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Supplementary Agenda – Minutes of the
meeting held on 5 December 2011

SOUTH (OUTER) AREA COMMITTEE

Meeting to be held in Morley Town Hall
On Monday, 13th February, 2012 at 4.00 pm

MEMBERSHIP

Councillors

J Dunn	-	Ardsley and Robin Hood;
L Mulherin	-	Ardsley and Robin Hood;
K Renshaw	-	Ardsley and Robin Hood;
R Finnigan	-	Morley North;
B Gettings	-	Morley North;
T Leadley	-	Morley North;
N Dawson	-	Morley South;
J Elliott	-	Morley South;
S Varley	-	Morley South;
K Bruce	-	Rothwell;
S Golton	-	Rothwell;
D Wilson	-	Rothwell;

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A BRIEF EXPLANATION OF COUNCIL FUNCTIONS AND EXECUTIVE FUNCTIONS

There are certain functions that are defined by regulations which can only be carried out at a meeting of the Full Council or under a Scheme of Delegation approved by the Full Council. Everything else is an Executive Function and, therefore, is carried out by the Council's Executive Board or under a Scheme of Delegation agreed by the Executive Board.

The Area Committee has some functions which are delegated from full Council and some Functions which are delegated from the Executive Board. Both functions are kept separately in order to make it clear where the authority has come from so that if there are decisions that the Area Committee decides not to make they know which body the decision should be referred back to.

AGENDA

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SOUTH (OUTER) AREA COMMITTEE

MONDAY, 5TH DECEMBER, 2011

PRESENT: Councillor T Leadley in the Chair

Councillors K Bruce, N Dawson, J Dunn,
J Elliott, B Gettings, S Golton, L Mulherin,
K Renshaw, S Varley and D Wilson

36 Appointment of Chair

In the absence of Councillor Finnigan, Members were asked to nominate a Chair for the meeting. A nomination was made for Councillor Leadley to Chair the meeting, following a vote by Members present, it was

RESOLVED – That Councillor Leadley be appointed as Chair for the meeting.

37 Declaration of Interests

Councillors Elliott, Gettings and Varley declared a personal interest in Agenda Item 8, Morley Literature Festival due to their involvement with the Festival Management Committee (Minute No. 41 refers)

38 Apologies for Absence

Apologies for absence were submitted on behalf of Councillor Finnigan.

39 Minutes - 17 October 2011

RESOLVED – That the minutes of the meeting held on 17 October 2011 be confirmed as a correct record.

40 Open Forum

The agenda made reference to the provision contained in the Area Committee Procedure rules for an Open Forum Session at each ordinary meeting of an Area Committee, for members of the public to ask questions or to make representations on matters within the terms of reference of the Area Committee. On this occasion, no matters were raised under this item by those members of the public who were in attendance.

41 Morley Literature Festival

The report of the Area Leader presented the Evaluation Report of the 2011 Morley Literature Festival to the Area Committee as part of the Well-being monitoring process and asked Members to note funding agreed for the 2012

festival and to consider a funding recommendation to support the 2013 festival.

The Chair introduced Jennifer Harris, Director of the Morley Literature Festival to the meeting.

It was reported that the festival had been the most successful yet with good feedback from attending authors and the audiences. Book sales had been good and the festival had gained a good reputation on the national literature scene. Further issues highlighted included the following:

- This year's festival had had the highest audience turn out to date.
- Reference was made to new marketing opportunities available.
- School involvement – offers had been made for authors to attend schools – 14 schools across the outer south area had taken this up and there were plans to do further visits.
- Funding arrangements – alternative sources of funding were being sought for 2012 and beyond.
- Support from the Friends of Morley Literature Festival including volunteer work and stewarding at events.

In response to Members comments and questions, the following issues were discussed:

- Members thanked Jennifer for her hard work in making the festival a success.
- Engagement with young people and schools
- There would be an exhibition of children's work in local libraries in January
- Short story writing competition
- As part of funding arrangements, a value for money exercise had been carried out. This had evaluated a cost of 22 pence per attendee.
- The possibility of registering for VAT.

RESOLVED –

- (1) That the report be noted.
- (2) That funding already ringfenced for the 2012 festival be confirmed.
- (3) That funding for the 2013 festival be ringfenced, subject to Executive Board approval of the 2012/13 revenue Well being Budget.

42 SLA Performance Update

The report of the Locality Manager (South and Outer East Leeds) provided an update on performance against the Service Level Agreement (SLA) between the South (Outer) Area Committee and the South South East Environmental Locality Team. The Area Committee was asked to note and comment on the report.

The Chair welcomed Tom Smith, Locality Manager (South and Outer East Leeds) to the meeting.

It was reported that the information in the report covered the period from September to the third week in November. Significant progress had been made and Members' attention was drawn to Section 6 of the SLA which set out the principals and priorities against which performance would be monitored.

The following issues were highlighted in relation to the performance update:

- Mechanical miles covered
- There had been a quicker response to complaints
- Extra capacity for leaf clearing
- Meeting local needs – moving of resources from Morley to East Ardsely being an example of flexibility within the SLA
- Enforcement Issues
- Problems with fly tipping in Outer South Leeds
- Community action and meeting the needs of local people
- Work with partners including Aire Valley Homes and Parks and Countryside led by the Area Leader through the Integrated Environmental Sub Group and developing reciprocal agreements for cross boundary, cross sector work.

In response to Members comments and questions, the following issues were discussed:

- Gritting of pavements – discussions were underway with Highways and priority areas were being flagged up by the Environment Sub Group.
- Cleaning up of Ginnels – a maintenance programme would be developed in the new year.
- Service requests and records of completion – these could be included in future performance reports.
- Issue of fixed penalty notices – it was hoped to increase the number of patrols and widen the staff who could issue fixed penalty notices.
- Scheduling new housing developments into services – this should be immediate for street cleansing and could take six to eight weeks for refuse collection.
- Grit bins and ensuring they were topped up.

RESOLVED – That the report be noted.

43 Developing a Locality Approach Between Leeds City Council Services and Neighbourhood Police Teams/Police Community Safety Officers (PCSOs)

The report of the Director of Environment and NEighbourhods provided Members with an overview of progress to develop more joined up working arrangements between locality based City Council services and

Neighbourhood Policing Teams (NPTs)/Police Community Support Officers (PCSOs).

Tom Smith, Locality Manager (Outer South and East Leeds) presented the report.

Members attention was brought to the protocol that was appended to the report. Further issues highlighted included the following:

- Tasking arrangements and revised NPT areas.
- Joint agency approach for the co-ordination of resources.
- Expanding the role of PCSOs

Further discussion was held regarding the training of PCSOs and other environmental enforcement staff to support the work of dog wardens particularly in relation to dog fouling.

RESOLVED – That the report be noted.

44 Leeds Citizens Panel in Support of Locality Working

The report of the Assistant Chief Executive, Community Access and Performance outlined the progress being made to create and manage a new enlarged Leeds Citizen Panel that would form an important tool for the Council and its partners consultation activity. It also presented the advantages of the new Panel in terms of efficiency, partnership working and supporting localised consultation of communities and updated the Area Committee on the progress towards launching the new Leeds Citizens Panel.

The Chair welcomed Chris Dickinson, Area Management Officer – Planning Policy and Improvement to the meeting.

It was reported that the development of the new Leeds Citizens Panel would provide a more hands on approach for community engagement across the City. The current city wide Citizens' Panel engaged between 1,100 and 1,200 citizens which was not considered enough at Area Committee level for efficient consultation. The new Leeds Citizens Panel would engage approximately 600 across each Area Committee. Recruitment was currently underway and was hoped to be completed by March 2012.

The new Leeds Citizens Panel would allow more local consultation and could help the Area Committee with business planning, setting priorities and allocation of Well being funds.

In response to Members comments and questions, the following issues were discussed:

- Consultation with Area Committees regarding what issues the Citizens' Panel would be consulted on.

- Development of surveys for the Citizen's Panel – it was suggested that the Area Committee Chairs could be involved with this. It was reported that the Corporate Communications team would have an involvement and it would be ensured that surveys would be fit for purpose.
- Equality Impact Assessment – a question was asked as to whether the Citizen's Panel would be fully representative of the different communities across the City and local areas and how to make sure minority groups had representation. The appendix to the report made reference to the demographic profile of the ideal panel for Leeds. Analysis was being carried out on those recruited so far and further information would be reported at a later date.
- With regard to setting priorities, it was hoped that surveys of the Citizen's Panel would give a clear position of what people wanted to see on a local basis.

RESOLVED –

- (1) That the report and development of a new Citizen's Panel for Leeds be noted.
- (2) That the use of the new Leeds Citizen's Panel and to take up its use as part of the Committee's community engagement activities in support of Wellbeing fund priority setting and in the development of the Area Business Plans be supported.

45 Capital Receipts Incentive Scheme Report to Executive Board

The report of the Assistant Chief Executive, Customer Access and Performance made the Area Committee aware of a report on the Capital Receipt Incentive Scheme that had received approval at the Executive Board meeting on 12 October 2011.

Tom O'Donovan, South East Area Management presented the report.

The Committee was asked to note the report and Members were informed that the Consultation period would last until April 2012.

Members attention was brought to the appendix of the report, which included the Executive Board report and further information on the scheme.

In response to Members comments and questions, the following issues were discussed:

- Issues surrounding the use of Section 106 monies.
- Further information was requested on how the capital receipts would be divided across the City.
- Consultation with Elected Members. It was reported that the consultation was in its very early stages and Members would receive further updates.

RESOLVED – That the content of the Executive Board Report on the Capital Receipts Incentive Scheme be noted.

46 Localism Act 2011

The report of the Chief Executive, Customer Access and Performance provided a high-level summary of the main elements of the Localism Act that will be of direct relevance to Area Committees and to provide an opportunity to debate and influence the way the Council would implement the legislation.

Tom O'Donovan South East Area Management presented the report.

It was reported that the Localism Act 2011 had recently been given Royal Assent and there were a range of commitments that affected the Council including Elected Mayors, reform of committee structures, business rates and power to communities.

In response to Members comments and questions , the following issues were discussed:

- National Planning and Policy Framework
- Community First Panels – these involved Morley South and Ardsley & Robin Hood Wards in Outer South Leeds.
- Training and further briefings for Elected Members

RESOLVED – That the report be noted.

47 Well Being Report

The report of the Area Leader, South East Leeds provided the following:

- Confirmation of the 2010/11 carry forward figure and the 2011/12 revenue allocation
- An update on both the revenue and capital elements of the Well being budget
- A summary of the revenue spend approved for 2011/12
- Details of projects that required approval
- A summary of all revenue and capital projects agreed to date
- An update on the Small Grants Budget

Tom O'Donovan, South East Area management presented the report.

RESOLVED –

- (a) That the report be noted.
- (b) That the position of the Wellbeing Budget be noted.
- (c) That the revenue amounts for 2011/12 be noted.
- (d) That the Wellbeing capital projects already agreed be noted.
- (e) That the following project proposals be approved:

- Operation Darker Nights – Morley Neighbourhood Policing Team - £2,996.85 – revenue
 - Springhead Park – LCC Parks and Countryside - £15,900 – capital
 - Rothwell Country Park - £1,000 – capital (in principle, subject to additional funding from elsewhere to allow the project to go ahead).
- (f) That the small grants situation be noted.
- (g) That £2,000 from the remaining revenue balance be allocated to small grants. £500 for each Ward.
- (h) That the capital wellbeing balance for Rothwell to be ringfenced for a youth project at Wood Lane Estate.

48 A summary of Key Work

The report of the Area Leader, South East Leeds presented a summary of key work that had taken place within the Outer South Leeds Area.

Tom O'Donovan. South East Area Management presented the report.

Members attention was brought to the following issues:

- Minutes of the Area Chair's Forum
- Final details on staffing restructure to a future meeting
- Community Centres Sub Group – Members endorsed the decision of the Sub Group to reduce lettings prices at St Gabriel's Community Centre to £10 per hour. Members also aired concerns regarding the list of maintenance work that still had to be completed at the centre.
- Community Safety – reference was made to new tasking arrangements and the involvement of the Environmental and Community Safety Champions.
- An update on the Middleton Park SAG
- An update on Welfare Reform.
- Update on the new Crime & Grime tasking Groups.

RESOLVED – That the report be noted.

(Councillor Renshaw declared a personal and prejudicial interest and left the room during the discussion regarding St Gabriels Community Centre as she was a Member of the Management Committee.)

49 Dates, Times and Venues of Future Meetings

Monday, 13 February 2012 at 4.00 p.m., Morley Town Hall

Monday, 26 March 2012 at 4.00 p.m., Rothwell One Stop Centre

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