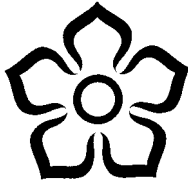


ALL WARDS (CORPORATE ISSUE)



Leicester
City Council

FORWARD TIMETABLE OF CONSULTATION AND MEETINGS

ORGANISATIONS WORKING PARTY	13 TH NOVEMBER 2002
CABINET	18 TH NOVEMBER 2002
LEICESTER PARTNERSHIP	27 TH NOVEMBER 2002
COUNCIL	28 TH NOVEMBER 2002

REVITALISING NEIGHBOURHOODS
GUIDANCE AND BOUNDARIES FOR NEIGHBOURHOOD FORUMS

REPORT OF THE ASSISTANT CHIEF EXECUTIVE

1. PURPOSE OF PAPER

On 21st March 2002 the Council agreed to develop about 10 forums, as part of a number of decisions to take forward the Revitalising Neighbourhoods project.

During June and July 2002 the public, community and voluntary groups, key partners, Council employees and Council Trades Unions were consulted about how the forums should be developed and run.

Guidance which is informed by this consultation has now been drafted. The purpose of this paper is to seek approval for the guidance and approval to for the boundaries for the forums.

2. RECOMMENDATIONS

It is RECOMMENDED that Members:

- a. note the findings of the consultation on neighbourhood forums;**
- b. approve the 'Guidance for Neighbourhood Forums in Leicester'**
- c. approve the boundaries for 10 new forums shown at Annex B of the guidance, subject to final confirmation of new ward boundaries**
- d. agree to amend Part 3 of the Council's constitution to include the guidelines on objectives for neighbourhood forums, in line with Article 10.01 of the Council's constitution.**

3. FINANCIAL IMPLICATIONS

The financial implications associated with the setting up of area forums, and the wider proposals from the Revitalising Neighbourhoods project, were set out in 'Revitalising Neighbourhoods' report to Cabinet on the 25th February 2002 and the implementation report to Council on the 21st March 2002.

Guidance on the management of specific budgets in connection with neighbourhood forums have been prepared by the Chief Accountant and are set out in the guidelines themselves.

4. LEGAL IMPLICATIONS

Article 10.01 of the Council's Constitution allows for the setting up of consultative forums. This article says that the terms of reference of such forums will have to be included in Part 3 of the Council's Constitution. Terms of reference are equivalent to the 'Objectives' section of the forums' constitutions. However, since the Council is developing guidance on the constitutions of forums and their objectives, rather than having a single set of words prescribed to all forums, it is recommended here that the guidance on objectives is included in Part 3 of the Council's Constitution instead of the ten different forums constitutions. The constitutions of all the forums will be publicly available.

The Service Director, Legal Services has commented on the guidelines and they have been revised in the light of his comments.

5. OTHER IMPLICATIONS

OTHER IMPLICATIONS	YES/NO	
Equal opportunities	Yes	Proposals to set up neighbourhood forums may affect all areas of the Council's policies and operations.
Policy	Yes	
Sustainable and Environmental	Yes	
Crime and Disorder	Yes	
Human Rights	Yes	
Elderly People / People on Low Income	Yes	

6. CONSULTATION AND TIMETABLE

During June and July 2002 consultation was carried out with the public, community and voluntary groups, key partners, Council employees and Council Trades Unions about how the forums should be developed and run.

The Guidelines are based on the issues raised and the views expressed by a wide range of people, both in this and previous consultation exercises, and on a wide range of informal discussions and meetings.

To focus the consultation exercise, a consultation paper called 'Setting Up Neighbourhood Forums' was developed, along with a plain language leaflet called 'Let's Get Together'. Before the consultation exercise began, the consultation paper was first discussed and developed within the Council, as shown on the attached timetable.

Details of how the consultation was carried out, and the findings of the consultation are set out in the attached report.

7. BACKGROUND PAPERS

- *Revitalising Neighbourhoods*
Report of the Revitalising Neighbourhoods Project Team, October 2001
- *Leicester City Council: Revitalising Neighbourhoods project*
Office for Public Management, November-January 2002
- *Revitalising Neighbourhoods*
Cabinet, February 2002
- *Revitalising Neighbourhoods –Draft Implementation Plan*
Directors' Board/Cabinet, March 2002
- *Revitalising Neighbourhoods; Setting up Neighbourhood Forums*

- Organisations Working Party, 23 May 2002
- *Setting up Neighbourhood Forums - Consultation Paper*
June 2002
- *Let's Get Together - Consultation Leaflet*
June 2002
- *Revitalising Neighbourhoods: Setting Up Neighbourhood Forums*
Leicester Partnership, 24 July 2002
- *Revitalising Neighbourhoods: Boundaries for Neighbourhood Forums*
Leicester Partnership, 2 August 2002

8. AUTHOR AND OFFICER TO CONTACT

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DECISION STATUS

Key Decision	No
Reason	N/A
Appeared in Forward Plan	No
Executive or Council Decision	Council

ANNEX

REVITALISING NEIGHBOURHOODS PROJECT **DEVELOPING NEIGHBOURHOOD FORUMS**

Consultation and decision making timetable as at 26th July 2002

2002

16 April	Directors' Board To discuss 'Setting Up Forums' consultation paper and agree way forward.
25 April	VAL/HAZ Community Conference Conference receive key questions from 'Setting up Forums' consultation paper for discussion.
30 April	Revitalising Neighbourhoods Joint Trades Unions Meeting
23 May	Organisation Working Party To discuss 'Setting up Forums' consultation paper.
10 June	Start of consultation on Setting up Forums' paper with partners, community groups, public, Council unions and employees.
11 July	VAL/HAZ Community Conference To discuss forum boundaries and the role of forums.
18 July	Revitalising Neighbourhoods Joint Trades Unions Meeting – Sub Group To discuss 'Setting up Forums' consultation paper. (Meeting cancelled by trades unions)
24 July	Leicester Partnership Meeting to discuss future community engagement strategy
31 July	End of consultation on 'Setting Up Forums' consultation paper

2 August	Leicester Partnership To discuss boundaries for forums
August	Guidelines and boundaries for forums document drafted
10 September	Directors' Board To discuss guidelines and boundaries for forums.
13 November	Organisation Working Party To discuss guidelines and boundaries for forums.
18 November	Cabinet To agree guidelines and boundaries for forums.
27 November	Leicester Partnership To note guidelines and boundaries for forums.
28 November	Council To agree guidelines and boundaries for forums.
January 2003	Neighbourhood Coordinators in post
February	Neighbourhood Coordinators set up forum steering groups in their areas
March	All forums set up