li> <li>• to agree and monitor Neighbourhood Improvement Plans for the Committee's area.</li> </ul>

<p><b>Street cleansing &amp; Environmental Enforcement Services:</b></p> <ul style="list-style-type: none"> <li>• Litter bin emptying</li> <li>• Litter picking and associated works</li> <li>• Street sweeping and associated works</li> <li>• Leaf clearing</li> <li>• Ancillary street cleansing functions including Graffiti removal, Gully and Ginnel cleansing.</li> <li>• Dog Controls (fouling, straying, dogs on leads, dog exclusions)</li> <li>• Fly tipping enforcement</li> <li>• Enforcement of domestic &amp; commercial waste issues</li> <li>• Litter-related enforcement work</li> <li>• Enforcement on abandoned &amp; nuisance vehicles</li> <li>• Overgrown vegetation</li> <li>• Highways enforcement (placards on streets, A boards, cleanliness)</li> <li>• Graffiti enforcement work</li> <li>• Proactive local environmental promotions.</li> </ul>	<p>To develop and approve annual Service Level Agreements to achieve as a minimum, the service standards set by Executive Board. Via the Service Level Agreement, to determine the principles of deployment of the available resources by:</p> <ul style="list-style-type: none"> <li>• the identification of priorities for service delivery annually (both geographical and in terms of types of services delivered)</li> <li>• the agreement of the most appropriate approaches to be taken to achieve local environmental cleanliness and quality.</li> </ul> <p>To be responsible for monitoring and reviewing the delegated activities in relation to the service outcomes specified in the SLA.</p> <p>To be responsible for negotiating amendments to the SLA with service providers to accommodate unforeseen events or patterns of service failure, during the course of the SLA.</p>
<p><b>Youth Activity Fund</b></p> <p>To commission, monitor and evaluate local play, arts, sports and cultural activity for young people age 8-17 with the involvement and participation of children and young people.</p>	<p>To commission services in the area through a grant process designed to meet identified need with suitable provision.</p> <p>To monitor:-</p> <ul style="list-style-type: none"> <li>• the range, quality and suitability of provision for children and young people in the committee’s area in order to identify gaps and build on provision;</li> <li>• the range, quality and suitability of activity commissioned through the grant; and</li> <li>• the take up by and engagement of children and young people in the activity commissioned through the grant</li> </ul>

*Executive Functions*

	<p>To evaluate (having taken into account the views of children and young people in the area)</p> <ul style="list-style-type: none"><li>• the success, range, quality and suitability of activity delivered; and</li><li>• the engagement of children and young people with the area committee throughout the commissioning and monitoring process</li></ul> <p>To actively involve children and young people throughout the planning, decision making, monitoring and evaluation process.</p>
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