



**WEST (INNER) AREA COMMITTEE**

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**Meeting to be held at the Stanningley Amateur Rugby Football Club,  
Coal Hill Drive, Leeds, LS13 1PA on  
Wednesday, 9th September, 2009 at 5.00 pm**

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**MEMBERSHIP**

Councillors

J Harper	- Armley;
A Lowe	- Armley;
J McKenna	- Armley;
D Atkinson	- Bramley and Stanningley;
T Hanley	- Bramley and Stanningley;
N Taggart (Chair)	- Bramley and Stanningley;

Co-opted Members

Hazel Boutle	- Armley Forum
Stephen Longley	- Bramley & Stanningley Community Forum
Stephen McBarron	- Bramley & Stanningley Community Forum
Morgan Pugh	- Armley Forum

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**Agenda compiled by:  
Governance Services Unit  
Civic Hall  
LEEDS LS1 1UR**

**Maria Lipzith  
247 4353**

**Area Manager: Steve Crocker  
Tel: 395 0966**

## **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.

# A G E N D A

Item No	Ward	Item Not Open		Page No
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded)</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting)</p>	
2			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p><b>RESOLVED –</b> That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-</p>	

Item No	Ward	Item Not Open		Page No
3			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration</p> <p>(The special circumstances shall be specified in the minutes)</p>	
4			<p><b>APOLOGIES FOR ABSENCE</b></p>	
5			<p><b>DECLARATION OF INTERESTS</b></p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct</p>	
6			<p><b>OPEN FORUM / COMMUNITY FORUMS</b></p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p> <p>It is also intended to submit under this item for information/discussion purposes the minutes of the local community forum meetings. The following sets of minutes are enclosed:</p> <p>(a) Armley Community Forum meeting held on 21<sup>st</sup> July 2009.</p> <p>(b) Bramley Community Forum (to follow).</p>	1 - 4

Item No	Ward	Item Not Open		Page No
7			<p><b>MINUTES AND ANY MATTERS ARISING - 23RD JUNE 2009</b></p> <p>To confirm as a correct record the attached minutes of the last meeting held on 23<sup>rd</sup> June 2009 and to consider any matters arising from those minutes.</p>	5 - 14
8	Armley; Bramley and Stanningley;		<p><b>INNER WEST AREA COMMITTEE WELL-BEING FUND (EXECUTIVE FUNCTION)</b></p> <p>To consider a report by the Director of Environment &amp; Neighbourhoods to update Members on the current amount of capital and revenue funding committed and available via the Area Committee Well-Being Budget for wards in the Inner West area. The report also seeks approval for new and continuing projects commissioned by the Area Management Team.</p>	15 - 24
9	Armley; Bramley and Stanningley;		<p><b>AREA MANAGER'S REPORT (EXECUTIVE FUNCTION)</b></p> <p>To consider a report by the Director of Environment &amp; Neighbourhoods informing Members of the progress against the Leeds Strategic Plan and the Inner West Area Delivery Plan.</p>	25 - 38
10	Armley; Bramley and Stanningley;		<p><b>COMMUNITY SAFETY UPDATE (COUNCIL FUNCTION)</b></p> <p>To consider the attached report of the Director of Environment &amp; Neighbourhoods and to receive an update from NPT Inspector Mark Bownass regarding community safety issues within the Inner West Leeds area.</p>	39 - 40

Item No	Ward	Item Not Open		Page No
11	Armley; Bramley and Stanningley;		<p><b>CCTV (2008/2009) ANNUAL REPORT (EXECUTIVE FUNCTION)</b></p> <p>To consider an annual report by the Director of Environment &amp; Neighbourhoods highlighting the services provided by Leeds City Council Community Safety CCTV to demonstrate the effectiveness of the service in reducing the fear of crime and facilitating the apprehension and detection of offenders in areas covered by both mobile and fixed CCTV cameras.</p>	41 - 54
12	All Wards;		<p><b>RESIDUAL WASTE - ENVIRONMENTAL TREATMENT (COUNCIL FUNCTION)</b></p> <p>To note a report and presentation by the Head of Waste Management providing an update on the programme of communications activity supporting the Residual Waste Treatment PFI project and the opportunity to view the power point presentation and supporting materials to be distributed to the public.</p>	55 - 58
13			<p><b>DATE, TIME AND VENUE OF NEXT WEST INNER AREA COMMITTEE MEETING</b></p> <p>Wednesday, 21<sup>st</sup> October 2009 at 5.00 p.m. at Armley One Stop Centre, Stocks Hill, Armley, Leeds LS12 1UQ</p> <p><b>MAP TO STANNINGLEY AMATEUR RUGBY FOOTBALL CLUB ATTACHED.</b></p>	59 - 60

# Agenda Item 6



Environments & Neighbourhoods  
West Leeds Area Management

## Armley Community Forum

Date: 21<sup>st</sup> July 2009

Present: H Boutle (Chair), Cllr A Lowe, Cllr McKenna, S Charlton (LCC), D Boutle, W Gregg, Audrey Paul, E Bowes, H Gardiner, J Ramell, M Stead, B & K Draper, M Bruce, D Smith, Mrs Hardcastle, B Holmes, G Atack, J Ford, D Peck, Janet Scott (PCSO) PC Ishaq West Yorkshire Police reps, H Halliwell, Chris Way & L Martin (LCC Highways), P Kempster, B&M Guthrie, R Reeves, Hon. Alderman B Nelson, M Wolstencroft, Mocova, Simon Clark (LCC Leisure Services), M Pugh, F Waste.

		ACTION
<b>1.00</b>	<b>Welcome</b>	
1.01	H Boutle welcomed everyone to the meeting and explained that she would be chairing the meeting as Vice Chair in Cllr Harpers absence.	
<b>2.00</b>	<b>Apologies</b>	
2.01	Cllr Harper, Eric Egan, Jo McCarey Egan, Mr Cooke, Mrs G Shaw, Harry Shields, E & B Rayworth, Mr & Mrs Maynard, Mr Bruce, K Lemm, Dawn Newsome, D Stead	
<b>3.00</b>	<b>Minutes of the last meeting &amp; Matters Arising</b>	
3.01	The Minutes of the last meeting were agreed as a true record.	
3.02	Streetlighting – A query was raised about when the old columns were being removed from Nunnington Terrace and about the spacing of the columns on Town Street. Cllr McKenna explained that there was a meeting planned with Ian Moore from streetlighting later in the week and that people were welcome to attend.	
3.03	6.02 – Footpaths on Tong Road. It had been noted that the footpaths on this stretch were in poor condition, a question was asked about whether there was any plans to upgrade them.	<b>Highways</b>
3.04	6.06 - Armley Fun Day – Hazel Boutle confirmed that the fun day was due to take place on the 22 <sup>nd</sup> July on Armley Moor, with over 50 stalls planned. All welcome.	
3.05	6.07 - Field of Dreams – Adequate provision is being made in the upgrade works to this site to prevent travellers from accessing the site.	
<b>4.00</b>	<b>Heather Halliwell</b>	
4.01	Cllr Lowe informed the meeting that a local resident – Heather Halliwell had written to Ward Members about a drama project that she had been successful in being offered a place on. However, she had to raise £895 to fund the place. Cllr Lowe asked Heather to introduce herself to the Forum and explain the project as the Forum may wish to offer some financial support.	
4.02	Heather explained that the project was with Youth Music Theatre UK and would offer her the opportunity to gain skills in drama and theatre. The project is run in Cumbria and the end result is the production of a play. Over 12,000 people auditioned for a place and 36 have been successful., of which Heather is one. Heather has raised £200 to date towards the costs.	
4.02	The Forum agreed that they would support Heather with £300 funding.	

<b>5.00</b>	<b>Police Update</b>	
5.01	PC Azak introduced himself as a new PC for the area. He explained that he had been a Road Traffic Officer in the area and so was familiar with some of the issues. The following updates were given:	
5.02	Cedar Place – An ongoing issues with off-road bikes on the street. The Police currently have a zero tolerance approach to nuisance bikes. There has been ASBOs and dispersal orders in place on the Cedars and it is regularly patrolled by the Police. A number of members of the Forum who live on the Cedars noted that young people on bikes avoided the area when the Police were patrolling and a particular problem was Saturday mornings. The Police confirmed that they vary the times they patrol the area and would continue to do so. Any incidents should be reported to the off road biking number on 239 5092.	
5.03	Speeding Motorists – this is particularly an issue on Town Street and a new operation will be coming into force over the forthcoming weeks to tackle this.	
5.04	Armley Day of Action – This was a very successful high profile multi agency operation. There was a variety of activity including awareness raising and enforcement. There will be further similar operations in the future.	
5.05	Geldard Road – There is a ongoing problem with motorists driving along this stretch the wrong way. The Police agreed to look into this.	<b>Police</b>
5.06	There is an issue with public drinking on Town Street where there is a DPPO (Designated Public Places Order) in force which means that on street drinking is not allowed. The Police confirmed that if individuals are caught drinking, alcohol is seized from them and disposed of. There is signage along Town Street to inform about the DPPO.	
5.07	A member of the Forum noted that there was an issue with large groups gathering behind the community centre near the Grasmere. Cllr McKenna explained that the ALMO had agreed some funding to alleygate this area.	
5.08	The Police noted that there had been less problems with young people on 1 <sup>st</sup> , 2 <sup>nd</sup> and 3 <sup>rd</sup> Avenues in New Wortley recently.	
5.09	The neighbourhood policing team telephone number will always go onto answer machine if the office is not staffed and the call will be responded to when an Officer is next in the office.	
<b>6.00</b>	<b>Armley Leisure Centre – Simon Clark</b>	
6.01	Simon Clark introduced himself as being the current manager of Armley Sports Centre. The centre is due to close on Saturday 18 <sup>th</sup> August in order that demolition works can be carried out to make way for the new centre.	
6.02	The car park has now been secured off and is unusable. Also, the public footpath that runs through the middle of the site has been temporarily closed.	
6.03	From 10 <sup>th</sup> August builders will be on site carrying out detailed building surveys prior to the demolition. The demolition will clear the whole site.	
6.04	The new leisure centre is due to be completed in April 2010 and opened in May. The new facility will include a 25 metre 5 lane swimming pool, a teaching pool, hydrotherapy pool, a 2 court and 4 court sports hall, changing facilities and a 100 station bodyline fitness suite. There will also be a new Multi Use Games Area (MUGA) outside along with a 100 space car park which includes disabled parking and parent	



	and toddler parking. There will be 2 bus lay bys on Carcrofts for bus and coach drop offs.	
6.05	A question was raised about footpaths through the site. Simon confirmed that there will be footpaths through the top, middle and bottom of the site.	
<b>7.00</b>	<b>Highways – Chris Way</b>	
7.01	Aires Avenue and Theaker Lane – traffic calming notices are now on site.	
7.02	Town Street – from Whingate to Armley Ridge Road, a scheme is being designed for additional pedestrian crossings and is likely to be installed in 2010.	
7.03	Conferences 20mps zone – work is currently on site.	
7.04	Armley Grange – Access only order approved in principle.	
7.05	Hall Lane – Near Prison, Highways have received complaints about cars being parked in this area to the back of the prison. It is thought it could be staff or visitors leaving vehicles in this location. Highways will carry out surveys in the Autumn to ascertain the level of problem.	
7.06	Canal Road – A scheme has been designed to install crossing points, however, there is currently no funding available for the works to be carried out. It may be funded in financial year 2010/11.	
7.07	Town Street Improvement Scheme – Work has started on the Town & District Centre scheme which includes the resurfacing of footpaths in traditional Yorkstone and the resurfacing of the Highway. The work is due to be completed in November 2009.	
7.08	Wesley Road/ Town Street Junction – there is not an obvious solution to the problem of this junction but options will be investigated.	
7.09	Branch Road – work is currently being carried out which makes pedestrian crossing difficult. Highways to follow up.	<b>Highways</b>
7.10	Victoria Park Avenue – There is an issue with speeding traffic particularly motorcycles and there have been a number of accidents. Chris Way noted that a proposed 20mph zone is currently out to consultation and a design in being progressed. Chris to feed back to next meeting.	<b>Highways</b>
<b>8.00</b>	<b>AOB</b>	
8.01	Geldard Road – there is glass that needs clearing to the rear of the shops.	<b>Area Management</b>
8.02	A member of the Forum complained that there was lots of weed growth on pavements. Cllr Lowe explained that there was a smaller budget this year for Streetscene due to the end of Neighbourhood Renewal Funding (NRF) .	
8.03	There is a rat problem at the top of Aire Terrace and Aire Street, along the banking.	
8.04	Some of Blakeys land has been sold to the waste transfer station.	
<b>9.00</b>	<b>Date &amp; time of next meeting</b>	
9.01	<b>Tuesday 15th September, 7pm, Armley One Stop Shop</b>	

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## WEST (INNER) AREA COMMITTEE

TUESDAY, 23RD JUNE, 2009

**PRESENT:** Councillor N Taggart in the Chair

Councillors T Hanley, J Harper, A Lowe  
and J McKenna

**Co-optees** Hazel Boutle - Armley Forum  
Morgan Pugh - Armley Forum  
Stephen Longley – Bramley & Stanningley  
Forum

### 1 Election of Chair 2009/2010

The Chief Democratic Services Officer submitted a report outlining the arrangements for the annual election of the Chair of the Area Committee.

In accordance with the agreed procedure, the Chief Democratic Services Officer reported that a nomination for the Chair had been received on behalf of Councillor Neil Taggart and those Elected Members present at the West Inner Area Committee meeting were asked to take a formal vote.

**RESOLVED** - That following an overall majority of votes cast by those Elected Members present at the meeting eligible to vote, Councillor Neil Taggart be elected as Chair of the West (Inner) Area Committee for the 2009/2010 municipal year.

(Councillor Neil Taggart took the Chair)

### 2 Chair's Opening Remarks

The Chair welcomed everyone to the first meeting of the West Inner Area Committee for the 2009/2010 municipal year and expressed sincere thanks to the former Chair, Councillor Janet Harper for the tremendous amount of hard work she had undertaken as Chair of this Area Committee in that last municipal year. For the benefit of those members of public present, the Chair then asked everyone to introduce themselves.

### 3 Apologies for Absence

An apology for absence was received on behalf of Councillor Denise Atkinson and Ward Members gave an update on her recent major operation. The Area Committee conveyed their best wishes for a speedy recovery.

#### **4 Declaration of Interests**

The following interests were declared at the meeting:

Councillor T Hanley declared a personal and prejudicial interest in his capacity as a Director of Bramley Elderly Action (Agenda Item 11 – Well-Being Budget (Appendices 4 & 5 – Application for funding the Inner Homes Support Services (Bramley Elderly Action)/Bramley for All Ages – Intergenerational Event – Minutes 9 (b)(iii) & (b)(iv) refers). Councillor Hanley left the room and took no part in the discussion or vote for both applications.

Councillor J Harper declared a personal interest in her capacity as a Member of West Leeds Gateway and as Chair of the West Leeds Gateway Stakeholders' Advisory Group (Agenda Item 12 - Area Managers Report – Minute 10 refers).

Councillor A Lowe declared a personal interest in her capacity as a member of the Leeds Mental Health Foundation/Director of West North West Homes (Agenda 11 – Well-Being Budget - Application for funding the Inner Homes Support Services (Bramley Elderly Action (Appendix 4 – Minute 9 (b)(iii) refers)); as a School Governor of Raynville Primary and Intake High School (Agenda 11 – Well-Being Budget - Application for funding Bramley for All Ages – Intergenerational Event – (Appendix 5 -Minute 9 (b)(iv) refers)); as a Director of West North West Homes (Agenda 11 – Well-Being Budget - Application for funding – Friday Night Project - (Appendix 6 – Minute 9 (b)(v) refers)).

Councillor J McKenna declared a personal interest in his capacity as an employee of Armley Helping Hands/Area Panel Member of West North West ALMO (Agenda 11 – Well-Being Budget - Application for funding the Inner Homes Support Services (Bramley Elderly Action (Appendix 4 – Minute 9 (b)(iii) refers)); as an Area Panel Member of West North West Leeds Homes (Agenda 11 – Well-Being Budget - Application for funding – Friday Night Project - (Appendix 6 – Minute 9 (b)(v) refers)); as an Area Panel Member of West North West Leeds Homes (Agenda Item 11 – Well-being Budget – Application for funding - Community Development Worker (Appendix 7 – Minute 9 (b)(vi) refers)).

Councillor N Taggart declared a personal interest in his capacity as an Area Panel Member of West North West ALMO (Agenda 11 – Well-Being Budget - Application for funding the Inner Homes Support Services (Bramley Elderly Action (Appendix 4 – Minute 9 (b)(iii) refers)); as a School Governor of Bramley Primary School (Agenda 11 – Well-Being Budget - Application for funding Bramley for All Ages – Intergenerational Event – (Appendix 5 -Minute 9 (b)(iv) refers)); as an Area Panel Member of West North West Leeds Homes (Agenda 11 – Well-Being Budget - Application for funding – Friday Night Project - (Appendix 6 – Minute 9 (b)(v) refers)); as an Area Panel Member of West North West Leeds Homes (Agenda Item 11 – Well-being Budget – Application for funding - Community Development Worker (Appendix 7 – Minute 9 (b)(vi) refers)).

Mr Morgan Pugh, Co-optee (Armley Forum) declared a personal interest in his capacity as Chair of Armley Helping Hands (Agenda 11 – Well-Being Budget - Application for funding the Inner Homes Support Services (Bramley Elderly Action (Appendix 4 – Minute 9 (b)(iii) refers)).

## **5 Open Forum/Community Forums**

The Chair gave notice that in accordance with the Area Committee Procedure Rules, there was provision for an Open Forum session of up to 10 minutes at each ordinary meeting of an Area Committee in order to allow members of the public an opportunity to ask questions or to make representations on any matter which fell within the remit of the Area Committee.

The Chair introduced Mr & Mrs Houseman of Horton Rise, Rodley who addressed the meeting on behalf of residents in Rodley regarding the poor state of the footways which were now badly in need of refurbishment. It was reported that many elderly residents have lived in the Rodley area for the last 50 years. Some weeks ago an elderly lady had been thrown out of her wheelchair due to the poor condition of the footways. Residents are complaining to the Council on a weekly basis due to the problems caused from the poor state of the footpaths but, as yet, nothing had been done to rectify this problem. Mr Houseman also informed the meeting that the footways in the Calverley area had been replaced three times but as yet none of the footpaths in Rodley had been replaced in the 50 years he had lived in the area.

In response, Bramley & Stanningley Ward Members confirmed that the footways in Rodley were in a poor condition and that they had requested Highways Officers to inspect the area and to arrange for extensive work to be undertaken to rectify this problem. Ward Members also informed the meeting that work to the Rodley Park Recreation Ground also needed updating in order to bring it up to the standard of Calverley Park.

Members also made inquiries regarding the erection of a public notice board in the Rodley area which had been funded by this Area Committee some time ago. In response, the West Inner Area Management Officer informed the meeting that a site had now been identified to erect the notice board and that an order had been placed with contractors. The Area Management Officer informed the meeting that she would make further inquiries and update Ward Members of the latest position.

Mrs Houseman also informed the meeting that extensive work needed to be carried out on the blocked drains in the Rodley area as most of them had been clogged up with leaves and grit for some considerable time.

The Chair thanked Mr & Mrs Houseman for attending the meeting.

A copy of the minutes of the Armley Community Forum meeting held on 19<sup>th</sup> May 2009 were also attached for Members' information.

**RESOLVED -**

- (a) That the West North West Area Manager investigate the issues raised above and to arrange a suitable meeting with Ward Members to advise on progress.
- (b) That the minutes of the Armley Community Forum meeting held on 19<sup>th</sup> May 2009 be noted.

**6 Minutes - 9th April 2009**

**RESOLVED -** That the minutes of the meeting held on 9<sup>th</sup> April 2009 be confirmed as a correct record.

**7 Co-optees to the Inner West Area Committee**

The Director of Environment and Neighbourhoods submitted a report which sought approval for the annual appointment of co-opted Members to the West (Inner) Area Committee, in accordance with Article 10 of the Constitution, which states that there is provision for the Area Committee to appoint up to five non-voting co-opted members to support the Area Committee.

It was confirmed that Morgan Pugh, Hazel Boutle and Stephen McBarron had been re-nominated to serve on this Area Committee by the Armley Community Forum and the Bramley & Stanningley Community Forum who had also nominated Stephen Longley as a representative from the Rossefields neighbourhood. The Chair introduced Mr Longley and welcomed him to his first Area Committee meeting.

**RESOLVED -** That Morgan Pugh and Hazel Boutle (Armley Forum) and Stephen McBarron and Stephen Longley (Bramley & Stanningley Forum) be appointed as non-voting co-opted members on the West (Inner) Area Committee for the 2009/2010 municipal year.

**8 Local Authority Appointments to Outside Bodies**

The Chief Democratic Services Officer submitted a report outlining the Committee's role in relation to its Elected Member appointments to the community and local engagement category appointments to outside bodies which had been delegated to the Area Committee to decide.

**RESOLVED:-**

- (a) That the contents of the report and appendices be noted.
- (b) That in respect of the Outside Body schedule, approval be given to the following appointments being made for the Municipal Year 2009/10:-

ALMO West Inner Area Panel	Councillor J McKenna Councillor N Taggart
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Bramley SureStart	Councillor N Taggart Mr S McBarron
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West North West Divisional Community Safety Partnership	Councillor J McKenna
Children Leeds West Partnership	Councillor A Lowe
West North West Health and Social Care Partnership	Councillor J Harper
West North West Education, Employment, Enterprise and Training Partnership	Councillor T Hanley

## 9 Inner West Area Committee Well-being Fund

The Director of Environment and Neighbourhoods submitted a report providing Members with details of the amount of well-being capital and revenue funding available for the financial year 2009/2010, an update on the commitments already made and comment on any of the new applications received to date.

Alison Pickering, Area Management Officer presented the report and responded to Members' questions and comments.

Numerous applicants gave a brief presentation regarding their applications before the Chair asked them all to leave the room while Members discussed the applications and made their decisions.

### **RESOLVED –**

- (a) That the financial status of the Well-Being Budget both capital and revenue as outlined in Appendices 1 and 2 of the submitted report be noted.
- (b) That the following decisions be taken in respect of the applications for funding as outlined in Appendices 2 to 12:

#### **Revenue Budget**

- (i) Small Grants - Approved £10,000.
- (ii) Skips – Approved £2,500.
- (iii) Bramley Elderly Action Independent Living Project – Refused.
- (iv) Intergenerational Event – Approved £2,500
- (v) Friday Night Project – Approved £2,000
- (vi) New Wortley Community Centre – Approved £5,000  
and that the applicants seek any future funding from other sources.

#### **Capital Budget**

- (i) Youth Mobile – Approved £15,000
- (ii) Capture House – Approved £4,000

- (iii) Haleys Field Allotments and Fencing – Approved £20,000, subject to maintenance of the toilets being carried out by the applicants and that future plans include an increase in community events.
  - (iv) Alleygating Project – Approved £4,382.
  - (v) Alert Boxes – Approved £10,000 for the purchase of 30 Alert Boxes to run as a pilot scheme.
- (c) That the budget and the list of Small Grants since the last meeting as set out in paragraph 4.2 of the submitted report be noted.
- (d) That the update on the capital funding project approved in October 2008 for Moorside Community Association be duly noted.

(Note: Councillor T Hanley having previously declared a personal and prejudicial interest in the Bramley Elderly Action Independent Living Project and the Intergenerational Event Project, left the room during these items taking no part in the discussion or voting thereon).

## **10 Area Manager's Report**

The Director of Environment and Neighbourhoods submitted a report informing Members of progress against the Leeds Strategic Plan on a number of projects in the West Inner Leeds area, as determined by the Area Delivery Plan 2009-11, which was, in turn, governed by the Area Committee functions and roles, as agreed by Executive Board in July 2008.

Appended to the report was a copy of a document entitled 'Children Leeds – The Role of the Area Committee Children and Young People's Champion' (Appendix 1 refers) for the information/comment of the meeting.

Steve Crocker, West North West Area Manager presented the report and responded to Members' queries and comments.

In summary, specific reference was made to the following issues:-

- The impact of the recession on the Inner West Leeds area and the far sightedness of this Area Committee to put money into a worklessness programme known as the "4 Families" Scheme to work with a number of families and individuals on the New Wortley, Fairfield and Wyther estates to help get people back into the workforce.
- That the 'I Love West Leeds' Festival had now got through to the final of the Regeneration and Renewal magazine awards for 2009. The Awards ceremony was due to take place on 23<sup>rd</sup> September 2009, the same day as the next West Inner Area Committee meeting. Members requested that consultation takes place to arrange an alternative date for the next meeting.
- That NHS Leeds had requested to make their presentation at the next meeting of the Area Committees rather than on a city wide basis. Members requested that Community Forums be invited to the presentation.



**RESOLVED -**

- (a) That the contents of the report and appendices be received and noted.
- (b) That members of the Armley Community Forum and the Bramley & Stanningley Community Forum be invited to the NHS presentation at the next Area Committee meeting.

**11 Community Safety Issues - Update for Inner West Leeds**

The West North West Leeds Area Manager submitted a report which updated the Committee on Community Safety issues in Inner West Leeds since the last meeting.

Police Inspector Bownass presented the report and explained in more detail about the work being done in the Armley area and provided an update on the Dispersal Order in the Cedars.

In brief, the following issues were discussed and comments raised:

- residents and Ward Members are now being kept informed on what the Police are doing/intend to do regarding any incidents which may occur in their area.
- the crime figures for the both the Armley and Bramley & Stanningley Wards are down, apart from certain hot spot areas such as the Wythers, which was still a problem.
- the new major crime provision link provided on the West Yorkshire Police website 'Stop a Sneak' which is a short video on crime prevention. One of the biggest problems faced by the Police regarding theft was when people left windows open with iPods and SatNavs etc were on show.

The Chair thanked Inspector Bownass for his attendance.

**RESOLVED -**

- (a) That the contents of the report and the update provided by the West Yorkshire Police be noted.
- (b) That this Area Committee supports the proposal for a Dispersal Order to assist the Police in tackling Anti-social behaviour and associated crime on the Cedars estate in Armley.

**12 Neighbourhood Wardens - Restructure Proposals**

The Director of Environment and Neighbourhoods submitted a report in relation to the Neighbourhoods Wardens service.

Appended to the report were copies of the following documents for the information/comment of the meeting:-

- Neighbourhood Warden Line Management Structure – April 2009 (Appendix A refers)

- Job Description and Personal Details – Community Environment Officer (Appendix B refers)

The Officer informed the meeting that a further report would be submitted to the September 2009 Area Committee meeting following consultation with Trade Unions.

A long discussion ensued and Members expressed their wish that the Area Committee/ALMO funded Wardens should remain on their present duties. It was felt that the Warden at the Wortley Community Centre had become the eyes and ears of the community especially the work carried out to combat anti-social behaviour in the area. It was felt that should the duties of these Wardens be changed that funding would have to be withdrawn from both the West Inner Area Committee and the West North West ALMO.

**RESOLVED** – That the contents of the report and appendices be noted.

### **13 CCTV (2008/2009) Annual Report**

(This item was deferred for consideration at the next West Inner Area Committee meeting to be held in September 2009.

### **14 Annual Report - Parks and Countryside Services in West Inner Leeds**

The Director of City Development submitted a report examining the opportunities to develop the relationship between the Parks and Countryside service and the West Inner Area Committee.

Phil Staniforth, Parks & Countryside, presented the report and responded to Members' queries and comments.

In summary, specific reference was made to the following issues:-

- clarification of Section 106 funding in relation to the work need to bring Rodley Park Recreation Ground up to a decent standard.
- clarification as to whether the improvements met the Council's acceptable standard and the need for an action plan to be developed.

#### **RESOLVED -**

- (a) That the content of the report be noted.
- (b) That the West North West Area Manager arrange a meeting with Ward Members and the appropriate City Development Officers to discuss Section 106 monies for work to be carried out in Rodley Park Recreation Ground.
- (c) That the West North West Area Manager also arrange a meeting with Ward Members and Parks and Countryside Officers in order that an action plan be developed to bring Rodley Park Recreation Ground up to green flag standard.

## **15 Area Committee Roles for 2009/2010**

The Director of Environment and Neighbourhoods submitted a report on Area Committee roles for 2009/10.

Appended to the report were copies of the following documentations for the information/comment of the meeting.

- Area Committee Roles for 2009/10 – Area Functions (Appendix 1 refers)
- Area Committee Roles for 2009/10 – Other Roles (Appendix 2 refers)

Steve Crocker, West North West Area Manager presented the report and responded to Members' queries and comments.

**RESOLVED** – That the contents of the report and appendices be noted.

## **16 Inner West Area Delivery Plan 2008/2011 - Update Report**

The Director of Environment and Neighbourhoods submitted a report seeking Members' approval to the updated West Inner Area Delivery Plan (ADP) for 2008-11. The report also informed Members of the proposed content and format of the Area Delivery Plan and provided details of how it would link with the Leeds Strategic Plan.

Alison Pickering, West Inner Area Officer, presented the report and responded to Members' queries and comments.

**RESOLVED** –

- (a) That the contents of the report and appendices be noted.
- (b) That the updates to the content of the Area Delivery Plan 2008/2012 as outlined in the revised appendices, be approved.

## **17 Dates of Future Meeting of West Inner Area Committee**

Members requested that an alternative date be arranged for the next West Inner Area Committee meeting.

The Chair thanked everyone for their attendance.

Approved and Signed by the Chair - Councillor N Taggart

Signature:

Date:

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**Report of the Director of Environment and Neighbourhoods**

**Inner West Area Committee**

**Date: 9<sup>th</sup> September 2009**

**Subject: Inner West Area Committee Well-Being Fund Update**

**Electoral Wards Affected:**  
**Armley**  
**Bramley & Stanningley**

Ward Members consulted  
(referred to in report)

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council  
Function

Delegated Executive  
Function available  
for Call In

Delegated Executive  
Function not available for  
Call In Details set out in the  
report

**Executive Summary**

This report provides details of the amount of well-being capital and revenue funding available for the financial year 2009-2010, and an update on commitments already made. Members are asked to note this information, comment on any new applications and consider them for approval.

**1.0 Purpose of This Report**

1.1 This report seeks to update Members on the current amount of capital and revenue funding committed and available via the Area Committee Well-Being Budget for wards in the Inner West area. It seeks approval for new and continuing projects commissioned by the Area Management Team.

**2.0 Well-Being Budget 2009/10**

2.1 The Well-Being budget available for projects in 2009/10 has been calculated as follows:

Revenue Allocation 09/10	£153,450
Revenue carry forward from 08/09	£ 14,212
<b>Total Revenue</b>	<b>£167,662</b>

Capital Allocation 09/10	£ 72,512
Capital carry forward from 08/09	£ 41,600
Capital funding returned from the Moorside games area project (see item 5.1)	£ 20,000
<b>Total Capital</b>	<b>£134,112</b>

2.2 The revenue projects already agreed for 2009/10 are detailed at Appendix 1. A total of £165,307 has been spent to date leaving a total remaining revenue budget of **£2,355**.

2.3 The capital projects agreed for 2009/10 are detailed at Appendix 2. A total of £50,632 has been spent to date leaving a total remaining of **£83,480**.

### 3.0 New applications for Well-Being Funding

#### 3.1 Revenue

There have been no new applications for Well-Being funding.

#### 3.2 Capital

The following capital application have been received for this Area Committee, detailed information regarding this application is attached at Appendix 3.

Project Title	2009-10	2010-11	2011-12	Appendix
Bramley Festive Lights	£1,957			3
<b>TOTAL</b>	<b>£1,957</b>			

3.4 If the above proposals were supported, the remaining Well-Being capital budget for allocation in 2009/10 would be **£81,523**.

### 4.0 Small Grants and Skips

4.1 A total budget of £10,000 was approved for small grants in 2009/10. At the June Area Committee it was reported that there was a balance remaining from 2008/09 of £448, giving a total budget for 2009/10 of £10,448.

4.2 The following small grants have been approved since the June Area Committee:

Small Grants	
Organisation	Amount
Armley Counseling Service	£500
Irish Arts Foundation	£500
West Yorkshire Police – property security marking	£500
<b>Total</b>	<b>£1,500</b>

4.3 There is a balance of **£8,948** remaining for small grants.

4.4 A budget of £2,500 was approved for skips at the June Area Committee. There is a balance remaining of **£2,280**.

## **5.0 Update on Previous Well-being Funded Applications**

5.1 Further to the update in the June Area Committee Wellbeing report, Moorside Community Association are progressing work on a community allotment at the centre. The Association have applied for a small grant to treat the Japanese Knotweed problem to the rear of the building, which will take a total of 3 years. The allotment beds are to be located on a different part of the site. The community association therefore no longer require the £20,000 capital funding that was approved in October 2008 towards an all weather sports pitch. This money will be returned to the capital budget. If the association require any funding for the allotment project they will submit an application to the Committee.

## **6.0 Implications for Council Policy and Governance**

6.1 Well-Being projects support the actions contained in the Inner West Area Delivery Plan. Ward Members have been consulted on the Inner West Area Delivery Plan for 2008-11 and on the projects commissioned to deliver improvements to the area. The Area Delivery Plan contributes to the priorities of the Departmental, Council and Corporate Plans by aiming to create better neighbourhoods and confident communities.

## **7.0 Legal and Resource Implications.**

7.1 The financial resource implications of well-being projects will be processed through the Area Management's well-being budget. Staff resources will be provided by Area Management and partner agencies.

## **8.0 Conclusions**

8.1 The well-being fund provides financial support for key projects in the Inner West Area.

## **9.0 Recommendations**

9.1 The Area Committee is asked to:

- a) note the financial status of the Well-Being Budget, capital and revenue.
- b) comment upon and approve where appropriate requests for funding for large and small grants.

## **Background Papers**

- No background papers

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**Breakdown of Revenue Spend**

Table 1: Revenue spend by theme 2009/10

<b>Project Name</b>	<b>Project Details</b>	<b>Amount Approved (£)</b>	<b>Delivery Organisation</b>
<b>Community Safety</b>			
Police Off Road Motorcycle Scheme	Leasing of 2 off road motorbikes	£1,497	West Yorkshire Police
	<b>TOTAL COMMUNITY SAFETY</b>	<b>£1,497</b>	
<b>Young People</b>			
Friday Night Project	Friday Night Project for 8 – 18 year olds	£2,000	Out of School Activities Team
	<b>TOTAL YOUNG PEOPLE</b>	<b>£2,000</b>	
<b>Environment</b>			
Henconner Roundabout	Plant and maintain Henconner Roundabout	£1,500	Parks & Countryside
	<b>TOTAL ENVIRONMENT</b>	<b>£1,500</b>	
<b>Community Development</b>			
West Leeds Sports Development Programme	A series of events to encourage active participation in sport	£6,000	Leeds City Councils Community Sports Officer
Worklessness Project	Employment of worker to support families in Wythers and Fairfields community	£40,000	Jobs & Skills
Town Centre Manager	To support traders and businesses in Pudsey and Armley Town Centre	£20,000	Leeds Ahead
I Love West Leeds	Delivery of the I Love West Leeds Festival	£24,000	Interplay
Summer 2009 Bands in Parks	Delivery of summer concerts in parks	£1,200	Parks & Countryside
Armley Helping Hands Community Transport Scheme	Support community transport scheme	£7,823	Armley Helping Hands
Neighbourhood Wardens	To continue the neighbourhood warden service in New Wortley, Wythers and Fairfields	£41,287	Area Management
Community Skips	Skips for community use	£2,500	Area Management
Small Grants	Small Grants of up to £500 available for community and voluntary groups	£10,000	Area Management
Intergenerational Event	A Bramley based intergenerational event	£2,500	Bramley Elderly Action
New Wortley Community Centre	Funding for the salary of the community centre manager	£5,000	New Wortley Community Association
	<b>TOTAL PARTNERSHIP WORKING</b>	<b>£160,310</b>	
	<b>TOTAL APPROVED:</b>	<b>£165,307</b>	

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**Breakdown of Capital Spend**

Table 1: Capital spend by theme 2009/10:

<b>Project Name</b>	<b>Project Details</b>	<b>Amount Approved (£)</b>	<b>Delivery Organisation</b>
<b>Thriving Places</b>			
Operation Argus Thermal Image Camera	Thermal image camera to detect cannabis farms	£2,250	West Yorkshire Police
<b>Total Thriving Places</b>		<b>£2,250</b>	
<b>Community Safety</b>			
Capture House	Establishment of a capture house	£4,000	West Yorkshire Police
Alleygating Project	Alleygating of Astons footpath and Wyther Park Hill footpath	£4,382	Safer Leeds
Alert Boxes	30 alert boxes installed in businesses in the centre of Armley	£10,000	Leeds Ahead
<b>Total Community Safety</b>		<b>£18,382</b>	
<b>Environment</b>			
Haleys Field Allotments – toilet and fencing	The installation of a disabled toilet and new fencing	£15,000	Parks & Countryside
<b>Total Environment</b>		<b>£15,000</b>	
<b>Young People</b>			
Youth Mobile	To pay for the purchase of a Youth Mobile for West Leeds	£15,000	Youth Service
<b>Total Young People</b>		<b>£15,000</b>	
<b>TOTAL APPROVED:</b>		<b>£50,632</b>	

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**Area Committee Well-being Fund – Project Proposal**  
**Inner West Area Committee**

**Appendix 3**

**Project Name:** Bramley Festive Lights

**Lead Organisation:** Area Management Team

**Project Delivery - How will the project be delivered? (list any partners involved in the project):** This project will be delivered by Leeds Lights

**Project Summary (include a brief description of the main activities, why the project is needed and links to key priorities):**

This project is to fund the cost of upgrading 5 lighting columns around Bramley shopping centre to enable them to be used for festive lighting.

It is envisaged that additional lights will have a positive impact and contribute towards a sense of community pride at this significant location.

Annual revenue costs for these additional lights would need to be met.

**Outcomes (summarise the main outcome/output/benefit the project will achieve):**

- To upgrade 5 lighting columns to enable them to be used for festive lighting.

**Project Cost. Please indicate How much the project will cost? (List all partners and their contributions)**

£1,957 capital funding.

**Identify which geographic areas will benefit:**

Bramley and Stanningley Ward

**How much Well Being Funding is sought and breakdown between capital and revenue)**

£1,957 capital funding.

**Approved**  
Date

**Not Approved**  
Date

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## Report of the Director of Environment and Neighbourhoods

**To: Inner West Area Committee**

**Date: 9<sup>th</sup> September 2009**

**Subject: Area Managers Report**

<p><b>Electoral Wards Affected:</b> Armley Bramley &amp; Stanningley</p> <p><input checked="" type="checkbox"/> Ward Members consulted (referred to in report)</p>	<p><b>Specific Implications For:</b></p> <p>Equality and Diversity <input type="checkbox"/></p> <p>Community Cohesion <input type="checkbox"/></p> <p>Narrowing the Gap <input checked="" type="checkbox"/></p>	
<p>Council Function <input type="checkbox"/></p>	<p>Delegated Executive Function available for Call In <input checked="" type="checkbox"/></p>	<p>Delegated Executive Function not available for Call In Details set out in the report <input type="checkbox"/></p>

### Executive Summary

The purpose of this report is to inform Members of progress against Leeds Strategic Plan and the Inner West Area Delivery Plan.

#### 1.0 Purpose of This Report

1.1 This report informs Members of the progress against Leeds Strategic Plan and the Inner West Area Delivery Plan.

#### 2.0 Background Information

2.1 The Area Delivery Plan is the delivery of the Leeds Strategic Plan in the Inner West area. This report identifies progress against the themes of the Leeds Strategic Plan.

#### 3.0 Main Issues

##### 3.1 Environment

3.2 Clear Ups and Action Days

3.3 Multi agency clear ups have been organised through the Neighbourhood Wardens and Probation Service to clear graffiti, gardens, shrubbery, woodland, ginnels, waste land and public/ community spaces, undertake environmental audits and paint handrails and railings through their painting scheme. Multi agency partners have also

organised days of action in neighbourhoods, and engaged the local community in activities to engender a sense of pride and social responsibility.

#### 3.4 Armley Town Street 'Street Clear Ups'

3.5 As reported at previous Area Committee meetings, the 'Street Clear Ups' are proving a great success. Visitors and residents now understand the message that they can not drop litter and businesses have to keep their waste in order. In accordance with the success of these action days, partners have suggested that the regularity be increased to every 6 weeks. Many parts Town Street are looking much better than before but there are still hotspot areas that need re-addressing. It is hoped that through continuous education, awareness and information that the appearance of Armley centre continuous to improve. With this in mind the Town Centre Manager is looking at to introduce a 'Keep Armley Tidy' campaign in the next few months.

#### 3.6 **Thriving Communities**

##### 3.7 Affordable Housing

##### 3.8 Fairfields, Bramley

3.9 A planning application has been submitted for the Fairfields, there has been an amendment to the scheme, resulting in the number of units being reduced from 134 to 132. The units were lost on site C (A2 apartments). As such a planning submission has been made on 132 units. A planning decision is expected mid September 2009. Accent HA will then commence phase 1 of the development which involves the construction of 32 units all of which are social rent.

3.10 A project group consisting of WNW ALMO, the Affordable Housing Delivery Team, Accent HA, and Firebird has been assembled in order to oversee the development and ensure that the site acquisition, procurement, planning, funding arrangements, decanting and demolition, and consultation exercises are all carried out appropriately.

##### 3.11 The Impact of the Recession on Inner West Leeds.

3.12 The number of investment enquiries coming to the Council continues to fall in Inner West over the last five quarters, from 100 industrial enquires to 30 between May 2008 and July 2009, from 51 office enquiries to 19, from 55 retail enquiries to 29 and 42 land enquiries to 24. There is no evidence yet from these figures of a turn-round in investor confidence in the economy.

3.13 In Inner West Leeds the number of unemployed job seekers allowance claimants has risen again in the month to July 2009 from 2105 to 2123. The good news is that the rate of increase is slowing down; however regional forecasts assume unemployment may rise for some months' ahead (source Leeds Economy Bulletin Spring 2009).

##### 3.14 West Leeds Enterprise Centre (WLEC)

3.15 The West Leeds Enterprise Centre is operated by BARCA Leeds and is based in Suite 2 at the Cubic Business Centre in Bramley. The Centre is part of the Leeds



LEGI programme and is working to support the development of new business start ups in West Leeds.

- 3.16 The Centre launched its services in January 2009 and currently has 2.2 staff and 53 clients registered. Clients have the opportunity to use the facilities, internet access, computers and photocopier as well as access the wider LEGI support programme. The Centre has clients who are obtaining support from amongst others, Construction Leeds, UnLtd, the Leeds Chamber of Commerce and Leeds City Credit Union.
- 3.17 Clients include individuals who have experienced redundancy and are taking up the opportunity to use their skills and experience to start their own business. Also included in the Centres client base are individuals who have completed training but have been unable to obtain employment and so have opted for the route of self employment as well as those who need to supplement the family income by turning a hobby or interest into a small business and the long termed unemployed.
- 3.18 The Centre is heavily engaged in outreach activities and maintains a presence at local events as well as regularly holding business development courses.
- 3.19 A series of workshops are planned for September these include:
- Book Keeping 8th September at WLEC.
  - Running a Business from Home, Working from Home 21st September at Wyther House.
  - Marketing 22nd September at WLEC.
  - Talking Trades 25th September at New Wortley Community Centre.
  - HM Revenue Custom Assessment 30th September at WLEC.
- 3.20 These have being planned following the success of the workshops held over the last quarter.
- 3.21 For further information visit the Centre's website [www.westleedsenterprisecentre.co.uk](http://www.westleedsenterprisecentre.co.uk).
- 3.22 Integrated Money Advice Pilot
- 3.23 Work has been underway to roll out an integrated money advice pilot in two areas in Leeds involving a coordination of services from multiple partners. The areas chosen for the first pilots are South Seacroft (which commenced in February and is ongoing), followed by Armley.
- 3.24 Partners include: LCC Welfare Benefits and Rights, Debt Advice Agencies, Housing ALMO's, Social Care, NHS Leeds, LCC Corporate Debt Team, Leeds City Credit Union, Customer Services One Stop Centres and Contact Centre, Energy Advice.
- 3.25 Leeds Citizens Advice Bureau (CAB) has been funded to provide 'Debt First Aid' training to front line staff across the different partner groups. Debt First Aid is a new training programme developed by Leeds CAB to provide very basic understanding and advice to staff on how to approach an individual who contacts them with money and debt problems. To date 87 front line intermediary staff from the following

organisations have received this training; Leeds City Credit Union, Seacroft and Armley Leeds City Council One Stop Centres, Children Centre Staff, Wardens, Money Advice Volunteers, Housing Benefit Welfare and Benefit Home Visit Officers, Family Outreach Workers, Fuelsavers, Wildfire at Barnados, WY Police, National Loan Shark Team.

- 3.26 The mailing for Armley started on 30th June, and will include 28,000 households from Bramley to Lower Wortley. It is anticipated that the mailing will be conducted over a maximum period of 19 weeks. A report will be taken to the Narrowing the Gap group in autumn which will outline the findings of the pilots.
- 3.27 Credit Unions
- 3.28 Leeds City Credit Union has collection points in most primary schools in the area. These include Bramley, Castleton and Armley Primaries and Armley Moor Children's Centre.
- 3.29 Children's Centres – Offering accounts from 0-adult and providing information about Low Cost Loans versus Loan Sharks.
- 3.30 Schools Project – Savings clubs in schools across the City with the opportunity of parental involvement both as volunteers and savers.
- 3.31 Prison Project – Since the project started in 2008 over 399 accounts have been opened for offenders at Armley and Whealston Prisons. Offenders are offered a Membership Account to enable them to save whilst in prison and the services of a Debt Adviser are made available for the prisoners and/or their families should this be requested.
- 3.32 Educating adults to understand the difference between low cost loans and the high interest charges that are applied by doorstep lenders.
- 3.33 Budget Accounts – Educating members to pay their household bills through our Budget account on time and catching up with any arrears that they may have.
- 3.34 Partnerships – Working together with Leeds City Council, ALMOs and various housing associations along with a number of funding providers supporting us to provide products and services across the city to financially excluded people.
- 3.35 Affordable loans- Approximately £53081 in low cost loans have been allocated in the Armley area in the period April to June 2009. This has a benefit to the community of approx £87583 in save interest over doorstep lenders.
- 3.36 In the 3 months from April to June 2009 a total of 139 membership accounts and 63 current accounts were opened. In the majority of cases these were to financially excluded individuals.
- 3.37 Between April 09 and the end of June 09 across Leeds the credit union had an additional 1,084 new members on low incomes accessing their services.

### 3.38 Neighbourhood Wardens

3.39 There are four Neighbourhood Wardens working in Inner West funded through Neighbourhood Renewal Fund, Safer Stronger Communities Funding, Area Committee and West North West Homes Leeds funding. The wardens are based on the Wyther estate, Broadlea, Fairfield, and New Wortley area.

3.40 Warden report – a full report on the future proposals for neighbourhood wardens is due to come to the October Area Committee meeting.

3.41 Recently, the Wardens, have been involved in:

- Support to clean up activities, Action Days, drug action weeks and community events.
- Support in the roll out Smart Water.
- Support to the Chill Out Night in New Wortley, the Painting Project and Dream Scheme (bowling with young people).
- Leaflet drops regarding a ginnel closure, flytipping and needle awareness, and distribution of information packs.
- Support to 'Your Community Your Priority' event and Street Athletics event in the Wyther neighbourhood.
- Graffiti removal, clearing gardens, shrubbery and public/ community spaces, environmental audits, handing out and undertaking surveys and painting handrails and railings.
- Support to Operation Champions, Drug Action Week and Operation IMPACT.
- Delivery of Distraction Burglary Talks to Lunch Clubs.

## 4.0 Harmonious Communities

### 4.1 Youth Provision

4.2 Leeds City Council Sports Development Unit, Community Sports - Between December and January ninety New Wortley young people residents aged between 8–45 took part in Dance Mat sessions held at New Wortley Community Centre. The sessions are currently continuing through funding from Sports Unlimited. In April of this year thirty young people from Armley and Bramley took part in a Cross Agency/Wedge five a side football tournament at Royal Park. In June a Wyther Park Street Athletics and Multi Agency Event took place, in total sixty young people took part in the street athletics with around one hundred and twenty local residents being present. Between June and July casual football sessions at Castleton Primary School have been held in partnership with the Youth Service and Leeds United Football in the community on average twenty to thirty young people aged 11 to 19 boys and girls took part. The session will hopefully continue with a bid to the Youth Opportunities Fund by the participants. In August Summer Holiday Sports Programmes in Bramley and Armley Wards have been held between the 4th to the 6th August, 10th to the 13th August, the 17th to the 20th August, and the 24th to the 27th August.

4.3 Venues in Bramley are Hollybush Primary School, Stanningley Rugby Club, and Bramley St Peter's C of E Primary School. The Sports Development Unit have been working in partnership with Bramley Phoenix Junior Football Club, Stanningley Rugby Club, Extreme Cheerleaders and Primary Sports Multi Sports Coach Jim Pedley, and

extended services who assisted with the hire of the school venues and distribution of the leaflets.

- 4.4 In Armley a four week camp at Whingate Primary School was held on the same weeks as above, the clubs involved were Wortley Football Club, West Leeds Rugby Union Club, with support from Jim Pedley the Primary Sports Multi Sports Coach, the Extreme Cheerleaders and Extended Services.
- 4.5 In total around three hundred and ninety five residents in Inner West Leeds have took part or are still taking part in activities and programmes set up and/or run by Community Sports.
- 4.6 BARCA Leeds - Young people have been out on an outdoor education themed week including climbing pen y ghent, scrambling at Brimham rocks, climbing and abseiling at Ilkley Cow and Calf, bush cooking and zip lining at Post Hill. They have also been raft building at Yeadon Tarn, ice skating and swimming at Doncaster Dome, Dj'ing and MC'ing and lazer tag sessions. There are further activities planned over the summer months including waterskiing, scuba diving, horse riding, football, graffiti sessions, off road bmx'ing, Alton Towers, Barge trips and more.
- 4.7 Youth Services – Youth Services have run a 'Play in the Park', Green Wednesdays, for the six weeks over the summer. This has included DJ workshops, hair braiding, face painting, coconut shy, wet sponge and a football shootout. They have run Urban Arts workshops at Wyther House with a very hard to reach and engage group of young people. They have run four weeks of DJ workshops with young people from the new school amalgamation (Swallow Hill), to assist in the transition for the young people. They have run five trips on the Barge from the Lazer centre and supported the Street Athletics event at Wyther House. The girls group at Wyther House ran a successful street festival, which raised money for the British Heart Foundation. They have also run two activities at Herd Farm, six Urban Arts taster sessions over the summer period and supported the Friday Night project.
- 4.8 They have used their mobile vehicle at these events and have supported community fun days and the local Breeze events.
- 4.9 Extended Services - The holiday playschemes included sessions run by community partners and external organisations, such as libraries, museums, circus skills, biking and sports activities. The Cluster also booked places at the Lazer Centre. Whingate Primary School hosted this year's Community Sports Development camps - with children taking part in four weeks of multi-sports activities.
- 4.10 The High School activities focussed on transition years and bringing together September's Year 7 intake and the children who will be on the Lower School site. The activities were based on the West Leeds site and there was an article in the Yorkshire Evening Post. Older children went on a residential to Herd Farm.
- 4.11 This summer in Armley, the Cluster received the Extended Services Disadvantage Subsidy fund as part of the Leeds' pilot for this funding stream. The aim of the funding is to subsidise economically disadvantaged children into activities after school and in holiday time. The funding is received based on the number of free school meals children attending schools in the Cluster - Armley has 1024 children receiving free

school meals, with half of these attending the High Schools. Each school ran activities with a range from day trips and events to places on holiday playschemes.

- 4.12 Castleton Primary School also held a Family Fun Day attended by fifty people, which was run by the Family Support Worker, Karen Briggs.
- 4.13 An Armley based summer booklet was produced and distributed to schools to promote activities in the area over the summer. With a tight deadline not everything made it in, but the majority of activities did. After summer an Activities Group will start to meet to co-ordinate activities for the future.
- 4.14 In Bramley summer booklets have been distributed and a number of notice boards have been utilised to promote activities, groups, services and clubs in the local area over the summer months. The notice boards are situated at:
- Bramley Children's Centre
  - Raynville Primary School
  - Hollybush Primary School
  - Summerfield Primary School
  - Valley View Primary School
  - Leeds West Academy
  - Whitecote Primary School
  - St Peters Primary School
  - Bramley Primary School
  - Hollybush Children's Centre
  - Bramley Shopping Centre
  - Rodley
  - Christ the King Primary School
  - Stanningley Primary School
  - Wyther House
- 4.15 Community Centres
- 4.16 There are five community centres in Inner West, these being Moorside Community Centre, New Wortley Community Centre, Fairfield Community Centre, Strawberry Lane/ St. Batholomew's Centre and Wyther Community House. All of these are leased to independent organisations who manage the centres via their management committees. The exceptions are Strawberry Lane/ St Batholomew's Centre, which is vested with Environments and Neighbourhoods Directorate of Leeds City Council and Wyther Community House, which is managed by West North West Homes Leeds. The Heights Centre, which although located in Outer West, is part of the Inner West Community Centre Consortia group and is close to the Armley ward boundary.
- 4.17 The community centres are a valuable asset in engaging with residents in deprived communities. They offer many services and facilities, as well as being a local focus from which partner agencies can deliver initiatives, such as worklessness and health. However within the next 12 months most of the community centres (with the exception of Strawberry Lane/ St Batholomew's) will run out of funding. Consequently a Community Centre Consortia group has been convened to address the impending funding issues and deliver a more sustainable management model.

- 4.18 To date a proposed business model has been drawn up as to how the community centres can be managed. This involves a lead organisation taking responsibility for managing the centres and co-ordinating the day to day running (recruitment, legal issues such as health and safety, organisation of staff etc.), which will free up community centre staff and volunteers to engage with local people and to develop and deliver programmes of work. A similar model exists in Huddersfield and has proved to be very successful; a visit by the Community Centre Consortia group has taken place.
- 4.19 To address the lack of funding a bid to support the five community centres of New Wortley, Fairfield, Moorside, Wyther Community House, and the Heights has been submitted to four organisations who were interested in the initial bid. The organisations are Lankelly Chase, HBOS, Porticus UK and Tudor Trust. These have only recently been submitted and it is hoped that a response will be heard by the end of September.
- 4.20 A bid is also being drafted to the Hardship Fund which has recently been launched by central government to help voluntary sector organisations who are feeling the effects of the economic downturn through the reduction in charitable donations and the reduction in local business undertaken through them. BARCA-Leeds are the lead organisation in making this bid for the partnership of community centres most affected in inner west Leeds.
- 4.21 Community Engagement
- 4.22 Members will be aware of the 'Your Communities, Your Priorities' events that took place in February, March and April of this year across the West and North West Area. In Inner West the area management team held two events which were attended by a total of 78 residents.
- 4.23 The aim of the events was to engage the public in the process of setting local priorities to inform the development of the 2009-2010 area delivery plans for the four Area Committee Areas. Evaluations of the events have highlighted some areas for improvement in relation to future community engagement work.
- 4.24 Across WNW only 412 residents attended the 12 events. As a proportion of total population for the WNW area this is very low and unrepresentative in terms of community profile. Given this experience the WNW area management team is seeking to review the committees existing community engagement strategy which was agreed in December 2008 with a view to enhancing the way in which we support strong and inclusive communities. The committee is clear that it wants to strengthen, develop and sustain opportunities for local people and groups to influence what happens in their communities. The committee has also stated that it wants to provide opportunities for communities to shape and influence the development and delivery of services that reflect local needs and priorities. Critically the area management team needs to manage and co-ordinate engagement activities to ensure partner participation and consistency so that we provide opportunities for participation for all sections of the community.
- 4.25 In order to make both the committees and its partners community engagement work more meaningful - over the next few months the AMT will be developing:

**a)** a dedicated area committee website to promote and communicate the work of the area committee more effectively along with a web based community engagement survey platform with a menu linking all partner initiatives, latest news, and a means to undertake and evaluate web-based surveys on local matters. This will either be linked to the Councils 'talking-point' portal or operate as a stand-alone survey tool.

**b)** an area committee citizens panel - currently the city-wide panel has 2000 residents across the whole city. Alongside existing community engagement structures the area committee citizens panel will provide a representative view of public opinion and will be useful when considering the impact and effect of changes to public services. It will also be an on-going sounding board and will be more likely to provide useful results than the recent engagement events and traditional ward forum structures.

**c)** a promotional area committee leaflet highlighting the committee's main achievements over the last couple of years and its priority themes and projects for the next couple of years. The leaflet will also include information on how local people can get more involved in the work of the area committee and its partners, and

**d)** more thematic and issue based consultation using outreach as a model for gauging the views of communities of interest - our experience has been that where residents and stakeholders really care about an issue and can relate to outcomes e.g., a DPPO or a high street improvement scheme, or a neighbourhood planning exercise we tend to get more people getting involved and participating. The AMT will be looking to develop a programme of such consultation with partners through existing ward forum structures.

4.26 A full community engagement strategy report will be presented to the committee at one of its future meetings for approval.

5.0 Enterprise and Economy

5.1 Armley Town Street Town and District Centre Regeneration Scheme (TDC) and Townscape Heritage Initiative (THI).

5.2 Progress to Phase 2 of the Armley Town Centre improvement scheme is now underway, with works on site. This scheme seeks to improve the vitality and viability of Armley town centre for workers, residents and visitors, reverse the physical decline and increase the popularity of the area as a desirable place to work and shop. It will also contribute to improving the general appearance of Armley town centre and is an element of the West Leeds Gateway Regeneration Programme (WLGRP).

5.3 The works include resurfacing pavements, replacing kerbs, street furniture and public art. SEC will install the Heritage style lighting columns, and there will be hanging basket brackets to at least four columns on Town Street. It is envisaged that on site works will commence in July and completed by November of this year.

5.4 The businesses effected so far have expressed no concerns or complaints to the Town Centre Manager or the contractor, other than they are very pleased with the way it looks.

## 5.5 Christmas / TDC Celebrations

5.6 The Town Centre Manager is looking at the feasibility of organising a large Christmas celebration on Armley Town Street in early December. This would be a joint celebration of the Christmas light switch on and the opening of the Town and District Centre scheme. It is envisaged that it will be a large scale event that will require the closure of part of Town Street. Meetings have been held with Metro and First Bus. Both stated that they have no concerns over any road closures proposed, and provided some useful information and advice.

## 5.7 Townscape Heritage Initiative (THI)

5.8 The Townscape Heritage Initiative (THI) is located within the Armley Conservation Area which covers most phases of the town's development from the 17<sup>th</sup> to the 20<sup>th</sup> century. It will strengthen the heart of the town by repairing and replacing the shop frontages to commercial properties and reviving the Town Moor. This will help to complement the work planned under the Town and District Centres scheme, which focuses on improvements to public realm surrounding the THI targeted shops frontages. Two THI officers have been appointed; Jessica Ashton and Wyn Jones, Wyn Jones will cover the Armley THI scheme.

5.9 All of the target properties have been informed of the general THI grant situation. This has resulted in some additional interest in the THI grant scheme from property owners who have not previously expressed an interest.

5.10 In order to agree grant percentages property revaluations and estimated scheme costs are currently being revised which should enable the THI Monitor to confirm grant figures by mid-October 2009. A Shop Front Design guide is also going to be submitted to the THI Monitor by mid August.

## 5.11 Heritage Training

5.12 The THI scheme involves an element of training and raising awareness. In July a trip was organised to Marshalls Quarry to gain an appreciation of the sourcing and preparation of natural Yorkstone. This product is being used on the Town Street forecourt scheme.

5.13 The main objective of the training programme is to include a heritage construction skills training course ideally aimed at local unemployed people. This initiative could be a joint initiative involving Leeds College of Building and Construction Leeds which may include working on 2 Branch Road.

## 5.14 West Leeds Gateway Update

5.15 The West Leeds Gateway is one of the city's key regeneration initiatives aimed at narrowing the gap between the most disadvantaged people and communities in West Leeds and the rest of the city. The council's case for focusing on West Leeds lies not only in the area's high levels of deprivation but also in the realistic opportunities for sustainable intervention by the council and other agencies which will ensure that West Leeds is well positioned to take advantage of anticipated future economic growth in Leeds and across West Yorkshire.



- 5.16 Negotiations are ongoing with the owner of 2 Branch Road, in an attempt by the Council to acquire the building. This is taking place alongside the ongoing enforcement action in relation to the untidy appearance of the site, poor maintenance of the building and the unauthorised signage. The potential short-medium term uses for the building are being investigated, although in the longer term there is a desire to seek a commercial use.
- 5.17 Following the approval to demolish 5 T-blocks and 6 adjoining houses in the Holdforth Place area of New Wortley, Yorkshire Planning Aid have been working with the community to produce a community plan. This is now complete and includes an extensive action plan which is currently being considered by the Council and its partners. Re-housing options for the remaining residents directly affected by the demolition plans are being investigated by West North West Homes Leeds. A consultation process is to be organised by Yorkshire Planning aid to seek views from the community about how the area should be treated on an interim basis following demolition. Work is ongoing to secure the acquisition of Holdforth Place. It has emerged that HM Treasury may not own the site and investigations are ongoing to identify the owner.
- 5.18 Proposals to bring forward improvements to Armley Moor are being developed and potential funding sources identified. It is proposed to enhance the Moor through the provision of more appropriate footpaths, tree/shrub planting, new benches and litter bins. The Armley Common Rights Trust continue to be involved and as the plans are developed it is intended to consult the wider community.
- 5.19 A new West Leeds Gateway Stakeholders' Advisory Group has been set up, which seeks to establish a more strategic and focused remit capable of aligning the social and economic priorities for West Leeds, in particular, worklessness, skills development and neighbourhood management with the physical work programme.
- 5.20 Two meetings have been held since the last Area Committee meeting, and these were themed around greenspaces and worklessness.
- 5.21 Town Centre Manager Update
- 5.22 Alert Boxes
- 5.23 This scheme has been in place a few weeks now and is proving a great success. Since its initial installation the feedback from the businesses has been very positive and many feel very much safer knowing they only have to press a button and they can have someone rushing to their aid or phoning to see if all is well. It gives a lone shop worker / retailer a sense of empowerment, in that they know they do not have to be a victim of crime or feel intimidated, and that they can actively do something to prevent it.
- 5.24 The scheme is having effects in other areas, in that local criminals are aware of the device and seem to be actively avoiding these shops. The shops who are taking part in the scheme can be identified through stickers displayed in their window or door. Many of the shops have expressed how much more secure they feel and the confidence it has given them.

- 5.25 Shop Local and Reward Card Scheme
- 5.26 Promotional materials, such as t'-shirts and bags, for the 'Shop Local' scheme were handed out at the Summer Band event. Members have been consulted with on the plans for the 'Reward Card' scheme card and the vouchers. The scheme is currently being looked at by a Legal Team working with Leeds Ahead to look at any legal implications. It is envisaged that it will be up and running by September. The intention is to hold a press launch to publicise the initiative.
- 5.27 Promotion of businesses
- 5.28 Businesses have been approached to submit an editorial story about their business. The idea behind this initiative is to submit a series of editorial stories in the local paper about local retailers in Armley.

## **6.0 Culture**

- 6.1 I Love West Leeds
- 6.2 The fifth I Love West Leeds Festival has now drawn to a close. A full report will be delivered in the Autumn. Interplay feel that the quality of the work and the partnerships involved in this years festival stand out and helped make this years festival the most successful ever. 39 events took place over 2 weeks and involved people from every ward in the west and included everyone from primary schools to the oldest members of the community.
- 6.3 The big festival day saw ILWL (I Love West Leeds) work in close partnership with Farsley Youth Development Project to produce a fantastic day of activities and entertainment that brought approx 4000 people to Hainsworth Park. This partnership worked so well that Interplay are already planning new projects on which to collaborate.
- 6.4 Participation is always a big part of ILWL and this year's festival bag decorating saw 2000 people including 17 west Leeds Schools customise a reusable cotton shopping bag. The three best bags from different ages bagged their designers a prize of a digital camera. The best 200 entries have been photographed and can be seen via a link on the festival website.
- 6.5 High profile projects this year included the Citizens Orchestra, a new music group for older people who played a fantastic concert at Pudsey Civic to an audience of the Neighbourhood network schemes from Armley, Bramley, Farsley, Pudsey Stanningley and Farnley.
- 6.6 Partnerships with the West Yorkshire Playhouse and Leeds Prison & Jigsaw Project were incredibly successful in bringing the playhouse production of Dust out of the city centre and with Comings and Goings in securing the first exhibition on the outside wall of a prison anywhere in the country.
- 6.7 Press this year was exceptional with projects mentioned in articles in Yorkshire Evening Post, Leeds Guide, Meanwood Life, Pudsey Times, The Guardian

newspaper, The Guardian online (including audio interview) and on BBC North, Calendar, BBC Politics Show, Womans Hour & BBC Radio Leeds.

- 6.8 Further funding for the festival was secured from Arts Council England, Awards for All, Wades Trust, O2 and Tesco.
- 6.9 The festival is not quite over... projects will begin to run throughout the year from September including a new monthly family film club and a bimonthly radio broadcast, both funded by Find Your Talent and the return of the Citizens orchestra.
- 6.10 Armley Leisure Centre
- 6.11 The site is now closed; the last official day of service was Saturday 18th July 2009. Prior to the closure a number of consultations with the user groups took place in order to assess the demand for alternative facilities during the nine month closure of Armley. This was successfully managed by the administration team, with 80% of the regular bookings from Armley allocated space at sites such as Bramley Baths, Pudsey Leisure Centre, South Leeds Leisure Centre, Kirkstall Leisure Centre, Richmond Hill and Holt Park. The regular users of the facility were also sign-posted for services to many of the same sites through the display of the centre time tables.
- 6.12 The building works are now about to enter phase two of the development, this entails the demolition and clearance of the old Armley Leisure Centre and the building of the 100 space car park and MUGA (Multi Use Games Area) to facilitate the completion of the New Armley Leisure Centre. Early indications are that the building works are progressing to plan and that the scheduled completion of late Spring 2010 is well on target.

## **7.0 Implications for Council Policy and Governance**

- 7.1 The Area Delivery Plan for Inner West is administered through the West North West Leeds Area Management Team.
- 7.2 Well-Being projects develop from Inner West's Leeds Area Delivery Plan and through consultation with Area Committee members. The plan helps to fulfill the Council's Corporate Plan objectives by aiming to create better neighbourhoods and confident communities.

## **8.0 Legal and Resource Implications**

- 8.1 In order to meet the Area Committee's functions, funding is supplied via Well Being budgets and the Community Centres Budget.
- 8.2 In order to meet the Area Committee's roles, funding is in the main supplied by other Leeds City Council Departments mainstream budgets, and external partner agencies e.g. the Police and Primary Care Trust, which is in turn reflected by the fact that the Area Committee's role here is to influence, develop and consult. However, wellbeing funding has resourced some projects here e.g. area based regeneration schemes and conservation area reviews.

## **9.0 Conclusions**

9.1 The functions and roles of the Area Committee aim to:

- Improve the quality and value for money of Council service delivery
- Improve the quality of democracy and find new ways to facilitate citizen participation in local government through the development of links between Ward Members and their communities.
- To co-ordinate policy and service delivery between the local service providers.

## **10.0 Recommendations**

10.1 Inner West Area Committee members are invited to:

- note the contents of the report and comment on any aspect of the matters raised
- suggest items for inclusion on future agendas

### **Background Papers**

Executive Board Report July 2008.

Originator: Gill Hunter

Tel: 2243200

## Report of the West Leeds Area Manager

### Inner West Area Committee

Date: 9<sup>th</sup> September 2009

Subject: Community Safety Issues, Inner West Leeds

<p><b>Electoral Wards Affected:</b></p> <p><b>Armley</b> <b>Bramley and Stanningley</b></p> <p>Ward Members consulted</p> <div style="border: 1px solid black; width: 60px; height: 30px; margin-left: 40px;"></div>	<p><b>Specific Implications For:</b></p> <p>Equality and Diversity <input type="checkbox"/></p> <p>Community Cohesion <input type="checkbox"/></p> <p>Narrowing the Gap <input type="checkbox"/></p>
<p>Council Function <input checked="" type="checkbox"/></p>	<p>Delegated Executive Function available for Call In <input type="checkbox"/></p>
	<p>Delegated Executive Function not available for Call In Details set out in the report <input type="checkbox"/></p>

## Executive Summary

This report provides the opportunity for Inspector Mark Bownass to provide the Inner West Area Committee with information on crime trends, partnership initiatives and future joint projects between Leeds City Council and West Yorkshire Police in West.

### 1.0 Purpose Of This Report

- 1.1 This report introduces Inspector Mark Bownass from West Yorkshire Police who will give an update on Community Safety Issues and crime trends in Inner West Leeds since the last Area Committee meeting held 23<sup>rd</sup> June 2009.
- 1.2 Inspector Bownass will also provide an update on the partnership work on the Cedars and the Friday Night Project, Operation Champion which took place in July around the New Wortley area, the action day on the Broadlea's estate to tackle concerns in relation to hate crime and the planned environmental audit with ward members, local children and partner agencies on the Wyther estate.

## **2.0 Background Information**

2.1 The North West Divisional Community Safety Partnership is responsible for delivering actions to reduce crime and disorder in the West Wedge. It is made up of representatives from key statutory agencies.

## **3.0 Main Issues**

3.1 Community Safety is one of the priority areas for the Area Committee. Regular reports are received from West Yorkshire Police on key issues and activity in the Inner West Area.

## **4.0 Implications For Council Policy And Governance**

4.1 Tackling crime and disorder and addressing the fear of crime is a top priority for the citizens of Leeds as evidenced by previous consultation undertaken by Safer Leeds and West Yorkshire police on a citywide and local level.

4.2 The citywide community safety partnership, Safer Leeds, has identified a number of key priority themes for 2008 – 2011 these are:

- Creating safer environments by tackling crime;
- Improving lives by reducing the harm caused by substance misuse;
- Supporting victims and reducing the risk of victimisation;
- Reducing offending and managing offending behaviour;
- Improving community confidence and public satisfaction;

Locally delivered actions will contribute to these priorities. In addition Operation Champion has been rolled out throughout the city and will be targeting hot spot areas by Police division.

## **5.0 Legal And Resource Implications**

5.1 The West Area Management Team includes an officer with specific responsibilities for Community Safety who co-ordinates activity and acts as the link officer with West Yorkshire Police.

## **6.0 Conclusions**

6.1 Crime and Community Safety is a priority for the Area Committee, and a representative from West Yorkshire Police, North West Division, attends the Inner West Area Committee meetings to provide a regular update on key issues.

## **7.0 Recommendations**

7.1 Members are asked to note the update from West Yorkshire Police

## **Background Papers**

None



Originator: Derek Whitehouse

Tel: 395 0806

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## Report of The Director of Environment and Neighbourhoods Directorate

Meeting: Inner West Area Committee

Date: 9<sup>th</sup> September 2009

Subject: CCTV (2008/2009) Annual Report – for Leeds City Council Community Safety CCTV Service in Inner West Area Committee

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### Electoral Wards Affected:

Armley  
Bramley & Stanningley

Ward Members consulted  
(referred to in report)

### Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council  
Function

Delegated Executive  
Function available for Call  
In

Delegated Executive  
Function not available for  
Call In Details set out in the  
report

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## Executive Summary

This is an annual report prepared by Leeds City Council's Community Safety CCTV service that provides a monitoring service of public space surveillance cameras (i.e. fixed CCTV cameras in open spaces across Leeds), 24 hour per day, 365 day per year. The service also provides two mobile CCTV vans for deployment within communities across Leeds.

The purpose of public space CCTV is to reduce crime and the fear of crime by facilitating in the apprehension and prosecution of offenders and assisting in the prevention and detection of crime committed in public areas in Leeds. It is a Public Safety 'tool' which is extremely popular among the public of Leeds.

## **1.0 Introduction & purpose of report**

- 1.1 This report sets out to highlight the services provided by Leeds City Council Community Safety CCTV to demonstrate the effectiveness of the service in reducing the fear of crime and facilitating the apprehension and detection of offenders in areas covered by both mobile and fixed CCTV cameras.
- 1.2 The two mobile CCTV units are deployed in conjunction with the police and other council enforcement services in relevant 'hot spots' throughout Leeds area. They are regarded as an invaluable tool in the prevention and detection of crime.

## **2.0 Background**

### **2.1 Service Description**

- 2.1.1 Leeds City Council Community Safety CCTV is currently in a transition period of moving into new premises and upgrading the current analogue video recording system to a new state of the art digital recording system.
- 2.1.2 A suitable site has been identified and work is being undertaken in procuring a bespoke digital CCTV recording system.
- 2.1.3 Leeds City Council Community Safety CCTV work in partnership with council enforcement departments, emergency planning, Urban Traffic Control (UTC) and police.
- 2.1.4 Approval has been given to expand existing partnerships to include the Leeds Passenger Transport Executive (Trading as METRO) and negotiations are at an advanced stage for METRO to share the new CCTV control room. METRO already monitor over 300 CCTV cameras throughout West Yorkshire at rail and bus stations and the partnership will provide an opportunity for cost savings.
- 2.1.5 Public CCTV in Leeds is strictly controlled by a Code of Practice and operating procedures to comply with the following legislation:
  - 1. The 'Data Protection Act'
  - 2. Human Rights legislation
  - 3. Regulation of Investigatory Powers Act (RIPA)
  - 4. The Private Security Industry Act 2001.
- 2.1.6 The Private Security Industry Act ensures that all CCTV staff are security vetted, trained and licensed by the Security Industry Authority (SIA)
- 2.1.7 Leeds was the first local authority to receive accreditation to operate and listen to the police national digital communication system (radio) known as Airwave, which has proven to be an effective tool. It enables CCTV operators to record valuable evidence at incidents prior to police arrival and direct the police to suspects.



- 2.1.8 CCTV work closely with council enforcement and emergency planning departments and the police to tackle crime and anti social behaviour in 'hot spot' areas and provides valuable and irrefutable evidence to support the prosecution of offenders.
- 2.1.9 The CCTV control room is also equipped with Automatic Number Plate Recognition (ANPR), an excellent criminal intelligence tool when it is used with CCTV to obtain evidence and intelligence about criminal activities throughout the city.
- 2.1.10 Two mobile CCTV vans equipped with ANPR and police radios are deployed in conjunction with the police into 'hot spot' areas that are not covered by fixed CCTV cameras.

## **2.2 Description of Delegated Function / Enhanced role**

- 2.2.1 CCTV provides reassurance to the public and helps reduce crime, the fear of crime and assist in detecting crime in areas covered by CCTV. .
- 2.2.2 The service works in partnership with the police and other council services to target crime and anti social behaviour. They also work closely with Area Management, Divisional Community Safety Partnerships (DCSPs) and Neighbourhood Policing Teams (NPTs) on multi-agency operations.
- 2.2.3 30 CCTV operators monitor over 300 cameras across Leeds with a further 4 mobile CCTV operators making a total of 34, to carry out the 24/7 operations every day of the year.
- 2.2.4 The police provide dedicated CCTV liaison officers to support each of the three police divisions and other law enforcement agencies in Leeds. The liaison officers have the responsibility for viewing images of crime and public disorder for evidential purposes.
- 2.2.5 Other relevant council departments have dedicated CCTV liaison officers to obtain CCTV evidence to support council prosecutions.
- 2.2.6 Currently there are 244 council owned public space surveillance CCTV cameras and in addition operators have access to 70 UTC CCTV cameras through an existing partnership agreement. There is likewise a reciprocal agreement allowing them access the public space CCTV cameras.
- 2.2.7 Leeds City Council Community Safety CCTV contributes to many partnership led initiatives e.g. NPT activity, ANPR operations, ASBU activity etc. CCTV contributes to the overall crime reduction and reassurance agenda at area level through Divisional Community Safety Partnerships (DCSP) and information on CCTV activity is available through Area Community Safety Co-ordinators and Area Management.
- 2.2.8 The service produces a weekly CCTV report which is sent to Ward Members, Enforcement, ASBU, Area Management and West Yorkshire Police.

## **2.3 Role and Responsibilities of the Area Committee**

- 2.3.1 Public Space surveillance CCTV has to comply with various legal issues as previously outlined within the report such as Human Rights Legislation, Data Protection Act, RIPA and all CCTV operators must be Security Industry Authority (SIA) security vetted, trained and licensed to operate the cameras. All operators must also comply with the Leeds City Council Community Safety CCTV Codes of Practice.
- 2.3.2 Area Committees, where appropriate, have approved and financed successful installation of public space surveillance CCTV cameras. The installation of such cameras can never be considered a stand alone option in the fight against crime and they must be considered as part of a local strategy to address crime and disorder and allaying the fear of crime. The installation of CCTV systems is a long term investment which requires continued financial support (revenue).
- 2.3.3 Where Area Committees have provided revenue funding for specific CCTV cameras the amount of funding for the provision of such cameras has now changed. Previously Area Committees funded the full revenue cost of monitoring and maintenance of the cameras, that funding has now been amended so that Area Committees only provide 50% of such funding. The full revenue cost (where applicable) of the provision of BT circuits will still be funded by Area Committees.
- 2.3.4 The change in the funding of the monitoring and maintenance of public space surveillance CCTV cameras means that for future installations Area Committees will have to seek other partners in sharing the revenue costs, as Leeds City Council Community Safety CCTV do not have any budget to jointly fund any future installations.
- 2.3.5 Area Committees may wish to consider developing or enhancing CCTV coverage in specific areas to tackle crime and disorder, providing that the full financial support (both capital and revenue) to fund such projects if deemed appropriate to do so.
- 2.3.6 Area Committees may wish to consider influencing the deployment of the mobile CCTV vans in specific highlighted 'hot spot' areas. This can be addressed via the Area Community Safety Co-Ordinators relevant Neighbourhood Policing Team Inspector, other council departments, and Leeds City Council Community Safety CCTV Management.
- 2.3.7 Area Committees will, through area management, be able to access information about any proposed joint operations in advance and may wish to advise on specific issues they wish to see tackled during the operations.

## **2.4 Contributing to Delivery of the Leeds Strategic Plan Targets and Outcomes**

- 2.4.1 The service is contributing to the delivery of Leeds Strategic Plan via
1. Council Business Plan 2008-2011
  2. Area Delivery Plans
  3. Safer Leeds Annual Plan
  4. Divisional Community Safety Partnership Plans
  5. Safer Leeds Service Plan
  6. Crime & Disorder Act 1998
- 2.4.2 The service contributes to the delivery of other council departmental strategic plans such as ASBU, Enforcement, Peace and Emergency Planning, Land Drainage, Licensing, Security Services, Planning Department, Highways, ALMO's and Area Management.
- 2.4.3 The service has links to other public sector partner services such as the 'Safer Leeds' Crime and Disorder Reduction Partnership Executive Board and the Government Office for Yorkshire and the Humber (GOYH).
- 2.4.4 Leeds City Council Community Safety CCTV have CCTV links to METRO, Bradford, Wakefield, Huddersfield and Calderdale local authorities and share images with Urban Traffic Control, Land Drainage and Peace & Emergency Planning.

## **3.0 The Service at Area Committee level**

### **3.1 Area Profile of the Service**

- 3.1.1 The CCTV control room has been security accredited to utilise the police digital communication system known as Airwave. The ability to listen and react to police radio transmissions has proved to be effective in the fight against crime. This facility allows operators to react quickly to record images where cameras are located and this assists the police and other council departments in obtaining relevant evidence in all areas including identified 'hot spots' as an example in relation to crime, enforcement and anti social behaviour issues.
- 3.1.2 Within the CCTV control room additional police equipment is housed regarding Automatic Number Plate Recognition (ANPR) which is an excellent criminal intelligence tool.
- 3.1.3 Within the Inner West Committee areas there are currently only 4 public space surveillance CCTV cameras:

<b>Camera Location</b>	<b>Ward</b>
Branch Rd	Armley
Theaker Lane	Armley
Carr Croft	Armley
Armley Ridge Road	Armley

### **3.2 Area based Service Priorities and contributions to the Area Committee's Area Delivery Plan for 2009 / 2010**

3.2.1 Leeds City Council Community Safety CCTV camera operators have the ability to respond to any incidents that the police are attending as a result of monitoring the police digital communications system (Airwave). This allows evidence to be obtained as the incident is ongoing. This is reacting to 'hot spots' using the police communications system.

3.2.2 There is also the ability to monitor identified 'hot spots' by selecting appropriate cameras in such areas seeking relevant evidence of known or suspected incidents of crime.

3.2.3 'Hot spots' are identified via various formats;

- Crime Reduction Partnerships
- Residents Groups
- Community Groups
- Tasking meetings
- Vehicle Crime Sub Group
- Drugs and Robbery Sub Group
- Robbery Analysis Group
- Transit Robberies Group
- Acquisitive Serious Crime Group
- Information provided to elected councillors

3.2.4 All incidents involving arrests or incidents of special interest are circulated on a weekly basis to all relevant partners and interested parties, to inform them of activity in their specific area and emerging 'hot spots'.

3.2.5 Partners provide information to Leeds City Council Community Safety CCTV to enable them to proactively monitor known 'hot spots' and places of significant interest, thus securing mutual objectives.

### **3.3 Customer and community engagement**

3.3.1 Strong partnership working underpins the activity of the Safer Leeds Partnership in making Leeds a safer place to live and work. Leeds City Council Community Safety CCTV is actively involved with all partners (internal and external) in 'Operation Champion'.

- 3.3.2 Leeds City Council Community Safety CCTV control room is situated in a secure environment and cannot actively engage directly with the community at its workplace; however the mobile CCTV vans are deployed at partnership community events (including the annual 'Face the People' event).
- 3.3.3 Communities place an active role in influencing the installation of CCTV cameras and the deployment of the mobile CCTV vans through partnership meetings, residents groups, Neighbourhood Policing Team meetings or by speaking directly to Councillors.
- 3.3.4 When seeking to fund a new CCTV installation or additional cameras, community consultation is undertaken to support the process. CCTV must be regarded as part of an overall strategy in the prevention and detection of crime and allaying the fear of. It cannot be used as a stand alone tool, but one that complements activity of other agencies and the police.
- 3.3.5 Leeds City Council Community Safety CCTV Codes of Practice have been approved by the council Legal Services and are reviewed annually. They provide a legal framework for third parties and individuals to make subject access requests of recorded images.

## **4.0 Performance Management and Reporting**

### **4.1 Baseline Position and key targets for the Service**

- 4.1.1 Leeds City Council Community Safety CCTV supports the aim of the 'Safer Leeds' Crime & Disorder Reduction Partnership which is 'To secure sustainable reductions in crime and disorder and address the fear of crime in Leeds.'
- 4.1.2 As a department we are committed in working within the national framework to deliver improvements and change at a local level via:
- Effective Leadership
  - Visible and constructive accountability
  - Intelligence-led business processes
  - Effective and response delivery structure
  - Engagement with the communities and
  - Staff having appropriate skills and knowledge
- 4.1.3 'Safer Leeds' has a statutory duty to produce a partnership plan which is aligned with other planning cycles such as the Leeds Area Agreement which supports the delivery of Public Service Agreements (PSA's) relating to crime reduction, community safety and substance misuse.

- 4.1.4 The Leeds Strategic Plan (LSP) 08 – 11 / Council Business Plan highlight the need for 'reduced crime and fear of crime through prevention, detection, offender management and changed behaviour.
- 4.1.5 Leeds City Council Community Safety CCTV contributes to these plans by providing evidenced based information to partners about the scale and nature of crime, disorder and harm drugs and alcohol abuse working towards:
1. Creating safer environments by tackling crime
  2. Improving lives by reducing the harm caused by substance misuse
  3. Supporting victims and reducing the risk of victimisation
  4. Reducing offending and managing offending behaviour
  5. Improving community confidence and public satisfaction
- 4.1.6 All incidents involving arrests or incidents of special interest are circulated on a weekly basis to all relevant partners,
- 4.1.7 CCTV is a front line service which supports partners by providing evidence to support their own performance indicators. A weekly CCTV incident reports is provided to partners and interested parties to inform them of activity and emerging 'hot spots'.

## **4.2 Other Outcomes for the Area Committee area**

- 4.2.1 CCTV is used on a daily basis to reduce crime and the fear of crime by facilitating in the apprehension and prosecution of offenders and assisting in the prevention and detection of crime committed in public areas in Leeds. CCTV Operators receive daily intelligence briefings about highlighted areas of concern and emerging 'hot spots'.
- 4.2.2 Mobile CCTV vans are deployed throughout the city on a daily basis working alongside Neighbourhood Policing Teams in 'hot spots' and other areas of interest in areas where there is no CCTV coverage.

## **4.3 Reporting Arrangements**

- 4.3.1 The service provides weekly reports to all relevant partners and an annual report is provided to all Area Committees.
- 4.3.2 Area Committee members are able to influence the deployment of the mobile CCTV vans within the community through their Local Area Community Safety Co-Ordinators and Neighbourhood Policing Team Inspectors. Local Area Community Safety Co-Ordinators and Neighbourhood Policing Inspectors are responsible for deployment of the mobile CCTV vans within their area.

## 5.0 Programme of Activities 2009 / 2010

Period /Year	Description	Role of Area Committee
<b>Quarter 1</b>	Deployment of mobile CCTV vans.	To be informed of deployment by Area Community Safety Co-ordinator and Local NPT.
	Gathering evidence of crime and anti social behaviour in 'hot spot' areas not covered by CCTV cameras.	To be updated by Area Community Safety Co-ordinator's and NPT Inspectors.
<b>Quarter 2</b>	Deployment of mobile CCTV vans.	To be informed of deployment by Area Community Safety Co-ordinator and Local NPT.
	Gathering evidence of crime and anti social behaviour in 'hot spot' areas not covered by CCTV cameras.	To be updated by Area Community Safety Co-ordinator's and NPT Inspectors.
<b>Quarter 3</b>	Deployment of mobile CCTV vans.	To be informed of deployment by Area Community Safety Co-ordinator and Local NPT.
	Gathering evidence of crime and anti social behaviour in 'hot spot' areas not covered by CCTV cameras.	To be updated by Area Community Safety Co-ordinator's and NPT Inspectors.
<b>Quarter 4</b>	Deployment of mobile CCTV vans.	To be informed of deployment by Area Community Safety Co-ordinator and Local NPT.
	Gathering evidence of crime and anti social behaviour in 'hot spot' areas not covered by CCTV cameras.	To be updated by Area Community Safety Co-ordinator's and NPT Inspectors.

## **6.0 Implications for Council Policy and Governance**

6.1 The proposals outlined within this report have no implications on Council Policy as the proposals are in accordance with agreements and existing policies.

## **7.0 Legal and Resource Implications**

7.1 As previously mentioned within the report, Leeds City Council Community Safety CCTV is strictly controlled by a Code of Practice outlining the operating procedures in accordance with relevant legislation.

7.2 Legislation that the department has to conform to:

1. 'Data Protection Act'
2. Human Rights legislation
3. Regulation of Investigatory Powers Act (RIPA)
4. The Private Security Industry Act 2001.

## **8.0 Equality Considerations**

8.1 Access to members of the public into the CCTV control room is not allowed on security reasons.

8.2 The Service Plan plays a key role in contributing to the delivery of the Equality and Diversity Strategy, the Community Cohesion Action Plan, and meeting the requirements in order to achieve Level 4 of the Equality Standard.

8.3 An internal staff equality action group was established with the Community Safety department in January 2008 to ensure equality issues are embedded with all activities. Equality and diversity is championed within the CCTV service by the CCTV Co-ordinator who is also a member of Staff Action Working Group (SWAG).

8.4 Equality, Diversity and Cohesion considerations are integrated into the mainstream planning and monitoring process – actions and objectives with equality, diversity and cohesion dimension are highlighted within the service plan. Colleagues responsible for the delivery of specific equality actions within the plan are required to maintain an overview of progress and report back as part of the Service Planning monitoring process.

## **9.0 Any Other Considerations**

9.1 Leeds City Council Community Safety CCTV services are strictly controlled under the Data Protection Act for the purpose of crime prevention, detection and allaying the fear of crime including environmental crime and cannot be used for any other purpose. The service acts as the council CCTV single point of contact for all matters pertaining to CCTV and all enquiries are directed to the CCTV Coordinator.



- 9.2 CCTV is an emotive issue; however the public of Leeds, on the whole, are supportive of the Council's use of this technology to reduce crime and the fear of crime. The cameras have a proven track record as a key strategy in crime prevention and detection and allaying the fear of crime.
- 9.3 The cost of a single CCTV camera system costs in the region of £22,500 (Capital) and on average continuous annual revenue costs are £4,500 per year. Annual revenue costs cover the cost of the BT line rental, electrics, monitoring and maintenance of the system, but do not include any insurance for damage to the system e.g. motor vehicle collision or vandalism. Costs for each additional camera are the same as the installation cost of a single camera.

## **10.0 Conclusions**

- 10.1 Community CCTV is a vital component of any crime prevention or reduction strategy. There have been a number reviews into the impact of CCTV covering issues such as displacement and whether it assists in the detection of crime and apprehension of offenders. The evidence from such reviews varies depending on where and how it is used, the type of crime committed and quality of the images captured by the camera. However overall they support the use of CCTV.
- 10.2 Leeds City Council Community Safety CCTV provides very high quality that are of evidential value and it has long been recognised as a centre of best practice within the field of Public Space Surveillance CCTV.
- 10.3 During 2006/2007 it provided vital evidence which led to over 3,000 arrests for offences ranging from anti social behaviour to murder and during the period from April 2008 to March 2009 it has provided evidence leading to 3,033 arrests throughout the Leeds.
- 10.4 The mobile vans have been involved in various joint multi agency operations and initiatives with the police and other enforcement agencies. These have led to the arrest of 152 people, 2323 intelligence person stop checks and 375 vehicle stop checks throughout the Leeds Area.
- 10.5 There has been no formal evaluation of the Leeds City Council Community Safety Public CCTV System; however an indication of how popular the system is can be measured by the number of compliments received each month during the past year. There has been a total of 20 letter compliments recorded for the service during the past 12 months.
- 10.6 At the annual 'Face the People' event conducted by the 'Safer Leeds' Crime & Disorder Reduction Partnership involving a range of high school students aged between 11 and 16 years revealed that the three major factors that made them feel safe in their neighbourhood was:
- 1) Uniform police patrols
  - 2) CCTV

### 3) Neighbourhood Watch

- 10.7 People have different views on public surveillance, but overall CCTV is popular with the public and there is an insatiable demand for CCTV in Leeds. The public have grown to accept CCTV as part of their daily lives and its removal would likely cause a public and political backlash because it provides them reassurance and makes them feel safe.
- 10.8 During early 2008 it was decided to remove a private funded CCTV scheme from a Business Park in the Leeds 11 area because of the lack of financial contribution from the businesses.
- 10.9 Prior to the cameras being installed there were high levels of crime and immediately after installation crime dropped significantly. On removal of the system, crime again increased significantly by a massive 65% within 3 months. This has led to the commissioning of a consultants report to look at replacing the CCTV on the estate.
- Crime figures rose by 65%
  - May & June 2008 significantly higher
  - Burglary Other and theft offences increased
  - 11 of the 16 streets experienced a rise in recorded crime.
- 10.10 Area Committees are able to influence how CCTV as part of an overall crime prevention and reduction strategy is used within their area. They can ensure that the mobile CCTV vans are deployed to known crime and anti social behaviour 'hot spots'. The local Area Community Safety Co-ordinators and the NPT Inspectors will on request of Area Committees make representation to tasking groups to ensure their wishes are taken into account.
- 10.11 Area Committees may wish to ensure that appropriate reporting mechanisms are in place to highlight 'hot spots' within the community to local NPTs. The NPTs also need to ensure that there is a reciprocal line of communication back to the Area Committees and other council departments such as ASBU and enforcement services to ensure that CCTV both fixed and mobile, are effectively used.
- 10.12 Committee members can influence the installation of additional CCTV cameras in appropriate 'hot spot' crime areas if appropriate, subject to funds being made available.

### **11.0 Recommendations**

- 11.1 The Area Committee is asked to:
- a) Note the report and make any comments
  - b) Request the deployment of mobile CCTV to areas of concern via local Tasking Groups and Neighbourhood Policing Teams
  - c) Receive further update reports 6 monthly.

### **Background Papers**

None

## APPENDIX 1

### Financial Cost breakdown for Inner West Area Committee

1. Leeds City Council Community Safety CCTV have previously charged Area Committees who have agreed to fund the installation of public space surveillance CCTV cameras for monitoring, maintenance, power and BT supply to cameras.
2. There has now been a review of the charges to be levied by Leeds City Council Community Safety CCTV.
3. Previously the revenue charges which were made related to the provision of a fibre network (BT), provision of power (YEDL), monitoring and maintenance of the CCTV camera system.
4. The charges levied related to the Service Level Agreement between the Area Committee and Leeds City Council Community Safety CCTV.
5. As an example some Area Committees when cameras have been installed signed a contract with BT themselves rather than be recharged the cost of this by Leeds City Council Community Safety CCTV where appropriate. In other instances some Area Committees do not have any such contract and that charge is re-charged on an annual basis. This charging process has not changed.
6. No charge will now be made in relation to the power supply of cameras.
7. The charge which will now be made in relation to the monitoring of the CCTV cameras will be reduced by 50% (previously this was £1,000 per camera location and this has now been reduced to £500 per camera location).
8. The charge for the maintenance of the cameras will also be reduced by 50% the same as the charge for monitoring of cameras (previously this was £1,000 per camera location and this also has now been reduced to £500 per camera location).
9. **Annual revenue costs however do not include any insurance to cover the cost of damage to the camera system as a result of a collision by a motor vehicle or vandalism. There are no known charges.**

## APPENDIX 2

### Legal Implications regarding public space surveillance CCTV

1. Until 1 March 2000 there was no statutory governance of CCTV surveillance of public areas when the Data Protection Act 1998 came into force. The act provides clear standards for the processing, storage and access of images of individuals caught by CCTV cameras.
2. The standards are based on the following eight Data Protection Principles that specify data must be;
  - fairly and lawfully processed;
  - processed for limited purposes and not in any manner incompatible with those purposes;
  - adequate, relevant and not excessive;
  - accurate;
  - not kept for longer than is necessary
  - processed in accordance with individuals' rights;
  - secure;
  - not transferred to countries without adequate protection
3. The Information Commissioner has the power to issue Enforcement Notices where there has been a breach of one or more of the Data Protection Principles. An Enforcement Notice would set out the remedial action that the Commissioner requires to ensure future compliance with the requirements of the Act. In the case of CCTV, the Information Commissioner takes into account the extent to which the users of such surveillance equipment have complied with the CCTV Code of Practice (see below) when determining whether they have met their legal obligations.
4. The CCTV images at Leeds City Council Community Safety CCTV are retained for 31 days in line with Data Protection Act legislation. Therefore, this is the period of time that stored images can be viewed by partners for evidential purposes for the prevention and detection of crime. All requests to view CCTV images are auditable to show compliance with Data Protection and Human Rights legislation and the strict Codes of Practice adopted by the service.
5. The Human Rights Act 1998 highlights that surveillance systems are subject to strict statutory controls and any images that do not comply with those controls could lead to them been excluded as evidence in a court of law.

Originator: Tom Smith

Tel: 39 51672

## Report of the Head of Waste Management

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### West Inner Area Committee

Date: 9 September 2009

### Subject: Residual Waste Treatment PFI Project Update and Presentation

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#### Electoral Wards Affected:

All wards

Ward Members consulted  
(referred to in report)

#### Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council  
Function

Delegated Executive  
Function available  
for Call In

Delegated Executive  
Function not available for  
Call In Details set out in the  
report

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## Executive Summary

The process to procure a facility to treat the waste that cannot be economically recycled and would otherwise be sent to landfill is progressing well.

The council is now embarking on a programme of communications with residents and other interested parties about the proposals and to describe the next stages of the process.

### 1.0 Purpose of This Report

1.1 This report provides an update to West Inner Area Committee on the programme of communications activity supporting the Residual Waste Treatment PFI project and the opportunity to view the Power point presentation and supporting materials to be distributed to the public.

### 2.0 Background Information

2.1 A report to Area Committees in March and April, described the approach to communication, education and engagement around the project over the coming year.

### **3.0 Residual Waste Treatment Facility – Communications update**

- Presentations were made to all political groups in June 2009.
- Following this a revised presentation has been produced with a complimentary leaflet – ‘What is Leeds doing with it’s waste’.
- A further two leaflets have been produced:
  - i. The City’s waste solution – your questions answered
  - ii. The City’s waste solution – technologies and bidders

3.1 Alongside attendance at all Area Committees the programme of communications attached at Appendix 1 will begin.

### **4.0 Recommendation**

4.1 That West Inner Area Committee:

- Note the contents of this report;
- Receive the presentation and note the supplementary leaflets.

### **5.0 Background Papers**

5.1 Residual Waste Treatment Project: Update and Communication and Community Engagement Strategy – West Inner Area Committee April 2009

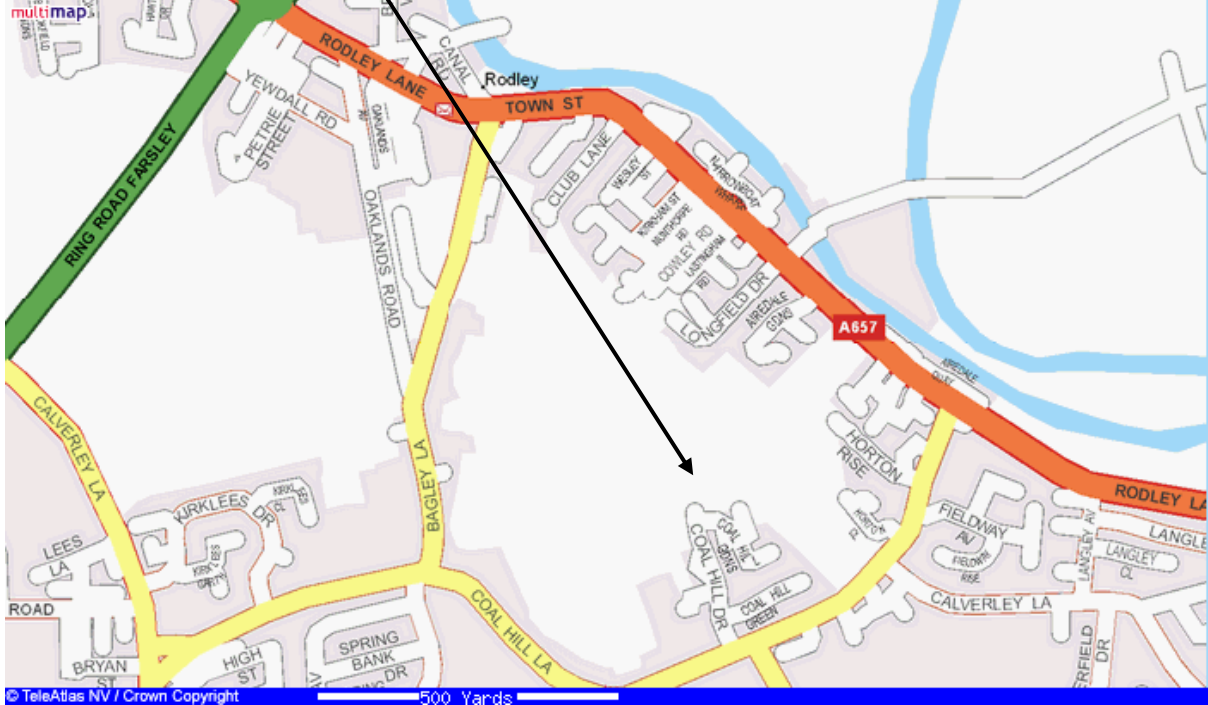
## Appendix 1 - Communications about the Residual Waste Treatment Facility – August to December 2009

Who?	What?	When?
Residents close to either of the two proposed sites for a residual waste treatment facility.	A leaflet, explaining the background to the Residual Waste Treatment project and inviting them to find out more will be sent to each household within a 1 mile radius of either of the two proposed sites. Posters will also be distributed to community venues in the areas, e.g. leisure centres, community centres. The leaflet and posters will invite residents to find out more through one of the following options:	Distributed in September 2009
	1. Signposting to more detailed information on the council website;	
	2. Registering to receive a pack of information, either electronically, or in hard copy;	Distributed as requested.
	3. Registering for the chance to attend an information session briefing in a local community venue.  Each session will consist of the standard presentation and a chance for discussion about the proposals. Whilst we will try to make sure all people who request attendance can do so, it is possible we may have to limit numbers and if this is the case we will ask the third party organisation to choose attendees to ensure representation from across the community.	Delivered between September and November 2009
Local residents groups and/or community forums in the areas close to either of the two proposed sites for a residual waste treatment facility.	We will identify residents groups and community forums, in discussion with local ward Members and Area Management officers, and offer them the chance to receive the standard presentation from council officers and to feedback on our proposals.	Presentations between September and November 2009

Who?	What?	When?
Local businesses in the areas close to either of the two proposed sites for a residual waste treatment facility.	Working with Aire Valley Leeds we have agreed various methods to communicate with local businesses and to invite them to a briefing with council officers at our Cross Green site.	Between August and October 2009
Leeds-wide public	<p>We will follow on from the first issue of Recycling and Waste Update, which was distributed to all households in February 2009.</p> <p>Issue two will focus on the Residual Waste Treatment Facility and the same presentation messages above. Residents will be invited to register to receive more information and updates via:</p> <ul style="list-style-type: none"> <li>• Signposting to more detailed information on the council's website;</li> <li>• Register to receive a pack of information or updates, electronically or in hard copy format;</li> </ul> <p>The newsletter will also give residents the chance to feed back on the information via email, in writing and by telephone.</p>	Distributed in December 2009
Elected Members	The presentation that forms the basis of the communications approach will be shown at Area Committees in September 2009. A pack of information on the Residual Waste Treatment Facility including the presentation, leaflets will be distributed to all ward members.	Distributed in September 2009



Stanningley Amateur Rugby Football Club, Coal Hill Drive, Leeds, LS13 1PA



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