

Coalfield Area Committee 2011/12 Work plan

Priority	Issue	Local Action to Influence Services	Lead Agent	Progress Report	Area Committee's Influencing Role		RAG
Heritage	A co-ordinated approach required	Local Heritage Community Development Worker	Vicki Medhurst	A Heritage Community Development worker (HCDW) took up the temporary (1 year) post on 31 October 2011 and has the responsibility of delivering the Coalfield and North area Heritage Action Plans. The worker's time will be split 50/50 between the two areas.	Development of heritage projects	Community Development worker in post COMPLETE	G
	Lack of awareness/interest	Promote heritage within the Coalfield area.	T&R Group	This has already begun through the VCS Network and the Coalfield Community Challenge and will be further developed by the HCDW	Raising the profile of the area	Increase in heritage related enquiries and events	G
	Lots of uncaptured local knowledge and enthusiasm	Engage community groups and residents to work together to deliver heritage activities. The Coalfield Community Challenge project has already raised the awareness of heritage in the area. A heritage 'steering group' made up of local organisations and historians is producing a calendar for 2012	Susan Brown and HCDW	The VCS Network and partners have been involved in a number of heritage related activities. 18 local groups currently engaged. £5,000 of the heritage budget was allocated to the Coalfield Community Challenge project. The Heritage worker will develop this further.	Engagement of VCS and residents.	No of groups engaged Currently 18 groups involved	G
	Budget required to deliver small scale projects/ implement relevant recommendations	Allocate a proportion of SIB funding to address the heritage priority	Area Committee	A sum of £40,000 was 'ring fenced' for the Heritage priority. Individual projects are now being taken forward. Including the development of a village atlas and heritage trails.	Influence budgets (Council/partners/ external)	Projects being delivered COMPLETE	G
	Increase interest/participation of young people	Develop educational and participative heritage projects	Vicki Medhurst	The Heritage Community Development Worker will develop the education projects. A number of schools already participate in the Coalfield Community Challenge	Engagement of young people	No of schools or youth groups involved	A
	Public transport	Identify venues which are accessible by public transport. Local organisations, such as ELCAP, are supporting community activity against the priorities by providing community transport		Events and displays are being held in accessible venues using Community Transport to support this where necessary. The rep from Nexus will promote events and provide information on public transport.	Events and services delivered accessible by public transport or community transport	Increased community involvement	A

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Local Shopping Centres	No comprehensive area information available	Development of baseline information for three selected centres. Members of the Area Network have been consulted.	Andrew Perkin	A report has now been produced and discussed by the Shopping Centres T&R group.	Engagement of stakeholders. Improvements suggested	Report produced COMPLETE	G
	Improve physical appearance of shopping centres	Target responsive local services to areas most in need	Dave Ellison	Area Response team are ensuring that street scene issues are tackled and queries and issues from residents are followed up. The Coalfield Street Scene team will support the Christmas marketing campaign	Influence targeted service provision	Increase in satisfaction levels	G
	Support local traders	Carry out an audit to further investigate the current situation in local centres. This is now complete and the Area Network provided ideas and suggestions during a workshop on 10 November 2011	Andrew Perkin	The audit is complete and a marketing campaign to support local traders during the Christmas period is underway. A programme of activity is proposed to the November Area Committee meeting for approval.	Consultation and engagement with local traders	No of local businesses supported	A
	Lack of new shoppers	Carry out a survey with local shoppers/non shoppers	Andrew Perkin	The Area Network held a workshop on 10 November and discussed issues which will be fed into the Shopping Centre Task and Result group for consideration/action	Consultation with residents and visitors	Increase in shoppers	A
		Research best practice	Andrew Perkin	Research complete. Results have been provided as part of the final audit report. Proposals are presented to the November meeting for Area Committee approval.	Identify new ways of working	New projects implemented	A
	Public transport	Promote and use community and public transport		A rep from Nexus is acting as an 'adviser' to the T&R group and has agreed to support this priority where possible. The Christmas marketing campaign will be promoted by Nexus and supported by ELCAP's community transport	Identify issues and influence service provision	Increase in shoppers	A
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Activities for Young People	Negative perceptions of young people in some areas	Celebrate positive achievements. The Area Network and RLS have promoted the input of young people during the Love Where You Live Campaign.	Linda King/Julie Heathcote	Some positive stories have emerged from the XL youth village activities and the additional provision through the Responsive Youth Provision (RYP) pilot. An article in the November edition of Community News promoted activities available.	Promote success	Positive news stories Article in Community News praises young people	G
	Hotspots of youth disorder	Provide targeted activity in areas most at risk Use local intelligence to target youth provision	Linda King	The Responsive Youth Provision (RYP) pilot project was set up with £10,000 SIB. The project has been successfully delivered at Easington Lane and Houghton Racecourse Estate and the police have reported an improvement in behaviour in the targeted areas (reported youth related ASB has reduced by 19.3% in the year to November 2011). The budget has now been increased from Area Committee and Gentoo funding. LMAPS and the Police will continue to be consulted on which areas to target. The winter programme of XL Youth Villages will provide targeted activity at locations with most need.	Influence service delivery and budgets	Reduction in youth disorder Reported youth related ASB has reduced by 19.3% in the year to November 2011	G
	Relevant and adequate youth activities	Work with Youth Development Group to evaluate provision	Linda King/Wendy Cook	Each meeting of the Task and Result group identify issues and highlight gaps in provision in order to develop solutions. A planned programme of contracted youth sessions is discussed at each meeting, and adapted to suit the demand. Linda King has been identified as the Youth Lead for the Coalfield area and will lead future meetings.	Identify and review activities and services	Increase in use of contracted youth provision	G
	Allocation of Children's Services £30,000 budget for positive activity	Area Committee (via Youth Task and Result Group) to identify areas of need	Linda King	Area Committee, LMAPS, Police and YDG to identify areas most in need of additional provision	Influence mainstream budgets	Funding allocated COMPLETE	G
	Lack of out of school activity for 8-12 year olds	Map provision of existing services. Area Network supporting this piece of work by providing local intelligence	Children's Services locality team	This will now be explored along with 13-19 provision at future Task and Result group meetings. Rachel Putz Coalfield locality manager to be involved in group	Identification of gaps in service	Audit of local provision	R

Development of services for 8-12s required	Work with Youth Development Group to evaluate provision and target resources	Linda King Sandra Mitchell/ Rachel Putz	A programme of activities will be developed for 8-12 year olds as part of the T&R group. Future development of these activities will be considered by the Head of Early Intervention and Locality Services and the Locality Manager	Target mainstream and area resources	Structured activity for 8-12 year olds	A
No identified lead on provision for 8-12s issue	Work with Children's Services to identify lead agent	Sandra Mitchell/ Rachel Putz	Sandra Mitchell updated Committee at the September meeting and a meeting was held with the Coalfield Locality Manager, Rachel Putz, early in November. Further meetings will develop the knowledge around provision for this target group. Rachel will be the named contact	Review current arrangements	Identified lead COMPLETE	G
Holiday provision	Evaluate current provision to identify what should continue	Linda King	A comprehensive programme of activity for the Summer holidays was delivered and evaluated to inform the October half term programme. The October programme has now been delivered to include the LDD (learning difficulties and disabilities) group at Dubmire which had been identified as a gap. Funding to deliver holiday activity until June 2012 has been agreed. Task and Result group to develop a programme for the rest of the academic year.	Influencing mainstream budgets	No of holiday activities provided The October holiday programme delivered a minimum of 3 youth and 3 play sessions in each ward	A
Play parks and play areas	Promote and utilise existing sites	Victoria French	The lead agent will provide an update to the November Area Committee and work with members to develop and agree a way forward for the next phase of play site improvements. This follows previous consultation with members regarding the prioritising and funding of play areas as part of the Play and Urban Games Strategy (PUGS)	Influence the next stage of the Play and Urban Games Strategy (PUGS) including maximising S106 funding	Number of new play areas	A
Public transport	Promote and use community and public transport	Task and Result Group	Accessibility issues are taken into account when services are being developed and delivered. Community transport has been utilised for outings and trips and opportunities to take part in youth activities have been promoted by Nexus.	Ensure provision is accessible and transport is available	Increase in young people accessing services	A

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Allotments and gardens	Inaccurate or incomplete baseline information	Audit of all sites required	Gerry Roll	An in depth audit of all sites to include occupied, vacant and derelict plots has been carried out and a plan of each site is now available to the Task and Result group	Review and update of current information	Plan of each allotment site COMPLETE	G	
	Derelict plots	Pilot programme on two allotment sites	Gerry Roll	Burnside and Britannia Terrace have been selected as the two pilot sites. A programme of work has begun on Burnside and five derelict plots have been cleared and are now being brought back into use. A small team of park staff will clear out unkempt gardens between November 2011 and March 2012.	Escalate issues to the Head of Service for Street Scene via the Task and Result Group	Reduction in vacant/ unkempt plots	A	
	Inappropriate use of plots	Identification of plots being used illegally or incorrectly. Information should be forwarded to the T&R Group or to the Allotment Officer	Gerry Roll	The recent audit has identified a number of sites where plots are not being cultivated and used for other purposes. Following a police operation two sites were identified as being used illegally and tenancies have been terminated. There will be an ongoing programme to address all inappropriate activity.	Escalate issues to the Head of Service for Street Scene, or to the Police, via the Task and Result Group	Reduction in plots not being used for cultivation	R	
	Waiting lists	Correspond with those on waiting list to confirm still interested	Ethel Wilson	All on waiting list have been contacted. Waiting lists have been revised	Review and revise current waiting lists	Reduction in waiting lists COMPLETE	G	
	Community gardens	Develop community allotment plots within existing sites. The VCS Network will support the development of community gardens	Ethel Wilson/ Susan Brown	To be developed now audit is complete. It is proposed that £5,000 from the previously agreed allotments budget be utilised to further progress this element of the priority. The Community Co-ordinator will work with the Allotments Officer to develop community gardens across the whole of the Coalfield area.	Support development of community use	Community spaces created	R	
	Budgets and funding	Identify ring fenced and mainstream budgets	Gerry Roll			Influencing mainstream budgets		R
		External funding and partnership working	Pauline Hopper/ Susan Brown	Gentoo and Groundwork are part of the Task and Result group and have agreed to form an 'action group' with VCS Network and Area Officer to look at how Area Committee actions can be supported	Attracting funding to area	External funding secured	A	

		Allocation of area budgets to support work	Pauline Hopper	A budget of £35,665 SIB has been 'ring fenced' for this priority.	Targeting of resources	SIB allocated COMPLETE	G
	Public transport	Action to be developed		Action to be developed			
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Child Poverty	Development of Child and Family Poverty Strategy	Neighbourhood model of service delivery	Raj Singh	Phase 2 of the Strategy has now been developed	Consultation and involvement during development	Strategy produced	G
	Child Poverty needs assessment	Neighbourhood model of service delivery	Raj Singh	Results of pilot will be reported to Area Committee once complete	Initiatives delivered to meet local need	Development of local services	G
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Dangerous and speeding traffic	Co-ordinated or strategic approach required	Identification of road safety issues and development of an overall plan	Les Clark	The Lead Agent attended the September meeting of Coalfield Area Committee to provide an update regarding the strategic approach to traffic related issues. Information on accidents and other intelligence will form part of the information gathering exercise to inform next steps. Area Committee will receive a further update in the new financial year 2012/13	Ensure services meet local requirements	Area action plan or strategy	A
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Support for Older People	Content and quality of current services	Audit of local services provided for older people. Coalfield Community Co-ordinator is assisting with this via the VCS network	Gail Black/Alan Clark (HHAS)	An audit of locally provided services (including statutory and voluntary sector) is underway.	Highlight areas of concern to HHAS	Improved service provision	A
	Accessibility to services	Audit of where local services are delivered/accessible. A workshop attended by VCS Network organisations has supported this work	Gail Black/Alan Clark (HHAS)	As above		Audit produced	A
	Mobility and 'getting around' - including public transport	Highlight areas of concern and promote accessible services	Gail Black/Alan Clark (HHAS)	As above		Audit produced	A

Money and debt advice – mobile and outreach services	Promote on line or telephone support. Further develop outreach services -	Task and Result Group	Recent research has shown that there is an increased demand for advice. Locally delivered sessions are being reviewed e.g. SHARP. An application for SIB is presented to the November 2011 meeting	Partnership working e.g. DWP	More outreach and accessible advice.	A	
Promote support available – market and advertise	Local groups to promote support to their members. VCS Network are assisting in the promotion of local services	Task and Result Group	Once the audit is drafted the group will address these issues.	Promote services to local people	More publicity about what is available	A	
Volunteers for services available e.g. allotments	Encourage and develop local communities to become volunteers	Area Network/ Volunteer Centre		Identify volunteering opportunities and training available	Number of volunteers engaged	A	
Social interaction (especially those in residential care)	Promote and support services such as befriending and visiting schemes. Members of the VCS Network are delivering social activities	Task and Result Group		Identify needs and gaps in provision	More people attending activities available	A	
Public transport	Promote and use community and public transport	Task and Result Group	A number of projects aimed at supporting older people have been supported by using ELCAP community transport. Luncheon clubs, social outings and shopping trips are some examples of how services are being delivered by using the community transport scheme. Projects accessible by public transport will promote timetables etc.. wherever possible.	Support to retain community transport in the area. Escalate transport issues to the relevant committees and to Nexus	Increased number of older people being able to access services		
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Empty properties	Planned approach	Development of an area based Empty Properties Action Plan. Local intelligence has informed the development of the plan	Liz McEvoy	A draft has been prepared and was presented to Area Committee by lead agent. A report is presented to the November meeting. Final version of the Empty Property Action Plan was approved by Cabinet in November 2011.	Input into development of plan	Area Plan with targets agreed	G

Enforcement	Identify nuisance properties. Area specific officers including Area Officer, Area Response Manager, Environmental Enforcement Officer, Community Co-ordinator, Empty Properties Officer, ASB Officer and Environmental Health Officer will meet in late November to share information and strengthen collaborative working across all Council Directorates	Liz McEvoy	Nuisance properties identified using a matrix. Issues area addressed on an ongoing basis by the Empty Properties Assistant.	Part of matrix includes referrals from ward members	Number of notices issued	G	
Private landlords	Agree a date and hold a landlords' forum to discuss the Empty property Action Plan.	Liz McEvoy	Intend to use the next Landlord Forum to promote the Empty Property Action Plan with a particular focus on landlords with empty properties	Encourage local landlords to participate	Number of accredited landlords	A	
Learn from best practice (e.g. square root group)		Area Committee		Encourage partnership working and community ownership		A	
Identify 1 or 2 hotspots for improvement	Local intelligence to be gathered	Liz McEvoy	Statistics have shown which wards are above the City average for empty properties and these will be targeted. Additionally, areas that are displaying a number and range of problems with regards to the private rented sector will be targeted as "hot spots" such as "The Racecourse" are. These are agreed by SMT.	Develop improvements to meet local need	Properties brought back into use	A	
HCA funding - explore further and consider match		Liz McEvoy	An application for funding has been submitted to the HCA. The outcome should be known by November 2011	To help identify empty properties which are refurbished through the project.	Funding secured/ funding allocated	A	
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Neglected land	Identify neglected land	Identify sites which could be categorised as 'neglected'.	Dave Ellison	A portfolio of identified neglected sites is being further developed to include information on land ownership, previous and present use and future plans. This will be presented to the Task and Result group in December 2011 and a report brought to the January 2012 meeting of Area Committee.	Development of land use to meet resident need	Audit produced	A

Industrial sites/fly tipping	Report incidents	Dave Ellison	During the audit of sites some areas of regular fly tipping have been identified and measures are being put in place e.g. barriers and boulders to block access and the installation of flash cams where possible	Influence enforcement powers	Reduction in fly tipping	A
Ownership (SLM large and small plots)	Provide local intelligence to lead agent and Task and Result group	Craig Logue/Ian Crosby	The lead agent has been liaising with the SLM project staff and is in the process of setting up a system with Land Registry to identify ownership on specific pieces of land. Comprehensive information will be available in January 2012.	Development of land use	SLM system updated	A
Investigate adverse possession of appropriate sites	Provide local intelligence to lead agent and Task and Result group	Property Services	This issue will be addressed via the Task and Result group once the audit has further developed and been prioritised for action	Advise and influence policy regarding adverse possession	Identified sites	A
Involve Property Services in addressing issues		Colin Clark	The Head of Land and Property will be consulted where appropriate and will be invited to attend the Task and Result group once the audit is further developed	Development of land use		A
Work with landowners - eg Lambton Estates		Colin Clark	Once ownership of land has been established for all identified sites, the Head of Land and Property will be consulted where appropriate and will be invited to attend the Task and Result group to advise on how to liaise with land owners.	Escalate issues regarding enforcement to land and property	Sites cleared and brought up to an acceptable standard	R
Link with other priorities - greenspace, unadopted roads, empty properties etc..	Provide local intelligence to lead agent and Task and Result group	Pauline Hopper/Dave Ellison	The Task and Result group met with Clive Greenwood to discuss areas identified to date and how this would link to the work being carried out as part of the greenspace audit. The Lead Agent is working with the empty properties officer, ASB officer and planning officers to ensure all priorities are linked. The information collected will inform next steps for use of specific sites	Consider links to other strategies and identify joint working		G
Allocation of funding relating to Section 106 Agreements	Identify local community need	Area Committee	The process for allocating S106 has set criteria and regulations. The opportunity to influence Community Infrastructure Levy is being explored. This is a long term action which will be implemented once the Community Infrastructure Levy policy is developed.	Influence allocation	Allocation of S106/ Comm Inf Levy influenced by Area Committee	R

	Unfinished developments		Building Control	The lead agent is liaising with the relevant officers who will be invited to attend the Task and Result group if required	Escalate relevant planning or policy issues	Reduction in unfinished developments	A
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Unadopted Roads	Policy regarding unadopted roads	Information and issues provided to Lead Agent	Stephen Pickering	A significant amount of work has been carried out to determine a baseline position in regard to private streets. An extensive desktop study together with on site photography exercise to identifying all the unadopted streets in the Coalfield Area and across the city has been undertaken. An officer from City Services attended the September meeting of Coalfield Area Committee to give a presentation regarding the findings of the report and the proposed increase of the budget for 2012/13.	Requested review of current arrangements	Report to Area Committee	
	Poor road surfaces	Carry out minor repairs as part of area or mainstream budgets	Area Committee	A number of minor improvements have been undertaken using area SIP allocations. However, this one off budget is now fully spent	Ensure planned road and building works consider ways to improve roads	No of improved road surfaces	